



**WASECA**

**SOIL AND WATER CONSERVATION DISTRICT**

105 22nd Avenue N.E.  
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Approved Minutes of the October 11, 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 October 11, 2108. 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 October Agenda: The October Agenda was reviewed. A suggestion to move item #11 to #1 was made. A motion was made by to approve the amended Agenda was made by Todd Stencil, it was seconded by Jessie Shaffer. All-Yes

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

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

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

**Old Business:**

There was no old business.

**New Business:**

1. Sharing Waseca County Buffer Responsibilities-moved to #1 from #11-Doug Christopherson, Waseca County Commissioner explained some thoughts on what the County had on SWCD aiding in Buffer responsibilities. Discussion on inspections and suggestions would be made by SWCD and non-compliance issues would be handled by Waseca County P & Z. Doug Christopherson reported that he would bring that to the next Commissioner meeting and let the SWCD know the outcome at the November SWCD Meeting.

2. 2016 State Cost Share Financial Report-need signature for closing-Jessie Shaffer made a motion to approve closing of fully used funds from 2016 State Cost Share fund ID#P16-1747 and Scott Hildebrandt seconded. All-yes. Wayne Cords then signed the Final Financial Report.
3. Audit Report Letter from Peterson Company Ltd.-need signature-After review of the Audit report letter, Scott Hildebrandt made a motion to approve and Todd Stencil seconded. All-Yes. Wayne Cords then signed letter.
4. MASWCD Resolutions-Resolution were given to the board. The Board will email their votes to Cheri for tallying and submission.
5. 2018 Potential Easement Violations-Tyler Polster explained the possible easement violations to the board. So noted.
6. GBERBA Cover Crop Grant
  - a. Contract #319-TMDL-16-81-02 Naomi Schaetzke Cover Crop \$562.50
    - i. 15 acres in Janesville 25
 Todd Stencil made a motion to approve contract, Keith Morgan seconded. All-Yes
7. Brady Adams
  - a. Contract #117 State Cost Share Grass Waterway \$444.00
 Keith Morgan made a motion to approve contract, Jessie Shaffer seconded. All-Yes.
8. Jason Norton
  - a. Contract amendment #18(16) CC Adding acres to original Contract
 Todd Stencil made a motion to approve the amendment of adding acres to contract, Scott Hildebrandt seconded. All-Yes.
9. Dayton Mokoff-Streambank Stabilization Cost Share
 Tabled-Scott Hildebrandt made a motion to table until later date, possibly until next spring, due to all the wet weather this fall-construction would not get started, Todd Stencil seconded. All-Yes.
10. City of Janesville's Wellhead Protection Plan-noted
11. Buffer Tracking Plan-The Board was given a copy of Monitoring Plan for Buffer Compliance Tracking. After reviewing, Scott Hildebrandt made a motion to approve and Todd Stencil seconded. All- Yes. Cheri Brummund will add to website.
12. 2019 Calendar-noted a few changes like identifying townships under Board members would be nice. Cheri Brummund will add them and take to Personalized Print.
13. Mark-End of Probationary Period-Todd Stencil made a motion to end Mark's probationary period and make him a Permanent Regular Employee, Scott Hildebrandt seconded. All-yes.
14. 2018 SWCD Annual Convention December 9-11-Conservation Farmer Lunch-noted
15. 2019 Medical Insurance possibilities-Cheri Brummund explained the 3 plan options that Beth Hanggi, Insurance Agent, had given the staff. Cheri Brummund was still waiting to hear from Melissa Sexton, Waseca County HR for their plan options. Item tabled until next meeting.

#### Supervisor/Meeting Reports:

1. Jessie Shaffer reported on attending the Butterfly tagging event she attended and also SROC Open House she attended and helped at the SWCD Booth with Tyler Polster.

#### Agency Reports: No Agency Personnel Present

#### Staff Reports:

1. Cheri Brummund reported on delivering coloring books to area schools, booth set ups for Farm America and SROC, calendar work, compliance paperwork and setting up file folders for tile map properties.

2. Mark Schaetzke gave a manager's report, reporting he manned the booth at Farm America on Saturday. CPL-prescribed burns could cause some policy and political issues. Feedlot Inspection Meeting he attended, also PTMAPP training and WCA training he attended.
3. Tyler Polster reported he has been completing site inspections and continuing with water monitoring until the end of October.

Upcoming Meetings:

1. October 8-9, 2018 Farm America Fall Festival
2. October 13, 2018 SROC Open House
3. October 18, 2018 TSA Meeting
4. October 27 GBERBA Meeting-Staff Training

Adjourn

The meeting was adjourned at 8:10 pm by Chairman Wayne Cords.

Next Board Meeting Thursday, November 8, 2018 at 6:30 pm.

**October Bills:**

Steele County	SVC-Eric & Adam	None	\$ -
Clemons Properties	Rent	Nov Payment	\$ 665.00
Community Bank of Owatonna	Tyler-Cheri-Mark H S A	Nov Payment	\$ 849.99
Sportsman Stop	Gas		\$ 173.99
Peak Computers	website renewal	yearly-Inv#6650	\$ 240.00
Waseca County Auditor	Insurance	3rd Qtr	\$ 358.41
Waseca County Recorder	Deed copies	will be reimbursed from BWSR	\$ 45.00
Bomgaars	antifreeze,shop towels,funnel		\$ 11.72
Mark Schaetzke	Mileage	Voucher 2018 MS2	\$ 25.07
Cheri Brummund	Mileage	Voucher 2018 CB5	\$ 43.16
Supervisor Vouchers-3rd Qtr	Mileage-Meetings	Vouchers 2018-3X	\$ 2,860.62
			\$ 5,272.96