

Brown SWCD Monthly Staff Narrative August 11, 2016 – September 23, 2016

8/11: Melanie – Cost-share application sign-up with Arland Roiger
8/15: Doug, Jack Vogel – Presented 2017 Budget Request to Brown County Commissioners
8/16: Heather – Well and water table readings for August
8/17: Heather – Red Rock Prairie plan meeting in Windom
8/18: Heather, Jack Vogel – Groundwater Workshops in St. Peter
8/22: Doug – Middle MN Wraps mid-term progress meeting in New Ulm
8/23-8/26: Heather – NRCS Conservation Planning Course in Hinckley
8/23: Doug, Tom Peterson – Site visit with group of Searles homeowners for a potential ravine project
8/24: Doug, Greg Roiger – Buffer meeting with county drainage group in New Ulm
8/26: Personnel Committee (Doug, Greg Roiger, Clem Windschitl) – Meeting to set job description, funding source, and posting details for the additional staff position of District Technician
8/30: Melanie, Tom Peterson – Reviewed status of cost-share projects
9/1: Doug, Heather, John Knisley – WCA – measure wetland replacement areas along highway 6 and 13
9/1: Heather, Doug, Tom Peterson – Site visit for possible project (Boesch)
9/2: Heather, Tom Peterson – As built survey site visit for Gode waterway and site visit for a possible waterway rebuild project with Lenis Roiger
9/2: Doug, Melanie – Met with Pat and Deanna Mohr for photos and interview for 2016 Outstanding Conservationist articles; AIS post on Facebook
9/9: Personnel Committee (Doug, Melanie, Greg Roiger, Clem Windschitl) – Meeting to review application packages to determine interviewees for the District Technician position opening
9/13: Personnel Committee (Doug, Melanie, Greg Roiger, Clem Windschitl) – Conduct interviews for District Technician position opening and agree upon recommendation of hire for the September board meeting
9/14: Doug – Radio spot on KNUJ
9/14: Heather – Well and water table readings for September
9/14: Doug submitted his letter of resignation to Brown SWCD. He has accepted a Board Conservationist position with BWSR. His last day will be Friday, October 7.
9/15: Doug, Melanie – Pre-order inventory for the 2017 Tree Program
9/16: Doug, Heather – FSA office with Huiras for easement related paperwork
9/20: Heather – Check out Gode waterway project
9/23: Melanie – 2017 Newsletter mailing to potential advertisers

- Doug has been working on WRAPS, cost share and easement projects, capacity grant amendment planning, district technician position hiring, buffer program, and hand off of work load and projects to staff
- Melanie has been working on cost share program organization and database, financials, website and Facebook posts, easement processing, district technician position hiring, outstanding conservationist, and buffer program
- Heather has been working on cost share projects, attended conservation planner training, and buffer program

State Cost Share and Flood Relief Cost Share Projects: 14 projects are encumbered and planned for construction (most are scheduled to be done this fall). Contract sign-ups are being worked on for the remaining 3 flood relief projects. 3 contract sign-ups completed this month to present to board for approval.

MAWQCP Program: 6 applications submitted. 2 landowners certified to date. Grant has expired.

RIM 2014 Flood Response: 2 agreements have been signed and easements are now processing.