



**MINNESOTA  
SOIL and WATER CONSERVATION DISTRICTS**

*Minutes of the September 13, 2018 Board Meeting  
Martin Soil and Water Conservation District  
Fairmont, Minnesota*

**Meeting called to order by Beckman at 9:00 am**

**The Pledge of Allegiance**

Members present: Judy Beckman – Chair, Larry Cowing – Vice Chair, Tyler Ask – member, and Linda Meschke – member

Absent: Clair Schmidt – member

Others present: Ashley Brenke – District Manager, Greg Johanson – Farm Bill Technician, Betsy Norland – District Conservationist, and Dustin Benes – Technician

**Changes or Additions to Agenda**

**Old Business**

Area VI Meeting

**New Business**

Pay Equity Report

A motion was made by Cowing to approve the additions to the Agenda, second by Meschke. Motion carried unanimously.

**Secretary's Report**

A motion was made by Meschke to approve the August 9, 2018 Secretary's Report, second by Cowing. Motion carried unanimously.

A motion was made by Beckman to approve the August 31, 2018 Special meeting Secretary's Report, second by Cowing. Motion carried unanimously.

**Treasurer's Report**

A motion was made by Meschke to approve the Treasurer's Report, second by Cowing. Motion carried unanimously.

**Bills to Pay**

First Aid Kits for all vehicles, \$38 each. Request additional quotes.

**Programs**

**Cost-Share Programs**

**State Cost Share**

*Cancellation*

CS #11-17                      Robert Carlson  
Township:                      Cedar  
Project:                         Well Sealing  
Project Bid Amount:         \$800.00  
Cost Share Requested:       \$400.00  
Slippage:                       \$400.00

A motion was made by Meschke to cancel CS #11-17, second by Beckman. Motion carried unanimously.

CS #17-17                      Jackie Mann  
Township:                      Manyaska  
Project:                         Well Sealing  
Project Bid Amount:         \$540.00  
Cost Share Requested:       \$270.00  
Slippage:                       \$270.00

A motion was made by Cowing to cancel CS #17-17, second by Meschke. Motion carried unanimously.

*New Projects:*

CS #13-18x                      Ben Scholl  
Township:                      Cedar  
Project:                         Well Sealing  
Project Bid Amount:         \$2,385.00  
Cost Share Requested:       \$1,000.00

A motion was made by Meschke to encumber \$1,000.00 for CS #13-18x, second Cowing. Motion carried unanimously.

CS #14-18                      Truesdell Family  
Township:                      Lake Belt  
Project:                         Well Sealing  
Project Bid Amount:         \$1,275.00  
Cost Share Requested:       \$637.00

A motion was made by Beckman to encumber \$637.00 for CS #14-18, second by Meschke. Motion carried unanimously.

CS #15-18                      Goldmount Vet  
Township:                      Lake Belt  
Project:                         Well Sealing  
Project Bid Amount:         \$1,330.00  
Cost Share Requested:       \$665.00

A motion was made by Meschke to encumber \$665.00 for CS #15-18, second by Cowing. Motion carried unanimously.

CS #16-18                      Todd Stueber  
Township:                      Rutland  
Project:                         Well Sealing  
Project Bid Amount:         \$3,175.00  
Cost Share Requested:       \$1,000.00

A motion was made by Meschke to encumber \$1,000.00 for CS #16-18, second by Cowing. Motion carried unanimously.

### **Capacity – Clean Water Funds**

#### *New Projects*

CF #4-18                      John Ufer  
Township:                      Waverly  
Project:                        Cover Crops  
Project Bid Amount:        \$13,500.00  
Cost Share Requested:     \$13,500.00

A motion was made by Cowing to encumber \$13,500.00 for CF #4-18, second by Beckman. Motion carried unanimously.

CF #5-18                      Ufer Farms Partnership  
Township:                      Waverly  
Project:                        Cover Crops  
Project Bid Amount:        \$13,680.00  
Cost Share Requested:     \$13,680.00

A motion was made by Meschke to encumber \$13,680.00 for CF #5-18, second by Beckman. Motion carried unanimously.

