

**FARIBAULT COUNTY SOIL AND WATER CONSERVATION DISTRICT
FARIBAULT COUNTY AG CENTER – CONFERENCE ROOM
BLUE EARTH, MN 56013**

**Regular Board Meeting Minutes
January 12, 2022**

I. REORGANIZATIONAL MEETING CALLED TO ORDER BY ACTING CHAIR AT 8:29AM

1. Oath of Office – N/A – No new elected members for 2022.

2. Election of Chair / Vice Chair / Secretary / Treasurer / Public Relations

Member Bell nominated member Feist for Chair. Seconded by Mensing.

Call for other nominations – None.

Member Feist was elected Chairman.

Member Anderson nominated member Mathews for Vice Chair. Seconded by Mensing.

Call for other nominations – None.

Member Mathews was elected Vice Chair.

Member Mensing nominated member Anderson for Secretary. Seconded by Feist.

Call for other nominations – None.

Member Anderson was elected Secretary.

Member Anderson nominated member Mensing for Treasurer. Seconded by Feist.

Call for other nominations – None.

Member Mensing was elected Treasurer.

Member Mensing nominated member Bell for Public Relations. Seconded by Feist.

Call for other nominations – None.

Member Bell was elected Public Relations.

3. Committee Assignments for 2022

Motion by Mensing to keep Supervisor Committee Assignments the same for year 2022. Seconded by Feist.

Voting unanimously in favor by were: Feist, Mensing, and Anderson.

Voting against – None. Motion Carried.

4. Approve items on Reorganizational Checklist numbers #5 - #13

#5. Set and Approve Monthly Meeting Date and Time –

Motion by Mensing to keep the same meeting date and time, the Second WEDNESDAY of each Month at 8:30 a.m. unless noted differently. Seconded by Feist.

Voting unanimously in favor by were: Feist, Mensing, and Anderson.

Voting against – None. Motion Carried

#6. Set and Approve Supervisor Compensation Rate –

Motion by Feist to approve the Supervisor Compensation Rate of \$125.00 for all meetings. Seconded by Anderson.

Voting unanimously in favor by were: Feist, Mensing, and Anderson.

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Voting against – None. Motion Carried.

#7. Set and Approve Mileage Rate (IRS Standard Rate) –

Motion by Feist to approve the 2022 Mileage Rate of \$0.585. Seconded by Mensing.

Voting unanimously in favor by were: Feist, Mensing, and Anderson.

Voting against – None. Motion Carried

#8. Designate Official Depositories –

Motion by Feist to designate *First Bank, Blue Earth* as the official depository of the Faribault SWCD.
Seconded by Mensing.

Voting unanimously in favor by were: Feist, Mensing, and Anderson.

Voting against – None. Motion Carried.

#9. Designate Official Newspaper –

Motion by Feist to designate the *Faribault County Register* as the official newspaper. Seconded by Mensing.

Voting unanimously in favor by were: Feist, Mensing, and Anderson.

Voting against – None. Motion Carried.

#10. Designate Check Signing Authority –

Motion by Anderson to approve the following authorized signatures:

-Staff: Nathan Carr and Shane Johnson

-Supervisors: Neal Mensing and Dave Mathews

Seconded by Mensing.

Voting unanimously in favor by were: Feist, Mathews, and Anderson.

Voting against – None. Motion Carried.

#11. Identify and Approve “Official Signatory” for ELINK Activities and Reporting –

Motion by Feist to approve Nathan Carr, Co- Program Administrator, and Shane Johnson, Co-Program Administrator, as Official Signatory for ELINK Activities/reporting. Seconded by Mensing.

Voting unanimously in favor by were: Feist, Mensing, and Anderson.

Voting against – None. Motion Carried.

#12. Review and Approve 2022 Board of Supervisors Operating Rules & Guidelines AND

#13 Review and Approve Personnel Policy – (if necessary) –

After discussion, it was decided to table item #12 and #13 until the February 2022 meeting.

II. CHAIRMAN FEIST CALLS THE REGULAR BOARD MEETING TO ORDER

SUPERVISORS PRESENT:

Randy Feist – Chair

Bill Anderson – Secretary

Neal Mensing – Treasurer

Jeff Bell – Public Relations

SUPERVISORS ABSENT:

Dave Mathews – Vice Chair

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STAFF & OTHERS PRESENT:

Shane Johnson, Nathan Carr, Hadley Mensing, and Brandon Berndt – NRCS

III. APPROVALS

1. APPROVAL OF AGENDA / ADDITIONS (noted in red) (Action Item)

Motion by Bell to approve the Agenda with the additions. Seconded by Mensing.

Voting unanimously in favor by were: Anderson, Mensing, and Bell.

Voting against – None. Motion Carried.

2. APPROVAL OF MINUTES (Action Item)

Motion by Bell to approve the December 8, 2021, Regular Board Meeting Minutes. Seconded by Anderson.

Voting unanimously in favor by were: Anderson, Mensing, and Bell.

Voting against – None. Motion Carried.

3. TREASURER’S REPORT (Action Item)

Motion by Mensing to approve the December 2021 Treasurer’s Report as presented and to file it subject to audit. Seconded by Bell.

Voting unanimously in favor by were: Anderson, Mensing, and Bell.

Voting against – None. Motion Carried.

4. PAYMENT OF BILLS (Action Item)

Motion by Mensing to pay all outstanding bills. Seconded by Bell.

Voting unanimously in favor by were: Anderson, Mensing, and Bell.

