

**FARIBAULT COUNTY SOIL AND WATER CONSERVATION DISTRICT
FARIBAULT COUNTY AG CENTER
415 SOUTH GROVE ST., SUITE 8
BLUE EARTH, MN 56013
REGULAR BOARD MEETING MINUTES
JULY 10, 2019**

Chairman Bell called the Regular Board Meeting to order at 8:40 a.m.

SUPERVISORS PRESENT:

CHAIRMAN – JEFF BELL
VICE-CHAIRMAN – RANDY FEIST
SECRETARY – NEAL MENSING
P/R – BILL ANDERSON

SUPERVISORS ABSENT:

TREASURER – DAVE MATHEWS

STAFF & OTHERS PRESENT:

CONSERVATION TECHNICIAN – NATE CARR
ASSISTANT PROGRAM ADMINISTRATOR – BRANDEE DOUGLAS
ADMINISTRATIVE ASSISTANT – AMY HUBER
PROGRAM TECHNICIAN – SHANE JOHNSON
DRAINAGE MANAGER – MERISSA LORE
FSA – NICKI MIRANOWSKI
NRCS – JOSIAH OLSON
PROGRAM ADMINISTRATOR – MICHELE STINDTMAN

I. APPROVALS

1. APPROVAL OF AGENDA/ADDITIONS

Motion by Mensing to approve the Agenda with the following additions: III.2., review proposed 2020 Contract for Services Amendment for the Drainage Department, and IV.2, discussion and possible action to consider new options for grant tracking in Quick-books or Accounting procedures. Seconded by Feist. Motion carried.

2. APPROVAL OF MINUTES

Motion by Anderson to approve the minutes of the June 12, 2019 SWCD Board Meeting. Seconded by Mensing. Motion carried.

3. TREASURER'S REPORT

Motion by Feist to accept the Treasurer's Report as presented and to file it subject to audit. Seconded by Mensing. Motion carried.

4. PAYMENT OF BILLS

Motion by Feist to pay all outstanding bills. Seconded by Mensing. Motion carried.

5. TRANSFER OF FUNDS TO PAY BILLS

Motion by Fesit to approve the Transfer of Funds in the amount of \$121,850.00 from Savings to Checking to pay the bills. Seconded by Mensing. Motion carried.

II. OLD BUSINESS

1. GRIEVANCES – None

III. NEW BUSINESS –

1. NRCS/Josiah –

Updates/Reports: Said he has everything ready to go for 17 CSP selections and has about 4-5 not quite ready. He said there are about 700 applications state-wide for CSP. Joell was sending in waivers for 12-15 prevent plant applications. Josiah said they now share a 4-wheeler with Albert Lea, but there is a push to discontinue use of 4-wheelers in the department due to safety reasons. The alternative is to use side by sides, but they have gotten expensive. He said he is going to Grand Rapids for a training on grazing and mentioned that Gordy will be retiring on the 29th of this month.

FSA/Nicki –

Updates/Reports: Provided a hand-out and went through some of the highlights of the CRP Continuous Enrollment Period, the CRP Grassland program, and the Eligibility to Vote and Hold Office as a County Committee Member. She said they have been busy trying to get acreage reporting done. Nicki mentioned they are still going through the hiring process – have interviewed 11 people. She also discussed why some folks are getting late payment violations for their commodity loans.

2. DRAINAGE DEPARTMENT PROPOSED AMENDMENT FOR SERVICES

Drainage Manager, Merissa Lore, discussed her proposed changes to the contract for services for 2020. Discussed the amounts currently paid for contracted services with SWCD and other vendors and the costs to her department. Said she hopes to do more basic engineering within her department to save money and that the highway department has some survey equipment they can use. Dusty is very capable and is planning to reclassify Dusty to do more management tasks. Dusty's salary is paid through the Buffer Law. They are working out details to add a GIS Coordinator at the county with a budget of approximately \$100,000, which would be funded by multiple departments, but mostly the drainage department. Said that Faribault County is one of the few counties that does not have a GIS Coordinator. Budgets are due at the County next week for 2020. The funds currently allocated to the SWCD for Brandee's position will be allocated to the County GIS position for 2020. Her goal is to be more proactive than reactive and hopes to have the drainage department pay for itself in two years. Brandee also discussed what the GIS position would entail and how it would benefit the various departments at the County. Merissa said GIS would still be available to the SWCD for around 8-10% of the GIS position time/salary and that she hopes to have a lot of the details wrapped up before John Thompson retires.

