

RICE S.W.C.D.
BOARD MEETING MINUTES
December 15, 2010

PRESENT: Bob Borchert, Richard Huston, Wally Hildebrandt, Steve Pahs, Tom Coffman, Dale Neirby, Jim Purfeerst, Tim Labs, Danielle Waldschmidt and Debbie Skarupa.

ABSENT: Bob Duban and Gary Wagenbach

Chairman Borchert called the meeting to order at 1:00 PM.

AGENDA: Motion by Wally Hildebrandt, seconded by Dick Huston to accept the agenda. Ayes: Borchert, Hildebrandt and Huston. All Aye. None opposed. Motion carried.

MINUTES: Motion by Wally Hildebrandt, seconded by Dick Huston to approve the November 17, 2010 board meeting minutes. Ayes: Borchert, Hildebrandt and Huston. All aye -None opposed - Motion carried.

FINANCIAL: Motion by Dick Huston, seconded by Wally Hildebrandt to approve the November Program Record and Bills Payable subject to audit. Ayes: Borchert, Hildebrandt and Huston. All aye - None opposed - Motion carried. Winona SWCD surplus was discussed.

OLD BUSINESS:

MASWCD CONVENTION: Bob Borchert, Dick Huston and Gary Wagenbach attended the MASWCD Convention held December 5, 6, and 7 at the Crowne Plaza in St. Paul and felt it was very worthwhile. Dick Huston felt wetland management regulations are complicated. Next year at the Radisson in Bloomington or the year after, the schedule will start earlier on Sunday afternoon and then end on Tuesday afternoon. Bob Borchert encouraged Dick, Dale and Jim to attend supervisor Boot Camp Training.

MASWCD SUPERVISOR OF THE YEAR: The Board congratulated Bob Borchert for receiving the MASWCD Supervisor of the Year Award at the convention.

OPEN HOUSE: Wally Hildebrandt's Open House is scheduled for January 21, 2011 from 1:00 to 4:00 PM at the 4-H building in the Rice County Fairgrounds.

NEW BUSINESS:

BWSR STATE C-S FLOOD RELIEF GRANT: Rice SWCD will be receiving \$25,000 from the MN Board of Water and Soil Resources for projects relating to the flooding event in September. These projects could be for repair of sediment basins, ponds, waterways, or for clean up due to flood damage. Press releases are out. Motion by Wally Hildebrandt, seconded by Dick Huston to approve the \$25,000 Flood Disaster Relief and Cost Share Grant. Ayes: Borchert, Hildebrandt and Huston. All Aye. None opposed. Motion carried.

FLOOD RELIEF GRANT T & A: Motion by Dick Huston, seconded by Wally Hildebrandt to set the T&A rate at 20% and the cost share rate at 75% for new projects and 100% for cleanup and repair from the \$25,000 BWSR Flood Relief Grant. Ayes: Borchert, Hildebrandt and Huston.

2010 BUDGET STATUS: Steve Pahs discussed the current budget status. He expects a surplus of about \$2,000 at the end of the year.

2011 PROPOSED BUDGET: Steve went over the 2011 budget line items. Rice County will be allocating \$175,674.00 for 2011 which is a 2% reduction from the 2010 allotment. Ditch services are capped at \$15,000 per year. Wetland Conservation Act dollars have been lowered from \$27,613 to \$23,830 in 2011. Motion by Dick Huston, seconded by Wally Hildebrandt to accept the proposed budget for 2011. Ayes: Borchert, Hildebrandt, and Huston.

PERSONNEL COMMITTEE AND 2011 WAGE ADJUSTMENTS: Items were moved to the end of the meeting.

VEHICLE PURCHASE OPTIONS: Vehicle options were discussed. Steve recommended purchasing the Dodge quad cab with towing capacity and 18 MPG. The old blue pickup could be sold on sealed bids. Motion by Dick Huston, seconded by Wally Hildebrandt to approve purchase of a 2011 half ton quad 4 wheel drive Dodge pick-up at the state bid price including taxes for \$21, 178.00. State bid requires you own it for six months before selling it. Ayes: Borchert, Hildebrandt and Huston. All Aye. None opposed. Motion carried.

GOODHUE VEGETATIVE BUFFER CONTRACT: Motion by Wally Hildebrandt, seconded by Dick Huston to approve the following Goodhue Vegetative Buffer Contracts:

VBG2010-3 Chris Hokanson-36267 124 Ave Way - BelleCreek Sec 18-20 -Veget Buffer - \$5440.
VBG2010-4 Scott Hawkinson-28888 390 St - Belvidere Twp Sec 36 – Veget Buffer - \$8048.00
VBG2010-5 Les Schliep-49401 195 Ave- Pine Is Sec21 – Veget Buffer - \$4080.00
VBG2010-6 Troy Hokanson-13610 370 St- Belle Creek Sec 17,20 - \$5,480.00
VBG2010-7 Dennis Remme-58057 Goodhue Blvd Warsaw Sec 30 Veget. Buffer \$3,224.00

Ayes: Borchert, Hildebrandt, and Huston. All Aye. None opposed. Motion carried. Rice SWCD is administering the grant.

