



Brown Soil and Water Conservation District



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

www.brownsxcdmn.org

An Equal Opportunity Employer

Minutes of the November 15, 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. Greg Roiger – PRI
5. Melanie Krueger – District Manager
6. Heather Hansen – District Technician
7. Jeremy Groskreutz – District Technician
8. Alan Gleisner – District Technician
9. Doug Goodrich – BWSR Board Conservationist

ABSENT

None

AGENDA

- ◆ Motion was made by Windschitl and seconded by Roiger to approve the agenda with the addition of DNR Joint Powers Agreement under New Business.
Affirmative: Vogel, Rathman, Windschitl, Roiger
Opposed: None; Motion Carried

CONSENT AGENDA

- ◆ Consent Agenda items were reviewed. Motion was made by Windschitl and seconded by Rathman to approve the Consent Agenda items as presented which included the October 21, 2016 Board Meeting minutes, the October 2016 Treasurer's Report, the Bills Report dated October 18, 2016 to November 8, 2016, the MDA 2017 Nursery Stock Dealer Certificate Renewal bill of \$250.00, the Lake Hanska Area Association Annual Dues payment of \$20.00, the MACDE 2017 Employee Membership payment of \$80.00, and the Monthly Staff Narrative report dated October 18, 2016 to November 8, 2016.
Affirmative: Vogel, Rathman, Windschitl, Roiger
Opposed: None; Motion Carried

GUEST – DOUG GOODRICH, BWSR BOARD CONSERVATIONIST

- ◆ Doug Goodrich is the temporary BWSR Board Conservationist for Brown SWCD until the position is filled in the New Ulm office. Doug explained the breakdown of BC coverage

for districts at this time. He explained duties that he is fulfilling and learning and gave an overview of the 1W1P, reporting requests that are due for the FY16 Capacity and Buffer grants, advised the FY17 request should be coming soon for Capacity Funds and answered questions from the group about the possibility of CREP.

WATER PERMITS/WCA REPORTS

- ◆ Krueger reported that no new well reports from the MDH have been received and that she has received one notice of a DNR water appropriation permit for the New Ulm Country Club and two DNR Public Waters Work Permits for the Soukup and Speckman flood relief cost share projects.

COST SHARE

- ◆ Motion was made by Roiger and seconded by Windschitl to approve the following ATI contracts with RCRCA:
 - ◇ Robert Nelson for 2 Alternative Tile Intakes in Prairieville 34. Cost estimate is \$800.00 with cost share not to exceed 75% or \$600.00.
 - ◇ Gary Nelson for 4 Alternative Tile Intakes in Prairieville 34 and 20. Cost estimate is \$1,600.00 with cost share not to exceed 75% or \$1,200.00.
Affirmative: Vogel, Rathman, Windschitl, Roiger
Opposed: None; Motion Carried
- ◆ Motion was made by Rathman and seconded by Windschitl to approve the following ATI contract Amendment with RCRCA:
 - ◇ Dave Haala for 2 additional Alternative Tile Intakes to be installed in Home 31 for a total of 6 intakes. Cost estimate increased from \$1,600.00 to \$2,400.00. Cost Share funding increased from \$1,200.00 to \$1,800.00.
Affirmative: Vogel, Rathman, Windschitl, Roiger
Opposed: None; Motion Carried

NRCS REPORT

- ◆ Ben Cottrell, temporary District Conservationist, was unable to make it to the meeting and written report was not provided.

PF/FARM BILL TECH REPORT

- ◆ Van Thuyne is in the field working and was unable to attend the meeting or provide a written report. He did advise Krueger of items he has been working on and she shared that information with the group.

MEETING REPORTS

- ◆ Krueger, Hansen and Groskreutz attended the BWSR Academy in Brainerd from October 24 to 26 and they gave report on classes attended and topics discussed at the training academy sessions.
- ◆ Rathman attended the RCRCA/Area II Legislative Gathering on November 12 in Wabasso and advised the presentation was good, several projects were completed this year, and the 1W1P presentation was good also.
- ◆ Commissioner Comments: Commissioner Simonsen was unable to attend today's meeting.

