



**WASECA**

**SOIL AND WATER CONSERVATION DISTRICT**

105 22nd Avenue N.E.  
Waseca, MN 56093  
Phone (507) 835-4800  
Fax (507) 835-7895

**Preliminary Approved Minutes of the February 13, 2017 Meeting**

The meeting of the Waseca County SWCD Board of Supervisors was held at the Waseca Soil and Water Conservation District's Meeting room on February 13, 2017. The meeting was called to order by Chairman Wayne Cords at 6:30 pm.

**Members Present**

Wayne Cords, Chairman  
Scott Hildebrandt, Vice Chairman  
Todd Stencil, Treasurer  
Jessie Shaffer, Secretary  
Keith Morgan, Member

**Staff Present**

Tyler Polster, District Technician  
Cheri Brummund, Office Assistant  
Eric Gulbransen, District Manager

**Other**

Kelly Hunt, Waseca County Water Planner  
Jenny Mocol-Johnson, BWSR

**Review of February Agenda:** The February Agenda was reviewed and a motion was made by Todd Stencil to approve and seconded by Jessie Shaffer. All-yes.

**Review of Minutes of January Meeting:** The minutes of the January Meeting were given to the Board members and reviewed. A motion by Todd Stencil was made to approve and seconded by Scott Hildebrandt. All-yes.

**January Treasurers Report:** The Treasurers Report was given to the Board members and reviewed. A motion by Todd Stencil to approve and seconded by Jessie Shaffer. All-yes.

**February Bills:** The Board was given the current February bills and reviewed. A motion to approve was made by Scott Hildebrandt and seconded by Todd Stencil. All-yes.

**Old Business**

1. 2017 Capacity Services Grant-Determination on the 2017 Local Capacity Funding is as follows:
  - a. Office Assistant
    - i. \$70,200-Cheri Brummund @ ½ time @ \$27/hr. billable= \$28,080/yr. (2 ½ yrs.)  
-will discuss full time after July @ July meeting.
  - b. \$10,741 Water Monitoring Equipment
  - c. \$5,000 County Aerial Flight
  - d. \$12,600 Water Quality Monitoring Hours for Tyler Polster
    - i. 20 Sampling Event/yr. @ 6 hrs./Event = 120 hrs./yr. @ \$35.00/hr. (3 yrs.)
  - e. \$2,500 Tablet and Data Support for Buffer Checks
    - i. This will be split with the Buffer Grant \$1459/\$1041

A motion to approve was made by Scott Hildebrandt and seconded by Todd Stencil. All-yes.

2. Annual Plan of Work: The Plan of Work was given to the Board for review. A section on Water Monitoring will be added to the Plan. Jessie Shaffer made a motion to approve and Scott Hildebrandt seconded it. All-yes.
3. MASWCD 2016-2017 Dues \$2967.47: A motion was made to approve the full amount of the dues by Scott Hildebrandt and seconded by Jessie Shaffer. All-yes.
4. MASWCD Legislative Briefing and Day at the Capital 3/20-3/21-Anyone that would like to attend is to notify the office before March 1, 2017. Approval of \$80.00/person to attend was made by Scott Hildebrandt and seconded by Todd Stencel. All-yes.

#### New Business

1. 2017 MCIT renewal (\$2715.00): Todd Stencel made a motion to approve and Scott Hildebrandt seconded it. All-yes.
2. Buffer Postcard and Postage (1053 cards @ \$.34/card=\$358.02): The Buffer Postcard was presented to the Board by Tyler Polster. The change to the information was to add a disclaimer line and also highlight top line in Red. A motion by Scott Hildebrandt to approve the mailing and postage was made and seconded by Todd Stencel. All-yes.
3. Area VI Association of Soil & Water Conservation Districts 2017 Dues Request (\$400.00): A motion was made to approve payment of \$400.00 for the Area VI Dues was made by Scott Hildebrandt and seconded by Keith Morgan. All-yes.
4. National Association of Conservation Districts Membership: No motion, Failed.
5. National Watershed Coalition Membership (\$75.00): No motion, Failed
6. Other:

#### Agency Reports:

1. Kelly Hunt, Waseca County, spoke on the Feasibility Study to be done with Waseca Lakes Association to collect information. She also spoke in the upcoming Waseca County Farmer Forum March 9, 2107 at Farmamerica.
2. Jenny Mocol-Johnson, BWSR, gave information of the Grants and also on the flooding issues and water quality components. Jenny also spoke on Water plans, obstacles and plans for the 1 Watershed 1 Pan.

#### Supervisor reports:

1. Calendar: Scott Hildebrandt commented on receiving complaints on the two month pages. Suggestion for next years the calendar should be done by 1 month pages.
2. Meetings: Jessie Shaffer reported on the Minnesota River Congress Meeting she attended January 31. She also reported on the Le Sueur River Watershed Meeting she attended on February 9.

#### Staff Reports:

1. Eric Gulbransen gave the Board information on 2017 Cover Crop Workshops that will be held in Owatonna on March 2, 2017 and also the Southeast Minnesota Cover Crop Consortium Seminar on March 16, 2017 in Zumbrota.

Adjourn: A motion to adjourn the meeting at 8:45 was made by Scott Hildebrandt and seconded by Wayne Cords.

Next Board Meeting will be March 8, 2017 at 6:30 pm.

February Bills:

Clemons Properties	March Rent		\$ 665.00
Jared J Dufault	Accounting-Feb		\$ 150.00
Blue Cross/Blue Shield	Health Ins-Mar		\$ 972.56
Community Bank of Owatonna	HSA-Health-Mar	\$283.33 ea	\$ 566.66
Sportsman Stop	Gas		\$ 52.22

\$ 2,406.44
-------------