



WASECA

SOIL AND WATER CONSERVATION DISTRICT

105 22nd Avenue N.E.
Waseca, MN 56093
Phone (507) 835-4800
Fax (507) 835-7895

Approved Minutes of the April 12, 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 April 12, 2018. The meeting was called to order by Chairman Wayne Cords at 6:30 pm.

Members Present

Wayne Cords, Chairman
Scott Hildebrandt, Vice Chairman
Todd Stencil, Treasurer (arrived late)
Jessie Shaffer, Secretary
Keith Morgan, Member

Staff Present

Eric Gulbransen, District Manager
Tyler Polster, District Technician
Cheri Brummund, Admin Assist

Others Present

Jim Smith, NRCS Soil Conservationist
Justin Ross, NRCS Acting District Conservationist

Review of April Agenda: The April Agenda was reviewed. A motion was made by Todd Stencil to approve Agenda, it was seconded by Scott Hildebrandt. All-Yes

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

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

March Bills: The Board was given the current April bills and reviewed. A motion to approve was made by Scott Hildebrandt and seconded by Keith Morgan. All-Yes

Old Business:

1. 2018 Waseca County Budget Appropriation request of \$96794.00 has been granted. noted
2. Revision of Section 13.3-Group Health Programs-Personnel Policy Handbook-to include provision for Family Coverage and H S A Program (individual max contribution per IRS per year)

The District participates in the cost of the group coverage by paying one hundred percent (100%) of the individual employee's (single/family) coverage. The District will also pay H S A up to 50% of individual single rate deductible only or the maximum allowable by IRS, regardless of single/family coverage status. Increases are per Board approval only. Ex: Single Deductible \$5000.00 X 50% = \$2500.00 Family Deductible \$8000.00 X 50%=\$4000.00 IRS Maximum \$3000.00. Maximum the District would pay is \$2500.00/year or \$208.33/month.

Additional insurance such as dental, eye, short-term disability and long-term disability will be sole responsibility of employee. These additional insurance premiums will be deducted from employee's regular payroll.

OR

The District participates in the cost of the group coverage by paying as listed:

Tier 1-District Manager-The District pays 100% of single/family of the group coverage contract
Tier 2-Technicians & Office Staff-The District pays 100% of single coverage of the group coverage contract. The District will also pay H S A up to 50% of single rate deductible only or maximum allowable by IRS, regardless of tier status. Ex: Single Deductible \$5000.00 X 50% = \$2500.00
Family Deductible \$8000.00 X 50%=\$4000.00 IRS Maximum \$3000.00. Maximum the District would pay is \$2500.00/year or \$208.33/month.

Additional insurance such as dental, eye, short-term disability and long-term disability will be sole responsibility of employee. These additional insurance premiums will be deducted from employee's regular payroll.

A decision was made to go with the Tier definitions for insurance coverage. A motion was made by Jessie Shaffer to approve the revision to policy. Scott Hildebrandt seconded motion. All-yes.

3. Computer exchange for Mark with Freeborn County-Eric Gulbransen explained the only difference in the two computers was 2 months of warranty more on Mark's computer vs the Waseca Computer. Todd Stencil made a motion to approve the computer exchange and Jessie Shaffer seconded. All-yes.
4. Other

New Business:

1. Resolutions for 2018-Deadline July 21, 2018 to MASWCD Office-information noted
2. State Audit-Bid from Peterson Company LTD., Owatonna (\$2,300.00) Used in past. Verbal Bid from Clifton, Larson & Allen, Rochester (\$5,000.00). A motion to approve the bid from Peterson Company LTD to conduct the December 31, 2017 audit was made by Jessie Shaffer and seconded by Todd Stencil. All-Yes.
3. GEBRBA Contract/Certification form-need authorization signature. Tyler Polster explained the reasoning for signing the Certification Document. Scott Hildebrandt made a motion to sign certification document. Todd Stencil seconded. All-Yes.
4. Supervisor Voucher Approvals-Scott Hildebrandt made motion to approve and Todd Stencil seconded. All-yes.
5. 2018 SWCD Administrative Training, June 27-28 at Arrowwood, Brainerd. Scott Hildebrandt made a motion to register and bring more information to next meeting. Todd Stencil seconded. All-yes.
6. Supplies for fair booth-ideas were given for handouts at the fair booth. They are letter openers, good quality pens, can cooler. Cheri Brummund will check out the prices and check options and bring to next meeting.
7. Joint Steele/Waseca Get-Together-tentatively scheduled for April 16 at 6:00 at Owatonna location. Eric Gulbransen will confirm to all.
8. Other-Eric Gulbransen reviewed the 20-21 BBR that was submitted to BWSR.

Upcoming Meetings:

1. April 13, 2018 - GBERBA Executive Meeting, 1:00 pm, Blue Earth County Ag Center
2. April 19, 2018 – Meet & Greet w/Grain Millers, 10:30-Noon, Blue Earth Ag Center
3. April 29-May 6, 2018 - Soil & Water Stewardship Week
4. June 7, 2018 - Cover Crop 101 10 am and 201 1 pm at Blue Earth Ag Center

Supervisor/Meeting Reports:

Jessie Shaffer gave very informational meeting reports on the GBERBA Joint Policy Meeting, the MN River Congress, Waseca County Ditch Meeting, Le Sueur River Meeting, Monarch Monitoring and the Pheasant Banquet she attended. Another medallion has been added to our Pheasant plaque. Jessie also reported that the New Richland Area Sportsmans Club was looking for donations on getting signage up describing rain garden being done on St. Olaf Lake. The Board discussed making a donation of \$100.00 to the project since Waseca SWCD has been included in various projects on St. Olaf Lake. Scott Hildebrandt made motion to approve and Todd Stencil seconded. All-yes.

Agency Reports:

Justin Ross is the New Acting NRCS DC for Steele/Waseca Offices. He is from Idaho and will be with Steele/Waseca Offices for 4 months. He outlined the projects in which he would like to continue and complete in his time here.

Staff Reports:

Tyler Polster gave a report on the tree sales for this year noting that the delivery date has been moved later due to this springs weather.

Eric Gulbransen reported on the things he will be doing to aide Mark Schaetske's move to Waseca SWCD as smooth as possible. Updating him on programs and projects started and on going that he has been working on. Eric also mentioned the upcoming Steele/Waseca Get-together for those interested in attending. It will be held in the Steele SWCD Conference Room at 235 Cedardale Drive SE, Owatonna.

Adjourn

The meeting was adjourned at 8:05 pm by Chairman Wayne Cords.

Next Board Meeting Thursday, May 10, 2018 at 6:30 pm.

April Bills:

Steele County SWCD	Wages/Mileage	2759.20/38.15	\$ 2,797.35
Clemons Properties	Rent	May payment	\$ 665.00
Community Bank of Owatonna	Tyler-Cheri H S A	May Payment	\$ 566.66
Sportsman Stop	Gas		\$ 28.88
Community Bank of Owatonna	Mark H S A	May payment	\$ 283.33
Waseca County Aud/Treas	Tyler-Cheri Elective Ins	Payroll deduction	\$ 323.30

\$ 4,664.52

