

**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  
MAY 8, 2019**

**Chairman Bell calls the Regular Board Meeting to order at 8:30 a.m.**

**SUPERVISORS PRESENT:**

CHAIRMAN – JEFF BELL  
SECRETARY – NEAL MENSING  
TREASURER – DAVE MATHEWS  
P/R – BILL ANDERSON

**SUPERVISORS ABSENT:**

VICE CHAIRMAN – RANDY FEIST

**STAFF & OTHERS PRESENT:**

ASSISTANT PROGRAM ADMINISTRATOR – BRANDEE DOUGLAS  
CONSERVATION TECHNICIAN – NATE CARR  
ADMINISTRATIVE ASSISTANT – AMY HUBER  
PROGRAM TECHNICIAN – SHANE JOHNSON  
FSA – NICKI MIRANOWSKI  
BE WATERSHED CONSERVATION PLANNER – HANNAH NEUSCH  
NRCS – JOSIAH OLSON

**I. APPROVALS**

**1. APPROVAL OF AGENDA/ADDITIONS**

Motion by Anderson to approve the Agenda. Seconded by Mathews.  
Motion carried.

**2. APPROVAL OF MINUTES**

Motion by Mathews to approve the minutes of the April 10, 2019 SWCD Board Meeting.  
Seconded by Anderson. Motion carried.

**3. TREASURER'S REPORT**

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

**4. PAYMENT OF BILLS**

It was discussed and decided that the credit card invoice would be brought to the Board Meeting each month for the Board to review if they wish and the Board Treasurer to initial or sign. There were some questions about the expenses for the BECE Grant and Amy mentioned that we are the Fiscal Coordinator for these expenses and we are reimbursed for those bills.

Motion by Anderson to pay all outstanding bills. Seconded by Mathews. Motion carried.

**5. TRANSFER OF FUNDS TO PAY BILLS**

Motion by Mathews to approve the transfer of \$39,100.00 from the district savings account to the district checking account to pay current expenses. Seconded by Anderson. Motion carried.

## **II. OLD BUSINESS**

### **1. GRIEVANCES – None**

**Board Member Mensing joined the meeting at this time.**

## **III. NEW BUSINESS –**

### **1. NRCS/Josiah –**

**Updates/Reports:** Provided a hand-out to the Board and mentioned Troy Daniell's visit to this area recently made the front page of a recent publication. Josiah also provided an update on the CSP sign-up, reiterating that there are just a couple days left to sign up for CSP. He also went through the Civil Rights Responsibilities for Partners Checklist with the Board for which the Board then signed.

### **BE RIVER WATERSHED PLANNER/Hannah -**

**Updates/Reports:** Hannah Neusch joined the meeting and introduced herself as the new Blue Earth River Watershed Conservation Planner and explained the new position, which is funded by NRCS and BWSR via a 3- year grant. She will be based out of the Fairmont Office but travel to the area offices as needed. The goal of her position is to improve water quality in the Blue Earth River.

### **FSA/Nicki –**

**Updates/Reports:** Mentioned they are working on filling Norma's position, which generally is not a speedy process. The application process is completely online. Stated that producers may email or drop-off their maps. She discussed the various loans and loan rates available through the department. Is still waiting to hear more information on the Farm Bill and CRP. Is starting to work on the ARC/PLC farm re-constitutions.

### **2. COST-SHARE CONTRACT and VOUCHER SPREADSHEET**

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 for a total amount of \$51,278.02. Seconded by Mathews. Motion carried.

### **VOUCHER PAYMENTS -**

Motion by Mathews to approve the Cost Share Payment Requests as presented for a total amount of \$2,120.74. 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.

### **3. GRANTS UPDATE/OTHER –**

**BECE/Le Sueur Grant** - Brandee explained that the Federal Clean Water Act Section 319 Project workplan has been submitted. The Le Sueur Grant expires next summer – there is a staff meeting tomorrow to discuss this – we may be able to include some of Nate's time in this grant. The BECE Phase I will be closed June 30<sup>th</sup>. The BECE Phase II Joint Powers Agreement was just signed by the Program Administrator and we are the Fiscal Coordinator for this.

### **4. STAFF PROGRAM UPDATES –**

**Benz Wetland Bank** - Shane mentioned that comments have been issued by BWSR and USACE on the prospectus that was submitted. ISG will go through the comments and respond accordingly within the final application. Once the final application is completed, ISG will distribute it for final review before submitting for a WCA TEP meeting.

