

**District Regular Board Meeting**

Monday – December 21, 2020

**4:00 PM**

Goodhue County SWCD Conference Room  
104 East 3<sup>rd</sup> Avenue, Goodhue MN 55027

Join Zoom Meeting

<https://us02web.zoom.us/j/81775394213?pwd=YStEeS9xV0J4YTJzUUFCV21CNFBVZz09>

Meeting ID: 817 7539 4213

Passcode: 650962

Call in 1-312-626-6799

**Minutes**

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

*Meeting was called to order at 4:00 pm by Chair Jeff Beckman.*

*Supervisors Present: Jeff Beckman (Chair), Mark Comstock (Vice Chair), Don Schliep (Secretary), Ed McNamara (Treasurer), John Jaeger (Reporter)*

*Staff: Glen Roberson, Beau Kennedy, Delane Krier*

*Member(s) from public: Christopher Hinck*

*Conference Call Attendee(s): Adam Beilke (BWSR), Brian DeVetter (NRCS),*

**II. Approval of the Agenda**

*Moved by Jaeger, seconded by Schliep to approve the Agenda. Affirmative: Beckman, Comstock, Jaeger, McNamara, Schliep. Opposed: None. Motion carried.*

**III. Consent Agenda**

1. Approve Zumbro 1W1P Reimbursement Payments: Invoices to Barr Engineering - Invoice #23551058-17 for \$8,618.50, Invoice #23551058-18 for \$1,880.00 and Olmsted County SWCD Invoice#2235 for \$3,238.50 approved @ the December 10<sup>th</sup> 2020 Zumbro 1W1P Policy Committee meeting.
2. Approve Payment Voucher to Chris Hokanson for \$500.00; Cover Crop Single Species Contract #LCF2019-08.
3. Approve Payment Voucher to Carlson Farms of Goodhue for \$3719.81; Cost Share Contract #LCF2019-14; Grassed Waterway.
4. Approve Payment Voucher to Cory Wiebusch for \$1400.00; Cover Crop Multi Species Contract #LCF2020-01. (Upon Payee Signature)
5. Approve Payment Voucher to Zach Knutson for \$1400.00; Cover Crop Multi Species Contract #LCF2020-02.
6. Approve Payment Voucher to Dennis Remme for \$1000.00; Cover Crop Single Species Contract #LCF2020-05.
7. Approve Payment Voucher to Gerard Goering for \$13901.40; Grade Stabilization Structure Contract #2016WF-06.
8. Approve Payment Voucher to Fall Ridge Properties for \$13314.60; Grade Stabilization Structure Contract #2016CWF-07.

*Moved by McNamara, seconded by Comstock to approve the Consent Agenda. Affirmative: Beckman, Comstock, Jaeger, McNamara, Schliep. Opposed: None. Motion carried.*

**IV. Secretary's Report**

1. Approve November 23, 2020 District Regular Board Meeting Minutes.

*Moved by McNamara, seconded by Jaeger to approve the Secretary's Report for November 23, 2020. Affirmative: Beckman, Comstock, Jaeger, McNamara, Schliep. Opposed: None. Motion carried.*

2. Approve December 8, 2020 Special Board Meeting Minutes.

*Moved by McNamara, seconded by Schliep to approve the Secretary's Report for December 8<sup>th</sup>, 2020. Affirmative: Beckman, Comstock, Jaeger, McNamara, Schliep. Opposed: None. Motion carried.*

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

*None*

**VI. Action Items**

1. Action on Amendment to Tim Hattermer Cost Share Contract #LCF2019-12, Water and Sediment Control Basin; Original Amount Authorized \$12,840.00, Amended Total Amount \$13,691.25.

*Moved by Jaeger, seconded by Schliep to approve the Amendment to Tim Hattermer Cost Share Contract #LCF2019-12, Water and Sediment Control Basin; Original Amount Authorized \$12,840.00, Amended Total Amount \$13,691.25. Affirmative: Beckman, Comstock, Jaeger, McNamara, Schliep. Opposed: None. Motion carried.*

2. Approve Payment Voucher to Tim Hattermer for \$13,691.25, Cost Share Contract #LCF2019-12; Water & Sediment Control Basin. Funds from 2019 Local Capacity.

*Moved by Jaeger, seconded by McNamara to approve the Payment Voucher to Tim Hattermer for \$13,691.25, Cost Share Contract #LCF2019-12; Water & Sediment Control Basin. Funds from 2019 Local Capacity. Affirmative: Beckman, Comstock, Jaeger, McNamara, Schliep. Opposed: None. Motion carried.*

3. Action on Amendment to Steve Lindstrom Cost Share Contract #LCF2019-16, Water & Sediment Control Basin; Original Amount Authorized \$6,075.00, Amended Total Amount \$7,598.25. Funds from 2019 and 2020 Local Capacity.

*Moved by McNamara, seconded by Schliep to approve the Amendment to Steve Lindstrom Cost Share Contract #LCF2019-16, Water & Sediment Control Basin; Original Amount Authorized \$6,075.00, Amended Total Amount \$7,598.25. Funds from 2019 and 2020 Local Capacity. Affirmative: Beckman, Comstock, Jaeger, McNamara, Schliep. Opposed: None. Motion carried.*

4. Approve Payment Voucher to Steve Lindstrom for \$7,598.25, Cost Share Contract #LCF2019-16; Water & Sediment Control Basin.

