

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 19, 2024
8:15 am
611 Broadway Ave.
Suite 10B**

I. CALL MEETING TO ORDER

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

Supervisors Present: Lynn Zabel, Chair, Sharleen Klennert, Treasurer, Dag Knudsen, Secretary, Seth Tentis, member.

Staff Present: Terri Peters, District Manager

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

II. PLEDGE ALLEGIANCE

III. AGENDA

Motioned by Klennert and seconded by Tentis to approve agenda with change to monthly bill amount.

Affirmative: Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

IV. PUBLIC COMMENTS

Comments limited to 5 minutes per speaker

V. CONSENT AGENDA

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.

i. Contracts -Board Action

A. Isaac Holst Contract# 2024WAGZ-WC-15 in the amount of \$3,087.00 for Practice 340 Cover Crops. One-year contract. Install by date 11/1/2024. (Funding source – FY2024 Watershed Alliance for the Greater Zumbro (WAGZ))

B. Isaac Holst Contract# 2024WinLaC-WC-004 in the amount of \$1,450.00 for Practice 340 Cover Crops. One-year contract. Install by date 11/1/2024. (Funding source – FY24 WinLaC Partnership)

C. Isaac Holst Contract# 2024WinLaC-WC-005 in the amount of \$575.00 for Practice 340 Cover Crops. One-year contract. Install by date 11/1/2024. (Funding source – FY24 WinLaC Partnership)

- D. Isaac Holst Contract# 2024WinLaC-WC-006 in the amount of \$2,975.00 for Practice 340 Cover Crops. One-year contract. Install by date 11-1-2024.
(Funding source – FY24 WinLaC Partnership)

ii. **Vouchers – Board Action**

- A. Dan Wagner Voucher payment for Contract# 2024WAGZ-WC-11 in the amount of \$450.00 for Practice 340 Cover Crops. 1-year contract final payment.
(Funding source – FY2024 Watershed Alliance for the Greater Zumbro (WAGZ))
- B. Isaac Holst Voucher payment for Contract# 2024WAGZ-WC-15 in the amount of \$3,087.00 for Practice 340 Cover Crops. 1-year contract final payment.
(Funding source - FY2024 Watershed Alliance for the Greater Zumbro (WAGZ))
- C. Isaac Holst Voucher payment for Contract# 2024WinLaC-WC-004 in the amount of \$1,450.00 for Practice 340 Cover Crops. 1-year contract final payment.
(Funding source - FY24 WinLaC Partnership)
- D. Isaac Holst Voucher payment for Contract# 2024Winlac-WC-005 in the amount of \$575.00 for Practice 340 Cover Crops. 1-year contract final payment.
(Funding source – FY24 WinLaC Partnership)
- E. Isaac Holst Voucher payment for Contract# 2024Winlac-WC-006 in the amount of \$2,860.00 for Practice 340 Cover Crops. 1-year contract final payment.
(Funding source – FY24 WinLaC Partnership)

iii. **Contract Amendments**

iv. **Grants**

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

Affirmative: Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

VI. **SECRETARY'S REPORT – Board Action**

- A. November 21, 2024, Meeting Minutes
Motioned by Klennert and seconded by Tentis to approve the Secretary's Report.
Affirmative: Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried

VII. TREASURER'S REPORT – Board Action

- A. November District Financial Statements
Included for your review
- B. Program Record – November

The full spreadsheet was sent to the board in advance

Motioned by Knudsen and seconded by Klennert to approve the Treasurer's Report to the best of our ability.

Affirmative: Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

VIII. PAYMENT OF MONTHLY BILLS

- A. Monthly Bills in the amount of \$46,367.73 - **Board Action**
(Waiting for VSP 74.31 statement to pay online- included in total)

Motioned by Klennert and seconded by Knudsen to approve Payment of the Monthly Bills in the amount of \$46,367.73.

