



# Brown Soil and Water Conservation District



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## Minutes of the June 12, 2018 Brown SWCD Regular Board Meeting Brown County Office Building, Sleepy Eye, MN

Meeting was called to order at 9:30am by Chair Vogel.

### PRESENT

1. Jack Vogel – Chair
2. Clem Windschitl – Secretary
3. Jeff Nielsen – Treasurer
4. Greg Roiger – PRI
5. Melanie Krueger – District Manager
6. Dean Simonsen – Brown County Commissioner Liaison (exited at 12:03pm)
7. Ethan Boertje – PF/Farm Bill Wildlife Biologist (exited at 10:50am)
8. Ben Cottrell – NRCS District Conservationist (exited at 10:50am)

### ABSENT

1. Gary Rathman – Vice Chair

### AGENDA

- ◆ Motion was made by Nielsen and seconded by Windschitl to approve the agenda as presented.  
Affirmative: Vogel, Windschitl, Nielsen, Roiger  
Opposed: None; Motion Carried

### COUNTY COMMISSIONER FILING DISTRICT 5 VOGEL

- ◆ Vogel advised that he filed for election for the Commissioner seat in District 5. If he wins the election, he would have to step down as SWCD Supervisor and the district would need to appoint someone to complete his term.

### CONSENT AGENDA

- ◆ Consent Agenda items were reviewed. A motion was made by Nielsen and seconded by Windschitl to approve the Consent Agenda items as presented which included the May 8, 2018 Board Meeting Minutes, the May 2018 Treasurer's Report, the Bills Report dated May 3, 2018 to June 6, 2018, and the Monthly Staff Reports dated May 3, 2018 to June 6, 2018.  
Affirmative: Vogel, Windschitl, Nielsen, Roiger  
Opposed: None; Motion Carried

## WATER PERMITS/WCA REPORTS

- ◆ District Manager advised on DNR water permits that were issued for construction dewatering for the Highway 14/15 road construction project and two water appropriation permits for irrigation that were reinstated with an authorized agent added to each also. She also advised on three WCA activities that have occurred with one of them being a violation issue in Cottonwood Township that Wold is working with the TEP panel on to issue a restoration order and the other two were No Loss decisions issued for sediment removal and ditch clean out projects in Stately and Sigel townships.

## PF/FARM BILL WILDLIFE BIOLOGIST REPORT

- ◆ Boertje provided a written report and reviewed that with the group. Krueger then reviewed the details of the FY19 Farm Bill Grant request and the FY19 Local Partners Agreement with Pheasants Forever.
- ◆ A motion was made by Windschitl and seconded by Nielsen to authorize Vogel to sign the FY19 Farm Bill Assistance Grant Agreement and submit to BWSR.  
Affirmative: Vogel, Windschitl, Nielsen, Roiger  
Opposed: None; Motion Carried
- ◆ A motion was made by Nielsen and seconded by Windschitl to sign the Pheasants Forever Agreement.  
Affirmative: Vogel, Windschitl, Nielsen, Roiger  
Opposed: None; Motion Carried

## NRCS REPORT

- ◆ Cottrell gave a verbal report. He has been busy this month with new staff and training, working on 1026 forms yet, 9 of 10 CSP applications were approved, he has approximately 20 EQIP applications to site visit and process for 2019, CRP has opened up and they are taking requests on that, more 2018 EQIP pre-approvals were just received and last, he is out of the office next week.

## COMMISSIONER COMMENTS

- ◆ Commissioner Simonsen advised on: 1) status of the landfill permit; 2) filings for elections; 3) election machines; 4) ditch redetermination meetings held yesterday; and 5) a meeting with Stark Township is planned regarding repairs in the Iberia area on the Cottonwood River.

## COST SHARE

- ◆ Reviewed the cost-share projects status report handout and then District Manager presented contracts and payments for approval.
- ◆ A motion was made by Roiger and seconded by Nielsen to approve cost-share contract FY17-03 with Norman Krienke for the installation of 4 Alternative Tile Intakes in Milford 19 and 30. Cost estimate is \$1,600.00 with cost share funding approved at 75% or \$1,200.00, whichever is less. Bill Moldestad is technical representative for the project. FY17 State Cost Share Grant funds will be encumbered for the project.  
Affirmative: Vogel, Windschitl, Nielsen, Roiger  
Opposed: None; Motion Carried
- ◆ A motion was made by Nielsen and seconded by Windschitl to pay the 6 Buffer Cost Share contracts presented by District Manager:
  - ◇ FY18-BCS-12, Scott Rose, Eden 31, 1 acre, \$200.00 payment
  - ◇ FY18-BCS-13, Bruce Birkemeyer, Eden 32, 2.5 acres, \$500.00 payment
  - ◇ FY18-BCS-14, Gerald Engholm, Eden 28, 1.8 acres, \$360.00 payment

