

District Regular Board Meeting
August 22, 2017
8 a.m.
County Annex Conference Room
625 Jefferson Ave.
Wabasha, MN 55981

I. **CALL MEETING TO ORDER – 8:10 am**

Board members present: Roland Wood, Chair; Terry Helbig, Vice Chair; Nate Arendt, Member; Chuck Fick, Secretary

Absent: Tom Gosse

**Staff Present: Terri Peters, District Manager; Jen Wahls, SWCD; Dennis Stelling, SWCD
NRCS Staff: Phillis Brey**

Commissioners Present: Mike Wobbe

Others: Adam Beilke, BWSR; Donna Rae Scheffert, Leadership Tools; Larry Gates, citizen

II. **PLEDGE OF ALLEGIANCE**

III. **AGENDA**

Moved by Helbig, seconded by Fick to approve the agenda with the addition of Adam Beilke to the board report section

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

IV. **PUBLIC COMMENTS**

V. **CONSENT AGENDA**

A. Daniel Johnson AgBMP loan application for No Till Drill

B. Daniel Johnson AgBMP loan application for No Till Planter and split application Nitrogen equipment

Moved by Helbig, seconded by Fick to approve the consent agenda.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

VI. **SECRETARY'S REPORT**

A. July 25, 2017 District Regular Minutes

Moved by Helbig, seconded by Arendt to approve the minutes of the July 25th Board of Supervisors meeting.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

B. August 9, 2017 Work Plan Meeting Minutes

Moved by Fick, seconded by Arendt to approve the minutes of the August 9th Work planning meeting.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

VII. TREASURER'S REPORT:

A. Program Record

Moved by Helbig, seconded by Fick to accept the program record.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

VIII. PAYMENT OF MONTHLY BILLS

A. See attached statement

Moved by Helbig, seconded by Fick to pay monthly bills in the amount of \$16,403.19.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

IX. DISTRICT REPORTS

A. Chair Report –None

B. County Commissioners – None

C. District Manager Report – Terri Peters:

D. NRCS Report – Phillis Brey:

E. A.I.S. (Aquatic Invasive Species) Report – Jen Wahls: AIS

Discussion with commissioner Wobbe on the potential of Wabasha County taking back authority and implementation of the AIS program. Emphasized the amount of work that the SWCD AIS coordinator does that the county may be unaware of.

X. Donna Rae Scheffert-Leadership Tools

A. 8:30-9:30 time period requested

i. Discuss work plan progress

ii. Staffing

Moved by Helbig, seconded by Fick to approve the Work Plan with revisions. Discussion on visiting the work plan at least quarterly to prevent it from becoming a plan that sit there and does not get used.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

XI. OLD BUSINESS

A. Engineering Technician II Job position/Job Posting-Board Discussion/Action

Discussion on the wage level for both positions if the qualifications are similar on applicants. Discussion about holding off on the second hire until the AIS situation is clarified. Discussion on timing of the AIS decision by the county. Discussion on the possibility of applying for the farm bill tech position. Discussion on having the

personnel committee be involved in the hiring process as well as the District Manager.

Moved by Helbig, seconded by Fick to hire District Technician II position.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

Moved by Arendt, seconded by Helbig to approve District Technician II job description and posting.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

B. Engineering Technician I Position-Board Discussion/Action

No action taken

C. Conservation Farmer of the Year-Board Discussion/Action

Moved by Helbig, seconded by Fick to award Dwain Gerken the Conservation farmer of the year award.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

Moved by Helbig, seconded by Fick to choose Jeremy Holst as the reserve conservation farmer of the year.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

D. Woodland Manager of the Year-Board Discussion/Action

Moved by Helbig, seconded by Fick to award Laverne Hofschulte Woodland Manager of the year. Discussion on some people refusing nomination for the award because of not feeling they are deserving.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

XII. NEW BUSINESS

A. Sub-Agreement with SE SWCD Technical Support JPB- RCPP LMRF sub agreement in the amount of \$20,000-Board action

Moved by Fick, Seconded by Helbig to approve the Sub-Agreement with SE SWCD Technical Support JPB-RCPP in the amount of \$20,000.00.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

B. Amendment for extension of Paul Kruger contract 13-CWF-03 to September 30, 2017-Board Action

Moved by Helbig, seconded by Fick to approve the amendment for extension on Paul Kruger contract 13-CWF-03 to September 30, 2017

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

C. Paul Kruger final payment contract 13-CWF-03 for \$128,878.00 contingent on technical approval from Pete Fryer-Board Action

Moved by Fick, seconded by Helbig to approve final payment of Paul Kruger contract 13-CWF-03 for \$128,878.00 contingent on final technical approval from Pete Fryer.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

