

Please call office at 651-560-2053 or email susan.cerwinske.wabashaswcd@gmail.com if you have any questions on attending physically or by phone.

We have call-in capabilities for up to 10 people. Phone# 651-560-1088 Access code # 0147478#
If you plan on attending in person and are not fully vaccinated, wearing a mask and social distancing will be required.

**Wabasha Soil and Water Conservation District
District Regular Board Meeting
November 18, 2021
8:15 a.m.
County Board Room
625 Jefferson Ave.**

- I. **CALL MEETING TO ORDER** – Meeting called to order @ 8:15 am by Lynn Zabel, Chair
Supervisors Present: Lynn Zabel, Chair, Chet Ross, Co-Chair, Sharleen Klennert, Treasurer, Larry Theismann, Secretary
Staff Present: Terri Peters, District Manager
Attending by phone: John Benjamin, NRCS, Brian DeVetter, NRCS, Sheila Harmes, Winona County Water Planner/Whitewater Watershed Project Coordinator
Sue Cerwinske, Bookkeeper/Administrative Assistant

- II. **PLEDGE ALLEGIANCE**

- III. **AGENDA**
Additions to agenda under new business:
 N. Building Lease Agreement for Mark Root’s office space at Olmsted County
 O. Contracting with Jen Wahl’s
Motioned by Klennert and seconded by Theismann to approve the agenda with the additions to new business
Affirmative: Zabel, Theismann, Klennert, Ross
Opposed; None
Motion Carried

- IV. **PUBLIC COMMENTS**
 Comments limited to 5 minutes per speaker

- V. **CONSENT AGENDA -Board Action**
 A. Lars Polson AgBMP Loan Application for Bedding Chopper in the amount of \$27,200.00
 (replaces prior loan application for \$20,750.00)
Motioned by Ross and seconded by Klennert to approve the Consent Agenda
Affirmative: Zabel, Theismann, Klennert, Ross
Opposed: None
Motion Carried

VI. SECRETARY'S REPORT

A. October 28, 2021 Meeting Minutes-Board Action

Motioned by Theismann and seconded by Ross to approve the Secretary's Report

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

VII. TREASURER'S REPORT:

A. District Financial Statements-Board Action

Motioned by Klennert and seconded by Ross to approve the Treasurer's Report

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

VIII. PAYMENT OF MONTHLY BILLS

A. Monthly Bills in the amount of \$33,038.89 -Board Action

i. Note: Second payroll of the month is 11/26.

Will need to pay County benefits \$442.09, VSP (vision) \$64.04 & MNPEIP (health insurance) \$5,110.00 after payroll is ran on Mon. 11/22. The County benefit check will need two signers. The other two are paid online. Total of \$5,616.13 – Board Action

Motioned by Theismann and seconded by Ross to approve \$33,038.89 for payment of the monthly bills paid 11/18/2021 and approve the Insurances (\$5,616.13) as they happen after the 11/26/2021 payroll is ran.

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

IX. DISTRICT REPORTS

A. Chair Report – Lynn Zabel – No Report

B. County Commissioner – Bob Walkes not in attendance

He shared with Terri that the biggest thing going on at county is the vaccine mandate.

C. District Manager Report – Terri Peters

Workplan for ETA. Funds will be coming soon.

MRBI - EQIP funds available for W. Indian. Jen coming in to help with outreach.

Zumbro policy and work group meetings. Working on scoring sheets

WinLac - Technical advisory meeting

Manager Meeting – joint with Watershed Districts who submitted a resolution

stating they don't think funding to SWCD's should come from Clean Water Fund.

MASWCD working on solution for stable funding.

D. NRCS Report – John Benjamin – Report in Packet

Brian DeVetter commented about MRBI sign up is through February 5, 2022. Talked about the CSP paperwork that even if prioritized as high and not selected, John still spends a lot of time on the application process.

Lynn questioned on all the work to get application ready. Brian replied that there is a backlog of several hundred CSP applications. If not selected and would like to try again would need to go through complete process to get application ready.

