

**Wabasha Soil and Water Conservation District
District Regular Board Meeting
November 21, 2019
8 a.m.
County Annex Conference Room
625 Jefferson Ave**

- I. **CALL MEETING TO ORDER** – *Meeting called to order at 8:00 am by Chair Terry Helbig*
Supervisors Present: Terry Helbig, Chair; Lynn Zabel, Vice Chair; Larry Theismann, Secretary; Chuck Fick, Treasurer; Nate Arendt, Member
Staff: Terri Peters, District Manager; Jen Wahl, Mitchell Rigelman, Sue Cerwinske
Commissioner: Rich Hall

- II. **PLEDGE OF ALLEGIANCE**

- III. **AGENDA**

Moved by Fick, seconded by Zabel to approve agenda
Affirmative: Helbig, Theismann, Fick, Zabel, Arendt
Opposed: None
Motion carried

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

- V. **CONSENT AGENDA**
MASWCD Annual Business Meeting Items
Items introduced Dec-09 and discussed, voted on Dec 10 – **Board Action**

Moved by Fick, seconded by Zabel to approve consent agenda
Affirmative: Helbig, Theismann, Fick, Zabel, Arendt
Opposed: None
Motion carried

- VI. **SECRETARY'S REPORT**
 - A. **October 24, 2019 Meeting Minutes-Board Action**
Amend Secretary's Report for Oct 24th, adding Lynn Zabel as present at the meeting and amend Letter F under New Business stating that Area 7 Supervisors agreed to contribute \$2,000.00

Moved by Zabel, seconded by Fick to approve October 24, 2019 Secretary's Report with amendments; adding Lynn Zabel as present at the meeting and to amend Letter F under New Business stating that Area 7 Supervisor's agreed to contribute \$2,000.00
Affirmative: Helbig, Theismann, Fick, Zabel, Arendt
Opposed: None
Motion carried

VII. TREASURER'S REPORT:

A. October Program Record-Board Action

Moved by Fick, seconded by Zabel to approve October Program Record

Affirmative: Helbig, Theismann, Fick, Zabel, Arendt

Opposed: None

Motion carried

B. District Financial Statements October 2019-Board Action

Moved by Arendt seconded by Fick to approve District Financial Statements

Affirmative: Helbig, Theismann, Fick, Zabel, Arendt

Opposed: None

Motion carried

VIII. PAYMENT OF MONTHLY BILLS

A. Monthly bills in the amount of \$73,959.77 -Board Action

Structure payments are partnerships with MSLP that will be reimbursed.

Moved by Zabel seconded by Arendt to approve Monthly bills in the amount of \$73,959.77

Affirmative: Helbig, Theismann, Fick, Zabel, Arendt

Opposed: None

Motion carried

SLAKE TEST PRESENTATION – BY JEN WAHLS, ECOLOGICAL TECH

Test - How water affects soil in two different soil samples.

Soil Health Principles: 1. Keep the soil covered. 2. Minimize soil disturbance, 3. Increase crop diversity. 4. Keep living roots in the soil. 5. Integrate livestock. 2 glass containers of water. Put the two different clumps of soil in separate water. First clump of soil was from a field that was 5 years no-till, 3 different cover crops, limited livestock. Healthier, has integrity. Holds together, not breaking down. Soil can take in the water, instead of it running away. The clump would be dry if broken up. Second clump of soil from a conventional field that was chisel plowed, planted, cultivated. Not much organic matter. This clump started breaking down almost immediately when put in the water. If you broke the clump up, it would be wet.

Lynn commented on his rented land in 1995 had 2.5% organic matter – 20 years now it has 4% organic matter. It takes time. On tops of hills, now better. Different in 1980's-1990's - change was no more chiseling in the Fall. Scratched a little in the Spring with manure. Planted corn on alfalfa. Everyone's soil is different. Also had one field that had wet spots – 4 acres to plant was iffy. Getting better, absorption and may have better root structure now. Wouldn't have gotten in to this spot in the 70's - 80's.

Chuck commented on his soil testing. 1st year soil tested in 2018 -same 2.2- 2.3% Disappointed, thought it would be better. Tests every three years. Change is not going to happen overnight.