Voting against – None. Motion Carried.

5. TRANSFER OF FUNDS TO PAY BILLS (Action Item)

Motion by Anderson to approve the Transfer of Funds in the amount of \$90,000.00 from Savings to Checking to pay the bills. Seconded by Mensing.

Voting unanimously in favor by were: Anderson, Mensing, and Bell.

Voting against – None. Motion Carried.

IV. OLD BUSINESS

1. Grievances / Other – None

V. NEW BUSINESS

1. FSA UPDATE, NRCS UPDATE, & DRAINAGE UPDATE

-FSA – No update this month.

-NRCS – Brandon B gave an NRCS Update.

-Drainage – Nate C gave an update for the Drainage Department.

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2. COST SHARE CONTRACT / VOUCHER SPREADSHEET (Action Item)

A. Encumbering – None

B. Voucher Payments – Hadley briefed the board on the Cost share Payment.

Motion by Bell to approve the Cost Share Payments as presented for a total of \$2,522.25.

Seconded by Mensing.

Voting unanimously in favor by were: Anderson, Mensing, and Bell.

Voting against – None. Motion Carried.

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

3. STAFF PROGRAM & GRANT UPDATES – Including Policy Updates, Contract Approvals, etc.

A. Future Grants –

1. BWSR Grant Approval Designation (Action Item)–

Motion by Bell to designate Chairman Feist to sign BWSR Grants. Seconded by Anderson.

Voting unanimously in favor by were: Anderson, Mensing, and Bell.

Voting against – None. Motion Carried.

2. Cost Share Policy (**Discussion Item**) –

Nate discussed the Cost Share Policies with the board, and mentioned he would like to include another reduced tillage option.

B. Current Grants –

1. FY20 State Cost Share Final Reports (Action Item) –

Motion by Anderson to approve Final Reports for the following: Buffer Law 2019, SWCD Local Capacity Services 2019, and Cost Share 2020. Seconded by Bell.

Voting unanimously in favor by were: Anderson, Mensing, and Bell.

Voting against – None. Motion Carried.

2. **Cover Crop Demonstration Grant (Action Item)** –

Nate explained to the Board there were excess education funds, due to not spending any in 2020.

Motion by Bell to ask for a grant extension for the Cover Crop Demonstration Grant. Seconded by Anderson.

Voting unanimously in favor by were: Anderson, Mensing, and Bell.

Voting against – None. Motion Carried.

4. BOARD SUPERVISOR UPDATES

A. Supervisor Updates From Trainings | Meetings | Events (Discussion Item)

Board member Feist gave a 2021 MASWCD Annual Convention meeting update and a 1W1P meeting update.

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B. Upcoming Meetings | Trainings | Events for Supervisors

Motion by Bell to approve attendance to the following:

January 14th GBERBA, Policy (Neal)
January 28th 1W1P (Randy)
February 2nd Area VI Conservation Districts Chair Meeting; New Ulm

Seconded by Mensing.

Voting unanimously in favor by were: Anderson, Mensing, and Bell.

Voting against – None. Motion Carried.

C. January Work Session

Motion by Bell to have an SWCD Work session on Wednesday, January 26 – starting at 8:30 a.m. in the Ag Center Conference Room. Seconded by Mensing.

Voting unanimously in favor by were: Anderson, Mensing, and Bell.

Voting against – None. Motion Carried.

VI. MISCELLANEOUS

1. Staff Reports (Chad, Shane, Nate, Hadley)

Staff members gave project and job updates to the Board. Staff member Chad Viland was unable to attend.

2. Christmas Party (Action Item)

Motion by Bell to host the SWCD Christmas party on Thursday, January 27th, 2022, at the Branding Iron. Seconded by Mensing.

Voting unanimously in favor by were: Anderson, Mensing, and Bell.

Voting against – None. Motion Carried.

3. Payroll (Discussion Item)

A discussion was held regarding Payroll, and no longer going through Rollenhagen. The Board decided it would be best to talk with Rollenhagen and give them at least a 60-day notice.

4. Area VI MASWCD Meeting – March 2022 (Discussion Item)

Shane Johnson mentioned to the Board that the Feb. 2nd Chair Meeting in New Ulm will discuss this meeting further.

5. February Board Meeting – Wednesday, February 9, 2022 – 8:30 a.m. Ag Ctr, Conference Room

VII. MEETINGS | EVENTS | TRAININGS FOR STAFF (Action Item)

Motion by Mensing to approve attendance to the following:

January 12th Floodplain Web-based Maps & Tools – Chad
January 13th Le Sueur River Watershed Network Meeting – Nate
January 18th Economics of Soil Health – Hadley
January 19th Shoreline Management Basics – Chad
January 24th Floodplain Administration 101 – Chad

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January 31st Dealing with Zone – Chad
February 2nd MPCA, Walking Tour; Virtual – Chad
February 2nd Nonconformities – Chad
February 7th Shoreline Higher Standards – Chad
February 8th 1W1P, Steering Team – Nate
February 9th Variances – Shoreland Emphasis – Chad

Seconded by Bell.

Voting unanimously in favor by were: Anderson, Mensing, and Bell.

Voting against – None. Motion Carried.

VIII. ADJOURNMENT

Motion by Anderson to adjourn the meeting. Seconded by Bell.

Voting unanimously in favor by were: Anderson, Mensing, and Bell.

Voting against – None. Motion Carried.

Chairman Feist adjourned the Regular Board Meeting at 11:14 a.m.