

**FARIBAULT COUNTY SOIL AND WATER CONSERVATION DISTRICT  
FARIBAULT COUNTY AG CENTER  
AG CENTER CONFERENCE ROOM  
BLUE EARTH, MN 56013  
REGULAR BOARD MEETING MINUTES  
MARCH 11, 2020**

**Chairman Bell called the Regular Board Meeting to order at 8:37 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:**

Nate Carr, Amy Huber, Shane Johnson, Merissa Lore, Michele Stindtman, and  
Commissioner Tom Warmka.

**I. APPROVALS**

**1. APPROVAL OF AGENDA/ADDITIONS**

Motion by Feist to approve the Agenda. Seconded by Mensing. Motion carried.

**2. APPROVAL OF MINUTES**

Motion by Mensing to approve the minutes of the February 12, 2020 SWCD Board meeting.  
Seconded by Feist. 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 Mensing to approve the Transfer of Funds in the amount of \$7900.00 from Savings to  
Checking to pay the bills. Seconded by Feist. Motion carried.

**II. OLD BUSINESS**

**1. GRIEVANCES/OTHER – None**

**III. NEW BUSINESS –**

**1. NRCS/FSA – None**

**2. COST-SHARE CONTRACT/VOUCHER SPREADSHEET/PROJECT LOG**

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

## **ENCUMBERING –**

Motion by Mensing to approve the Cost Share Encumbering Requests as presented, except for omitting Contract FY-18C-1A and FY-18C-2A, for a total of \$63,150.00. Seconded by Feist. Motion carried.

The Board discussed Encumbering Contract Requests for # FY-18C-1A and #FY-18C-2A as there is currently a Legal Subcontract and/or an Agreement draft between the SWCD and Faribault County that relates to those potential contracts.

Motion by Feist to approve the Cost Share Encumbering Requests from the Faribault County Drainage Department, Contract #FY-18C-1A and #FY-18C-2A, for a total amount of \$33,037.95 contingent on the draft Legal Subcontract and/or an Agreement being signed by Faribault County and the SWCD. Seconded by Mensing. Those in favor: Feist and Mensing. Those against: Anderson. Motion carried.

## **VOUCHER PAYMENTS –**

None this month.

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

## **PROJECT LOG –**

Nate and Shane provided an updated Project Log and reviewed that with the board. Michele will add the project with the city of Easton to the log. The cost estimate of the City of Easton project is \$134,384.00 which falls under the LeSueur 319 Grant.

## **DISCUSS DRAINAGE COST-SHARE CONTRACTS –**

Merissa Lore, County Drainage Manager, as well as Tom Warmka, County Commissioner, attended the meeting to discuss drainage projects and the new cost-share process the SWCD is implementing. Merissa had concerns about obtaining land-owner signatures on contracts and felt the SWCD should obtain them on their behalf if they must obtain the land-owner's signature because of the time and energy it would take to accomplish this. Felt the contact with landowners should have started awhile ago if that is what needed to be done. She also passed out pictures, maps, and data of drainage practices that have been done and or are on their list to do. Commissioner Warmka added that many of these systems have been neglected for 100 years and that every drainage system is flown over with a drone. Tom was also concerned about trying to contact all the landowners, reiterating the time that would take.

### **3. GRANT(s) UPDATE/OTHER –**

Michele mentioned she attended the LeSueur 1W1P meeting Monday. She said that Hayley from Waseca County is coordinating the project and the MPCA will help with the workplan. Said there will probably be a resolution ready to approve in April.

Discussed the Bass Lake meeting – said there was good attendance and was a pretty positive atmosphere. Board member Mensing attended the meeting as well. Funding for the watershed planning and facilitation will come from the LeSueur 319 grant. The next meeting will be held on March 18<sup>th</sup>. Carly Wagner from the DNR will be there as well.

### **4. STAFF PROGRAM UPDATES –**

#### **Review Completed Projects and Tasks from 2019 –**

Nate Carr and Shane Johnson reviewed pictures and documents of projects they were involved with and completed in 2019.