IX. DISTRICT REPORTS

- A. Chair Report – Terry Helbig
*Terry had breakfast with Roland and Tom.
Rolland is on new medicine, makes him not hungry at all, but he looks good.
Tom said water doesn't run uphill. Terry would like to keep meeting on monthly basis.*
- B. County Commissioners – Rich Hall
No report
- C. District Manager Report – Terri Peters
*Attended all three Watershed chats.
BWSR Academy. Sue met some people that should be able to help in the future.
Attended good classes this year.
Working on end of year – grant agreements. Putting together with the partners.
Feedlot Partners Program – Plans for Bill Miller for manure storage and Casey Leonhardt. Dave Copland working on new partnership with NRCS to partner to get these projects. Ending through next year – 1 project chosen to be completed. Quite a few on our list. Need to get some more projects funded.
MCAP – Afternoon meeting on monitoring. Mitchell to monitor White Water site. Others are Mississippi/Wisconsin and La Crescent. Sheila will head up the grant. Save time on management.
MAWQCP – New grant.
Working on reporting for yearend. Program records for Adam.*
- D. NRCS Report – Phillis Brey - Absent
*Report handout given to board
CRP -Completed 5 Successor in interest
CSP - 12 contracts are paid and stamped completed for 2015-2019 CY
20 contracts waiting for funds
Engineering – 4 engineering projects waiting to start this fall
EQIP – Completing payment requests, 3 contracts modified due to the wet weather
RCPP-EQIP – (Regional Conservation Partnership Program) Completing payment requests
Compliance Plans – 2 Compliance plans written, 58 waiting to be completed
Trainings & Meeting – Conservation Desktop 11-14, CRP 11/18 – 11/20/19 and SWCD Board Meeting 11/21/2019*

E. District Technician Report – Mitch Rigelman
Implement some new project designs for Spring & Fall of 2020.
Designs are mostly done and being reviewed by Chris Nelson and Charlie Blackburn. Waiting to propose to landowners, if they want. Hopefully 3-4 in the Spring. Stabilization Structure completed in Highland Township.
Showcase pictures in the board packet are before and after.
Using geoprocessing, it captures the project in real time using control points on the ground. Showing before and after. Use controlling point to position according to see the before and after. 6 points work fine, but more would be fine-tuned.
Making as real as possible. Overlay Chris and Charlie use to show project fits on properties. Work flow or training for others to use in their office.
Ag Certainty, new approach with Mark Root. Not a lot of producers know how to use the grant with that funding source. Would like to help the producers by walking them through the process to apply for the grant before project gets started. How to use funding with cost share. Help facilitate to get more work done. Funds available to utilize the grant with state cost share to get other projects done. Could use for simple waterways, maximum to use \$5,000.00.
Well Sealing. Steve McNallan. They were drilling out the well and came upon a layer of concrete that fully encased the pipe and pump. Amendment date for next year, so they can figure out how to ground out and seal it properly. New amended expiration date is 8/30/2020

F. Ecological Technician Report – Jen Wahls
Report as is in the board packet.
Wetland Conservation Act – Filmore and Wabasha
Review end of year - couple of small violations.
Program for Forestry will be at Zumbro Falls VFW Hall on February 14th
Need to get a committee meeting together soon.

X. **OLD BUSINESS**

A. MASWCD Annual Meeting Auction Donation-Board Discussion
Terry Helbig has a book to donate. Any other donations can be given to Terri and she will bring up to the convention.

XI. **NEW BUSINESS**

A. Set date for employee evaluations with personnel committee – Board Discussion
The date set for employee evaluations will be on Thursday Dec 12th at 9:00 am at SWCD office

B. Set Date for work planning 2020 (after-December board meeting?) -Board Discussion
Work Planning meeting for 2020 will be after regular meeting is adjourned on 12/19/19

- C. 2019-20 Zumbro River Valley Outreach Grant Acceptance- **Board Action**
Terri working on this grant. It is a draft right now for \$5,000.00. Would be 100 hours of work for Jen. Hopefully moving forward in December. People already coming in looking for solutions for flood plains activity & issues/easements or land resting options. Poll people first. Work though what challenges they have. May not be that there is a program that exists. Would need to apply for specific grants for those.
Moved by Arendt seconded by Theismann to accept the 2019-20 Zumbro River Valley Outreach Grant in of amount of \$5,000.00
Affirmative: Helbig, Theismann, Fick, Zabel, Arendt
Opposed: None
Motion carried
- D. MAWQCP Area Grant Administration—**Board Action**
MAWQCP Renewal of grant agreement for 2020-2021.
Talking with partners. We will be administering the grant This is a draft. Need approval of acceptance of the grant so that we get ready to move forward. Total covers Freeborn hiring part-time person to do what Mitchell does, Mark's position, office & support, travel, grant administration, Mtchell's time, other staff time and staff support for other districts in area, to help get setup. Engineers & Practice Implementation, survey & design for District or Joint Power. Total for the agreement for 2020 – 2021 is \$425,148.00
Moved by Fick seconded by Zabel to accept the
MAWQCP Renewal of grant agreement for 2020-2021 for \$425,148.00
Affirmative: Helbig, Theismann, Fick, Zabel, Arendt
Opposed: None
Motion carried
- E. Tool Box for GMC Truck – **Board Action**
Capacity Fund has funds available under equipment upgrades for Truck bed organizer. Tool Box with Tunnel Cover. There are two big, long organizers and a small tool box for smaller items. Right now, tools, equipment all scattered in the back of the truck. Made of carbon fiber and can be taken out of the truck to haul larger items. Mitch to check and see if it is universal, just in case we get a new truck. Cost around \$1,400.00.
Moved by Arendt seconded by Zabel to approve purchasing the Truck bed organizer in the amount up to \$1,400.00 and universal, if possible.
Affirmative: Helbig, Theismann, Fick, Zabel, Arendt
Opposed: None
Motion carried

