

SOIL AND WATER CONSERVATION DISTRICTS



“Helping bring YOU clean water”

Redwood SWCD

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PR & I
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Staff

Marilyn
Bernhardson
District
Administrator

Vacant
Deputy
Administrator

Kristy Zajac
Conservation
Specialist

Kurt Mathiowetz
Water Quality
Technician

Brian Pfarr
Resource
Specialist

MINUTES FROM THE DECEMBER 19, 2018 MONTHLY BOARD MEETING

The monthly meeting of the Redwood Soil and Water Conservation District was called to order Tuesday, December 19, 2018 at 8:36 a.m. by chair Jeff Potter. The meeting was held in the meeting room of the Ag Service Center in Redwood Falls, MN.

BOARD MEMBERS PRESENT:

Jeff Potter – Chair
Ed Carter – Vice-Chair
Joe Plaetz – Secretary
Kris Tauer – Treasurer

STAFF: Marilyn Bernhardson – District Administrator
Tyler Christensen – Deputy Administrator

COUNTY COMMISSIONER: Dennis Groebner

ABSENT: Brian Timm

ADOPT AGENDA: Motion by Carter, second by Plaetz to adopt the agenda as amended, to add January board meeting. Motion carried

MINUTES: Motion by Carter, second by Plaetz approve the minutes from the November 27, 2018 board meeting as sent. Motion carried.

PUBLIC COMMENT: None

Brian Timm entered the meeting at 8:42 a.m.

COST SHARE:

Motion by Plaetz, second by Timm to approve payment for the following completed contracts:

Flood Funds:

20-Flood	Larry Abrahamson	Grade Stab.	\$ 5,988.75
21-Flood	Larry Abrahamson	Basin	\$12,816.00

Water Mgt. Plan

1-Water Mgt.	David Swedzinski	638	\$ 2,684.06
2-Water Mgt.	Stan Rohlik	638	\$ 1,186.50

Page 2- REDWOOD SWCD DECEMBER 19, 2018 MEETING MINUTES

Cost Share (continued)

Buffer Strips:

21-Buffer	Richard Riley	Buffer	\$375.00
27-Buffer	Potterosa Farms	Buffer	\$ 87.20
39-Buffer	Jeff Rohlik	Buffer	\$830.00
56-Buffer	Rodney Hoffbeck	Buffer	\$112.50
69-Buffer	Ron Trembl	Buffer	\$225.00

Motion carried

BILLS PAYABLE: Motion by Carter, second by Timm to approve payment of the bills through December 19, 2018 totaling \$31,662.50. Motion carried.

REPORTS:

Kristy Zajac entered the meeting at 8:50 a.m.

Conservation Specialist: Zajac 1) Solar Farms have submitted applications for the possibility of installing solar farms in the county. These sites need to be reviewed for wetlands. Will go with BWSR wetland specialist to look at sites. 2) Have been conducting spot checks on buffers. It looks like there are approximately 340 non-compliance sites. 3) Hospital has been notified that there are potential wetlands on their new site, so they are having a delineation completed. 4) We have approximately 12 individuals waiting for CREP sign-up to begin again. 5) Updating RIM Maps.

Zajac left the meeting and Kurt Mathiowetz entered the meeting at 8:55 a.m.

Water Quality Technician: Mathiowetz 1) Finalizing construction projects. 2) This winter working with producers to complete assessments for water quality certification.

Mathiowetz left the meeting and Brian Pfarr entered the meeting at 9:00 a.m.

Resource Specialist: Pfarr 1) Continue to work on structural practices. Were able to complete only 9 of the 23 structural practices that were scheduled for fall. 2) Working to get a soil health coalition organized in the state. Redwood will be the hub for the organization. 3) EQIP sign-up is being held now through January 15, 2019. 4) Working on getting the nine components completed for the Plum Creek Watershed plan for the 319 Grant.

Pfarr left the meeting at 9:10 a.m.

RCRCA: Carter reported on the December 6, 2018 meeting.

State Convention: Potter and Timm reported on the MASWCD State Convention.

County Commissioner: 1) County is looking at adding a ½ cent sales tax for county roads.

Page 3 - REDWOOD SWCD DECEMBER 19, 2018 MEETING MINUTES

2017 AUDIT: District Administrator explained what has transpired with the audit since our last board meeting. We will have our 2017 books audited by Richard Holmberg, Ltd. Plans are to have the audit completed by end of January 2019.

LEAVE CARRYOVER: Our personnel handbook indicates that we cannot carry more than 240 hours of leave over from one year to next. Due to recent events in our office district administrator has not been able to take leave to get down to the required hours.

Board went into a closed session at 10:01 a.m.

Board meeting was reconvened at 10:29 a.m.

Joe Plaetz recorded minutes during the closed session.

Motion by Timm, second by Tauer to authorize district administrator to carry additional hours of annual leave to allow for getting all items completed and to continue the training of the deputy administrator. Motion carried.

BWSR COMMENTS ON AGREEMENT: Board reviewed all comments made by BWSR regarding the Cooperative Agreement between Redwood SWCD and Redwood County. A discussion was held on each of the points brought forward. The following are comments that Redwood SWCD Board of Supervisors would like to be considered for amendments to the current Cooperative Agreement between Redwood SWCD and Redwood County.

Section 2 EMPLOYEES - SWCD personnel committee and Redwood County Human Resources will jointly conduct interviews for SWCD office staff placement. Based on the approval of the full SWCD board, recommendations will be made to the County Board of Commissioners for final acknowledgement.

Brian Timm left at 10:59 a.m.

Due to the close working relations with USDA offices, SWCD board of supervisors want to be included in any decision made on physical location of Redwood SWCD office.

Section 3. DUTIES OF COUNTY - SWCD needs to maintain adequate number of personnel to carry out the workload based on the programs implemented in the county.

Upon termination of this agreement, all assets will revert to the SWCD.

Section 6 ADMINISTRATIVE FUNDING and Section 7 PROJECT FUNDING - Precursor to paragraphs 6/7 of current agreement - SWCD board of supervisors will approve payment of all disbursements and authorize county to make payments. Recommend changing the paragraph to 6A and 6B as it pertained to both administrative and Project Funds:

Joint personnel committees will conduct interviews for director/district administrator position.

ATTACHMENT A. - Upon termination of the agreement all funds connected to SWCD staff vacation and sick leave will be transferred back to Redwood SWCD.

Page 4- REDWOOD SWCD DECEMBER 19, 2018 MEETING MINUTES

NEXT MEETING: The next regular board meeting of the Redwood Soil and Water Conservation District will be held on January 17, 2019 at 8:30 a.m. in the meeting room of the Ag Service Center in Redwood Falls, MN.

ADJOURNMENT: Motion by Carter, second Tauer to adjourn the meeting at 11:24 a.m. Motion carried.

Supervisor