# WASECA



**SOIL AND WATER CONSERVATION DISTRICT**

105 22nd Avenue N.E. Waseca, MN 56093

Phone (507) 835-4800

Fax (507) 835-7895

Approved Minutes of the December 14, 2017 Meeting

The meeting of the Waseca County SWCD Board of Supervisors was held at the Waseca Soil and Water Conservation District’s Meeting room on December 14, 2017. The meeting was called to order by Vice Chairman Scott Hildebrandt at 6:32 pm.

**Members Present Staff Present**

Scott Hildebrandt, Vice Chairman Eric Gulbransen, District Manager

Keith Morgan, Member Cheri Brummund, Office Assist

Jessie Shaffer, Secretary Tyler Polster, District Technician

Todd Stencel, Treasurer

**Others Present**

Jenny Mocol-Johnson-BWSR

Dale Krystosek, BWSR

Brian Harguth, Waseca County Commissioner

Mark Lieferman, Waseca Planning and Zoning

Review of December Agenda: The December Agenda was reviewed and a motion was made by Todd Stencel and seconded by Keith Morgan to approve amended Agenda. All-Yes

Review of Minutes of November Meeting: The minutes of the November Meeting were reviewed. A motion made by Keith Morgan to approve the Minutes and was seconded by Todd Stencel. All-Yes

Review of November Treasurers Report: The November Treasurers Report was given to the Board members and reviewed. A motion by to approve was made by Todd Stencel and seconded by Jessie Shaffer. All-Yes

November Bills: The Board was given the current November bills and reviewed. A motion to approve was made by Jessie Shaffer and seconded by Keith Morgan. All-Yes

**Guest Speakers:**

1. PRAP-Dale Krystosek spoke on the PRAP Reporting and how that information is used. He will sending out forms to be filled out and returned to him before the holidays.
2. Derek Denisen, Blue Earth County SWCD, Derek explained a Bioreactor Project for Dennis Byron, that is located in Waseca County. The Contract #CWF-MDM-81-01 needs Waseca SWCD Board approval to be funded by GBERBA. A motion was made to approve by Jessie Shaffer and seconded by Todd Stencel. All-Yes.

**Old Business:**

1. Steele/Waseca Agreement: A motion was made by Todd Stencel to extend the Agreement through 2018 and seconded by Keith Morgan. All-Yes
2. 2018 Health Insurance-Cheri Brummund explained that the South Central Service Cooperative accepted our application for Health Coverage with Blue Cross Blue Shield. This will be a savings of over $30 a month with a yearly saving of over $300. A motion was made by Keith Morgan to accept and seconded by Todd Stencel. All-Yes.
3. First National Bank Information-Cheri Brummund collected the last of the information needed for the Bank Security Policy. No vote needed on this.
4. Manager-Job Description-A motion was made to accept the Job description, with the change of the closing date to be January 26, 2018 and upon approval from the Waseca County HR Manager for proper verbiage, and if a change has to be made, it will be changed and emailed to all board to be reapproved, by Todd Stencel and seconded by Keith Morgan.
5. Resolution-3 yr cover crop policy-did not pass at convention-Cheri Brummund explained conversation with Area VI Director, Mark Schnobrich, that the resolution did not pass at the convention stating that landowners need more than a year to see results in cover crops.
6. 25X25 Recommendations from Town Hall Meetings-The Board members were given a copy of the Recommendations for review.
7. Website Updates: Cheri Brummund reported that she has been updating the website continually since the Training she and Tyler attended earlier in December. Website is current and to date.