- F. State of Minnesota Office of State Auditor – Final draft and MN review letter for year ended 12-31-18 Audit (MN review points letter) - **Board Action**
We approved the draft. Our auditors sent to State Auditor. Letter is comments from the State Auditor's office. Made corrections, made notes addressing all of the items from auditor. Some were things used in school's audits. Approved draft will be sent to the State Auditors office and will be finalized with the items that were addressed.
Moved by Zabel and seconded by Fick to approve the overseeing of the auditor to go forward with having the auditor's report be finalized with the State.
Affirmative: Helbig, Theismann, Fick, Zabel, Arendt
Opposed: None
Motion carried
- G. Amendment to Conservation Practice Assistance Contract for Steve McNallan. Approval on contract 17-CAP-WS-13 for \$1,000.00, original expiration date 11/30/2019. New State Grant expiration date will be 08/30/2020- **Board Action**
Moved by Arendt and seconded by Zabel to approve the Amendment to Conservation Practice Assistance Contract for Steve McNallan. Approval on contract 17-CAP-WS-13 for \$1,000.00, original expiration date 11/30/2019. New State Grant expiration date will be 08/30/2020
Affirmative: Helbig, Theismann, Fick, Zabel, Arendt
Opposed: None
Motion carried
- H. Payment for approval on contract 19-Capacity-5 Peter Wood for 20 acres of cover crops (practice 340 Capacity 2019 amount \$600 completes yr. 1 of contract) – **Board Action**

Moved by Fick and seconded by Zabel to approve the Payment for approval on contract 19-Capacity-5 Peter Wood for 20 acres of cover crops (practice 340 Capacity 2019 amount \$600 completes yr. 1 of contract)
Affirmative: Helbig, Theismann, Fick, Zabel, Arendt
Opposed: None
Motion carried
- I. Payment for approval on contract 19-Capacity-9 Mulholland Farms for 30 acres of cover crops (practice 340 Capacity 2019 amount \$900 completes yr 1 of contract) – **Board Action**

Moved by Arendt and seconded by Fick to approve the Payment for approval on contract 19-Capacity-5 Peter Wood for 20 acres of cover crops (practice 340 Capacity 2019 amount \$600 completes yr. 1 of contract)

Affirmative: Helbig, Theismann, Fick, Zabel, Arendt

Opposed: None

Motion carried

- J. Payment for approval on contract 19-Capacity-6 Travis Danckwart for 30 acres of cover crops (practice 340 Capacity 2019 amount \$900 completes yr. 1 of contract) – **Board Action**

Moved by Arendt and seconded by Fick to approve the

Payment for approval on contract 19-Capacity-6 Travis Danckwart for 30 acres of cover crops (practice 340 Capacity 2019 amount \$900 completes yr. 1 of contract)

Affirmative: Helbig, Theismann, Fick, Zabel, Arendt

Opposed: None

Motion carried

- K. Payment for approval on contract 19-Capacity-7 Travis Danckwart for 30 acres of cover crops (practice 340 Capacity 2019 amount \$900 completes yr 1 of contract) – **Board Action**

Moved by Theismann and seconded by Arendt to approve the

Payment for approval on contract 19-Capacity-7 Travis Danckwart for 30 acres of cover crops (practice 340 Capacity 2019 amount \$900 completes yr 1 of contract)

Affirmative: Helbig, Theismann, Fick, Zabel, Arendt

Opposed: None

Motion carried

- L. Payment for approval on contract 19-Capacity-8 Travis Danckwart for 30 acres of cover crops (practice 340 Capacity 2019 amount \$900 completes yr 1 of contract) – **Board Action**

Moved by Theismann and seconded by Fick to approve the

Payment for approval on contract 19-Capacity-8 Travis Danckwart for 30 acres of cover crops (practice 340 Capacity 2019 amount \$900 completes yr 1 of contract)

