

**District Regular Board Meeting**

Monday – February 22nd, 2021

**4:00 PM**

Goodhue County SWCD Conference Room

104 East 3<sup>rd</sup> Avenue, Goodhue MN 55027

Zoom Link: <https://us02web.zoom.us/j/8599817067?pwd=U3pGbEZ6MHJocGhBV3A0cXl3SjZ5QT09>

Meeting ID: 859 981 7067 Passcode: 854068 Call in @ (312) 626-6799

**Minutes**

**I. Call to Order and Pledge Allegiance**

Meeting was called to order at 4:00 pm by Vice-Chair Mark Comstock. It was noted that due to ‘MN Department of Administration Open Meeting Requirements during a State of Emergency’, meeting held utilizing telephone conferencing require all votes be taken by roll call, which will be used at this meeting.

SWCD Supervisors Present	SWCD Supervisors Absent	SWCD Staff Present	Others Present
<i>In Person:</i>		<i>In Person:</i>	<i>In Person:</i>
Mark Comstock, Vice Chair		Beau Kennedy, District Manager	Jeff Matzke, NRCS
Don Schliep, Secretary		Delane Krier, Administrative Asst.	Zoom Conference Call:
Christopher Hinck, Reporter		Chris Fritz, District Technician	Brian DeVetter
Zoom Conference Call:		Coty Hyllengren, District Technician	
Jeff Beckman, Chair			
Ed McNamara, Treasurer			

**II. Approval of the Agenda**

Motioned by Schliep, seconded by Hinck to approve the Agenda. Affirmative: Comstock, Hinck, Schliep. Opposed None. Motion carried.

**III. Consent Agenda**

No consent Agenda items.

**IV. Secretary’s Report**

a. Approve January 25<sup>th</sup>, 2021 District Regular Board Meeting Minutes

Motioned by Hinck, seconded by Schliep to approve the January 25<sup>th</sup>, 2021 Secretary’s Report. Affirmative: Comstock, Hinck, Schliep. Opposed None. Motion carried.

**V. Public Comment (10 Minute limit)**

No public comments.

4:05 McNamara joined the meeting.

**VI. Action Items**

a. Action on Personnel Committee Recommendations on Position Description and Authorize Hiring of Natural Resource Specialist Position

Motioned by Schliep, seconded by Hinck to approve the Personnel Committee Recommendations on Position Description and Authorize the Hiring of the Natural Resource Specialist Position. Affirmative: Comstock, Hinck, Schliep, McNamara. Opposed None. Motion carried.

4:10 Beckman joined the meeting

b. Action on Equipment Committee Recommendation on Purchase of Trimble R2 GPS and 2021 Truck and Procedure to Sell 2016 Chevy Truck

Motioned by Beckman, seconded by Schliep to approve the Equipment Committee Recommendations on Purchase of Trimble R2 GPS and 2021 Truck and Procedure to Sell 2016 Chevy Truck. Affirmative: Comstock, Hinck, Schliep, McNamara, Beckman. Opposed None. Motion carried.

c. Action on Goodhue SWCD Record Retention Schedule

Motioned by McNamara, seconded by Schliep to approve the Goodhue SWCD Record Retention Schedule. Affirmative: Comstock, Hinck, Schliep, McNamara, Beckman. Opposed None. Motion carried.

d. Action on Woodlot Manager and Wildlife Manager of the Year Awards

Motioned by McNamara, seconded by Beckman to approve the Purchase of Plaque for 2020 Conservation Farmer, no nominations for 2020 Woodlot or Wildlife Award winners. Affirmative: Comstock, Hinck, Schliep, McNamara, Beckman. Opposed None. Motion carried.

**VII. Reports**

a. NRCS Report (see attached)

b. District Manager's Report

i. 2021 Legislator Letter

ii. Registration for MASWCD Legislative Briefing & Day at the Capitol

iii. Administrator Report

iv. Zumbro 1W1P

c. Staff Reports

i. Coty Hyllengren – Cost Share Program/JD Drill

ii. Chris Fritz – RIM/Traux/Co Ditch

d. Supervisor's Activity Report

Hinck – JPB Meeting / McNamara – JPB & Equipment Committee Meeting / Beckman – Personnel Committee Meeting / Comstock – Personnel & Equipment Committee Meeting

e. Other

**VIII. Treasurer's Report / Payables**

a. Approve the January 2021 Financial Report (Balance Sheet, Profit & Loss Budget vs Actual)

Motioned by Beckman, seconded by Hinck to approve the January 2021 Financial Reports. Affirmative: Comstock, Hinck, Schliep, McNamara, Beckman. Opposed None. Motion carried.

b. Approve the February 2021 Accounts Payable

Motioned by Schliep, seconded by Beckman to approve the February 2021 Accounts Payable. Affirmative: Comstock, Hinck, Schliep, McNamara, Beckman. Opposed None. Motion carried.

**IX. Adjournment**

Motioned by McNamara, seconded by Beckman to adjourn the meeting. Affirmative: Comstock, Hinck, Schliep, McNamara, Beckman. Opposed None. Motion carried. Meeting adjourned at 5:25 pm.

Respectfully submitted

  
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Don Schliep, Secretary

**Upcoming Events**

- March 18<sup>th</sup> MASWCD Legislative Briefing and Day at the Capital (Registration deadline March 12<sup>th</sup>)
- March 22<sup>nd</sup> SWCD Board Meeting 4pm.
- March 24<sup>th</sup> County Ditch #1 Virtual Meeting. 9am

## NRCS Program Updates: February 22<sup>nd</sup>, 2021

### **Contract / Application Status**

- 25 active CSP contracts
- 7 active EQIP contracts
- 46 CSP Classic 2020-1 applications
- 40 EQIP 2020 applications (32 High Priority; 27 want to move forward)

### **Upcoming Program Deadlines**

#### EQIP EQIP 2021-1

- Assessment/Ranking – March 5<sup>th</sup>, 2021
- Approval – April 9<sup>th</sup>, 2021
- Obligation – July 2<sup>nd</sup>, 2021

#### EQIP 2021-2

- Batching Date – March 5<sup>th</sup>, 2021

#### CSP

*CSP-Renewal applications that were not funded in the last go around will be allowed to compete for funding in the next CSP-General sign-up.*

#### CSP 2021-Classic

- Application – March 26<sup>th</sup>, 2021
- Assessment/Ranking – April 2<sup>nd</sup>, 2021
- Approval – June 4<sup>th</sup>, 2021
- Obligation – July 23<sup>rd</sup>, 2021

#### CSP 2022-Renewal

- Application – March 26<sup>th</sup>, 2021
- Assessment/Ranking – TBA
- Approval – TBA
- Obligation – TBA