



NICOLLET SOIL AND WATER CONSERVATION DISTRICT

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MINNESOTA SOIL AND WATER CONSERVATION DISTRICTS

Minutes of the Nicollet Soil and Water Conservation District, 424 South Minnesota Avenue, St. Peter, Minnesota, December 13, 2017.

Meeting was called to order by Chair –Gieseke at 8:40 A.M.

Members Present: Chair, Robby Gieseke
Treasurer, Tim Braun
Member, Bruce Hulke
Vice Chair, John Kral
Secretary, Pat Pehrson - Absent

Others Present:

District Manager, Kevin Ostermann
District Watershed Technician, Eric Miller
District Technician, Blake Honetschlager
District Farmbill Technician, McKoy Rodning
Administrative Assistant, Judy Beetch
Great River Greening, Susan Carlin
NRCS, April Sullivan
County Commissioner, John Lupke- Absent

Upon a motion by Hulke and seconded by Gieseke, it was moved to approve the agenda. Ayes Kral, Braun, Hulke, Gieseke. Carried

Upon a motion by Kral and seconded by Hulke, it was moved to approve the minutes of the October 4th, 2017 meeting. Ayes Braun, Kral, Hulke, Gieseke. Carried

Upon a motion by Braun and seconded by Kral, it was moved to approve 26 paid bills for October 2017 totaling \$63,315.22 (Checking Account), and 3 paid bills in the amount of \$45,482.75 (Grants Account) for the month October; 36 paid bills for November 2017 totaling \$45,193.71 (Checking Account) and 1 paid bill in the amount of \$15,258.75 (Grants Account) for the month of November. Ayes Braun, Hulke, Kral, Gieseke. Carried

Upon a motion by Kral and seconded by Braun, it was moved to approve the November 2017 Treasurer's Reports subject to audit. Ayes Braun, Hulke, Kral, Gieseke. Carried

Upon a motion by Hulke and seconded by Gieseke, it was moved to approve the December 2017 Treasurer's Reports subject to audit. Ayes Braun, Hulke, Kral, Gieseke. Carried

Old Business: None

New Business:

Cost Share:

An amendment request in the amount of \$4,835.00 was presented to the Board for Cost-Share Contract Clean Water Fund 29(13)-Bev Thorn. The amendment amount would bring the contract total to \$39,895.00 (instead of \$35,060.00 as stated in the original contract). Upon a motion by Kral and seconded by Hulke, it was moved to approve the \$4,835.00 amendment for Cost-Share Contract Clean Water Fund 29(13)- Bev Thorn. Ayes Braun, Hulke, Kral, Gieseke. Carried

A request was presented to the Board for final payment on a Cost-Share Contract with Beverly Thorn CWF 29(13) Grade Stabilization Structure. Total cost of the project is \$39,895.00 with Cost-Share approval of \$39,895.00. Upon a motion by Hulke and seconded by Braun, it was moved to approve Cost-Share Contract CWF 29(13) for Beverly Thorn for \$39,895.00. Ayes Braun, Hulke, Kral, Gieseke. Carried

The District received a request from Beverly Thorn CWF 30(13) for final payment on the Buffer Strip incentive contract for the installation of buffers on 1.5 acres of her property. Estimated costs for this project were approved for \$4,500.00 and implementation cost of \$700.00. Upon a motion by Hulke and seconded by Braun, it was moved to approve final payment in the amount of \$5,200.00 or 100% of the total cost of CWF 30(13) Beverly Thorn. Ayes Braun, Gieseke, Kral, Hulke. Carried

A request was presented to the Board for final payment on a Cost-Share Contract with Stuart Bruns Flood II 5(15) Rip Rap Chute/Terrace. Total cost of the project is \$16,082.50, TA of \$2,232.50, with Cost-Share approval of \$16,082.50. Upon a motion by Kral and seconded by Braun, it was moved to approve Cost-Share Contract Stuart Bruns Flood II 5(15) for \$16,082.50. Ayes Braun, Hulke, Kral, Gieseke. Carried.

The District received a request for final payment on a Cost Share Contract with Bruce Platz Flood II 7(15) Terrace Repair – Waterway. Total costs of the project are \$14,232.81, TA of \$1,993.88. Upon a motion by Braun and seconded by Kral, it was moved to approve assistance in the amount of \$7,979.54 of the cost of Flood II 7(15) Bruce Platz. Ayes Braun, Gieseke, Kral, Hulke. Carried

A request was presented to the Board for final payment on a Cost-Share Contract with Tom Brown Flood IIIA 2(16). Total cost of the project is \$26,772.80, TA of \$6,693.20 with Cost-Share approval of \$26,772.80. Upon a motion by Hulke and seconded by Braun, it was moved to approve Cost-Share Contract Flood IIIA 2(16) Tom Brown for \$26,772.80. Ayes Braun, Hulke, Kral, Gieseke. Carried.

