

**FARIBAULT COUNTY SOIL AND WATER CONSERVATION DISTRICT
FARIBAULT COUNTY AG. CENTER
415 SOUTH GROVE ST., SUITE 8
BLUE EARTH, MN 56013
BOARD MEETING MINUTES
NOVEMBER 14, 2018**

1. MEETING WAS CALLED TO ORDER BY ACTING CHAIRMAN JEFF BELL AT 9:00 A.M.

2. SUPERVISORS PRESENT:

ACTING CHAIRMAN & SECRETARY – JEFF BELL
TREASURER – DAVE MATHEWS
P/R – RANDY FEIST

SUPERVISORS ABSENT:

CHAIRMAN – NEAL MENSING
VICE CHAIRMAN – BILL ANDERSON

3. STAFF PRESENT:

PROGRAM ADMINISTRATOR – MICHELE STINDTMAN
ASSISTANT PROGRAM ADMINISTRATOR – BRANDEE DOUGLAS
ADMINISTRATIVE ASSISTANT – AMY HUBER
PROGRAM TECHNICIAN – SHANE JOHNSON
CONSERVATION TECHNICIAN – NATE CARR

I. APPROVALS

1. APPROVAL OF AGENDA WITH ADDITION OF ITEM IV.2, CONSIDERATION OF AREA VI CO-DIRECTOR; AND ITEM IV.3, CHANGE IN NATE CARR'S HOURS BEGINNING NOVEMBER 15TH.

Motion by Mathews to approve the Agenda with additions. Second by Feist.

MATHEWS– Yes, FEIST – Yes

MOTION CARRIED

2. APPROVAL OF MINUTES

Motion by Mathews to approve the minutes of the October 10, 2018 SWCD Board Meeting.
Second by Feist.

MATHEWS – Yes, FEIST – Yes

MOTION CARRIED

3. TREASURER'S REPORT

Motion by Feist to accept the Treasurer's Report as presented and to file it subject to audit.
Second by Mathews.

MATHEWS – Yes, FEIST – Yes

MOTION CARRIED

4. PAYMENT OF BILLS

Michele and Amy mentioned they will have the bank statement opened by Michele and Michele initial it each month for proper internal controls.

Motion by Feist to pay all outstanding bills. Second by Mathews.

MATHEWS – Yes, FEIST – Yes

MOTION CARRIED

5. TRANSFER OF FUNDS

Motion by Feist to approve the transfer of \$20,000.00 from the district savings account to the district checking account. Second by Mathews.

MATHEWS – Yes, FEIST – Yes

MOTION CARRIED

II. OLD BUSINESS

1. GRIEVANCES – None

III. NEW BUSINESS - None

1. COST-SHARE CONTRACT and VOUCHER SPREADSHEET

Nate Carr and Shane Johnson reviewed the Cost-share contracts proposed for payment this month.

VOUCHER PAYMENTS -

Motion by Feist to approve the Payments (from Vouchers) on the list attached to the November 2018 SWCD Minutes. Second by Mathews.

FEIST – Yes, MATHEWS – Yes

MOTION CARRIED

2. GRANTS UPDATE/OTHER -

Michele mentioned that we did not receive Grant 319 – there were 10 districts that were chosen to receive the grant, but we were not one. Hope to apply again in the future for this. She also discussed the existing grants that we are using and the projects they entail as well as the expense and revenue stream that typically happens as we close out the year.

3. PROGRAM UPDATES -

Nate –

Buffer Update – Discussed public compliance with the Buffer Regulations. Mentioned he had the first citizen Buffer compliance complaint. He also presented, as a 2nd reading, the Monitoring Plan for Buffer Compliance Tracking as well as the Buffer Law Complaint Form.

Motion by Feist to approve the Buffer Inspection Policy and Complaint Form. Second by Mathews.

FEIST – Yes, MATHEWS – Yes

MOTION CARRIED

Brandee –

GIS Contract with Pro West – Has recently met with Pro West Consultants to begin working on a Soil Health Story Map, creating a Citizen Reporter online complaint process, among other features on our web-site.

