

# SE SWCD TECH. SUPPORT JPB MEETING

## Minutes (Draft)

Wednesday, July 29 2020

LOCATION: Goodhue SWCD Office Conference Room  
104 East 3<sup>rd</sup> Ave  
Goodhue MN 55027

**Conference Call Option due to CORVID-19 Emergency**  
**(I encourage everyone to use this option to limit our physical attendance to 10 or less).**

<https://us02web.zoom.us/j/8599817067?pwd=NVZ3N09PNXNhT0k2c2FDNDROQ2tDZz09>

Meeting ID: 859 981 7067 / Passcode: 570777

Dial in Number (312) 626 6799

Meeting ID: 859 981 7067

Passcode: 570777

Find your local number: <https://us02web.zoom.us/j/8599817067?pwd=NVZ3N09PNXNhT0k2c2FDNDROQ2tDZz09>

TIME: 9:30 AM –Noon

**Voting Members Present:** Larry Scherger-Dodge, Kathryn Tesmer-Fillmore, Paul Heers Jr-Freeborn, John Jaeger-Goodhue, Jim Gebhardt-Mower, Paul Uecker-Olmsted, Jim Purfeerst-Rice, Jerry Welke-Root River, Larry Theismann-Wabasha, Bill Rowkamp-Winona

**Others Present:** Adam King-Dodge, Laura Christensen-Fillmore, Brenda Lageson-Freeborn, Glen Roberson-Goodhue, Delane Krier-Goodhue, Beau Kennedy-Goodhue, Steve Pahs-Rice, Eric Gulbransen-Steele, Terri Peters-Wabasha, Daryl Buck-Winona, Pete Fryer-JPB Engineer, Kate Bruss-JPB Engineer, Jason Rochester-JPB Engineer, Chris Nelson-JPB Engineer, Adam Beilke-BWSR

### **Call Meeting to Order**

*Meeting was called to order at 9:35 a.m. by Chairman Jim Gebhardt.*

*Note: All voting will be by Roll Call due to 'Open Meeting Requirement.'*

### **I. AGENDA**

*Motioned by Purfeerst, seconded by Jaeger to approve the Agenda as printed.*

*Voting affirmative: Scherger, Tesmer, Heers, Jaeger, Gebhardt, Uecker, Purfeerst, Welke, Theismann, Rowkamp. Opposed: none. Motion passed.*

### **II. INTRODUCTIONS**

*Those present introduced themselves and shared who they represent.*

### **III. SECRETARY'S REPORT**

#### **1. Approve January 28, 2020 Minutes**

*Motioned by Uecker, seconded by Tesmer to approve the January 28, 2020 Minutes as printed.*

*Voting affirmative: Scherger, Tesmer, Heers, Jaeger, Gebhardt, Uecker, Purfeerst, Welke, Theismann, Rowkamp. Opposed: none. Motion passed.*

2. Approve March 30 2020 Special Meeting Minutes  
*Motioned by Uecker, seconded by Tesmer to approve the March 30, 2020 Minutes as printed.*  
*Voting affirmative: Scherger, Tesmer, Heers, Jaeger, Gebhardt, Uecker, Purfeerst, Welke, Theismann, Rowkamp. Opposed: none. Motion passed.*

#### IV. COMMITTEE REPORTS

1. Finance Committee
2. Planning Retreat: (When conditions allow, recommended due to anticipated Board changes & workload opportunities)

#### V. ACTION ITEMS

##### *Old Business:*

1. Grants
  - A. NPEA Base Grant: 2020
  - B. Enhanced Technical Service Grants.
  - C. Technical Training & Certification Grant (\$5,000) Authorize JPB as Fiscal Agent & Host Manager to Sign Agreement with BWSR  
*Motioned by Scherger, seconded by Purfeerst to Authorize JPB to be the Fiscal Agent & Authorize the Host Manager to Sign Agreement with BWSR on Technical Training & Certification Grant (\$5000.00).*  
*Voting affirmative: Scherger, Tesmer, Heers, Jaeger, Gebhardt, Uecker, Purfeerst, Theismann, Rowkamp. Opposed: none. Motion passed.*
  - D. Soil Health Grant: USDA NRCS.
  - E. RCPP Grant: Lower Mississippi River Feedlot Management Original \$820,000 & \$520,000 Amendment to the Current Grant & \$260,000 2020 Grant
  - F. Supplemental Grant Funding  
*Terri Peters presented information in regards to two funding sources available.*

##### *New Business:*

2. Review and Act on Finance Committee Recommendations.
  - A. Action on Approval of Fiscal Year 2020 Financial Reports (due 3/15/2021).  
*Motioned by Jaeger, seconded by Scherger to approve the Fiscal Year 2020 Financial Reports.*  
*Voting affirmative: Scherger, Tesmer, Heers, Jaeger, Gebhardt, Uecker, Purfeerst, Welke, Theismann, Rowkamp. Opposed: none. Motion passed.*
  - B. Action on Fiscal Year 2021 Budget Including Proposed Dues for 2021 (billable after January 2021 JPB Meeting).  
*Motioned by Purfeerst, seconded by Theismann to approve the Fiscal Year 2021 Budget including Proposed Dues for 2021 (Billable after January 2021 JPB Meeting).*  
*Voting affirmative: Scherger, Tesmer, Heers, Jaeger, Gebhardt, Uecker, Purfeerst, Theismann, Rowkamp. Opposed: none. Motion passed.*
  - C. Update: FY2021 BWSR Grants: NPEA Base Operations Funding & Enhanced Shared Technical Services (Chair Authorized to Sign via Resolution Approved at January 29 2015 Meeting) Consider Authorizing Host Manager to Sign these Grant Agreements to Expedite its Approval & Start Date.  
*Motioned by Theismann, seconded by Jaeger to authorize Host Manager to Sign Grant Agreements for FY2021 BWSR Grants: NPEA Base Operations Funding & Enhanced Shared Technical Services.*

