**DISTRICT REGULAR BOARD MEETING**
Tuesday, February 28, 2017
9:30 A.M.
Goodhue County SWCD Office

***MINUTES***

**ATTENDED BY:** Jeff Beckman, Mark Comstock, John Jaeger, Ed McNamara, Larry Thomforde, Chris Fritz, Coty Hyllengren, Glen Roberson, Chris Wagner, Allen Kraus-Cannon River Watershed Partnership, Lee Thompson-Cannon River Watershed Partnership

## I. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 9:30 a.m. by Chairman Jaeger. A quorum is present. Those present rose and recited the Pledge of Allegiance.

## II. AGENDA

Motioned by Larry Thomforde seconded by Jeff Beckman to approve the Agenda as printed. Voting affirmative: Beckman, Comstock, Jaeger, McNamara, Thomforde. Opposed: None. Motion passed.

## III. CONSENT AGENDA

Motioned by Ed McNamara seconded by Jeff Beckman to approve the following Consent Agenda items:

1. Approve Conservation Practice Technical Approval Authority for Ecological Services for Chris Fritz, as recommended by NRCS
2. Approve Revised Financial Report Cost Share 2015 Grant ID P15-2297; Returned amount changed from $771.93 to $617.55; (State refund of $154.38 received 2/23/2017)

Voting affirmative: Beckman, Comstock, Jaeger, McNamara, Thomforde. Opposed: None. Motion passed.

## IV. SECRETARY'S REPORT

1. Approve January 24, 2017 District Regular Board Meeting Minutes

Motioned by Jeff Beckman seconded by Mark Comstock to approve the January 24, 2017 District Regular Board Meeting Minutes as printed. Voting affirmative: Beckman, Comstock, Jaeger, McNamara, Thomforde. Opposed: None. Motion passed.

## V. PUBLIC COMMENT PERIOD

There were no Public Comments at this time.

## VI. ACTION ITEMS

1. Action on State Cost Share Application #2016-04, Gerald Nelson, Grassed Waterway, $2,640.00

Motioned by Larry Thomforde seconded by Mark Comstock to approve Gerald Nelson's State Cost Share contract #2016-04 for a Grassed Waterway in the amount of $2,640.00, based on 75% Cost Share. Voting affirmative: Beckman, Comstock, Jaeger, McNamara, Thomforde. Opposed: None. Motion passed.

2. Action on Sub Agreement to State of MN JPA Between the SE SWCD Tech Support JPB and Goodhue Co. SWCD for MN Ag Water Quality Certification Program; $2,500.00 for Promotion and Technical Assistance

Motioned by Mark Comstock seconded by Jeff Beckman to approve and authorizing the Chairman to sign the Sub Agreement to State of MN JPA between the SE SWCD Tech Support JPB and Goodhue County SWCD for MN Ag Water Quality Certification Program in the amount of $2,500.00 for promotion and technical assistance. Voting affirmative: Beckman, Comstock, Jaeger, McNamara, Thomforde. Opposed: None. Motion passed.

3. Action on Equipment Committee Recommendations

Glen Roberson informed those present that the Equipment Committee had met on Monday, February 13, 2017. (See attached for details)

Motioned by Ed McNamara seconded by Mark Comstock to purchase a 2017 Chevy ¾ ton double cab Pickup using the State Bid system and authorizing the District Manager to advertise the sale of the 2001 Chevy 2500 pickup currently owed by the District when the new truck arrives as recommended by the Equipment Committee. Voting affirmative: Beckman, Comstock, Jaeger, McNamara, Thomforde. Opposed: None. Motion passed.

Motioned by Ed McNamara seconded by Jeff Beckman authorizing the purchase of 2 new computers and 4 computer monitors as recommended by the Equipment Committee. Voting affirmative: Beckman, Comstock, Jaeger, McNamara, Thomforde. Opposed: None. Motion passed.

Motioned by Jeff Beckman seconded by Mark Comstock to purchase the 2017 Polaris Ranger and trailer with accessories as recommended by the Equipment Committee at a cost of up to $14,000.00. The Chairman was authorized to approve the final cost of the equipment. Voting affirmative: Beckman, Comstock, Jaeger, McNamara. Opposed: Thomforde. Motion passed.

The District staff was instructed to research what other counties who own Vicon spreaders, are accomplishing with the equipment and come to the Board with recommendations.

