

District Regular Board Meeting Minutes
For January 19, 2016
625 Jefferson Ave.
Wabasha, MN 55981

I. CALL MEETING TO ORDER: 8:10 am

Members Present: Roland Wood, Chairman; Tom Gosse, Treasurer; Chuck Fick, Secretary; Terry Helbig, Member; Nate Arendt, Member

Others Present: Terri Peters, Jen Wahls, Matt Kruger and Drew Chirpich SWCD; Mike Wobbe and Brian Gohl County Commissioners; Derek Husmoen NRCS

II. PLEDGE OF ALLEGIANCE

III. AGENDA Option for County Commissioners to move agenda items of interest up while they are present.

Gosse moved to approve agenda as amended, Helbig seconded Ayes: Arendt, Wood, Helbig, Fick and Gosse Nays: None. Motioned Carried.

IV. PUBLIC COMMENTS - None

V. CONSENT AGENDA ITEMS - None

VI. SECRETARY'S REPORT

A. Approve January 19, 2016 District Regular Minutes

Helbig pointed out a correction that Roland Wood will be replacing Tom Gosse on the Financial Committee. Helbig moved to approve the January 29, 2016 District Regular Minutes and Fick seconded *Ayes: Arendt, Wood, Helbig, Fick and Gosse Nays: None. Motioned Carried.*

VII. TREASURER'S REPORT/PAYABLES REPORTS

A. Discussion on Profit/Loss statement. Roland and Terri went over the Profit/Loss statement with BWSR and was approved by BWSR. Fick moved to approve Treasurer's report and Helbig seconded. *Ayes: Arendt, Wood, Helbig, Fick and Gosse Nays: None. Motioned Carried.*

B. Monthly payment of bills. Helbig moved to approve payment of monthly bills Fick seconded. *Ayes: Arendt, Wood, Helbig, Fick and Gosse Nays: None. Motioned Carried.*

VIII. DISTRICT REPORTS

A. Chair Report – Roland Wood – No Report

B. County Commissioners – Mike Wobbe received a letter from BWSR stating that the

C. District Manager Report – Terri Peters – End-of-year reporting finished in January. Attended a training by BWSR regarding reporting. Met with area MASWCD managers to plan spring meeting. Employee evaluations completed. Presented at Forestry Days on February 12th.

D. NRCS Report – Derek Husmoen – Acting District Conservationist. CRP – general sign up with FSA through February 26. Continuous CRP sign up before the 1st of

March. EQIP – 12 applications going through ranking currently and anticipate 16 more applications. AgCertainty program has a deadline of April 15th. CSP application deadline is March 31st. 1 WRP, floodplain easement with RIM.

- E. **Engineering Tech Report** – *Matt Kruger* – Feedlots, working with Pete Fryer. Visited 2 sites for manure storage with a potential for 2 more sites. Surveying sites with Goodhue for 12 ponds to the Gilbert/Miller Creek Project. Jay Fuhrer from Burleigh County, ND presented in Plainview about Soil Health, about 80 people attended. Continuing work on AgCertainty.
- F. **District Tech** – *Drew Chirpich* – Met with County regarding Buffer parcels. Spoke with Tom Gile, Buffer Coordinator, and we are on track. Working with Terri for pollution reducers. Attended a meeting on the Nitrogen Outreach Program. Working on WCA and Nutrient Management with Matt. Attending trainings for wetlands, seeding and nutrient management.
- G. **A.I.S.+ (Aquatic Invasive Species) Report** – *Jen Wahls* – Presented at Forestry Days. Attended end-of-year AIS workshop. Went to technology information training in Rochester. Attended initial training for CDE/CAI for noxious weed program. Application accepted to be on the State AIS Advisory Committee.

IX. OLD BUSINESS

- A. **Meeting Time Change** – Helbig moved to move the Board meeting to the 4th Tuesday of the month, seconded by Fick. *Ayes: Arendt, Wood, Helbig, Fick and Gosse Nays: None. Motioned Carried.*
- B. **RC&D Membership Update** – Discussion. Roland attended the most recent meeting and informed the group that we will not be members at this time. John from RC&D in Rochester will be coming on Thursday, February 18th, 2016.
- C. **Budget Update and Progress Report** – National Association Dues, lobbying is at a national rather than local level. Suggested to bring up our role/membership in the NACD at the fall area Managers Meeting to see what other counties are doing.
- D. **Forestry Day Follow-up** – Good attendance, good discussion after presentations leading to action by landowners.

