

SE SWCD TECHNICAL SUPPORT JPB

Monday, July 31, 2017

People's Energy Cooperative

Oronoco, MN

9:30 A.M.

VOTING MEMBERS PRESENT: Larry Scherger-Dodge, Paul Heers-Freeborn, John Jaeger-Goodhue, Jim Gebhardt-Mower, Paul Uecker-Olmsted, Jim Purfeerst-Rice, Jerry Welke-Root River
Tom Gosse-Wabasha

OTHERS PRESENT: Adam King-Dodge, Donna Rasmussen-Fillmore, Mark Schaezke-Freeborn, Glen Roberson-Goodhue, Chris Wagner-Goodhue, Justin Hanson-Mower, Steve Pahs-Rice, Dave Walter-Root River, Eric Gulbransen-Steele, Terri Peters, Wabasha, Kate Bruss-JPB Engineer, Pete Fryer-JPB Engineer, Chris Nelson –JPB Engineering Technician, Adam Beilke-BWSR, Dave Copeland-BWSR, Bridgette Timm- SE MN Water Resources Board, Sheila Harmes-White Water Watershed JPB

The meeting was called to order at 9:43 a.m. by Chairman Scherger with the Pledge of Allegiance. A quorum is present. Those present introduced themselves to the group.

I. AGENDA

Motioned by John Jaeger seconded by Tom Gosse to approve the Agenda as presented. Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Uecker, Welke. Opposed: None. Motion passed.

II. SECRETARY'S REPORT

Motioned by Paul Uecker seconded by John Jaeger to approve the January 31, 2017 Board Meeting Minutes, the March 23, 2017 Special Meeting Minutes, and the June 15, 2017 Executive Committee Meeting Minutes. Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Uecker, Welke. Opposed: None. Motion passed.

III. COMMITTEE REPORTS

Glen Roberson informed those present that the Finance Committee had met on July 26, 2017. (See attached for details) Those present reviewed and discussed the Finance Committees recommendations. No action was taken at this time.

IV. ACTION ITEMS

Old Business:

1. Grant Updates:

Glen Roberson updated those present on the following ongoing JPB Grants. (See attached for details)

- A. LCCMR Cover Crop Grant
- B. MN Department of Ag Water Quality Certification Regional Grant
- C. RCPP Feedlot Grant CWL Soil Health Initiative
- D. MN Department of Ag Nitrogen BMP Grant
- E. Soil Health Grant

- F. Enhanced Shared Technical Services Grants Part 1
- G. Enhanced Shared Technical Services Grants Part 2
 - Shared Wetland Conservation Act Position
 - Cash Match Needs
- H. CWL Nutrient Management Planning Grant (Fillmore & Rice)

No action was taken at this time.

New Business:

1. Review and Act on Finance Committee Recommendations

A. Action on Approval of Fiscal Year 2017 Financial Reports

Motioned by John Jaeger seconded by Jim Gebhardt to approve the Fiscal Year 2017 Financial Reports as presented. Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Uecker, Welke. Opposed: None. Motion passed.

B. Authorize Application for FY2018 BWSR Grant: NPEA Base Operations Funding (Chair Authorized to Sign via Resolution Approve at January 29, 2017 Meeting)

C. Authorize Application for FY2018 BWSR TSA Enhanced Shared Technical Services Part A Grant #125,000.00 with 10% Match Required

D. Authorize Application for FY2018 BWSR TSA Enhanced Share Technical Services Part B Grant \$115,000.00 with 10% Match

Motioned by Tom Gosse seconded by Paul Heers to authorize application of the FY2018 NPEA Base Operation Grant, the FY2018 TSA Enhanced Shared Technical Services Part A Grant and the FY2018 TSA Enhanced Shared Technical Services Part B Grant, as all three are now combined into one grant agreement. Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Uecker, Welke. Opposed: None. Motion passed.

E. Action on RCPP Small Feedlot Fix Program:

i. Amend Rice SWCD Sub Agreement: Nate Kuball Project, \$5,737.15

Motioned by Paul Uecker seconded by Tom Gosse to approve the amendment to Rice SWCD's sub agreement for the Nate Kuball project in the amount of \$5,737.15. Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Uecker, Welke. Opposed: None. Motion passed.

ii. Amend Policy Language on Payments (See attached for details)

Motioned by Paul Uecker seconded by John Jaeger to approve the Policy language amendments as presented. Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Uecker, Welke. Opposed: None. Motion passed.

iii. Approve and Authorize new Sub Agreements for each SWCD

Motioned by Paul Uecker seconded by Tom Gosse to authorize the new sub agreements for \$20,000.00 for each SWCD and authorizing the Host Manager to sign the agreements when they are received. Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Uecker, Welke. Opposed: None. Motion passed.