APPROVE AG BMP LOAN APPLICATIONS: Tim Labs explained the BMP process. Motion by Dick Huston, seconded by Wally Hildebrandt to approve the following three Ag Best Management Program Loan Applications:

Scott Marik	Kilkenny	Ag Waste System	\$13,018.00
Dan Melchert	Morristown	Conservation Tillage Equipment	\$47,500.00
John Schulz	Faribault	Conservation Tillage Equipment	\$22,342.00

The above three meet the District's criteria and will go on to their lender for final approval. Ayes: Borchert, Hildebrandt, and Huston. All Aye. None opposed. Motion carried.

EQIP LOCAL WORK GROUP PROCESS: An EQIP Local Work Group Meeting will be held January 6 at 9:00 AM to set policy priorities and ranking sheets. The Stakeholder's Meeting, open to everyone, starts at 9:00 AM, and the actual group approves priorities at 9:30 AM. Members include Tom Coffman, Steve Pahs, Cory Christenson and Brad Carlson. Beth Kallestad from CRWP would also like to attend.

WCA ESCROW AGREEMENT AND POLICY: Tim Labs explained that in the past contractors working on wetlands have given the SWCD a surety bond or large check to be held until the project gets finished correctly. The money could have been used to complete or redo a project if the contractor did not finish it according to specs. A future project will be Northfield sewer lines that will be going through wetlands. We are now required to establish an escrow account at the bank instead of hold a check and are using Olmsted's agreement as a template. Motion by Dick Huston, seconded by Wally Hildebrandt to approve the Escrow Agreement between Rice SWCD and applicants. Ayes: Borchert, Hildebrandt, and Huston. County attorney will also review.

CONSERVATION CORPS APPRENTICE OPPORTUNITY: Steve explained the Conservation Corps Apprentice Program would provide a person from June to August but would need a mentor from Rice SWCD. Currently, there is no extra time to train such a person. No action was taken.

ZUMBRO WATERSHED OPENINGS: Zumbro Watershed Partnership is looking for education and fund-raising committee members. A small portion of the Zumbro Watershed is in Rice County.

IRS MILEAGE RATE FOR 2011: Motion by Dick Huston, seconded by Wally Hildebrandt to approve the IRS mileage rate of \$.51 per mile starting January 1, 2011. Ayes: Borchert, Hildebrandt and Huston.

WCA NRBG GRANT: Motion by Wally Hildebrandt, seconded by Dick Huston to approve the WCA portion of the Natural Resources Block Grant for \$23,830.00. Ayes: Borchert, Hildebrandt and Huston.

SUPERVISOR REPORTS: This is Wally Hildebrandt's and Bob Borchert's last board meeting. Wally has been a supervisor for "51" years and Bob Borchert for eight. Wally said he will need to be replaced as an RC&D board member. He has been asked to help with planning. Dick Huston said he gave a PowerPoint presentation to Tri-Lakes Sportsmen's Club and the Kiwanis. Divine Mercy's fifth grade class was at his place for the third prairie burn this fall and may use Dick's prairies as a classroom in the future. Bob Borchert said he will need to be replaced on BALMM and the Joint Powers Board. Both thanked everyone and were thanked by everyone for their leadership as Rice SWCD supervisors. Area 7 has had many state presidents and very dedicated and capable people. Wally and Bob have both received Supervisor of the Year Awards. Clarence Anderson served for 14 years and was in the running for state president. Wally has served under "every" NRCS state conservationist. Both Wally and Bob contributed much to conservation efforts in Rice County and statewide, and it has been a pleasure to have them on our board. They will be greatly missed. JPB's were defined for Dale. Each area has a Joint Powers Board that administers feedlot grants. Two engineers design structures for animal waste and a professional engineer needs to sign off on projects. Some of the past projects were for: Randy Bauer, Dean Franz, Scott Marik, Chuck Shimota and Jim Duban.

D.C. REPORT by Tom Coffman:

1. Construction was done last week. Busy now updating contract dates and making payments.
2. MASWCD Convention: As you know all DC's in MN attended this meeting. Then our state conservationist held a DC meeting Tuesday and Wednesday. We had a very informative meeting and it was good to get to know Don's thoughts/priorities. He feels it's important for him to stay connected to the field, so he is planning on one or two DC meetings per year.
3. WRP/RIM: The Bernie and Sally Rosckes WRP/RIM application will soon be closed. This will be a permanent easement on 55 acres of restored wetland-upland that is presently in CRP.

