



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 July 10, 2019 Brown SWCD Regular Board Meeting Brown County Office Building, Sleepy Eye, MN

Meeting was called to order at 4:00pm by Chair Vogel.

PRESENT

1. Jack Vogel – Chair
2. Gary Rathman – Vice Chair
3. Jeff Nielsen – Treasurer
4. Greg Roiger – PRI
5. Melanie Krueger – District Manager
6. Dean Simonsen – Brown County Commissioner Liaison

ABSENT

1. Clem Windschitl – Secretary

AGENDA

- ◆ Motion was made by Rathman and seconded by Nielsen to approve the agenda with the addition of AIS Plan Carp Surveys under new business.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried

CONSENT AGENDA

- ◆ Consent Agenda items were reviewed. A motion was made by Nielsen and seconded by Rathman to approve consent agenda items presented which included the June 12, 2019 Board Meeting minutes, the June 2019 Treasurer's Report, the Bills Report dated June 6, 2019 to July 3, 2019, and Staff Reports dated June 6, 2019 to July 3, 2019.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried

WATER PERMITS/WCA REPORTS

- ◆ Krueger reported on two water appropriation permit notices received from the DNR for livestock watering and irrigation and then gave an update on the WCA violation in Cottonwood Township and one WCA application that was reviewed and commented on for a new subdivision in Sleepy Eye.

PF/FARM BILL WILDLIFE BIOLOGIST REPORT

- ◆ Reviewed the written report submitted by Ethan Boertje.

NRCS REPORT

- ◆ Krueger advised the only update from Kjorness is a reminder on the special EQIP sign-up for prevent plant cover crop acres that ends on July 12.

COMMISSIONER COMMENTS

- ◆ Commissioner Simonsen reported on current updates from the County: 1) retirements and resignations of long term department heads have occurred, 2) the Highway 29 project is half done, 3) the first landowner meetings on JD systems will be happening this month, and 4) ditch spraying is being done by ground and helicopter dependent on the ditch system.

COST SHARE

- ◆ Reviewed the cost-share projects status report and then presented two contract amendments for approval by the board.
- ◆ Amendment 2 for Contract EM3-FY16-01 with Dwight Nilson for a grade stabilization and water and sediment control basin project in Milford 11. The amendment is to decrease project cost share funds encumbered due to project costs that were under original contracted amount. A motion was made by Rathman and seconded by Roiger to authorize amendment to decrease funds on the project by \$10,660.00.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ Amendment 1 for Contract EM3-FY16-03 with Don Schaefer for a grade stabilization project in Cottonwood 23. The amendment is to increase project cost share funds encumbered due to higher bids and engineer's recommendation. A motion was made by Rathman and seconded by Roiger to authorize amendment to increase funds for the project by \$10,660.00.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried

UNFINISHED BUSINESS

- ◆ None

NEW BUSINESS

- ◆ **Quarter 2 Budget Review:** Reviewed the quarter 2 budget report provided.
- ◆ **FY20 CREP Grant Amendment:** Reviewed the grant amendment for the FY18 CREP grant which would cover the PF Biologist position for FY2020 versus the usual FBAP grant for the position. A motion was made by Roiger and seconded by Nielsen to sign the grant amendment.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **FY20 PF Partners Agreement:** Reviewed the PF Partners Agreement for FY2020 for the PF Biologist position. A motion was made by Rathman and seconded by Nielsen to sign the FY20 PF Partners Agreement.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **FY18 Buffer CS Grant Final Report:** Reviewed the final grant report summary and discussed the amount of funds to be returned due to cancelled projects and no new interest from landowners. A motion was made by Nielsen and seconded by Rathman to authorize signature on the final eLINK grant report and return the \$1,800 in grant funds to BWSR.

Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried

- ◆ **FY18 Capacity Grant Final Report:** Reviewed the final grant report and summary. A motion was made by Rathman and seconded by Nielsen to authorize and sign the FY18 capacity grant final report.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **AIS Program Outreach Items Update:** Reviewed the update provided on the AIS outreach items completed in 2019 and a new request received from Children's Water Festival for a contribution to the event. A motion was made by Roiger and seconded by Rathman to authorize a \$1,000 contribution to the Children's Water Festival and accept the outreach report as provided.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **Area 6 Meeting Hosting:** Discussed details for next week's Area 6 meeting and hosting duties. A motion was made by Rathman and seconded by Roiger to authorize manager to buy a giveaway door prize for the meeting.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **Outstanding Conservationist:** Reviewed list of prior honorees and list of possible ideas for 2019 outstanding conservationist. Discussion held and manager was asked to contact a landowner to discuss and then advise outcome at the August meeting for a board decision.
- ◆ **Health Insurance Renewal Date Change:** Discussed changing the health insurance renewal date from March 1st to January 1st annually. A motion was made by Roiger and seconded by Rathman to authorize manager to submit the letter to Dwight Melzer to change the health insurance renewal date.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **District Manager Recommendation on 6-Month Staff Review:** Krueger advised that she conducted a 6-month training phase review with Remer and gave the recommendation that the training phase period is complete with a successful evaluation and to continue employment with the SWCD. A motion was made by Rathman and seconded by Nielsen to accept manager's recommendation on 6-month staff review.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **AIS Plan Carp Surveys:** Discussion on the quote from Wenck to conduct carp survey assessments in August on Clear Lake and Wellner-Hageman Reservoir. A motion was made by Roiger and seconded by Rathman to approve the scope of work quote submitted by Wenck for the carp surveys.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **Meeting Reports:**
 - ◇ Rathman, Simonsen, and Krueger were all present at the Wood Lake agency partners meeting on June 14 and gave a report. A landowner meeting is being held on July 29 and the Board would like Rathman to attend that one also.
 - ◇ Krueger gave an update on behalf of Windschitl about the 2W2P Policy Committee meeting he attended in St James on June 19.
 - ◇ Rathman gave an update on the SCTSA board meeting he attended in Mankato on June 25 and passed around the engineer's project status report.

- ◆ **Upcoming Meetings/Events:** A motion was made by Nielsen and seconded by Roiger to approve/attend the following upcoming meetings/events:
 - ◇ Thursday, July 11 – RCRCA Board Meeting, Marshall (Nielsen)
 - ◇ Tuesday, July 16 – MASWCD Area 6 Meeting, Turner Hall in New Ulm (Windschitl, Nielsen, Roiger, Rathman)
 - ◇ Friday, July 19 – GBERBA Policy/Technical Meeting, Blue Earth (Windschitl)
 - ◇ Thursday, August 1 – RCRCA Board Meeting, Redwood (Nielsen)
 - ◇ Wednesday, August 14 – Brown SWCD Board Meeting, 4:00pm (All)
 - ◇ Monday, July 29 – Wood Lake landowner meeting, SWCD building (Rathman)
 - Affirmative: Vogel, Rathman, Nielsen, Roiger
 - Opposed: None; Motion Carried

Meeting Adjourned – 6:17pm

Secretary:  Date: 8-14-19