

# District Regular Board Meeting

Monday, January 27, 2020

4:30 PM

Goodhue County SWCD Office

## *Minutes*

### **I. Call Meeting to Order and Pledge of Allegiance**

*The Meeting was called to order at 4:40 pm by Chair Jeff Beckman.*

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

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

### **II. Election of Officers:**

*Moved by McNamara, seconded by Jaeger to re-elect the current slate of Officers for 2020: Chair: Jeff Beckman;*

*Vice Chair: Mark Comstock; Treasurer: Ed McNamara; Secretary: Don Schliep; Reporter: John Jaeger.*

*Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried.*

### **III. AGENDA**

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

### **IV. CONSENT Agenda**

1. Board Chair signature on Grant P19-2449 Buffer Law 2019 Financial Report.

2. Board Chair signature on Grant P16-7144 SWCD Local Capacity Services 2016 Financial Report

3. Board Chair signature on Grant P17-6348 SWCD Local Capacity Services 2017 Financial Report

4. Board Chair signature on Grant P19-7637 SWCD Conservation Delivery 2019 Financial Report.

5. Board Chair signature on Grant C15-4698 Protecting and Restoring Water Quality in Mississippi River/Lake Pepin Watershed.

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

### **V. SECRETARY'S REPORT**

1. Approve December 23, 2019 District Regular Board Meeting Minutes.

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

### **VI. PUBLIC COMMENT PERIOD (10 Minute limit)**

### **VII. ACTION ITEMS**

1. Appointment of SWCD Committees.

*Moved by Comstock, seconded by McNamara to approve the SWCD Committees for 2020 (see attached).*

*Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried.*

2. Action to Set SWCD Board Meeting Time & Dates.

*Moved by McNamara, seconded by Comstock to approve the Board Meeting Times & Dates as follows: the 4<sup>th</sup> Monday of every month, starting at 4:30 PM from December to March, 7:30 PM from April to November.*

*Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried.*

3. Designate Official County Newspaper.

*Moved by Jaeger, seconded by McNamara to approve to follow the County's Official Newspaper: Red Wing Republican Eagle. Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried.*

4. Action on 2020 Mileage Reimbursement Rate.

*Moved by McNamara, seconded by Jaeger to approve to follow the standard mileage rate issued by the IRS's for 2020. Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried.*

5. Action on 2020 NACD Membership Dues.

Moved by Jaeger, seconded by McNamara to approve the 2020 NACD Membership Dues at \$775. Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried.

6. Action on Payment of 2020 Dues; (Envirothon; \$175.00, SE MASWCD; \$500.00, SE SWCD Tech Support JPB; \$1000.00, MASWCD; \$4,697.31)

Moved by McNamara, seconded by Comstock to approve the Payment of 2020 Dues for Envirothon at \$175.00, SE MASWCD \$500.00, SE SWCD Tech Support JPB \$1000.00, and MASWCD \$4697.31. Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried.

7. Action on Review and Approval of SWCD Charges for Services.

Moved by McNamara, seconded by Comstock to approve the SWCD Charges for Services (see attached). Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried.

8. Action on Goodhue SWCD 2019 Audit Bids: Authorize Solicitation of Bids.

Moved by McNamara, seconded by Comstock to approve the Authorization of Solicitation of Audit Bids for 2019. Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried.

9. Action on Ag BMP Low Interest Loan Annual Report.

Moved by McNamara, seconded by Jaeger to approve the Annual AgBMP Low Interest Loan Annual Report. Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried.

10. Action on Authorizing Purchase of Trimble R2 Survey GPS Unit and Accessories.

Moved by Comstock, seconded by Jaeger to approve the purchase of the Trimble R2 Survey GPS Unit and Accessories. Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried.

11. Goodhue SWCD sale of F250 and Colorado and Vehicle Purchase (SUV) per Equipment Committee Recommendation.

Moved by McNamara, seconded by Comstock to approve the sale of F250 and Colorado and Vehicle Purchase at the discretion of the District Manager with the consultation of the Chair. Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried.

