

District Regular Board Meeting
November 22nd, 2016
8 a.m.
625 Jefferson Ave.
Wabasha, MN 55981

- I. CALL MEETING TO ORDER Meeting began at 8:00 am.
Members Present: Terry Helbig, Vice Chair; Chuck Fick, Secretary; Tom Gosse, Treasurer; Nate Arendt, Member; Roland Wood, Chair
Others Present: Terri Peters, SWCD; Mike Wobbe, Commissioner; Brian Goihl, Commissioner; Matt Kruger, SWCD; Adam Bielke, BWSR; Drew Chirpich, SWCD; Derek Husmoen, NRCS; Dale Krystosek, BWSR; Adam Bielke, BWSR; Jenny Gieseke, BWSR; Sarah Middleton, ZWP; Sharleen Klennert, Citizen
Absent: Phillis Brey, NRCS; Brian Goihl, Commissioner
- II. PLEDGE OF ALLEGIANCE
- III. AGENDA
 - a. Option for County Commissioners to move agenda items of interest up while they are present. Remove item Q, duplicate item. *Gosse motioned to approve the agenda as amended seconded by Helbig. Naves: None. Motioned Carried.*
- IV. CONSENT AGENDA
 - A. Lars Polson AgBMP Loan – approved in office for \$6,000 *Helbig moved to approve the consent agenda seconded by Fick. Naves: None. Motioned Carried.*
- V. SECRETARY'S REPORT
 - A. October 18th, 2016 District Regular Minutes *Helbig motioned to approve the minutes seconded by Gosse. Naves: None. Motioned Carried.*
- VI. TREASURER'S REPORT: *Helbig motioned to approve the Treasurer's Report seconded by Fick. Naves: None. Motioned Carried.*
- VII. PAYMENT OF MONTHLY BILLS *Arendt motioned to approve the payment of monthly bills seconded by Fick. Naves: None. Motioned Carried.*
- VIII. DISTRICT REPORTS
 - A. Chair Report – Roland Wood; Whitewater Board did not meet this month.
 - B. County Commissioners – Brian Goihl (absent); Mike Wobbe – No known change on LWM and WCA, SWCD will receive \$120,000.
 - C. District Manager Report – Terri Peters
WCA: Zumbro Falls re: Draskowski questions (various communications, investigation, TEP, response), Evers, Graner (appeal response), Carina Solar Garden Notice of Decision, Walkes, City of Plainview, files
Joint meeting with County Board and SWCD Board. Met with Cheryl Key to give explanation of SWCD operations: Wrote appeal to County Commissioner's in attempt to keep budget allocation
State Audit – work with auditors and Jennifer Monsos
Program record and accounting (BWSR communications, Julie Krebs on review of program record). Quarterly invoices to JPB and WRB for various programs. Prepared for Board meeting.
BWSR Academy with Office Team

MASWCD Leadership Institute for Problem Solving/Survey coming soon:

Employee Evaluations

Work with Matt/Drew and details for Capacity funding and programs

Collected employee applications and sent for healthcare reenrollment

MDA on Township Well Testing

Work with JPB and partners for extending current programs to 2017

AgBMP Loan applications

Time keeping and tracking

Discussion with Jen so that she could complete tree order.

Misc. office, accounting, HR, organized files and filing cabinets

- D. NRCS Report – Phillis Brey (absent, Derek Husmoen reporting) – **EQIP** application deadline pushed back to December 30th. **CSP** has 46 applications. **Construction** not much this time of year. **Erosion** field checks since crops are off. **CSP** application deadline is February 3rd. March 6th deadline for **RCPP**. Weed to watch for – Palmer Amaranth.
- E. Engineering Tech Report – Matt Kruger
Ag certainty – Certified two landowners in the month of November. Starting to work on the program more now since the crops are off.
Sinkholes- have had more 4 calls in the month of November for us to come out and look at sinkholes. Kind of unusual. Typically we only get 4 calls all year.
Capacity Fund – 7 cover crop contracts totaling 140 acres. 2 landowners interested in Contouring and Strip-cropping. Working on a conservation cover / headlands program
Rotationally Grazing - contract we have been working with because they are putting up fence and want it to be on the contour so we are helping put in the contour line.
- F. District Tech – Drew Chirpich
Buffer- 14 sites visited and flagged this month, approximately 26 sites left.
Capacity- Contouring Jacob Atkinson, Cover Crop checks, WHAFS watershed assessment tool
RIM- Reseeding vouchers and paperwork
MDA Nitrogen Outreach- Harvest and residual Nitrate samples.
NRCS/Federal- Grade stab site visits, Paperwork.
HFHW- Shapefiles for projects submitted to The Nature Conservancy
WCA-Violation boundary Mapping/flagging
- G. A.I.S. (Aquatic Invasive Species) Report – Jen Wahls
AIS – Attended and presented at the Upper Midwest Invasive Species Conference (UMISC) in La Crosse. Stream monitoring, no terrible findings. Contacted St. Felix 4th-6th grade teachers to do programming with them. Meeting with Lake City Marina manager towards the end of the month to go over some signage and publications that may work for them. Update to County Board. Will be working on updates to plan to have reviewed and approved by County then submitted to the DNR. Reviewed LSP online trainings. Attended BWSR Academy.
CWMA – Wrapping up FY2014 contracts, getting contracts for FY2016. Final site checks with landowners.
Noxious Weeds – Nothing to report
Other – Submitted tree order for 2017. Angela helped with this.
- H. GreenCorps – Angela LaCroix
Tree inventory done for the season. Attended UMISC, MPCA required training for GreenCorps members, training on Climate Change and Impacts to Urban Forestry. Helped put together tree order from State Nursery and Schumacher’s. Data entry on I-tree. Went with District Technicians to see other programs, site checks for CWMA. Working with City on buckthorn removal. Had site visit from MPCA.
- I. DNR – None
- J. BWSR – Adam Bielke, gathering info on use of Capacity funding and Buffer funding to show to legislator the need for the capacity funding. Moved deadline for next year’s capacity funding to December 28th to have final county allocation determined. Availability to provide a half day training for new supervisors (any supervisor is welcome to attend). Discussion on alternative practices.