### **Cooperative Weed Management Area (GBERBA)**

#### *Completed Projects*

W05-16                        Nelson Township  
County:                        Watonwan  
Project:                        CWMA  
Project Bid Amount:        \$3,929.59  
Cost Share Due:              \$2,000.00

A motion was made by Meschke to approve payment of \$2,000.00 for W05-16, second by Cowing. Motion carried unanimously.

W06-16                        Riverdale Township  
County:                        Watonwan  
Project:                        CWMA  
Project Bid Amount:        \$3,353.66  
Cost Share Due:              \$2,000.00

A motion was made by Cowing to approve payment of \$2,000.00 for W06-16, second by Meschke. Motion carried unanimously.

### **Grant Programs**

#### **CREP Technician and Farm Bill Technician**

Discussion and review of these two Grant Programs, 50% of Walters and Johanson's time is through these programs.

### **Flood Funding**

Funding ends at the end of the year. The grants may need extensions due to wet weather.

### **Old Business**

#### **Office Lease**

An update was given. Square footage would probably be about 1200 square feet plus the 116 for the break room.

### **Watershed Conservation Planner**

Job announcement posting has closed. There were four applications. Review of applications will be after this meeting. Interviews will be held on September 20, 2018.

A motion was made by Meschke to delegate hiring authority to the personal committee authority, second by Ask. Motion carried unanimously.

### **AREA VI Meeting**

The next Area VI meeting will be hosted by Martin County on November 27, 2018 at the Knights of Columbus Hall. Discussion on guest speakers and food catering for the event.

### **Martin County Fair**

Report on the Fair booth attendance. Discussion on sponsoring a conservation related speaker or demonstrator.

### **New Business**

#### **Pay Equity Report**

Discussion about the report, all requirements were met.

A motion was made by Meschke to approve the Pay Equity Report, second by Ask. Motion carried unanimously.

#### **BWSR Academy**

BWSR Academy will be on October 29-31, with three staff attending. Cost for the academy will be \$845.00.

A motion was made by Ask to approve three staff attending, second by Meschke. Motion carried unanimously.

#### **Retention Schedule**

Discussion about the retention schedule for records in storage.

A motion was made by Meschke to adopt the retention schedule, second by Cowing. Motion carried unanimously.

#### **2019 Capacity Work Plan**

Draft work plan was reviewed. Funds were moved to cover additional costs for office expenses and office equipment.

A motion was made by Ask to approve the 2019 Capacity Work Plan with changes, second by Cowing. Motion carried unanimously.

### **Reports**

#### ***Special Meetings***

##### ***MN AIS Research Showcase and Lab tour - Benes***

Benes attended the MN AIS research showcase and lab tour.

##### ***Watonwan Watershed Meeting - Ask***

Watonwan Watershed meeting was held, Ask attended. Election of officers was held, discussion about hiring a consultant for the watershed. Watonwan County will be the fiscal agent. Multiple meetings will be held and MCIT will come talk at one of those.

#### ***County Commissioner Report***

Possibility of working in conjunction with the County on staff trainings on safety and first aid. The District will work to partner with the County for its wage scale review.

***District Conservationist Report – Norland***

See handout.

***District Manager Report – Brenke***

See handout.

***Water Plan – Beckman***

Next Water Plan meeting will be held on September 27, 2018 at 7:00 pm at the SWCD office.

***GBERBA – Ask***

The next Policy meeting will be on September 14, and the next Technical Committee meeting will be on September 19.

**Erosion and safety announcements**

Radio announcements for erosion and farm safety during the fall harvest, not to exceed \$1,000.00. A motion was made by Meschke to approve up to \$1,000.00 for radio announcements, second by Cowing. Motion carried unanimously.

**Adjourn**

A motion was made by Meschke, second by Ask to adjourn meeting. Motion carried unanimously.

Meeting was adjourned at 10:30 am.

Respectfully submitted,

\_\_\_\_\_ Date Approved \_\_\_\_\_ Secretary-Treasurer