

**FARIBAULT COUNTY SWCD BOARD MEETING AGENDA**

**Wednesday, January 9, 2019 beginning at 8:30 a.m.**

**Conference Room – Blue Earth, MN 56013**

- I. REORGANIZATIONAL MEETING CALLED TO ORDER BY ACTING CHAIR (See Attached Checklist)**
  - I.1 Oath of Office
  - I.2 Election of Chair/Vice Chair/Secretary/Treasurer
  - I.3 Approve Committee Assignments for 2019
  - I.4 Approve the items as listed on the Reorganizational Checklist beginning with item #5 - #15
- II. NEW CHAIRMAN CALLS REGULAR MEETING TO ORDER**
- III. APPROVE AGENDA/MEETING MINUTES/TREASURER'S REPORT/BILLS/TRANSFER OF FUNDS**
  - III.1 Approve Agenda/Additions
  - III.2 Approve December 12, 2018 Board Mtg. Minutes
  - III.3 Approve Treasurer's Report
  - III.4 Approve Payment of Bills
  - III.5 Approve the Transfer of Funds from Savings to Checking to Pay Current Bills
- IV. OLD BUSINESS**
  - IV.1 Grievances
  - IV.2 Personnel Meeting Update - Michele
- V. NEW BUSINESS**
  - V.1 NRCS - Josiah
    - FSA – Nicki (if their office is open by date of meeting)
  - V.2 COST SHARE CONTRACT and VOUCHER SPREADSHEET (Includes ALL Grant Sources)
    - A. ENCUMBERING (See additional spreadsheet) – None this month
    - B. PAYMENTS (See additional spreadsheet) – Need Motion
    - C. Approve/Review Monthly Cost-Share Spreadsheet Procedure - Shane
  - V.3 GRANTS UPDATES - Including Policy Updates, Contract Approval, etc.
    - A. Existing Grants
    - B. Future Grants
    - C. Other Grant Items:
      - C1. Approve the FY-16 State Cost-Share Financial Report (Shane)
      - C2. Approve the FY-17 State Cost-Share Financial Report (Shane)
      - C3. Update by Shane on the Maple River/Swenson CPL Grant
  - V.4 PROGRAM UPDATES – Including Meeting Updates
    - A. SWCD
      - A1. Nate – Discuss upcoming meetings/events for Cover Crops, Tree Orders, etc
      - A2. End of Year - Michele
    - B. Supervisor Updates on Trainings/Meetings/Other

## **VI. MISCELLANEOUS**

- VI.1. **Agenda Addition** - Approve the Donation of 13 Hours of PTO Leave to the Emergency Leave Bank
- VI.2. **Agenda Addition** - Approve the Data Practices Policy
- VI.3. **Agenda Addition** – Approve the General Records Retention Schedule
- VI.4. February Board Meeting – Wednesday, February 13, 2019, 8:30 a.m., SWCD Office
- VI.5. Upcoming Meetings/Events/Trainings for Board Supervisors to Consider Attending:
  - January 16 – Cover Crop 101, Ag Center Conf. Room
  - January 30 – Area VI Chairman’s Meeting – New Ulm
- VI.6. Herman/Department of Ag – MN Ag Water Quality Certification Program
- VI.7. Miscellaneous - other

## **VII. APPROVE UPCOMING MEETINGS/EVENTS/TRAININGS:**

- |               |  |
|---------------|--|
| January 10    | Training Team, Nicollet - Shane                                |
| January 11-12 | Tree Ordering Open House                                       |
| January 14    | Area VI Managers Meeting, Nicollet - Michele                   |
| January 15    | MPCA SSTS Talking Tour, Mankato – Chad                         |
| January 16    | Cover Crop 101, Ag Center Conf. Room – Nate                    |
| January 17    | BECE (here), Conf. Room – Michele                              |
| January 18    | Farm Bill Workshop, Alexandria – Nate                          |
| January 23    | I-90 Soil Health Tour, Albert Lea – Nate                       |
| January 24    | I-90 Soil Health Tour, Fairmont – Nate                         |
| January 29    | Faribault County Safety Training – all Staff invited to attend |
| February 12   | Planning Commission/Board of Adjustment, Ag Center – Amy       |

## **VIII. Motion to Adjourn**