



Brown Soil and Water Conservation District



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Minutes of the June 21, 2017 Brown SWCD Regular Board Meeting Brown County Office Building, Sleepy Eye, MN

Meeting was called to order at 2:00pm by Chair Vogel.

PRESENT

1. Jack Vogel – Chair
2. Gary Rathman – Vice Chair
3. Clem Windschitl – Secretary
4. Jeff Nielsen – Treasurer
5. Greg Roiger – PRI
6. Melanie Krueger – District Manager
7. Dustin Van Thuyne – PF/Farm Bill Wildlife Biologist (exited 2:36pm)
8. Julie Salmon – Acting NRCS District Conservationist (exited 2:22pm)
9. Jeremy Maul – BWSR Board Conservationist
10. Dean Simonsen – Brown County Commissioner Liaison (entered 2:20pm, exited 5:25pm)
11. Jeremy Groskreutz – District Technician (entered 3:25pm, exited 4:37pm)
12. Alan Gleisner – District Technician (entered 3:25pm, exited 4:37pm)

GUEST – JEREMY MAUL, BWSR BOARD CONSERVATIONIST

- ◆ Those present at the meeting introduced themselves to guest, Jeremy Maul. Jeremy also introduced himself, shared some background information and explained his new role as the BWSR Board Conservationist for Brown SWCD.

AGENDA

- ◆ Motion was made by Windschitl and seconded by Rathman to approve the agenda with the additional item of Report Card for Cottonwood Watershed to be discussed during the RCRCA meeting report by Roiger.
Affirmative: Vogel, Rathman, Windschitl, Roiger, Nielsen
Opposed: None; Motion Carried

CONSENT AGENDA

- ◆ Consent Agenda items were reviewed. Motion was made by Nielsen and seconded by Windschitl to accept the Consent Agenda items as presented which included the May 17, 2017 Board Meeting Minutes, the May 2017 Treasurer's Report, the Bills Report dated May 12, 2017 to June 15, 2017, and the Monthly Staff Narrative report dated May 12, 2017 to June 15, 2017.
Affirmative: Vogel, Rathman, Windschitl, Roiger, Nielsen
Opposed: None; Motion Carried

WATER PERMITS/WCA REPORTS

- ◆ Krueger advised there are no new well reports from the MDH or WCA items to report on. She has received notice of two DNR water appropriation permits for the Brown County Highway Department from the Cottonwood River in Home 34 and Stark 3 and the permits are relating to dust control for overlay work being done.

COST SHARE

- ◆ Reviewed the cost-share project status report handout.
- ◆ A motion was made by Windschitl and seconded by Nielsen to approve cost-share payment of \$8,464.25 to Keith Brekken for GBERBA contract CWF-R&G-14-08-02. Final cost of the project came in at \$8,464.25 (\$1202.00 under estimate). SCTSA was technical representative. This is for a WASCOB project that has been completed in Lake Hanska 32. Payment will be made by GBERBA.
Affirmative: Vogel, Rathman, Windschitl, Roiger, Nielsen
Opposed: None; Motion Carried
- ◆ A motion was made by Nielsen and seconded by Windschitl to approve the cost-share payment of \$6,375.00 and shift in source of funds for the payment to Gary Veenstra for contract FY16-08. Final cost of the project came in at \$8,500.00. Bill Moldestad was technical representative. This is for a WASCOB project that has been completed in Stately 9. The change in source of funds is due to a cancelled contract for FY16 state cost share so \$300 in funds became available to be used for this project. Therefore, payment of \$6,375.00 will be made with \$4,148.41 coming from FY16 State Cost-Share Grant funds and \$2,226.59 coming from FY17 State Cost-Share Grant funds.
Affirmative: Vogel, Rathman, Windschitl, Roiger, Nielsen
Opposed: None; Motion Carried

Simonsen entered at 2:20pm

NRCS REPORT

- ◆ Julie Salmon, Acting NRCS District Conservationist, gave a verbal report to the group. She was in her home county, Pine County, for the first part of the week for the NRCS Soil Health training event that she led and also reported that she has been working on WRP monitoring, EQIP contract reviews, CSP modifications, 1026 requests, she was on-site for a large project meeting and that she is still waiting on EQIP modification approval for the Fischer Farms project we are co-funding.

Salmon exited at 2:22pm

PF/FARM BILL WILDLIFE BIOLOGIST REPORT

- ◆ Van Thuyne reviewed his written board report with the group and the report is on file. Krueger advised results of the FY18 Farm Bill Assistance Grant request that was submitted to BWSR last month.

MEETING REPORTS

- ◆ Roiger attended the MN River Congress event on May 18 in Redwood Falls at the Convention Center. The event was well attended and there were several very good topics presented by the speakers at the meeting.

Van Thuyne exited at 2:36pm

- ◆ Rathman, not Windschitl, attended the Legislative Town Hall meeting at the REA conference room as it was rescheduled from May 24 to May 30. Rathman advised Dahms and Torkelson discussed details on the legislative outcomes with the three people who were in attendance at the event.

