



# Brown Soil and Water Conservation District



300 2nd Ave. SW • Sleepy Eye, MN 56085 • Phone: 507-794-2553

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## Minutes of the March 16, 2016 Brown SWCD Regular Board Meeting, Brown County Office Building, Sleepy Eye, MN

Meeting was called to order at 9:00am by Chair Vogel.

### PRESENT

1. Jack Vogel – Chair
2. Gary Rathman – Vice Chair
3. Clem Windschitl – Secretary
4. Ralph Stadick – Treasurer
5. Greg Roiger – PRI
6. Doug Goodrich – District Manager
7. Melanie Krueger – Administrative Assistant
8. Jennifer Hahn – NRCS District Conservationist
9. Dustin Van Thuyne – PF/Farm Bill Wildlife Biologist
10. Dean Simonsen – Brown County Commissioner Liaison

### ABSENT

None

### AGENDA

- ◆ Motion was made by Windschitl and seconded by Stadick to approve the agenda with the addition of Area VI Dues bill of \$400.00 under the Bills portion of the Consent Agenda.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, 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 February 24, 2016 Board Meeting minutes, the February 2016 Treasurer's Report, the Bills Report dated February 18, 2016 to March 9, 2016, the Area VI Dues bill of \$400.00, and the Monthly Staff Narrative report dated February 18, 2016 to March 9, 2016.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None; Motion Carried

## WATER PERMITS/WCA REPORTS

- ◆ Goodrich advised that since the last meeting he has not received any new well reports from the MDH. He received one WCA revision report and has received notice from DNR on one irrigation application in Albin Township which has several conditions listed.

## COST SHARE

- ◆ Motion was made by Windschitl and seconded by Stadick to approve the following cost share contracts with Brown SWCD:
  - ◇ Contract# EM1-FY15-05 with Lester Braulick for a Grade Stabilization Repair project in Cottonwood 13. Cost estimate is \$27,304.10 with cost share approved at \$2,500.00 from Brown SWCD. Other federal funds are being provided towards the project to meet the 75% cost share threshold. FY15 2014 MN Flood Relief funds will be encumbered for this project.
  - ◇ Contract# EM1-FY15-06 with John Hoffmann for a Grade Stabilization Repair in Cottonwood 16. Cost estimate is \$25,498.67 with cost share approved at \$2,000.00 from Brown SWCD. Other federal funds are being provided towards the project to meet the 75% cost share threshold. FY15 2014 MN Flood Relief funds will be encumbered for this project.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None; Motion Carried

## NRCS REPORT

- ◆ Hahn reviewed her NRCS board report with the group and the report is on file, and then shared information and a handout for the new Client Gateway option now available with the NRCS.

## PF/FARM BILL TECH REPORT

- ◆ Van Thuyne reviewed his PF/Farm Bill Tech board report with the group and the report is on file, and shared information about the DNR Native Prairie Tax Exemption Program.

## MEETING REPORTS

- ◆ Goodrich, Roiger, and Windschitl reviewed notes and information from the February 26 Personnel Committee meeting held and the outcomes of the job posting done for the District Technician position.
- ◆ Van Thuyne attended the MASWCD Area VI meeting in Le Center on March 1 and gave an overview of handouts and information from the meeting.
- ◆ Vogel reported on the RCRCA board meeting attended March 3 in Marshall.
- ◆ Windschitl gave a recap of the GBERBA Policy meeting attended March 4.
- ◆ MN Prairie Plan meeting was rescheduled to March 14 which Rathman attended and gave a report to the group. Hahn also attended this meeting and shared comments as well.
- ◆ Stadick attended the MN River Congress event on March 10 in New Ulm and gave a report to the board about the event.
- ◆ Staff, Vogel, Windschitl, Rathman and Stadick staffed the SWCD booth at the Farm Show event March 11-12 and gave feedback to the group about the show.

## UNFINISHED BUSINESS

- ◆ None

## NEW BUSINESS

- ◆ **Commissioner Comments:** Commissioner Simonsen gave an overview of current happenings at Brown County. 1) He attended a legislative event last week, March 10-11, and was able to talk with both Senator Dahms and Representative Torkelson about several topics of interest, including buffers, funding, and transportation. 2) Purchases of new equipment (tractor, snowmobile) for the County were approved. 3) No other new items of note, but gave reminder on the sales tax that begins on April 1.
- ◆ **Conservation Corps Site Agreement:** Goodrich reviewed highlights of the agreement with the Conservation Corps for this year's summer apprentice program. A motion was made by Roiger and seconded by Stadick to sign the agreement with Conservation Corps.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None; Motion Carried
- ◆ **2015 Financial Statements Report:** The group reviewed the financials report copies. Krueger reviewed highlights from the Brown SWCD 2015 Financial Statements report and explained the newly required PERA GASB 68 adjustments on these financial reports. The report was submitted to BWSR as required and she is waiting for approval of the report before posting to the district website. An audit will be required and more details to come on that.
- ◆ **RIM Reserve 2014 Flood Response:** Goodrich advised there is 3.8 million dollars available to 16 counties for RIM easements for areas of land that have documented damage from the 2014 flooding. This equates to about 1 easement of 30 acres per county. No public notice was done by BWSR due to the small number of counties involved, strict requirements, and quick turnaround deadline of March 31. He has a few options in mind for an application, but needs to determine if there is any documented proof of damage from the flood event.
- ◆ **FY2018-19 Biennial Budget Request:** Goodrich reviewed details from the BBR he has been working on and explained he will be reviewing this with Mark Hiles for approval also. The deadline to submit to BWSR is April 15.
- ◆ **District Technician Position:** Discussion was held on the status of the hiring process for the District Technician Position. A motion was made by Rathman and seconded by Stadick to delegate the Personnel Committee to continue to handle the hiring process tasks, review/score applications, conduct interviews, and then make a recommendation to the Board for hiring at the next Board meeting in April.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None; Motion Carried
- ◆ **Upcoming Meetings/Events:** A motion was made by Roiger and seconded by Windschitl to attend and approve the following upcoming meetings/events:
  - ◇ Wednesday, March 23 – GBERBA Technical Meeting, Mankato (Goodrich)
  - ◇ Friday, March 25 – Good Friday Holiday, Office Closes at Noon
  - ◇ Thursday, April 7 – RCRCA Board Meeting, Marshall (Vogel)

- ◇ Wednesday, April 20 – Brown SWCD Regular Board Meeting, 9:00am
- ◇ Wednesday, March 30 – Soil Health Team Meeting, 1:00-3:00pm, (Roiger, Windschitl, Vogel, Staff and NRCS)
- ◇ Personnel Committee – up to 2 meetings as needed to conduct tasks necessary for the hiring of District Technician position, dates/times to be determined (Roiger, Windschitl, Staff)
  - Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger
  - Opposed: None; Motion Carried

**Meeting Adjourned – 11:42am**

Secretary:  Date: 4-20-16