UNFINISHED BUSINESS

- ◆ **MASWCD Annual State Convention:** Krueger passed out information folder packets to each Supervisor with handouts needed for the MASWCD State Convention in December. Discussion was held on who would be attending so registration could be completed and agreed upon donation of items for the auction up to \$50 as usual.

- ◆ **Trailer Purchase:** Krueger gave an overview to the group about the enclosed trailer research done. She received a quote from Miller Sellner for a 7ft trailer at \$5,379.25 and advised accessories to consider purchasing would be padlocks, spare tire, receiver hitch and pin (if ours is not acceptable as is), 2" ball, tie down straps, and a ball coupler lock which would be up to an additional \$300.00. Discussion was held about all items quoted. A motion was made by Windschitl and seconded by Rathman to purchase the enclosed trailer and accessories discussed.
Affirmative: Vogel, Rathman, Windschitl, Roiger
Opposed: None; Motion Carried

NEW BUSINESS

- ◆ **MAWQCP Certification:** Krueger advised that MAWQCP certification has been completed for John and Brooke Knisley and approval is needed for the incentive payment. Motion was made by Roiger and seconded by Windschitl to approve the incentive payment of \$300.00 to John and Brooke Knisley for MAWQCP certification.
Affirmative: Vogel, Rathman, Windschitl, Roiger
Opposed: None; Motion Carried
- ◆ **Conservation Corps Apprentice:** Krueger advised that the application period is open for the 2017 Conservation Corps Apprentice program with a December 15 deadline. Discussion was held on whether the district should apply. A motion to table was made by Roiger and seconded by Windschitl.
Affirmative: Vogel, Rathman, Windschitl, Roiger
Opposed: None; Table Carried
- ◆ **Debit Card for Checking Account:** Krueger explained the option of setting up a debit card for the First Security Bank checking account, the restrictions available if the district chooses to add this option, and the reasons the district should consider obtaining one in Krueger's name to use for purchases. Discussion was held. A motion was made by Roiger and seconded by Rathman to authorize application of Debit Card and restrictions discussed for the First Security Account.
Affirmative: Vogel, Rathman, Windschitl, Roiger
Opposed: None; Motion Carried
- ◆ **District 5 Supervisor Vacancy:** Discussion was held on filling the District 5 vacancy. Krueger shared information obtained from MASWCD on how to go about filling a vacancy. It was agreed that a press release will be done notifying of the vacancy with a December 16 deadline where interested individuals will be directed to contact the office for more information.
- ◆ **DNR Joint Powers Agreement:** Krueger explained the request she received from the DNR for a Joint Powers Agreement for prairie plan projects to be done. Essentially, the SWCD would act as the fiscal agent for a 2% admin fee. Discussion was held. A motion was made by Roiger and seconded by Rathman to sign the DNR request agreement.
Affirmative: Vogel, Rathman, Windschitl, Roiger
Opposed: None; Motion Carried
- ◆ **Upcoming Meetings/Events:** A motion was made by Windschitl and seconded by Rathman to attend and approve the following upcoming meetings/events:
 - ◇ Tuesday, November 22 – MASWCD Area VI Meeting, Winnebago (Roiger, Rathman, Vogel, 3 office staff)
 - ◇ November 24 and 25 – Thanksgiving Holidays (office closed)
 - ◇ December 4-6 – MASWCD Annual State Convention (Roiger, Pat and Deanna Mohr)
 - ◇ Friday, December 9 – RCRC Executive Board Meeting, Marshall (Vogel)
 - ◇ Friday, December 9 – Outstanding Conservationist Banquet, 6:00pm (Staff, Supervisors, Invited Guests)

- ◇ Wednesday, December 21 – GBERBA Technical Meeting (Hansen)
- ◇ Wednesday, December 21 – Brown SWCD Regular Board Meeting, 9:00AM
Affirmative: Vogel, Rathman, Windschitl, Roiger
Opposed: None; Motion Carried

Meeting Adjourned – 11:14am

Secretary:  Date: 12-21-16