



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 January 8, 2019 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. Gary Rathman – Vice Chair
3. Clem Windschitl – Secretary
4. Jeff Nielsen – Treasurer
5. Greg Roiger – PRI
6. Melanie Krueger – District Manager
7. Ethan Boertje – PF/Farm Bill Wildlife Biologist (exited 9:55am)
8. Ray Hummel – Acting NRCS District Conservationist (exited 9:55am)

OATH OF OFFICE

- ◆ Elected Supervisors, Greg Roiger and Jeff Nielsen, took the oath of office administered by Vogel and Certificates of Election for each were signed and notarized.

AGENDA

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

CONSENT AGENDA

- ◆ Consent Agenda items were reviewed. A motion was made by Windschitl and seconded by Nielsen to accept the consent agenda items presented which included the December 14, 2018 Board Meeting minutes, the December 2018 Treasurer's Report, the Bills Report dated December 8, 2018 to January 2, 2019, the MASWCD 2019 Membership Dues payment of \$3,583.26, the MCIT 2019 Insurance payment of \$5,777.00, the Lake Hanska Association 2019 Dues payment of \$20.00, the MACDE 2019 Employee Membership payment of \$100.00, and the Monthly Staff Reports dated December 8, 2018 to January 2, 2019. Nielsen requested to add Comp Time Policy set at the December board meeting as a discussion item on the Annual Planning Meeting Agenda.
Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger
Opposed: None; Motion Carried

WATER PERMITS/WCA REPORTS

- ◆ District Manager gave an update on well reports, WCA activity, and DNR water permits. There has been no new well records received. There has been no new activity on the

WCA violation in Cottonwood Township and there was one stream cleanout approved in Stately Township through WCA no-loss criteria. There has been one DNR public waters work permit issued to repair flood damages at a township bridge crossing in Stately 28.

PF/FARM BILL WILDLIFE BIOLOGIST REPORT

- ◆ Ethan Boertje provided a written report and reviewed that with the group.

NRCS REPORT

- ◆ Ray Hummel provided a written report and reviewed that with the group.

COMMISSIONER COMMENTS

- ◆ Commissioner Simonsen was unable to attend today's meeting.

COST SHARE

- ◆ Reviewed the cost-share projects status report handout. There were no new contracts or payments to present for board approval today.

Ethan Boertje and Ray Hummel exited at 9:55am

UNFINISHED BUSINESS

- ◆ None

NEW BUSINESS

- ◆ **2019 WCA Agreement with Brown County:** District Manager presented the 2019 WCA Agreement with Brown County for approval. A motion was made by Rathman and seconded by Windschitl to sign the WCA agreement with Brown County for 2019.
Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **2019 Mileage Rate:** District Manager advised that a business rate of 58 cents per mile was announced by the IRS. A motion was made by Roiger and seconded by Nielsen to follow the mileage rate from IRS for 2019 at 58 cents per mile.
Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **2018 Quarter 4 Budget Review:** Reviewed the quarter 4 budget report.
- ◆ **FY18 Conservation Delivery Grant Final Report:** District Manager reviewed the final report details. A motion was made by Nielsen and seconded by Windschitl to sign the Conservation Delivery Grant FY18 final report.
Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **FY16 Capacity Grant Final Report:** District Manager reviewed the final report details on how the 2016 capacity grant funds were spent. A motion was made by Windschitl and seconded by Rathman to sign the FY16 Capacity Grant Final Report.
Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **Meeting Reports:**
 - ◇ Rathman attended the SCTSA Board meeting in Mankato on December 18 and gave a report on agenda items covered at the meeting about grants, financial reports, year-end reports, fleet management services, the open position was posted, and the GIS grant results.

- ◆ **Upcoming Meetings/Events:** A motion was made by Roiger and seconded by Nielsen to approve/attend the following upcoming meetings/events:
 - ◇ Friday, January 11 – GBERBA Policy Meeting, Mankato (Windschitl)
 - ◇ Wednesday, January 16 – 2W2P Policy Committee Meeting, St James (Windschitl)
 - ◇ Wednesday, January 23 – Brown SWCD Annual Planning Meeting, Sleepy Eye (Supervisors, Krueger)
 - ◇ Monday, January 28 – 2W2P Kick-Off Open House, St James (Windschitl, Rathman)
 - ◇ Wednesday, January 30 – MASWCD Area VI Chairs Meeting, New Ulm (Vogel, Krueger)
 - ◇ Thursday, February 7 – RCRCRA Board Meeting, Redwood Falls (Nielsen)
 - ◇ Tuesday, February 12 – Brown SWCD Board Meeting, 9:30am (All)
 - Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger
 - Opposed: None; Motion Carried

Meeting Adjourned – 10:35am

Secretary:  Date: 2-13-19