



BLUE EARTH SOIL & WATER

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Approved Minutes of December 9, 2021

Supervisors Present: Vice Chairman: John Rollings, Treasurer: John Shanahan, Secretary: Chris Hughes, PR&I: William Gardner

Supervisors Absent: Chairman: Carol Krosch

Staff Present: District Manager: Jerad Bach, Conservation Specialist: Jake Fritz, Administrative Specialist: Jillian Kuduk; District Conservationist: Ciara Ahrens

Proceedings: Meeting called to order by Vice-Chairman Rollings at 4:15 p.m. and roll call was taken.

Pledge: All present recited the Pledge of Allegiance.

HOUSEKEEPING

Agenda: Agenda was reviewed, Gardner moved to approve the agenda, seconded by Shanahan. All present voted Aye. **Motion adopted.**

Minutes: Minutes were reviewed, Shanahan moved to approve the November 4, 2021 minutes, seconded by Hughes. All present voted Aye. **Motion adopted.**

Treasurer's Report: (see attached)

Balance on hand	\$ 738,751.92
Receipts	\$ 10,390.42
Disbursements	\$ 29,900.49
Total	\$ 719,241.85

Kuduk presented the Treasurer's Report for November and requested to pay the Supervisor per diems, which were read by each Supervisor present. Gardner moved to file the November Treasurer's Report subject to audit and pay Supervisor per diems as read, seconded by Shanahan. All present voted Aye. **Motion adopted.**

OPEN COMMUNICATIONS

County Commissioner: No Report

District Conservationist: Ahrens presented the District Conservationist report. NRCS is busy with CSP and EQIP contracts and applications. New staff members are getting trained up and working well with the team. Soil Con Myles Elsen has decided to leave NRCS. The tentative office reopening is continuing to be unknown.

District Manager: Bach presented the District Manager report (see attached).

COST SHARE CONTRACTS:

WBIF-WW-21-07-01-02 Williams (Well Decommissioning)

Fritz requested to encumber \$1,000.00 for well decommissioning, with an estimated total cost of \$2,535.50. **Rollings** moved to encumber \$1,000.00 for the WBIF-WW-21-07-01-02 (Williams) contract, seconded by **Shanahan**. All present voted Aye. **Motion adopted.**

WBIF-WW-21-07-01-03 Otto/Blume (Well Decommissioning)

Fritz requested to encumber \$1,000.00 for well decommissioning, with an estimated total cost of \$2,535.50. **Gardner** moved to encumber \$1,000.00 for the WBIF-WW-21-07-01-03 (Otto/Blume) contract, seconded by **Hughes**. All present voted Aye. **Motion adopted.**

WBIF-WW-21-07-01-01 Williams (Well Decommissioning)

Fritz requested to approve payment in the amount of \$817.50 for well decommissioning, with a total project cost of \$1,635.00. **Shanahan** moved to approve payment in the amount of \$817.50 for the WBIF-WW-21-07-01-01 (Williams) contract, seconded by **Gardner**. All present voted Aye. **Motion adopted.**

NEW BUSINESS:

MASWCD Convention:

Kuduk gave the board a final update for the upcoming MASWCD Convention including reservations and agenda. Anyone who needs clarification on reservations or materials should contact her before the weekend.

SWCD Comprehensive Plan Resolution 2021-12-1:

Bach presented the SWCD Comprehensive Plan to the Board reviewing the approval letter from the Board of Water & Soil Resources. **Hughes** moved to approve resolution 2021-12-1, seconded by **Shanahan**. All present voted Aye. **Motion adopted.**

Conservation Technician Posting:

Bach informed the board of **Russell's** departure from her position with the SWCD and requested board approval for the posting and hiring of a new Conservation Technician. **Shanahan** moved to authorize the District Manager to post and hire a Conservation Technician with starting pay range of \$16.00 - \$20.00, depending on experience, seconded by **Hughes**. All present voted Aye. **Motion adopted.**

SWCD 2020 Audit Report

Bach presented the FY20 Audit report that was completed by Peterson Company. Copies were given to each board member to review and discuss.

Brillion Drill Purchase

Bach presented the proposal to purchase a new Brillion drill for the seeding program to be used as a rental unit for landowners and be funded by the FY22 Local Capacity grant. After discussion **Shanahan** moved to approve budgeting the purchase of the Brillion drill into the FY22 Local Capacity grant workplan, seconded by **Hughes**. All present voted Aye. **Motion adopted.**

FY22 Budget

Bach presented the FY21 year to date expenditures and the FY22 Budget. The Supervisors discussed the details of the budget. **Shanahan** moved to approve the FY22 budget as presented, seconded by **Gardner**. All present voted Aye. **Motion adopted.**

Employee Reviews

The Personnel Committee met to discuss the annual review for the District Manager; the District Manager did the annual reviews for the staff. The Personnel Committee presented the 2022 proposed wage recommendations. After discussion, Rollings made a motion to approve the 2022 wage schedule, second by Hughes. All present voted Aye. **Motion adopted.**

SUPERVISOR REPORTS

Shanahan – No report.

Hughes – Reported on the upcoming December 16 meeting for the Le Sueur 1W1P that he will be attending as well as the most recent Prairie Enthusiasts project he’s apart of.

Gardner – Gave an overview of the last MPI meeting he attended.

Rollings – Informed the board he would not be attending the MASWCD convention due to Covid-19 concerns and discussed possible funding options for infrastructure upgrades due to Covid with Commissioner Bruender.

Adjourn: There being no further business Rollings adjourned the meeting.

- Meeting adjourned 6:05 pm
- Next regular meeting will be held January 6, 2022
- Minutes submitted by Jillian Kuduk, Administrative Specialist

Approved Date: _____ Chris Hughes, Secretary _____

Approved Date: _____ Carol Krosch, Chairman _____