



**WASECA**

**SOIL AND WATER CONSERVATION DISTRICT**

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Approved Minutes of the August 9, 2018 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 August 9, 2108. The meeting was called to order by Chairman Wayne Cords at 6:35 pm.

**Members Present**

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

**Staff Present**

Mark Schaetzke District Manager  
Cheri Brummund, Admin Assist  
Tyler Polster, District Technician

**Others Present**

Chantel Medina, Dufault CPA

Review of August Agenda: The August Agenda was reviewed. A motion was made by Scott Hildebrandt to approve Agenda, it was seconded by Todd Stencil. All-Yes

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

Review of July Treasurers Report: The July Treasurers Report was given to the Board members and reviewed. Chantel Medina of Dufault CPA clarified how the Financial Reports are calculated and the differences between the Accrual and Cash Methods of Accounting. A motion by to approve was made by Todd Stencil and seconded by Jessie Shaffer. All-Yes

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

**Old Business:**

1. Farm America approved our participation at Fall Festival in Sept.-Noted
2. Fair stats-next year our booth will be outside the hog/sheep barns next to antique tractors and rain simulator area. Paul Neigebauer said that they have a tent we can use to put up there. This will be a better location for us to attract county landowners. Hailey Byron noted that would be a good place to share also. Noted
3. News Release for Papers-70 Year Anniversary-ok . The suggestion was made to add RIM, CREP, CRP information. Wayne Cords added quote 'With over 500 BMPs installed since 2004 it would be safe to say that in the 70 years of existence, The Waseca SWCD has been involved in implementing conservation on nearly every farm in Waseca County. From Alternative Tile Intakes to Windbreaks and everything in between. The Waseca SWCD has helped county landowners protect and preserve the soil and water resources here in the county.'

#### 4. Other-No other Old Business

#### **New Business:**

1. Hailey Byron-Resolution Support-Waseca County Grant Feasibility Study-Resolution 3. A motion to approve was made by Todd Stencil and seconded by Jessie Shaffer. All-Yes.
2. Change of September Meeting date, due to SROC Open House on September 13-Todd Stencil made a motion to change the Meeting Date for September to be September 6, 2018, Keith Morgan seconded. All-Yes.
3. Compeer Soil Health Grant \$1,000-Wayne Cords made a motion to approve and designate Mark Schaetzke to sign paperwork, Jessie Shaffer seconded. All-Yes.
4. Gene Kunz-Partnering with Farm America to do a Cover Crop/Soil Health Field Day-Mark Schaetzke explained that Gene Kunz would like to partner with SWCD to organize a Cover Crop/Soil Health Field Day at Farm America. All thought it to be a good idea and to follow through with it. Noted
5. 90 Day Review for Mark-Wayne Cords and Scott Hildebrandt (Personnel Committee) agreed Mark was doing a great job. Noted
6. Wetland Training Registration for Mark—Oct 2<sup>nd</sup> in Mankato \$25 Registration Fee.- Keith Morgan made a motion to pay for registration and Wayne Cords seconded. All-Yes.
7. Employee Handbook—Permanent Part time-change of flex hours to read: [permanent part-time employees may accumulate hours over their scheduled work week. This will be compensated at straight time. Only hours worked on Saturdays, Sundays and Holidays would be compensated at one and a half times.](#) Scott Hildebrandt made motion to approve with addition of maximum hours not to exceed 40 hours per week and banking of flex hours not to exceed 40 hours. Jessie Shaffer seconded. All-yes.
8. Pheasants Forever donation State/Federal Program-no vote-declined
9. 2018 Dividend MCIT \$837.00-noted
10. Supplies for filing project approx. cost \$385.22 funded through 2016 Local Capacity. Todd Stencil made a motion to approve and Scott Hildebrandt seconded. All-Yes.
11. Other-No other New Business

#### Supervisor/Meeting Reports:

1. Jessie Shaffer shared information and experiences Watershed Workshop she attended in Hannibal, MO. Also on New Richland Farm City Days, the New Steps GBERBA, and Adopt a Storm Drain Project.

#### Agency Reports: No Agency Personnel Present

#### Staff Reports:

1. Tyler Polster reported on the Cost Share Inspections and NRCS Training he attended.
2. Cheri Brummund reported on Waseca Co Fair overview Thanked Keith Morgan and Jessie Shaffer for participating.
3. Mark Schaetzke gave a copy of the Managers Report to the Board. He explained some of the events and meetings he attended.

#### Upcoming Meetings:

1. August 13, 2018 7:00 Wellhead Protection Plan, Part 1, for the City of Waldorf at Waldorf City Hall
2. August 14, 2018 9:30 Waseca County Commissioners Workshop-Courthouse Annex, Waseca
3. August 14, 2018 12:30 – 6 Winona County SWCD 80<sup>th</sup> Anniversary at Farmer's Community Park, 23274 Arches Rd, Winona 1pm Conservation Bus Tour-RSVP
4. August 23, 2018 Annual Audit with Peterson Company, Waseca SWCD Office
5. September 8-9, 2018 Farm America Fall Festival

6. September 13, 2018 SROC Open House

Adjourn

The meeting was adjourned at 8:36 pm by Chairman Wayne Cords.

Next Board Meeting Thursday, September 6, 2018 at 6:30 pm.

**August Bills:**

|                            |                        |                     |           |
|----------------------------|------------------------|---------------------|-----------|
| Steele County              | SVCS                   |                     | \$ -      |
| Clemons Properties         | Rent                   | Sept Payment        | \$ 665.00 |
| Community Bank of Owatonna | Tyler-Cheri-Mark H S A | Sept Payment        | \$ 849.99 |
| Sportsman Stop             | Gas                    |                     | \$ 148.36 |
| Cheri Brummund             | Fair Parking Pass      | Voucher 2018<br>CB3 | \$ 15.00  |
| *Tyler Polster             | Meals/Mileage          | Voucher 2018<br>TP1 | \$ 535.71 |
| Waseca County              | 2qtr Insurance         |                     | \$ 343.07 |
| Mark Schaetzke             | Meals/Motel            | Voucher 2018<br>MS1 | \$ 110.11 |

\$ 2,667.24

\*Error in Tyler's Voucher total—should have been \$235.71—check #11055 written for \$235.71