



Minutes of the September 8, 2021 Brown SWCD Regular Board Meeting Brown County Office Building, Sleepy Eye, MN

Meeting was called to order at 4:17pm by Craig Fischer.

PRESENT

1. Craig Fischer – Chair
2. Mark Wellner – Vice-Chair
3. Jeff Nielsen – Treasurer
4. Greg Roiger – PRI
5. Melanie Krueger – District Manager
6. Dean Simonsen – Brown County Commissioner Liaison (entered at 5:25pm)

ABSENT

1. Brandon Anderson - Secretary

AGENDA

- ◆ Motion was made by Wellner and seconded by Nielsen to approve the agenda with the removal of Treasurer's Report from the Consent Agenda section.
Affirmative: Fischer, Nielsen, Roiger, Wellner
Opposed: None; Motion Carried

CONSENT AGENDA

- ◆ Discussed the consent agenda items which included the August 11, 2021 Board Meeting Minutes, the Bills Report dated August 6, 2021 to September 3, 2021, and the Staff Reports dated August 6, 2021 to September 3, 2021. A motion was made by Nielsen and seconded by Roiger to approve consent agenda items A, C, and D as presented.
Affirmative: Fischer, Nielsen, Roiger, Wellner
Opposed: None; Motion Carried

WATER PERMITS/WCA REPORTS

- ◆ Krueger gave an update about WCA TEP Panel activities and reported on five DNR water permit notices that had been received since the last meeting.

PF FARM BILL WILDLIFE BIOLOGIST REPORT

- ◆ Reviewed report provided by Nate Fore.

NRCS REPORT

- ◆ Reviewed report provided by Clarke.

COMMISSIONER COMMENTS

- ◆ Commissioner Simonsen entered the meeting at 5:25pm and gave an update about budget meetings this month, ditch authority topics, advised a road tour is scheduled for tomorrow, and discussed the county road 8 bridge replacement project.

COST SHARE REPORT & CONTRACTS

- ◆ Reviewed the cost-share report and presented contract for payment approval.
- ◆ Krueger presented a \$100.00 MAWQCP Incentive payment contract with Mark Portner. The contract has been approved by Herman Bartsch, MAWQCP Area 6 representative and if the Brown SWCD board also approves today, it will then be forwarded to GBERBA for final payment authorization. Motion was made by Wellner and seconded by Nielsen to approve the \$100.00 MAWQCP worksheet incentive payment to Mark Portner.
Affirmative: Fischer, Nielsen, Roiger, Wellner
Opposed: None; Motion Carried

NEW BUSINESS

- ◆ **MCIT Notices:** Discussed the annual notices received from MCIT for a 2021 dividend payment and the 2022 estimated contribution notice.
- ◆ **FY22 CREP Grant Agreement:** District Manager advised the CREP grant agreement should be received from BWSR sometime this month and requested authorization to accept and sign the grant upon receipt. Motion was made by Nielsen and seconded by Wellner to authorize District Manager to accept and sign the FY22 CREP Outreach and Implementation Grant agreement with BWSR.
Affirmative: Fischer, Nielsen, Roiger, Wellner
Opposed: None; Motion Carried
- ◆ **Comp Time Policy Review:** Reviewed and discussed the current comp time policy in place for the district employees. No changes were requested at this time.
- ◆ **Personnel Committee – District Technician Position:** Personnel Committee gave a report on the hiring process for the open technician position and advised their recommendation is to repost the position to increase the pool of candidates. Discussion was held. A motion was made by Nielsen and seconded by Roiger to accept the Personnel Committee's recommendation to repost the position to increase the pool of candidates and authorize the Personnel Committee to proceed with another round of the hiring process for the District Technician position and make a hiring recommendation to the Board upon completion.
Affirmative: Fischer, Nielsen, Roiger, Wellner
Opposed: None; Motion Carried
- ◇ A motion was made by Nielsen and seconded by Wellner to authorize Greg Roiger to replace Jeff Nielsen, if needed, on the Personnel Committee for this round of the hiring process.
Affirmative: Fischer, Nielsen, Roiger, Wellner
Opposed: None; Motion Carried
- ◆ **Meeting Reports:**
 - *Dean Simonsen entered the meeting at 5:25pm
 - ◇ Krueger and Nielsen gave an update about the 2022 Budget Request Meeting with County Commissioners on August 30 and advised the appropriation amount supported for 2022 is \$100,600 which is the same as this year.
 - ◇ Wellner gave a report on the RCRCA meeting he attended on September 2 and advised the annual meeting is set for November 4 at Schell's Brewery in New Ulm.
- ◆ **Upcoming Meetings/Events:** A motion was made by Nielsen and seconded by Roiger to approve the upcoming meetings/events:
 - ◇ Friday, September 10 – GBERBA Policy Meeting (Roiger)
 - ◇ Tuesday, September 14 – SCTSA Board Meeting (Wellner)
 - ◇ Tuesday, September 21 – Area 6 Meeting (Nielsen, Roiger, Fischer)
 - ◇ Thursday, October 7 – RCRCA Board Meeting (Wellner)

- ◇ Wednesday, October 13 – Brown SWCD Board Meeting, 4:15pm (All)
- ◇ Personnel Committee meetings if needed for the hiring process
 - Affirmative: Fischer, Nielsen, Roiger, Wellner
 - Opposed: None; Motion Carried

Meeting Adjourned – 6:12pm

Secretary: Burd Date: 10/25/21