

Approved Minutes of the November 9, 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 November 9, 2017. The meeting was called to order by Chairman Wayne Cords at 6:30 pm.

Members Present

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

Staff Present

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

Others Present

Jenny Mocol-Johnson-BWSR
Justin Hansen-Mower SWCD District Manager

Review of November Agenda: The November Agenda was reviewed and amended to switch #1 & #2 under Old Business for speakers convenience. A motion was made by Todd Stencil and seconded by Keith Morgan to approve amended Agenda. All-Yes

Review of Minutes of October Meeting: The minutes of the October Meeting were reviewed. A motion made by Wayne Cords to approve the Minutes and was seconded by Keith Morgan. All-Yes

Review of October Treasurers Report: The October Treasurers Report was given to the Board members and reviewed. A motion by to approve was made by Todd Stencil and seconded by Keith Morgan. All-Yes

October Bills: The Board was given the current October bills and reviewed. A motion to approve was made by Keith Morgan and seconded by Scott Hildebrandt. All-Yes

Old Business:

1. 2018 Local Capacity Grant
 - a. Manager Discussion - Justin Hansen-Mower SWCD-Justin offered many advantage points into hiring a District Manager. He gave many examples how the District benefits from an onsite manager and spoke of his experiences in becoming a manager in Mower County.
 - b. Competitive Grants – Jennifer Mocol-Johnson-BWSR-Jennifer spoke on the availability of New Richland Feasibility Study Grant, Weed Management Grant, Drainage

Management Grant, AIG Grant, Le Sueur River Watershed Grant, 1W1P Grant and also the Community Partners Grant. That these grants are open for application.

2. Thoughts on Steele/Waseca Agreement-tabled until next month
3. November 29th Area Meeting at SROC 8:00 am—we will need to find some kind of door prize for this. Costs: Cookies/rolls-Hot Beef Commercials-Coffee \$12.00/plate.-Cheri Brummund requested ideas for a door prize for the meeting. Items like flashlights, gloves, honey were brought up. Cheri Brummund will select items and make up a basket.
4. Update on new website. We need pictures of Board Members and any events or practices involved in. Pictures will be taken after the meeting for the website. Cheri Brummund reported the website is up and running and is up to date.
5. Calendar-sample-The Board looked over the calendar and agreed it to be up to standards.
6. Other-no other items in old business.

New Business:

1. Internet Banking and Authorization Form from Bank-MCIT is requiring we pay our premiums by ACH, as of January 1, 2018.-Need to add Cheri Brummund to authorization form at Bank.-With the onset of more online banking requests, Cheri Brummund is added to the Authorization list to handle on line banking business and sign checks. On line banking requiring 1 signature and paper checks still requiring 2 signatures. A motion was made by Jessie Shaffer to approve and seconded by Todd Stencil. All-Yes.
2. Dufault CPA-\$250.00-ACH Pay Request-A motion by Todd Stencil to approve and seconded by Scott Hildebrandt. All-Yes.
3. SWCD Data Practices Policy-A motion to approve the Data Practices Policy for Waseca SWCD was made by Scott Hildebrandt and seconded by Todd Stencil. All-Yes.
4. Extension for P16-0537 2014 MN Flood Relief Grant-Eric Gulbransen explained the need for the request extending the Grant, stating that practice is nearly completed by may not be totally complete by the deadline in order to give the landowner funding. Jessie Shaffer made a motion to approve request and Scott Hildebrandt seconded. All-Yes.
5. 2018 Health Insurance-Eric Gulbransen reported on the increase to Health Insurance Premiums and the Beth Fahning-Hanggi will be looking into the possibility of using the Co-Op Program that is used by Steele County at the present time. It was decided to accept the policies at this time and to report on the Co-Op Option next month. A motion to accept was made by Scott Hildebrandt and seconded by Keith Morgan. All-Yes.
6. Nursery Stock License Renewal \$250.00-A motion was made to approve payment by Jessie Shaffer and seconded by Todd Stencil. All-Yes.
7. Possibility of doing a resolution approval for monthly bills. The following monthly bills were approved to be paid without meeting approval. A motion to approve was made by Scott Hildebrandt and seconded by Todd Stencil. All-Yes.
 - a. Clemons Rent-\$665.00
 - b. Community Bank of Owatonna-\$566.66
 - c. Sportsman Stop-up to \$125.00
8. 81st Annual Convention & 27th Annual Trade Show-Registration- a motion by Jessie Shaffer was made to approve registration fees for anyone wishing to attend. Scott Hildebrandt seconded the motion. All-Yes
9. Other-Hiring a District Manager-A motion to start the seeking process after the holidays was made by Scott Hildebrandt and seconded by Todd Stencil. Eric Gulbransen offered a job description for District Manager Position to be looked at and discussed at the next meeting.

Upcoming Meetings:

Supervisor/Meeting Reports:

1. Jessie Shaffer reported on the Bipartisan Meeting she attended where Fred Rich, author of Green Theory, spoke. She also spoke on the upcoming meeting Farmers and Fishers Group in Dubuque, Iowa this month. Le Sueur River Conference meeting she attended.
2. Todd Stencil reported on the Commissioner meeting he attended.
3. Wayne reported on the 25X25 Meeting recaps stating the various conservation concerns throughout the State.

Agency Reports: No reports

Staff Reports:

1. Tyler Polster reported on BWSR Academy, The status of the Buffer Law and also the projects on the Flood Relief Grant.
2. Eric Gulbransen reported on BWSR Academy and WCA.

Adjourn-Meeting was adjourned at 9:00 pm by Chairman Wayne Cords.

Next Board Meeting Thursday, December 14, 2017 at 6:30 pm.

November Bills:

Steele County SWCD	Wages/Mileage		\$ 5,263.44
Clemons Properties	Rent	Dec payment	\$ 665.00
Jared J Dufault	Accounting		\$ 250.00
Community Bank of Owatonna	Tyler-Cheri H S A	Dec payment	\$ 566.66
Sportsman Stop	Fuel		\$ 116.72
Tyler Polster	Meals/Mileage/Supplies		\$ 201.99
Cheri Brummund	Meals/Mileage/Supplies		\$ 61.36

\$ 7,125.17