4. Action to Authorize Attendance and Pay Registration ($80) to MASWCD Legislative Briefing and Day at the Capitol

Motioned by Mark Comstock seconded by Ed McNamara authorizing the District Manager and Supervisors to attend the MASWCD Legislative Briefing and Day at the Capitol on March 20 – 21 2017 and pay registration and lodging expenses. Voting affirmative: Beckman, Comstock, Jaeger, McNamara, Thomforde. Opposed: None. Motion passed.

5. Action on Cannon Valley Fair Assn Commercial Building Space Rental Request for July 1 – 4, 2017, $125.00 Due 3/1/2017

Motioned by Larry Thomforde seconded by Jeff Beckman authorizing the District to again rent a space at the Cannon Valley Fair on July 1 – 4, 2017 and pay the Rental fee of $125.00. Voting affirmative: Beckman, Comstock, Jaeger, McNamara, Thomforde. Opposed: None. Motion passed.

6. Action on 2016 Year End Financial Reports

Motioned by Ed McNamara seconded by Jeff Beckman to approve the 2016 Year End Financial Reports as presented. Voting affirmative: Beckman, Comstock, Jaeger, McNamara, Thomforde. Opposed: None. Motion passed.

## VII. REPORTS

1. NRCS Report

Those present reviewed the NRCS Report prepared by Thomas Steger. No action was taken.

2. District Manager's Report

The District Manager's Report was presented by Glen Roberson. Glen discussed with the Board the upcoming Joint meeting with the Goodhue County Commissioners to be held on March 7th. He also discussed the Ag Reporter news articles, the Cannon River one watershed/one plan Policy Committee meeting to held on March 1st, the Zumbro Watershed meeting held last week, and the upcoming Area Employees meeting to be held on April 6th.

Chairman Jaeger moved the meeting to item #5 under Reports – Other.

5. Other

Lee Thompson-Ag Program Consultant from the Cannon River Watershed Partnership introduced Allan Kraus-Cannon River Watershed Partnership Ag Coordinator. Lee and Allan discussed the goals and accomplishments of the Cannon River Watershed Partnership and upcoming events. No action was taken.

Lee Thompson and Allan Kraus exited the meeting at 11:31 a.m.

Chairman Jaeger moved the meeting back to item #3 under Reports – Supervisor Activity Reports.

3. Supervisors Activity Report

Mark Comstock reported that he attended the WRAPS meeting on January 28th, the Equipment Committee meeting on February 13th and Supervisor Training in Rochester on February 22nd.

Larry Thomforde reported that he had been receiving phone calls concerning feedlot projects in Goodhue County.

Jeff Beckman reported that he attended the Cannon River Watershed Meeting on February 13th and February 23rd.

Ed McNamara reported that he attended the Equipment Committee Meeting on February 13th, the BALMM Meeting on February 15th and the Nitrogen meeting on February 16th.

John Jaeger reported that he had attended the JPB meeting in Rochester on January 31st and the TSA meeting on February 8th.

4. Staff Program Reports

Chris Wagner updated the Board on the Ag BMP Loan Program, the Envirothon, the Rain Gauge Program and 6th Grade Conservation Field Day.

Glen Roberson updated the Board on the Tree Program and the SE SWCD Technical Support JPB program. He also discussed the Waseca Farmer Forum and other upcoming meetings.

## VIII. TREASURER'S REPORT/PAYABLES

1. Approve January 2017 Financial Reports

Motioned by Larry Thomforde seconded by Ed McNamara to approve the January 2017 Financial Reports as printed. Voting affirmative: Beckman, Comstock, Jaeger, McNamara, Thomforde. Opposed: None. Motion passed.

2. Approve February 2017 Accounts Payable

Motioned by Jeff Beckman seconded by Mark Comstock to approve and pay the February 2017 Accounts Payable as presented. Voting affirmative: Beckman, Comstock, Jaeger, McNamara, Thomforde. Opposed: None. Motion passed.

## IX. ADJOURNMENT

Motioned by Mark Comstock seconded by Ed McNamara to adjourn the meeting. Voting affirmative: Beckman, Comstock, Jaeger, McNamara, Thomforde. Opposed: None. Motion passed.

The meeting was adjourned at 12:43 a.m.

Respectfully submitted,

Larry Thomforde
Secretary

ATTACH: Equipment Committee Report
NRCS Report

**DISTRICT EQUIPMENT COMMITTEE MEETING**
104 East 3rd Ave
PO Box 335
Goodhue, MN 55027

Monday, February 13, 2017
10:00 AM

**MINUTES**

ATTENDED BY: Ed McNamara, Mark Comstock, Beau Kennedy, Glen Roberson, Coty Hyllengren.

