

Wabasha Soil and Water Conservation District  
District Regular Board Meeting  
August 22, 2019  
8 a.m.  
County Annex Conference Room  
625 Jefferson Ave.

I. **CALL MEETING TO ORDER** – Meeting called to order at 8:05 am by Vice Chair Lynn Zabel

Supervisors present: Lynn Zabel, Vice Chair; Chuck Fick, Treasurer; Larry Theismann, Secretary; Terry Helbig, Chair arrived at 8:30 am  
Staff Present: Terri Peters, District Manager; Dennis Stelling, SWCD; Jen Wahls, SWCD  
County Commissioners present: Rich Hall

II. **PLEDGE OF ALLEGIANCE**

III. **AGENDA**

*Moved by Fick, seconded by Theismann to accept the agenda with the addition of items A, G, H, and K under new business and change of language in items F & I from posted agenda.*

*Affirmative: Fick, Theismann, Zabel*

*Opposed: None*

*Motion Carried*

IV. **PUBLIC COMMENTS**

Comments limited to 5 minutes per speaker

V. **CONSENT AGENDA -Board Action**

A. Amendments to the MAWQCP Technical Assistance/Promotion funds agreements

i. Rice SWCD

ii. Freeborn SWCD

iii. Whitewater Watershed JPB

iv. Winona SWCD

*Moved by Fick, seconded by Theismann to approve the consent agenda*

*Affirmative: Fick Theismann, Zabel*

*Opposed: None*

*Motion Carried*

VI. **SECRETARY'S REPORT**

A. July 25, 2019 Meeting Minutes-Board Action

*Moved by Theismann, seconded by Fick to approve the secretaries report as presented*

*Affirmative: Fick, Theismann, Zabel*

*Opposed: None*

*Motion Carried*

**VII. TREASURER'S REPORT:**

**A. July Program Record-Board Action**

*Moved by Fick, seconded by Theismann to approve the July program record as presented*

*Affirmative: Fick, Theismann, Zabel*

*Opposed: None*

*Motion Carried*

**B. District Financial Statements July 2019-Board Action**

*Moved by Theismann, seconded by Fick to approve the July financial statements as presented*

*Affirmative: Fick, Theismann, Zabel*

*Opposed: None*

*Motion Carried*

**VIII. PAYMENT OF MONTHLY BILLS**

**A. Monthly bills in the amount of \$18,381.70-Board Action**

*Moved by Fick, seconded by Theismann to approve the payment of monthly bills in the amount of \$18,381.70*

*Affirmative: Fick, Theismann, Zabel*

*Opposed: None*

*Motion Carried*

**IX. DISTRICT REPORTS**

A. Chair Report – Lynn Zabel

B. County Commissioners – Rich Hall

C. District Manager Report – Terri Peters

D. SWCD- Jen Wahls

**X. OLD BUSINESS**

A. 1W1P Update-Board Information

B. Update on grant transfers from WRB (AgCertainty and Well Sealing grants)-  
Board Information

*Terry Helbig arrived and assumed chair duties for the remainder of the meeting*

C. Bus Tour-Board Discussion/Information

D. Governance 101 Training Meeting-Board Discussion on Attendance

*Terri Peters and Lynn Zabel will be attending, with Terry Helbig as alternate if Lynn Zabel cannot.*

E. Signature authority for district manager to sign MAWQCP sub agreements-  
Board Action

*Moved by Fick, Seconded by Theismann to grant district manager signature authority for the MAWQCP sub-agreements*

*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion Carried*

**XI. NEW BUSINESS**

A. BWSR Academy attendance and payment-Board Action

*Moved by Fick, seconded by Zabel to approve sending the district manager and the new bookkeeper/admin assistant to BWSR Academy October 29-31, 2019*  
*Affirmative: Fick, Helbig, Theismann, Zabel*  
*Opposed: None*  
*Motion Carried*

B. 2021 SWCD Programs and Operations Grants-Board Action

*Moved by Theismann, seconded by Fick to accept the 2021 SWCD Programs and Operations Grants in the amounts of \$70,040.00*  
*Affirmative: Fick, Helbig, Theismann, Zabel*  
*Opposed: None*  
*Motion Carried*

