

Mower County Soil and Water Conservation District

Minutes of the Mower County Soil and Water Conservation District on January 13, 2021.

Meeting was called to order by Randy Smith, Board Chairman.

Supervisors Present: Jon Erichson  
Randy Smith  
Jim Kellogg  
Micah Peterson  
Rod Moe

Staff Present: Justin Hanson, District Manager  
Jeanne Crump, Administrative Assistant

Others Present: Dave Copeland, BWSR  
Polly Glynn, Mower County Commissioner

Oath of Office:  
Hanson gave the Oath of Office to Erichson, Moe and Peterson.

Agenda:  
Kellogg made a motion to approve the January agenda. Peterson seconded the motion.  
Affirmative: Erichson, Smith, Kellogg, Peterson, Moe  
Opposed: None

Election of Offices:  
Hanson led the election of offices, offices included: Chairman, Vice Chairman and Treasurer/Secretary.

Peterson nominated Smith for Chairman of the Board. Kellogg made a motion that nominations cease and called for a unanimous vote to elect Smith as Chairman. Peterson seconded the motion.  
Affirmative: Erichson, Kellogg, Peterson, Moe  
Opposed: None  
Abstained: Smith

Kellogg nominated Peterson for Vice Chairman. Kellogg made a motion that nominations cease and called for a unanimous vote to elect Peterson as Vice Chairman. Erichson seconded the motion.  
Affirmative: Erichson, Smith, Kellogg, Moe  
Opposed: None  
Abstained: Peterson

Peterson nominated Erichson for Secretary/Treasurer. Kellogg made a motion that nominations cease and called for a unanimous vote to elect Erichson as Treasurer/Secretary. Peterson seconded the motion.  
Affirmative: Smith, Kellogg, Peterson, Moe  
Opposed: None  
Abstained: Erichson

The 2021 office holders are:

Chairman: Randy Smith  
Vice Chairman: Micah Peterson  
Treasurer/Secretary: Jon Erichson

Committee Appointments:

The board discussed the SWCD committees.

The 2021 Committee Appointments:

Personnel:	Randy Smith & Micah Peterson
Finance:	Jon Erichson & Randy Smith
Water Planning:	Jon Erichson
Joint Powers:	Rod Moe, Randy Smith alternate
Legislative Committee:	Jon Erichson, Rod Moe alternate
Feedlot Committee:	Randy Smith, Jim Kellogg alternate
Watershed District Liaison:	Jon Erichson
Root River Policy Committee:	Jim Kellogg, Micah Peterson alternate
Cedar River Wtrshd. Policy Com:	Randy Smith, Jon Erichson alternate

Secretary Report:

Peterson made a motion to approve the minutes of the December 9, 2020 board meeting.

Kellogg seconded the motion.

Affirmative: Erichson, Smith, Kellogg, Peterson, Moe

Opposed: None

Treasurer Report:

Checks Payable:

The payables report was reviewed with the board. Peterson made a motion to approve the payables report, January payroll and to transfer money as needed.

Gebhardt second the motion.

Affirmative: Erichson, Smith, Kellogg, Peterson, Moe

Opposed: None

NRCS Report:

Hanson went through the report that was submitted by Gary Kurer.

Commissioner Report, Polly Glynn:

Glynn gave an update on county programs to include: the recent organizational meeting (she continues to be on the SWCD committee), the February primary for the open commissioner position and state grant funds available.

Action Items:

Legal Paper:

Discussion was held on the legal paper for the District. Peterson made a motion to keep the designation of the Austin Daily Herald as the official legal paper of the District in 2021. Erichson second the motion.

Affirmative: Erichson, Smith, Kellogg, Peterson, Moe

Opposed: None

**Bank of Depository:**

Peterson made a motion to continue with the current banks, US bank as the bank of depository for checking, First State Bank MN in LeRoy for the District savings, and United Farmers State Bank in Adams for CD's. Kellogg second the motion.

Affirmative: Erichson, Smith, Kellogg, Peterson, Moe

Opposed: None

**SWCD Board Meeting Time/Place:**

Peterson made a motion to keep the SWCD monthly board meetings on the 2<sup>nd</sup> Wednesday of each month at the District office at 1408 21<sup>st</sup> Ave NW in Austin at 8:00am, to include that the board Chair has the option to change meeting time as needed. Kellogg seconded the motion.

Affirmative: Erichson, Smith, Kellogg, Peterson, Moe

Opposed: None

**Wage Study:**

Erichson made a motion to approve the proposed wage scale and recommendations of the final wage study completed by David Drown Agency (Dated November 30<sup>th</sup>, 2020). Kellogg seconded the motion. Discussion held.

Affirmative: Erichson, Smith, Kellogg, Peterson, Moe

Opposed: None

**2021 Wages:**

Employee	Ann. Date	Wage- 2.5% COL- 1/1/21	Wage-on Anniversary
Office Manager	3/17/93	\$ 29.62	\$ 30.69
District Manager	6/7/04	\$ 46.60	\$ 47.20
Wtrshd. Technician	3/25/13	\$ 31.92	\$ 33.19
Project Manager	10/18/10	\$ 39.81	\$ 41.17
Wtr. Plnr./Outreach Coord.	1/4/16	\$ 31.33	\$ 33.19
District Technician	1/24/12	\$ 24.07	\$ 25.60
Resource Specialist	5/18/15	\$ 41.06	\$ 41.17
Precision Ag. Associate	9/19/19	\$ 32.28	
Wtrshd. Conservationist	11/26/18	\$ 27.53	\$ 28.50

**Staff Billable Rate:**

Erichson made a motion to approve the 2021 staff billable rates computed through the BWSR rate calculator. Peterson seconded the motion. Discussion held.

Affirmative: Erichson, Smith, Kellogg, Peterson, Moe

Opposed: None

**Board Per Diem Rate:**

The board held discussion on possible legislation for increases in supervisor per diem. The board tabled the motion until legislature moves on this.

2021 Fees:

Hanson explained the proposed 2021 Fees, with no changes from last year. The board held discussion. Kellogg made a motion to approve the 2021 Fee schedule. Erichson seconded the motion.

Affirmative: Erichson, Smith, Kellogg, Peterson, Moe

Opposed: None

2019 Audit:

Peterson made a motion to approve the 2019 Audit as completed by Peterson Company. Erichson seconded the motion.

Affirmative: Erichson, Smith, Kellogg, Peterson, Moe

Opposed: None

Moe left the board meeting.

2021 CRWD/SWCD Agreement:

The board discussed the 2021 agreement between CRWD and the SWCD. Erichson made a motion to approve the 2021 CRWD/SWCD Agreement. Peterson seconded the motion.

Affirmative: Erichson, Smith, Kellogg, Peterson

Opposed: None

The board held discussion on Turtle Creek WD administration.

Discussion Items:

Tree Sales:

The board talked about the tree program.

AgBMP Loan Program:

Hanson updated the board on the dollars available through the loan program.

Supervisor Reports:

Chairman Report:

Regional Director Update:

Smith informed the board on his newly acquired Regional Director position.

Staff Report (See Attached):

The Staff Report and all programs were reviewed.

Kellogg made a motion to adjourn the board meeting and complete the manager review for Hanson. Peterson seconded the motion.

Affirmative: Erichson, Smith, Kellogg, Peterson

Opposed: None

Meeting was adjourned. The next board meeting will be February 11, 2021 at 8:00 a.m.

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_