

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
July 27, 2023
8:15 am
County Conference
Room
625 Jefferson Ave.**

I. CALL MEETING TO ORDER

Meeting was called to order at 8:15 am by Lynn Zabel, Chair

Supervisors Present: Lynn Zabel, Chair, Chet Ross, Co-chair, Sharleen Klennert, Treasurer, Dag Knudsen, Secretary, Seth Tentis, Member

Staff Present: Terri Peters, District Manager, Sue Cerwinske, Administrative Asst.

Others Present: Bob Walkes, County Commissioner, John Benjamin, NRCS, Shawn Huth, County HR, Frank Klennert, citizen

On the Phone: Sheila Harmes, Winona County Water Planner and Whitewater Watershed Project Coordinator

II. PLEDGE ALLEGIANCE

III. AGENDA

Motioned by Klennert and seconded by Ross to approve Agenda with the addition of Sherri Sexton Contract approval under New business, Letter G.

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

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. Fred Keller AgBMP Loan Application for a Vertical Beater Manure Spreader. Spreads more evenly with less manure runoff - \$49,500.00
- B. Automatic cancellation of Mike Haase Contract# 22-CS-2 for \$1,000.00 for 314 Brush Management because the installation date of 6/30/2023 has expired.

C. Val Adler voucher payment for Contract# 21-Capacity-4 in the amount of \$6,423.63 for practice 638 Water & Sediment Control Basin.

Motioned by Klennert and seconded by Ross to approve the Consent Agenda.

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

VI. SECRETARY'S REPORT

A. June 22, 2023 Meeting Minutes – Board Action

Motioned by Knudsen and seconded by Klennert to approve the Secretary's Report.

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

VII. TREASURER'S REPORT – Board Action

A. June District Financial Statements

Knudsen stated that he believes the financial statements audit at year-end is what the board should be approving.

Motioned by Knudsen and seconded by Klennert to approve Treasurer's Report.

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

VIII. PAYMENT OF MONTHLY BILLS

A. Monthly Bills in the amount of \$77,622.06 - Board Action

Motioned by Klennert and seconded by Ross to approve Payment of the Monthly Bills in the amount of \$77,622.06

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

IX. DISTRICT REPORTS

A. Chair Report – Lynn Zabel

Hiawatha RD&D – Looking for resolution. Not much communication from them.

B. County Commissioner – Bob Walkes

Budget season. Adjustments to be made, a lot of work to do. More requests than money.

C. District Manager Report – Terri Peters

Planning West Indian lysimeter installation.

Resolution meeting. Both of the resolutions passed and are going forward.

TSA – Performance Reviews

WinLaC planning group. Ranking. Work plan moving forward.

Zumbro Watershed

Watershed based funding – less competitive.

SE Landscape – RIM forest buffers.

Capacity

Quarterly Billings

AgBMP Funding

Fair

D. NRCS Report – John Benjamin – (in packet)

John went through NRCS report at the meeting.

E. District Technician Report- Matt Kempinger (in packet)

F. Bookkeeper/Administrative Assistant -Sue Cerwinske (In packet)

G. BWSR Report – None

H. Other agencies – Sheila Harmes, Winona County Water Planner, Whitewater Watershed Project Coordinator

Sheila reported that the Whitewater approved two septic system contracts for the Whitewater Drinking Water Protection Grant and one contract for a well sealing for Whitewater’s Well Sealing Grant.

WinLaC Technical Advisory Committee meeting will be August 3rd. Bob Walkes will be attending as representative from the WinLaC Policy Committee.

X. OLD BUSINESS

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

B. 2023 Natural Resources Technician Job Description

C. Decision to hire Katelyn Abts. Interviewed in June - Start date would be August 14th, following AmeriCorps term end. – **Board Action**

Motioned by Knudsen and seconded by Klennert to approve hiring Katelyn Abts as Natural Resource Technician II.

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

D. Consideration to host another AmeriCorps member – **Board Action**

Motioned by Klennert and seconded by Knudsen to move ahead with considering hosting another AmeriCorps member.

