

District Regular Board Meeting
August 23, 2016
8 a.m.
625 Jefferson Ave.
Wabasha, MN 55981

- I. CALL MEETING TO ORDER: Meeting called to order at 8:00 am by Chairman Wood. A quorum is present. Those present rose and recited the Pledge of Allegiance.
Members Present: Chuck Fick, Secretary; Roland Wood, Chair; Tom Gosse, Treasurer; Nate Arendt, Member
Others Present: Phillis Brey, NRCS; Terri Peters, SWCD; Matt Kruger, SWCD; Jen Wahls, SWCD; Brian Goihl, Commissioner; Mike Wobbe, Commissioner
Absent: Drew Chirpich, SWCD; Terry Helbig, Member
- II. PLEDGE OF ALLEGIANCE
- III. AGENDA
 - A. Option for County Commissioners to move agenda items of interest up while they are present. *Gosse moved to approve agenda as written seconded by Fick. Nays: None. Motioned Carried*
- IV. SECRETARY'S REPORT
 - A. July 26th, 2016 District Regular Minutes *Gosse moved to approve July 26th minutes as written, seconded by Fick. Nays: None. Motioned Carried*
- V. TREASURER'S REPORT FOR END OF JULY 2016 Need to set up meeting with finance committee within next 2 weeks to go over program record. *Fick moved to approve Treasurer's Report for the end of July 2016 seconded by Gosse. Nays: None. Motioned Carried*
- VI. PAYMENT OF MONTHLY BILLS *Gosse moved to approve payment of monthly bills seconded by Fick. Nays: None. Motioned Carried*
- VII. DISTRICT REPORTS
 - A. **Chair Report – Roland Wood** – Cover consortium near West Concord tomorrow (August 24th, 2016). Attended Olmsted County cover crop day last week.
 - B. **County Commissioners** – Brian Goihl; Mike Wobbe – Nothing to report at this time
 - C. **District Manager Report – Terri Peters**
 - WCA**
 - Follow up on last TEP with responses.
 - Ongoing work on Graner appeal. Set next TEP for September 16th, 2016
 - Notice of Application and begin review of Zumbro Sun Solar Garden application
 - Communications with Fillmore, JPB, and County re: possible shared services
 - MASWCD Leadership for Problem Solving**
 - Working on technology recommendations for SWCDs in State of MN
 - 2013 CWF Livestock Waste Management**
 - Time spent on verification requests on Borgschatz and 2013-2015 time/expenses etc. with Julie Krebs
 - Reporting changes per Adam Bielke
 - Gunhus communications and problem solving – amendment
 - Buffer**
 - RoundTable Meeting

Senator Schmit's office and Ed McNamara re: Wabasha/Goodhue tour

Staff Communications re: next steps

SE MN N BMP Outreach

Communications with Drew re: program

Workplan and budget meeting in Rochester

Accounting

Received requested list from the State Auditor's office and work with Jennifer Monsos on items for each of us to collect.

Program record

Bank statements, deposits, check on where payments are recorded (correct programs)

Verify payroll items

Invoice for VNMN

Local Water Management

ZWP Meeting in Theilman – follow up with Justin Watkins and Paul Wotzka to set time for training staff on targeting tools.

Follow up with previous query by Dietrich Flesch regarding Kellogg levee study as part of WRAPS. Justin Watkins is going to look into that.

HFHW

Work on invoices and billing to DNR for portions of grant

HR

Staff meeting and team building – time keeping and programs (where are we at for your programs and time allocation?), Work on education and signing people up for the Capacity Cost Share programs, telling our story (newsletter, newspaper articles, creative slogans). Sharing our story with the public ideas. General "how's it going?"

General guidance discussions on programs as they arise in office.

BWSR Reporting

Missing programs in eLink. Worked with BWSR to add back in. Technical problem

General Management

Meeting with Michael Plante regarding relations with County, possibility of using fleet program

Various notices to SWCD Board to provide information as given

Direct volunteer duties in office.