### **Approve the BWSR Nonstructural Land Management Practices Implementation Plan:**

BWSR requested that the SWCD complete the Nonstructural Land Management Practices (NLMP) Implementation Form for the period of January 1, 2020 – December 31, 2021 and have the Board approve the plan. The completed plan was given to and reviewed with the board for approval.

Motion by Anderson to approve the Nonstructural Land Management Practices Implementation Plan for the period of January 1, 2020 – December 31, 2021. Seconded by Mensing. Motion carried.

### **Consider Consent to Release of Information to ACRES**

Michelle Wingern has started a business referred to as ACRES (Ag Consulting for Research, Environment & Sustainability). She has contacted Nate to inquire if the SWCD would be willing to sign her Consent to Release Information Form. The consent authorizes ACRES to 1.) provide ACRES clients with information on the programs the SWCD has to offer and 2.) permission for ACRES to use the SWCD logo on their website.

Motion by Feist to approve the ACRES Consent to Release Information Form to provide ACRES clients with information on the programs the organization has to offer based on information provided by our organization, but not permission for ACRES to use the SWCD logo on their website. Seconded by Anderson. Motion carried.

### **CREP Update**

Shane Johnson was available to provide an update on CREP. Said he has 7 landowners interested in the program and has sent letters to. He discussed a wetland banking area in Walnut Lake township. Shane said BWSR is initiating a Wetland Restoration program and he will be watching a webinar today to learn more.

### **Feedlot Review**

Shane Johnson was available to discuss the recent Feedlot review that he and Loria just went through with the MPCA. He said they went through 8 files. They met 12 of 12 program requirements. He also said the minimum amount of feedlot inspections you can do is 25, but he did 55. He also said there was about 8 feedlots that were terminated this past year. Over all, the feedlot review went very well.

At this time, the Board took a short recess for lunch at 11:37 a.m.

The Board reconvened at 12:01 p.m.

### **Approve Policies – 2<sup>nd</sup> Reading**

Michele, Shane, and Nate have prepared several policies, which were reviewed at the recent board work session.

Motion by Mensing to approve the following policies, with the correction in the numbering of 601-2020 to be 601-1-2020 on the policy: 600-1-2020 Erosion Control & Water Management Practices – Structural – 2020 State Cost Share; 600-2-2020 Erosion Control & Water Management Practices – Structural – 2020 Capacity Cost Share; 601-1-2020 Nonstructural Land Management Practices – 2020 State Cost Share; 601-2-2020 Nonstructural Land Management Practices – 2020 Capacity Cost Share; 604-A Brush Creek & Blue Earth River Sediment Reduction Strategy Program Policy; and 604-A-2 Brush Creek & Blue Earth River Sediment Reduction Strategy Program Policy – MPCA 319 Grant. Seconded by Feist. Motion carried.

The Board discussed policy 604-B Brush Creek (CD64) Sediment Reduction Strategy in regards to the language about Cost-share percentage. Michele had Jill from BWSR comment on this, which was reviewed by the Board. The standard local cost-share percentage is 75/25 and will that upset other landowners if in this project, the cost-share percentage was different, etc. The Program Manager and Program Technician both commented that consistency might be key here.

Motion by Feist to approve policy 604-B Brush Creek (CD64) Sediment Reduction Strategy with a 75/25 cost share percentage. Seconded by Mensing. Motion carried.

The Board felt if there were excess funds available later in the project, the policy and cost-share amount could be amended.

### **Discuss Proof of Insurance with Contractors**

Don from MCIT suggested the SWCD obtain proof of insurance from contractors. The Program Manager said they will now require proof of insurance from contractors of structural practices; however, they will not require this for non-structural practices.

## **5. SUPERVISOR UPDATES -**

Board member Mensing discussed his attendance at the recent Bass Lake meeting, which he was pleased with the turnout. He also attended the CD62 meeting recently, but said the turnout for that meeting was not as good.

