



111 6<sup>th</sup> Street, PO Box 161  
Gaylord, MN 55334  
(507) 702-7077

## MINNESOTA SOIL & WATER CONSERVATION DISTRICTS

Minutes of the Sibley Soil & Water Conservation District, 111 6<sup>th</sup> Street, Gaylord, MN 55334,  
November 14, 2017.

The meeting was called to order by Vice Chair – Grams at 4:00 P.M.

Members Present: Vice Chair, Wayne Grams  
Secretary, Kathleen Thies  
Treasurer, Loren Evenson  
Member, Paul Wiemann

Others Present: District Manager, Joel Wurscher  
District Technician, Jeremy Buckentin  
Watershed Technician/Water Planner, Ron Otto  
Conservation Technician, Erik Goetsch  
Farmbill Technician, McKoy Rodning  
NRCS District Conservationist, April Sullivan  
Sibley County Commissioner, Joy Cohrs

Introductions were made around the table.

Upon a motion by Wiemann and seconded by Thies, it was moved to approve the agenda including the additions. Ayes Thies, Wiemann, Grams, Evenson. Carried.

Upon a motion by Thies and seconded by Evenson, it was moved to approve the minutes of the October 2017 meeting. Ayes Thies, Wiemann, Grams, Evenson. Carried.

Upon a motion by Wiemann and seconded by Thies it was moved to approve 37 paid bills for October 2017 totaling \$105,323.46. Ayes Thies, Wiemann, Grams, Evenson. Carried.

Upon a motion by Thies and seconded by Evenson, it was moved to approve the November 2017 Treasurer's Report subject to audit. Ayes Thies, Evenson, Grams, Wiemann. Carried.

**Old Business:** None.

**Cost Share:** A request was presented to the Board to enter into a Buffer Cost-Share contract with Perry Hulke for 1.07 acres of buffer strip on his property located in Alfsborg Twp. Upon a motion by Evenson and seconded by Wiemann, it was moved to approve the Buffer Cost Share Contract (Buffer FY18-5) for Perry Hulke at a flat rate of \$300.00 per acre. Ayes Thies, Grams, Wiemann, Evenson. Carried.

Another request was made to the Board to enter into a Buffer Cost-Share contract with Arden Schuft for 1.49 acres of buffer strip on her property located Dryden Twp. Upon a motion by Wiemann and seconded by Thies, it was moved to approve the Buffer Cost Share Contract (Buffer FY18-6) for Arden Schuft at a flat rate of \$300.00 per acre. Ayes Thies, Grams, Wiemann, Evenson. Carried.

A third request was presented to the Board to enter into a Buffer Cost-Share contract with Ilene Bussler for a 1.04 acres buffer strip on his property located in Cornish Twp. Upon a motion by Thies and seconded by Evenson, it was moved to approve the Buffer Cost Share Contract (Buffer FY18-8) for Ilene Bussler at a flat rate of \$300.00 per acre. Ayes Thies, Grams, Wiemann, Evenson. Carried.

The last request to the Board was to enter into a Buffer Cost-Share contract with Wayne Augustine for 1.55 acres of buffer strips on his property located in New Auburn Twp. Upon a motion by Evenson and seconded by Thies, it was moved to approve the Buffer Cost Share Contract (Buffer FY18-7) for Wayne Augustine at a flat rate of \$300.00 per acre. Ayes Thies, Grams, Wiemann, Evenson. Carried.

A request was presented to the Board to enter into a Cost-Share contract with David Weitzkamp, FY18-1 for two WASCObS on his property. Total estimated cost of the project is \$10,876.25. Upon a motion by Thies and seconded by Wiemann it was moved to approve the Cost Share contract FY18-1 for \$8,157.19 and \$847.81 TA. Ayes Thies, Wiemann, Evenson. Carried.

Contract FR14P2-9 for Franz Schauer's grade stabilization/WASCOB structures were completed. Franz is requesting final payment for the amount of \$23,460.00. Upon a motion by Wiemann and seconded by Evenson, it was moved to approve final payment for contract FR14P2-9 in the amount of \$23,460.00 with TA of \$6,013.15. Ayes Evenson, Grams, Thies, Wiemann. Carried.

Contract FR14-4, FR14P2-8 for Rodger Slater's grade stabilization/waterway structures were completed. Rodger is requesting final payment for the amount of \$43,500.00. Upon a motion by Thies and seconded by Wiemann, it was moved to approve final payment for contract FR14-4, FR14P2-8 in the amount of \$43,500.00 with TA of \$9,794.75. Ayes Evenson, Grams, Thies, Wiemann. Carried.