- ◆ Windschitl attended the GBERBA Policy meeting on May 30 and shared meeting details with the group, of which he advised that \$65,000 is available in the ravine and gullies 2014 grant. Krueger also advised of details from the GBERBA Technical meeting that Groskreutz attended on this same day and that Groskreutz did attend the culvert application training meeting for the Watonwan HDEM grant.
- ◆ Roiger attended the RCRCA board meeting on June 1 and gave a report. Roiger then discussed the Cottonwood Watershed Report Card as added to the agenda. He explained that he found several studies online about the Cottonwood watershed and referred to one titled Watershed Health Assessment Framework. This report includes a large amount of data that it is not easily interpreted and just wanted to bring to the groups attention the fact that there is a large amount of information available online about the watershed.
- ◆ Rathman attended the SCTSA board meeting just prior to this meeting today and gave a report to the group on agenda topics and outcomes from the meeting.
- ◆ Commissioner Comments: Commissioner Simonsen gave an update on current happenings at the County: 1) ditch seeding costs for three systems were just approved and these will be the first open ditch buffer seedings completed; 2) the county health insurance is increasing by 15%; 3) they are still waiting for permit approval on the new landfill acres purchased; 4) the wheelage tax was increased; and 5) the commissioners made the decision to waive buffer enforcement which will be discussed further during the buffer program update item on our agenda.

UNFINISHED BUSINESS

- ◆ None

Gleisner and Groskreutz entered at 3:25pm

NEW BUSINESS

- ◆ **DNR Well Reading Agreement:** The FY2018 well reading agreement was received from the DNR and Krueger advised there are no changes to the contract and they are asking for the same wells to be read and the payment remains the same at \$30.00 per reading. A motion was made by Roiger and seconded by Windschitl to sign the DNR well reading agreement for 2018.
Affirmative: Vogel, Rathman, Windschitl, Roiger, Nielsen
Opposed: None; Motion Carried
- ◆ **Buffer Program Update:** Staff shared updates on the buffer program relating to alternative practices, other waters, cost share funds, and waivers which was learned at the June 9 buffer update meeting hosted by BWSR. Discussion was then held on the Commissioners decision to waive buffer enforcement and the options available if they would choose to opt-in in the future.
- ◆ **Buffer Program – Other Waters:** Staff presented the Other Waters Resolution, with attachments, to the supervisors for review and lengthy discussion was held. A motion was made by Rathman and seconded by Nielsen to approve the Other Waters Resolution as presented.
Affirmative: Vogel, Rathman, Roiger, Nielsen
Opposed: None; Abstained: Windschitl; Motion Carried

Gleisner and Groskreutz exited at 4:37pm

- ◆ **Farmfest Booth:** Discussion was held on helping to staff the Farmfest booth as requested by Redwood SWCD. The board supported that the district should help staff the booth. Krueger will advise Redwood SWCD and schedule a time.

- ◆ **2018 County Budget Request:** Reviewed the 2018 budget request to the county prepared by Krueger. Discussion was held on the format being used and how that could be improved to present more details to the Commissioners to support the appropriation amount being requested. A motion was made by Roiger and seconded by Windschitl to adopt the county budget request presented and instruct manager to include 2016 financials with notations.

Affirmative: Vogel, Rathman, Windschitl, Roiger, Nielsen

Opposed: None; Motion Carried

- ◆ **District Technician Position:** Discussion was held on the open technician position and how the district would like to move forward. Krueger advised a request was made by Hansen at the time of her resignation that the board consider a part-time position for her for the AIS and WCA work only. Discussion was held and the board agreed a full time position is necessary due to the workload of the district and instructed manager to advise Hansen of that. Discussion was held on options for filling a full time position. District Manager will work on developing a job description and meet with the personnel committee to review and present the job posting for approval at July's meeting.

Simonsen exited 5:25pm

- ◆ **Upcoming Meetings/Events:** A motion was made by Roiger and seconded by Windschitl to attend and approve the following upcoming meetings/events:
 - ◇ Tuesday, June 27 – GBERBA Technical Meeting, Mankato (Groskreutz)
 - ◇ Thursday, June 29 – MASWCD Area VI Meeting, Mankato (Nielsen, Roiger, Rathman, Windschitl, 2 staff)
 - ◇ Tuesday, July 4 – Independence Day Holiday (office closed)
 - ◇ Thursday, July 6 – RCRCA Board Meeting, Marshall (Roiger)
 - ◇ Friday, July 14 – GBERBA Policy & Technical Joint Meeting, Mankato (Windschitl, Groskreutz)
 - ◇ Wednesday, July 19 – Brown SWCD Regular Board Meeting, 2:00pm
 - ◇ Personnel Committee Meetings (dates and times to be determined; up to two meetings for development of district technician job; Roiger, Windschitl, Krueger)

Affirmative: Vogel, Rathman, Windschitl, Roiger, Nielsen

Opposed: None; Motion Carried

Meeting Adjourned – 5:32pm

Secretary: Clara Windschitl Date: 7-19-17