Work with Ed McNamara and the SWCD employee board of directors to plan the joint supervisor/staff Fall Area 7 Meeting

Capacity WorkPlan changes/questions to Adam Bielke

Final reporting to Glen Roberson for 2013 Feedlot Tech program, quarterly submittal for SE MN N Outreach BMP and AgCertainty

D. NRCS Report – Phillis Brey

EQIP

26 potential applications for 2017, 10 deferred applications from 2016, 1 CAP 138

Transition to Organic plan completed, 3,952 feet of fence is installed

Compliance Food Security Act

16 compliance spot check's completed. 10 conservation plans written.

CRP

10 plans written. 7 eligibility field checks need to be completed. 7 plans need to be written. 15 status reviews need to be completed.

CSP

6 2012 CSP applications re-enrolling for another 5 years

6 applications need to be field checked for re-enrollment

4 2017 contracts funded

Engineering

9 EQIP projects need surveys

Wetlands

Received 0 1026 this month

0 569 received

Trainings & Meetings

8/9/2016 All Employee Meeting

8/17/2016 Soil Health Field Day

E. **Engineering Tech Report – Matt Kruger**

MRLP

Construction on 2 Grade stabilization structures in Lake Pepin watershed. Finished construction on 8/16.

AgCertainty

Repaired over 1 mile of terraces in Highland Township right above Kellogg with AgCertainty money. Certified 2 landowners in Wabasha County.

Capacity Fund

Constructed waterways with two different landowners with state cost share, finished construction early August, and both waterways will need repairs after the large storm on August 11th. Been very busy in the month of August with Construction.

F. **District Tech – Drew Chirpich**

Buffer Law

632 are verified compliant, 41 non-compliant, 45 need field check, 62 mailed back. BWSR has a compliance tracking tool to report compliance that should be available for use mid- September.

NRCS

Prerequisite readings and webinars for conservation planning course.

EQIP projects

MRLP

2 grade stabilization structures constructed in Lake Pepin watershed.

Capacity funding

2 waterways surveyed, designed, constructed.

WCA

Verified point Accuracy, of GPS unit, for upcoming case.

G. **A.I.S. (Aquatic Invasive Species) Report – Jen Wahls**

AIS

Planning a Japanese Knotweed Field Day

Creating Southeast MN AIS Network

Stream monitoring

Sample collection/ID

Reviewed and commented on second phase of LSP training modules for MN DNR

More lakes and rivers found infested with zebra mussels, 1 more lake with Starry Stonewort

Staying up-to-date with DNR postings, SAISAC messages and information

Planning for upcoming conferences and presentations

Noxious Weeds

Quiet on this front. 1 patch of Common Tansy in Wabasha on City property. Check up on Durow property.

Buffer

Attended Roundtable Meeting in Rochester

CWMA

1 site visit to use 2016 funds.

Contacted Ed Bauman about scheduling a field visit with supervisors and commissioners. We are coordinating a day in September.

GreenCorps

Sent informative email to city clerks and potential partners for Community Tree Program. GreenCorps member, Angela LaCroix, will begin on September 19th. Article in local papers about Community Tree Program. Outreach to local groups to solicit community engagement.

NRBG

Attended the SE MN Landscape committee at Kruger Park.

Misc.

Spoke with DM about utilizing County fleet program. She brought it up with Michael Plante.

Attended Planning & Zoning meeting for City of Wabasha regarding the comprehensive plan.

Attended town meeting in Kellogg for EAB, spoke about Community Tree Program.

Vehicle Discussion

Utilize Capacity Funds (already in budget) to purchase vehicle to share between SWCD employees. Currently have 1 vehicle between 4 employees. Vehicle committee is comprised of Chuck Fick, Matt Kruger and myself.

H. DNR – none

I. Other – none

VIII. OLD BUSINESS

IX. NEW BUSINESS

A. Item E requested to be brought up on the agenda by County Commissioner. **WCA Shared Services Feasibility Discussion** – Meeting set by Donna Rasmussen (Fillmore SWCD) at Winona SWCD office in Lewiston August 24th, 2016. (Board Discussion) – Fillmore County brought up idea to use partial JPB funds to have a shared Wetland person between the 3 counties because of need for more time required that the SWCD's don't have the staff for. Position would be implemented in 2017. Discussion: **SWCD:** Time consuming program for SWCDs and Counties. Sharing a wetland person would cover the counties involved.