Shane –

Mentioned he is working with a land owner that has property near the Maple River to obtain grant funding up to \$15,000 and the Fish and Wildlife department would cover remaining costs. Should know by end of December if the grant is approved. The land owner is currently in the RIM program.

Discussed a recent training he attended and explained the Agricultural Wetland Banking process.

Presented the Nonstructural Land Management Practices (NLMP) Implementation Plan Request Form for FY 2019 Conservation Cost Share Base Grant.

Motion by Mathews to approve the FY 2019 Nonstructural Land Management Practices Implementation Plan. Second by Feist.

FEIST – Yes, MATHEWS – Yes

MOTION CARRIED

Michele –

Attended the MASWCD meeting in St. Paul as well as MPCA meeting in Mankato recently. Discussed the importance of local involvement in the Area VI meetings are important to be sure rural areas like Faribault County are represented well. Encouraged Board Supervisors to attend the next Area VI meeting on 11/27 if they can. She also reviewed the SSTS process and at what point issues are turned over to the MPCA. It is the MPCA that publishes the fines or violations in the newspaper. Also mentioned she is working on some financial statistics from past audit reports we can insert into a template she received at BWSR Academy, which will show some graphs and statistical information on the financial status of the district. Should have some of those charts and statistics available at the next meeting.

SUPERVISOR UPDATE -

Board Member Bell congratulated the members on their re-election to the Board. Also discussed if there was a limit to how many meetings Board Supervisors can miss during the year.

IV. MISCELLANEOUS

1. December Board Meeting - The December Board Meeting is scheduled to be held on Wednesday, December 12, 2018, 8:30 a.m. in the SWCD office. There was discussion/reminder that the Board of Supervisors should try to all be in attendance that day for Personnel review, which is held annually in December.

2. Area VI Co-Director – Michele mentioned the need for a local voice at the MASWCD Area VI level. If anyone would be able to take on that role, there is an upcoming Area VI meeting on November 27th.

3. Nate Carr Hours Change – Due to coaching basketball, Nate would need to change his hours beginning November 15th through April 10th from 8:00 a.m. to 4:30 p.m. to 7:00 a.m. to 3:30 p.m.

Motion by Mathews to approve Nate Carr's hours to 7:00 a.m. to 3:30 p.m. from November 15, 2018 through April 10, 2019. Second by Feist.

FEIST – Yes, MATHEWS – Yes

MOTION CARRIED

4. MASWCD Convention – The MASWCD Convention is December 9-11 at the DoubleTree in Bloomington. Eric Volsen will be recognized as our Conservation Cooperator this year. Michele, Nate, and Amy plan to attend.

5. Miscellaneous – Discussed the upcoming retirement of Linda Berndt. Michele also mentioned her meeting with a Conservationist from Ireland that was recently in the area and how their regulations differ from ours as well as his interest in the local Bioreactor project.

V. UPCOMING MEETINGS

Motion by Feist to approve attendance to the following meetings:

November 19	BECE, Ag Center, Blue Earth - Michele
	Pheasants Forever, Easton - Nate
November 27	Area VI, Fairmont – Supervisors, Staff

November 28	MASWCD Leg. Committee, St. Paul - Michele
December 5	HSD, Winnebago – Chad
December 9-11	MASWCD Convention, DoubleTree/Bloomington-Michele, Nate, Amy
December 11	PC/BOA, Ag. Center - Amy

Second by Mathews.

FEIST – Yes, MATHEWS - Yes

MOTION CARRIED

Adjournment –

Motion by Feist to adjourn the meeting. Second by Mathews.

FEIST – Yes, MATHEWS - Yes

MOTION CARRIED

Acting Chairman Bell adjourned the meeting at 11:05 a.m.

SWCD BOARD MEETING COST SHARE PAYMENT REQUEST

Board Meeting Date	November 14, 2018
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Board Chair Signature _____

[illegible]