X. NEW BUSINESS

- A. **Written response to BWSR for Corrective Actions: Discussion of Meeting on 2-8-16, review of responses, include year-end eLINK reporting update:** – Action on responses. Helbig motioned to approve the written responses for the corrective action plan to BWSR and Fick seconded. *Ayes: Arendt, Wood, Helbig, Fick and Gosse Nays: None. Motioned Carried.*
Arendt motioned to commit to an annual audit for a minimum of 3 years as required in the corrective action plan and Fick seconded. *Ayes: Arendt, Wood, Helbig, Fick and Gosse Nays: None. Motioned Carried.*
- B. **Personnel Committee** – Follow up on employee evaluations: Action. Helbig moved to accept the report of the personnel committee, give a recommended grade and step change (per employee handbook) for Matt and job title change seconded by Gosse. Discussion: Matt's title will be Lead District Technician. *Ayes: Arendt, Wood, Helbig, Fick and Gosse Nays: None. Motioned Carried.*
Helbig moved to accept the report of the personnel committee to give Jen Wahls a step increase seconded Fick. *Ayes: Arendt, Wood, Helbig, Fick and Gosse Nays: None. Motioned Carried.* Helbig motioned to give all employees a cost of living increase per the employee handbook policy and per the recommendation

of the personnel committee seconded by Fick. *Ayes: Arendt, Wood, Helbig, Fick and Gosse Nays: None. Motioned Carried.*

- C. **Pay Equity Report for MMB: Action** – Arendt moved to send the pay equity report to MMB seconded by Fick. *Ayes: Arendt, Wood, Helbig, Fick and Gosse Nays: None. Motioned Carried.*
- D. **2016 Budget with discussion of Capacity Funding: Action** – Similar to previous budget, now incorporates the \$100,000 capacity funds from BWSR. Helbig motioned to approve the report with additional capacity of \$100,000 seconded by Fick. Discussion, the money can carry over into the next year and could start building a reserve. *Arendt, Wood, Helbig, Fick and Gosse Nays: None. Motioned Carried.*
- E. **MASWCD Leadership Training: Action.** Terri is requesting to sign up for the leadership training, deadline to sign-up is March 1st, costs \$2000. Helbig motioned to approve a position to attend the training Arendt seconded. *Ayes: Arendt, Wood, Helbig, Fick and Gosse Nays: None. Motioned Carried.*
- F. **Final Audit from Peterson: Action** – Fick moved to accept the final audit from Peterson Gosse seconded. *Ayes: Arendt, Wood, Helbig, Fick and Gosse Nays: None. Motioned Carried.*
- G. **Upcoming Events**
 - 1. **“Building Soil Health Experts: Advanced Training for Professionals” – February 17, 2016**
 - 2. **Governor’s Water Summit – February 27, 2016 (information previously forwarded to Supervisors)**
 - 3. **2016 MASWCD Legislative Briefing Day – March 21, 2016**
 - 4. **Finance committee will be meeting on Friday, February 19th, 2016**

XI. Committee Reports

- A. **JPB** – Gosse attended the meeting at People’s Coop in Oronoco. Discussion on increasing dues
- B. **ZWP** – Gosse attended the board meeting. Lawrie Svien is resigning. Paul Watzka is doing the WRAPS for Cannon and Zumbro River.
- C. **CLOSED SESSION**: Motion made by Helbig for a Closed Session seconded by Gosse. *Ayes: Arendt, Wood, Helbig, Fick and Gosse Nays: None. Motioned Carried.* Session closed at 10:07 a.m.

Helbig motioned to adjourn the meeting seconded by Fick. *Ayes: Arendt, Wood, Helbig, Fick and Gosse Nays: None. Motioned Carried.*

D. **ADJOURNMENT**

Adjournment: Adjourned the meeting at 11:02 a.m. on February 16, 2016. The next regular Board Meeting is scheduled for the FOURTH TUESDAY of the next month. (March 22nd, 2016)

Respectfully Submitted
Chuck Fick, Secretary