K. ZWP – Sarah Middleton, Executive Director of ZWP. Follow up with recreation/education sites, letter from Senator Draskowski and response, completing WRAPS. January 28th is the final meeting, final document will be sent out in March for review and comment. Looking at regional (watershed wide) designation of waterway trail for Zumbro.

IX. OLD BUSINESS - Election results: Chuck Fick, Nate Arendt and Terry Helbig

X. NEW BUSINESS

A. Midwest News Article Re: Yakima County, Washington – **Roland: Discussion**

B. Notice of Payment: 2013 Accelerated Implementation Grant C13-3790: 2013 Feedlot Tech Payment: Expecting check of \$14,625.00. Final 10% from JPB.

C. Extension of SE MN N BMP outreach program to December 31, 2017 – **Board Action** Adjustments to MDA program based on this year's results for time needed and spent on the program. *Fick motioned to approve extend the SE MN N BMP outreach program to December 31, 2017 seconded by Gosse. Nays: None. Motioned Carried.*

D. Wabasha County Township Nitrate-Nitrogen Sampling Program – **Board Action** MDA is doing a township well testing program. Contacted SWCD to act as fiscal agent with quarterly reimbursements. Lab kits will be sent from MDA. Meeting on December 1st at the District. Discussion tabled until later in the meeting to give supervisors time to review the draft. *Helbig motioned to approve Wabasha County Township Nitrate-Nitrogen Sampling Program seconded by Arendt. Nays: None. Motioned Carried.*

E. 2017 MAWQCP – **Board Discussion**

F. Dale Krystosek and Adam Beilke of BWSR Re: PRAP – Performance Review and Assistance Program, designed as an assessment program developed over the last 8-10 years. Letter from South Region Manager notifying the SWCD of a Level III Performance review. Goal is to strengthen the program (statewide) at LGU, State, etc to achieve goals of best water management. Encourage staff and board members to meet with Dale and Adam to go over what's going well, what do we (BWSR/SWCD) need to work on to do better. Provided tools to assist with assessment of expectations between BWSR, board, staff and how well information is communicated and if there are clear understandings of expectations.

G. End of year work plan for 2017 – Set meeting Date. **Discussion** – Would like a little more info from County on LWM, WCA. This would be time to go over some of the items from BWSR. Date set for Thursday, December 15th at 12 pm.

H. MASWCD Convention and Annual Business Meeting Information for Board

I. AgBMP Loans for Wells – eligible under this program now.

J. NACD Membership **Board Discussion/Action** *Gosse moved to pay \$100 for NACD Membership seconded by Helbig. Nays: None. Motioned Carried.*

K. Contract Payment: Don Harlow Brush Management (314) 14-CWMA-6 for \$1,317.50 from 2014 CWMA funding **Board Action** *Helbig motioned to approve payment on Don Harlow Brush Management (314) 14-CWMA-6 for \$1,317.50 seconded by Fick. Nays: None. Motioned Carried.*

L. Contract Payment: Elizabeth Edwards Brush Management (314) 14-CWMA-5 for \$1,085.00 from 2014 CWMA funding **Board Action** *Arendt moved to approve payment on Elizabeth Edwards Brush Management (314) 14-CWMA-5 for \$1,085.00 seconded by Gosse. Nays: None. Motioned Carried.*

M. Contract Payment: Elizabeth Edwards Brush Management (314) 14-CWMA-7 for \$465.00 funding **Board Action** *Helbig motioned to approve payment on Elizabeth Edwards Brush Management (314) 14-CWMA-7 for \$465.00 seconded by Fick. Nays: None. Motioned Carried.*

N. Contract Payment: Gene Zarling Brush Management (314) 14-CWMA-4 for \$1,395.00 **Board Action** *Helbig motioned to approve payment on Gene Zarling Brush Management (314) 14-CWMA-4 for \$1,395.00 seconded by Fick. Nays: None. Motioned Carried.*