12. Action on Employee Compensation for 2020 – Rescind previous motion and reconsider.

Moved by McNamara, seconded by Comstock to rescind the motion approved on December 23, 2019 setting Employee Compensation for 2020. Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried. Moved by McNamara, seconded by Comstock to approve a 2.0% Cost of Living Increase for SWCD staff, with Salary Steps staying the same as previously approved on December 23 2019. Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried.

13. Action on Attendance at Precision Ag Workshop @ 2020 National Pheasant Fest, Feb. 14 2020, Minneapolis Convention Center, \$35 Registration: Coty Hyllengren.

Moved by Comstock, seconded by Jaeger to approve the Attendance of Coty Hyllengren at the Precision Ag Workshop @ 2020 National Pheasant Fest. Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried

14. Action on Minnesota Association of Drainage Inspectors Annual Dues of \$50.00

Moved by McNamara, seconded by Jaeger to approve Annual Drainage Inspectors Dues of \$50.00 for 2020. Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried

15. Action to Review and Approve Employee Job Approval Authority for the Following Staff:

Beau Kennedy: ECS (Ecological Services) / Chris Fritz: ECS / Coty Hyllengren: ECS  
Moved by Comstock, seconded by Jaeger to approve the Job Approval Authority for the Staff (Kennedy, Fritz, Hyllengren) as presented. Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried

## VIII. REPORTS

### 1. Staff Reports

Kelsey Petit – MPCA Annual Report / Producer Meetings / Feedlot Registration / Manure Calibration

Delane Krier – Email of Board Packets / Online QuickBooks / Audit

Beau Kennedy – Krimper / County Fair Buildings / County Water Plan Extension

### 2. District Manager's Report

A. SE SWCD Tech Support JPB Mtg: Jan. 28 2020, 9:30AM

B. MN Association of Drainage Inspectors Annual Meeting March 16 2020 in Willmar.

C. Wabasha Forestry Day

D. Ag Water Certainty Grant & producer meeting

E. Board Retreat

F. Cannon IWIP

3. Supervisor Activity Report

*Beckman – 1W1 Plan*

*Jaeger – Watershed Meeting / Water Creek Annual Meeting / Land Stewardship Meeting*

4. Other

*Minnesota Soil Health Coalition*

**IX. TREASURER'S REPORT / PAYABLES**

1. Approve December 2019 Financial Report

*Moved by McNamara, seconded by Comstock to approve the December 2019 Financial Report. Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried*

2. Approve January 2020 Accounts Payable

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

**X. ADJOURNMENT**

*Moved by Comstock seconded by Jaeger to Adjourn the meeting. Affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: None. Motion carried. The meeting was adjourned at 6:50 PM.*

