

**Wabasha Soil and Water Conservation District  
District Regular Board Meeting  
December 19, 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**
  - A. 2020 Data Practice Policy for Data Subject
  - B. 2020 Data Practice Policy for Members of Public
  - C. 2020 request for release of data to government agency
  - D. 2020 request for release of data
  - E. 2020 Wabasha County Soil & Water Conservation District Data Practices Policy Fee Schedule
  - F. MAWQCP Area 7 Grant Agreement – **Board Action**
    - i. Wabasha SWCD MAWQCP Admin Pship JPA – Cover Sheet
    - ii. Wabasha SWCD MAWQCP Admin Pship – Certification
    - iii. Wabasha SWCD MAWQCP Admin Pship – Agreement
    - iv. Wabasha SWCD MAWQCP – Encumbrance Worksheet
    - v. Wabasha SWCD MAWQCP Pship – Summary/Certificate of Completion
  - G. Final WAB2020-MAWQCP-02 Freeborn County – **Board Action**
  - H. Final WAB2020-MAWQCP-02 Olmsted County – **Board Action**
  - I. AgBMP Loan Application for James Wright in the amount of \$49,450.00 – **Board Action**
- SECRETARY’S REPORT**
  - A. November 21, 2019 Meeting Minutes-**Board Action**
- VI. **TREASURER’S REPORT:**
  - A. November Program Record-**Board Action**
  - B. District Financial Statements November 2019-**Board Action**
- VII. **PAYMENT OF MONTHLY BILLS**
  - A. Monthly bills in the amount of \$-**Board Action**
- VIII. **DISTRICT REPORTS**
  - A. Chair Report – Terry Helbig

- 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. Bookkeeper/Admin. Assistant – Sue Cerwinske

**IX. OLD BUSINESS**

- A. Final Audited 2018 Financial Statement and Letters from Smith & Shafer

**X. NEW BUSINESS**

- A. MN Dept of Health – Online Groundwater Training Modules – **Board Discussion**
- B. Contract Between Wabasha SWCD and Fillmore SWCD for Wetland Conservation Act Technical Assistance 2020-2021 – **Board Action**
- C. MN Campaign Finance and Public Disclosures - Board Reminder it is a Requirement for public officials to annually recertify statement of economic interest-**Board Action**
- D. Acer Forest and Tree, LLC – FY19 DNR Forestry Stewardship Plan - \$2,727.50 – **Board Action**
- E. Zumbro Valley Forestry LLC – FY19 DNR Forestry Stewardship Plan - \$3,476.00 – **Board Action**
- F. Payment for approval on contract 17-Capacity-6 Larry Mischke for 20 acres of cover crops (practice 340 Capacity 2017) Amount \$600.00 Completes contract - **Board Action**
- G. Sponsorship opportunity on Grazing, Cover Crops and Soil Health and Land Stewardship Project – **Board Discussion/Action**
- H. MAWQCP 2020 Lease for Office space with Olmsted County facilities -**Board Action**
- I. Set Meeting Dates/Time for 2020
- J. Upcoming Events

**XI. Board Reports**

- A. WW Update-**Board Information**
- B. 1W1P Update-**Board Information**

**XII. Closed Session – **Board Action****

- i. Personnel Review
- ii. Jen Wahls
- ii. Mitch Rigelman
- iii. Sue Cerwinske
- B. District Manager Terri Peters personnel review
- C. 2020 wage discussion

**XIII. Open Session - Board Action**

- A. Adopted Wabasha County 2020 Wage Scale as Wabasha SWCD wage scale-**Board Action**

**XIV. Recess as determined by board-Chair Action**

**XV. Work Planning Session**

**XVI. Adjourn- Board Action**