



**WASECA**

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## **SOIL AND WATER CONSERVATION DISTRICT**

### **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 April 21, 2016. The meeting was called to order at 6:30 p.m. By Wayne Cords.

#### **Members Present**

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

#### **Staff Present**

Eric Gulbransen, District Manager  
Adrienne Justman, Administrative Assistant  
Tyler Polster

#### **Other**

Bridget Winkels, MAWQCP

The agenda was reviewed and Gulbransen added the Cover Crop Cost Share to old business. Motion was made by Stencel, seconded by Hagen, to approve the agenda with the addition. Motion carried. All yes

Minutes of the March Board Meeting were distributed to the supervisors prior to the meeting. Motion was made by Hagen, seconded by Stencel, to approve the minutes as written. Motion carried. All yes.

Cash flow worksheet was reviewed. The treasurer's report dated March 2016 was presented to the Board for review. Motion was made by Stencel, seconded by Hagen, to approve the Treasurers Report. Motion carried. All yes.

Bills: (See Attached) Motion was made by Hagen, seconded by Stencel, to approve payment for the presented invoices that total \$19,889.35. Motion carried. All yes.

#### **Old Business**

1. Watershed Network Workshops – Shafer will be attending 2 workshops along with 3 others from the Le Seuer Watershed Network. There is a \$100 fee to hold her place at these meetings. Motion was made by Stencel, seconded by Hagen, to approve this cost. Motion carried by voice vote.
2. Buffer Law update – Gulbransen distributed information to the supervisors about the DNR mapping site, the tools that will be available, and information about the comment procedure. The maps will be available for comment shortly. The comments will be reviewed by DNR and changes made as needed.
3. Meeting Reports – Stencel attended a MAWQCP meeting. He reported that it was mostly general information about the program and procedure.

New Richland Flooding meeting – Shafer reported on the New Richland flooding meeting. She said that Richard Guse and both spoke at the meeting. There were also small group discussions to develop ideas for controlling the water and was to generate funding for this project. Kelly Hunt and Eric Gulbransen were also in attendance at this meeting.

## Old Business Continued

4. Cover Crop Cost Share Program – Gulbransen informed the Board that the Local Capacity grant work plan has been approved. He presented a preliminary plan for the Cover Crop Cost Share program. The program will be targeting those who are growing canning crops. They will get \$30/acre for single species or \$40/acre for a multi species mix. Those enrolled in the program will be required to do no fall tillage.

## New Business

1. Bridget Winkels – MAWQCP – Bridget came in to speak about the MAWQCP program and process. She explained that it is a whole farm assessment and they do not expect things to be perfect. They will help to get improvements done so that an interested person will meet the required standard. She also talked about the process. Step one is to complete the application and self-assessment. It is at this stage that problems that are identified can be fixed. The second step is an assessment by one of the certified MAWQCP personnel. A score of 8.5 or higher will be needed for certification. The third and final step is certification. The practices in use will need to be maintained to keep the certification and be eligible for the exemption.
  - a. Bridget Winkels also discussed promotional ideas with the Board such as radio ads, newspaper articles, and newsletters to help inform more people about this program. She did stress that personal contact is going to be the most effective method of getting people interested.
2. Supervisor Election Filing – May 17-May 31 – Board positions for Districts 1 and 5 are going to be open for election this year. Anyone in those Districts interested in filing needs to do so between May 17 and 31.
3. CRWP Annual Meeting – May 9 – Gulbransen presented the Board with the information about the CRWP meeting that will be held in Northfield on May 9.
4. 6-5-For Clean Water – CRWP – The CRWP is starting a program called 6-5-For Clean Water. They are going to be giving out six \$5000 dollar grants for project that will help to protect/improve water quality. Organizations interested in these grants will be presenting their proposal at the June CWRP meeting. Gulbransen requested that the Board be ready with ideas at the May Board meeting.
5. Tyler Step Increase – Tyler Polster’s one year employment anniversary is April 22. He received a positive review so the Board decided that he would be moved up to step 4 on the pay scale. Motion was made by Stencil, seconded by Shafer. Motion carried by voice vote.
  - a. The current personnel policy does not state when employees will be eligible for step increases. After discussion it was decided that employees will be eligible for step increases on their anniversary date pending a positive review at the December board meeting. Motion to include this in the personnel policy was made by Stencil, seconded by Shafer. Motion passed by voice vote.
6. Bank Account Information Access – There was discussion amongst the Board that it would be beneficial for Adrienne Justman to have access to the First Financial Bank account information now that payroll is being handled in house. It was discussed that Darlene Kukuczka was still listed as a signer on the account. A motion was made by Stencil, seconded by Hagen, to remove Kukuczka and add Adrienne Justman as a signer on the account. Motion carried by voice vote.

Agency Reports:

No Agency Reports were made.

Staff Reports:

Tyler Polster reported that a large part of his time has was spent preparing for tree pick up which took place on April 15. Everything went smoothly. He still has a few Honeysuckle and Cotoneaster left to sell.

Eric Gulbransen has spent a lot of his time working on things for BWSR including the Biennial Budget Request and finalizing some grant reporting. He has also been assisting with trees. Gulbransen reported on his time at the Legislative day meeting. He stated that there was a lot of talk about changes to the Buffer law. He also told the Board that they should start thinking about possible resolutions that they would like to present to the area.

Justman reported that her time was spent completing the set-up of in house payroll. She also assisted with the completion of the BBR and the grants reporting.

Motion was made by Hagen, seconded by Stencil, to adjourn the meeting at 8:35. Motion carried by voice vote.

## April Bills

Steele Co. SWCD	Hours		3791.03
	Expenses/Mileage		278.76
Clemons Properties	April Rent		665.00
Jared J Dufault	Accounting		125.00
Tree Refunds	9 Orders	Inadequate Stock	346.28
Sportsman Stop	Gas		42.18
John's Service Garage	Vehicle Maintenance		139.08
1 <sup>st</sup> Quarter Payroll			12298.61
Sportsman Stop	Gas		42.18
Poly Pak Plastics	Tree Bags		122.22
Supervisors	Per Diem		1546.85
	Expenses		492.16
		<b>Total</b>	<b>19889.35</b>