# WASECA



**SOIL AND WATER CONSERVATION DISTRICT**

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Approved Minutes of the November 17, 2016 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 November 17, 2016. The meeting was called to order by Chairman Wayne Cords at 6:30 pm.

**Members Present Staff Present**

Todd Stencel, Treasurer Tyler Polster, District Technician

Scott Hildebrandt, Vice-Chairman Cheri Brummund, Office Assistant

Wayne Cords, Chairman Eric Gulbransen, District Manager

The November Agenda was reviews and a motion to approve was made by Todd Stencel, and seconded by Scott Hildebrandt. Motion carried. All-Yes

Minutes of the October 20, 2016 meeting were given to the members for approval. A motion to approve was made by Scott Hildebrandt and seconded by Todd Stencel. Motion carried. All-Yes.

The Treasurers report was tabled until the December meeting due to the Accountant sending the September report instead of the October report.

Bills: (See attached) A motion to approve the November bills for payment was made by Scott Hildebrandt and seconded by Todd Stencel. Motion carried. All-Yes

Old Business:

1. BWSR Academy: Eric Gulbransen and Tyler Polster explained the benefits and learning experiences they encountered at the academy this year including topics of Buffer Strips and definitions and education on easements and their reporting.
2. MCIT Dividends: SWCD received $140.00 in Workman’s Compensation and $949.00 Property & Causality.
3. County Allocation-2nd half-$48,397.00. Eric Gulbransen and Todd Stencel opened discussion on the receipt of the allocation.
4. Waseca Water Plan Meeting-Nov 16th: Eric Gulbransen and Tyler Polster attended the meeting. Eric spoke on the meeting goals and accomplishments. Discussion followed with possible future projects including prioritizing preventative measures on Reed’s Lake and St. Olaf Lake Area.
5. Meeting Reports: There were no District Meeting Reports made.
6. Other: Discussion on Inviting newly elected Keith Morgan to the December Board meeting. Also discussed was retirement for Larry Hagen. Decision was made to order a cake from Hy Vee and have ice cream and coffee and milk at the December Meeting. Cheri Brummund will coordinate. Todd Stencel made a motion to approve and Scott Hildebrandt seconded. Motion Passed. All-Yes.

New Business:

1. MASWCD Convention-December 4-6. Topics on learning events and benefits were discussed. Cheri Brummund would like to have more experience before attending this event. Tyler Polster would benefit from attending. Also the Outstanding Conservation Recipients, Brent and Lianne Possin would be attending. The Possin’s do not have a registration fee but Outstanding Conservation Luncheon fee of $28 ea. The decision was made to pay for Tyler’s registration and meals and also the Possin’s Outstanding Conservation Luncheon meal paid for. Scott made motion to approve and Todd seconded it. Motion approved. All-Yes.
2. IWIP MOA Review-Eric spoke on the Cannon River Watershed Memorandum of Agreement. He also handed out a copy of the agreement for review and discussion.
3. Health Insurance-Discussion on new health insurance options for Tyler Polster and Cheri Brummund. It was decided to change to new policy w/HSA of $3400 each paid pending less of 2 rates after receiving information from Waseca County. The new policy would be Blue Cross Blue Shield-BlueAcess HSA Bronze $6550 Plan 624. Todd made motion to accept and Scott seconded it. All-Yes.
4. 2017 Nursery Dealers License fee $250. Scott Hildebrandt made a motion and Todd Stencel seconded it to pay the license fee. All-Yes.
5. Computers-Discussion was made on updating the 3 computers in the office with new was made on the age of the old computers and need for replacement. The decision was made to get a Laptop for Tyler ($959.63) and Desktop for Cheri ($859.00) at this time with the option to update Eric’s station at a later date. Scott Hildebrandt made a motion to approve and Todd Stencel seconded it. All-Yes
6. Area VI Meeting-November 22,2016-No one will be available to attend at his time.
7. Personnel Policy-a)Timing of reviews, b)Timing of step increases, c)COLA clarification-Discussion on having 1 date for all reviews instead of 2. The decision was made to have the reviews held at the March Board of Supervisors Meeting each year and increases beginning on the first full pay period after April 1st of that year. Scott Hildebrandt made a motion to accept and Todd Stencel seconded it. All-Yes.
8. Other: Eric brought up a discussion on Trailer Storage. The fairgrounds inside storage is full and the present storage location for the trailer is in the corral at the fairgrounds. Scott Hildebrandt will check into some other alternatives.

Staff Reports:

1. Tyler Polster reported in easement verifications the he had been conducting and also learning the advantages of the GIS tools.
2. Cheri Brummund reported on waiting for new credentials for computer access due to the elimination of contracted employment to NRCS. She has also been working on organizing and refurbishing the aerial maps on file. She also reported that Adrienne has been helping her learn the different procedures and programs for SWCD.
3. Eric reported on a number of projects he has worked on in the field over the past month.

Todd Stencel moved to adjourn the meeting at 8:30 pm, Scott Hildebrandt seconded it. All-Yes.

Next Board meeting is December 15, 2016 at 6:30 pm.

November Bills

|  |  |  |  |
| --- | --- | --- | --- |
| Steele Co. SWCD | Hours | 2558.95 |  |
|  | Expenses/Mileage | 131.22 | 2690.17 |
| Clemons Properties | December Rent |  | 665.00 |
| Jared J Dufault | Accounting |  | 125.00 |
| Sportsman Stop | Gas |  | 52.38 |
| Tyler Polster | Mileage | 175.50 |  |
|  | Expenses | 46.72 | 222.22 |
| Waseca County Recorder | Copies |  | 33.00 |
| USPS | Stamps |  | 94.00 |
|  |  | **Total** | **3881.77** |