

SCOTT SOIL AND WATER CONSERVATION DISTRICT
September 10th, 2008

Meeting convened at 8:00 a.m.

Members present: Jim Schwingler, Scott Tracy, Jim Fitzsimmons, Paul Krueger, and Ewald Gruetzmacher.

Others present: Shelly Tietz, Pete Beckius, and Katundra Shears.

Motion by Jim Schwingler second by Paul Fitzsimmons to approve the minutes of August 13, 2008. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Schwingler second by Scott Tracy to approve the treasurer's report as read, subject to audit, pay the bills submitted totaling \$80,415.64 (ck# 15825-ck# 15858). Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Staff report given by Pete Beckius. A health insurance meeting was held to review the insurance options available. Jaime and Pete provided presentation for the Living on the Land Expo held at the Scott County fairgrounds where approximately 400 individuals attended and RIM inspections were complete and submitted.

Doug Schoenecker reviewed the 2008 Twin Cities Low Impact Development training that he attended in White Bear Lake. During the training, they reviewed current raingardens and how to maintain them.

Emily reviewed the Leadership Institute that she attended in Moorhead, MN. At this session, they reviewed different leadership types. Emily's next session will be in Duluth in September.

Motion by Jim Fitzsimmons second by Jim Schwingler to approve final payment for Keith Webb, Prior Lake Spring Lake Watershed District contract, for \$975.00 for a Grassed Waterway Project. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Schwingler second by Jim Fitzsimmons to approve Scott WMO final payments for the following contracts: Richard Hennen, contract #FS07-27 for \$1,400.00 for a Wetland Restoration Project; Jim Frawley, contract #PR08-07 for \$800.00 for a Wetland Restoration Project; Brian Lubinski, contract #PR08-06 for \$1,700.00 for a Wetland Restoration Project. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Scott Tracy second by Jim Schwingler to approve Scott WMO 1st half filter strip payment for Ken Meger, contract #FS08-14 for \$2,948.00 for 5.8 acres. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Fitzsimmons second by Jim Schwingler to approve Scott WMO final payment for Dennis Walchal, contract #WMO 06-29 for \$6,165.00 for a Streambank Stabilization Project. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Fitzsimmons second by Jim Schwingler to approve Scott WMO final cost share payment for Vogel Grote, contract #WMO 07-23, for \$2,054.62 for a Lakeshore Stabilization Project. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Discussion held on Mark Hentges, Scott WMO cost share contract #WMO 06-07 for the payment of a submitted bill for seeding and mulching with an hourly rate of \$55.00. Motion by Scott Tracy second by Jim Fitzsimmons to approve a \$20.00 rate based on the FSA/NRCS custom rate for seeding and mulching projects. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Schwingler second by Scott Tracy to approve Kevin Koepp, Scott WMO contract #WMO 07-02, Amendment #2 to approve changing the start date to 12/1/08 and the completion date to 12/31/08. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Fitzsimmons second by Jim Schwingler to approve State Cost Share final payment for Dennis Walchal, contract #06-12 for \$6,953.00 with FY06 funds of \$5,742.18 and FY07 funds of \$1,210.82 for a Streambank Stabilization Project. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Schwingler second by Paul Krueger to approve FY08 State Cost Share final payment for Richard Stocker, Contract #08-02 for \$300.00 for a Grassed Waterway Project and return \$1,957.00 into the State Cost Share FY08 account to be re-encumbered. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Scott Tracy second by Paul Krueger to approve State Cost Share contract #08-05 for Scott Allison for a Streambank Stabilization Project with FY08 state cost share funds not to exceed \$1,950.00. The start date of the project is 12/1/08 and it is to be completed by 12/31/08 and Emily Javens is the Conservation District Technical Representative. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Schwingler second by Jim Fitzsimmons to approve Contribution Agreement No. 68-6322-8 between Scott Soil and Water Conservation District and NRCS for \$7,057.50. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Paul Krueger second by Jim Fitzsimmons to approve the Annual Get Together for Friday, December 5th, 2008 at the OK Corral Restaurant and invite those individuals invited to last year's Annual Get Together plus invite the four Scott WMO staff. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Schwingler second by Scott Tracy to approve the NPEAP equipment request from Scott SWCD for \$143.03 to purchase supplies from Forestry Supplier. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Fitzsimmons second by Jim Schwingler to approve the Scott NPEAP project application for CreeksBend Golf Course for a Streambank Stabilization project for \$2,783.25. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Pete reviewed the NPEAP application modification which would include a check item for insurance waivers to be allowable. Insurance waivers will need to be completed when the contractor does not have the level of insurance needed for statutory requirements. The insurance waivers will be reviewed and completed by the Risk Manager at the county office where the district is located. The AMSWCD will need to approve at their September 24th meeting to allow the host fiscal agent to approve the new applications and contracts with the allowable insurance waiver. Motion by Scott Tracy second by Paul Krueger to approve recommended the AMSWCD approve the NPEAP application modification to include the insurance waiver.

Pete reviewed the NPEAP Contract for Professional Services. The Dakota County attorney recommended changing the NPEAP Contract for Professional Services to include contractors to have the statutory insurance requirements. There are a few engineering firms that do not have the statutory insurance requirements. At the current time, the host district agent cannot approve or sign contracts that do not have the required statutory insurance limits. If the contractor does not carry the required insurance limits then the AMSWCD is liable for any problems with the project. The AMSWCD will be review allowing insurance waivers at their board meeting on Wednesday, September 24.

Motion by Scott Tracy second by Jim Schwingler to approve submitting to the AMSWCD a Scott NPEAP equipment request for the 2009 AutoCAD Civil software for \$3,286.18 and the Scott SWCD will pay \$1,556.52 which is for an additional GIS feature for the software. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

The MASWCD 2008 resolution packets were distributed to the Board of Supervisors to be completed by October 31, 2008.

Motion by Paul Krueger second by Jim Schwingler to approve Jaime Rockney attend the Minnesota Water Conference in October at the St. Paul River Centre at a cost of \$225.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Scott Tracy second by Jim Schwingler to approve Scott Schneider to attend the Annual Feedlot Conference in Alexandria, MN in October at a cost of \$130.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Fitzsimmons second by Scott Tracy to approve Jim Schwingler and Ewald Guetzmacher to have Entity Authorization for Riverland Bank which allows them to do the banking transactions there. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Pete reviewed the Farm Bill Assistance Grant Application. At a meeting held to discuss Biomass production, the group decided that a temporary employee could be hired to research the programs available to receive cost share incentive payments for biomass production. The grant application is through BWSR and the contract would be from July 1, 2008 – June 30, 2010. Motion by Scott Tracy second by Paul Krueger to approve applying for the funding through BWSR and receive commitments for other organization for additional funding. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Paul Nelson, Scott WMO, received a McKnight Foundation Grant to do targeted farmer meetings and he has asked Scott SWCD and NRCS staff to provide technical support to staff these meetings. There will be eight meetings this winter. Motion by Jim Fitzsimmons second by Jim Schwingler to provide comp time for staff who participate in conservation planning meetings held after normal business hours. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

The Land Steward of the Month is Dennis and Debra Walchal.

In other business, Paul Krueger inquired if the Kragh's could pay for construction costs for their project out of the escrow funds held at the district. The project needs to be certified by the engineer before the escrow funds can be released. Once the contractor bills have been paid, then the Scott WMO Cost Share practice funds can be released.

Motion by Jim Fitzsimmons second by Scott Tracy to adjourn the meeting at 10:00 a.m. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

The next meeting is schedule for Wednesday, October 8, 2008.