Affirmative: Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

IX. DISTRICT REPORTS

- A. Chair Report – Lynn Zabel
Employee Evaluations on 12/18/2024.
- B. County Commissioner – Bob Walkes
Approved the 5% Levy at the 12/17 meeting. Union issues are ongoing. Attended the annual AMC Conference. Am on the Environment and Natural Resources board, PFAS issue always comes up. One session was Deidre Jones who is a consultant on wage and compensation studies. The County will be doing the wage and staffing studies. Discussion - Bob & Terri on Olmsted pursuing state funding from legislature to expand the soil health program. All counties supported it. Hope to expand into a pilot program targeting the 8 counties that were petitioned. Attended MDA Wellhead meeting in Elgin. Link for PFAS dashboard.
- C. District Manager Report – Terri Peters
Worked through employee evaluations with Lynn.
BALMM Meeting. MPCA is the sponsor of the program. Wabasha will be hosting for 2 years, putting together the agenda and inviting people. Meet quarterly.
Nitrogen reduction strategy and Pollution load reduction. Team assessing improvements on phosphorous and nitrogen loading.
MASWCD Convention, speaker talked about trust. Interesting sessions.
Notice that we have gotten the PRAP grant. Sent back grant agreement. Need to do work plan. (Performance Review Assessment Program)
The State and SE Landscape committee have pursued and received a Federal grant for Forestry. SWCD will be the fiscal agent of the \$294,000.00 grant. Jen Wahls is leading the regional forestry team. Grant benefit for some administration time.

****Discussion on Coffee & Conservation gatherings.
Who has attended. Topics discussed.**

- D. NRCS Report – Christina Taylor – No Report
- E. District Technician Report- Matt Kempinger – In the packet
One Grade Stabilization Structure, liability not final sign off. Dag stated that for legal purposes it should say (Construction Monitoring & Observation.)
- F. Conservation Planning and Outreach Technician Report– Jenna Rasmusson
- G. Natural Resources Technician Report– Katelyn Abts – In the packet
**Dag asked if we would see more activities in Forestry and Forestation Programs. Terri replied that we have a grant (RCPP) Regional Conservation Partnership Program through BWSR. Partnership with NRCS, more funding. Alternative agreements, money from NRCS through BWSR to use for Shrub & Tree planting, and windbreaks.
Try to figure out an email to schools to get them involved with Envirothon. Teachers in Science departments. 1 day event. Study materials. Competition and the winner goes to state. Raise interest, get participation. Talk to 4-H extension to get word out to high schools. Sharleen may be able to talk to Wabasha high school.**
- H. Soil Health/Nutrient Management Tech Report – Deanna Pomije – In the packet
- I. Bookkeeper/Administrative Assistant Report -Sue Cerwinske
- J. BWSR Report -
- K. Other agencies –

X. OLD BUSINESS

- A. Conservation Project – Lynn (open to any Supervisor for ideas)
- B. Soil Health Program – Discussion
Conservation Project Discussion. Terri talked about how Olmsted County SWCD has a lobbyist that helps them work on legislative actions. Olmsted funded by IRA of \$1 million from Olmsted County for soil health program. AMC conference meeting working on regional request for legislative funding. This would allow us to set up a soil health program that is like Olmsted's. Discussions about how the program would work. Possibly sign up on-line, putting in how many acres, growth 12", 24" or higher. Add other practices such as tillage, grazing and nutrient management. Olmsted does self-certification. Photos of growth. They do field checks to make sure the basic seeding guidelines are followed and documentation submitted. It's all about ground water quality.
- C. Pond Clean-out Program – Discussion
Terri talked about pond cleanout does not meet NRCS practices standards that we need to follow. Not much flexibility. Use pond clean- out funds to make it functional. Would be good If BWSR funds would be more flexible. Draskowski's aid, Margaret talked to Terri at the Resolution meeting that they want to do a bill for pond clean out. Talked about it last year.

XI. NEW BUSINESS

- A. Approve Warren Craig Beighley Contract# 24-CC-13 in the amount of \$105.50 for Practice# 380 Windbreak/Shelterbelt Establishment and Renovation – **Board Action**
(Funding source – FY24 Conservation Contracts)
Motioned by Knudsen and seconded by Klennert to approve Warren Craig Beighley Contract# 24-CC-13 in the amount of \$105.50 for Practice# 380 Windbreak/Shelterbelt Establishment and Renovation.
Affirmative: Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried
- B. Approve Richard Oeckler Contract# 2024WAGZ-WC-14 in the amount of \$500.00 for Woodland Stewardship Plan – **Board Action**
(Funding source – FY24 Watershed based funding (WAGZ))
Motioned by Knudsen and seconded by Tentis to approve Richard Oeckler Contract# 2024WAGZ-WC-14 in the amount of \$500.00 for Woodland Stewardship Plan.
Affirmative: Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried
- C. Approve Michael Tighe Contract# 2024WAGZ-WC-21 in the amount of \$1,547.50 for Practice 351 Well Decommissioning. Install by 5/31/2025. – **Board Action**
(Funding source – FY24 Watershed based funding (WAGZ))
Motioned by Klennert and seconded by Tentis to approve Michael Tighe Contract# 2024WAGZ-WC-21 in the amount of \$1,547.50 for Practice 351 Well Decommissioning. Install by date 5/31/2025.
Affirmative: Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried
- D. Approve Warren Craig Beighley Contract# 25-SHD-1 in the amount of \$263.75 for Practice 612 Tree and Shrub Establishment. Install by date 5/30/2025.
(Funding source – FY2025 Soil Health Delivery)
Motioned by Knudsen and seconded by Tentis to approve Warren Craig Beighley Contract# 25-SHD-1 in the amount of \$263.75 for Practice 612 Tree and Shrub Establishment. Install by date 5/30/2025.
Affirmative: Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried
- E. Set Meeting Dates/Time for 2025 -**Board Action**
Motioned by Knudsen and seconded by Klennert to approve the Board Meeting dates for 2025. Every 4th Thursday of the month, except for November and December. They will be the 3rd Thursday of the month because of Holidays. Time stays at 8:15 am
Affirmative: Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried

