



Minutes of the June 10, 2020 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. Clem Windschitl – Secretary
4. Jeff Nielsen – Treasurer
5. Greg Roiger – PRI
6. Melanie Krueger – District Manager
7. Alan Gleisner – District Technician
8. Dean Simonsen – Brown County Commissioner

AGENDA

- ◆ Motion was made by Rathman and seconded by Nielsen to approve the agenda as presented.

Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger

Opposed: None; Motion Carried

CONSENT AGENDA

- ◆ Reviewed items. A motion was made by Nielsen and seconded by Windschitl to accept the consent agenda items presented which included the May 13, 2020 Board Meeting minutes, the May 2020 Treasurer's Report, the Bills Report dated May 5, 2020 to June 3, 2020, and the Staff Reports dated May 5, 2020 to June 3, 2020.

Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger

Opposed: None; 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 Simonsen gave an update about Commissioner elections, all candidates refiled and are running unopposed, advised that ditch redetermination meetings are restarting, advised the courthouse is reopened and some security items are being evaluated for possible upgrades, and advised that buffer spraying on ditches is being done by ground this year and should be complete by July 1st.

COST SHARE

- ◆ Reviewed the cost-share report and then one contract was presented for approval.
- ◆ A motion was made by Nielsen and seconded by Windschitl to approve cost-share contract FY19-01 with Arnold Bauer for a Grassed Waterway project in Stately 4. Cost estimate is \$2,410.00 with cost share approved at \$1,807.50. SCTSA is technical representative for the project. FY19 State Cost Share grant funds will be encumbered for the project.
Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ Nonstructural Land Management Plan: Reviewed and discussed the Nonstructural Land Management Plan presented by staff. One edit to item 4.v. was requested by the Supervisors. A motion was made by Roiger and seconded by Rathman to approve the Nonstructural Land Management Plan presented with the one edit discussed to item 4.v.
Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ Buffer Contract Noncompliance: District Manager reviewed the information regarding noncompliance of buffer cost share contract FY18-BCS-01. Discussion was held. A motion was made by Rathman and seconded by Nielsen to accept landowners request to cancel the buffer cost share contract and repay the cost share amount of \$150.00 to Brown SWCD.
Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger
Opposed: None; Motion Carried

UNFINISHED BUSINESS

- ◆ None

NEW BUSINESS

- ◆ **MASWCD Resolutions:** Edits were made to the CREP work group resolution discussed at last month's meeting and a final version was presented for review and discussion. District Manager also gave an update about her conversation with LeAnn Buck, MASWCD about the resolutions the district has been working on. A motion was made by Windschitl and seconded by Rathman to approve the CREP Work Group resolution presented and submit to MASWCD.
Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **2020 Supervisors Elections Update:** Discussed information regarding the 2020 Supervisors elections and options going forward for District 2 where no candidates filed for election.
- ◆ **2019 Capacity Grant Final Report:** Reviewed the 2019 Capacity Grant final report prepared by manager. A motion was made by Rathman and seconded by Roiger to approve the final grant report presented.
Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger
Opposed: None; Motion Carried

- ◆ **DNR Well Agreement Authorization:** The annual observation well agreement has been received via DocuSign for authorization. The agreement is for the same 14 wells as last year and the same amount of \$1200 to complete the readings. A motion was made by Nielsen and seconded by Windschitl to authorize District Manager to accept and sign the annual observation well agreement with the DNR.
Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **2021 County Budget Request:** Revised the 2021 county budget request prepared by District Manager. Discussion was held. A motion was made by Windschitl and seconded by Nielsen to approve the 2021 county budget request presented.
Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **District Technician Position:** District Manager provided a handout requesting authorization to move forward with hiring for the vacant District Technician position and an estimated timeline for the hiring process. Discussed options to hire and fill the vacant District Technician position. A motion was made by Rathman and seconded by Nielsen to proceed with hiring for the vacant District Technician position and authorize Personnel Committee to interview candidates and make a hiring recommendation to the Board.
Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **Paid Time Off Accrual Caps:** District Manager reviewed details of her request to approve a temporary change to the paid time off accrual caps in policy through the end of the year due to the effects of COVID-19 on district operations. Discussion was held. A motion was made by Rathman and seconded by Nielsen to waive current accrual caps on vacation and comp time policies through December 31, 2020 due to the effects of COVID-19 on district operations.
Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger
Opposed: None; Motion Carried
- ◆ **Meeting Reports:**
 - ◇ Windschitl and Kruger gave a report on last month's 2W2P Policy Committee meeting held via Webex. The draft Watonwan Watershed Comprehensive Water Plan was approved by the Policy committee and sent out for 60-day review.
 - ◇ Nielsen attended the RCRCA board meeting held via Zoom on June 3 and gave an update to the group.
- ◆ **Upcoming Meetings/Events:** A motion was made by Roiger and seconded by Nielsen to approve/attend the following upcoming meetings/events:
 - ◇ Tuesday, June 16 – SCTSA Board Meeting (Rathman)
 - ◇ Thursday, July 2 – RCRCA Board Meeting (Nielsen)
 - ◇ Wednesday, July 8 – Brown SWCD Board Meeting, 4:00pm (All)
 Affirmative: Vogel, Rathman, Windschitl, Nielsen, Roiger
Opposed: None; Motion Carried

Meeting Adjourned – 5:56pm

Secretary:  Date: 7-8-20