



Brown Soil and Water Conservation District



300 2nd Ave. SW • Sleepy Eye, MN 56085 • Phone: 507-794-2553

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An Equal Opportunity Employer

Minutes of the May 13, 2020

Brown SWCD Regular Board Meeting

~~Brown County Office Building, Sleepy Eye, MN~~

The board meeting was held via Zoom due to the COVID-19 and Stay Home Executive Order restrictions. All votes were taken by roll call.

Meeting was called to order at 4:03pm 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. Alan Gleisner – District Technician
8. Nicole Schultz – District Technician (exited at 4:25pm)
9. Jeremy Maul – BWSR Board Conservationist (entered at 4:20pm)

AGENDA

- ◆ Motion was made by Nielsen and seconded by Rathman to approve the agenda with the addition of BWSR Update.
Roll Call Vote:
Nielsen- Yes; Rathman- Yes; Roiger- Yes; Vogel- Yes; Windschitl- Yes
Motion Carried.

CONSENT AGENDA

- ◆ Reviewed items and District Manager answered questions related to the treasurer's report and staff report. A motion was made by Windschitl and seconded by Nielsen to approve the consent agenda items presented and authorize District Manager to sign documents on behalf of Secretary and Treasurer. Consent Agenda items included the March 11, 2020 Board Meeting minutes, the March 2020 Treasurer's Report, the April 2020 Treasurer's Report, the Bills Report dated March 5, 2020 to April 1, 2020, the Bills Report dated April 2, 2020 to May 4, 2020, the CCMR Annual Contribution payment of \$25.00, the 2020 Environmental Fair Donation payment of \$750.00, and the Staff Reports dated March 5, 2020 to May 4, 2020.
Roll Call Vote:
Nielsen- Yes; Rathman- Yes; Roiger- Yes; Vogel- Yes; Windschitl- Yes
Motion Carried.

WATER PERMITS/WCA REPORTS

- ◆ No items to report on this month.

PF/FARM BILL WILDLIFE BIOLOGIST REPORT

- ◆ Reviewed written report provided by Zilverberg.

NRCS REPORT

- ◆ Reviewed written report provided by Kjorness.

COMMISSIONER COMMENTS

- Commissioner was not present at the meeting.

COST SHARE

- ◆ Reviewed the cost-share report and then presented amendment for approval.
- ◆ A motion was made by Windschitl and seconded by Nielsen to approve FY18-01 Contract Amendment with Keith Brekken for additional cost share funds of \$769.13 for preconstruction cover and design changes on the WASCOB project in Lake Hanska 32 and authorize District Manager signature.

Roll Call Vote:

Nielsen- Yes; Rathman- Yes; Roiger- Yes; Vogel- Yes; Windschitl- Yes

Motion Carried.

BWSR UPDATE

- Jeremy Maul, BWSR Board Conservationist gave an update on BWSR operations- some staff is doing field work and most are teleworking and that will probably continue for some time, BWSR is on a hiring freeze, advised the potential grant reductions look to be up to 10% at this time, potential general fund reductions are unknown at this time, and they expect special sessions to happen. He also answered questions from the group related to LCCMR and 1W1P funding.

UNFINISHED BUSINESS

- ◆ None

NEW BUSINESS

- ◆ **Brown SWCD COVID-19 Operations Update:** District Manger gave an update about an operations and preparedness plan to begin May 14, potential 2021 grant reductions, and the vacant district technician position.
- ◆ **2020 Quarter 1 Budget Report:** Reviewed the quarter one budget report.
- ◆ **2019 Capacity Grant Reconciliation Report:** BWSR completed a 2019 Capacity grant reconciliation with no issues reported. A motion was made by Nielsen and seconded by Roiger to approve the 2019 Capacity Grant Reconciliation Financial Report presented and authorize District Manager signature.

Roll Call Vote:

Nielsen- Yes; Rathman- Yes; Roiger- Yes; Vogel- Yes; Windschitl- Yes

Motion Carried.

- ◆ **2018 CREP Grant Amendment:** District Manager submitted an amendment request to BWSR for \$3,500 to cover projected staff hours during April to June 2020. A motion was made by Rathman and seconded by Nielsen to approve the 2018 CREP Grant Amendment for \$3,500 as presented and authorize District Manager signature.

Roll Call Vote:

Nielsen- Yes; Rathman- Yes; Roiger- Yes; Vogel- Yes; Windschitl- Yes

Motion Carried.

- ◆ **FY21/22 CREP Grant Request For Interest:** Reviewed the CREP grant request for interest form prepared by District Manager. A motion was made by Nielsen and seconded by Rathman to approve the FY21/22 CREP Grant Request For Interest as presented and authorize District Manager signature.
Roll Call Vote:
Nielsen- Yes; Rathman- Yes; Roiger- Yes; Vogel- Yes; Windschitl- Yes
Motion Carried.
- ◆ **DNR Walk-In Access Agreement:** DNR will be sending a Joint Powers Agreement for the Walk-In Access program enrollments covering two years. A motion was made by Windschitl and seconded by Roiger to authorize District Manager to review and sign the Joint Powers Agreement with the DNR for the Walk-In Access program.
Roll Call Vote:
Nielsen- Yes; Rathman- Yes; Roiger- Yes; Vogel- Yes; Windschitl- Yes
Motion Carried.
- ◆ **Watowan 1W1P Implementation:** Discussed the implementation structure for the Watowan 1W1P plan and utilizing GBERBA as Joint Powers Entity. A motion was made by Windschitl and seconded by Rathman to approve GBERBA acting as the fiscal and reporting agent for the Watowan Watershed 1W1P Implementation Plan Funding.
Roll Call Vote:
Nielsen- Yes; Rathman- Yes; Roiger- No; Vogel- Yes; Windschitl- Yes
Motion Carried.
- ◆ **2020 Supervisor Elections:** Reviewed and discussed information about Supervisor elections for 2020.
- ◆ **MASWCD Resolutions:** Discussion was held on the two resolution ideas from the annual planning meeting in January. Resolution #1 was regarding repairs to easements and there is already a resolution to that effect in MASWCD Policy handbook which was passed in 2019. District Manager will follow-up with MASWCD to ensure that resolution meets the intent of Brown SWCD also. Resolution #2 was regarding a CREP program work group and a draft for that resolution was presented and discussed. Some edits and changes were requested. A final copy will be presented at the June board meeting.
- ◆ **Meeting Reports:**
 - ◇ Windschitl gave reports about the March 13 and May 8 GBERBA meetings attended.
 - ◇ Windschitl and Krueger gave an update on the 2W2P Policy meeting from March 18.
 - ◇ Nielsen attended the RCRCA meeting on May 7 and gave a report.
- ◆ **Upcoming Meetings/Events:** A motion was made by Roiger and seconded by Nielsen to approve/attend the following upcoming meetings/events:
 - ◇ Wednesday, May 20 – 2W2P Policy Committee Meeting (Windschitl)
 - ◇ Wednesday, June 3 – RCRCA Board Meeting (Nielsen)
 - ◇ Wednesday, June 10 – Brown SWCD Board Meeting, 4:00pm (All)
 Roll Call Vote:
Nielsen- Yes; Rathman- Yes; Roiger- Yes; Vogel- Yes; Windschitl- Yes
Motion Carried.

Meeting Adjourned – 5:53pm

Secretary:  Date: 6-10-2020