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

XI. NEW BUSINESS

A. **8:45 am** - Shawn Huth, Wabasha County Human Resources – Update/Power Point on legislative changes that will affect the Soil and Water Conservation District.

HSA limit increase for 2024. Single \$4,150.00 and Family \$8,300.00 a year.

Ban of pay history inquiries. Can’t ask applicant what they are making for salary.

PERA - vesting changed to 3 years from 5

Earned Sick and Safe Time – Effective 1/1/2024. Minnesota law requires employers to provide paid leave to employees who work in the state. Accrual will be one hour earned for every 30 hours worked (up to 48 hours) Will need to show this separately on the payroll stub.

Paid Family and Medical Leave – State of Minnesota is establishing a Paid Family and Medical Leave for all employers and the new program will be launched in 2026. It will provide paid time off when a serious health condition prevents employees from working or they need to care for a family member and others per list. Leave premiums will be 0.7% of an employee's taxable wages. Employers can charge maximum of ½ of the premium to employees through a wage deduction. Employee ½ .035 and Employer ½ .035. Benefits are paid by the State. Premiums will be collected starting Jan. 1, 2026. We will need to be in charge of tracking it.

Crown Act – adds hair texture and hair style to the definition of race to the MN Human Rights Act.

Juneteenth – June 19 State Holiday and no public business shall be transacted. The bill also requires the change from “Christopher Columbus” references to “Indigenous Peoples Day”

Cannabis – Effective 8/1/2023 Bill legalizes possession and use of cannabis and certain hemp products by adults along with licensing, inspection and regulation of cannabis businesses and hemp businesses.

(Note going forward medical records, leave slips & such, need to be in a separate file from Personnel file.)

Board discussion followed after Shawn's presentation.

- B. Approve quote to purchase 3 new Dell 7680 /USDA computers - \$14,496.12 – **Board Action**

(Funding sources: 2023 Local Capacity \$9,566.00, 2023 Buffer \$4,930.12)

Federal computers for CAD and GIS

Motioned by Knudsen and seconded by Ross to approve quote to purchase 3 new Dell 7680/USDA computers (federal computers) in the amount of \$14,496.12.

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

- C. Newsletters – Informational only

- i. SWCD Newsletter
- ii. West Indian Newsletter
- iii. WinLaC brochure – (hand out at meeting)

- D. Introduction to new employee Jenna Rasmusson - **Out at WIC water sampling.**
Move introduction after letter G when she came into the meeting.

- E. Updated Cost Share Policy – **Board Action/Signature**

Motioned by Klennert and seconded by Knudsen to approve updated Cost Share Policy.

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

- F. No-till Drill – Donation from US Fish & Wildlife
Discussion on storage and rental. Seth said he would have room to store it. Rent similar to how we rent out the roller crimper and prices. Drop off and Pick-up.
- G. Approve Sheri Sexton Contract# 20-Capacity-9 in the amount of \$2,500.00 for practice 384 -Woody Residue Treatment – **Board Action**
(Funding source 2020 Capacity \$1,453.72 and 2021 Capacity \$1,046.28 contingent on getting Sheri’s signature)
Motioned by Klennert and seconded by Ross to approve Sheri Sexton Contract# 20-Capacity-9 in the amount of \$2,500.00 for practice 384 – Woody Residue Treatment. Remove 70 Emerald Ash damaged trees. Talked to State Forester. Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried
- H. Upcoming Events:
i. Changed date to August 16th for West Indian Creek Social at Theilman Opera House

XII. Board Reports

- A. Whitewater JPB – Lynn
- B. Zumbro 1W1P – Dag
- C. WinLaC 1W1P – Lynn
- D. SE SWCD Technical Support JPB – Dag
TSA Finance Committee and Board meeting at Goodhue.
- E. County Board Meeting – Sharleen

XIII. Adjourn – Board Action

Motioned by Ross and seconded by Knudsen to adjourn the meeting at 10:39am
Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried

Respectively Submitted by:



Dag Knudsen, Secretary

