

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#.

**Wabasha Soil and Water Conservation
District Regular Board Meeting
December 15, 2022
8:15 am
County Conference
Room
625 Jefferson Ave.**

I. CALL MEETING TO ORDER

II. PLEDGE ALLEGIANCE

III. AGENDA

IV. PUBLIC COMMENTS

Comments limited to 5 minutes per speaker

V. CONSENT AGENDA -Board Action

Items on the Consent Agenda are considered to be routine by the Board and may be enacted through one motion. Any item on the Consent Agenda may be removed by any of the Board members for separate consideration.

- A. Jeremiah Leonhardt voucher payment for Contract# 21-Capacity-8 in the amount of \$900.00 for 340 Cover Crops, First Year of 3.
(Funding source FY21 Capacity)
- B. Huneke Dairy/Paul Huneke voucher payment for Contract# 2022WAGZ-WC-9 in the amount of \$1,600.00 for 340 Cover Crops, First Year of 3.
(Funding source WAGZ Watershed Based)
- C. Mike Rahman voucher payment for Contract# 19-DWP-CC-2 in the amount of \$900.00 for 340 Cover Crops, Final Year of 3.
(Funding source FY19 Capacity)
- D. Huneke Bros. LLP/Micah Huneke voucher payment for Contract# 2022WAGZ-WC-5 in the amount of \$4,000.00 for 340 Cover Crops, First Year of 3.
(Funding source WAGZ Watershed Based)
- E. Patricia Livingston voucher payment for Contract# 2022WAGZ-WC-02 in the amount of \$15,656.72 or 410 Grade Stabilization Structure
(Funding source WAGZ Watershed Based)

VI. SECRETARY'S REPORT

- A. November 17, 2022 Meeting Minutes – **Board Action**

VII. TREASURER'S REPORT – Board Action

- A. November District Financial Statements
- B. November Program Record

VIII. PAYMENT OF MONTHLY BILLS

- A. Monthly Bills in the amount of \$ 40,003.55 - **Board Action**
- B. December employee insurance premiums. December 23rd payroll.
VSP \$64.04 will be paid online. Auditor/Treasurer Wabasha County \$559.85
Check# will need to be cut on December 20th and dated 12/23/2022, please sign
check today – **Board Action**

IX. DISTRICT REPORTS

- A. Chair Report – Lynn Zabel
- B. County Commissioner – Bob Walkes
- C. District Manager Report – Terri Peters
- D. NRCS Report – John Benjamin – (in packet)
- E. District Technician Report- Matt Kempinger (in packet)
- F. Natural Resources Conservation Technician Report – Henry Stelten (in packet)
- G. Bookkeeper/Administrative Assistant -Sue Cerwinske (in packet)
- H. BWSR Report – None
- I. Other agencies – None

X. OLD BUSINESS

- A. Conservation Project – Lynn (open to any Supervisor for ideas)

XI. NEW BUSINESS

- A. Approve FY2021 Regional Safe Drinking Water for Private Well Users Grant
Subagreement Amendment -**Board Action/Signature**
- B. 2023 Tentative Meeting Dates on the Fourth Thursday of the month – with exception
of Thursday's that conflict with a holiday - **Board Action**
- C. Roller Crimper Trailer Rental – **Board Discussion**
- D. SWCD Drone & Tablet – **Board Discussion**
- E. Approve Draft Audit Financial Statements for year ended 12-31-21 -**Board Action**
(Drafts of Internal Control Letter and Governance Letter)
- F. Upcoming Events:
 - i. Oct – Dec Expense Report due to Sue by 12:00 pm, Tuesday, December 20
 - ii. Monday, December 26 office closed, Christmas observed
 - iii. Monday, January 2, 2023 office closed, New Year's observed

XII. Board Reports

- A. Whitewater JPB – Lynn
- B. Zumbro 1W1P – Larry (alternate Dag)
- C. WinLaC 1W1P – Lynn
- D. SE SWCD Technical Support JPB - Larry
- E. County Board Meeting – Larry (alternate Sharleen)
- F. Hiawatha Valley RC&D – Lynn

XIII. Closed Session – Board Action

- A. Personnel Review
 - i. Sue Cerwinske
 - ii. Matt Kempinger
 - iii. Henry Stelten
- B. District Manager – Terri Peters personnel review and discussion
- C. Adoption of 2023 Wage Scale

XIV. Reopen Regular Meeting – Board Action

- A. Adoption of 2023 Wage Scale
- B. Approve Employee Evaluations
- C. Approve 2023 salary recommendations

XV. Adjourn – Board Action