

**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
JUNE 12, 2019**

Vice-Chairman Feist calls the Regular Board Meeting to order at 8:45 a.m.

SUPERVISORS PRESENT:

VICE-CHAIRMAN – RANDY FEIST
SECRETARY – NEAL MENSING
TREASURER – DAVE MATHEWS
P/R – BILL ANDERSON

SUPERVISORS ABSENT:

CHAIRMAN – JEFF BELL

STAFF & OTHERS PRESENT:

ASSISTANT PROGRAM ADMINISTRATOR – BRANDEE DOUGLAS
CONSERVATION TECHNICIAN – NATE CARR
ADMINISTRATIVE ASSISTANT – AMY HUBER
PROGRAM TECHNICIAN – SHANE JOHNSON
NRCS – JOSIAH OLSON
PROGRAM ADMINISTRATOR – MICHELE STINDTMAN
WATER RESOURCE TECHNICIAN – CHAD VILAND

I. APPROVALS

1. APPROVAL OF AGENDA/ADDITIONS

Motion by Anderson to approve the Agenda with the following additions: III.2.D., approve designation of Conservation Technician as having adequate technical expertise to act as the Technical Representative and III.4.E., discuss/approve DNR Ground Water Monitoring Contract FY 2020. Seconded by Mathews. Motion carried.

2. APPROVAL OF MINUTES

Motion by Mensing to approve the minutes of the May 8, 2019 SWCD Board Meeting. Seconded by Mathews. Motion carried.

3. TREASURER'S REPORT

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

4. PAYMENT OF BILLS

Motion by Anderson 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 \$23,000.00 from Savings to Checking to pay the bills. Seconded by Mathews. Motion carried.

6. DISCUSS/APPROVE INVESTING FUNDS IN A CERTIFICATE OF DEPOSIT JULY 1, 2019

Amy provided a document demonstrating the increased interest earnings for a \$100,000 and \$50,000 Certificate of Deposit to consider at 2.5% for one year beginning July 1, 2019.

Motion by Mensing to approve the Board Treasurer and Program Administrator to act and sign on the Certificate of Deposit(s) on an amount and accounts to be determined by them by July 1, 2019. Seconded by Anderson. Motion carried.

II. OLD BUSINESS

1. GRIEVANCES – None

III. NEW BUSINESS –

1. NRCS/Josiah –

Updates/Reports: Mentioned he will be on leave for a couple weeks when he and his wife have their baby, which is due very soon. In his absence, Joell from Freeborn County will be filling in on a part-time basis. He also discussed CRP and how it is very limited. He mentioned that 13 of 24 CSP's are done. Josiah further went into detail about the CSP program and who are good candidates for this type of program.

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 \$8,400.00. Seconded by Mathews. Motion carried.

VOUCHER PAYMENTS –

Nate suggested we table payment on Contract #B18-24 until he could clarify some seeding details from the Landowner.

Motion by Anderson to table payment of Contract #B18-24 in the amount of \$1068.75 to the next meeting for Nate to get more information on. Seconded by Mensing. Motion carried.

Motion by Mensing to approve the Cost Share Payment Requests as presented, except tabled contract #B18-24 in the amount of \$1068.75 for consideration at a later meeting, for a total payment amount of \$2,024.85. Seconded by Mathews. 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.

COST-SHARE REVIEW UPDATE-

Shane and Michele discussed the recent cost-share audit, which went fairly well. Jill from BWSR did the audit and was here for about half the day. A couple suggestions she had was to prepare a project file journal for each project. She also would like to have each applicant's name, contract number, amounts and sources of project funds, and type of project or practices to be listed within the Board Minutes. In addition, she would like the board to formally approve Nate as a Conservation Technician as having adequate Technical Expertise to act as the Technical Representative. Jill also had suggestions on invoices for payment on contracts that need to be in place and contract amendment procedures.

The board discussed and felt that it was not necessary to repeat all the information from the signed cost-share contracts as well as the detailed spreadsheets each month into the minutes and did not wish to see the staff spend time doing this since it is already detailed out. Instead the spreadsheets with that information will continue to be signed and kept with the minutes each month as currently done.

Motion by Mensing to approve designation of the Conservation Technician as having adequate Technical expertise to act as the Technical Representative and to assist Landowners in the installation of the required buffers for the buffer cost share grant program and buffer law. Seconded by Mathews. Motion carried.

Nate mentioned we purchased cover crop seed with the BECE funds. He went through how/who signed up for cover crops and stated they have a signed agreement, but it is not a cost-share type program, so it would not be included with the cost-share contracts.

3. GRANTS UPDATE/OTHER –

MN CREP Outreach Impl. Program Grant Proposal/ Rice Creek MPCA Targeted Watershed/Farm Bill Funds – Michele discussed the MN CREP Outreach Impl. grant proposal, but have not heard back yet on it. The MPCA has money available for the Rice Creek MPCA Targeted Watershed and Michele indicated there is a group from Bass Lake that has inquired about some projects that could benefit from these funds. The SWCD, DNR, and Drainage department have an upcoming one-hour interview/phone conference about this funding opportunity. Michele mentioned that the Farm Bill funding is done and Nate's time will now be directed to the LeSueur grant for landowner outreach and possibly Brush Creek.

LeSueur 319 Grant Change Order – Brandee provided a copy of the LeSueur 319 changes and briefly reviewed those adjustments.

Acting Board Chairman Feist left the meeting at this time (10:05 a.m.). Board member Mensing took over as acting Chairman at this time.