**New Business:**

1. Approval of Vouchers for payments as follows:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Grant ID** | **Grant Title** | **Contract #** | **Name** | **Project Cost** | **Voucher Amount** |
| P16-0537 | 2014-MN Flood Relief Grant | 1(14)FR | Wendell Armstrong |  $ 2,029.07  |  $ 1,521.80  |
|  | a. Keith Morgan made a motion to approve, Todd Stencel seconded. All-Yes |
| P16-0537 | 2014-MN Flood Relief Grant | 2(14)FR | Dennis Byron |  $ 10,870.50  |  $ 8,152.88  |
|  | a. Keith Morgan made a motion to approve, Todd Stencel seconded. All-Yes |
|  |  |  |  |  |  |
| P16-6073 | 2016-SWCD Local Capacity | 16(16)CC | Tom Bauman |  $ 2,880.00  |  $ 2,880.00  |
|  | a. Todd Stencel made a motion to approve, Keith Morgan seconded. All-Yes |
| P16-6073 | 2016-SWCD Local Capacity | 17(16)CC | Jon Roemhildt |  $ 4,500.00  |  $ 4,500.00  |
|  | a. Todd Stencel made a motion to approve, Keith Morgan seconded. All-Yes |
| P16-6073 | 2016-SWCD Local Capacity | 18(16)CC | Jason Norton |  $ 6,240.00  |  $ 6,240.00  |
|  | a. Todd Stencel made a motion to approve, Keith Morgan seconded. All-Yes |
| P16-6073 | 2016-SWCD Local Capacity | 19(16)CC | Tom Bauman |  $ 3,205.00  |  $ 3,205.00  |
|  | a. Todd Stencel made a motion to approve, Keith Morgan seconded. All-Yes |

1. TSA Cash Match Invoice and Letter and explaining match invoice ($3751.00) Todd Stencel made a motion to approve and Jessie Shafer seconded. All-Yes.
2. Waseca County 2nd Half Appropriation received $48397.00. Cheri Brummund reported that the payment has been received.
3. MCIT 2017 Dividend Received $1085.00(WC $93.00 and PC $992.00)Cheri Brummund reported that the Dividend has been received.
4. CREP Grant-Eric Gulbransen explained the CREP Grant to the board requesting 25% (10 hours a week) on the application. Todd Stencel made a motion to apply for the Grant. Keith Morgan seconded it. All-Yes.
5. Determination of Adequacy, Waseca County Buffer Ordinance Letter-was given to the Board for information only.
6. Civil Rights Compliance Letter/Checklist (NRCS): The Checklist was looked over and signed by all board members present. Cheri Brummund will email letter to Wayne for his signature.

Then turn over to Noel Frank, NRCS.

1. Fair Booth-Mark Leiferman mentioned that the Waseca SWCD could share the Waseca County Booth they have. All in agreement, no vote needed.
2. Thank you notes-Cheri Brummund is sending Thank you notes to the three donators (Bomgaars, Charlies and Past & Present) and also the caterer (Pheasant Café) and meeting location (SROC) for helping make the Area VI Meeting a success.

Upcoming Meetings:

1. Janaury 9, 2018 SWCD Board & Waseca County Commissioners Work Session
2. March 12-13, 2018 MASWCD Legislative Briefing and Day at the Capital –Embassy Suites downtown St. Paul.

Supervisor/Meeting Reports:

1. Todd Stencel reported on the Area Meeting he attended.
2. Jessie Shafer reported on the LeSueur River Watershed Meeting and also Congress Meeting in Jordan.

Agency Reports: No reports

Staff Reports:

1. Tyler Polster reported on the projects he has been working on and on the BWSR workshop he and Cheri Brummund attended.
2. Eirc Gulbransen reported on the projects completed.

Adjourn-Meeting was adjourned at 8:33 pm by

Next Board Meeting Thursday, January 11, 2017 at 6:30 pm.

December Bills

|  |  |  |  |
| --- | --- | --- | --- |
| Steele County SWCD | Wages/Mileage |   |  $ 3,263.41  |
| Clemons Properties | Rent | Jan payment |  $ 665.00  |
| Community Bank of Owatonna | Tyler-Cheri H S A | Jan payment |  $ 566.66  |
| Peak Computers | Update/Training |   |  $ 115.00  |
|   |   |   |   |
|   |   |   |   |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  $ 4,610.07  |