

SOIL AND WATER CONSERVATION DISTRICTS



“Helping bring YOU clean water”

Redwood SWCD

1241 E Bridge St.—Suite C
Redwood Falls, MN 56283
Phone: 507-637-2427 EXT 3
Fax: 507-637-6002
redwoodswcd.org

Supervisors

Chair
Jeff Potter
District I
(507) 641-3087

Vice Chair
Edward Carter
District V
(507) 629-4843

Secretary
Joseph Plaetz
District IV
(507) 747-2803

Treasurer
Kristen Tauer
District III
(507) 220-5393

PR & I
Brian Timm
District II
(507) 342-2014

Staff

Marilyn
Bernhardson
District
Administrator

Kari Clouse
Office Assistant

Kristy Zajac
Conservation
Specialist

Kurt Mathiowetz
Water Quality
Technician

Brian Pfarr
Resource
Specialist

MINUTES FROM THE JANUARY 10, 2018 MONTHLY BOARD MEETING

The monthly meeting of the Redwood Soil and Water Conservation District was called to order Wednesday, January 10, 2018 at 8:40 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
Joe Plaetz – Secretary
Kris Tauer – Treasurer

STAFF: Marilyn Bernhardson – District Administrator

BWSR Staff: Jeremy Maul

ABSENT: Ed Carter and Brian Timm

ADOPT AGENDA: Motion by Plaetz, second by Tauer to adopt the agenda as sent. Motion carried

MINUTES: Motion by Plaetz, second by Tauer to approve the minutes from the December 13, 2017 board meeting as distributed. Motion carried.

PUBLIC COMMENT: Jeremy Maul from the Board of Water and Soil Resources introduced himself and explained his role as Board Conservationist.

ELECTION OF OFFICERS: Motion by Plaetz, second by Tauer for all officers to remain the same as last year. Motion carried

DESIGNATE DEPOSITORY: Motion by Tauer, second by Plaetz to designate Minnwest Bank, M.V. as the safekeeping entity of all deposits, including deposits that exceed FDIC insurance limits and designate Edward Jones as financial broker for investments where a broker's certificate will be requested. Motion carried.

PETTY CASH CUSTODIAN: Motion by Plaetz, second by Tauer to designate the office assistant as custodian of the petty cash funds. Motion carried.

Page 2- REDWOOD SWCD JANUARY 10, 2018 MEETING MINUTES

GRANT AUTHORIZATION: Motion by Tauer, second by Plaetz to authorize the district administrator or any supervisor to sign grant agreements from the State of Minnesota whenever they come into the office and sign final financial reports to be submitted to BWSR. The grant will be noted in the following month's board meeting minutes. Motion carried.

T & A FUNDS: Motion by Plaetz, second by Tauer to authorize the use of up to 20% of State Cost Share funds for technical and administrative costs from our FY 2017/2018 cost share funds. Motion carried.

TECHNICAL ASSISTANCE: Motion by Tauer, second by Plaetz to recognize and authorize the following individuals or entities to provide technical assistance for the installation of best management practices in Redwood county: SWCD staff with authorized job approval authority, NRCS, Technical Service Provider (TSA), RCRCA, and/or Area II. If anyone other than those listed provide these services it will be noted in the minutes who is providing technical assistance. Motion carried.

BLANKET MOTION: Motion by Plaetz, second by Tauer to pay compensation and mileage for supervisors to attend committee meetings, Area V meetings, meetings for supervisor training and mileage for signing checks or other documents and to pay employees' expenses for attending Area V meetings and authorized training. Motion carried.

Mileage reimbursement will continue to be based on IRS rates, which are 54.5 for 2018.

2018 W-4 forms and tax tables are not yet available. Will continue using W-4 as completed in 2017 and will have board members complete 2018 forms once they are available.

COMMITTEE ASSIGNMENTS: Motion by Tauer, second by Plaetz for all committee assignments to remain the same as 2017. Motion carried.

RCRCA – Ed Carter with Brian Timm alternate

Personnel – Joe Plaetz and Jeff Potter

Budget – Brian Timm and Kris Tauer

Southwest Technical Service Area – Brian Timm with Ed Carter alternate

Water Plan Task Force – Joe Plaetz with Jeff Potter alternate

BILLS PAYABLE: Motion by Plaetz, second by Tauer to approve payment of the bills through January 10, 2018 totaling \$42,680.83. Motion carried.

REPORTS:

NRCS DC - DC Gegner's report was handed out as she is unable to attend the meeting.

MINUTES Page 3- REDWOOD SWCD JANUARY 10, 2018 MEETING MINUTES

REPORTS: continued

Kristy Zajac entered the meeting at 9:03 a.m.

Conservation Specialist – Zajac – 1) Was on leave for almost 3 weeks. 2) CREP sign-ups are going well. 3) Was asked if someone from Redwood County would be attending the state Pheasants Forever meeting and Zajac plans to attend. 4) January 8, 2018 was deadline for wetland violation to be corrected. Nothing has been completed. Will be contacting County Attorney for next step. 5) Working on buffer issues.

Kristy Zajac left the meeting and Brian Pfarr entered the meeting at 9:09 a.m.

Resource Specialist: 1) Finished all the earth work for projects we had planned for the year and processed all payments. 2) Trying to find funds for next year's projects. Have 13 EQIP applications and have 32 surveys to complete and try to locate funding for. 3) Working on 6 RIM restorations and several wetland issues.

Brian Timm entered the meeting at 9:20 a.m.

Pfarr left the meeting at 9:25 a.m.

District Administrator – Bernhardson 1) Continue to work on RIM folders and trying to resolve several detailed RIM issues. 2) Processing new CREP applications. 3) Processed farm bill reimbursement for 2nd quarter. 3) Clearing up some buffer issues and processing buffer cost share applications. 4) Attended Legislative Committee meeting. 5) Handed out copies of the record of application for buffer cost share.

RCRCA: - No report available

County Commissioner: No one in attendance.

PAY EQUITY: Pay Equity report is due January 31, 2018. Report was shared with the board. Motion by Plaetz, second by Tauer to accept the report and authorize chair to sign it. Motion carried.

LEGISLATIVE BRIEFING: Dates are March 12-13 at Embassy Suites in downtown St. Paul. This will be on the agenda in February, and then we will need to know who all can attend.

VEHICLE: Having some additional issues with the van. Plaetz and Potter and will bring quotes to purchase a different vehicle to the February board meeting.

NEXT MEETING: The next regular board meeting of the Redwood Soil and Water Conservation District will be held on February 14, 2018 at 8:30 a.m. in the meeting room of the Ag Service Center in Redwood Falls, MN.

ADJOURNMENT: Chair adjourned the meeting at 9:50 a.m.

Supervisor