A list of upcoming meetings Board members could consider attending was reviewed:

March 13	GBERBA Policy/Technical Mtg., Mankato
March 23	Dr. Jim Mulder, Organizational Review, Ag. Center
March 24-25	MASWCD Legislative Session, St. Paul
March 31	Area VI Meeting, Winnebago

Board member Mensing said he plans to attend the GBERBA meeting and the Area VI meeting, but will be gone on the 23<sup>rd</sup> for the Organizational Review. He also said he could probably attend the next Bass Lake meeting. Board member Bell, Anderson, and Feist said they could attend the organizational review and Area VI meeting.

Motion by Mensing to approve attendance to the upcoming Supervisor meetings as discussed. Seconded by Anderson. Motion carried.

Chairman Bell asked Amy to provide an update on the recent Women in Ag conference. Amy mentioned the speakers did a great job and the discussion amongst the women was very good. The conference was to conclude at noon and ended up going until 2:30, so the enthusiasm was nice to see. Said Hannah was trying to get a group of about 15 people to attend, but had 10. Hope to grow this a little bit and have another conference later this year.

## **IV. MISCELLANEOUS**

### **1. Consider/Approve 4-H Fair Plaque Sponsorship**

The 4-H is requesting the SWCD to sponsor three (3) 4-H Fair Plaques for 2020. After some discussion, the Board felt they could sponsor five (5) 4-H Plaques as SWCD Conservation awards for 2020.

Motion by Anderson to approve the sponsorship of five (5) 4-H Plaques as SWCD Conservation awards for 2020. Seconded by Feist. Motion carried.

**2. Review/Approve the Subcontract with the County prepared by Legal Counsel**

The Program Administrator mentioned the Subcontract is getting close, but is not quite complete. It will be brought back to the Board at a later meeting.

**3. Review/Approve Letter to County Commissioners Regarding an Amendment to the Agreement for Services Date**

The draft letter was reviewed at the Board work session the prior week.

Motion by Mensing to approve the draft letter as presented and send to the County Commissioners regarding an extension date to complete the Agreement for Services. Seconded by Feist. Motion carried.

Board member Anderson inquired what the SWCD receives in the proposed contract for \$10,000.00 from the GIS Coordinator as well as the \$5,000.00 for the Administrative Assistant. The Program Manager said the Administrative Assistant handles SWCD in-coming calls and walk-in traffic and some basic receptionist duties. As far as the GIS Coordinator, those duties have not been clearly defined, but she could have Brandee attend a future meeting to review this.

**4. Approve Nate’s Work Schedule to go back to 8:00 – 4:30 beginning March 12, 2020.**

Motion by Mensing to approve Nate’s work schedule of 8:00 – 4:30 beginning March 12, 2020. Seconded by Feist. Motion carried.

**5. April Board Meeting**

The next April Board meeting will be held on Wednesday, April 8, 2020, 8:30 a.m., in the Ag Center Conference Room.

**V. MEETINGS/EVENTS/TRAININGS FOR STAFF -**

Motion by Feist to approve attendance to the following:

- March 10 CD 62 Meeting, Ag Center Conf. Rm – Chad, Michele
- March 12 Safety Committee Mtg., Courthouse – Shane
- March 13 GBERBA Policy/Tech. Mtg., Mankato – Michele, Shane
- March 18 Septic Regulator’s Mtg., Owatonna – Chad
- March 18-19 SWCD Manager’s Mtg. Brainerd – Michele
- March 23-24 Dr. Jim Mulder’s Organizational Review, Ag Center – All Staff
- March 24-25 MASWCD Day at Capitol/Legislative Briefing – Michele
- March 24-25 MACFO (Feedlot) Conference, Alexandria – Shane
- March 27 Benz Meeting – Shane, Michele
- March 31 Area VI Meeting (Hosting), Winnebago – Amy, Michele, Nate, Chad, Shane

Seconded by Mensing. Motion carried.

**VI. ADJOURNMENT -**

Motion by Anderson to adjourn the meeting. Seconded by Mensing. Motion carried. Chairman Bell adjourned the meeting at 1:23 p.m.