A request was presented to the Board to enter into a Buffer Cost-share Contract with Peters Family LLLP 1(18) for seeding of 1.0 acre of buffer strip on his property. Total estimated cost of the project is \$300.00, TA of \$75.00. Upon a motion by Hulke and seconded by Kral, it was moved to approve Buffer Cost-Share Contract 1(18) for Peters Family LLLP for \$300.00. Ayes Braun, Hulke, Kral, Gieseke. Carried

A request was presented to the Board to enter into a Buffer Cost-share Contract with Mark LeGare 2(18) for seeding of 1.12 acres of buffer strip on his property. Total estimated cost of the project is \$336.00, TA of \$84.00. Upon a motion by Braun and seconded by Kral, it was moved to approve Buffer Cost-Share Contract 2(18) for Mark LeGare for \$336.00. Ayes Braun, Hulke, Kral, Gieseke. Carried

A request was presented to the Board to enter into a Buffer Cost-share Contract with Wayne Scheurer 3(18) for seeding of 7.12 acres of buffer strip on his property. Total estimated cost of the project is \$2,136.00, TA of \$534.00. Upon a motion by Kral and seconded by Hulke, it was moved to approve Buffer Cost-Share Contract 3(18) for Wayne Scheurer for \$2,136.00. Ayes Braun, Hulke, Kral, Gieseke. Carried

A request was presented to the Board to enter into a Buffer Cost-share Contract with Gary Hoff 4(18) for seeding of 3.06 acres of buffer strip on his property. Total estimated cost of the project is \$918.00, TA of \$229.50. Upon a motion by Hulke and seconded by Braun, it was moved to approve Buffer Cost-Share Contract 4(18) for Gary Hopp for \$918.00. Ayes Braun, Hulke, Kral, Gieseke. Carried

A request was presented to the Board to enter into a Buffer Cost-share Contract with Warren Krohn 5(18) for seeding of 8.09 acres of buffer strip on his property. Total estimated cost of the project is \$2,427.00, TA of \$606.75. Upon a motion by Braun and seconded by Hulke, it was moved to approve Buffer Cost-Share Contract 5(18) for Warren Krohn for \$2,427.00. Ayes Braun, Hulke, Kral, Gieseke. Carried

A request was presented to the Board to enter into a Buffer Cost-share Contract with Bill Zins 6(18) for seeding of 2.01 acres of buffer strip on his property. Total estimated cost of the project is \$603.00, TA of \$150.75. Upon a motion by Hulke and seconded by Braun, it was moved to approve Buffer Cost-Share Contract 6(18) for Bill Zins for \$603.00. Ayes Braun, Hulke, Kral, Gieseke. Carried

A request was presented to the Board to enter into a Buffer Cost-share Contract with Perry Hulke 7(18) for seeding of 4.61 acres of buffer strip on his property. Total estimated cost of the project is \$1,383.00, TA of \$345.75. Upon a motion by Kral and seconded by Braun, it was moved to approve Buffer Cost-Share Contract 7(18) for Perry Hulke for \$1,383.00. Ayes Braun, Hulke, Kral, Gieseke. Carried

A request was presented to the Board to enter into a Buffer Cost-share Contract with Tim Waibel 8(18) for seeding of 3.39 acres of buffer strip on his property. Total estimated cost of the project is \$1,017.00, TA of \$254.25. Upon a motion by Kral and seconded by Braun, it was moved to approve Buffer Cost-Share Contract 8(18) for Tim Waibel for \$1,017.00. Ayes Braun, Hulke, Kral, Gieseke. Carried

A request was presented to the Board to enter into a Buffer Cost-share Contract with Florian Wurtzberger 9(18) for seeding of .85 acres of buffer strip on his property. Total estimated cost of the project is \$255.00, TA of \$63.75. Upon a motion by Kral and seconded by Braun, it was moved to approve Buffer Cost-Share Contract 9(18) for Florian Wurtzberger for \$255.00. Ayes Braun, Hulke, Kral, Gieseke. Carried

A request was presented to the Board to enter into a Buffer Cost-share Contract with Anthony Farms Inc. 10(18) for seeding of 20.77 acres of buffer strip on his property. Total estimated cost

of the project is \$6,231.00, TA of \$1,55.75. Upon a motion by Hulke and seconded by Kral, it was moved to approve Buffer Cost-Share Contract 10(18) for Anthony Farms Inc. for \$6,231.00. Ayes Braun, Hulke, Kral, Gieseke. Carried

