

SOIL AND WATER CONSERVATION DISTRICTS



“Helping bring YOU clean water”

Redwood SWCD

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MINUTES FROM THE MAY 14, 2009 MONTHLY BOARD MEETING

Supervisors

Chair
Mike Hewitt
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(507) 859-2406

Vice Chair
Donald Steffen
District II
(507) 648-3485

Secretary
Thomas Morley
District I
(507) 641-3742

Treasurer
Joseph Plaetz
District IV
(507) 747-2803

PR & I
Ralph Heiling
District III
(507) 249-3568

Staff
Marilyn
Bernhardson
District
Administrator

Kari Clouse
Office
Assistant

Judy Schulte
District
Technician

Karen
Wilhelmi
Education
Coordinator

The monthly meeting of the Redwood Soil and Water Conservation District was called to order at 8:00 a.m., on Thursday, May 14, 2009 by chair Mike Hewitt. The meeting was held in the meeting room of the Ag Service Center in Redwood Falls, MN.

BOARD MEMBERS PRESENT:

Mike Hewitt – Chair
Don Steffen– Vice-Chair
Tom Morley – Secretary
Joe Plaetz – Treasurer
Ralph Heiling – PR&I

STAFF: Marilyn Bernhardson – District Administrator

COUNTY COMMISSIONER: Gary Dahms

ADOPT AGENDA: Motion by Heiling, second by Morley to adopt the agenda with the addition of Farm bill Contract, Orientation and Technical Service Area Evaluations. Motion carried by all voting yes.

MINUTES: Motion by Steffen, second by Heiling to approve the minutes from the April 9, 2009 board meeting as sent. Motion carried by all voting yes.

PUBLIC COMMENT: None

Page 2 - Redwood SWCD MAY 14, 2009 Meeting Minutes

STATE COST SHARE:

FY 2007 Clean Water Legacy

Due to a landownership dispute, the landowner request we cancel their request for cost share assistance at this time. Motion by Plaetz, second by Steffen to cancel the following request for cost share assistance:

CWL-75-07	Donna/Jim Zollner	Dam	\$28,000.00
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Motion carried by all voting yes.

Motion by Steffen, second by Morley to accept the following request for cost share assistance:

CWL-76-07	Lloyd Goltz	Dam	
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Goltz dam will be cost shared up to but not exceeding \$46,125. This figure will be based on the number of remaining funds in our 2007 Clean Water Legacy Account at time of payment. Remaining funds that are not cost shared through Clean Water Legacy will be cost shared through Area II or possibility RCRCA.

Motion carried by all voting yes.

Motion by Heiling, second by Plaetz to approve payment for the following completed cost share contracts:

CWL-26-07	Daniel Schmidt	Intakes	\$ 2,250.00
CWL-30-07	Dan Fuhr	Basins	\$ 4,693.40
CWL-66-07	Bob Hoffbeck	Intakes	\$ 675.00
CWL-74-07	Brent Prouty	Dam	\$11,013.00

FY 2008 Clean Water Legacy

Motion by Steffen, second by Morley to approve the following requests for cost share assistance:

CWL-51-08	Nick Fischer	Intakes	\$ 900.00
CWL-52-08	Dan VanLeeuwe	Intakes	\$ 600.00
CWL-53-08	James LeClairie	Intakes	\$ 900.00
CWL-54-08	John Rohlik	Intakes	\$4,500.00
CWL-55-08	Daniel Schmidt	Intakes	\$1,800.00
CWL-56-08	Jeff Otto	Intakes	\$3,300.00

Motion carried by all voting yes.

Page 3 - Redwood SWCD May 14, 2009 Meeting Minutes

RCRCA will provide technical assistance for all the above contracts.

Motion by Steffen, second by Morley to approve payment for the 1st year payments for Nutrient Management:

CWL-6-08	Wallace Paradis	N. Mgt.	\$3,750.00
CWL-7-08	Brad Paradis	N. Mgt	\$3,750.00

Motion carried by all voting yes.

Motion by Heiling, second by Morley to approve payment for the following completed cost share contracts:

CWL-31-08	LK Farms	Intakes	\$2,019.27
CWL-48-08	Dale Hansen	Intakes	\$4,005.08

Motion carried by all voting yes.

Buffer Strip Program:

Motion by Plaetz, second by Steffen to approve the following request for cost share assistance under the Buffer strip Cost Share Program:

BS-3-08	Donn Stellmacher	Mgt Habitat	\$1,463.00
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Motion carried by all voting yes.

BILLS PAYABLE: Motion by Steffen, second by Heiling to approve payment of bills through May 14, 2009 totaling \$ 48,972.83. Motion carried by all voting yes.

REPORTS:

Kari Clouse entered the meeting at 8:36 a.m.

Office Assistant Report: Clouse 1) Completed Year-end financial reports for 2008 and submitted to BWSR. 2) Completed an additional financial report for FY 07 and 08 as requested by the State Auditor's office. 3) First quarter tax reports. 4) Month end financial reports and paperwork for both RCRCA and the district and prepared reports for board meetings. 5) Preparing folders for EQIP and WHIP sign ups. 6) Prepare board meeting minutes for distribution. 7) Updated Water Management plan financial report. 8) Entering 2007 and 2008 payments for clean water legacy in eLINK. 9) Helping out with trees when needed. 10) Prepared postcards and envelopes for district tour mailing. 11) Working on RCRCA reports for vouchers to be submitted to RCRCA. 12) Attended and take minutes for RCRCA monthly board meetings. 13) Mailing letters for RCRCA for those interested in low interest septic loans. 14) Processing 1026's.

Page 4 - Redwood SWCD April 9, 2009 Meeting Minutes

REPORTS: continued

Kari Clouse left the meeting and Karen Wilhelmi entered the meeting at 8:46 a.m.