Contract FR14P2-6 for Jim Carlson's WASCOB structure was completed. Jim is requesting final payment for the amount of \$6,500.00. Upon a motion by Thies and seconded by Evenson, it was moved to approve payment for contract FR14P2-6 in the amount of \$6,500.00 with TA of \$1,625.00. Ayes Evenson, Grams, Thies, Wiemann. Carried.

Upon a motion by Evenson and seconded by Thies, it was moved to approve the grant amendment extending the Flood Relief Phase 1 grant to December 31<sup>st</sup>, 2018. Ayes Thies, Grams, Wiemann, Evenson. Carried.

Upon a motion by Wiemann and seconded by Thies, it was moved to approve the grant amendment extending the Flood Relief Phase 2 grant to December 31<sup>st</sup>, 2018. Ayes Thies, Grams, Wiemann, Evenson. Carried.

Due to poor construction weather conditions, continued high stream flows, and lack of contractors, three stream bank projects were presented to the board for extensions to their contracts. Upon a motion by Wiemann and seconded by Thies, it was moved to approve the Amendment #2 for contract FR14P2-4 to extend the contract until December 30, 2018. Ayes Evenson, Grams, Thies, Wiemann. Carried.

Upon a motion by Evenson and seconded by Thies, it was moved to approve the Amendment #1 for contract FR14P2-5 to extend the contract until December 30, 2018. Ayes Evenson, Grams, Thies, Wiemann. Carried.

Upon a motion by Wiemann and seconded by Thies, it was moved to approve the Amendment #2 for contract FR14P2-10, FR14P3-1 to extend the contract until December 30, 2018. Ayes Evenson, Grams, Thies, Wiemann. Carried.

**New Office:** Wurscher informed the board on the progress of the new office. He had received a Nov. 27<sup>th</sup> allowable move in date by the contractor. Wurscher stated that the drywall was installed, walls have been mudded and taped and since been textured and painted. The ceiling/lighting was going to be worked on the next couple of days. Wurscher/Buckentin discussed with the board the phone/internet/server situation and progress towards installation. Wurscher discussed the option with the board of hiring a moving company. Wurscher received quotes and performed walk throughs with two companies that USDA is also receiving quotes from for their move. After some discussion it was moved to approve going with a moving company of the staff's choice made into a motion by Wiemann, seconded by Thies. Ayes Thies, Wiemann, Evenson, Grams, Nielsen. Carried.

**Buffer Law Update:** Wurscher shared with the board the progress towards compliance with the public waters (50') portion of the Buffer Law. Wurscher and Otto also discussed with the board the progress and what needs to be completed to reach compliance with the public ditch portion of the law. Wurscher/Rodning will be working on a letter to send out to those currently without a 16.5' buffer and to inform them of the buffer cost share option.

**Year End Financial Report:** A motion was made by Thies and seconded by Wiemann, to approve the use of Peterson Company LTD. out of Waconia to perform the year end financial report. Ayes Thies, Wiemann, Evenson, Grams. Carried.

**Insurance:** Wurscher/Otto discussed with the board options for Otto coming off the District insurance policy and going on medicare. It was decided that solid dollar figures should be presented at the next board meeting to make a more informed decision.

**NRCS Report** – See attached.

**Supervisor & Staff Report:** See attached.

**Other Business:** Wurscher brought up to the board issueing debit cards and adding new staff to those with signing approval authority on the checking account. After some discussion it was moved to approve adding new staff to acquire signing authority on the checking account and issuing debit cards with a \$1,000 monthly limit on a motion by Wiemann, seconded by Evenson. Ayes Wiemann, Evenson, Grams, Nays Thies. After a lengthy discussion about bank protections and limitations of debit cards, the original motion was amended to strikeout issuing debit cards to new staff. The amended motion was made by Wiemann and seconded by Thies. Ayes Grams, Thies, Wiemann and Evenson. Wurscher was then instructed to further research protection capabilities at the bank and bring forward to the next board meeting.

Grams brought up the donation that was given annually at the convention for the auction and if we as an SWCD still would like to participate. It was determined Grams would purchase the wagon and donations were going to be solicited at UFC, Seneca, and other County businesses.

**Next Meeting:** December 12<sup>th</sup>, 2017 at 4:00 p.m. at 112 5<sup>th</sup> Street, Gaylord, MN.

**Adjourn:** Upon a motion by Thies and seconded by Wiemann, it was moved to adjourn the meeting. Ayes Thies, Evenson, Grams, Wiemann. Carried. Meeting adjourned at 5:32 P.M.

Approved: December 12, 2017

---

**Secretary**