

Mower County Soil and Water Conservation District

Minutes of the Mower County Soil and Water Conservation District on July 8, 2020.

This meeting was held remotely via Zoom video. Hanson led the check-in.

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

Supervisors Present: Jim Gebhardt  
Jon Erichson  
Randy Smith  
Jim Kellogg  
Micah Peterson

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

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

Agenda:

Kellogg made a motion to approve the July agenda. Erichson seconded the motion.

Crump led a roll call of votes.

Affirmative: Gebhardt, Erichson, Smith, Kellogg, Peterson

Opposed: None

Secretary Report:

Erichson made a motion to approve the minutes of the June 10, 2020 board meeting.

Kellogg seconded the motion.

Crump led a roll call of votes.

Affirmative: Gebhardt, Erichson, Smith, Kellogg, Peterson

Opposed: None

Treasurer Report:

Checks Payable:

The treasurers and payables reports were reviewed with the board. Erichson made a motion to approve the treasurers and payables reports, July payroll and to transfer money as needed. Peterson second the motion.

Crump led a roll call of votes.

Affirmative: Gebhardt, Erichson, Smith, Kellogg, Peterson

Opposed: None

The board discussed the meeting technology purchase. Hanson explained the possible dollars available from the County through the CARES federal program for protective office equipment and technology upgrades that will help us facilitate communication with the public.

Action Items:

Award Season:

Outstanding Conservationist:

The board discussed options for the 2020 Outstanding Conservationist.

Gebhardt made a motion to nominate Hamilton Farm as the 2020 Outstanding Conservationist. Kellogg seconded the motion.

Crump led a roll call of votes.

Affirmative: Gebhardt, Erichson, Smith, Kellogg, Peterson

Opposed: None

Wildlife Conservationist:

The board discussed options for the 2020 Wildlife Conservationist.

Peterson made a motion to nominate Tom Oots as the 2020 Wildlife Conservationist. Erichson seconded the motion.

Crump led a roll call of votes.

Affirmative: Gebhardt, Erichson, Smith, Kellogg, Peterson

Opposed: None

Wage Study/Pay Equity:

Hanson talked with the about the 3 different proposed options and costs for a Classification and Compensation Study through David Drown Associates Company.

1) **Full Study**

Proposal is outlined in drop box proposal by David Drown

Cost: \$8,100

2) **Pay Equity Review: Update Job Description and Grading for current Administrative Assistant**

Consultant is telling Justin that Pay Equity may be adjusted so that we meet the reporting requirements. This may be possible without major changes to the amount of female staff or pay. This will pay for a review of her job description and reporting. It may or may not address the issue with Minnesota Management and Budget.

Cost: \$750

3) **“Address” Pay Equity**

Create a job description that is reflective of the work that Jeanne is currently doing. Staff would suggest an upgrade in title to reflect her grant and financial management of the CRWD, SWCD grants and regional grant management (all new since the last time her job description was updated)

Cost: Approximately \$2,000

The board held discussion. Glynn explained the process when the County had their study completed through David Drown. Peterson made a motion to do option #1-the full study. Erichson seconded the motion.

Crump led a roll call of votes.

Affirmative: Gebhardt, Erichson, Smith, Kellogg, Peterson

Opposed: None

COVID Response Plan:

Hanson explained the COVID Response Plan to the board. The board held discussion and added the option that the Manager has the option to furlough staff

if there isn't enough work to be done. Erichson made a motion to approve the COVID Response Plan with the above addition. Kellogg seconded the motion. Crump led a roll call of votes.

Affirmative: Gebhardt, Erichson, Smith, Kellogg, Peterson

Opposed: None

**Root River 1W1P Cost Share Contract Approvals:**

The following are requesting cost share for their waterways.

**Root River 1W1P Cost Share Contract Approval**

Landowner	Twp/Sect	Project	Total Cost Estimate	Cost Share Estimate	EQIP CS	Landowner Cost
Brian Howe	Grand Meadow 6	Waterway	\$12,861.00	\$4,354.90	\$7,220.00	\$1,286.10
Molitor/Smaron	Grand Meadow 6	Waterway	\$4,200.00	\$3,780.00	-----	\$420.00

Peterson made a motion to approve the Root River 1W1P cost shared waterway contract for Brian Howe for \$4,354.90, 33% of the total cost estimate of \$12,861.00 (EQIP CS-7220, Landowner Cost-1,286.10). Gebhardt seconded the motion.

Crump led a roll call of votes.

Affirmative: Gebhardt, Erichson, Smith, Kellogg, Peterson

Opposed: None

Peterson made a motion to approve the Root River 1W1P cost shared waterway contract for Molitor Farms/Smaron for \$3,780.00, 90% of the total cost estimate of \$4,200.00. Kellogg seconded the motion.

Crump led a roll call of votes.

Affirmative: Gebhardt, Erichson, Smith, Kellogg, Peterson

Opposed: None

**Root River 1W1P Cost Share Contract Amendment:**

The following is requesting an amendment to his RR 1W1P cost share contract.

**Root River 1W1P Cost Share Contract Amendment**

Landowner	Twp/Sect	Project	Approved 6/10/20		Amendment	
			Original Estimate	Original CS Estimate	Amended Estimate	Amended CS Estimate
Dominic Stier	Clayton 10	Waterway	\$6,050.00	\$5,445.00	\$6,800.00	\$6,120.00

Kellogg made a motion to approve the amendment for Dominic Stier's Root River 1W1P cost shared waterway contract at \$6,120.00, 90% of the total adjusted cost estimate of \$6,800.00. Peterson seconded the motion.

Crump led a roll call of votes.

Affirmative: Gebhardt, Erichson, Smith, Kellogg, Peterson

Opposed: None

**Well Sealing Contract:**

The following is requesting cost share for her well sealing project.

**Well Sealing Cost Share Contract Approval**

Priority Area	LAST	FIRST	TWP	SECT	Cost Estimate	Estimated CS
X	Stahl	Heather	Lyle	15	\$ 1,900.00	\$ 950.00

Peterson made a motion to approve the well sealing contract for Heather Stahl at \$950.00, 50% of the cost estimate of \$1,900.00. Erichson seconded the motion. Crump led a roll call of votes.

Affirmative: Gebhardt, Erichson, Smith, Kellogg, Peterson

Opposed: None

Commissioner Report, Polly Glynn:

Glynn gave an update on county programs to include: the government center reopening, the 4.9 mil received from the federal government to assist with COVID related items through the CARES program, a COVID update for the county, and the upcoming meeting to decide if the Mower County fair will happen this year.

Discussion Items:

2021 Budget:

The board discussed the 2021 Proposed Budget.

Field Buffer (Fishers/Farmers Grant):

Hanson explained the field buffer grant opportunity through the Fishers/Farmers Grant in the headwaters of the Root River watershed.

Dave Copeland, BWSR:

Copeland updated the board on BWSR.

Gary Kurer, NRCS:

Kurer updated the board on NRCS items, to include: staffing in the Austin field office, EQIP and CSP.

Supervisor Reports:

Resolution Meeting:

Gebhardt talked about the area 7 resolution meeting schedules for July 21 via Zoom.

TSA Meeting:

Gebhardt talked about the upcoming TSA meeting.

Staff Report (See Attached):

The Staff Report and all programs were reviewed.

Meeting was adjourned. The next board meeting will be held August 12, 2020 at 8:00 a.m., the where of which will be discussed as the meeting gets closer.

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