*Moved by McNamara, seconded by Comstock to approve the Payment Voucher to Steve Lindstrom for \$7,598.25, Cost Share Contract #LCF2019-16; Water & Sediment Control Basin. Affirmative: Beckman, Comstock, Jaeger, McNamara, Schliep. Opposed: None. Motion carried.*

5. Designate Supervisor Area to be on SE SWCD Technical Support Joint Powers Board.

*Moved by McNamara, seconded by Jaeger to have the Chair, Jeff Beckman, designate a Supervisor to be on SE SWCD Technical Support Joint Powers Board. Chair designated John Jaeger to continue until January JPB meeting when has been held and a new Supervisor is appointed. Affirmative: Beckman, Comstock, Jaeger, McNamara, Schliep. Opposed: None. Motion carried.*

6. Authorize Hiring Process for District Manager.

Moved by Jaeger, seconded by Schliep to Authorize Hiring Process for District Manager as stated: Posting for position will be done Internal, will be open for 10 Calendar days from the day posted, Resume and Cover Letter will need to be sent to Chair Jeff Beckman. Affirmative: Beckman, Comstock, Jaeger, McNamara, Schliep. Opposed: None. Motion carried.

7. Review and Approve District Mangers Responsibilities / Job Description.

Moved by Schliep, seconded by McNamara to approve the District Mangers Responsibilities / Job Description. Affirmative: Beckman, Comstock, Jaeger, McNamara, Schliep. Opposed: None. Motion carried.

8. Action on Personnel Committee Recommendations.

Moved by Jaeger, seconded by Schliep to approve the Personnel Committee Recommendations with a 2.0% COLA increase, wage scale step & longevity payment for eligible staff. District Administrator range and step will be retroactive to January 1<sup>st</sup> 2021 upon official start date. Affirmative: Beckman, Comstock, Jaeger, McNamara, Schliep. Opposed: None. Motion carried.

9. Approve 2021 Goodhue SWCD Budget.

Moved by McNamara, seconded by Schliep to approve the 2021 Goodhue SWCD Budget as presented. Affirmative: Beckman, Comstock, Jaeger, McNamara, Schliep. Opposed: None. Motion carried.

**VII. Reports**

1. NRCS Report

NRCS report was presented by Brian DeVetter. Discussion on SWCD Tech's getting funds for working on NRCS projects. DeVetter stated at this time NRCS is short staffed and therefore needing SWCD Techs assistance to get projects on-the-ground. Chairman Beckman questioned DeVetter about altering our Operational Agreement or acquiring a Contribution Agreement to help compensate the District staff. DeVetter said at this time there are no funds available for Technical Assistance support, but hopefully the NRCS can fill Tech positions soon.

2. District Manager's Report

Roberson reported on the JPB Special Board Meeting, CRP signup, CRP Walk-In Program

3. Supervisor's Activity Report

Jaeger – JPB Meeting, State Meeting

McNamara – Interview with Farmer Magazine, Future Virtual Manure Management Meeting, Calendar, State Meeting

Schliep – Special Board Meeting

Comstock – Special Board Meeting, Personnel Committee Meeting

Beckman - Special Board Meeting, Personnel Committee Meeting

4. Other

a. Kennedy - Cost Share Funds, 1W1P

b. Kennedy - Retiring SWCD Employee and Supervisor Recognition

c. Krier – AgBMP Program Virtual Meeting

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

1. Approve the November 2020 Financial Report

Moved by McNamara, seconded by Comstock to approve the November 2020 Financial Reports. Affirmative: Beckman, Comstock, Jaeger, McNamara, Schliep. Opposed: None. Motion carried.

2. Approve December 2020 Accounts Payable

*Moved by McNamara, seconded by Comstock to approve the December 2020 Accounts Payable. Affirmative: Beckman, Comstock, Jaeger, McNamara, Schliep. Opposed: None. Motion carried.*

**IX. Adjournment**

*Moved by Jaeger, seconded by Schliep to adjourn the meeting. Affirmative: Beckman, Comstock, Jaeger, McNamara, Schliep. Opposed: None. Motion carried. Meeting adjourned at 5:35 pm.*

Respectfully submitted

  
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Don Schliep, Secretary

**Upcoming Events**

January Goodhue SWCD Board Meeting – January 25, 2021 @ 4:00pm

## NRCS Program Updates: December 21<sup>st</sup>, 2020

### **Contract / Application Status**

- 33 active CSP contracts
- 8 active EQIP contracts
- 31 CSP Classic 2020-1 applications (0 high priority)
- 14 CSP 2021-1-Renewals (2 High Priority)
- 39 EQIP 2020 applications (30 High Priority)

### **Upcoming Program Deadlines**

#### EQIP

*If the applicant is Socially Disadvantaged, the EQIP application was received before 9/30/2020, the application was received after 9/30/2020 but on or before 11/20/2020 and the county has zero pending/eligible applications received by 9/30/2020, or the application is for select national initiatives, the application will be prioritized as High for EQIP 2021-1. All other applications will be medium*

#### EQIP 2021-1

- Batching Date – November 20<sup>th</sup>, 2020
- Workload Prioritization – December 11<sup>th</sup>, 2020
- 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

FY21 CSP Renewal (extended 2015-1 and 2016) – 14 applications (2 High Priority; 0 Funded)

- Contract Obligation – February 26, 2020

#### 2020 Annual Payments

- Payments requested in 2020 deadline – November 5<sup>th</sup>, 2020
- Number of payments requested in 2020 - 32
- Number of payments completed so far - 20
- Number of payments requested in 2021 - 12