The Equipment Committee met at 10:00 AM to provide recommendation for equipment needs: specifically a vehicle, Computer & monitor upgrades, and a UTV with trailer and Vicon spreader.

The following recommendations were made:

1. Replace the 2001 Chevy 2500 truck with a new 2017 ¾ ton double cab truck, as the purchase price is approximately $2000 different and it will have more utility and a higher resale value. Glen was instructed to check with the local Chevy Dealership to get a bid with trade in and also to get the bid price on a truck on the State Contract.
2. Purchase of 2 new computers to replace the 2012 models used by Beau Kennedy and Chris Wagner, plus purchase of 4 new computer monitors so that most will have dual monitors. Estimated cost of $2160.
3. Purchase a 2017 Polaris Ranger 570 Full Size UTV with accessories including windshield, roof, and rear panel. Staff will solicit bids from local dealers including M&M and Frontier. Also purchase an aluminum trailer for transporting the UTV, Vicon 225M Spreader and 3 point conversion kit for mounting into the UTV for seeding small areas.
4. Check with MCIT to make certain that Insurance coverage on the UTV can be provided without complications.

These items are to be brought to the Regular SWCD Board meeting on February 28th for action.

The Committee meeting was adjourned at 11:55 AM.

## 2017 Goodhue SWCD Truck Purchase

*(estimated $30,000 in approved worplan for truck, toolbox, lic, etc. $22,500 from 2016 fund and $7,500 from 2017 fund)*

| | | | Trade In Value | | |
|---|---|---|---|---|---|
| | **Vehicle** | **Year** | **State** | **Grover Auto** | |
| Existing | 2500HD Chevy | 2016 | na | na | |
| | Ford F250 | 2008 | *next year replacement??* | | |
| | Chevy Colorado | 2006 | na | na | |
| | 2500 HD Chevy | 2001 | *self* | $ 2,750.00 | * |
| | | | **State Bid** | **Grover Auto Bid** | |
| Proposed | Chevy - 1500 | 2017 | $ 25,426.00 | $ 26,035.00 | |
| | Chevy - 2500 | 2017 | $ 27,474.00 | $ 27,985.00 | |

## 2017 Goodhue SWCD Computer Assessment *($5,500 in Approved Budget)*

| User | Computer | Purchase Year | Upgrade Year | Est $ | Monitors | Est $ |
|---|---|---|---|---|---|---|
| Beau Kennedy | HP 8200 Elite | 2012 | 2017 | $ 850.00 | has 2 | |
| Chris Wagner | HP | 2012 | 2017 | $ 850.00 | has 1 | $ 115.00 |
| Glen Roberson | HP | 2012 | 2017 | $ - | has 1 | $ 115.00 |
| Coty Hyllengren | HP 6305 | 2014 | 2018 | | has 1 | $ 115.00 |
| Chris Fritz | HP 6305 | 2014 | 2018 | | has 1 | $ 115.00 |
| USDA Station | HP Z620 | 2015 | 2019 | | has 2 | |
| Virginia Westly | HP 705 | 2016 | 2019 | | has 2 | |
| SWCD Server | HP Proliant ML310 | 2014 | 2020 | | n/a | |
| Meeting Room | (Wags old one) | none | | $ - | | |
| | | | | $1,700.00 | | $ 460.00 |
| | | | $ 2,160.00 | yellow are needed in 2017 | | |

## Goodhue SWCD UTV Purchase *($19,000 in approved Budget)*

| | M &M | Frontier Ag CF | State Bid |
|---|---|---|---|
| Item | Cost | | |
| 2017 Polaris Ranger 570cc Full Size | $ 9,022.00 | $ 9,172.00 | $ 8,754.15 |
| Accessories | $ 948.47 | $ 1,125.00 | $ 1,012.50 |
| Labor/Delivery | $ 140.00 | $ - | $ 425.00 |
| | $ 10,110.47 | $ 10,297.00 | $ 10,191.65 |
| Aluminum Trailer 6.5' x 12' | $ 3,868.94 | $ 2,668.00 | $ 3,000.00 |
| Vicon Spreader (225M) | $ 2,096.00 | $ 2,096.00 | $ 2,096.00 |
| 3-pt Conversion Kit (est) | $ 1,500.00 | $ 1,500.00 | $ 1,500.00 |
| **Total** | **$ 17,575.41** | **$ 16,561.00** | **$ 16,787.65** |