



**Farm the Best...  
Buffer the Rest.  
Brown County CREP**

**BROWN SOIL AND WATER  
CONSERVATION DISTRICT**

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**Minutes of the November 18<sup>th</sup>, 2015  
Regular Brown SWCD Board Meeting,  
Brown County Office Building, Sleepy Eye, MN**

**Meeting was called to order at 8:31 AM by Chair Vogel.**

**PRESENT**

1. Jack Vogel – Chair
2. Gary Rathman – Vice Chair
3. Clem Windschitl – Secretary
4. Ralph Stadick – Treasurer (entered at 9:11am)
5. Greg Roiger – PRI
6. Doug Goodrich – District Manager
7. Melanie Krueger – Administrative Assistant
8. Cody Dale – AIS Coordinator/District Technician
9. Jennifer Hahn – NRCS District Conservationist
10. Dean Simonsen – Brown County Commissioner Liaison (exited at 11:20am)

**ABSENT**

None

**AGENDA**

- ◆ Motion was made by Roiger and seconded by Windschitl to approve the agenda with the additions of: 1) Cost Share Contract 14-07 Vogel Payment Approval as item C under Cost Share, 2) 2016 Buffer Law and MAWQCP Grant Agreement under New Business, 3) Lake Hanska Area Association Dues Payment of \$20.00 as item 4 under Bills Approvals, 4) Conservation Corps Apprentice Application under New Business, 5) Farm Show Booth under New Business, and 6) TSA Board Meeting on December 17 under Upcoming Meetings/Events.  
Affirmative: Vogel, Rathman, Windschitl, Roiger  
Opposed: None; Motion Carried

**CONSENT AGENDA**

- ◆ Motion was made by Windschitl and seconded by Rathman to approve the Consent Agenda items presented which included the October 15, 2015 Board Meeting minutes, the October 2015 Treasurer's Report, the Bills Report dated October 8, 2015 to November 5, 2015, the MDA Nursery Stock Dealer Certificate Renewal of \$175.00, the MACDE Employee Membership Renewal of \$60.00, the

***"Leave a Legacy"***

Lake Hanska Area Association Dues payment of \$20.00, and the district staff's Monthly Narrative report dated October 8, 2015 to November 5, 2015.

Affirmative: Vogel, Rathman, Windschitl, Roiger

Opposed: None; Motion Carried

### **WATER PERMITS/WCA REPORTS**

- ◆ Goodrich advised that since the last meeting he has not received any well report notices. He advised the group of a livestock production permit notice from MPCA and a WCA application for a permit for the Highway 14 & 15 bridge interchange.

### **COST SHARE**

- ◆ A motion was made by Roiger and seconded by Windschitl to approve Contract# EM1-FY15-02 with Randy Braulick for a Grassed Waterway in North Home 19. Cost estimate is \$1,331.00 with cost share not to exceed 75% or \$998.25. FY15 2014 MN Flood Relief funds will be encumbered for this project.

Affirmative: Vogel, Rathman, Windschitl, Roiger

Opposed: None; Motion Carried

- ◆ A motion was made by Rathman and seconded by Roiger to authorize final payment of GBERBA Cost Share contract CWF-CDP-13-08-01 with Clem Windschitl for 3 blind gravel inlets installed in Albin 17 whereas the project has been completed. GBERBA had technical approval authority. Original cost estimate was \$1,350.00 with cost-share not to exceed 100% or \$1,350.00 (whichever is less). Final cost of the project was \$1,512.50. Brown SWCD authorizes cost-share payment of \$1,350.00 from GBERBA.

Affirmative: Vogel, Rathman, Roiger

Abstained: Windschitl

Opposed: None; Motion Carried

- ◆ A motion was made by Windschitl and seconded by Roiger to authorize final payment of Brown SWCD Cost Share contract 14-07 with Jim Vogel for a Grassed Waterway in Stately 35 whereas the project has been completed. NRCS had technical approval authority. Original cost estimate was \$1,650.00 with cost-share not to exceed 75% or 1,237.50. Final cost of the project came in at \$1,005.42. Brown SWCD will provide cost share payment of \$754.07 from FY14 Cost Share Program funds. Cost Share T&A to be spent out is \$276.07

Affirmative: Vogel, Rathman, Windschitl, Roiger

Opposed: None; Motion Carried

### **NRCS REPORT**

- ◆ Hahn reviewed her NRCS board report with the group and the report is on file.

### **PF/FARM BILL TECH REPORT**

- ◆ The group reviewed the PF/Farm Bill Tech written board report provided by Van Thuyne and the report is on file.

### **MEETING REPORTS**

- ◆ Cody Dale and Windschitl reported on the GBERBA meetings attended October 21 and November 13.

Stadick entered at 9:11am

- ◆ Rathman reported on the Red Rock Prairie Plan meeting attended October 21.
- ◆ Staff reported on BWSR Academy training sessions attended October 27-29 in Brainerd, MN.
- ◆ Roiger and Stadick reported on the Freshwater Society Lecture series attended on November 4 in Mankato. Hahn was also at the event and commented.
- ◆ Stadick reported on the MN River Congress event he attended November 12.
- ◆ Vogel reported on the RCRCA board meeting held November 14 and then Vogel, Rathman, and Stadick all commented on the RCRCA Legislative Gathering attended that immediately followed the board meeting on November 14.
- ◆ All Staff, Supervisors, and NRCS attended the MASWCD Area VI fall meeting on November 17 and discussion was held as to the meeting topics.

