

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

Lynn Zabel, Chair called meeting to order at 8:15 am

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

Staff Present: Terri Peters, District Manager, Matt Kempinger, District Technician, Jenna Rasmusson, Conservation Planning and Outreach Technician and Katelyn Abts, Natural Resources Technician

Others Present: Bob Walkes, County Commissioner, John Benjamin, NRCS and Frank Klennert, citizen

II. PLEDGE ALLEGIANCE

III. AGENDA

Motioned by Klennert and seconded by Ross to approve the Agenda as presented.

Affirmative: Ross, Klennert, Knudsen, Tentis

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. 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.

***Motioned by Klennert and seconded by Ross to approve the Consent Agenda as presented.
Affirmative; Ross, Klennert, Knudsen, Tentis
Opposed: None
Motion Carried***

VI. SECRETARY'S REPORT

- A. November 16, 2023 Meeting Minutes – **Board Action**
***Motioned by Ross and seconded by Tentis to approve the Secretary's Report.
Affirmative: Ross, Klennert, Knudsen, Tentis
Opposed: None
Motion Carried***

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**
***Motioned by Ross and seconded by Tentis to approve Payment of the Monthly Bills in the amount of \$91,935.98.
Affirmative: Ross, Klennert, Knudsen, Tentis
Opposed: None
Motion Carried***

IX. DISTRICT REPORTS

- A. Chair Report – Lynn Zabel
Lynn will give his report later on in meeting on the board reports
- B. County Commissioner – Bob Walkes
*Bob reported that the Assessor is leaving and there is a retirement.
Passed levy at 4% for 2024. Aware of nitrate issue. Terri gave an update at the board meeting.*
- C. District Manager Report – Terri Peters
*Meetings – Area 7 Training Team, talked about Forestry Training opportunities.
Area 7 Managers Meeting, discussed performance rate review TSA and potential need for more staffing or sharing staff.
Multiple meetings with Dept of Health, Public Health and SWCDs
U of M Focus Group on Forestry
FEMA grant – Low Flood Plain, Hammond-Kellogg.
Attended public meeting in Millville, looking for opportunities for practices that would mitigate flooding.
MASWCD Convention
Completed Employee Evaluations
Planned & coordinated management area meeting with partners for work on invasives. Working on handing over to Katelyn.
MPCA virtual meeting - Alliance of the Lwr Mississippi - Katelyn, Terri, Jenna
Watershed Game – Try to get it if it is in the area.
Working with Katelyn and with Jenna to work on compliance issues and handing those over to County, anything that needs regulating.*
- D. NRCS Report – John Benjamin – (in the packet) *Gave report and left at 8:30 am*
- 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)
*Lynn had presentation on his personal experience with cover crops.
Handout/Photos. Comparison on different ways cover crops were planted and harvested or terminated and the costs.
Try again next year, fields side by side.
Led in to a discussion.*
- B. Jenna and Matt have included some project photos and will present.
*Jenna had pictures of cover crop fields, taken when verifying.
Led into discussion about nitrogen.
Matt's presentation on projects. Grade stabilization structures. Taking time in verifying invoices and engineers.
Discussion on the structure straight pipe. They put in a sand drain. Rocks basically hold down the sand.*

Pictures of Gorman Creek Project, seeded already.

Examples of scenarios on what is seen on the landscape. Complete wash out of old structure, no buffer left.

Discussion on strips, size and accommodating farm equipment

- C. Teri – Update on EPA petition and State response.

Meetings on the nitrate issue that EPA sent a letter.

Working on articles to put in the paper. Meeting with SWCD's in the area.

What can we do, what do we not have the capacity to do.

Terri read through parts of the letter.

Issues with nitrates is how the blood carries oxygen. A baby drinking tap water can have blue baby syndrome. Terri noted that it took several decades to accumulate nitrogen and will take years to mitigate. Karst soils leak faster.

MDA, MPCA and MDH working together to develop a plan.

Discussion on what we have been doing. Looking at using something like the tap-in program. How to get access to drinking water to those that have contaminated drinking water. Ideas like vouchers they could take to the grocery store. Water treatment systems for homes.

Discussion on treatment for manure. How would it affect large farms and small farms. Right now, MDH is not looking at farm practices.