Commissioners: County is planning on getting another person in the Planning & Zoning so they may be able to take this back and having Kevin Krause attend meetings regarding the potential joint position. **SWCD:** SWCD Board likes the idea of looking into having a shared employee for WCA between the counties. Need clarification from County if they are taking WCA back, what discussions are occurring or support a shared area WCA position.

B. **Contract Daniel Wagner** – 16-Capacity-CC1: \$1,800 (Board Action) Cover Crop cost-share, \$30/ac for 20 ac. Till in after corn silage. 3 year contract. *Gosse moved to approve Daniel Wagner contract 16-Capacity-CC1 for \$1,800, seconded by Arendt. Nays: None. Motioned Carried.*

C. **Contract Joseph Flynn** – 16-CWMA-1: \$3,100 (Board Action). Practice 314 Brush management on 20 acres at \$155/ac. Total project cost is \$4,133.33. Landowner is working with private forester on TSI and Forest Stewardship plan. Goal is to restore area to Mesic Oak Savanna. *Arendt moved to approve contract 16-CWMA-1 for \$3,100 for Joseph Flynn seconded by Fick. Nays: None. Motioned Carried.*

D. **Amendment Kevin Gunhus** – 13-CWF-02 Amendment 03: Completion Extension from 09/30/2016 to 11/30/2016. Discussion. Extension to completion date of 11/30/16 from 9/30/16 to appease the lender if project extends longer than anticipated. Amended cost-

share contract \$128,678 will be payment, match amount is \$42,959.33 for total cost of project \$171,871.33. Also, receiving 319 funds at 50% cost-share rate for \$15,000 for each; total cost is \$201,837.33. Amount of work put into this by Matt, Terri and Kate Bruss, JPB engineer, to work with the landowner has been above and beyond what is expected. *Fick moved to approve amendment to Gunhus contract 13-CWF-02 Amendment 03: Completion Extension from 09/30/2016 to 11/30/2016 seconded by Arendt. Nays: None. Motioned Carried*

E. Item brought up to letter A on the agenda WCA Shared Services Feasibility Discussion

F. Capacity Funding Work Plan: Additions and Changes (Board Discussion and Action) – Money came from Clean Water Funds. Money can be used for cost-share programs, vehicle/technology upgrades, it is a changeable work plan. County funds help support programs that contribute to NRCS projects, State projects and overall success in working with landowners in the County. A few changes or moving around funds putting it in areas that have a greater need based on feedback from landowners, board members and staff. \$23,000 additional funding to go to Capacity Funds, some will go to technical assistance and administrative time.

G. 2017 State Cost Share, New Requirements: (Board Discussion) – Beginning in 2017 for State Cost-Share and Capacity Funding. Targeted, prioritized and measured qualities for what you get out of it. Will need to write policy for cost-share and do more work on targeting areas.

H. Sharing cost of Goodhue/Wabasha Buffer Tour with Goodhue SWCD: (Board Action) – Estimated cost is \$900. *Gosse moved to approve splitting total cost estimated at \$900 with Goodhue County, seconded by Fick. Nays: None. Motioned Carried*

X. Upcoming Events: Board Information

- a. Legume Cover Crop Field Day: August 23rd, 2016 post board meeting (Matt & Paul Kruger Farm after board meeting for available Board members)
- b. Soil Health Field Day: September 8th 10 a.m. to 2 p.m. at Jeff Jink Farm, 11485 Canby Ave., Faribault, MN 55021
- c. Goodhue and Wabasha Buffer Tour: September 1st, 2016 10 a.m. to 2 p.m.
- d. Fall Area meeting: September 21st, 2016 at farm of Ed McNamara/Goodhue

XI. Committee Reports:

- A. JPB – Board voted to approve shared WCA position
- B. ZWP – Zumbro being designated as a water trail.
- C. Whitewater – From Roland – Good report from MDA regarding the AgCertainty program.

XII. ADJOURNMENT Meeting adjourned at 9:50 am. *Arendt moved to adjourn, seconded by Fick. Nays: None. Motioned Carried.*

Adjournment: Adjourned the meeting at 9:50 a.m. on August 23rd, 2016. The next regular Board Meeting is scheduled for the FOURTH TUESDAY of the next month (September 27th, 2016).

Respectfully Submitted
Chuck Fick, Secretary