



## **Waseca Soil and Water Conservation District**

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Approved Minutes of the January 9, 2020 Waseca SWCD Board of Supervisors Meeting.

The Meeting of the Waseca County Board of Supervisors that was held at the Waseca Soil and Water Conservation District's Conference Room on January 9, 2020. The Meeting was called to order by Chairman Wayne Cords at 6:30 pm.

### **Members Present**

Wayne Cords, Chairman  
Todd Stencil, Treasurer  
Keith Morgan, Secretary  
Larry Muff, Member

### **Staff Present**

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

### **Others Present**

Doug Christopherson, Waseca County Commissioner  
Haley Byron, Waseca County Water Specialist  
Alan Kraus, Cannon River Watershed Partnership-Conservation Program Manager

**Review of the January Agenda:** Todd Stencil made a motion to approve the Agenda and Keith Morgan seconded. All-Yes

**Review Minutes of the December Meeting:** Mark Schaetzke brought up that the dollar amount on #5 under New Business was an incorrect amount. The amount should be \$100.00 not \$300.00. Todd Stencil moved to approve the minutes with the change added and Larry Muff seconded. All-Yes

**Review December Treasurer's Report:** Keith Morgan made a motion to approve the report and Todd Stencil seconded. All-Yes

**Bills:** Todd Stencil made a motion to approve payment of the bills and Keith Morgan seconded. All-Yes

### **Old Business:**

1. MOU between Mn State Auditor and BWSR-discussed in at November meeting that all SWCD will require annual audit-for clarification. - Noted
2. Bad Weather Office Closing Criteria-modification of Personnel Policy Handbook  
Section 20.1-20.3-Mark Schaetzke presented some conditions of Office Closure to be added to the Personnel Policy. The additions to the policy will be:  
12.8 -*Absence from work due to weather-add sick leave to be an option also.*  
20.1 – Authorization-Clarification of winter weather closing added to say:  
*The office may be closed due to adverse weather when MN DOT or Waseca County Sherriff has ratings of "travel not advised" or "closed" for US Hwy 14 and/or MN Hwy13 in Waseca County during the workday or one hour prior to the workday. The Office may also be closed up to one hour before any announced time that Waseca County plows or MNDOT plows will be pulled off the road.*

## **New Business:**

1. Re-organization of Board of Supervisors:-Todd Stencel made a motion to stay the same as 2019, Larry Muff seconded. All-Yes
  - a. Chairman-Wayne Cords
  - b. Vice Chairman-Scott Hildebrandt
  - c. Treasurer-Todd Stencel
  - d. Secretary-Keith Morgan
  - e. Member-Larry Muff
2. Annual Approvals
  - a. Bank-Keith Morgan made a motion to keep bank approvals as is and Larry Muff seconded. All-Yes Larry Muff made a motion to approve Wayne Cords and Cheri Brummund to have on line banking, Todd Stencel seconded. All-Yes.
    - i. Wayne Cords + on line banking
    - ii. Scott Hildebrandt
    - iii. Todd Stencel
    - iv. Keith Morgan
    - v. Larry Muff
    - vi. Cheri Brummund + on line banking
  - b. Committees and Appointments-Todd Stencel made a motion to keep all the Committees and Appointments to remain the same, Keith Morgan seconded. All-Yes.
    - i. Personnel-Wayne Cords & Scott Hildebrandt
    - ii. Budget and Planning-Keith Morgan & Wayne Cords
    - iii. County Water Plan-Todd Stencel
    - iv. GBERBA-Wayne Cords
    - v. South Central Technical Service Area (SCTSA)-Wayne Cords
    - vi. Waseca Lakes Association-Scott Hildebrandt
    - vii. Lake Elysian Association-Wayne Cords
    - viii. Commissioner Contact-Todd Stencel
    - ix. Cannon River Watershed Partnership-Keith Morgan
    - x. Cannon River-One Watershed One Plan-Keith Morgan
    - xi. Le Sueur River Watershed Network-Larry Muff
  - c. Other Approvals
    - i. Meeting Date and time-6:30 2<sup>nd</sup> Thursday of Month-Larry Muff made a motion to approve and Keith Morgan seconded. All-Yes.
    - ii. Compensation-\$65/\$75 .575/mi or IRS limit)-Todd Stencel made a motion to approve and Larry Muff seconded. All-Yes
    - iii. Financial Institution-First National Bank-Larry Muff made a motion to approve and Keith Morgan seconded. All-Yes
    - iv. Newspaper-Waseca County News-Larry Muff made a motion to approve and Todd Stencel seconded. All-Yes
    - v. Radio Station-KOWZ-Keith Morgan made a motion to approve and Larry Muff seconded. All-Yes
3. SROC Winter Crops Day-SROC Winter Crops Day-Registration – No one attending
4. SWCD Managers Meeting-St Cloud, Registration & Hotel Expense-Todd Stencel made a motion to approve Mark Schaezke to attend and pay for registration and expenses. Larry Muff seconded. All-Yes
5. MASWCD 2020 Dues \$3485.75-Last year's dues were \$3270.70-Keith Morgan made a motion to approve payment and Todd Stencel seconded. All Yes
6. MCIT Insurance-Workman's Comp is \$2443.00 Property is \$2407.00 totaling \$4850.00- Todd Stencel made a motion to approve payment and Larry Muff seconded. All-Yes
7. National Watershed Coalition Membership Application for 2020-National Watershed Coalition Membership Application-\$75 -not pd last year as noted in minutes--Noted
8. I90 Soil Health-FarmAmerica Rental \$300.00-Keith Morgan made a motion to approve and Todd Stencel seconded. All-Yes
9. I90 Soil Health Meal-Infinity Catering for 100 people \$853.00-Todd Stencel made a motion to approve Infinity Catering and Larry Muff seconded. All-Yes

