



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 September 11, 2019 Brown SWCD Regular Board Meeting Brown County Office Building, Sleepy Eye, MN

Meeting was called to order at 4:01pm 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

ABSENT

1. Clem Windschitl – Secretary

AGENDA

- ◆ Motion was made by Rathman and seconded by Roiger to approve the agenda with the addition of Corrected July Treasurer's Report after the Consent Agenda item.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried

CONSENT AGENDA

- ◆ Reviewed Consent Agenda items. A motion was made by Nielsen and seconded by Rathman to approve consent agenda items presented which included the August 14, 2019 Board Meeting minutes, the August 2019 Treasurer's Report, the Bills Report dated August 8, 2019 to September 4, 2019, and Staff Reports dated August 8, 2019 to September 4, 2019.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried

CORRECTED JULY TREASURER'S REPORT

- ◆ District Manager presented a corrected July Treasurer's Report for approval and signature. The disbursement amount for petty cash had been incorrectly entered under the Money Market account. A motion was made by Roiger and seconded by Nielsen to accept the corrected Treasurer's Report for July.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried

WATER PERMITS/WCA REPORTS

- ◆ Krueger advised there are no items to report on this month.

PF/FARM BILL WILDLIFE BIOLOGIST REPORT

- ◆ Reviewed the written report submitted by Ethan Boertje. Krueger advised that his last day in Brown County will be September 12.

NRCS REPORT

- ◆ No report submitted.

COMMISSIONER COMMENTS

- ◆ Commissioner was not present at the meeting.

COST SHARE

- ◆ Reviewed the cost-share projects report and then presented a contract for partial payment approval by the board.
- ◆ A motion was made by Roiger and seconded by Rathman to approve a partial payment of \$24,409.50 to Dwight Nilson for cost-share contract EM3-FY16-01. This is for a grade stabilization and WASCOB project in Milford 11 where the majority of construction was completed this summer. Two embankments need to be completed this fall once crops are off the field. SCTSA was technical representative for the project. Partial payment will be made using FY16 Flood Relief 3A Grant funds.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried

UNFINISHED BUSINESS

- ◆ **Vehicle Policy:** Reviewed the final draft of the vehicle policy presented. A motion was made by Rathman and seconded by Nielsen to accept the Brown SWCD vehicle use policy as presented.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried

NEW BUSINESS

- ◆ **MCIT 2020 Estimated Contribution Notice:** Reviewed contribution notice from MCIT.
- ◆ **Computer Purchase:** Krueger reviewed quotes obtained from Dell for the purchase of a laptop and dock station to replace hers. A Latitude 5500 would cost \$2,119.83 and a Latitude 3500 would cost \$1,533.53. The 5500 model is very similar to the laptops purchased in 2018 for the district technicians. Discussed the options for both models quoted. A motion was made by Roiger and seconded by Nielsen to approve purchase of the Latitude 5500 laptop as quoted by Dell.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **MN River Congress Letter of Support:** Discussed the letter template from the Minnesota River Congress supporting the water storage initiative and legislation they are promoting. A motion was made by Nielsen and seconded by Rathman to sign and submit the letter of support on SWCD letterhead to the Minnesota River Congress.
Affirmative: Vogel, Rathman, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **MCIT Operational Arrangements Presentation:** Discussed the Operational Agreement presentation by MCIT on September 30 in St James that all are invited to attend. This is a presentation about operational agreement options between the members of the Watonwan Watershed Planning Partnership group for implementation grant funds.

- ◆ **Meeting Reports:**
 - ◇ Krueger gave a report on behalf of staff members that attended the Soil Health Coalition Kick Off event held on August 16 in Redwood Falls.
 - ◇ Krueger and Nielsen gave an update about the Commissioner's budget request meeting they attended on August 19.
 - ◇ Nielsen gave a report on the RCRCA meeting attended on September 5 in Marshall.
- ◆ **Upcoming Meetings/Events:** A motion was made by Roiger and seconded by Rathman to approve/attend the following upcoming meetings/events:
 - ◇ Friday, September 13 – GBERBA Policy Meeting, Mankato (Rathman)
 - ◇ Tuesday, September 17 – SCTSA Board Meeting, Mankato (Rathman)
 - ◇ Monday, September 30 – 2W2P Policy Committee Meeting, 9am, St James (Windschitl, Rathman is available as alternate)
 - ◇ Monday, September 30 – 2W2P MCIT Operational Arrangements Presentation, 10am, St James (Windschitl, Rathman, Roiger, Krueger)
 - ◇ Thursday, October 3 – RCRCA Board Meeting, Redwood (nobody is attending)
 - ◇ Wednesday, October 9 – Brown SWCD Board Meeting, 4:00pm (All) *Nielsen and Roiger advised they will be absent for this board meeting
 - Affirmative: Vogel, Rathman, Nielsen, Roiger
 - Opposed: None; Motion Carried

Meeting Adjourned – 5:33pm

Secretary:  Date: 11-13-19