



## *Waseca Soil and Water Conservation District*

*105 22<sup>nd</sup> Ave NE*

*Waseca, MN 56093*

*507-835-4800 ext. 3*

*[www.wasecaswcd.org](http://www.wasecaswcd.org)*

Approved Minutes of the December 13, 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 December 13, 2018. The meeting was called to order by Chairman Wayne Cords at 6:30 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  
Tyler Polster, District Technician  
Cheri Brummund, Admin Assist

### **Others Present**

Doug Christopherson, Waseca County Commissioner

Review of December Agenda: The December Agenda was reviewed. A motion was made by to approve the Agenda was made by Todd Stencil, it was seconded by Keith Morgan. All-Yes

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

Review of November Treasurers Report: The November 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

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

### **Old Business:**

1. 2017 State Cost Share extension amendment-Jessie Shaffer made a motion to approve extension, Keith Morgan seconded. All-Yes
2. 2017 Buffer Grant extension amendment-Keith Morgan made a motion to approve extension, Jessie Shaffer seconded. All-Yes
3. Brady Adams
  - a. Contract #117 State Cost Share Grass Waterway \$444.00 extension-Jessie Shaffer made a motion to approve extension of Contract, Keith Morgan Seconded. All-Yes

4. 2019 Calendar-Cheri Brummund explained that in the past certain areas did not receive calendar. The deliveries in the past totaled 2730, this year 4097 will be delivered. The cost may be more. So noted.

**New Business:**

1. Jon Roemhildt 17(16)CC Amendment for acreage change- Todd Stencil made a motion to approve change. Keith Morgan seconded. All-Yes
2. Tom Klug GBERBA Cover Crop Contract #319-TMDL-16-81-01 Amendment-Scott Hildebrandt made a motion to approve the amendment if allowed by GBERBA, Todd Stencil seconded. All-Yes.
3. Tom Klug GBERBA Cover Crop payment of Contract #319-TMDL-16-81-01 \$2346.00
  - a. Voucher #1 \$2184.75-Todd Stencil made a motion to approve voucher, Scott Hildebrandt seconded. All-Yes
  - b. Voucher #2 Amendment \$161.25-Scott Hildebrandt made a motion to approve if allowed by GBERBA, Todd Stencil seconded. All-Yes
    - i. Total amounting to \$2346.00
4. Approval of Vouchers for payments as follows:

| Grant ID  | Grant Title              | Contract # | Name          | Project Cost | Voucher Amount |
|---|--------------------------|------------|---------------|--------------|----------------|
| P16-6073  | 2016-SWCD Local Capacity | 16(16)CC   | Tom Bauman    | \$ 2,880.00  | \$ 2,880.00    |
| Keith Morgan made a motion to approve, Todd Stencil seconded. All Yes |                          |            |               |              |                |
| P16-6073  | 2016-SWCD Local Capacity | 17(16)CC   | Jon Roemhildt | \$ 4,500.00  | \$ 4,500.00    |
| Keith Morgan made a motion to approve, Todd Stencil seconded. All Yes |                          |            |               |              |                |
| P16-6073  | 2016-SWCD Local Capacity | 18(16)CC   | Jason Norton  | \$ 6,240.00  | \$ 6,240.00    |
| Keith Morgan made a motion to approve, Todd Stencil seconded. All Yes |                          |            |               |              |                |
| P16-6073  | 2016-SWCD Local Capacity | 19(16)CC   | Tom Bauman    | \$ 3,205.00  | \$ 3,205.00    |
| Keith Morgan made a motion to approve, Todd Stencil seconded. All Yes |                          |            |               |              |                |

5. Marvin Guse
  - a. GBERBA Contract Alternative Tile Intake-Rock Inlet--\$3000.00, Alton 12-Todd Stencil made a motion to approve, Keith Morgan seconded. All-Yes
6. MN CREP Outreach and Implementation Program Grant Amendment Request- Not necessary at this time--Noted
7. 2019 Waseca County Appropriations-Doug Christopherson, Waseca County Commissioner stated that the 2019 Waseca SWCD Budget Request had been granted at the Commissioners Budget Meeting.
8. Cheri Brummund to Full time January 1, 2019-Jessie Shaffer made a motion that Cheri Brummund may go from 30 hour week to full time (40 hour week) beginning January 1, 2019, Keith Morgan seconded. All-Yes

**Supervisor/Meeting Reports:**

1. Jessie Shaffer reported on the CD48 Meeting she attended in Waseca. Doug Christopherson also commented on the meeting explaining some plans and projects. Jessie Shaffer also reported on the MN Biosphere meeting she attended at Gustavus Adolphus College in St. Peter.

Agency Reports:

1. No Agency Reports

Staff Reports:

1. Cheri Brummund reported on the things she has been working on such as the calendar with Personalized Printing, the shirt orders with 4 Seasons and updating and organizing files, and working on grant expenditures.
2. Mark Schaezke reported on GBERBA Policy & tech Meeting, CD48 Redetermination Meeting, Area 6 Meeting. He also attended the Albert Lea Seed house Open House and MASWCD Convention. He also spoke with Tom Cotter and TJ Kartes on having a Cover Crops 101 Presentation in Waseca on January 21, 2019. Preferred time would be afternoon. Also, any staff would that worked that day would receive a floating holiday.
3. Tyler Polster spoke on the Cover Crop Contracts he has been working on. He also attended the Area 6 Meeting in Fairmont.

Adjourn-Meeting adjourned at 7:41 pm by Chairman, Wayne Cords.

Next Board Meeting Thursday, January 10, 2019 at 6:30 pm.

Upcoming Meetings

1. TSA Meeting, December 18, 2018-Mankato
2. GBERBA Tech Meeting, December 19, 2018-Mankato
3. Grant Reconciliation, December 26, 2018-Waseca
4. GBERBA Policy Meeting, January 11, 2109-Mankato

**December Bills:**

|                            |                         |                   |             |
|----------------------------|-------------------------|-------------------|-------------|
| Clemons Properties         | Rent                    | January Payment   | \$ 665.00   |
| Community Bank of Owatonna | Tyler-Cheri-Mark H S A  | January Payment   | \$ 849.99   |
| Sportsman Stop             | Gas                     |                   | \$ 145.57   |
| MN Dept of Ag              | Nursery License Renewal | Cert #20002175    | \$ 250.00   |
| John's Service             | Oil Change              |                   | \$ 48.77    |
| 4 Season's                 | Shirts and Coats        | 16 Capacity Grant | \$ 804.00   |
|                            |                         |                   | \$ 2,763.33 |