

Due to the current CDC guidelines on social distancing, we are limiting the number in attendance to 8 people at the board meeting. We will also have limited call-in capabilities for up to 10 people. Phone# 651-560-1088 Access code # 0147478#

Phone or physical attendance will be allowed on a first come first serve basis following Wabasha SWCD board members receiving priority for phone or physical attendance.

Anyone who is in the at-risk category should consider not attending. If you would like to attend either by call-in or physically, you must notify Sue Cerwinske to hold your place in advance. susan.cerwinske.wabashaswcd@gmail.com or 651-560-2053

**Wabasha Soil and Water Conservation
District Regular Board Meeting
October 22, 2020
8:15 am
Criminal Justice Center
EOC Room
848 17th Street East**

- I. **CALL MEETING TO ORDER** – *Meeting Called to order at 8:15 AM by Chair, Terry Helbig*
Supervisors Present: Terry Helbig, Chair, Lynn Zabel, Co-Chair, Chuck Fick, Treasurer, Larry Theismann, Secretary, Nate Arendt, Member
Others Present: John Benjamin, NRCS, Sharlene Klennert, Guest
Calling in: Rich Hall, County Commissioner, Brian DeVetter. NRCS, Sue Cerwinske, Bookkeeper/Admin Asst.

- II. **PLEDGE OF ALLEGIANCE**

- III. **AGENDA** –
 - A. Meeting statement – Terri Peters
Terri Peters made the decision to have call-in and limited number of attendees at the Board Meetings. Consulted with other SWCD's and BWSR on how they were handling meetings because of COVID-19 and State of Emergency Guidelines. Calling in is allowed under the open meeting law. Phone line setup for SWCD meeting by the County. Board was contacted about this suggested change and it was agreed that this was the best solution for the situation, at this time.

Motioned by Arendt and seconded by Zabel to approve the Agenda as amended
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried

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

V. **CONSENT AGENDA – Board Action**

- A. Financial Report SWCD Local Capacity Services 2019
- B. Stacy Miller Contract 20-Capacity-4 for 340 Cover Crop on 30 acres for three years in the amount \$2,700.00

Motioned by Fick and seconded by Theismann to approve the Consent Agenda

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

VI. **SECRETARY'S REPORT**

- A. September 24, 2020 Meeting Minutes-Board Action

Motioned by Zabel and seconded by Arendt to approve the Secretary's Report

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

VII. **TREASURER'S REPORT:**

- A. September Program Record--Board Action

Motioned by Arendt and seconded by Theismann to approve the September Program Record

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

- B. September District Financial Statements-Board Action

Motioned by Theismann and seconded by Fick to approve the September District Financials Statements

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

- C. Program Funding Available for Cost Share – Informational

VIII. **PAYMENT OF MONTHLY BILLS**

- A. Monthly Bills in the amount of \$40,791.93 - Board Action

Motioned by Theismann and seconded by Fick to approve payment of the monthly bills in the amount of \$40,791.93

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

IX. **DISTRICT REPORTS**

- A. Chair Report – Terry Helbig – *No Report*

- B. County Commissioner – Rich Hall – *No Report*

Question on what is being budgeted in 2021 for SWCD

Proposed budget \$125,000.00 for 2021

C. District Manager Report – Terri Peters

Quarterly Reporting

Finalizing West Indian Creek Plan. Moving forward with comment period and approval by end of the year.

Economic Commission Lake City looking for funding to help with Erosion Control Structure for the Mississippi River Lake Pepin Watershed. Contact target landowners in the area.

Gorman Creek Project – Matt will be working with Pete Fryer on the designs for Stream restoration

North Fork Zumbro at Mazeppa getting to the end. Public meeting at Mazeppa – 9 attendees. Construction part out for bid November and Bid for construction comes through our Board for approval in December and will start work January with completion early April.

Talking about Mississippi Winona/La Crescent watershed approved to start.

Submitted CARES Act Funding Application to the county. We were approved for \$9,795.16. Some things we purchased were TV/Cart/Camera for zoom meetings.

D. NRCS Report – John Benjamin – **Report handed out**

Brian DeVetter, NRCS Team Lead introduced himself.

E. Keely Hansen – District Technician – **Report in Board packet**

F. Matthew Kempinger – District Technician – **Report in Board packet**

G. Henry Stelten – Natural Resources Technician – **Report in Board packet**

H. Sue Cerwinske – Bookkeeper/Admin. Asst. – **Report given**

X. OLD BUSINESS

A. Update on office situation during COVID19 pandemic – Terri Peters

B. Greater Zumbro 1W1P – Update & Discussion on Implementation Group Formation

At point of draft implementation schedule based on modeling.

Board needs to put in their preference on how policy committee should be set up as Joint Powers Entity or Joint Powers Collaboration. Theismann attended meeting and his recommendation would be for Joint Powers Collaboration. This will be brought forward to County Board for approval.

Motioned by Theismann and seconded by Zabel for the SWCD Board supporting the Joint Powers Collaboration for 1W1P for Zumbro River.

