



# 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 July 20, 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. Clem Windschitl – Secretary
3. Greg Roiger – PRI
4. Doug Goodrich – District Manager
5. Melanie Krueger – Administrative Assistant
6. Heather Hansen – District Technician (entered at 9:25am)
7. Jeremy Groskreutz – Conservation Corps Apprentice
8. Dustin Van Thuyne – PF/Farm Bill Wildlife Biologist (entered at 9:15am)
9. Jennifer Hahn – NRCS District Conservationist
10. Jim Berg – Brown County Commissioner Liaison (exited at 11:32am)
11. Jill Sackett Eberhart – BWSR Board Conservationist (entered at 9:30am)

### ABSENT

1. Gary Rathman – Vice Chair
2. Ralph Stadick – Treasurer

### AGENDA

- ◆ Motion was made by Roiger and seconded by Windschitl to approve the agenda with the additions of FY16 Capacity Grant Amendment under New Business and Buffer Workshops under Upcoming Meetings/Events.  
Affirmative: Vogel, Windschitl, Roiger  
Opposed: None; Motion Carried

### CONSENT AGENDA

- ◆ Consent Agenda was reviewed and Krueger advised the Bills Report had been revised slightly from what was emailed previously to the group as there was a deposit on 7/8/16 that was not on the original report. Motion was made by Windschitl and seconded by Roiger to approve the Consent Agenda items presented which included the June 16, 2016 Board Meeting minutes, the June 2016 Treasurer's Report, the Bills Report dated June 9, 2016 to July 13, 2016, the CCMR Contribution payment of \$25.00, and the Monthly Staff Narrative report dated June 9, 2016 to July 13, 2016.  
Affirmative: Vogel, Windschitl, Roiger  
Opposed: None; Motion Carried

## **WATER PERMITS/WCA REPORTS**

- ◆ Goodrich reported that since the last meeting he has not received any new well reports from the MDH, he has received 2 notices of potential wetland violations from the WCA coordinator for review, and several DNR water permits for crop irrigation, animal livestock watering and water use permits.

Van Thuyne entered at 9:15am

## **COST SHARE**

- ◆ Goodrich presented FY15-02 cost share contract for payment approval. A motion was made by Roiger and seconded by Windschitl to approve payment of cost share contract FY15-02 with Ray Seifert for 3 WASCObS in Milford 33 as the project has been completed. NRCS had technical approval authority. Original cost estimate was \$17,075.00 with cost share funds not to exceed \$7,000.00 from Brown SWCD (other funds are being provided to cost share 75% cost of project). Final cost of the project came in at \$16,533.20. Other funds being provided are \$5,806.25. Brown SWCD will provide cost share payment of \$7,000.00 from FY15 Cost Share Program funds.  
Affirmative: Vogel, Windschitl, Roiger  
Opposed: None; Motion Carried
- ◆ Goodrich presented 2 cost share contract applications for approval.
  - ◇ FY14-08 with Mike Steffl for 9 Alternative Tile Intakes (underground outlet – open intake replacement) in Home 4 and 9 with cost estimate of \$3,600.00 and cost share not to exceed 75% or \$2,700.00. State Cost Share funds from FY14, FY15, and FY16 will be used to fund this project.
  - ◇ FY16-02 with Mike Steffl for 1 Alternative Tile Intake (underground outlet – open intake replacement) in Home 22 with cost estimate of \$400.00 and cost share not to exceed 75% or \$300.00. FY16 State Cost Share funds will be used to fund this project.
  - ◇ A motion was made by Windschitl and seconded by Roiger to approve the 2 cost share contract applications with Mike Steffl as presented.  
Affirmative: Vogel, Windschitl, Roiger  
Opposed: None; Motion Carried

Hansen entered at 9:25am

## **NRCS REPORT**

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

Sackett Eberhart entered at 9:30am

## **GUEST – JILL SACKETT EBERHART, BWSR BOARD CONSERVATIONIST**

- ◆ Jill Sackett Eberhart is the new BWSR Board Conservationist for Brown SWCD. Introductions were made by all present and discussion held on her new role as Board Conservationist with BWSR and the district.

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

- ◆ Van Thuyne reviewed his PF/Farm Bill Tech board report with the group and the report is on file.