C. Drinking Water Protection Grant sub-agreement with Fillmore SWCD-Board Action

*Moved by Zabel, seconded by Fick to accept the Drinking Water Protection Grant sub-agreement with Fillmore SWCD*  
*Affirmative: Fick, Helbig, Theismann, Zabel*  
*Opposed: None*  
*Motion Carried*

D. Revised local cost share policy-Board Action

*Moved by Fick, seconded by Zabel to revise the local cost share policy to include the Iowa Farm Custom Rate Survey as the guide for landowner local match*  
*Affirmative: Fick, Helbig, Theismann, Zabel*  
*Opposed: None*  
*Motion Carried*

E. Leonhardt Dairy, LLC (Casey Leonhardt) contract 18RCPP-4 voucher payment in the amount of \$20,000.00-Board Action

*Moved by Fick, seconded by Theismann to approve the Leonhardt Dairy, LLC contract 18RCPP-4 voucher payment in the amount of \$20,000.00*  
*Affirmative: Fick, Helbig, Theismann, Zabel*  
*Opposed: None*  
*Motion Carried*

F. Stacy Miller contract LMF-17313RCPP-1WAB voucher payment in the amount of \$10,788.04 PENDING FINAL SIGNOFF. Final Payment-Board Action

*Moved by Fick, seconded by Theismann to approve Stacy Miller contract LMF-17313RCPP-1WAB voucher final payment in the amount of \$10,788.04 pending final signoff by all engineering parties and NRCS payout*  
*Affirmative: Fick, Helbig, Theismann, Zabel*  
*Opposed: None*  
*Motion Carried*

G. SE Tech SWCD JPB sub agreement amendment-Board Action

*Moved by Fick, seconded by Zabel to approve the SE Tech SWCD JPB amendment to accept additional funding for the Bill Miller contract LMFR-17RCPP-3WAB to bring the payment total to \$20,000.00*

*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion Carried*

- H. Bill Miller contract LMFR-17RCPP-3WAB amendment #3 to change the payout amount from \$17,697.00 to \$20,000-Board Action

*Moved by Fick, seconded by Zabel to approve Bill Miller contract LMFR-17RCPP-3WAB amendment #3 to change the payout amount from \$17,697.00 to \$20,000.00*

*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion Carried*

- I. Bill Miller contract LMFR-17RCPP-3WAB voucher payment in the amount of \$20,000.00. Final Payment-Board Action

*Moved by Zabel, seconded by Fick to approve Bill Miller contract LMFR-17RCPP-3WAB voucher payment in the amount of \$20,000.00*

*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion Carried*

- J. Chuck Bremer contract 17-CAP-WS-11 voucher payment in the amount of \$1,000.00 for well seal cost share-Board Action

*Moved by Theismann, seconded by Zabel to approve Chuck Bremer contract 17-CAP-WS-11 voucher payment in the amount of \$1,000.00 for well seal cost share*

*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion Carried*

- K. Diane McNallan contract 18-CS-2 & 19-CS-1 in the amount of \$11,971.88 (total cost \$15,971.50) for practice 410 Grade Stabilization Structure-Board Action

*Moved by Fick, seconded by Theismann to approve Diane McNallan contract 18-CS-2 & 19-CS-1 in the amount of \$11,971.88 for grade stabilization structure*

*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion Carried*

- L. Office manager position resignation and job posting-Board Action

*Moved by Theismann, seconded by Fick to approve the job posting for Bookkeeper/administration assistant as full-time, with the closing date for applications to be 4 pm on September 11<sup>th</sup>, 2019, interviews to be conducted by the personnel committee the afternoon of September 16<sup>th</sup>, 2019, and a special board meeting to approve a new hire at 5pm on September 16<sup>th</sup>.*

*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion Carried*

M. Upcoming Events

- i. Governance 101 Training-Sept 12-13
- ii. NASCA & NWC Conservation conference-Sept 30-Oct 2, Lexington, KY
- iii. BWSR Academy October 29-31 Breezy Point, MN

XII. Board Reports

A. WW –

B. 1W1P-

XIII. Adjourn- Board Action

*Moved by Fick, seconded by Zabel to adjourn*

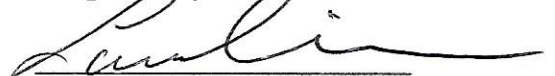
*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion Carried*

*Meeting adjourned at 10:20 am*

Respectfully Submitted,



Larry Theismann, Secretary