



WASECA

SOIL AND WATER CONSERVATION DISTRICT

105 22nd Avenue N.E.
Waseca, MN 56093
Phone (507) 835-4800

Approved Minutes

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 10, 2015. The meeting was called to order at 6:30 p.m. by Wayne Cords.

Members Present

Larry Hagen
Jessie Shaffer, Secretary
Wayne Cords, Chairman
Todd Stencil, Treasurer
Scott Hildebrandt, Vice Chair

Staff Present

Eric Gulbransen, District Manager
Adrienne Justman, Administrative Assistant
Tyler Polster, District Technician

The agenda was reviewed and no changes were required. Motion was made by Hagen, second by Stencil, to approve the agenda as written. Motion carried. All yes

Minutes of the October Board Meeting were distributed to the supervisors prior to the meeting. Motion was made by Hagen, seconded by Cords, to approve the minutes as written. Motion carried. All yes.

Cash flow worksheet was reviewed. The treasurer's report dated October 2015 was presented to the Board for review. Motion was made by Hildebrandt, second by Stencil, to approve the Treasurers Report. Motion carried. All yes.

Bills: (See Attached) Motion was made by Stencil, second by Hildebrandt, to approve payment for the presented invoices that total \$18,663.31. Motion carried. All yes.

Old Business

1. Meeting Reports – Jessie Shaffer reported on the LeSeuer River Watershed Network meeting that she attended. They discussed the flooding that occurs in New Richland. There was a tour and problem areas were identified. They are looking for ideas about the best way to approach the issue. They will be holding a landowner meeting discussing this topic.

Shaffer also reported a Freshwater Society meeting that she attended. The major topic of discussion was the lawsuit that was filed by the city of Des Moines, Iowa. There is a court date set for August 2016.

LeSeuer River Watershed Network – Jessie Shaffer reported that the LCCMR grant was approved and she spoke about the NRCS staffing problem in Blue Earth County. She reported that the Bull Run Creek project has been put on hold. She also reported that CREP3 is in the works.

2. Tyler Polster reported on his time at the BWSR Academy. He stated that both the classes and the opportunity to network were very beneficial. He attended a variety of courses to help get himself introduced to a wide range of programs and topics.

New Business

1. 2016 Buffer Law and MAWQCP Grant – The grant agreement for the 2016 Buffer Law and MAWQCP grant was available. The board reviewed the agreement and the District’s responsibilities. Motion was made by Stencel, seconded by Shaffer, to approve signing the agreement. Motion carried, all yes.
2. 2014 Flood Relief Grant – Gulbransen reported that the agreement had been processed by BWSR and the funds had been received. Work can begin on this grant.
3. State Cost Share Approvals – The board discussed both projects presented and the available funds. The conclusions are as shown below:
 - a. 1(15) Brad Krause W+SCB Total \$5,551.00 C-S \$3,281.00 – Motion made by Hildebrandt, seconded by Stencel, to approve funding. Motion carried, all yes.
 - b. 2(15) Wendell Armstrong W+SCB Total \$10697.50 C-S \$5,728.13 – This topic was tabled and will be discussed at the December board meeting.
4. 2015 Annual Convention – Gulbransen presented the agenda for the meeting. They discussed the Conservation award winner luncheon. Motion was made by Hildebrandt, seconded by Stencel, to approve the cost of registration and lodging for those interested in going. Motion carried by voice vote, all yes.
5. Tyler Polster’s Probationary Period and Annual Review – Polster’s review was completed prior to the meeting and he met with the Personnel Committee. The Committee recommended that we pass his probation and be moved up to step 3 on the pay scale. Motion was made by Shaffer, seconded by Hagen, to accept the recommendation. Motion carried by voice vote, all yes.
6. Upcoming Meetings – Waseca County Water Plan meeting – November 24
MCIT Annual meeting – December 7

Agency Reports:

No agency reports were made

Staff Reports:

Polster stated that he intended to attend the GBERBA meeting on November 13. He also stated that he has been making site visits at possible Cost Share project sites. He also has been working on completing the 2016 Tree Program order form and descriptions.

Justman reported that the 2016 Calendar is in progress. The remainder of her time has been spent on basic office tasks.

Eric Gulbransen reported that there is going to be a managers meeting to discuss ideas for utilizing the Capacity Building funds that will be received. He gave an update on the status of the NRCS open positions and the Ultima staff that will be hired. Gulbransen also reported on the easement management site visits that he has made.

The next meeting will be held Thursday, December 10.

Adjourn: Motion was made by Hildebrandt, seconded by Stencel, to adjourn the meeting. Motion carried by voice vote, all in favor.

November Bills

Steele Co. SWCD	Hours		2789.23
	Expenses/Mileage		141.45
Clemons Properties	November Rent		665.00
Sportsman Stop	Gas		67.93
Jared J Dufault	Accounting		125.00
Waseca County Recorder	Copies of Deeds		14.00
Peterson Company LTD	2014 Audit		2300.00
MN Ag Dept	2016 Nursery License		175.00
Waseca County	3 rd Quarter Payroll		12172.00
Tyler Polster	Reimbursement	Miles & Expenses	213.70
		Total	18663.31