3.COST-SHARE CONTRACT and VOUCHER SPREADSHEET

Shane Johnson and Nate Carr briefed the Board on the Cost-Share Requests.

ENCUMBERING –

Motion by Feist to approve the Cost Share Encumbering Requests as presented for a total amount of \$32,744.10. Seconded by Mensing. Motion carried.

VOUCHER PAYMENTS –

Motion by Feist to approve the Cost Share Payment Requests as presented for a total payment amount of \$4,028.75. Seconded by Mensing. Motion carried.

The complete and detailed list of Encumbering and Payment requests are attached to the official minutes and are available in the SWCD office.

Nate discussed his upcoming Prevent Plant Workshop in Winnebago on July 16th. Will discuss the benefits of cover crops and desired outcomes. Nate also introduced discussion about the SWCD's philosophy on funding prevent plant acres and if there is a need to change the policy on this. The Board decided not to change the policy.

4. GRANTS UPDATE/OTHER –

Michele discussed the Clean Water Fund Grant application the SWCD is considering. She said it would be due right after the August Board meeting and funds available in 2020. She will have a staff meeting tomorrow to discuss this. She also mentioned we are in Phase II of the BECE Grant. There are civic engagement activities ear-tagged with very targeted funds included in this grant.

5. STAFF PROGRAM UPDATES –

Wetland Banking/Rainfall – Shane discussed the Wetland Banking program, specifically the Benz project. He mentioned it is a really long process. He also discussed the Ed Niebuhr project in Foster Township and said about 11.5 – 12 acres out of 22.6 acres are eligible acres.

Hands Free Policy – Michele mentioned that August 1st we need to have a policy in place to deal with the Hands-Free Law which deals with cell-phone use while driving.

County Budgeting & Contract Discussion – Michele showed the Board her draft of the Budget she is proposing and discussed options with the Board. She said she will need to schedule a Budget Committee meeting with those on that committee. Her proposed Budget to the County Board is due soon. She and Amy will have a preliminary meeting with John, Darren, and Loria this afternoon to review some of the contract changes and budget proposals.

6. SUPERVISOR UPDATE -

Board member Anderson discussed his recent TSA meeting. Said they ordered three new vehicles and approved cost of living raises to staff ranging from 1-2%. He mentioned Kyle has been there for 20 years. Board member Mensing attended the CD62 Landowner meeting and the recent GBERBA meeting where there was discussion in regard to the one water-shed one plan.

A list of upcoming meetings Board members could consider attending was reviewed. Michele also mentioned the Blue Earth River Paddle Trip for Elected Officials will be on August 7th and had a hand-out for the Board on Governance Training on September 12-13, 2019 in Bloomington. It was noted that the Area VI meeting is on the same day as our Prevent Plan Workshop and the next GBERBA meeting will be held at Michele's Barn.

IV. MISCELLANEOUS

1. Fair Booth/Farm-Fest Booth

Michele handed out information on Farm-fest as our SWCD is scheduled to host the booth from 2:00 – 5:00 p.m. on August 6th. She mentioned that Board members should let her know if anyone can cover the booth for that time-frame. Faribault County SWCD also will have a booth at the Faribault County Fair, which runs from July 24 – July 27, 2019.

2. Quick-books Accounting for Grants

Amy and Michele mentioned they would like to find an improved way to handle the financial accounting for grants tracking. Amy suggested contacting Eide Bailly Business Services to see if they had any ideas or suggestions on how to best track this. Amy said the past method of tracking the grants financially is done through excel spreadsheets but would like to see it handled through the accounting package if that is possible and asked for Board approval to contact Eide Bailly for consultation on other ideas to track the grants. It was agreed that Amy contact Eide Bailly and come back to the Board at a future meeting with what she finds out along with any costs to move forward.

