



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 January 15, 2015. The meeting was called to order at 6:58 p.m. by Wayne Cords, Vice Chairman.

Members Present

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

Staff Present

Dan Arndt, Manager
Adrienne Justman, Administrative Assistant

Introductions were made since Adrienne and Todd were both new to the Waseca Board meetings.

Todd Stencel and Jessie Shaffer each took their Oath of Office.

The agenda was reviewed and it was decided that Re-organization of the Board should be moved so that it was the next item on the agenda. Motion was made by Todd, second by Jessie, to approve the agenda with this adjustment. Motion carried. All yes

Wayne opened the floor for nominations for the position of Chairman. A nomination for Wayne was made by Larry, seconded by Jessie. There was another request for nominations. A motion the cease nominations was made by Todd and seconded Larry. Motion to make Wayne Cords the new Chairman carried, all in favor.

The floor was opened for nominations for the position of Vice Chair. Scott Hildebrandt was nominated by Larry, seconded by Todd. After another request for nominations Todd moved to cease nominations. This motion was seconded by Larry. The motion to make Scott Hildebrandt Vice Chair carried, all in favor.

The Treasurer position was opened for nominations. Larry nominated Jessie but she refused due to a possible future conflict. Motion was made by Jessie to nominate Todd. This was seconded by Larry. Board was given the opportunity to make further nominations. Motion was made by Larry, seconded by Jessie, to cease nominations. Motion to make Todd Stencel Treasurer carried, all in favor. He will be added as a signer on the 1st National Bank checking account.

Wayne asked for nominations for Secretary. Jessie was nominated by Larry, seconded by Todd. Another request for nominations was made. Larry moved to cease nominations. This was seconded by Todd. Motion to make Jessie Shafer Secretary carried, all in favor.

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

Cash flow worksheet was reviewed. The treasurer's report dated December 2014 was presented to the Board for review. Motion was made by Jessie, second by Todd to approve the Treasurer Report. Motion carried. All yes.

Bills: (See Attached) Motion was made by Larry, second by Todd to approve payment for the presented invoices that total \$6,582.50. Motion carried. All yes.

There was discussion about who would have check signing authority. It was decided that 2 supervisors would need to sign all checks. Todd, as Treasurer, will be one of the signers so he needs to go to 1st National Bank and complete the forms to become a signer on the account.

Supervisor Compensations and Expenses for 3rd and 4th quarters of 2014 were discussed. The full day rate was adjusted to \$75 to match the maximum set by the State of Minnesota. Motion was made by Larry, seconded by Jessie, to approve paying the supervisors for these 2 quarters. Motion carried, all in favor.

Old Business

1. Appreciation Luncheon, December 23: Wayne was pleased with the turn out for the luncheon, held at The Willows in Waseca, in honor of Darlene Kukuczka and Bob Drager's retirement, and to recognize the Outstanding Conservation Farmers of 2014, Janet Rudolph and Arlene Nelson. He believed that those who attended enjoyed themselves and that it was a good way to honor these individuals who did such a great job serving the District.

New Business

1. Committees and Appointments: Committees and appointments were made as follows

- Personnel – Wayne and Scott
- Budget and Planning – Todd and Wayne
- County Water Plan – Todd
- GEBERBA – Jessie
- South Central Technical Service Area (SCTSA) – Wayne
- Waseca Lakes Association – Scott
- Lake Elysian Association – Wayne
- Commissioner Contact – Todd
- Cannon River Watershed Partnership – Larry
- LeSueur River Watershed Network - Jessie

Motion was made by Larry, seconded by Todd, to accept the committees and appointments as listed above. Motion carried, all in favor.

2. Annual Approvals:

- Board Meeting date and time – Second Thursday of the month at 6:30 pm – Motion was made by Larry, seconded by Todd, to continue with this date and time. Motion carried, all in favor.
- Supervisor Compensation rate – The rate for events under 4 hours will be \$65, over 4 hours will be \$75. The mileage reimbursement rate will be the maximum allowable IRS rate for 2015. The motion to accept these terms was made by Larry, seconded by Jessie. Motion carried, all in favor.
- Official Bank – 1st National; Official Newspaper – Waseca County News; Official Radio Station – KOWZ; Motion was made by Larry, seconded by Jessie, to approve these designations. Motion carried, all in favor.

3. 2015 Draft Plan of Work – Dan presented the Draft of the 2015 Annual Plan of Work to the Board. They discussed the goals. Dan requested that they look through the plan and respond with any changes or suggestions before the February board meeting.

4. Computer Upgrade – Adrienne presented a computer upgrade option for the Waseca SWCD office. The computer will be used by the Waseca technician. The best option based on the research done was to purchase a computer and monitor through NACD. The total cost for the system will be \$822.00. Motion was made by Jessie, seconded by Todd, to approve this expense. Motion carried, all in favor.

5. Schedule Budget and Planning meeting – Dan requested that the Budget and Planning committee schedule a meeting before the February board meeting. The committee scheduled the meeting for February 5 at 8:30 am.

6. Draft Waseca SWCD By-Laws – Dan presented a draft of the Waseca SWCD By-laws for review by the Supervisors.

7. Freeborn County Soil Health Workshop – Dan presented the information about the Soil Health Workshop to be held on January 21 in Albert Lea. Jessie expressed interest in attending.

New Business (Continued)

8. Area VI Chair, Managers Meeting – Dan informed the board of the Area VI chair and Managers meeting. Dan stated that he may be able to attend this meeting on January 22nd.

9. MASWCD Legislative Briefing & Day at the Capitol – Dan presented the information regarding the MASWCD legislative day meeting scheduled for January 26-27. Jessie expressed interest in shadowing the Steele County SWCD supervisors attending to learn more about the process.

Agency Reports:
None Made

Staff Reports:
Adrienne reported on her time in Waseca. Primarily her time has been spent becoming acquainted with the office and learning about how things are currently running.

Adjourn: The meeting was declared adjourned at 8:40 pm by Wayne Cords, Chairman.

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