



WASECA

SOIL AND WATER CONSERVATION DISTRICT

105 22nd Avenue N.E.
Waseca, MN 56093
Phone (507) 835-4800

Final Approved Minutes

The meeting of the Waseca County SWCD Board of Supervisors was held at the Waseca Soil and Water Conservation District's meeting room on February 12, 2015. The meeting was called to order at 6:30 p.m. by Wayne Cords, Chairman.

Members Present

Wayne Cords, Chairman
Larry Hagen
Jessie Shaffer, Secretary
Todd Stencel, Treasurer

Staff Present

Dan Arndt, Manager
Adrienne Justman, Administrative Assistant

The agenda was reviewed and no changes were required. Motion was made by Todd, second by Larry, to approve the agenda as written. Motion carried. All yes

Minutes of the January Board Meeting were distributed to the supervisors prior to the meeting. Motion was made by Larry, second by Todd, to approve the minutes as written. Motion carried. All yes.

Cash flow worksheet was reviewed. The treasurer's report dated January 2014 was presented to the Board for review. The 2014 Year End Financial Report was also reviewed. Motion was made by Jessie, second by Todd, to approve the Treasurers Report. Motion carried. All yes.

Bills: (See Attached) Motion was made by Todd, second by Larry, to approve payment for the presented invoices that total \$22,622.45. Motion carried. All yes.

Old Business

1. Freeborn County Soil Health Workshop – January 21 – Jessie attended this event. She reported that the presentation was overall very informative. Some of the topics covered included how cover crops provide a return on the investment put into them; techniques for growing cover crops, such as planting mixed crops vs. a single species; and Equip options that are available for cover crops. Jessie reported that there was 20-30 people who attended with about half of those being area farmers.
2. Legislative Briefing and Day at the Capital – January 26 & 27 – Dan attended the briefing on the evening of the 26th. The major topic discussed was stable funding for SWCD's. The legislators who spoke at the briefing were not in favor of either a levy or a fee to provide stable funding. They stated that the funds would have to come through the general funding, most likely through BWSR. On January 27 Jessie and Dan met with Representative Petersburg, Representative Daniels, Senator Sparks, and Senator Jensen. They received similar responses when they asked about stable funding. Jessie remarked on the benefit of having a small group when speaking with the legislators.
3. Waseca SWCD By-Laws – The Board reviewed the By-Laws again. Jessie noted a misspelling. Motion was made by Larry, seconded by Jessie, to adopt the by-laws with the misspelling corrected. Motion carried by voice vote, all yes.
4. Other – Jessie attended the Climate Solutions and Economic Opportunities meeting. This meeting consisted of small group discussions on a variety of topics. The goal of the gathering was to gather opinions that would be taken into consideration when developing new policies. Jessie stated it was a good learning experience.

5. Other – Todd reported that he has an introduction meeting set with the Waseca County Administrator.

New Business

1. 2015 Plan of Work – Dan presented the 2015 Plan of Work with a couple of minor adjustments as requested at the last meeting. Motion to approve the Plan of Work was made by Larry, seconded by Jessie. The motion carried by voice vote, all in favor.
2. Budget and Planning Committee Meeting – February 5 – The budget and planning committee met with Dan on February 5. They discussed how to balance the budget for 2015.
3. Approve Revised 2015 Budget – Dan presented the revised 2015 budget to the Board. This budget showed the changes that had been decided on during the Budget and Planning meeting. Motion was made by Todd, seconded by Larry, to approve the revised budget. Motion carried by voice vote, all in favor.
4. Approve Technical Assistance Option for 2015 Cost Share Funds – It was decided that to balance the budget a portion of the 2015 Cost Share grant should be used for Technical Assistance. Motion was made by Larry, seconded by Todd, to approve this use of funds. Motion carried by voice vote, all in favor. The technical assistance request form for BWSR was signed by Wayne.
5. 2015 Dues – There was discussion about paying the dues for the various organizations. It was decided that the dues for MASWCD and the Area VI Association would be paid this year. The Board did not see the benefit in contributing to NACD at this time. Motion was made by Jessie, seconded by Todd, to pay the dues as discussed. Motion carried by voice vote, all in favor.
 - a. MASWCD – \$2621.70
 - b. Area VI Association - \$400.00
 - c. NACD – Not Contributing
6. Review Personnel Policy – Dan presented the current personnel policy to the Board. There was discussion about possible changes to the caps for leave carried over as well as possibly adjusting how much leave is accrued during the year. There was also discussion about the current policy regarding which categories of employee would be eligible for insurance through the District. This topic will be revisited at the March board meeting.
7. Review Technician Position Announcement – Dan presented the position announcement for the District Technician position. Motion was made by Larry, seconded by Todd, to accept and distribute the announcement as presented. Motion carried by voice vote, all in favor.
8. Review Proposed Wage Scale for District Technician – Dan presented a wage scale for the Technician position with a starting wage of \$14.50 and a maximum of \$23.69. The Board discussed if this was a reasonable scale and if there were any adjustments that needed to be made. Motion was made by Larry, seconded by Todd, to accept the wage scale as presented. Motion carried by voice vote, all in favor.
9. Tree Day – February 18 – Dan presented the plan for the Waseca Tree Day on February 18.

Agency Reports:
None Made

Staff Reports:

Adrienne reported on her time in Waseca. Primarily her time has been spent on basic office duties, assisting with the tree program, updating the budget spreadsheet, and finalizing the Plan of Work.

Adjourn: Motion was made by Larry, seconded by Jessie, to adjourn the meeting. Motion carried by voice vote, all in favor. Meeting was adjourned at 8:16 pm.

Next Board Meeting March 12, 2015 @ 6:30 p.m. at Waseca SWCD office.

February Bills

Clemon's Properties	Rent		665.00
Waseca County	4 th Quarter 2014 Payroll		17774.16
Jared Dufault	Bookkeeping		125.00
Steele Co. SWCD	Contract Hours		3643.40
Steele Co. SWCD	Contract Expense Reimbursement		213.91
ABM Consulting	Website Hosting and Updates 2015		200.98
		Total	22622.45