**Walk In Access** - Shane said a walk in access agreement was submitted to the DNR for a 37 acre parcel owned by Tom Loveall in section 3 of Lura Township. The agreement would be for 3 years and if approved, he will receive \$12/acre/year. The Walk In Access base payment is \$10/acre/year. There is a \$1/acre/year incentive for the 3 - year contract. Shane has not heard if the agreement has been approved by the DNR. The SWCD will receive a payment of \$250 for processing the agreement.

**Cost Share Review & Rainfall Update:** Shane reviewed the rainfall amounts to date and mentioned that Jill from BWSR plans to be here on 5/23/19 for a review of the Cost-share Contracts.

**Buffer Law** – Brandee updated the Board on Buffer Law Compliance. She said they sent out 181 letters and have had about 100 responses back.

**Web-site Update** - Brandee discussed the progress of the web-site and provided a hand-out of the logos and fonts/color schemes they are considering for the new web-site upgrade.

## **5. SUPERVISOR UPDATE -**

Board Chair Bell briefly updated the Board on the Area VI meeting that he and Michele attended.

It was noted there is a GBERBA Policy meeting coming up on May 10<sup>th</sup>.

## **IV. MISCELLANEOUS**

Michele, the Program Administrator, was at another meeting today, but provided a written summary regarding Supervisor Dental Insurance consideration, the current Legislative Session, Projects, and Upcoming Meetings. Brandee read through the summary.

### **1. Non-native Trees/Tree Sales - Nate**

Nate mentioned there was a request this spring from a customer to purchase a non-native tree. In talking with another nearby county SWCD, they have a policy in place where they do not sell non-native trees. After further discussion, it was decided that Nate would bring back a list of non-native trees at a future meeting for further consideration of whether we should sell non-native trees. Nate also said that tree sales were over double what they were last year.

### **2. Dental Insurance for Supervisors**

Michele provided revised draft language to the Supervisor's Operating Rules and Guidelines and Insurance Benefit Policy available to the board for consideration which included language to add Board Supervisors to the Dental Insurance Eligibility of Benefits.

The Board discussed the Dental Insurance options and coverage. Amy mentioned the insurance eligibility would coincide with the staff enrollment dates, therefore if approved, the Board Dental Insurance wouldn't begin until July 1<sup>st</sup> of this year.

Motion by Mathews to approve the draft benefit related policies as provided by the Program Administrator. Seconded by Mensing. Motion carried.

Motion by Mensing to approve the District funding 100% of the Dental Insurance rate for the Board member and their dependents beginning July 1, 2019. Seconded by Mathews. Motion carried.

### **3. Amy's Lunch Hour**

Amy mentioned that Michele suggested she try an hour lunch which would offer her a half hour of time to work on her tasks when it is not so busy at the end of the day or beginning of the day, so as to continue a 8 hour work day. Amy said she generally works until 5:00 or later anyway to try to get work done due to all the interruptions she has, so is willing to try this schedule, unless staffing is such that an hour lunch is not feasible at times.

Motion by Mathews to approve an hour lunch break for Amy and extending her day so as to continue an 8-hour day and reviewing this again in August to see if this is a good schedule. Seconded by Mensing. Motion carried.

#### **4. June Board Meeting**

The June Board meeting is scheduled for Wednesday, June 12, 2019, at 8:30 a.m. in the SWCD Conference room.

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

Motion by Mensing to approve attendance to the following:

May 9	TAP Meeting, St. Paul, Chad
May 13	MPCA, Mankato – Michele, Chad, Nate
May 14	Planning Comm./Board of Adjust., Ag. Center – Amy
May 15-16	Manager's Meeting, St. Paul – Michele
May 17	Annual Audit, Conference Room – Michele, Amy
May 22	GBERBA Tech, Mankato – Michele
May 22	Environmental Day Camp, Fairgrounds – Brandee, Nate, Amy, Shane
May 30	MACDE, St. Cloud – Michele
June 11	Planning Comm./Board of Adjust., Ag. Center – Amy

Seconded by Mathews. Motion carried.

#### **VI. ADJOURNMENT –**

Motion by Anderson to adjourn the meeting. Seconded by Mathews. Motion carried. Chairman Bell adjourned the meeting at 10:20 a.m.

## SWCD BOARD MEETING COST SHARE ENCUMBERING REQUEST

<b>Board Meeting Date</b>	May 8, 2019
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Board Chair Signature \_\_\_\_\_

[illegible]

## SWCD BOARD MEETING COST SHARE PAYMENT REQUEST

<b>Board Meeting Date</b>	May 8, 2019
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**Board Chair Signature** \_\_\_\_\_

[illegible]