There was some discussion on how the Citizen Stream Monitoring program works as well as 1W1P.

4. STAFF PROGRAM UPDATES –

New Website Homepage – Brandee showed the Board a few different options to choose from for the SWCD logo on the home page. After discussion, it was felt that it would be helpful to add "CO" to "Faribault SWCD" so people are clear that it is Faribault County and not the city of Faribault when they do a search.

Motion by Mathews to approve the Website Homepage with the change of adding the "CO" to the header logo and dropping the state logo. Seconded by Anderson. Motion carried.

Buffer Compliance – A list of noncompliant Buffer Law parcels was provided for the Board to review. If approved, the list will then be submitted to the County for possible enforcement action. After Board review, parcel ID 120140400 was removed from the list as it still was too wet to seed but will be seeded as soon as the weather allows it to be completed.

Motion by Mathews to approve the presented list of Buffer Law Non-Compliant parcels, less parcel ID 120140400, and forward it to Faribault County for necessary enforcement action. Seconded by Anderson. Motion carried.

BECE Interviews – Nate and Shane recently spent time interviewing ten farmers in the Blue Earth Watershed, which included three father/son operations. They discussed the variety of responses they received. Other districts in the watershed were tasked with the same interview questions and the information will be collated under the BECE Grant.

CD62 Update/Nitrate Testing/Groundwater Level Monitoring – Chad provided the Board with a hand-out, discussed the work being done, and what they are learning so far on the CD 62 sampling. He also

had a hand-out on the Faribault County Tile Water Testing program and discussed the process with this voluntary program.

Michele mentioned they need more testing equipment and are a few thousand dollars short of purchasing this equipment. She is working on finding some funds or grants to purchase this equipment.

Chad and Michele provided the Board with a copy of the Professional and Technical Services Contract with the DNR for Groundwater Level Monitoring from July 1, 2019 – June 30, 2020. The SWCD would be the Contractor.

Motion by Anderson to approve the Professional and Technical Services Contract with the DNR for Groundwater Level Monitoring for FY 2020 (7/1/19 – 6/30/20). Seconded by Mathews. Motion carried.

Other/Miscellaneous – Shane provided the board with the rainfall totals. Nate mentioned he has had an inquiry about the SWCD cost-sharing cover crops for prevent planting. Board member Mensing will check with GBERBA about whether this would be allowed.

Program Administrator Update – Michele mentioned that the legislature did approve Capacity Funding and actually provided more Capacity funding for the next two years than they provided the last session. She also mentioned the auditors were here in May and that went well. It will be about six weeks from the time of the audit before they complete their audit. Lastly, she mentioned she is now on the MASWCD financial workgroup committee this year.

5. SUPERVISOR UPDATE -

None noted this time due to lack of time at meeting.

IV. MISCELLANEOUS

1. Discuss/Approve Purchase of Ricoh Copier/Printer with Protection Plan

Michele provided the Board with the breakdown of the proposed cost of a new Ricoh Copier/Printer, which includes trade-in of the existing Ricoh Copier/Printer. She said the cost would be pro-rated amongst the SWCD/Drainage/Planning & Zoning departments. She also provided a copy of the proposed Guaranteed Protection Plan with Metro Sales for the new Copier/Printer. The Program Administrator mentioned the repair technician has been here more frequently the past few months and felt it was time to replace the old machine.

Motion by Anderson to approve the purchase of the Ricoh IM C4500 as presented on the Metro Sales proposal along with the Guaranteed Protection Plan for 60 months with the Program Administrator to sign the agreement. Seconded by Mathews. Motion carried.

2. Farm-fest Booth Coverage

Michele mentioned the SWCD is scheduled to cover the 2-5 p.m. slot for the Farm-fest booth on August 6th. She said Randy mentioned he would probably be able to be there. She wondered if anyone else would be able to cover this time-frame and to let her know if they can.

3. July Board Meeting

The July Board meeting is scheduled for Wednesday, July 10, 2019 at 8:30 a.m. in the SWCD Conference room.

V. MEETINGS/EVENTS/TRAININGS FOR STAFF -

Motion by Anderson to approve attendance to the following:

May 29	BOA Special Hearing, Ag. Center – Amy
June 4	MASWCD Committee Mtg., St. Cloud - Michele
June 5-6	SWCD Administrative Training, Duluth – Amy
June 6	Parcel Split Meeting, Courthouse - Chad
June 11	SSTS Soils Training, Fairmont - Chad
June 13	CREP Outreach, Mankato – Nate, Shane
June 17-18	Soil Health Training, Blooming Prairie – Nate
June 19	Septic Regulators Mtg., Owatonna - Chad
June 25	TSA Meeting, Mankato – Shane
June 26	GBERBA Technical Mtg. – Michele
June 26-27	Construction Training, Rochester – Nate/Shane
June 27	CD62 Landowner Mtg., Ag. Center - Staff
July 9	Planning Commission/Bd of Adjustment, Ag. Center - Amy

Seconded by Mathews. Motion carried.

VI. ADJOURNMENT –

Motion by Anderson to adjourn the meeting. Seconded by Mathews. Motion carried.
Acting Chairman Mensing adjourned the meeting at 12:05 p.m.

SWCD BOARD MEETING COST SHARE ENCUMBERING REQUEST

Board Meeting Date	June 12, 2019
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Board Chair Signature _____

[illegible]

SWCD BOARD MEETING COST SHARE PAYMENT REQUEST

Board Meeting Date	June 12, 2019
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Board Chair Signature _____

[illegible]