

Mower County Soil and Water Conservation District

Minutes of the Mower County Soil and Water Conservation District on March 10, 2021.

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

Supervisors Present: Jon Erichson
Randy Smith
Jim Kellogg
Rod Moe

Staff Present: Justin Hanson, District Manager
Jeanne Crump, Administrative Assistant
Paul Hunter, Watershed Conservationist
Cody Fox, Project Manager

Others Present: Gary Kurer, NRCS
Andrea Horsman, NRCS
Aaron Janz, NRCS
Dave Copeland, BWSR

NRCS Report:

Kurer updated the board on NRCS Programs, to include; staffing/employment opportunities, EQIP, CRP, CSP, and annual local workgroup meeting. Local workgroup meeting set up for June 2nd at 8:00.

Agenda:

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

Secretary Report:

Erichson made a motion to approve the minutes of the February 10, 2021 board meeting.
Moe seconded the motion.
Affirmative: Erichson, Smith, Kellogg, Moe
Opposed: None

Treasurer Report:

Checks Payable:

The treasurers and payables reports were reviewed with the board. Kellogg made a motion to approve the treasurers and payables reports, March payroll and to transfer money as needed. Erichson second the motion.
Affirmative: Erichson, Smith, Kellogg, Moe
Opposed: None

Conservation Stewardship Program (CSP), Andrea Horsman:

Horsman joined the board meeting to give a presentation on the Conservation Stewardship Program (CSP). Discussion held.

Action Items:

Fund Balance Designation:

	2020
Fund Balance January 1	\$ 603,630
Increase/Decrease in Fund Balance as of December 31	\$ 81,020
Year End Fund Balance	\$ 684,650
Minus Assigned Funds	
-Compensated Absences December 31	\$ 74,726
-Additional Comp Abs Set aside by Board in 2014	\$ 20,000
-Equipment Replacement December 31	\$ 91,180
Total Year End Assigned Funds	\$ 185,907
Total Year End Unassigned Fund Balance	\$ 498,744
6 Months Expenditures - based on year end district operations expenditures on the Budgetary Comparison Statement (see year end financial statements)	\$ 470,868
Total Unassigned Fund Balance minus 6 mth. Expenditures	\$ 27,875

The board discussed the fund balance designation for year end 2020 along with the \$27,875 that the District has over the 6-month expenditures.

Kellogg made a motion to approve adding \$20,000 of that \$27,875 to the assigned Equipment Replacement and the remaining \$7,875 to Compensated Absences. Erichson seconded the motion.

Affirmative: Erichson, Smith, Kellogg, Moe

Opposed: None

	2020
Fund Balance January 1	\$ 603,630
Increase/Decrease in Fund Balance as of December 31	\$ 81,020
Year End Fund Balance	\$ 684,650
Minus Assigned Funds	
-Compensated Absences December 31	\$ 82,601
-Additional Comp Abs Set aside by Board in 2014	\$ 20,000
-Equipment Replacement December 31	\$ 111,180
Total Year End Assigned Funds	\$ 213,782
Total Year End Unassigned Fund Balance	\$ 470,869
6 Months Expenditures - based on year end district operations expenditures on the Budgetary Comparison Statement (see year end financial statements)	\$ 470,868
Total Unassigned Fund Balance minus 6 mth. Expenditures	\$ 0

Equipment Replacement	
January 1, 2020 Balance	\$ 110,460.81
plus: 2020 Grass Seeding Program balance	\$ 12,716.07
plus: additional set aside from Fund Balance	\$ 20,000.00
minus: 2020 Capital Outlay	\$ (31,996.40)
December 31, 2020 Equipment Replacement Balance	\$ 111,180.48
Compensated Absences	
January 1, 2020 Balance	\$ 71,285.43
plus: Leave earned in 2020	\$ 3,440.59
plus: additional set aside from Fund Balance	\$ 7,875.00
December 31, 2020 Compensated Absences Balance	\$ 82,601.02

Windbreak Cost Share:

The following are requesting cost share for their windbreak projects.

Windbreak Cost Share CONTRACT Approval				
Landowner	Twp/Sect	Project	Total Cost	Cost Share Payment
Jake Levisen	Nevada 8	Windbreak	\$447.68	\$223.84
Erik Anderson	Windom 5	Windbreak	\$343.05	\$171.53
Brian Bronner	Austin 16	Windbreak	\$462.78	\$231.39
Richard Pedersen	Windom 16	Windbreak	\$343.05	\$171.53

Kellogg made a motion to approve the 4 windbreak cost share contracts at 50%. Erichson seconded the motion.

Affirmative: Erichson, Smith, Kellogg, Moe

Opposed: None

Well Sealing Cost Share:

The following are requesting cost share for their well sealing projects.

Well Sealing Cost Share CONTRACT Approval					
Priority or NonPriority	LAST	FIRST	TWP/SECT	Cost Estimate	Estimated CS
Priority	James	Samuel	Leroy 34	\$2,100.00	\$1,000.00
Priority	Nelsen	Bruce	Lansing 1	\$1,600.00	\$800.00

Funding for these projects will come from the Mower County match for Water Planning through the NRBG. Erichson made a motion to approve the well sealing cost share contracts for Samuel James and Bruce Nelsen at 50% not to exceed \$1000. Kellogg seconded the motion.

Affirmative: Erichson, Smith, Kellogg, Moe

Opposed: None

District/Employee Handbook Resolution:

The board discussed the updated District Policy and Employee Handbooks and the resolution to adopt the amended handbooks. Erichson made a motion to approve the updated handbooks and sign the resolution of adoption. Kellogg seconded the motion.

Affirmative: Erichson, Smith, Kellogg, Moe

Opposed: None

Cost Share Policy:

The board talked about District Policy Attachment A for cost share and program assistance. The board tabled this Action Item.

Green Corps Position Resolution:

Hanson talked about the host sight agreement for an AmeriCorps member for the 2021-2022 program year. Kellogg made a motion to enter into and sign a host site agreement with the MPCA for an AmeriCorps member. Moe seconded the motion.

Affirmative: Erichson, Smith, Kellogg, Moe

Opposed: None

Discussion Items:

AgBMP for Septics:

The board held discussion as to whether the AgBMP loan money should be offered for septic systems.

Supervisor Reports:

Chairman Report:

The board talked about the legislative briefing day at the capitol.

Staff Report (See Attached):

The Staff Report and all programs were reviewed.

Meeting was adjourned. The next board meeting will be April 14, 2021 at 8:00 a.m.

APPROVED _____ DATE _____