

SOIL AND WATER CONSERVATION DISTRICTS



“Helping bring YOU clean water”

Redwood SWCD

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MINUTES FROM THE FEBRUARY 11, 2010 MONTHLY BOARD MEETING

Supervisors

Chair
Mike Hewitt
District V
(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 9:30 a.m., on Thursday, February 11, 2010 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
Donald 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 following additions: Technical Approval Authority and TSA Meeting. Motion carried by all voting yes.

MINUTES: Motion by Plaetz, second by Steffen to approve the minutes from the January 14, 2010 board meeting as sent. Motion carried by all voting yes.

PUBLIC COMMENT: None

STATE COST SHARE:

District: At the request of the landowner, Motion by Heiling, second by Steffen to cancel the following request for cost share assistance:

6-08	Richard Dallenbach	Fmstd.	\$ 375.00
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Motion carried by all voting yes.

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FY 2008 Clean Water Legacy: Motion by Plaetz, second by Steffen to approve payment of the following 2008 Clean Water Legacy contracts:

CWL-47-08	Anthony Quade	WW	\$3,075.00
CWL-13-08	David Swedzinski	Intakes	\$2,100.00

Motion carried by all voting yes.

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

CWL-74-08	Robert Carr	638's	\$6,884.00
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Buffer Strip Cost Share – Motion by Heiling, second by Morley to approve payment for the following contract:

BS1-08	Victor Johnson	Wetland Restoration	\$3,391.00
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Motion carried by all voting yes.

BILLS PAYABLE: Motion by Plaetz, second by Heiling to approve payment of all bills totaling \$70,523.86 through February 11, 2009. Motion carried by all voting yes.

REPORTS:

Office Assistant – Read by Bernhardson 1) All financial items for District and RCRCA. 2) Payroll and reports for District and RCRCA. 3) Monthly rain gauge reports to state climatologist. 4) Attended January RCRCA board meeting and processed minutes. 5) Completed 2009 MCIT payroll audit for RCRCA. 6) Completed paperwork for insurance for RCRCA pick-up. 7) Worked with Mark Hiles to refine eLINK report that was submitted by February 1st. 8) Completed 2009 water management financials and eLINK reporting. 9) Continue to process 1026's. 10) Mailing out payment notifications for EQIP. 10) Prepare district minutes for mailing. 11) Working on district yearend financial reports.

Karen Wilhelmi entered the board meeting at 9:56 a.m.

Education: - Wilhelmi 1) State Cost Share and Clean Water Files. 2) Entered information in eLINK. 3) Prepared local work group survey letters and updated mailing lists and sent letters out. 4) Continue to scan in documents for NRCS. 5) Help out where needed for buffer strip program. 6) Worked with SW/WC for setting up laptop. 7) Finished work on Annual Report and posted on website. 8) Working on printing annual reports for affiliate members. 9) Preparing presentation for Redwood Valley Middle school.

Karen Wilhelmi left the meeting at 10:00 a.m.

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Ken Kammerer entered the meeting at 10:00 a.m.

STORAGE BUILDING: City Building Inspector Ken Kammerer explained Redwood Falls' building code to the board. Discussion followed. Further information is needed before a decision can be made on height of building. Storage building will be placed on March agenda.

Ken Kammerer left the meeting at 10:15 a.m.

Judy Schulte entered the meeting at 10:25 a.m.

Technical: - Schulte 1) To date we have submitted 48 contracts for the Riparian Buffer Strip Program. Had 32 approved for the first round and remaining will be in pending file or wait for second round of funding. 2) Developed new CRP proposals. Have signed the following new contracts: 5 Wetland restorations, 13 filterstrips, and 2 tree practices. 3) Tree designs and plans. 4) Work with Redwood Ag class to design plan to upgrade environmental learning center. 5) Submitted requests for re-seed on RIM lands, will be working with producers to get the projects established. 6) Completed year end reports for several programs. 7) Met with Ernie Fiala, Willy Rabenberg and Lucas Youngsma to go over all county road projects for environmental concerns. 8) Participated in Slug tests on DNR wells. 9) Took the tree matting machine to Walnut Grove to make wheel adjustments and have it sand blasted and then painted. 9) Will be ordering weed mat rolls with several districts. 10) DNR is working with local landowner on potential large tree planting and if successful we will order trees for them. 11) Still working on Sunny Ruthchild rain garden, next step is plant selection. 12) Developing material for re-inventory of tile systems for MRAP. 3) Native Buffer grant submitted was fully funded.