F. Action on Soil Health Position Funding

Motioned by John Jaeger seconded by Jim Gebhardt to explore redirecting some JPB Grant funds, Local Capacity Funds and Clean Water Funds from the SE MN Water Resources Grants to help further fund the Soil Health Position including some of the TSA Enhanced Shared Technical Services Part B previously budgeted for a shared WCA position. Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Uecker, Welke. Opposed: None. Motion passed.

G. Action on Match for BWSR Grants (Existing and New Grants)

Motioned by Paul Uecker seconded by John Jaeger to bill each SWCD \$854.55 now to fund the \$9,400.00 FY2016 Enhanced Shared Technical Services Grant Part B cash match requirement deficiencies and bill an additional \$712.64 to each SWCD after the January 2018 Board meeting if other eligible match is not found as a one-time fix for the FY2017 Grants. Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Uecker, Welke. Opposed: None. Motion passed.

H. Action on Approval of Fiscal Year 2018 Budget

Motioned by Paul Uecker seconded by Paul Heers to approve the Fiscal Year 2018 Budget as discussed. Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Uecker, Welke. Opposed: None. Motion passed.

I. Action on Payment of Administrative Funds Received during FY2017 to Goodhue SWCD

Motioned by Jim Gebhardt seconded by Paul Uecker authorizing payment of administrative funds received during FY2017 to Goodhue SWCD in the amount of \$8,772.68. Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Uecker, Welke. Opposed: None. Motion passed.

J. JPB Staff Equipment Update

No action was taken at this time, as it was included in the FY2018 Budget action.

K. Action on Financial Audit Bid: \$2,050.00 from Peterson Company LTD

Motioned by John Jaeger seconded by Tom Gosse to approve and accept the bid from Peterson Company LTD in the amount of \$2,050.00 for the audit of the JPB's FY2017 financial records. Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Uecker, Welke. Opposed: None. Motion passed.

L. Action on Final Financial Reports for BWSR Grants: Authorized JPB Secretary to Sign Grant Final Financial Reports

Motioned by Jim Purfeerst seconded by Paul Heers authorizing the JPB Secretary to sign the JPB Grants final financial reports when completed. Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Uecker, Welke. Opposed: None. Motion passed.

2. Action on Sub Recipient Agreement with SE MN Water Resources Board for Administrative Support for MAWQCP and RCPP Small Feedlot Fix Programs
Motioned by Paul Uecker seconded by John Jaeger to approve the Sub Recipient Agreement with the SE MN Water Resources Board for Administrative Support for the MAWQCP and RCPP Small Feedlot Fix Programs. (See attached for details) Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Uecker, Welke. Opposed: None. Motion passed.
3. Action on SE MN Water Resources Board Request for a Sub Committee to meet with them on Shared Administration and Possible JPB Merger Options
Motioned by Tom Gosse seconded by Paul Uecker authorizing the Executive Committee along with Adam Beilke and Glen Roberson to meet with the SE MN Water Resources Board to discuss shared administration and possible JPB merger options. Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Uecker, Welke. Opposed: None. Motion passed.

Paul Uecker exited the meeting at 11:30 a.m.

4. Other
Donna Rasmussen discussed drafting a letter to NRCS requesting financial help from them to fund Dean Thomas's Soil Health position. She suggested each SWCD sign the letter when completed.

Motioned by Jim Gebhardt seconded by Paul Heers authorizing a letter to be drafted and sent to NRCS requesting financial help fund the Soil Health position. Each SWCD will sign the letter when completed. Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Welke. Opposed: None. Motion passed.

V. PROJECT SUMMARY/REPORTS

1. BWSR Updates:
Adam Beilke from BWSR updated those present on the Technical Training and Certification programs. He also discussed TSA reorganization and other BWSR current events. He encourage everyone to attend the 25 by 25 meeting being held in Rochester later in the evening if possible.
2. Other
There were no other reports at this time.

VI. ADJOURNMENT

Motioned by Tom Gosse seconded by Paul Heers to adjourn the meeting. Voting affirmative: Gebhardt, Gosse, Heers, Jaeger, Purfeerst, Scherger, Welke. Opposed: None. Motion passed.

The meeting was adjourned at 11:43 a.m.

Respectfully submitted,



Jan. 31, 2018

Glen Roberson
Secretary

ATTACH: Finance Committee Report

FY2017 Financial Reports

FY2018 Budget

Grant Updates

Amended Policy on Language on Payments

Sub Recipient Agreement with SE MN Water Resources Board

Equipment

<u>Item</u>	<u>Staff</u>	<u>Cost</u>
Plotter	Fryer	\$2,048.76
AutoCAD Roads Package	PF, JR	\$2,700.00
Rod Level	KB	\$63.00
200' Tape	CN	\$28.60
JMC Backsaver soil sampler	CN	\$536.79
Total		\$5,377.15

(2)