



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, July 12, 2017.

Meeting was called to order by Chair –Gieseke at 8:30 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
Administrative Assistant, Melissa Lancaster
District Technician, Blake Honetschlager
Farmbill Technician, Max Rykhus
NRCS, April Sullivan
County Commissioner, John Lupke - Absent
Great River Greening, Susan Carlin

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

Upon a motion by Hulke and seconded by Braun, it was moved to approve the minutes of the June 7th, 2017 meeting. Ayes Braun, Kral, Hulke, Gieseke. Carried

Upon a motion by Kral and seconded by Braun it was moved to approve 27 paid bills for June 2017 totaling \$45,864.35(Checking Account), and 2 paid bills in the amount of \$15,370.75 (Grants Account) for the month June. Ayes Braun, Hulke, Kral, Gieseke. Carried

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

Old Business: None

New Business:

2018 Farmbill Assistance Grant: Upon a motion by Kral and seconded by Hulke it was moved to authorize the District Manager to sign the 2018 Farmbill Assistance Grant and advertise to fill the Farmbill Technician position. April Sullivan (NRCS) will assist in the new hire training if a candidate is selected. Ayes Braun, Hulke, Kral, Gieseke. Carried

FHP Advertisement: Upon a motion by Kral and seconded by Braun it was moved to approve the purchase of an advertisement for the SWCD in the Farm & Home Publishers County Plat Book. The cost will be \$398.20 which will include two ad locations (front and on an inside page) in the book. Ayes Braun, Hulke, Kral, Gieseke. Carried

Personnel Policy Updates: Revisions were made to the SWCD Personnel Policy to adopt the changes made to the Nicollet County Personnel Policy. Upon a motion by Braun and seconded by Kral it was moved to approve these revisions (see attached list). Ayes Braun, Hulke, Kral, Gieseke. Carried

Summary of 2017 Handbook Revisions

4.19 - Added language that time must be rounded to nearest quarter of an hour

5.3 - Changed to reflect our change to a bi-weekly payroll

7.17 - Use of Sick Time – added ability to use up to 16 hours of Sick for inclement weather, including school closings and late starts

7.5 - Vacation Time Earned – when employee has a service milestone the accrual increase will occur in the pay period the service anniversary occurs

7.2 - Wellness Reimbursement Program (new policy) – Allows the use of Sick Time to allow employees to cash out up to certain amount for wellness related expenses

5.4 - Under General Reimbursement – added language that an original receipt is required

6.11 - FMLA – Complete overhaul of policy – Now included all the military leave benefits and changes our calculation to a rolling forward year

Chapter 12 - Social Media policy (new policy) – provides guidelines for the use of Social Media by departments to communicate District related business (allowing the ability to create a District Facebook page, Twitter account, etc...)

2017 BWSR Academy: Upon a motion by Kral and seconded by Braun it was approved for all staff to attend the 2017 BWSR Academy which will be held November 1-3 at Cragun's Conference Center in Brainerd, MN. Ayes Braun, Hulke, Kral, Gieseke. Carried

2018 Buffer Grant Agreement: Upon a motion by Kral and seconded by Braun it was moved to authorize the District Manager to sign the 2018 Buffer Grant Agreement. This grant will offer cost-share assistance to landowners for buffer implementation. Ayes Braun, Hulke, Kral, Gieseke. Carried

Other Waters Resolution: Upon a motion by Hulke and seconded by Kral it was moved to approve the adoption of the “Other Waters” Resolution (see attached). Ayes Hulke, Kral, Gieseke. Carried

Nicollet Soil and Water Conservation District

“Other Waters” Resolution

To Adopt Summary of Watercourses for inclusion in Local Water Management Plan

Whereas, Minnesota statues 103F.48 requires SWCDs in consultation with local water management authorities, to develop, adopt, and submit to each local water management authority within its boundary a summary of watercourses for inclusion in the local water management plan; and

Whereas, The Board of Water and Soil Resources has adopted the Local Water Resources Riparian Protection (“Other Watercourses”) Policy which identifies steps SWCDs are required to take in developing said inventory; and

Whereas, buffers on “Other Watercourses” are voluntary and not required under the Buffer Law; and

Whereas, Nicollet SWCD has met with local water management authorities within its jurisdiction; and

Whereas, Nicollet SWCD has assessed the water quality benefits that buffers and alternative practices could provide and determined that current State and Federal programs have eligibility criteria for watercourses where water quality would benefit from the installation of a buffer or filter strip.