A request was presented to the Board to enter into a Buffer Cost-share Contract with Lois Siem (c/o Viola Reinhart) 11(18) for seeding of 1 acre of buffer strip on his property. Total estimated cost of the project is \$300.00, TA of \$75.00. Upon a motion by Braun and seconded by Hulke, it was moved to approve Buffer Cost-Share Contract 11(18) for Lois Siem (c/o Viola Reinhart) for \$300.00. Ayes Braun, Hulke, Kral, Gieseke. Carried

A request was presented to the Board to enter into a Buffer Cost-share Contract with Kenneth Drill 12(18) for seeding of 2 acres of buffer strip on his property. Total estimated cost of the project is \$600.00, TA of \$150.00. Upon a motion by Kral and seconded by Braun, it was moved to approve Buffer Cost-Share Contract 12(18) for Kenneth Drill for \$600.00. Ayes Braun, Hulke, Kral, Gieseke. Carried

A request was presented to the Board to enter into a Buffer Cost-share Contract with Rick Grommersch 13(18) for seeding of 9.93 acres of buffer strip on his property. Total estimated cost of the project is \$2,979.00, TA of \$229.50. Upon a motion by Hulke and seconded by Kral, it was moved to approve Buffer Cost-Share Contract 13(18) for Rick Grommersch for \$2,979.00. Ayes Braun, Hulke, Kral, Gieseke. Carried

A request was presented to the Board to enter into a Buffer Cost-share Contract with Perry Meyer 14(18) for seeding of 11.04 acres of buffer strip on his property. Total estimated cost of the project is \$3,312.00. Upon a motion by Braun and seconded by Hulke, it was moved to approve Buffer Cost-Share Contract 14(18) for Perry Meyer for \$3,312.00. Ayes Braun, Hulke, Kral, Gieseke. Carried

A request was presented to the Board to enter into a Buffer Cost-share Contract with Brett Giefer 15(18) for seeding of 9.49 acres of buffer strip on his property. Total estimated cost of the project is \$2,847.00. Upon a motion by Braun and seconded by Kral, it was moved to approve Buffer Cost-Share Contract 15(18) for Brett Giefer for \$2,847.00. Ayes Braun, Hulke, Kral, Gieseke. Carried.

Year End Financial Report: A request was presented to the Board to approve Peterson Company LTD. to complete the year-end financial report for the Nicollet Soil & Water Conservation Office. Cost of this financial report is \$900.00. Upon a motion by Kral and seconded by Hulke, it was moved to approve this request. Ayes Gieseke, Braun, Hulke, Kral. Carried

Pay Equity Report: This reports that all wages are in compliance. Upon a motion by Hulke and seconded by Braun, the Board approved the Pay Equity Report. Ayes Gieseke, Braun, Hulke, Kral. Carried.

MACDE Dues: A request was presented to the Board by the District Manager to pay the 2018 annual MACDE dues. Amount requested was \$100.00. (\$20 x 5 employees). Upon a motion by Braun and seconded by Kral, it was approved to pay \$100.00 for the MACDE dues. Ayes Braun Gieseke, Hulke, Kral. Carried

TSA Match Grant: The District's share of the TSA Match Grant is \$3,751.00, which is paid from district funds to fund the 2017 Shared Services Grant and 2017 NPEA Grant (Non-Point Engineering Assistance). A motion was made by Kral and seconded by Hulke to approve payment for the TSA Match Grant. Ayes Braun, Gieseke, Hulke, Kral. Carried.

Office Lease: The 2018 Office Space Lease payment is \$4,750.00 each quarter. The building owner is asking for an additional \$200 for carpet cleaning. After some discussion, it was decided to add \$200 to the lease agreement in place of the carpet cleaning request. Upon a motion by Kral and seconded by Hulke, it was approved to add \$200 to the annual lease payment. Ayes Braun, Gieseke, Hulke, Kral. Carried.

CRP Signatures: The District Manager requested that the SWCD no longer need sign CRP Contracts. A motion was made by Braun and seconded by Hulke to authorize the Farmbill Technician or the District Manager to sign CRP Contracts. Ayes Braun, Gieseke, Hulke, Kral. Carried.

NRCS Report: Report was given by April Sullivan: see attached report.

Supervisor & Staff Report: Hulke Reported on the Area VI Meeting held on Nov. 29th. McKoy Rodining, Blake Honetschlager, Eric Miller, Susie Carlin and Judy Beetch reported on recent projects, conferences and meetings attended. .

Other Business: The next TSA Meeting is Dec. 19th, 10:00 am in Mankato.

Employee Reviews: The Personnel Committee met to give an annual review to the District Manager. The District Manager did the annual reviews of the staff. Upon a motion by Hulke and seconded by Kral, the Board approved the reviews, and wage increases for staff as recommended by the District Manager. Ayes Braun, Gieseke, Hulke, Kral. Carried

Next Meeting: January 3rd, 2018 at 8:30 A.M.

Adjourn: Meeting Adjourned at 10:16 A.M.

Approved: _____ **Secretary** _____