Affirmative: Helbig, Theismann, Fick, Zabel, Arendt

Opposed: None

Motion carried

- M. Payment for approval on contract 19-Capacity-3 John Dose for 22 acres of cover crops (practice 340 Capacity 2019 amount \$660 completes yr 1 of contract) – **Board Action**

Moved by Theismann and seconded by Arendt to approve the Payment for approval on contract 19-Capacity-3 John Dose for 22 acres of cover crops (practice 340 Capacity 2019 amount \$660 completes yr 1 of contract)

Affirmative: Helbig, Theismann, Fick, Zabel, Arendt

Opposed: None

Motion carried

- N. Payment for approval on contract 18-Capacity-4 Tom Miller for 15 of cover crops (practice 340 Capacity 2108 amount \$450 completes yr 2 of contract)–
Board Action

Moved by Theismann and seconded by Arendt to approve the Payment for approval on contract 18-Capacity-4 Tom Miller for 15 of cover crops (practice 340 Capacity 2108 amount \$450 completes yr 2 of contract)

Affirmative: Helbig, Theismann, Fick, Zabel, Arendt

Opposed: None

Motion carried

- O. Amendment approval for amount change on contract 2016CWF-05 Gerard Marking for 410 Grade Stabilization Structures (practice 410 MRLP CWF) –
Board Action

Moved by Fick and seconded by Zabel to approve the Amendment approval for amount change on contract 2016CWF-05 Gerard Marking for 410 Grade Stabilization Structures (practice 410 MRLP CWF)

Affirmative: Helbig, Theismann, Fick, Zabel, Arendt

Opposed: None

Motion carried

- P. Payment for approval on contract 2016CWF-05 Gerard Marking for completion of 410 Grade Stabilization structures for \$15,520.50 (MRLP CWF) –
Board Action

Moved by Arendt and seconded by Fick to approve the Payment for approval on contract 2016CWF-05 Gerard Marking for completion of 410 Grade Stabilization structures for \$15,520.50 (MRLP CWF)

Affirmative: Helbig, Theismann, Fick, Zabel, Arendt

Opposed: None

Motion carried

- Q. Payment for approval on contract 15-MRLP-5 Keith Bremer for completion of 2 410 Grade Stabilization structures for \$21,532.86 (MRLP CWF) – Board Action

Moved by Arendt and seconded by Fick to approve the Payment for approval on contract 15-MRLP-5 Keith Bremer for completion of 2 -410 Grade Stabilization structures for \$21,532.86 (MRLP CWF)

Affirmative: Helbig, Theismann, Fick, Zabel, Arendt

Opposed: None

Motion carried

- R. James Dittrich contract 18-CS-1 for grade stabilization structure Voucher payment in the amount of \$10,596.49- Board Action

Moved by Zabel and seconded by Theismann to approve the James Dittrich contract 18-CS-1 for grade stabilization structure Voucher payment in the amount of \$10,596.49

Affirmative: Helbig, Theismann, Fick, Zabel, Arendt

Opposed: None

Motion carried

- S. *Addition to Agenda – New Business*

Elective Vision Care for Employees –from County – Board Action

Terri pursuing cost. Employees would be paying amount

Value added. Board okay to approve elective vision care amount out of Employee pay check.

Moved by Fick and seconded by Arendt to approve that

Terri pursue cost for elective vision care. Employees would be paying amount out of pay check.

Affirmative: Helbig, Theismann, Fick, Zabel, Arendt

Opposed: None

Motion carried

- T. Upcoming Events

- i. MASWCD Convention December 8-10 Bloomington, MN

XII. Board Reports

- A. WW Update-Board Information

Meeting 12-13-2019

- B. 1W1P Update-Board Information

Not a regular policy meeting this month, canceled it

***Waterside Chats: Mantorville, Mazeppa and Lake City
Mantorville did not have a good turn out – nice day
Mazeppa had 32 people attend. Good table discussions – concerns: flooding
erosion. Bear valley water comes through that area pretty fast.
Lake City had a good turnout. Good table discussion. People appreciated being a
part of talks. Random survey, that went out on priorities. Ground water at the
top, surface contaminants, erosion. Different feedback from each chat
Waiting to see what feedback comes back from all of the meetings.***

XIII. Adjourn- Board Action

***Moved by Arendt and seconded by Fick to adjourn
Affirmative: Helbig, Theismann, Fick, Zabel, Arendt
Opposed: None
Motion carried***

Meeting Adjourned at 9:30 AM

Respectfully Submitted,

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

Larry Theismann, Secretary