



# 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 October 9, 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. Gary Rathman – Vice Chair
3. Clem Windschitl – Secretary
4. Greg Roiger – PRI
5. Melanie Krueger – District Manager

### ABSENT

1. Jeff Nielsen – Treasurer

### AGENDA

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

### CONSENT AGENDA

- ◆ Consent Agenda items were reviewed. A motion was made by Windschitl and seconded by Rathman to approve the Consent Agenda items as presented which included the September 11, 2018 Board Meeting Minutes, the September 2018 Treasurer's Report, the Bills Report dated September 6, 2018 to October 3, 2018, and the Monthly Staff Reports dated September 6, 2018 to October 3, 2018.  
Affirmative: Vogel, Rathman, Windschitl, Roiger  
Opposed: None; Motion Carried

### WATER PERMITS/WCA REPORTS

- ◆ District Manager advised there are no new water permits or WCA items to report on and that the WCA Restoration order continues in Cottonwood 3 with a November 1 deadline.

### PF/FARM BILL WILDLIFE BIOLOGIST REPORT

- ◆ Boertje was not able to attend today's meeting but did provide a written report which the group reviewed. A motion was made by Roiger and seconded by Rathman to accept the report and file.  
Affirmative: Vogel, Rathman, Windschitl, Roiger  
Opposed: None; Motion Carried

## NRCS REPORT

- ◆ Cottrell was not able to attend today's meeting. He gave an update via email which Krueger shared with the group. His last day in Brown County is October 11.

## COMMISSIONER COMMENTS

- ◆ Commissioner Simonsen did not attend today's meeting.

## COST SHARE

- ◆ Reviewed the cost-share projects status report handout in details and then District Manager presented contracts for approval.
- ◆ A motion was made by Roiger and seconded by Windschitl to approve cost-share payment of \$1,870.64 to Keith Braulick for contract FY16-11. This is for a grassed waterway project completed in North Home 18. Final cost of the project was \$2,494.19. SCTSA was technical representative. Payment will be made using the FY16 State Cost Share Grant for \$900.00 and the FY17 State Cost Share Grant for \$970.64.  
Affirmative: Vogel, Rathman, Windschitl, Roiger  
Opposed: None; Motion Carried
- ◆ A motion was made by Rathman and seconded by Windschitl to accept cancellation request for contract FY18-BCS-03 from landowner William Lochner. The contract was for a buffer filter strip in Prairieville 36 under the FY18 Buffer Cost Share Grant.  
Affirmative: Vogel, Rathman, Windschitl, Roiger  
Opposed: None; Motion Carried
- ◆ A motion was made by Roiger and seconded by Rathman to approve flood relief cost-share contract EM3-FY16-04 with Mike Brandl for a Grade Stabilization project in Home 36. Cost estimate is \$16,130.00 with cost share funding approved at 100% or \$16,130.00 as per the grant policy for this type of project. SCTSA is technical representative for the project. FY16 Flood Relief 3A Grant funds will be encumbered for the project.  
Affirmative: Vogel, Rathman, Windschitl, Roiger  
Opposed: None; Motion Carried
- ◆ A motion was made by Windschitl and seconded by Rathman to approve cost-share contract FY17-05 with Gary Veenstra pending technical approval from NRCS. The contract is for a Terrace project in Stately 9. Cost estimate is \$6,330.00 with cost share funding approved at \$1,389.39. The balance of the cost share is being provided through Federal/EQIP sources. NRCS will be technical representative. FY17 State Cost Share Grant funds will be encumbered for the project.  
Affirmative: Vogel, Rathman, Windschitl, Roiger  
Opposed: None; Motion Carried

## UNFINISHED BUSINESS

- ◆ None

## NEW BUSINESS

- ◆ **2018 Quarter 3 Budget Review:** Reviewed the quarter 3 budget report.
- ◆ **Vote on 2018 MASWCD Resolutions:** Reviewed the 2018 MASWCD Resolutions and each Supervisor present gave their votes which were tallied on the ballot sheet.
- ◆ **District Technician Hiring:** Reviewed the draft job announcement and description for the technician position prepared by Krueger. Discussion was held regarding whether the district should hire a technician versus administrative position. A motion to table was made by Roiger and seconded by Windschitl.  
Affirmative: Vogel, Rathman, Windschitl, Roiger  
Opposed: None; Motion Carried

- ◆ **Buffer Compliance Tracking Plan:** District Manager gave an overview of the draft buffer compliance plan presented. Discussion was held. A motion was made by Rathman and seconded by Windschitl to approve the draft buffer compliance tracking plan as presented.

Affirmative: Vogel, Rathman, Windschitl, Roiger

Opposed: None; Motion Carried

- ◆ **Meeting Reports:**

- ◇ Krueger gave an update on Nielsen's behalf for the SCTSA meeting he attended in Mankato on September 18.
- ◇ Krueger gave a report on the GBERBA Technical meeting attended in Mankato on September 19.
- ◇ Roiger shared an update about the agenda items discussed at the RCRCA meeting attended October 4 in Redwood Falls.

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

- ◇ Wednesday, October 17 – Watonwan Policy Committee Meeting, St James (Windschitl)
- ◇ Thursday, November 1 – RCRCA Board Meeting & Legislative Gathering, Redwood Falls (Nielsen, Roiger, Rathman)
- ◇ Friday, November 9 – GBERBA Policy Board/Technical Meeting, Mankato (Windschitl)
- ◇ Monday, November 12 – Veterans Day Holiday Observed (office closed)
- ◇ Tuesday, November 13 – Brown SWCD Regular Board Meeting, 10:30am (All; Start time changed to 10:30am; Personnel Committee to meet with Krueger at 10:00am for an annual performance review)

Affirmative: Vogel, Rathman, Windschitl, Roiger

Opposed: None; Motion Carried

**Meeting Adjourned – 12:25pm**

Secretary: *Clem Windschitl* Date: 11-13-18