### **UNFINISHED BUSINESS**

- ◆ **NACD 2016 Membership Dues:** Discussion was held on the letter drafted to the NACD by staff which addressed the concerns of the Board about voting rights of non-dues paying members and the comments received about the letter at yesterday's Area VI meeting where the letter was presented to all Area VI districts for comments. Revisions to the letter were suggested. A motion was made by Windschitl and seconded by Stadick to pay a dues contribution of \$100.00 to NACD and have staff revise the letter with the minimal changes discussed to be sent with the payment.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None; Motion Carried
- ◆ **MASWCD Annual State Convention:** Krueger passed out folders to each Supervisor with handouts they need for the MASWCD State convention in December. Discussion was held on who would be attending and for which portions so registration could be completed. Auction items were discussed and volunteer helpers were noted and will be advised to Sheila at MASWCD.

### **NEW BUSINESS**

- ◆ **Commissioner Comments:** Commissioner Simonsen provided the group with an overview of current happenings at the County: 1) the Commissioners approved a 10 year schedule for ditch redeterminations at yesterday's meeting, 2) Simonsen has a new county email and will provide that to staff, 3) the county budget is set for approval on the December 1 meeting agenda and at this time there is a 4.5% increase, and 4) clarified the financial assessment issues on ditch 35 that were brought to the groups attention in yesterday's Journal new article.
- ◆ **Conservation Corps Apprentice:** Goodrich informed the group he had received notice that the application period for a Conservation Corps Apprentice is open with a deadline of December 15. He would like to apply again this year as last year's Apprenticeship went well. Discussion was held by the group. A motion was made by Roiger and seconded by Rathman to authorize Doug to file an application for a Conservation Corps summer apprentice.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None; Motion Carried

- ◆ **Schedule Goodrich Annual Review (12/16 Anniversary Date):** Discussion was held and authorize Personnel Committee to schedule the review.
- ◆ **TSA 5 Terrain Analysis Grant 2<sup>nd</sup> Half Payment:** Goodrich informed the group that an invoice had been received from TSA 5 for the 2<sup>nd</sup> half payment for the Terrain Analysis grant in the amount of \$1,136.36. He has contacted John Knisley for confirmation on whether the 2<sup>nd</sup> half funds can be paid by County funds as was discussed last year but has no official response yet. It was decided to table the decision to next month's meeting to allow time for a response.
- ◆ **FY15 Easement Delivery Grant Financial Report:** Staff presented the final financial report and grant program log for the FY2015 Easement Delivery Grant to the group for review and approval. A motion was made by Rathman and seconded by Roiger to authorize signature on the final financial report.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None; Motion Carried
- ◆ **2016 Buffer Law and MAWQCP Grant Agreement:** Goodrich advised the group that notice had been received from BWSR that the FY2016 Buffer Law and MAWQCP Grant Agreement was available for processing. Brown SWCD is set to receive \$30,000.00 in funds for the Buffer Law portion and \$6,000.00 in funds for the MAWQCP portion. A motion was made by Windschitl and seconded by Stadick to authorize Chair Vogel's signature on the grant agreement and to list District Manager as the Authorized Representative on the grant agreement.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None; Motion Carried
- ◆ **Farm Show Booth:** Krueger advised the group that information had just been received from Farm-City Hub Club for the Farm Show event March 11-12, 2016. Cost of the booth for early bird registration is \$200.00 which is the same as past few years. Discussion was held on whether to continue having a booth at this event and the group agreed it is a valuable outreach opportunity for the district. A motion was made by Windschitl and seconded by Rathman to authorize staff to register and pay for a booth for the March Farm Show event.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None; Motion Carried

Simonsen exited at 11:20am.

- ◆ **Upcoming Meetings/Events:** A motion was made by Stadick and seconded by Windschitl to attend and approve the following upcoming meetings/events:
  - ◇ November 26 & 27 – Thanksgiving Holidays – Office Closed
  - ◇ Wednesday, December 2 – Capacity Funding Special Meeting, 2:00pm (All Supervisors and Staff)
  - ◇ Outstanding Conservationist Banquet – tentatively rescheduled to Monday, December 21. Krueger will confirm and inform the group.
  - ◇ December 6-8 – MASWCD State Convention (Jack, Gary, Clem, Greg)
  - ◇ Thursday, December 10 – RCRCA Board Meeting, Redwood (Jack)
  - ◇ Wednesday, December 16 – GBERBA Technical Meeting (Cody)
  - ◇ Wednesday, December 16 – Brown SWCD Regular Board Meeting, 8:30am

- ◇ Thursday, December 17 – South Central TSA Board Meeting (Ralph)
- ◇ Monday, November 30 – MN Corn/Soybean Growers Meeting (Clem)
- ◇ Personnel Committee – Goodrich Annual Review (Clem, Greg). Date and time to be determined. Will be held on or before 12/16/15.

Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger

Opposed: None; Motion Carried

**Meeting Adjourned – 11:35 AM**

Secretary: Clem Windschitl Date: 12-16-15