



**Minutes of the October 25, 2021  
Brown SWCD Regular Board Meeting  
Brown County Office Building, Sleepy Eye, MN**

**Meeting was called to order at 4:16pm by Craig Fischer.**

**PRESENT**

1. Craig Fischer – Chair
2. Mark Wellner – Vice-Chair
3. Brandon Anderson - Secretary
4. Greg Roiger – PRI
5. Melanie Krueger – District Manager
6. Alan Gleisner – District Technician (exited at 5:10pm)
7. Dean Simonsen – Brown County Commissioner Liaison (exited at 6:02pm)

**ABSENT**

1. Jeff Nielsen – Treasurer

**AGENDA**

- ◆ Motion was made by Anderson and seconded by Wellner to approve the agenda as presented.  
Affirmative: Anderson, Fischer, Roiger, Wellner  
Opposed: None; Motion Carried

**CONSENT AGENDA**

- ◆ Reviewed the consent agenda items which included the September 8, 2021 Board Meeting Minutes, the August 2021 Treasurer's Report, the September 2021 Treasurer's Report, the Bills Report dated September 4, 2021 to October 6, 2021, and the Staff Reports dated September 4, 2021 to October 6, 2021. A motion was made by Anderson and seconded by Wellner to approve the consent agenda items as presented.  
Affirmative: Anderson, Fischer, Roiger, Wellner  
Opposed: None; Motion Carried

**WATER PERMITS/WCA REPORTS**

- ◆ No new items to report this month.

**PF FARM BILL WILDLIFE BIOLOGIST REPORT**

- ◆ Reviewed report provided by Fore.

**NRCS REPORT**

- ◆ Reviewed report provided by Clarke.

**COMMISSIONER COMMENTS**

- ◆ Commissioner Simonsen gave an update about upcoming ditch redetermination meetings, an upcoming CD44 ditch improvement meeting, cleanouts on ditch systems, and mentioned some usual ongoing county business items.

## COST SHARE REPORT & CONTRACTS

- ◆ Reviewed the cost-share report. There were no contracts for approval this month.

## NEW BUSINESS

- ◆ **RIM Easement Alteration:** Krueger and Gleisner reviewed information about a RIM easement alteration request on RIM Easement 08-09-93-02 in North Eden 29 from Brown County due to the Bridge 2110 replacement project. Discussion was held and staff answered questions from Supervisors. A motion was made by Wellner and seconded by Anderson to recommend approval of the RIM Easement 08-09-93-02 alteration request from Brown County.  
Affirmative: Anderson, Fischer, Roiger, Wellner  
Opposed: None; Motion Carried
  - ◆ **2021 Quarter 3 Budget Report:** Reviewed the quarter three budget report.
  - ◆ **2020 Audit Items:** Reviewed the Management Representation Letter and 2020 Draft Audit documents received from Peterson Company for their 2020 audit services.
    - ◇ A motion was made by Anderson and seconded by Wellner to authorize the Management Representation Letter for the 2020 Audit and submit to Peterson Company.  
Affirmative: Anderson, Fischer, Roiger, Wellner  
Opposed: None; Motion Carried
    - ◇ A motion was made by Anderson and seconded by Wellner to approve the Draft 2020 Audit from Peterson Company.  
Affirmative: Anderson, Fischer, Roiger, Wellner  
Opposed: None; Motion Carried
  - ◆ **FY22 Buffer Supplemental Grant Agreement:** Reviewed a grant agreement received from BWSR for a FY22 Buffer Supplemental Grant for the amount of \$20,000. Motion was made by Wellner and seconded by Anderson to approve the FY22 Buffer Program Implementation Supplemental Grant Agreement with BWSR.  
Affirmative: Anderson, Fischer, Roiger, Wellner  
Opposed: None; Motion Carried
- \*Gleisner exited at 5:10pm
- ◆ **2021 MASWCD Resolutions:** Reviewed the 2021 MASWCD Resolutions. Each Supervisor present gave their vote. District Manager tallied votes on a ballot sheet which will be submitted by November 1 to MASWCD.
- \*Simonsen exited at 6:02pm
- ◆ **Meeting Reports:**
    - ◇ Roiger shared a report about the Area 6 meeting on September 21 at Turner Hall.
    - ◇ Anderson gave an update about the SCTSA meeting on September 28.
    - ◇ Wellner gave a report on the RCRCA meeting he attended on October 7.
    - ◇ Krueger gave an update about 2022 dues discussed at GBERBA Technical meeting.
  - ◆ **Upcoming Meetings/Events:** A motion was made by Anderson and seconded by Wellner to approve the upcoming meetings/events:
    - ◇ Personnel Committee Meetings (Roiger, Wellner, Nielsen, Krueger)
    - ◇ Thursday, November 4 – RCRCA Meeting & Legislative Event (Wellner, Roiger)
    - ◇ Wednesday, November 10 – Brown SWCD Board Meeting, 4:15pm (All)  
Affirmative: Anderson, Fischer, Roiger, Wellner  
Opposed: None; Motion Carried

**Meeting Adjourned – 6:25pm**

Secretary: Mark Wellner

Vice Chair

Date: 11/10/2021