

## *Brown SWCD Monthly Staff Narrative*

### *March 10, 2016 – April 13, 2016*

- 3/11-3/12: Doug, Melanie and Supervisors Vogel, Windschitl, Rathman and Stadick staffed the Brown SWCD booth at the Farm Show event in New Ulm at the Civic Center
- 3/15: Doug signed conservation plan for a RIM ownership change with B. Sellner
- 3/16: Doug and Dusty reviewed potential project sites for WIA contracts and RIM Flood applications
- 3/17: Doug met with a potential RIM Flood applicant and also attended a WRAPS/Spring Creek meeting
- 3/21: Doug submitted the FY2018-2019 BBR to BWSR; Doug and Ryan from the TSA – site visits and survey shots for the Losleben, Speckman and Soukup flood relief cost share projects
- 3/22: Melanie submitted bid packet requests to five contractors for the Merkel RIM-WRP project
- 3/28: Personnel Committee (Staff, Roiger, Windschitl) met to review and score all application packages received for the District Technician position. The top four scoring applicants were called and invited to interview on April 15 and letters were sent to the remaining applicants whom were not invited to interview; Doug met with landowner D. Vogel to sign his RIM Reserve 2014 Flood Response application
- 3/29: Melanie completed the Annual Rain Gauge Reports mailing to 22 rain gauge readers; Doug met with landowner P. Vogel to sign his RIM Reserve 2014 Flood Response application
- 3/30: Doug – radio spot on KNUJ; Doug, Melanie, Hahn, Van Thuyne and Supervisors Roiger and Windschitl attended the Soil Health Team meeting held in this building and hosted by the NRCS
- 3/31: Doug attended a WCA TEP Panel Meeting for Sellner which was held in this building.
- 4/6: Melanie called 46 tree customers and 5 farm show winners to notify them of the date and time their trees will be available for pick up on April 13
- 4/7: BWSR Grant Verification Site Visit – Doug and Melanie met with Mark Hiles, Julie Krebs, Jeannette Austin and Linda Donnay from BWSR for a FY2014 Grant Verification. Results of the verification site visit will be sent to Brown SWCD staff and board within 90 days.
- 4/12: Doug completed well and water table readings for April
- 4/13: Tree Delivery and Pickup Day

Melanie has been working on year-end reports for MCIT and OSA, 2015 audit process and bid letters, prep for tree delivery and pickup days, RIM/CREP ownership change easement processing, MAWQCP research and newspaper ads placed, hiring process, and BWSR Grant Verification site visit preparations.

Doug has been working on the BBR, Cost Share project needs, MAWQCP program, planning for District Technician hire, WRAPS quarterly billing and RIM Reserve 2014 Flood program applications and sign up.

***2016 Tree Orders:*** 46 orders received. 5,782 trees sold. 3 plantings booked (2 are out of county).

***State Cost Share Projects:*** 4 State Cost Share encumbered projects are planned for 2016 spring completion. Cost Share funds are available for new projects.

***Flood Relief Cost Share Projects:*** 7 flood relief cost share projects are encumbered and planned for 2016 spring/summer completion; Phase 3 request for funds was sent to BWSR on 2/25 for 6 projects and \$234,615 in grant funds