

**FARIBAULT COUNTY SOIL AND WATER CONSERVATION DISTRICT
FARIBAULT COUNTY AG CENTER
SWCD AG CENTER CONFERENCE ROOM
BLUE EARTH, MN 56013
REGULAR BOARD MEETING MINUTES
OCTOBER 7th, 2020**

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

SUPERVISORS PRESENT:

CHAIRMAN – JEFF BELL
VICE-CHAIRMAN – RANDY FEIST
TREASURER – DAVE MATHEWS
SECRETARY – NEAL MENSING

SUPERVISORS ABSENT:

P/R – BILL ANDERSON

STAFF & OTHERS PRESENT:

Nate Carr, Amy Huber, Shane Johnson, and Michele Stindtman.

I. APPROVALS

1. APPROVAL OF AGENDA/ADDITIONS

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

2. APPROVAL OF MINUTES

Motion by Mensing to approve the minutes of the September 9th, 2020, 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 Feist. Motion carried.

4. PAYMENT OF BILLS

Motion by Feist to pay all outstanding bills. Seconded by Mensing. Motion carried.

5. TRANSFER OF FUNDS TO PAY BILLS

Motion by Feist to approve the Transfer of Funds in the amount of \$54,000.00 from Savings to Checking to pay the bills. Seconded by Mensing. Motion carried.

II. OLD BUSINESS

1. GRIEVANCES/OTHER – None

III. NEW BUSINESS –

1. COST-SHARE CONTRACT/VOUCHER SPREADSHEET/PROJECT LOG

Shane Johnson and Nate Carr briefed the Board on the Cost-Share Requests & Payments.

ENCUMBERING –

Motion by Feist to approve the Cost-Share Encumbering Requests as presented for a total of \$149,252.82, with the Cost Share contract with the City of Easton contingent upon a signed contract from the City of Easton. Seconded by Mathews. Motion Carried. Board member Mensing abstained.

VOUCHER PAYMENTS –

Motion by Mensing to approve the Cost Share Payments as presented for a total of \$300.00. 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.

PROJECT LOG –

Shane Johnson provided an updated Project Log for the Board to review.

2. PROGRAM UPDATES –

Authorization to Sign MAWQCP Incentives:

Motion by Mensing to authorize Nate Carr, the Conservation Technician, to sign the MAWQCP Certification Incentives. Seconded by Mathews. Motion carried.

Billboard Sign Update: Michele provided an update on the Billboard progress. She mentioned that she has spoke with Larry Stauffer to design a 4X5 sign. She said the signs can only be green and white on state roads. She has spoke with the highway engineer and the Mankato DOT about the signs.

TSA Tech. Update: Michele reviewed her discussions with area Managers and Jerad at Blue Earth County in regards to hosting a TSA technician. She also discussed the recent TSA meeting held virtually.

Proposed 2021 Budget: Michele provided copies to the Board of her proposed Budget for 2021 and went through it with them. Questions and discussion were held regarding the budget. It was decided that the Budget be brought back to a future meeting with corrections made as noted.

3. GRANTS, POLICY, CONTRACTS –

Motion by Mathews to approve the 2021 Buffer Law & Local Capacity Grant agreement. Seconded by Mensing. Motion carried.

4. SUPERVISOR UPDATES -

Board member Mensing mentioned he attended a GBERBA meeting, but it was pretty uneventful.

The Board Personnel Committee said they met with Michele recently.

A list of upcoming meetings Board members could consider attending were reviewed:

October 9 GBERBA Executive Meeting (Neal)

Motion by Mathews to approve the upcoming meeting for Board Supervisors. Seconded by Feist. Motion carried.

Appoint SWCD Supervisor to LeSueur 1W1P Policy Committee:

Motion by Mensing to appoint Randy Feist as the SWCD Supervisor to the LeSueur 1W1P Policy Committee with Bill Anderson as the alternate. Seconded by Mathews. Motion carried.

Area VI Board of Directors:

Michele inquired if any Board members would be interested in running for the Director, Co-Director, or Secretary/Treasurer for Area VI. She said mileage and per diem are paid by Area VI and they meet every other month and attend the full week of the annual convention. None of the Board members were able to commit to the Area VI Board of Directors at this time.

It was mentioned that the MASWCD Resolution Packets are due back to MASWCD by November 12th.

IV. MISCELLANEOUS -

1. Discussion of Cleaning Service

Amy shared an email from a County staff person in the office that offered price quotes and a proposal for cleaning services in the office. It was decided that the topic could be discussed at a future work session.

2. Approve Nate's Change of Hours

Motion by Feist to approve Nate's change of hours to 7:00 – 3:30 from October 8, 2020, through March 10, 2021. Seconded by Mathews. Motion carried.

3. Organizational Review Progress

Amy and Michele discussed the progress on the memorandum of understandings with the County staff. They said the drafts are pretty much done. Amy said she would email the draft copies of the MOU's to the Board per their request. It was noted that signage or other issues have not recently been discussed as the staff have been busy with the MOU's.

4. November Board Meeting

The next SWCD Regular Board meeting is scheduled for Tuesday, November 10th, at 8:30 a.m. Amy pointed out that it is on Tuesday in November instead of Wednesday due to the Veteran's Day holiday on Wednesday, November 11th.

V. MEETINGS/EVENTS/TRAININGS FOR STAFF -

Motion by Mensing to approve attendance to the following:

October 19th	Clean Water Council, Virtual - Michele
October 21-23	Series of Risk Management Sessions, Virtual - Amy
October 27-29	BWSR Academy, Virtual – All SWCD Staff
October 28th	GBERBA Tech., Virtual - Michele
November 6 th	LeSueur 1W1P, Virtual – Michele

Seconded by Mathews. Motion carried.

VI. ADJOURNMENT –

Motion by Feist to adjourn the meeting. Seconded by Mathews. Motion carried.

Chairman Bell adjourned the meeting at 10:22 a.m.