- E. **District Technician Report- Matt Kempinger – Report in Packet**
- F. **Ecological Technician Report – Henry Stelten – Report in Packet**
- G. **Bookkeeper/Administrative Assistant -Sue Cerwinske – Report in Packet**

X. OLD BUSINESS

- A. **Conservation Project – Lynn Zabel – No Report**
- B. **MASWCD 2021 Annual Convention & Trade Show Dec. 12-14 – Attendees**
Board decided that Matt & Henry could go up Monday only to attend tradeshow & relevant sessions.

XI. NEW BUSINESS

- A. Approve Balow Farms cancelation of Contract# 19-DWP-CC-6 in the amount of \$2,700.00 for cover crops (planting homegrown rye that may not pass the policy for purity and germination) – **Board Action**
Motioned by Theismann and seconded by Klennert to approve Balow Farms cancellation of Contract# 19-DWP-CC-6 in the amount of \$2,700.00 for cover crops
Affirmative: Zabel, Theismann, Klennert, Ross
Opposed: None
Motion Carried
- B. Approve Bruce Wood Amendment for Contract# 19-Capacity-4 for cover crops. Changing Installation date from 11/01/2021 to 11/01/2022 (land ownership change)– **Board Action**
(funding source FY19 Capacity)
Motioned by Theismann and seconded by Klennert to approve Bruce Wood amendment for Contract# 19-Capacity-4 for cover crops. Changing installation date from 11/1/2021 to 11/01/2022
Affirmative: Zabel, Theismann, Klennert, Ross
Opposed: None
Motion Carried
- C. Approve Peter Wood voucher payment for Contract# 19-Capacity-5 in the amount of \$600.00 for final year practice 340 cover crops – **Board Action**
(funding source FY19 Capacity)
Motioned by Klennert and seconded by Ross to approve Peter Wood voucher payment for Contract# 19-Capacity-5 in the amount of \$600.00 for final year practice 340 cover crops.
Affirmative: Zabel, Theismann, Klennert, Ross
Opposed: None
Motion Carried
- D. Approve John Miller voucher payment for Contract# 19-DWP-CC-4 in the amount of \$900.00 for 2nd year for practice 340 cover crops – **Board Action**
(funding source FY19 Drinking Water Protection SE MN)

Motioned by Theismann and seconded by Ross to approve John Miller voucher payment for Contract# 19-DWP-CC-4 in the amount of \$900.00 for 2nd year for practice 340 cover crops

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

- E. Approve Adam Graner voucher payment for Contract# 19-DWP-CC-5 in the amount of \$900.00 for 1st year for practice 340 cover crops – **Board Action**
(funding source FY19 Drinking Water Protection SE MN)

Motioned by Klennert and seconded by Ross to approve Adam Graner voucher payment for Contract# 19-DWP-CC-5 in the amount of \$900.00 for 1st year for practice 340 cover crops

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

- F. Approve Resolution 11182021-1. Resolution to Adopt and Implement the Greater Zumbro Comprehensive Watershed Management Plan – **Board Action**

Approved by BWSR. County board adopted at the meeting on Tues. 11/16/2021.

Motioned by Theismann and seconded by Klennert to approve Resolution 11182021-1 Resolution to Adopt and Implement the Greater Zumbro Comprehensive Watershed Management Plan.

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion carried

- G. **COVID Staffing – Board Discussion Options**

MDH Guidelines. Similar work plan as Goodhue SWCD.

Office is setup with dividers. Doors locked. Stay 6 ft apart, wear a mask and wash hands. Terri will monitor the situation and bring back any recommendations to the board. Be flexible if there is something that can be done at home and reported to a grant on a case by case basis. Lynn said social distancing, masking. Sharleen asked if everyone is up to date with shots. We are up to date. Larry stated he liked the idea to monitor the situation and office is set up with safety equipment.

- H. **Schedule Employee Evaluations – Personnel Committee**

Larry will check his work schedule and coordinate a date with Terri and Lynn.

- I. **Draft Audit Financial Statements for year ended 12-31-20**

- J. Approve Scott Sexton voucher payment for Contract# 19-DWP-CC-3 in the amount of \$900.00 for 2nd year cover crops - practice 340 – **Board Action**
(funding source FY19 Drinking Water Protection SE MN)

Motioned by Klennert and seconded by Ross to approve Scott Sexton voucher payment for Contract# 19-DWP-CC-3 in the amount of \$900.00 for 2nd year cover crops – practice 340

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

- K. Approve Stacy Miller voucher payment for Contract# 20-Capacity-4 in the amount of \$900.00 for 2nd year cover crops - practice 340 – **Board Action**
(funding sources FY20 Capacity)

Motioned by Theismann and seconded by Klennert to approve voucher payment for Contract# 20-Capacity-4 in the amount of \$900.00 for 2nd year cover crops – practice 340

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

- L. Approve Lars Polson voucher payment for Contract# 19-319FL-3 in the amount of \$15,000.00 for Clean Water Diversion – **Board Action**
Kate Bruss did the design.

