



# **Waseca Soil and Water Conservation District**

300 North State Street

Waseca, MN 56093

507-835-0603

[www.wasecaswcd.org](http://www.wasecaswcd.org)

Approved minutes of the Waseca SWCD Board of Supervisors Meeting November 9, 2023. The Meeting of the Waseca County Board of Supervisors that was held at the Waseca County SWCD Office Area, 300 North State Street, Waseca. The November 9, 2023 Meeting was called to order by Chairman Wayne Cords at 6:30 pm.

## **Members Present**

Wayne Cords Chairman  
Larry Muff, Vice Chairman  
Keith Morgan, Treasurer  
Matt Sommers, Secretary  
Gregg Rosenthal, member

## **Staff Present**

Mark Schaetzke, District Manager  
Cheri Brummund, Admin Asst

## **Others Present**

De Malterer, Waseca County Commissioner  
Julie Blackburn, Waseca County Resident

## **Review of the November Agenda**

Larry Muff made a motion to approve the Agenda and Matt Sommers seconded. All-Yes

## **Consent Agenda**

1. October Minutes
2. Treasurer's Report
3. Approval of Bills

Matt Sommers made a motion to approve the consent agenda and Larry Muff seconded. All-Yes.

## **Old Business:**

1. Work Hours-Personnel Policy change. (pg 8-9) Policy changes were suggested by the Waseca HR Dept, Melissa Sexton. However some items were expanded on.  
# 7.2 Item of change-elimination of the sentence "Pay Periods have a six day lag"  
# 7.5 Item of change consisted of the Work week being changed from 8 hours a day to 40 hours a week. Work schedules may be set for employees upon request with the District Manager's approval up to 10 hour days 4 days a week for certain length of time. Ex: April –October 10 hour days, 4 days a week with the same schedule throughout and November-March 8 hour days, 5 days a week. This will be an agreement that is approved by the District Manager and employee. Matt Sommers made a motion to approve the changes that the Waseca County HR suggested with the above exceptions, Larry Muff seconded. All-Yes.  
**Holiday, Vacation, and Sick Hours during expanded work schedules was tabled to next meeting.**
2. Social Media-Facebook-Policy and Procedure
  - a. Additional suggestions were to have at least 2 persons review all postings prior to posts, 1 being a Supervisor.
  - b. All pictures and/or posts must come from SWCD phones or Computers only—no personal phones or computers entering information is acceptable.Larry Muff made the motion to approve and Matt Sommers seconded. All-Yes.
3. Final Approval of Newsletter-  
Matt Sommers made a motion to approve and Keith Morgan seconded. All-Yes.

**New Business:**

1. Area VI Meeting-November 28-Courtland Community Center-Courtland 9:00-how many would like to attend. \$17 per person- Larry Muff will attend along with Mark Schaetzke and Joe Edel. Matt Sommers made a motion to approve and Gregg Rosenthal seconded. All-Yes.
2. Le Sueur Workplan and Budget Request (see working graphs)-Larry Muff made a motion to accept contingent upon Policy Committee Approval and Matt Sommers seconded. All-Yes.
3. BWSR Grant for Soil Health Position-Suggestion was made to partner with existing partnerships and apply for Waseca SWCD Staff.
4. Soil Health SH-2023-01 –Cover Crop/Strip Till No Till \$2,200 voucher - Matt Sommers made a motion to pay the first year voucher and Gregg Rosenthal seconded. All-Yes.
5. State Cost Share CS 2022-01 total estimate \$18,821.00, Basins Total Cost Share Payment \$12,438 This amount is less 75% of total because of the Waseca SWCD Cap allotted for Tiling (*Payment would be split coming from 2022 State Cost Share \$7582.75 and 2023 State Cost Share \$4855.25 upon completion*) - Matt Sommers made a motion to approve and Keith Morgan seconded. All-Yes.
6. Riparian Funds Contract RF-2023-04 Cover Crop-Voucher \$2564.00 Matt Sommers made a motion to recommend payment and Gregg Rosenthal seconded. All-Yes.
7. New office chair for Cheri-\$200-\$275-Matt Sommers made a motion to approve purchase of new office chair with a limit of up to \$500.00, Keith Morgan seconded. All-Yes.
8. Other-None

**Supervisor Reports:**

None

**Agency Reports:**

1. De Malterer, County Commissioner- spoke briefly on the Le Sueur 1W1P
2. Mallory Malecek sent a report for NRCS

**Staff Reports:**

1. Cheri Brummund stated that she had been working on the Newsletter and also refining Cash flow sheet.
2. Mark Schaetzke-Manager attached

**Adjourn** –Larry Muff made a motion to adjourn the meeting and Matt Sommers seconded. All-Yes.  
Meeting adjourned at 7:51 by Chairman Wayne Cords.

**Next Board Meeting Thursday, December 14, 2023 at 6:30 pm.**

**Upcoming Meetings:**

- |                |   |
|----------------|---|
| November 15    | LS 1W1P Policy 9:00 am Waseca East Annex  |
| November 17    | GBERBA Policy/Tech Meeting 9:30 Mankato   |
| November 28    | Area VI Meeting-Courtland Community Center, 300 Railroad St, Courtland<br>9:00-2:00 |
| December 5-6   | Mn Soil Health Coalition-Mankato  |
| December 11-13 | MASWCD Annual Convention-Double Tree Hotel, Bloomington                             |

**November Bills:**

Keen Bank	Joe--Mark H S A (\$300.00 ea)		\$ 600.00
Bock's	Truck Gas		\$ 63.01
Peterson Company	Inv#28264	2022 Audit	\$ 3,500.00
John's Svc	Inv#18847	Oil Change/brakes	\$ 469.38
Joe Edel	Voucher #2023-JE 5		\$ 426.13
Mark Schaetzke	Voucher #2023 MS6		\$ 168.34
			\$ 5,226.86

**November 2023 Manager's Report**

**BWSR Academy** – October 24-26. Took a variety of courses. Academy was well planned and presenters were on topic and engaging.

**RIM update** – the two applications from this summer were accepted. BWSR survey next week. RIM is offering a competitive opportunity to enhance vegetation on easements. Upgrade from non-native to native or increase diversity.

**LS 1W1P** – working on cost share and incentive policy for grant funds.

**Cannon 1W1P** – first outreach webinar went well with good attendance and a recording available. Reconciliation identified that we don't have sub-agreements with the partners and we will look at creating one. Will be receiving additional \$300,000 WBIF through BWSR. Funding for the Upper Cannon Study is looking promising with a few more approvals needed.

**Discovery farms** – Farmamerica – Option for SWCD to provide sampling and monitoring services for water monitoring equipment at Farmamerica and Scheffert's Wetland.

**WCA**

On site TEP meeting for excavation in type 2 & 3 wetlands by Lake Elysian.

On site meeting for after the fact application/violation for excavation and fill in type 3 wetland and excavation in type 2 wetland.

Notice of decision on application for sediment removal, waterway, and catchment basin. Complicating factors.

On site wetland delineation review for Gaiter Lake – Waseca City LGU.

On site TEP meeting for Silver Lake Dam replacement.

Notice of application for excavation of wildlife pond in type 2 wetland in Freedom Twp

Site visit for construction in progress for wildlife pond excavation in type 2 wetland and fill in wetland for water retention.