4. CSP signup ends January 7. Spread the word to your neighbors who are doing a good job of conservation.
5. EQIP ranking will conclude January 31. Seasonal High Tunnels are still in the schedule. Now owners are allowed to heat and vent them.

DISTRICT MANAGER'S REPORT by Steve Pahs:

Work has been focused on fall/winter construction work, which should be ending soon with the cold temperatures we are now having. There has been quite a lot of ditch work lately, with some cleanouts, debris removal, culvert replacement, etc. I've also been spending time with our new employee training her in various areas. As the year draws to an end, I've also been reviewing budget data, working on employee reviews, and a vehicle purchase.

Other activity this month:

- Gave two presentations at Northfield HS science classes on soil conservation
- Did a feedlot evaluation for Robert Matthies
- Met with FEMA rep and reviewed flood damage
- Took Katie to Jeff Beckman's for a NMP update
- Met with Paul Liebenstein and Katie for NMP update
- Construction checks at the Klapperich farm
- Attended the MASWCD Convention
- Prepared the SWCD newsletter
- Worked on tree program and native plant program

The next month should be filled with administrative tasks such as the final budget, year-end reporting, and wrap up of construction projects.

It has been a busy and exciting year for the SWCD. I have enjoyed the opportunity to work with Wally Hildebrandt and Robert Borchert. They have been very dedicated to the mission of the district and have served us well. I wish them the best in their retirement from the board.

DISTRICT PROGRAM MANAGER'S REPORT by Tim Labs:

- ✱ Continued processing RIM and RIM/WRP easements
- ✱ Construction staking and inspection on the Jerry Sevcik CREP wetland restoration
- ✱ Attended monthly Plat Review Meeting at Planning and Zoning
- ✱ Continued with state cost share annual status reviews of contracts from 2009, 2005 and 2001 fiscal years.
- ✱ Wetland Conservation Act Activities:
 - Reviewed a wetland delineation report on the proposed Kalina Park project in Lonsdale and attended a Technical Evaluation Panel (TEP) meeting to discuss.
 - Held a TEP meeting to review a wetland delineation report on the Shaw property in Cannon City Twp.
 - On-going processing on the Circle Lake proposed banking project.
 - Assisted the Planning and Zoning office on preliminary wetland delineation in McCullough Park by Shields Lake.
 - Looked at a couple of potential wetland violation sites that will need follow-up when conditions improve.

- Reviewed and processed a wetland application for the City of Northfield for temporary wetland impacts for a new sewer lift station.
- Reviewed an Environmental Assessment report on a proposed upgrade project at the Faribault Airport.
- Other miscellaneous WCA activities.

FARM BILL TECHNICIAN’S REPORT by Danielle Waldschmidt:

I have been working with the general CRP contracts, completing field visits, conservation plans and contracts. There is still some interest in the CWF buffer incentive. I have been working to promote the incentive by sending out proposals and contacting landowners about the incentive. I have been working on completing mid-contract management modifications for CRP contracts.

Accomplishments Include:

- Completed proposals for CRP
- Worked with landowners that are interested in CRP
- Completed general CRP field visits, conservation plans, contracts, etc...
- Met with landowners that signed up for the RIM Buffer program
- Assisted BWSR with Sevcik CREP field work
- Met with landowners about filter strips and CWF incentive
- Attended Conservation Luncheon

RECESS: Motion by Dick Huston, seconded by Wally Hildebrandt to recess the meeting while the Personnel Committee discusses its findings. Ayes: Borchert, Hildebrandt and Huston. All Aye. None opposed. Motion carried. Time: 2:30 PM.

BOB BORCHERT CALLED THE MEETING BACK TO ORDER AT 2:45 PM.

2011 WAGE INCREASES: The Personnel Committee recommended the step increases as called for on the wage schedule and a 1% increase to Deb and Tim who are at the top of their wage schedules. No cost of living increases will be given. Motion by Dick Huston, seconded by Wally Hildebrandt to accept the Personnel Committee findings and approve step increases for Steve, Danielle, and Katie with Debbie and Tim (who are at the top of the step scale) receiving a 1% salary increase starting with pay period one in January. Ayes: Borchert, Hildebrandt, and Huston. All Aye. None opposed. Motion carried.

OTHER/CORRESPONDENCE:

ADJOURN: Chairman Borchert adjourned the meeting at 2:45 PM. Cake, cookies and discussion followed for Bob and Wally’s last meeting.

Respectfully submitted by:

Debbie Skarupa – Admin. Assistant

Board Supervisor