Respectfully submitted,

Don Schliep, Secretary



**UPCOMING EVENTS**

SE SWCD Tech Support JPB Meeting, 9:30 AM, Oronoco

Jan. 28, 2020

Cannon Partnership Wide Row Cover Crop Mtg: 6 PM

Feb. 4, 2020

President's Day Holiday

Feb. 17, 2020

February Goodhue Co. SWCD Regular Meeting, 4:30PM

Feb. 24, 2020

Area 7 Managers Meeting

Mar. 3 2020

MASWCD Legislative Briefing & Day at the Capital

March 24-25, 2020

**PERSONNEL COMMITTEE  
2020 COMMITTEE ASSIGNMENTS**

**COMMITTEE**

**MEMBER(S)**

**P.R. & I  
(Public Relations & Info.)  
(Legislative Contact)**

**John Jaeger  
Ed McNamara**

**Water Plan Policy Committee**

**Beau Kennedy  
Jeff Beckman  
Glen Roberson**

**Goodhue County FAC**

**Glen Roberson**

**Equipment/Building Needs**

**Mark Comstock  
Ed McNamara  
Glen Roberson**

**Personnel/Finance Committee**

**Mark Comstock  
Jeff Beckman**

**Wetland Conservation Act**

**Don Schliep  
Beau Kennedy  
Glen Roberson**

**RC & D**

**Don Schliep  
County Commissioner**

**Cannon River Watershed  
Prairie Creek  
Little Cannon  
Belle Creek  
(Main)**

**Jeff Beckman - Primary  
Ed McNamara - Alternate  
Don Schliep - Alternate**

**Zumbro River Watershed  
Middle  
North  
Trout Brook  
Bear Valley  
(Main)**

**Mark Comstock - Primary  
Ed McNamara - Alternate  
Don Schliep - Alternate**

**Mississippi  
Spring Creek  
Bullard  
Wells Creek  
Hay Creek  
(Main)**

**John Jaeger - Primary  
Ed McNamara - Alternate  
Mark Comstock - Alternate**

**RIM Screening Committee**

**John Jaeger  
Chris Fritz  
Resource Agency Reps  
Citizens-At-Large**

**Feedlot Committee**

**John Jaeger  
Jeff Beckman  
Kelsey Petit**

**SE SWCD Technical  
Support JPB**

**John Jaeger  
Ed McNamra  
(Alternate)  
Glen Roberson**

**Loan Committee**

**Jeff Beckman  
Don Schliep  
Delane Krier  
Glen Roberson (Alternate)  
County Representatives**

**Nutrient Management Committee**

**Mark Comstock  
Ed McNamara  
Coty Hyllengren  
Kelsie Petit**

**Cost-Share Prioritization  
Committee**

**Glen Roberson  
Coty Hyllengren  
Chris Fritz (Alternate)  
Ed McNamara  
Don Schliep (Alternate)**

## 2020 SWCD Wetland Fee Schedule

Effective January 27th 2020 and subject to change upon Goodhue SWCD Board Action

Wetland Process/Activity		Fee	Description
Wetland Delineation Application		\$200	Review Application for Completeness Notice WCA Application Notice WCA Decision
Wetland Exemption or No-Loss Application		\$200	Review Application for Completeness Notice WCA Application Notice WCA Decision
Wetland Replacement Plan Application	<1 acre	\$500	Review Application for Completeness Notice WCA Application Notice WCA Decision
	>1 acre	\$1,000	
Wetland Banking Plan Application	<1 acre	\$500	Review Application for Completeness Notice WCA Application Notice WCA Decision
	>1 acre	\$1,000	
Wetland Monitoring Report		\$75	Review Monitoring Report LGU Decision on Monitoring Report

## 2020 SWCD Feedlot Fee Schedule

Effective January 27th 2020 and subject to change upon Goodhue SWCD Board Action

Permit/ New Registration	Rate
New Registration	\$100
Re-Registration (Required every 4 Years)	\$50
Registration Late Fee	\$25
Change of Ownership	\$50

Construction Permit Fees	Rate	
Construction Permit fees are based on animal units that you are expanding during the project, not the total animal units of your operation	No Manure Storage	With Manure Storage
	Interm Permits	\$250
	0 - 99 Animal Units	\$250
	100 - 299 Animal Units	\$300
	300 - 499 Animal Units	\$400
	500 - 999 Animal Units	\$500

## 2020 SWCD Msc. Fee Schedule

Effective January 27th 2020 and subject to change upon Goodhue SWCD Board Action

Miscellaneous Fees		Rate
Labor costs for duplicating requested projects	Per Hour	\$60
Public Data Requests	Per Hour/Minimum	\$60 / \$15
Photocopies - 10 or less	Per Page	\$1
Photocopies - 10 or More	Labor Fee Per Hour + Per Page	\$60 / \$0.25
CPI Ratings	Per Parcel	\$25
Radon Test Kit	Per Kit	\$10
Water Test Kit (based on current County fees)	Per Kit	\$60
Survey Flags	Per Bundle of 50	\$10



## 2020 SWCD Drone/Seed/Drill/Krimper Fee Schedule

Effective January 27th 2020 and subject to change upon Goodhue SWCD Board Action

Drone/Seed/Drill/Krimper		Fee
Drone		\$150
Seed		As Required by Project
Traux Drill Rental	First 5 Acres	\$150
	Per Acre Each Additional Acre	\$12.50
	Contractors and Out of County Use	Charges are Doubled
JD No- Till Drill	Minimum User Fee	\$150
	Per Acre	\$14
	Contractors and Out of County Use	Charges are Doubled
Krimper	Per Day	\$50
	Contractors and Out of County Use	\$100.00