*Motioned by Purfeerst, seconded by Theismann to make an Amendment to add Host Manager to sign requested Grant Amendment to extend it to 06/30/2021, if received for P17-4048. Voting affirmative: Scherger, Tesmer, Heers, Jaeger, Gebhardt, Uecker, Purfeerst, Theismann, Rowkamp. Opposed: none. Amendment passed*

*Chair Gebhardt then called for a vote on the Motion as amended. Voting affirmative: Scherger, Tesmer, Heers, Jaeger, Gebhardt, Uecker, Purfeerst, Theismann, Rowkamp. Opposed: none. Motion as amended passed.*

**D. Action on RCPP Small Feedlot Fix Program:**

i. Approve Sub Agreement with Root River SWCD for new RCPP Feedlot Cost Share, Contingent on NRCS approval of EQIP Cost Share: for Tom Hoscheit, \$99,465 based on 90% Combined EQIP /State Cost Share plus Technical Funding.

ii. Decision on JPB Funding of Projects this Year @ 75% with just State Funds to utilize remaining State funds, and Authorize Chair (or Host Manager?) to Sign Sub Agreement with that Local SWCD.

iii. Request Extension from 12/31/2020 to 6/30/2021 on P17-4048

*Motioned by Jaeger, seconded by Heers to approve the Sub Agreement with Root River SWCD for new RCPP Feedlot Cost Share, Contingent on NRCS, EQIP Cost Share: for Tom Hoscheit, \$99,465 based on 90% Combined EQIP /State Cost Share plus Technical Funding. Approve Decision on JPB Funding of Projects this Year @ 75% with just State Funds to utilize remaining State funds, and Authorize Chair (or Host Manager) to Sign Sub Agreement with that Local SWCD. Approve Request for Extension from 12/31/2020 to 6/30/2021 on P17-4048. Authorize Host Manager to sign agreements with 24hr notice by email to full Joint Powers Board via email.*

*Voting affirmative: Scherger, Tesmer, Heers, Jaeger, Gebhardt, Uecker, Purfeerst, Theismann, Rowkamp. Opposed: none. Motion passed.*

**E. Authorize Financial Audit with Smith & Schafer for FY2020: \$4,350.**

*Motioned by Theismann, seconded by Tesmer to authorize Financial Audit with Smith & Schafer for FY2020: \$4350.00.*

*Voting affirmative: Scherger, Tesmer, Heers, Jaeger, Gebhardt, Uecker, Purfeerst, Theismann, Rowkamp. Opposed: none. Motion passed.*

**F. JPB Staff Equipment Update.**

*No approvals needed on JPB Staff Equipment at this time. It was noted that the JPB time tracking software that Pete Fryer is developing will likely require a hosting web site that will have a fee, and that Kate Bruss' truck will need new tires soon.*

**G. Action on Office Space Rental at the Winona SWCD for TSA Engineer Pete Fryer: Due to Covid-19 & Related Concerns, allow Pete Fryer to work from home and end the office space arrangement.**

Direct the Personnel Committee to Review & Propose Changes Addressing Staff Working from Home, Including: Insurance for Equipment at their Homes, Home Office Cost Coverage (Phone, internet, vehicle parking,).

*Motioned by Scherger, seconded by Rowkamp to approve Personnel Committee to look into the Office Space Rental at the Winona SWCD for TSA Engineer Pete Fryer: Due to Covid-19 & Related Concerns, allow Pete Fryer to work from home and end the office space arrangement. Approve the Personnel Committee to Review & Propose Changes Addressing Staff Working from Home, Including:*

*Insurance for Equipment at their Homes, Home Office Cost Coverage (Phone, internet, vehicle parking,)*

*Voting affirmative: Scherger, Tesmer, Heers, Jaeger, Gebhardt, Uecker, Purfeerst, Theismann, Rowkamp. Opposed: none. Motion passed.*

H. Action on Final Financial Reports for BWSR Grants: Authorize JPB Secretary to Sign Grant Final Financial Reports.

*Motioned by Rowkamp, seconded by Tesmer to approve Final Financial Reports for GWSR Grants: Authorize JPB Secretary to Sign Grant Final Financial Reports.*

*Voting affirmative: Scherger, Tesmer, Heers, Jaeger, Gebhardt, Uecker, Purfeerst, Theismann, Rowkamp. Opposed: none. Motion passed.*

3. Consider Election / Appointment of JPB Officers Effective January 1 2021 Due to Anticipated Supervisor Retirements / Changes.

*A Consensus of the JPB members agreed that the Executive Committee can meet if needed after the November election to address any vacancy if the Chair, Vice Chair and Treasurer positions become vacant.*

4. Other: (None)

**VI. PROJECT SUMMARY / REPORTS**

1. BWSR Updates:

*Adam Beilke presented updates on Clean Water Fund / Water Sheds / Local Capacity/ BWSR Academy, BWSR Handbook*

2. Bill Thompson, Area 7 Director:

*Bill was not able to attend, therefore Glen Roberson updated on MASWCD news.*

3. Other

*Glen Roberson presented information on Cover Crop Field Day.*

**VII. ADJOURNMENT**

*Motioned by Heers, seconded by Jaeger to adjourn the meeting.*

*Voting affirmative: Scherger, Tesmer, Heers, Jaeger, Gebhardt, Uecker, Purfeerst, Theismann, Rowkamp. Opposed: none. Motion passed.*

*Meeting adjourned at 11:40 a.m.*

*Respectfully submitted,*

*Glen Roberson, Secretary*