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

XI. NEW BUSINESS

A. Approve Amendment of FY2018 MN BWSR 2018/2019 SWCD Programs and Operations Grants – Wabasha SWCD Change Term of Grant Agreement P18-7145 to December 31, 2021 expiration date and Change Grantee's Duties (Reporting) to February 1, 2022– **Board Action**

Amendment Extends the expiration date to December 31, 2021 and Reporting to February 1, 2022 for agreements: Buffer Law, State Cost Share Funds, Conservation Delivery and Local Capacity Services

Motioned by Theismann and seconded by Arendt to approve amendment of FY2018 MN BWSR 2018/2019 SWCD Programs and Operation Grants for Wabasha SWCD

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

B. Resolution Packets for 2020 – Individual Ballots. Sue will transfer to common ballot. Need to be returned to MASWCD by November 12, 2020

– Board Discussion

Stop by office today and sign the Master Ballot

C. Approve Tom Miller Voucher Payment for Contract 18-Capacity-4 in the amount of \$450.00 (340 practice Cover Crops) Final Payment – **Board Action**

Motioned by Fick and seconded by Theismann to approve Tom Miller Voucher Payment for Contract 18-Capacity-4 in the amount of \$450.00 (340 practice Cover Crops) Final Payment

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

D. Approve Mike Rahman Voucher Payment for Contract 19-DWP-CC-2 in the amount of \$900.00 (340 practice Cover Crops) 1st year – **Board Action**

Motioned by Theismann and seconded by Zabel to approve Mike Rahman Voucher Payment for Contract 19-DWP-CC-2 in the amount of \$900.00 (340 practice Cover Crops) 1st year

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

E. Approve Leo Kottschade Voucher Payment for Contract 18-Capacity-1 in the amount of \$900.00 (340 practice Cover Crops) Final Payment – **Board Action**

Motioned by Theismann and seconded by Fick to approve Leo Kottschade Voucher Payment for Contract 18-Capacity-1 in the amount of \$900.00 (340 practice Cover Crops) Final Payment

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

F. National Association of Conservation Districts dues for 2021. Recommend at least Bronze Level (\$101-\$500) – **Board Action**

Motioned by Zabel and seconded by Fick to contribute \$350.00 to the National Association of Conservation Districts for 2021 dues

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

G. One Watershed One Plan Mississippi River – Winona and Mississippi River-La Crescent Watersheds Memorandum of Agreement – **Board Action/Signature**

Motioned by Arendt and seconded by Fick for Lynn Zabel be the representative for One Watershed One Plan Mississippi River-Winona and Mississippi River-La Crescent Watersheds

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

Motioned by Arendt and seconded by Zabel to Approve and Sign the One Watershed One Plan Mississippi River – Winona and Mississippi River-La Crescent Watersheds Memorandum of Agreement

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

H. MN PEIP Health Insurance renewal and County Benefits – Dental, Life and Long-Term Disability – **Board Action on Personnel Meeting Decisions**

Health Insurance premiums increase for District to pay is \$4,926.10

No changes, keep same HSA plan option we had. Employee pays 10% of the premium. District annual contribution, employee gets \$1,500.00 for single coverage and \$3,000.00 for family coverage. For County Benefits the Dental premiums went up a small amount. District pays for single coverage \$30.04 and if Family coverage chosen Employee pays the difference \$66.52

Motioned by Arendt and seconded by Larry to approve the MN PEIP Health Insurance renewal and County Benefits including Dental, Life and Long-Term Disability by the recommendation of the HR Committee

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

I. Board Policy, Operating Rules, Guidelines, and Bylaws - **Discussion**

1. Data Policy Law
2. Ethics and Conduct Policy

Bringing up as a reminder. HR/Private personnel conversations can't be Discussed In an open meeting. A special meeting should be scheduled. Five Board members, all have different opinions. Need to go through the right channels. Be cautious, where-ever you are you are representing the district

J. Approve Voucher Payment for Stacy Miller Contract 20-Capacity-4 for 340-Cover Crops, 1st payment of \$900.00 – **Board Action**

Motioned by Fick and seconded by Theismann to approve Voucher Payment for Stacy Miller Contract 20-Capacity-4 in the amount of \$900.00 for (340 practice Cover Crops) 1st Payment

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

K. Approve Voucher Payment for John Dose Contract 19-Capacity-3 for 340-Cover Crops \$660.00 – **Board Action**

Motioned by Arendt and seconded by Theismann to approve Voucher Payment for John Dose Contract 19-Capacity -3 in the amount of \$660.00 for (340 practice Cover Crops) 2nd year

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion carried

L. Approve Voucher Payment for Scott Sexton Contract 19-DWP-CC-3 for 340-Cover Crops \$900.00 – **Board Action**

Motioned by Arendt and seconded by Fick to approve Voucher Payment for Scott Sexton Contract 19-DWP-CC-3 in the amount of \$900.00 for (340 practice Cover Crops) 1st Year

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

XII. Upcoming Events:

A. BWSR Academy (Online mornings only) October 27 – 29, 2020
At the Criminal Justice Center

XIII. Board Reports

A. WW – Lynn Zabel, (Alternate, Larry Theismann) – **No Report**

B. Zumbro 1W1P- Larry Theismann, (Alternate, Terry Helbig) – **No Report**

C. SE SWCD Technical Support JPB – Larry Theismann, (Alternate Chuck Fick) – **No Report**

Meetings July and end of Jan. Executive committee was assigned to approve

D. County Board Meeting – Terry Helbig, (Alternate, Lynn Zabel) – **No Report**

XIV. Adjourn –Board Action

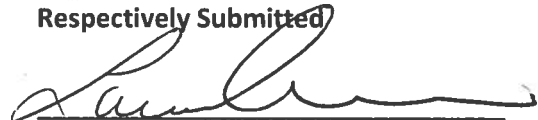
Motioned by Arendt and seconded by Fick to adjourn the meeting at 9:44 AM

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

Respectively Submitted



Larry Theismann, Secretary