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**
Motioned by Klennert and seconded by Ross to approve the 2024 Meeting Dates on the Fourth Thursday of the month with the exception of Thursday's that conflict with a holiday. November and December will be the Third Thursday of the month.
Affirmative: Ross, Klennert, Knudsen, Tentis
Opposed: None
Motion Carried
- 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)
Motioned by Klennert and seconded by Ross to approve Jim Peterson Contract# 23-SDWGPh2-3 in the amount of \$1,996.76 for Reverse Osmosis Water Treatment System.
Affirmative: Ross, Klennert, Knudsen, Tentis
Opposed: None
Motion Carried
- 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)
Motioned by Knudsen and seconded by Ross to approve Krista Luhman Contract# 2023-WAGZ-WC-07 in the amount of \$1,182.50 for Practice 351 Well Decommissioning
Affirmative: Ross, Klennert, Knudsen, Tentis
Opposed: None
Motion Carried

- 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**
Motioned by Klennert and seconded by Ross to approve Jeffrey Heitmann Amendment# 1 to Contract# 2023WAGZ-WC-06. Unchanged (12/31/2024 is the grant expiration date). Changed the estimated project cost to \$1,996.00 and the amount authorized to \$998.00.
Affirmative: Ross, Klennert, Knudsen, Tentis
Opposed: None
Motion Carried
- 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)
Motioned by Ross and seconded by Knudsen to approve Voucher Payment for Jeffrey Heitmann for Contract# 2023WAGZ-WC-06 in the amount of \$998.00 for Practice 351 Well Decommissioning.
Affirmative: Ross, Klennert, Knudsen, Tentis
Opposed: None
Motion Carried
- 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**
Motioned by Knudsen and seconded by Tentis to 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 of \$300.00
Affirmative:
Opposed:
Motion Carried
- G. Approve Diane McNallan Amendment #2 to Contract# 2022WAGZ-WC-04 to change amount authorized to \$9,086.35 – **Board Action**
Motioned by Klennert and seconded by Ross to approve Diane McNallan Amendment# 2 to Contract# 2022WAGZ-WC-04 to change the amount authorized to \$9,086.35.
Affirmative: Ross, Klennert, Knudsen, Tentis
Opposed: None
Motion Carried
- 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)
Motioned by Ross and seconded by Klennert to approve Voucher Payment for Diane McNallan for Contract# 2022WAGZ-WC-04 on the amount of \$9,086.35 for Practice 410 Grade Stabilization Structure.
Affirmative: Ross, Klennert, Knudsen, Tentis
Opposed: None
Motion Carried

- I. Approve Tom Miller Voucher Payment for Contract# 23-BWSRFeedlot-01 in the amount of \$40,294.74 (Partial Payment) for Practice 313 Waste Storage Facility – **Board Action**

Motioned by Klennert and seconded by Ross to approve Tom Miller Voucher Payment for Contract# 23-BWSRFeedlot-01 in the amount of \$40,294.74 (Partial Payment) for Practice 311 Waste Storage Facility.

Affirmative: Ross, Klennert, Knudsen, Tentis

Opposed: None

Motion Carried

XII. 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

XIII. Board Reports

- A. Whitewater JPB – Lynn – **Earlier discussion on Cover Crops.**
- B. Zumbro 1W1P – Dag **No report**
- C. WinLaC 1W1P – Lynn **No report**
- D. SE SWCD Technical Support JPB – Dag **No meeting until January.**
- E. County Board Meeting – Sharleen

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

Motioned by Klennert and seconded by Ross to Recess Regular Meeting and go In to Closed Session.

Affirmative: Ross, Klennert, Knudsen, Tentis

Opposed: None

Motion Carried

XV. 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

XVI. Motion to Reopen Regular Meeting – Board Action

Motioned by Ross and seconded by Klennert to reopen the Regular Meeting.

Affirmative: Ross, Klennert, Knudsen, Tentis

Opposed: None

Motion Carried

XVII. Approval of the following – Board Action

A. Adoption of 2024 Wage Scale

Motioned by Klennert and seconded by Ross to approve Adoption of the 2024 pay scale

Affirmative: Ross, Klennert, Knudsen, Tentis

Opposed: None

Motion Carried

B. Approve Employee Evaluations

Motioned by Ross and seconded by Tentis to Approve Employee Evaluations.

Affirmative: Ross, Klennert, Knudsen, Tentis

Opposed: None

Motion Carried

C. Approve 2024 Salary Recommendations

Motioned by Ross and seconded by Klennert to Approve 2024 Salary Recommendations.

Affirmative: Ross, Klennert, Knudsen, Tentis

Opposed: None

Motion Carried

XVIII. Adjourn – Board Action

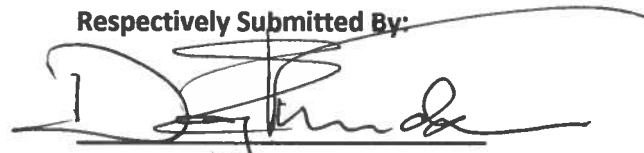
Motioned by Ross and seconded by Klennert to Adjourn the Meeting at 10:40 am

Affirmative: Ross, Klennert, Knudsen, Tentis

Opposed: None

Motion Carried

Respectively Submitted By:



Dag Knudsen, Secretary