

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 28, 2023
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. Cole and David Packer voucher for Contract# 22-CS-2 in the amount of \$160.00 for 1st year Practice 340 Cover Crops (4 acres)
(Funding source: 2022 Cost Share)
- B. Alan Jostock voucher for Contract# 22-CS-5 in the amount of \$1,564.00 for final year Practice 340 Cover Crops (39.1 acres)
(Funding source: 2022 Cost Share)
- C. Alan Jostock voucher for Contract# 22-CS-4 in the amount of \$301.00 for final year Practice 340 Cover Crops (8.6 acres)
(Funding source: 2022 Cost Share)
- D. Huneke Bros LLP (Micah Huneke) voucher for Contract# 2022WAGZ-WC-8 in the amount of \$3,880.00 for 2nd year Practice 340 Cover Crops (97 acres)
(Funding source: WAGZ – Watershed Alliance for the Greater Zumbro)
- E. Jacob Meyer voucher for Contract# 22-319WIC-1 in the amount of \$2,000.00 for 2nd year Practice 340 Cover Crops (50 acres)
(Funding source: Federal West Indian 319)
- F. Klavetter Family Farm LLC voucher for Contract# 22-Capacity-1 in the amount of \$4,981.62 for Practice 410 Grade Stabilization Structure
(Funding source: FY 21 Capacity \$2,897.51 and FY 22 Capacity \$2,084.11)
- G. State of Minnesota Professional and Technical Services Work Order Contract# 79-23-W-099 for RIM Easement 11/01/2023 -6/30/2025.

NOTE:

- Contract 19-DWP-CC-5 for Adam Graner was completed. There was a Pre-Installation Payment Agreement in place due to grant funds expiring, and Adam Graner completed the cover crop planting according to the practice standard and was verified on 12/18/2023.
- Contract 19-DWP-CC-7 for Ted Mehrkens was completed. There was a Pre-Installation Payment Agreement in place due to grant funds expiring, and Ted Mehrkens completed the cover crop planting according to the practice standard and was verified on 12/18/2023.

VI. SECRETARY'S REPORT

- A. November 16, 2023 Meeting Minutes – **Board Action**

VII. TREASURER'S REPORT – Board Action

- A. November District Financial Statements
Included by Sue Cerwinske for your review

VIII. PAYMENT OF MONTHLY BILLS

- A. Monthly Bills in the amount of \$ 91,935.98- **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 the packet)
- E. District Technician Report- Matt Kempinger – (in the packet)
- F. Conservation Planning and Outreach Technician Report– Jenna Rasmusson – (In the packet)
- G. Natural Resources Technician Report– Katelyn Abts – (In the packet)
- H. Bookkeeper/Administrative Assistant Report -Sue Cerwinske – (in the packet)
- I. BWSR Report –
- J. Other agencies –

X. OLD BUSINESS

- A. Conservation Project – Lynn (open to any Supervisor for ideas)
- B. Jenna and Matt have included some project photos and will present.
- C. Teri – Update on EPA petition and State response.

XI. NEW BUSINESS

- A. 2024 Tentative Meeting Dates on the Fourth Thursday of the month – with exception of Thursday's that conflict with a holiday – **Board Discussion/Action**
- B. Approve Jim Peterson Contract# 23-SDWGPh2-3 in the amount of \$1,996.76 for Reverse Osmosis Water Treatment System – **Board Action**
(Funding source: Safe Drinking Water Phase 2)
- C. Approve Krista Luhman Contract# 2023WAGZ-WC-07 in the amount of \$1,182.50 for Practice 351 Well Decommissioning – **Board Action**
(Funding source: WAGZ – Water Alliance for the Greater Zumbro)

- D. Approve Jeffrey Heitmann Amendment# 1 to Contract# 2023WAGZ-WC-06 unchanged (12/31/2024 is the grant expiration date) and the estimated project cost to \$1,996.00 and the amount authorized to \$998.00 - **Board Action**
- E. Approve Voucher Payment for Jeffrey Heitmann for Contract# 2023WAGZ-WC-06 in the amount of \$998.00 for Practice 351 Well Decommissioning – **Board Action** (Funding source: WAGZ – Water Alliance for the Greater Zumbro)
- F. Approve the Doughnut and Door Prize Resolution for the Wabasha County Forestry Day that will be held in Kellogg on Friday, February 9, 2024. Donation for 2023 was \$300.00 – **Board Discussion/Action**
- G. Approve Diane McNallan Amendment #2 to Contract# 2022WAGZ-WC-04 to change amount authorized to \$9,086.35 – **Board Action**
- H. Approve Voucher Payment for Diane McNallan for Contract# 2022WAGZ-WC-04 in the amount of \$9,086.35 for Practice 410 Grade Stabilization Structure – **Board Action** (Funding source: WAGZ – Greater Zumbro Watershed Based Funding)
- I. Approve Tom Miller Voucher for Contract# 23-BWSRFeedlot-01 in the amount of \$40,294.74 (Partial Payment) for Practice 313 Waste Storage Facility – **Board Action**
- J. Upcoming Events:
 - i. Monday, January 1, 2024 New Year’s Day – Office Closed
 - ii. Monday, January 15, 2024 Martin Luther King Day – Office Closed
 - iii. Wabasha Forestry Day – February 9th

XII. Board Reports

- A. Whitewater JPB – Lynn
- B. Zumbro 1W1P – Dag
- C. WinLaC 1W1P – Lynn
- D. SE SWCD Technical Support JPB - Dag
- E. County Board Meeting – Sharleen

XIII. Motion to Recess Regular Meeting and go in to Closed Session -Board Action

XIV. Closed Session – Board Action

A. Personnel Review

- i. Matt Kempinger
- ii. Jenna Rasmusson
- iii. Katelyn Abts
- iv. Sue Cerwinske

B. District Manager – Terri Peters personnel review and discussion

C. Adoption of 2024 Wage Scale

XV. Motion to Reopen Regular Meeting – Board Action

XVI. Approval of the following – Board Action

A. Adoption of 2024 Wage Scale

B. Approve Employee Evaluations

C. Approve 2024 salary recommendations

XVII. Adjourn – Board Action