Education Report: Wilhelmi 1) Scheduled the Ecology bus for Redwood Valley and Cedar Mountain schools in 2009. 2) Environthon completed for the year. 3) Working on environmental fair. 4) Science Museum is in Redwood County doing a ground water program for all the schools in the county. 5) Helping with trees. 6) Working on tour. 7) Working with state cost share financial paperwork. 8) Sent out letters for EQIP.

Karen Wilhelmi left the meeting at 9:00 a.m.

District Administrator: Bernhardson 1) Attended Clean Water Council Meeting. 2) Held a joint meeting with all the districts in the Redwood and Cottonwood River Watershed. 3) Participated in the RIM/WRP conference call. 4) Picked-up tree matting machine. 5) Made changes to insurance policy. 6) Office had a career's student for several days. 7) Helped out with title insurance for Steve Whittet's RIM Road Replacement wetland restoration. 8) Drove the tour and have been working on all the details. Developed invite and helped send it out as well as sending out special guest invites. 9) Completed MCIT payroll audit for workman's compensation. 10) Completed personnel reviews. 11) Worked on Farm Bill Grant. 12) Finalized poster, letter and forms for WCA. 13) Spoke at a Watersheds Partners meeting.

Brian Pfarr entered the meeting at 9:10 a.m.

NRCS: Pfarr - District Conservationist job opening was posted today. 2) Several programs have sign up going on simultaneously: EQIP - deadline May 22, 2009, WHIP - deadline May 29, 2009, and RIMWRP - deadline June 1, 2009. For all three programs need to get them ranked and put in the computer. 3) Currently have two DC's assisting us in the county.

Brian Pfarr left and Judy Schulte entered at 9:20 a.m.

TECHNICAL REPORT: Judy 1) Planting trees. 2) Working with WHIP, Rock-Outcrop, and WRP/RIM programs. 3) Helped with Envirothon. 4) Job shadowed a student for a couple days. 5) Helping with survey when time permits. 6) Attended MinnFarm and Terrace training. 7) Several WCA projects we need to complete.

Judy Schulte left the meeting at 9:27 a.m.

RCRCA: Steffen reported on the April 20, 2009 meeting.

RC&D: Heiling reported on the April 22, 2009

Page 5 - Redwood SWCD April 9, 2009 Meeting Minutes

REPORTS: *continued*

COUNTY COMMISSIONER: Dahms – 1) Held spring legislative conferences for cities, school boards and county. 2) As of yesterday funding for Railroad and veteran cemetery was still in the bonding bill. Veteran cemetery would be somewhere in Redwood County.

RESOLUTIONS: If anyone has ideas for resolutions they need to be written and approved at our June board meeting, so they can be presented at the June area V meeting.

TECHNICAL SERVICE AREA (TSA) AGREEMENT: Office received copy of final draft. After the word “joint” was removed from title, it appears as though the agreement is ready for signature at next TSA meeting. Motion by Plaetz, second by Steffen to authorize Heiling to sign the agreement at next meeting of the technical service area. Motion carried by all voting yes.

EVALUATIONS FOR TSA STAFF: No TSA staff has worked in Redwood County this past year, so N/A will be entered on both evaluations. Motion by Steffen, second by Morley for board to sign the forms with N/A in all categories for both staff members. Motion carried by all voting yes.

RCRCA JOINT POWERS: A discussion was held regarding the renewal of RCRCA’s Joint Powers Agreement. Motion by Heiling, second by Steffen to authorize Steffen to sign new joint powers contract at RCRCA’s board meeting.

POSSIBLE COST SHARE VIOLATION: Bernhardson went over the findings for cost share contract 3-03 for Layne Augustine. Corrective action plan was reviewed. Motion by Plaetz, second by Morley to sign corrective action transmittal form and send to Layne Augustine by certified mail. If we get no response due to the dollar amount of the contract, the case will be closed. Motion carried by all voting yes.

WORKERS COMPENSATION INSURANCE: Bernhardson explained that in the past years the minimum amount we could report for supervisors was \$9,360 per supervisors. That would equate to \$51.00 worth of insurance. Now they have raised the minimum to \$15,600 plus raised the rate of insurance. So now the rate will be \$429.00 or higher. The only way to change it is to pass a new resolution saying you no longer wish to cover supervisors under the district policy. Motion by Steffen, second by Heiling to discontinue work comp coverage for district supervisors, sign the resolution and forward to MCIT.

TOUR: Bernhardson reviewed the details for the tour on June 3, 2009. Meal will now be served at Kuhar Park in Lamberton.

Page 6 - Redwood SWCD April 9, 2009 Meeting Minutes

FARMBILL CONTRACT: Staff completed Phase IX Farm Bill Assistance Grant. Due to not having the position staffed for several months we do have a carryover of funds. This carryover will be subtracted from any grant we receive. Motion by Heiling, second by Plaetz to sign the Phase IX grant and submit to BWSR for funding. Motion carried by all voting yes.

ORIENTATION: MASWCD will be holding an orientation and refresher conference for SWCD supervisors and employees on July 14 and 15, 2009 in St. Cloud. More details will follow at a later date.

PERSONNEL: Board discussed wages for employees. Motion by Plaetz, second by Steffen to keep wages per hour the same and take into consideration the health insurance increase for 2009. Motion carried by all voting yes.

BUDGET: Due to needing information from the state we will wait to put together the 2010 budget together until after June board meeting.

NEXT MEETING: The next meeting of the Redwood Soil and Water Conservation District will be held June 11, 2009 at 8:00 a.m. in the meeting room of the Ag Service Center in Redwood Falls, MN.

ADJOURNMENT: Meeting was adjourned at 9:50 a.m.

Supervisor