D. Cancellation of Jim Dittrich contract FY14-16-319-2 due to inability to complete by deadline-**Board Action**

Moved by Helbig, seconded by Fick to cancel Jim Dittrich contract FY14-16-319-2.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

E. Cancellation of Jim Dittrich contract 17-StateCS-1 due to inability to complete by dealine-**Board action**

Moved by Fick, seconded by Arendt to cancel Jim Dittrich contract 17-StateCS-1

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

F. Dalon Miller contract 17-Capacity-4 Cover crops (340) for \$1800-**Board Action**

Moved by Arendt, seconded by Helbig to approve Dalon Miller contract 17-Capacity-4 Cover Crops (340) for \$1800.00 with change to end date. Discussion on how funding works when payment is \$600 per year but contract is for \$1800. Informed that the funding all comes from a certain year's Capacity funding, therefore the entire amount is charged to that fund balance, although paid over 3 years.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

G. Ed Jostock contract 17-Capacity-5 Cover crops (340) for \$1800-**Board Action**

Moved by Arendt, seconded by Helbig to approve Ed Jostock contract 17-Capacity-5 Cover Crops (340) for \$1800.00 with change to end date

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

H. Larry Mischke contract 17-Capacity-6 Cover crops (340) for \$1800-**Board Action**

Moved by Arendt, seconded by Fick to approve Larry Mischke contract 17-Capacity-6 Cover Crops (340) for \$1800.00 with change to end date

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

I. Tom Miller contract 16-Capacity-5 for \$2325.00 (total cost \$3100.00)-**Board Action**

Moved by Fick, seconded by Arendt to approve Tom Miller contract 16-Capacity-5 Waterway for \$2325.00

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

J. Technical Approval Authority (TAA) approval for Jen Wahls-**Board Action**

Moved by Helbig, seconded by Fick to approve TAA Technical Authority for Jen Wahls.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

K. Electronic payment transaction guidance-**Board Discussion/action**
Moved by Fick, seconded by Arendt to grant permission of electronic payment of MCIT bill in the future.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

L. Upcoming Events

i. Area Board Meeting

M. *Moved by Helbig, seconded by Fick to set Tuesday, September 19th as the next Wabasha County soil and Water Conservation District meeting date at 8 am and to recess at approximately 9 am to attend the Wabasha county commissioner meeting and to reconvene following the county commissioner meeting to finish any remaining business on the Soil and Water District agenda.*

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

XIII. **Board Reports**

A. ZWP –

B. WW –

XIV. **Adjourn**

Moved by Arendt, seconded by Fick to adjourn.

Affirmative: Arendt, Fick, Helbig, Wood

Opposed: none

Motion carried

Adjourned at 10:37 am



Respectfully Submitted,
Chuck Fick, Secretary

**Conservation District of Wabasha
Monthly Bills Listing
August 22, 2017**

Type	Date	Num	Name	Memo	Account	Split	Paid Amount
Aug 22, 17							
Bill Pmt -Check	08/22/2017	10399	CenturyLink		First State Bank	Accounts Payable	-75.06
Bill Pmt -Check	08/22/2017	10400	HBC		First State Bank	Accounts Payable	-70.95
Bill Pmt -Check	08/22/2017	10401	Larry Gates (2)		First State Bank	Accounts Payable	-91.00
Bill Pmt -Check	08/22/2017	10402	Madison National Life		First State Bank	Accounts Payable	-29.43
Bill Pmt -Check	08/22/2017	10403	Metlife		First State Bank	Accounts Payable	-108.65
Bill Pmt -Check	08/22/2017	10404	Mittel Schule, Inc.		First State Bank	Accounts Payable	-864.13
Bill Pmt -Check	08/22/2017	10405	MN Life		First State Bank	Accounts Payable	-70.30
Bill Pmt -Check	08/22/2017	10406	MN PEIP		First State Bank	Accounts Payable	-1,649.44
Bill Pmt -Check	08/22/2017	10407	Peterson Company, LTD		First State Bank	Accounts Payable	-1,000.00
Bill Pmt -Check	08/22/2017	10408	Pro-Stall Auto Glass		First State Bank	Accounts Payable	-764.25
Bill Pmt -Check	08/22/2017	10409	RMB Environmental Laboratories Inc		First State Bank	Accounts Payable	-10,643.49
Bill Pmt -Check	08/22/2017	10410	SE SWCD Technical Support JPB		First State Bank	Accounts Payable	-854.55
Bill Pmt -Check	08/22/2017	10411	Wabasha County Highway Department		First State Bank	Accounts Payable	-174.26
Bill Pmt -Check	08/22/2017	10413	Terri Peters (Expenses)		First State Bank	Accounts Payable	-7.68
							-16,403.19

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