- F. Pre-Discussion on committee election in January.
Appointee consideration. Dag will attend the meetings until a replacement is found. TSA board meeting Jan 22nd. Watershed groups like to keep the same people as they are familiar with what is going on.
- G. Dag's position - Appointee consideration for future – **Discussion**
Dag will restart looking for someone to replace him on the board.
Names of write ins from the election, maybe one could be a candidate. Could put it in the newsletter, do a newspaper article. The new candidate should come to a meeting to see what we are doing.
- H. Groundwater/Soil Health Regional Legislative funding request– **Discussed earlier-Old Business.**
- I. Basin/Structure sediment cleanout legislative funding (Drazkowski bill) - **Discussed earlier – Old Business**

XII. Board Reports

- A. Whitewater JPB – Lynn
Meeting Friday, December 20, 2024
- B. Zumbro 1W1P (WAGZ)– Dag
- C. WinLaC 1W1P – Lynn
Meeting Monday, February 10, 2025
- D. SE SWCD Technical Support JPB – Dag
Meeting Wednesday, January 22, 2025
- E. County Board Meeting – Sharleen
Sharleen was at the meeting. Bob Walkes gave his report.
- F. Upcoming Events:
 - i. December 25, 2024, Christmas Day Holiday – Office Closed
 - ii. January 1, 2025 - New Years Day Holiday – Office Closed
 - iii. Swearing-In Ceremony for all newly elected county officials is Friday, January 3, 2025, at 8:15 am in Court Room 2
Sharleen, Chet and Dag
 - iv. January 20, 2025- Martin Luther King Jr. Day – Office Closed
 - v. January 23, 2025, Regular Board Meeting

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

Motioned by Klennert and seconded by Knudsen to Recess the Regular Meeting at 10:15 am and go in to Closed Session

Affirmative: Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

XIV. Closed Session – Board Action

A. Personnel Review

- i. Matt Kempinger**
- ii. Katelyn Abts**
- iii. Deanna Pomije**
- iv. Sue Cerwinske**

B. District Manager – Terri Peters personnel review and discussion

Talked about compensation options for staff not taking health care insurance.

C. Adoption of 2025 Wage Scale

XV. Motion to Reopen Regular Meeting – Board Action

Motioned by Knudsen and seconded by Klennert to Reopen the Regular Meeting at 10:45 am.

Affirmative: Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

XVI. Approval of the following – Board Action

A. Adoption of 2025 Wage Scale

Motioned by Klennert and seconded by Tentis to approve Adoption of the 2025 Wage Scale.

Affirmative: Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

B. Approve Employee Evaluations

Motioned by Knudsen and seconded by Klennert to approve the Employee Evaluations.

Affirmative: Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

C. Approve 2025 salary recommendations

Motioned by Klennert and seconded by Knudsen to approve Matt, Sue, Terri and Katelyn, same grade and move up one step. Deanna on probationary period, gave her COLA increase.

Affirmative: Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

XVII. Adjourn – Board Action

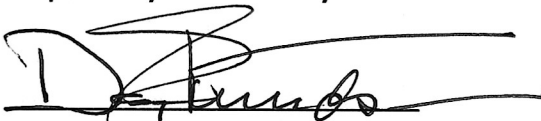
Motioned by Klennert and seconded by Knudsen to Adjourn the meeting at 11:00 am.

Affirmative: Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

Respectively Submitted By:



Dag Knudsen, Secretary