



# Brown Soil and Water Conservation District



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## Minutes of the February 13, 2019 Brown SWCD Regular Board Meeting Brown County Office Building, Sleepy Eye, MN

Meeting was called to order at 4:00p m by Vice Chair Rathman.

### PRESENT

1. Gary Rathman – Vice Chair
2. Clem Windschitl – Secretary
3. Jeff Nielsen – Treasurer
4. Greg Roiger – PRI
5. Melanie Krueger – District Manager
6. Matthew Remer – District Technician

### ABSENT

1. Jack Vogel – Chair

### AGENDA

- ◆ Motion was made by Nielsen and seconded by Windschitl to approve the agenda with the addition of GBERBA Dues after the Consent Agenda item on the agenda presented.  
Affirmative: 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 January 8, 2019 Board Meeting minutes, the January 23, 2019 Annual Planning Meeting minutes, the Bills Report dated January 3, 2019 to February 7, 2019, and the Monthly Staff Reports dated January 3, 2019 to February 7, 2019.  
Affirmative: Rathman, Windschitl, Nielsen, Roiger  
Opposed: None; Motion Carried

### GBERBA DUES

- ◆ Manager reviewed the invoice details for 2019 GBERBA dues. A motion was made by Windschitl and seconded by Nielsen to approve the 2019 dues payment to GBERBA.  
Affirmative: Rathman, Windschitl, Nielsen, Roiger  
Opposed: None; Motion Carried

### WATER PERMITS/WCA REPORTS

- ◆ District Manager advised on three DNR water appropriation permit notices received and that WCA training by John Hansel, BWSR Wetland Specialist for our county occurred with all staff on January 29.

### PF/FARM BILL WILDLIFE BIOLOGIST REPORT

- ◆ Reviewed the written report submitted by Ethan Boertje.

### NRCS REPORT

- ◆ Reviewed the written report submitted by Ray Hummel.

### COMMISSIONER COMMENTS

- ◆ Commissioner Simonsen notified District Manager that he was unable to attend today's meeting because he is at an AMC legislative conference.

### COST SHARE

- ◆ Reviewed the cost-share projects status report handout and then District Manager presented two contracts for payment approval.
- ◆ A motion was made by Roiger and seconded by Nielsen to approve cost-share partial payment of \$8,370.00 to Mike Tomschin for contract EM1-FY15-09. This is for a streambank protection project in Bashaw 17 where construction was completed in December 2018. Seeding work needs to be completed yet and is scheduled to be done in the spring of 2019 as soon as weather and site conditions permit. Partial cost of the project was \$11,160.00 with 75% cost-share partial payment approved at \$8,370.00. Bill Moldestad was technical representative. Partial payment will be made using the FY15 Flood Relief Grant funds.

Affirmative: Rathman, Nielsen, Roiger; Abstained: Windschitl

Opposed: None; Motion Carried

- ◆ A motion was made by Windschitl and seconded by Nielsen to approve cost-share payment of \$15,742.50 to City of Springfield for contract EM2-FY16-03. This is for a streambank protection project that was completed in Burnstown 19. Final cost of the project was \$20,990.00 with 75% cost-share payment approved at \$15,742.50. Bill Moldestad was technical representative. Payment will be made using the FY16 Flood Relief Phase 2 Grant funds.

Affirmative: Rathman, Windschitl, Nielsen, Roiger

Opposed: None; Motion Carried

### UNFINISHED BUSINESS

- ◆ None

### NEW BUSINESS

- ◆ **MASWCD Public Administration Training:** District Manager reviewed details of the public administration training being offered by MASWCD. A motion was made by Windschitl and seconded by Roiger to authorize District Manager to register and attend the MASWCD Public Administration Training.

Affirmative: Rathman, Windschitl, Nielsen, Roiger

Opposed: None; Motion Carried

- ◆ **Walk-In Access Agreement with DNR:** District Manager advised of the Walk-In Access program details for 2019 and also advised the agreement has not been received yet from the DNR. A motion was made by Roiger and seconded by Nielsen to authorize District Manager to review and sign the Joint Powers Agreement upon receipt from the DNR in order to allow Walk-In Access renewals to be completed.

Affirmative: Rathman, Windschitl, Nielsen, Roiger

Opposed: None; Motion Carried

- ◆ **2019 Annual Plan Approval:** District Manager reviewed the edits made to the annual plan document as per the January annual planning meeting. A motion was made by Windschitl and seconded by Nielsen to approve the 2019 Annual Plan as presented.  
Affirmative: Rathman, Windschitl, Nielsen, Roiger  
Opposed: None; Motion Carried
- ◆ **Wenck AIS Proposal:** Reviewed and discussed details about the AIS scope of work proposal received from Wenck. A motion was made by Roiger and seconded by Nielsen to approve the scope of work proposal for AIS received from Wenck, as presented.  
Affirmative: Rathman, Windschitl, Nielsen, Roiger  
Opposed: None; Motion Carried
- ◆ **Meeting Reports:**
  - ◇ Windschitl attended the GBERBA Policy meeting on January 11 and gave a report.
  - ◇ Krueger gave a report on the AIS plan she presented to the Commissioners on January 15 during Wenck AIS Proposal, item 12 on the agenda.
  - ◇ Krueger and Windschitl attended the 2W2P Policy Committee meeting in St James on January 16 and gave a report.
  - ◇ Windschitl gave an update on the 2W2P Kick-Off Open House event he attended in St James on January 28.
- ◆ **Upcoming Meetings/Events:** A motion was made by Roiger and seconded by Windschitl to approve/attend the following upcoming meetings/events:
  - ◇ Friday, February 15 – MASWCD Area VI Chairs Meeting, New Ulm (Nielsen)
  - ◇ Wednesday, February 20 – 2W2P Policy Committee Meeting, St James (Windschitl)
  - ◇ Tuesday, March 5 – Wednesday, March 6 – MASWCD Legislative Days (no one is attending)
  - ◇ Thursday, March 7 – RCRCA Board Meeting, Marshall (Nielsen)
  - ◇ Friday, March 8 – GBERBA Policy/Technical Meeting, Mankato (Windschitl)
  - ◇ Friday, March 8 – Saturday, March 9 – Farm Show, New Ulm (Staff, Nielsen, and Windschitl with dates and times of coverage to be determined)
  - ◇ Wednesday, March 13 – Brown SWCD Board Meeting, 4:00pm (All)  
Affirmative: Rathman, Windschitl, Nielsen, Roiger  
Opposed: None; Motion Carried

**Meeting Adjourned – 6:17pm**

Secretary:  Date: 3-13-19