COST SHARE ON TREE MATS: Current policy for tree mats is 75% of the landowners cost with a maximum of .95 cents per mat, for tree mats used on conifers only. We do not have a policy on tree mats applied via rolls using the tree matting machine. The state guideline for rolls is 75% not to exceed \$40 per 100 foot.

TECHNICAL APPROVAL AUTHORITY: Area Resource Conservationist, Mike Nienaber has established some approval levels for several conservation practices for technician, Schulte. Board needs to concur with these levels. Motion by Heiling, second by Plaetz to authorize chair to sign technical approval authority for Schulte. Motion carried by all voting yes.

Judy Schulte left the meeting at 11:07 a.m.

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REPORTS (continue):

District Administrator: Bernhardson 1) Attended Clean Water Council meeting and steering committee meeting. 2) Submitted lobbying expense form. 3) Submitted Workman's Compensation Report to MCIT. 4) Wrote articles for annual report that is posted on website and will be mailed to affiliate members. 5) Attended RIM state meeting in Shoreview. 6) Reviewed and made corrections in the eLINK year end report. 7) Finalized Water management plan year end. 8) Processing Riparian Buffer Strip applications. 9) Processing RIM applications. 10) Brainstormed ideas for individual meeting with MRAP land operators. 11) Scheduled appointments for day at the capitol. 12) Received notice that the grant submitted on behalf of the district in RCRCA received \$75,000 Clean Water Funds for 2010. 13) There is going to be a meeting about funding for the Middle Minnesota River Watershed.

Area Meeting – Due to weather the meeting was postponed until March 18, 2010 at St. Stephens's church in Marshall.

Brian Christiansen and Gary Watson entered the meeting at 11:14 a.m.

NRCS: Christiansen – See attached report.

Tom Morley left the meeting at 11:22 a.m.

Gary Watson – 1) Reported on status of Coteau Des Prairie RC&D. 2) NRCS is still paying lease on space occurred by nutrient management specialist. 3) DC position – Opening was announced twice. First time did not get quality applications; second time still did not get quality applications. Will meet with acting State Conservationist to discuss options. Opening will not be announced again for awhile. Brian will continue to be acting until decision is made.

Brian Christiansen and Gary Watson left the meeting at 11:37 a.m.

TSA – Heiling reported on the January 15, 2010 meeting

RCRCA: Steffen reported on the January 25, 2010.

Tom Morley re-entered the board meeting 12:05 p.m.

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COUNTY COMMISSIONER: Dahms – 1) County Board asked the union not to take COLA for the last year of contract. Members voted to take COLA increase. County needed to make cuts, so offered early retirements to several individuals. Nine individuals indicated they would take early retirements. They have 30 days to change their mind and decide not to take the retirement; it looks like there may be one of the nine who will change their mind. Some of the positions need to be replaced others will not. They may look at reorganizing some of the positions. 2) County did select ditch systems where they will start completing re-determination of benefits. 3) New Armor, state communication system needs to be in place by 2013 and will be some expense to the county.

EMPLOYEE PERSONNEL POLICY: Personnel committee met and reviewed the personnel policy. Motion by Plaetz, second by Heiling to adopt the resolution approving the new District Personnel Handbook, as presented to the board. Motion carried by all voting yes.

POLICY STATEMENTS: Board reviewed policy statements. Motion by Steffen, second by Plaetz to remove the following statement policies from our policy statement document:

- January 2, 1986 – Holiday and Meal Rate
- January 7, 1988 – Soil Survey Charge
- May 12, 1988 – Life Insurance and Copier Agreement
- August 8, 1989 – Long Term Agreements
- March 9, 1990 – Overtime Hours
- January 10, 1992 – Employee Policy
- April 13, 1996 – Compressed Schedule
- June 8, 1995 – Tree Policy
- December 13, 2001 – Dress Code
- August 11, 2005 – Dress Code Modification
- December 8, 2005 – Clarification of Personnel Policy

OTHER BUSINESS: None

NEXT MEETING: The next meeting of the Redwood Soil and Water Conservation District will be March 11, 2010 at 9:30 a.m. in the meeting room of the Ag Service Center in Redwood Falls, MN.

ADJOURNMENT: Motion to adjourn the meeting at 12:34 p.m. Motion carried by all voting yes.

Supervisor