Now, therefore, be it resolved, that the Nicollet Soil and Water Conservation District adopts and submits to the local water management authority the following description of “Other Watercourses” for inclusion in the local water management authority’s plan.

“Any waters within Nicollet County that are not listed on the DNR Buffer Map, that provide the same function, benefit, or use, to those waters that are listed on the DNR Buffer Map, will be considered “Other Watercourses.”

Adopted on a 4 to 0 vote by the Nicollet Soil and Water Conservation District Board of Supervisors on 7/12, 2017.

Attest:



Robby Gieseke
Chair
Nicollet SWCD



Kevin Ostermann
District Manager
Nicollet SWCD

Cost Share:

Grade Control Structure for Cost-Share Contract MNDOT 3(12) for Greg Mikkelson is complete. Landowner is requesting final payment in the amount of \$19,897.50. Upon a motion by Hulke and seconded by Braun it was moved to approve the final payment of \$19,897.50 for Greg Mikkelson Cost-Share Contract MNDOT 3(12). Ayes Braun, Hulke, Kral, Gieseke,

A partial payment request in the amount of \$1,960.57 was presented to the Board for Cost-Share contract TW 15(15) Rod Vanzee for a Buffer Strip Implementation project on his property. Total estimated cost of the project is \$32,182.50, which includes \$25,620.00 for incentive payment and \$6,562.50 for implementation. Upon a motion by Kral and seconded by Hulke it was moved to approve the partial payment of \$1,960.57 for Cost-Share contract TW 15(15) Rod Vanzee. Ayes Braun, Hulke, Kral, Gieseke. Carried

An amendment request in the amount of \$1,600.00 was presented to the Board for Cost-Share Contract TW16(15) Buffer Strip project for RRG Properties. The amendment amount would bring the contract total to \$11,100.00 (instead of \$9,500.00 as stated in the original contract). Upon a motion by Kral and seconded by Braun it was moved to approve the \$1,600.00 amendment for Cost-Share Contract TW 16(15) for RRG Properties. Ayes Braun, Hulke, Kral, Gieseke. Carried

A partial payment request in the amount of \$625.00 was presented to the Board for Cost-Share Contract TW 16(15) Buffer Strip project for RRG Properties. Total estimated cost of the project is \$11,100.00. Upon a motion by Kral and seconded by Braun it was moved to approve the partial payment in the amount of \$625.00. Ayes Braun, Hulke, Kral, Gieseke. Carried

An amendment request in the amount of \$1,000.16 was presented to the Board for Cost-Share Contract Flood II 6(15) Water & Sediment Control Basin project for Neil Rasmussen. The amendment would bring the contract total to \$9,000.16 (instead of \$8,000.00 as stated in the original contract). Upon a motion by Hulke and seconded by Braun it was moved to approve the \$1,000.16 amendment for Cost-Share Contract Flood II 6(15) for Neil Rasmussen. Ayes Braun, Hulke, Kral, Gieseke. Carried

Water & Sediment Control Basin for Cost Share Contract Flood II 6(16) Neil Rasmussen is complete. Landowner is requesting final payment in the amount of \$9,000.16. Upon a motion by Kral and seconded by Braun it was moved to approve the final payment amount of \$9,000.16 for Neil Rasmussen Cost- Share Contract Flood II 6(16). Ayes Braun, Hulke, Kral, Gieseke. Carried

NRCS Report: April Sullivan reported – see attached.

Supervisor & Staff Report: Ostermann reported on the TSA meeting that he and Gieseke attended in June, and also reported on the Area VI Managers meeting that he attended. Miller and Carlin reported on the Water Quality Meeting they attended in June. Hulke reported on the Area VI meeting that was held at the Wow Zone in Mankato. Rhykus thanked the supervisors and staff for his employment opportunity, and gave an update on his upcoming move to Grand Rapids. Lancaster reported on the Children’s Water Festival meeting she attended.

Other Business:

Next Meeting: August 2, 2017 at 8:30 A.M.

Adjourn: Meeting Adjourned at 9:43 A.M.

Approved: August 2, 2017 Secretary _____