10. Mn Soil Health Coalition dues \$25.00 Todd Stencel made a motion to approve payment and Keith Morgan seconded. All-Yes
11. MN Campaign & Finance Board reminder-All Supervisors to update status before January 27, 2020. Also coming up for re-election on the 2020 Ballot: Wayne Cords, Keith Morgan, and Larry Muff.-Noted
12. Le Sueur 1W1P pursuing a 2020 application of participation-Discussion-Haley Byron explained the process and will bring more information to the next meeting.
13. FYI-Rent increase coming in next few months-noted
14. NWTF Super Fund Application-noted

### **Supervisor/Meeting Reports:**

1. Larry Muff reported that he has been in the office getting information and how Tyler Polster has helped in understand the Buffer Law Policy. He also stated how Tyler went with him out to a site and explained the situation on that site.

### **Agency Reports/Commissioners:**

1. Commissioners Report-Doug Christopherson explained that the SWCD Budget Request was approved and also about the Buffer Policy. Also explained was that the Waseca SWCD would also be receiving the \$5000.00 for the Buffer Enforcement Contract and \$5000.00 for WCA separately, since they involved two different programs.
2. Haley Byron spoke on the public meeting in New Richland, that is scheduled for January 30 at the New Richland City Hall.
3. Alan Kraus briefly spoke on Cannon River Watershed Partnership. He requested to be on the agenda for the next meeting.

### **Staff Reports:**

1. Cheri Brummund reported that the 2019 reports have been completed for BWSR and the MN Sales Tax report has been completed and paid. She also stated that MCIT report will be completed by next week.
2. Mark Schaezke handed out a report on the many activities and meetings he has attended in the last month. (Attached to minutes)
3. Tyler Polster reported on the progress of the Non-Compliant Buffers Number being interpreted differently in BuffCat between SWCD and BWSR. The Non-Compliant number is approx. 50 landowners at the present time, but some may have come to be compliant recently. Tyler will be working on finalizing a listing for the County. A comment to have the non-compliant letter to first come from SWCD by Wayne Cords and that if no contact is made then proceed at the County Level.

### **Adjourn:**

Todd Stencel made a motion to adjourn the meeting and Keith Morgan seconded. All-Yes. The meeting was adjourned at 8:45 pm by Board Chairman, Wayne Cords.