Motioned by Theismann and seconded by Ross to approve Lars Polson voucher payment for Contract# 19-319FL-3 in the amount of \$15,000.00 for Clean Water Diversion

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

M. Upcoming Events:

- i. MASWCD 2021 Annual Convention & Trade Show Dec. 12-14
- ii. Employee Evaluations
- iii. December meeting is on the 16th

N. Building Lease Agreement for Mark Root office space at Olmsted County SWCD – Board Action

Mark Root retiring September 2022. Not sure if leasing for the full year. Annual amount of lease of office space is \$5,114.40, monthly would be \$426.20. 60-day lease clause now, we would want to see if we can get it to 30-day.

Motioned by Theismann and seconded by Klennert to approve the building lease agreement for Mark Root office space at Olmsted County SWCD for MAWQCP funding. Monthly amount of \$426.20 for period to be determined by agreement.

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

O. Contracting with Jen Wahl's

Put together a contract for Jen. NFWF has grant funds and have requested an extension. Shift funds of \$10,000.00 to contract with Jen Wahls for W. Indian project. She is asking \$50.00 an hour.

Motioned by Theismann and seconded by Ross to approve a contract with Jen Wahls for \$50.00 an hour. Making sure we stay within budget.

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

XII. Board Reports

A. Whitewater JPB – Lynn – No Meeting

B. Zumbro 1W1P – Larry

Sharleen went to meeting with Terri. Sharleen reported that they talked about checking nitrates in wells. Funding for sealing, improving/treatment of wells or under sink system. Safe drinking water grant through Olmsted County SWCD. Plan approval from BWSR. Next application planning will implement work in Zumbro River. Fiscal Agent Goodhue SWCD that will be sending supporting documents to BWSR. New test for manganese, high in some areas.

C. WinLac 1W1P – Lynn

Terri and Lynn went to the meeting. Lynn reported that they approved priorities, the most important issues. "We Are Water" presentation will be in Winona March–April 2022. Waterside Chats.

Sheila Harmes reported that the people not in attendance were sent an input worksheet for prioritization. Sent on to Rachel to add the worksheets together who were at the meeting and the ones sent out after. "We are Water" will be in Winona March 3 – April 25, 2022. Pulling together partners for a December 8th "We are Water" in person meeting at the History Center.

November 30th work group meeting. Make plans for Waterside Chats.

D. SE SWCD Technical Support JPB – Larry - No Report

E. County Board Meeting – Larry (alternate Sharleen)

Terri brought the Greater Zumbro Comprehensive Watershed Management Plan to County meeting and it was voted on and approved. Consent Agenda approved that had National Resource Block Grant, Local Water Management and Wetland Conservation Act funding. Some funding will come to SWCD.

F. Hiawatha Valley RC&D – Lynn – Meeting on 11/22/2021

Lynn brought up adding more things, like cover crops voucher payments to consent agenda. Time saver for things you approve regularly. If one needs to be pulled out to discuss further, we can do that one separately before approving the consent agenda. Chet, Sharleen agreed. Larry questioned what the reason would be for pulling one out, maybe minor changes like amount or contract number errors, good that we can pull out and discuss it. Vouchers would be in the packet to refer to.

Sharleen asked where we are on finding someone for Terry Helbig's position.

Ed Bauman has decided not to seek the board position.

Larry has a candidate that we could have come in to next meeting. Board could meet him and talk about his background and what conservation he has done on his farm. Could make a decision if he is interested. Larry will contact him.

XIII. Adjourn – Board Action

Motioned by Ross and seconded by Klennert to adjourn the meeting at 9:33 am

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

Respectively Submitted By:

A handwritten signature in cursive script, appearing to read 'Larry Theismann', written over a horizontal line.

Larry Theismann, Secretary