3. August Board Meeting

The August Board meeting is scheduled for Wednesday, August 14, 2019 at 8:30 a.m. in the SWCD Conference room.

V. MEETINGS/EVENTS/TRAININGS FOR STAFF -

Motion by Mensing to approve attendance to the following:

June 26	GIS Training, LeSueur County - Brandee
July 16	Area VI Meeting, New Ulm - Michele
July 19	GBERBA Joint Mtg. – Michele’s Barn, B.E. - Staff
July 24-27	Faribault County Fair Booth, 11 a.m. – 10 p.m., B.E. - Staff
August 6	Farm-Fest Booth 2 – 5 p.m., Redwood Falls - Staff
August 7	B.E. River Paddle Trip, Elected Officials, Dodd Ford Bridge - Michele
August 12	Planning Commission/Bd of Adjustment, Ag. Center - Amy
August 13-14	NACE/MACDE Sioux Falls, S.D. - Michele
August 15	Department of Revenue, Rochester - Amy

Seconded by Feist. Motion carried.

VI. ADJOURNMENT –

Motion by Anderson to adjourn the meeting. Seconded by Mensing. Motion carried.
Chairman Bell adjourned the meeting at 12:10 p.m.

SWCD BOARD MEETING COST SHARE ENCUMBERING REQUEST

Board Meeting Date	July 10, 2019
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Board Chair Signature _____

ENCUMBERING (from Contract)							Project Type (BMP/NRCS #)	Quantity or Acres	Est. Total Cost	C-S Rate	Contract Amount	Contract Deadline
Action	Contract #	Grant Source	Landowner Name	Site Address	Township	Sec						
Encumber	18-11	State C-S FY 18	Ina Runyon Estate		Emerald	6	Unused Well Sealing (1)	1	\$ 4,000.00	50	\$ 400.00	12/1/2020
Amendment	319-CDP-16-22-03	GBERBA #33 319 Drainage Grant	Faribault Co. Drainage Auth.	JD 1F			Grade Stabilization Structures	36	\$ 97,325.00	75	\$ 16,750.00	8/1/2019
Encumber	LS319-SH-23	319 FY16 LeSueur River TMDL	Tom Warmka		Walnut Lake	8	Cover Crops	40	\$ 4,000.00	75	\$ 3,000.00	8/1/2020
Encumber	LS319-SH-24	319 FY16 LeSueur River TMDL	Jeff Warmka		Walnut Lake	7	Cover Crops	40	\$ 4,000.00	75	\$ 3,000.00	8/1/2020
Encumber	LS319-SH-25	319 FY16 LeSueur River TMDL	Joe Mutschler		Clark	5	Cover Crops	87	\$ 4,000.00	75	\$ 1,594.10	8/1/2020
Encumber		GBERBA #37 319 Dmg/Cover Crops/Intakes	Tim Murray		Emerald	7	Cover Crops	40	\$ 2,000.00	50	\$ 1,000.00	8/1/2020
Encumber		GBERBA #37 319 Dmg/Cover Crops/Intakes	Daryl Murray		Emerald	30	Cover Crops	45	\$ 2,250.00	50	\$ 1,125.00	8/1/2020
Encumber		GBERBA #37 319 Dmg/Cover Crops/Intakes	Scott Volz		Emerald	14	Cover Crops	245	\$ 4,000.00	50	\$ 2,000.00	8/1/2020
Encumber		GBERBA #37 319 Dmg/Cover Crops/Intakes	J-Ace Farms		Emerald	12	Cover Crops	80	\$ 4,000.00	50	\$ 2,000.00	8/1/2020
Encumber		GBERBA #37 319 Dmg/Cover Crops/Intakes	Kurt Schimek		Blue Earth	21	Cover Crops	55	\$ 2,750.00	50	\$ 1,375.00	8/1/2020
Encumber		GBERBA #37 319 Dmg/Cover Crops/Intakes	Bill Anderson		Lura	11	Alternative Intakes	2	\$ 1,000.00	50	\$ 500.00	8/1/2020
											\$32,744.10	TOTAL

SWCD BOARD MEETING COST SHARE PAYMENT REQUEST

Board Meeting Date	July 10, 2019
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Board Chair Signature _____

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