O. Contract for Payment: Matthew Tentis Brush Management (314) 14-CWMA-3 for \$775.00 from 2014 CWMA funding **Board Action** *Fick motioned to approve Matthew Tentis Brush Management (314) 14-CWMA-3 for \$775.00 seconded by Arendt. Nays: None. Motioned Carried.*

P. Contract for Approval: Elizabeth Edwards Brush Management (314) 16-CWMA-2 for \$1,395.00 **Board Action** *Arendt motioned to approve contract Elizabeth Edwards Brush Management (314) 16-CWMA-2 for \$1,395.00 seconded by Gosse. Nays: None. Motioned Carried.*

Q. Contract Payment: Dan Wagner Cover Crops (340) 16-CapacityCC-1 for \$600.00 from 2016 Capacity funding **Board Action** *Arendt motioned to approve payment for Dan Wagner Cover Crops (340) 16-CapacityCC-1 for \$600 seconded by Helbig. Nays: None. Motioned Carried.*

R. Contract Payment: Chuck Fick Cover Crops (340) 16-CapacityCC-2 for \$600.00 from 2016 Capacity funding **Board Action** *Helbig motioned to approve payment Chuck Fick Cover Crops (340) 16-CapacityCC-2 for \$600.00 seconded by Gosse. Nays: None. Fick Abstained Motioned Carried. Approved 3-0 with Fick Abstaining.*

S. Contract Payment: Tom Miller Cover Crops (340) 16-CapacityCC-3 for \$600.00 from 2016 Capacity funding **Board Action** *Arendt motioned to approve the payment Tom Miller Cover Crops (340) 16-CapacityCC-3 for \$600.00 seconded by Helbig. Nays: None. Motioned Carried.*

T. Contract Payment: Dean Klein Cover Crops (340) 16-CapacityCC-4 for \$600.00 from 2016 Capacity Funds **Board Action** *Fick motioned to make payment to Dean Klein Cover Crops (340) 16-CapacityCC-4 for \$600.00 seconded by Gosse. Nays: None. Motioned Carried.*

U. Contract Payment: Eric Klein Cover Crops (340) 16-CapacityCC-5 for \$600.00 from 2016 Capacity funding **Board Action** *Helbig moved to approve payment Eric Klein Cover Crops (340) 16-CapacityCC-5 for \$600.00 seconded by Arendt Nays: None. Motioned Carried.*

V. Contract Payment: Bill Miller Cover Crops (340) 16-CapacityCC-6 for \$600.00 from 2016 Capacity funding **Board Action** *Fick motioned to approve the agenda as amended Bill Miller Cover Crops (340) 16-CapacityCC-6 for \$600.00 seconded by Helbig. Nays: None. Motioned Carried.*

W. Contract Payment: Lars Polson Cover Crops (340) 16-CapacityCC-8 for \$600.00 from 2016 Capacity funding **Board Action** *Helbig motioned to approve payment Lars Polson Cover Crops (340) 16-CapacityCC-8 for \$600.00 from 2016 Capacity seconded by Fick. Nays: None. Motioned Carried.*

X. Contract Cancellation: Vincent & Sheri Sexton Cover Crops (340) 16-CapacityCC-7 for \$1800.00 from 2016 Capacity funding **Board Action** *Helbig motioned to cancel contract Vincent & Sheri Sexton Cover Crops (340) 16-CapacityCC-7 for \$1800.00 seconded by Fick. Nays: None. Motioned Carried.*

Y. Contract Payment: Tony Tentis Cover Crops (340) W-LCCMR 16-01 for \$1,444.00 from 2016 LCCMR Cover Crop funding (reimbursed by the JPB) **Board Action** *Helbig motioned to approve payment to Tony Tentis Cover Crops (340) W-LCCMR 16-01 for \$1,444.00 from 2016 LCCMR seconded by Fick. Nays: None. Motioned Carried.*

Z. Upcoming Events: Board Information

A. MASWCD State Convention – December 4-6, 2016

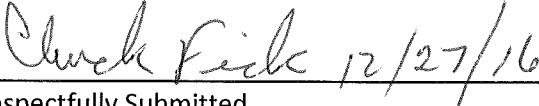
XI. CLOSED SESSION – Fick opened closed session at 10:09 regarding personnel. Gosse moved to close the Closed Session at 11:17 am seconded by Arendt. Nays: None. Motioned Carried.

a. Report to board from Terri Peters and Chuck Fick on employee evaluations held November 18, 2016.

b. Manager Evaluation

XII. ADJOURNMENT *Regular meeting adjourned at 11:20 am. Helbig motioned to adjourn/close regular session seconded by Fick. Nays: None. Motioned Carried.*

Adjournment: Adjourned the meeting at 11:20, on November 22nd, 2016. The next regular Board Meeting is scheduled for the FOURTH TUESDAY of the next month (December 27th, 2016).


Respectfully Submitted
Chuck Fick, Secretary