**Next Board Meeting:** Thursday, February 13, 2020 at 6:30 pm.

### **Upcoming Meetings:**

January 10, 2020 GBERBA Policy Meeting 1:00 pm-Mankato

January 14, 2020 Le Sueur Watershed Network – 6:30 pm - Pemberton

January 15, 2020 1W1P- 9:00 am-Faribault

January 30, 2020 Boot Creek Headwaters Project Kick-off meeting-5:30-7:30 pm New Richland

Public Meeting-City Hall Community Room, New Richland RSVP for dinner by January 24<sup>th</sup> to

Haley Byron at 507-835-0615 or haley.byron@co.waseca.mn.us

March 24-25, 2020 MASWCD Briefing & Day at the Capital-Best Western Capital Ridge, St.

Paul

**January Bills:**

Clemons Properties	Rent	Feb Payment	\$ 665.00
First National Bank	Tyler-Cheri-Mark H S A	Feb Payment	\$ 849.99
Sportsman Stop	Truck Gas-Dec usage	Jan Invoice	\$ 97.35
Waseca County License Bureau	Truck License Tabs		\$ 19.25
Personalized Printing	Calendars	Post & Handling	\$ 1,060.76
Dave's Body Shop	Mirror-NRCS accident	NRCS paying \$197.63	\$ 246.00
Dave's Body Shop	Windshield repair		\$ 235.88
Supervisor Vouchers	4th qtr 2019		\$ 894.56
Waseca County Auditor	4th qtr 2019 insurance		\$ 8,777.61
			\$ 12,846.40

**12-13-19 – Le Sueur Civic Engagement – MPCA office Mankato**

Discussed status of work plan activities and future steps. The Water Resources Center is looking for content to post on the “Story Map” page. Things like photos, videos, case studies, timeline milestones, or interview quotes that help tell the story of the watershed in relation to water quality. To date projects that have been started include: Soil Health Workshop, Le Sueur Watershed Network, Le Sueur Story Map, Faribault Co Targeted Sub watershed, and Waseca Co Targeted Sub-watershed (started but do not plan to bill to this grant). Staff will be working on a semi-annual report and reimbursement request.

**12-13-19 – Le Sueur 1W1P – MPCA office Mankato**

Partners within the Le Sueur discussed the potential of pursuing a 1W1P planning grant. MPCA and BWSR updated us on how the process of working on the 1W1P and WRAPS could potentially work at the same time. We had a lot of discussion on hiring a consultant vs doing the work with existing staff and who may have the time and ability to do certain tasks. Waseca Co staff has indicated interest in being the day to day contact. We have discussed being the fiscal agent for the grant. This would mean that we would be the grant applicant, responsible for paying any bills, and do reporting. Costs for this could be charged to the grant. Partners are to discuss this with their respective boards to see if there is support for a 2020 planning grant effort.

**12-20-19 – GBERBA tech – Mankato**

Normal business of reviewing completed projects and new applications. It is noted that there are copious funds left in the MPCA grant for cover crops, alternative tile intakes, and side inlets. This grant has a deadline of 8-31-2020. It was recommended that the policy on this grant be changed to increase the cost share percentage and increase the acres cap on cover crops. Due to match requirements it looks like the percentage can't be increased, but the 80-acre cap on cover crops can be removed.

**1-7-19 – NRCS Conservation Desktop Training– Oronoco**

NRCS is switching to a new planning software called Conservation Desktop. It is a new program with a lot of new capabilities and different steps than what we are used to. NRCS has created a very good step by step directions to refer back to when we have issues.

**1-9-2020 – Civic Engagement and public participation – Mankato**

I attended this work session today with other county, SWCD, and state agency employees. We worked on project design and discussion topics based on actual situations of the attendees related to civic engagement and public participation.

**Cannon 1W1P**

Revisions to the plan were submitted to BWSR by their Dec 16<sup>th</sup> deadline to be considered for the Jan 22 BWSR Board meeting. To date we have not heard back if the revisions will satisfy the 7 conditions of the Southern Region BWSR Committee. Rice and Dakota SWCD have both expressed interest in being the fiscal agent and day to day contact for the CRWJPB for 2020.

**Soil Health Workshop – Feb 27<sup>th</sup>**

Expenses: Rick Clark - \$300 plus 1/5 of his mileage, hotel, and meal expenses for the week; Matt Alford - \$500, Farmer Panel Speakers - \$25 thank you/gas money?; advertising – unknown; materials and copies – minimal; potential shipping of soil health display.