

Wabasha Soil and Water Conservation District
District Regular Board Meeting
January 24, 2019
8 a.m.
County Annex Conference Room
625 Jefferson Ave.

- I. **CALL MEETING TO ORDER –**
- II. **PLEDGE OF ALLEGIANCE**
- III. **AGENDA**
- IV. **PUBLIC COMMENTS**
Comments limited to 5 minutes per speaker
- V. **CONSENT AGENDA -Board Action**
 - A. Paul Kottschade AgBMP Application for vertical tillage tool for \$38,700.00
 - B. 2018 SWCD Local Capacity Services (WabashaSWCD) interim financial report following BWSR reconciliation-**Signature needed**
 - C. MDA-Ag Water Quality Certification Program Technical Assistance and Promo Funds Report of Work Completion-**Signature needed**
 - D. 2019 Data Practice Policy for Data Subjects
 - E. 2019 Data Practice Policy for Members of the Public
 - F. 2019 Request for release of data to government agency
 - G. 2019 Request for release of data
 - H. 2019 Wabasha County Soil and Water Conservation District Data Practices Policy-Fee Schedule
 - I. 2019 Local Cost Share Policy
 - J. 2019 Wabasha NLMP Implementation Plan-**Signature Needed**
- VI. **SECRETARY’S REPORT**
 - A. December 27, 2018 Meeting Minutes-**Board Action**
- VII. **TREASURER’S REPORT:**
 - A. December Program Record-**Board Action**
 - B. District Financial Statements-**Board Action**
- VIII. **PAYMENT OF MONTHLY BILLS**
 - A. Bills Plus Supervisor’s expenses statement provided at meeting-**Board Action**
- IX. **DISTRICT REPORTS**
 - A. Chair Report –
 - B. County Commissioners – Don Springer; Rich Hall
 - C. District Manager Report – Terri Peters
 - D. NRCS Report – Phillis Brey
 - E. Ecological Technician Report – Jen Wahls
 - F. District Technician Report- Mitch Rigelman

- G. District Technician Report- Bill Wayne
- H. Other –

X. OLD BUSINESS

XI. NEW BUSINESS

- A. Election of SWCD board officers-**Board Action**
 - i. Chairman
 - ii. Vice Chairman
 - iii. Secretary
 - iv. Treasurer
- B. Approval of 2019 SWCD operating Rules and Guidelines-**Board Action**
- C. 2019 Committee Appointments-**Board Action**
 - i. Personnel committee
 - ii. Finance Committee
 - iii. Whitewater Watershed
 - iv. Hiawatha Valley Resource Conservation and Development Council
 - v. One Watershed, One Plan
 - vi. SE SWCD Technical Support JPB
 - vii. County Board Meeting Representative
- D. Designation of Official Newspaper Resolution 01242019-2-**Board Action**
- E. Designation of Official Bank Depositories Resolution 01242019-3-**Board Action**
- F. Designation of Signatories for Bank Accounts Resolution 01242019-4-**Board Action**
 - i. New signature card (On Agenda to be sure we get all signatures and drivers licenses before leaving)
 - 1. Bank of Alma (Must stop at bank to sign)
 - 2. Peoples State Bank
 - 3. WNB Financial (First State Bank)
- G. Per Diem rates and Mileage for 2019 Resolution 01242019-5- **Board Action**
- H. Recommendation to pay board per diem on the next regular payroll run following the board meeting and pay mileage and expense reimbursement quarterly at the next board meeting following the end of the quarter-**Board Discussion/Action**
- I. eLink Grant Reporting Signature Authority Resolution 01242019-1-**Board Action**
- J. Approval of 2019 Budget-**Board Action**
- K. 2019 Monitoring Plan for Buffer Compliance-**Board Action**
- L. Employee Manual Policy Resolution 01242019-6-**Board Action**
- M. State of Minnesota Grant Agreement- Federal Sub-Award Agreement- Federal award #15-DG-11420004-068 in the amount of \$10,500.00-**Board Action**
- N. MN Department of Natural Resources Conflict of Interest Disclosure-**Board Action/Signature**
- O. WORK ORDER -AMENDMENT BETWEEN Wabasha County Soil and Water Conservation District AND CONSERVATION CORPS MINNESOTA & IOWA-**Board Action**
- P. Zumbro Watershed Partnership shut down and email-**Board Discussion/Information**

- Q. MASWCD Public Administration Training Cohort for SWCDs 2019-**Board Discussion/Action**
- R. Approval of the Southeast Minnesota Water Resources Board MAWQCP Request for Technical Assistance and Promotion Funds in the amount of \$2,500.00-**Board Action**
- S. Glenn Zabel contract 17-Capacity-9 amendment #1 to change contract number to 17-CS-4 and funding source to Cost Share Fund-**Board Action**
- T. Sharon Melvin Contract 18-CWMA-6 \$1,575.00 (7 ac Brush Mgmt practice 314)-**Board Action**
- U. Contract for approval with George Meyer 18-CWMA-5 \$800.00 (4 ac Brush Mgmt practice 314)-**Board Action**
- V. Terri Murphy Contract 18-CWMA-2 voucher payment approval \$1,100 pending technical signoff (5.5 Ac Brush Mgmt practice 314)-**Board Action**
- W. Upcoming Events
 - i. Minnesota Campaign Finance Board Annual Recertification due by January 28, 2019
 - ii. Wabasha Forestry Day February 8th, Theilman Opera House
 - iii. Wabasha County Assn of Townships meeting, February, 19th at 7:30 p.m. at the Millville American Legion, Millville Minnesota
 - iv. MASWCD Legislative Briefing and Day at the Capital, March 5-6, 2019
 - v. MCIT on demand videos and webinar. Visit MCIT.org/coverage-reviews/

XII. Board Reports

- A. WW –
- B. 1W1P-

XIII. Adjourn- Board Action