## **MEETING REPORTS**

- ◆ Vogel, Windschitl and the SWCD and NRCS staff attended the Soil Health Team meeting that was held on June 28 in this building and gave a report to the group.

- ◆ Vogel attended the RCRC Board meeting in Marshall on July 7 and gave a report to the group.
- ◆ Hansen and Groskreutz attended the GBERBA Policy/Tech Meeting and Tour on July 8 held in Winnebago and gave a report to the group.
- ◆ Commissioner Comments: Commissioner Berg was in attendance and gave an update to the group on current happenings at Brown County. The Buffer legislation program and the County's role in enforcement continue to be discussed, there were landowner concerns with the CD10 cleanout done last year and erosion problems recently that are being looked into, and reminded that GBERBA has a grant where funds can be used in conjunction with ditch projects (possibly intakes).

### **UNFINISHED BUSINESS**

- ◆ **Outstanding Conservationist:** Discussion was held on potential candidates for 2016 Outstanding Conservationist. Motion was made by Roiger and seconded by Windschitl to nominate Pat Mohr for Brown SWCD 2016 Outstanding Conservationist and if he declines, then Gary Nelsen.  
Affirmative: Vogel, Windschitl, Roiger  
Opposed: None; Motion Carried

### **NEW BUSINESS**

- ◆ **FY16 Capacity Grant Amendment:** Goodrich explained to the group what the FY16 Capacity Services Grant Amendment received from BWSR is for and how he plans to amend the work plan for the grant. Motion was made by Windschitl and seconded by Roiger to sign the amendment agreement for the FY16 Capacity Services grant.  
Affirmative: Vogel, Windschitl, Roiger  
Opposed: None; Motion Carried
- ◆ **FY16 Easement Delivery Grant Final Report:** Goodrich reviewed the final financial report and grant log breakdown for the FY16 Easement Delivery grant. Motion was made by Windschitl and seconded by Roiger to sign the Financial Report for the FY16 Easement Delivery grant report.  
Affirmative: Vogel, Windschitl, Roiger  
Opposed: None; Motion Carried
- ◆ **2016 Tree Program Report & 2017 Program Discussion:** A 2016 Tree Program report was presented and reviewed. Discussion was then held on whether to continue the tree program in 2017. Motion was made by Roiger and seconded by Windschitl to continue with tree sales in 2017 and discontinue tree planting service.  
Affirmative: Vogel, Windschitl, Roiger  
Opposed: None; Motion Carried
- ◆ **MAWQCP Certification:** Motion was made by Windschitl and seconded by Roiger to sign and approve the MAWQCP incentive payment to Gary Rathman.  
Affirmative: Vogel, Windschitl, Roiger  
Opposed: None; Motion Carried
- ◆ **2016 Budget Review:** A 2016 Budget Review report was presented and reviewed with the group which showed budget results as of Quarter 2 (June 30).
- ◆ **SWCD Signs Replacement:** Photos were passed around to the group showing the condition and location of the 5 SWCD signs within the county. Discussion was held. Staff was instructed to continue to research replacement of the signs.
- ◆ **Buffer Update:** Discussion was held on the current status of the Buffer Program and planning for workshops for landowners in August.

Berg exited at 11:32am

- ◆ **District Manager Recommendation on Krueger Annual Review:** Goodrich gave feedback to the board from the review meeting held with Krueger and made a recommendation to increase her wage by a step level from Grade 9 Step 4 to Grade 9 Step 5. Discussion was held. Motion was made by Windschitl and seconded by Roiger to approve the District Manager recommendation of a wage increase.  
Affirmative: Vogel, Windschitl, 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:
  - ◇ Thursday, August 4 – RCRCA Board Meeting, Redwood (Vogel)
  - ◇ Monday, August 15 – Brown County Commissioners Budget Request, 2:00pm (Goodrich, Roiger)
  - ◇ Wednesday, August 17 – Brown SWCD Regular Board Meeting, 9:00am
  - ◇ Thursday, August 18 – Groundwater Workshop for Supervisors, St Peter, 4:00pm (Roiger)
  - ◇ Buffer Workshops – Monday, August 8 in Mankato (Staff, Roiger)  
Affirmative: Vogel, Windschitl, Roiger  
Opposed: None; Motion Carried

**Meeting Adjourned – 11:55am**

*chairman*

**Secretary:** Jack Vogel      **Date:** 8-17-16