- ◇ FY18-BCS-16, Rich Griebel, Cottonwood 25, .5 acre, \$100.00 payment
  - ◇ FY18-BCS-16, Rich Griebel, Cottonwood 34, 2 acres, \$400.00 payment
  - ◇ FY18-BCS-16, Rich Griebel, Cottonwood 34, .8 acre, \$160.00 payment
- Affirmative: Vogel, Windschitl, Nielsen, Roiger  
Opposed: None; Motion Carried

Cottrell and Boertje exited at 10:50am

### UNFINISHED BUSINESS

- ◆ None

### NEW BUSINESS

- ◆ **DNR Well Reading Agreement:** Krueger explained the FY19 observation well agreement received from the DNR and advised there is an increase to the number of wells they are asking us to read. Discussion held. A motion was made by Windschitl and seconded by Nielsen to accept the DNR Well Reading Agreement.  
Affirmative: Vogel, Windschitl, Nielsen, Roiger  
Opposed: None; Motion Carried
- ◆ **Springfield Wellhead Protection Plan:** Reviewed copy of Springfield's Wellhead Protection Plan, Part 1 that was received at the office.
- ◆ **2019 County Budget Request:** Reviewed the county budget request prepared by District Manager. Some edits and changes were discussed and noted. A motion was made by Windschitl and seconded by Nielsen to accept the budget request with the changes noted.  
Affirmative: Vogel, Windschitl, Nielsen, Roiger  
Opposed: None; Motion Carried

Simonsen exited at 12:03pm

- ◆ **Office Closure for Trainings/Meeting:** Discussion on whether it is acceptable to close the office on occasion in order for staff to attend trainings or meetings. The Board advised it is acceptable for Krueger to use her discretion and close office for this purpose when necessary and post a sign on the door.
- ◆ **Locally Led Workshops Training Meetings:** Discussion on the upcoming workshops and whether board and staff will attend on August 2. It was decided that none of the board members would attend and Krueger will register to attend if schedule allows.
- ◆ **MCIT Sidestep Risks Training – District Manager:** Krueger advised of an upcoming MCIT training workshop on risk management topics and requested authorization to attend the one day workshop in St. Cloud. A motion was made by Nielsen and seconded by Roiger to authorize attendance at the Sidestep Risks Training.  
Affirmative: Vogel, Windschitl, Nielsen, Roiger  
Opposed: None; Motion Carried
- ◆ **NRCS Conservation Planning Boot Camp Gleisner:** Krueger requested support and authorization to submit Gleisner as a participant for the August 2018 session of the NRCS Conservation Planning Boot Camp in Lincoln, NE. She explained details of the training and estimated costs to the SWCD, most of which are reimbursed by NACD. Discussion held. A motion was made by Roiger and seconded by Nielsen to apply for boot camp for Gleisner and authorize Vogel to sign the letter of support.  
Affirmative: Vogel, Windschitl, Nielsen, Roiger  
Opposed: None; Motion Carried
- ◆ **MASWCD 2018-2019 Leadership Institute:** Discussion was held on the 2018-2019 MASWCD Leadership Institute and whether any board or staff wanted to attend. District Manager is unable to attend this session due to personal conflicts with some dates, but did advise of a different training opportunity that MASWCD plans to start early next year

which she plans to attend. Board members present at the meeting did not express interest in attending or had attended in the past. Krueger will discuss with Rathman since he was absent today and if he is interested in attending, it will be put on the Agenda to discuss and approve at next month's regular meeting.

◆ **Meeting Reports:**

- ◇ Windschitl gave a report on the GBERBA Policy meeting attended in Mankato on May 11. The soil loss statute, MAWQCP program, July tour in Cottonwood and cover crops were all topics discussed.
- ◇ Roiger attended the MN River Congress event in Mankato on May 17 and gave a report. There was a sparse turnout, many of them familiar faces, and the presentations were good, especially by Paddle for Progress.
- ◇ Windschitl attended the Legislative Town Hall on May 23 and gave a report on items that Dahms and Torkelson presented to the group about this year's legislative session outcomes.
- ◇ Nielsen attended the RCRCA meeting on June 11 and gave an update to the group on damn liability insurance, bonding bills, canoe trips, and the upcoming WRAPS public kick-off meetings.
- ◇ Krueger gave an update on the Middle MN WCPI meetings she has attended.

◆ **Upcoming Meetings/Events:** A motion was made by Roiger and seconded by Windschitl to approve/attend the following upcoming meetings/events:

- ◇ Tuesday, June 19 – South Central TSA Board Meeting, Mankato (Rathman)
- ◇ Thursday, June 21 – MASWCD Area VI Meeting, Courtland (Rathman, Windschitl, Nielsen, Roiger, and two staff, Meyer and Wold)
- ◇ Wednesday, July 4 – Independence Day Holiday (office closed)
- ◇ Monday, July 9 – RCRCA Board Meeting, Marshall (Nielsen)
- ◇ Tuesday, July 10 – Brown SWCD Regular Board Meeting, 9:30am (Windschitl noted he will not be at this meeting)

Affirmative: Vogel, Windschitl, Nielsen, Roiger

Opposed: None; Motion Carried

**Meeting Adjourned – 2:25pm**

*Chairman*  
Secretary: Jack Vogel Date: 7-10-18