



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 September 10, 2015. The meeting was called to order at 6:32 p.m. by Jessie Shaffer, Secretary.

Members Present

Larry Hagen
Jessie Shaffer, Secretary
Todd Stencel, Treasurer

Staff Present

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

Others Present

Noel Frank, District Conservationist, NRCS

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

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

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

Bills: (See Attached) Motion was made by Stencel, second by Hagen, to approve payment for the presented invoices that total \$5,681.63. Motion carried. All yes.

Old Business

1. Meeting Reports – Todd Stencel reported that he attended the Water plan meeting, along with Scott Hildebrandt. There were representatives from BWSR present. The report that was given was that the state plans to make a couple of small revisions then approve the plan.

LeSeuer River Watershed Network – Jessie Shaffer reported that she has accepted a position on the steering committee. The date for the first meeting is still being decided.

New Business

1. 2014 BWSR Flood Recovery Grant agreement – \$36,100 - Eric Gulbransen presented the grant agreement to the Board. There was discussion about the agreement including that the grant agreement extended until the end of 2017. Motion was made by Stencel, seconded by Hagen, to sign the agreement. Motion carried by voice vote.
2. Buffer Implementation Allocation – \$20,000 - Gulbransen presented the information about this grant to the Board. They discussed ways that this money could best be put to use. Motion was made by Hagen, seconded by Stencel, to approve and sign the agreement. Motion carried by voice vote. All yes.

3. Ag Water Quality Certification Program – \$6,000 - Gulbransen presented detail about the program and the District’s role in it. There was also discussion about how the offered funds would be put to use and if they wanted to accept the maximum offered or a lower amount. Motion was made by Hagen, seconded by Stencel, to sign the agreement and accept the maximum funds offered. Motion carried, all yes.
4. Designate Authorized Representative for all grants – BWSR requests that there be an Authorized Representative for all grants who has the authority to sign grant agreements in the case the board is unable to meet before an agreement deadline. Motion was made by Shaffer, seconded by Stencel, to name Eric Gulbransen the Authorized Representative. Motion carried by voice vote.
5. Technical and Administrative sign-off for State Cost-Share projects – Motion was made by Shaffer, seconded by Stencel, to give Gulbransen the authority to sign off on technical and administrative aspects of Board approved State Cost Share projects. Motion carried by voice vote, all yes.
6. Carl Guse State Cost Share 1(14) Grassed Waterway - \$2,200.08 Total Cost, \$1,650.06 Cost Share, \$550.02 Landowner – Gulbransen presented this contract for payment now that the work has been completed. Motion was made by Stencel, seconded by Hagen, to authorize payment. Motion carried by voice vote.
7. Resolution to adopt Waseca County Water Plan – Gulbransen presented a resolution stating that the District will be adopting the Waseca County Water Plan as their own. Motion was made by Hagen, seconded by Stencel, to sign the resolution and adopt the plan. Motion carried by voice vote, all yes.
8. 2016 MCIT Estimate – Gulbransen presented the estimate for the District’s 2016 insurance through MCIT.
 - a. Property/Casualty - \$2,502
 - b. Workers Comp - \$386There was discussion about if any changes were needed. The current status of the District 4 wheeler was discussed and it was decided that some investigation was needed on if that should still be included on the District insurance.
9. Cannon River WRAPS session – Le Center, September 30, 1:30-3:30 – Gulbransen presented the information about the upcoming Cannon River WRAPS session to the Board.
10. BWSR Academy – Gulbransen presented the information about BWSR Academy to the Board and recommended that Tyler Polster attend. The registration for the training is \$123 and the cost of the hotel is \$251.70. Motion was made by Stencel, seconded by Shaffer, to approve these expenses. Motion carried by voice vote, all yes.
11. North Central SARE Grants – Gulbransen presented the Board with information about the grants available. Many of these grants have an educational focus.
12. GBERBA/MN Extension Logging/Milling tour – St. James, September 19 – 1-3 pm – Gulbransen presented the Board with the information about this tour.

13. Thank You – Dan Arndt – Gulbransen presented the Board with the Thank you card that was sent by Dan Arndt.

Agency Reports:

There were no agency reports made.

Staff Reports:

Polster reported that the CRP contracts for the reenrollments have been completed. He has also completed the RIM checks that were needed this year. There is an issue with the boundary of one easement and work is being done to correct the problem. Polster reported on the Burleigh County tour. He stated that the principles that he learned were excellent but many of the practices used there were not applicable here since the land use is much different.

Justman reported that the 2014 Audit has been started.

Eric Gulbransen has been working on lots of WCA activity and assisting Polster with the RIM easement boundary problem. He was involved in the completion of the Waseca County Water Plan.

The next meeting will be held October 8.

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

August Bills

Steele Co. SWCD	Hours		4964.62
	Expenses/Mileage		894.15
John's Service Garage	Repair Hitch		29.80
Clemons Properties	August Rent		665.00
Sportsman Stop	Gas		122.17
Jared J Dufault	Accounting		125.00
Waseca County	2 nd Quarter Payroll		8027.45
Tyler Polster	Reimbursement		166.98
		Total	14995.17