



**Minutes of the April 13, 2022
Brown SWCD Regular Board Meeting
Brown County Office Building, Sleepy Eye, MN**

Meeting was called to order at 4:19pm by Mark Wellner.

PRESENT

1. Mark Wellner – Vice-Chair
2. Jeff Nielsen - Treasurer
3. Greg Roiger – PRI
4. Melanie Krueger – District Manager

ABSENT

1. Craig Fischer – Chair
2. Brandon Anderson – Secretary

AGENDA

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

CONSENT AGENDA

- ◆ Reviewed the consent agenda items presented which included the March 23, 2022 Board Meeting Minutes, the March 2022 Treasurer's Report, the Bills Report dated March 5, 2022 to April 6, 2022, the CCMR Annual Contribution payment of \$25.00, and the Staff Reports dated March 5, 2022 to April 6, 2022. A motion was made by Nielsen and seconded by Roiger to approve the consent agenda items as presented.
Affirmative: Nielsen, Roiger, Wellner
Opposed: None; Motion Carried

WATER PERMITS/WCA REPORTS

- ◆ No new items to report on this month.

PF/FARM BILL WILDLIFE BIOLOGIST REPORT

- ◆ Reviewed report provided by Fore.

NRCS REPORT

- ◆ Reviewed report provided by Clarke.

COMMISSIONER COMMENTS

- ◆ Commissioner was unable to attend the meeting.

COST SHARE REPORT & CONTRACTS

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

NEW BUSINESS

- ◆ **2022 Quarter 1 Budget Report:** Reviewed the quarter one budget report.
- ◆ **Environmental Fair Update:** Manager advised that this event has been discontinued as of 2022. The districts are considering other options for outreach events at the local level or on a watershed-scale instead of MASWCD areas.
- ◆ **Credit Card Policy Update:** Reviewed the two options presented by manager for an updated credit card policy for the district. Bullet point number two was discussed and rewritten on the option two policy version. A motion was made by Nielsen and seconded by Roiger to approve the revised Credit Card Policy Option 2 as discussed and rewritten.
Affirmative: Nielsen, Roiger, Wellner
Opposed: None; Motion Carried
- ◆ **Newsletter Project:** Discussed options presented by manager for the district’s annual newsletter project. A motion was made by Nielsen and seconded by Roiger to approve Option 5 with two times per year distribution for the district’s newsletter project.
Affirmative: Nielsen, Roiger, Wellner
Opposed: None; Motion Carried
- ◆ **Trimble Purchase:** Discussed costs and information to upgrade the district’s Trimble system as budgeted for 2022. A motion was made by Nielsen and seconded by Roiger to authorize District Manager to proceed with purchasing the R10 from SCTSA and purchasing the TSC7 and Accessories as per quote 60662 from Frontier Precision.
Affirmative: Nielsen, Roiger, Wellner
Opposed: None; Motion Carried
- ◆ **AIS Vegetation Surveys:** Discussed the details and quotes from Limnopro to complete vegetation surveys on Lake Hanska. A motion was made by Nielsen and seconded by Roiger to authorize hiring Limnopro to complete Option 2 vegetation surveys work on Lake Hanska at an overall cost of \$21,485.50.
Affirmative: Nielsen, Roiger, Wellner
Opposed: None; Motion Carried
- ◆ **2022 Supervisor Elections:** Discussed the 2022 Supervisor elections for District 2, District 3, and District 5.
- ◆ **Meeting Reports:**
 - ◇ Nielsen and Roiger gave a report about the Area 6 meeting attended on April 6.
 - ◇ Wellner gave a report about the RCRCA board meeting attended on April 7.
- ◆ **Upcoming Meetings/Events:** A motion was made by Roiger and seconded by Nielsen to approve the upcoming meetings/events:
 - ◇ Thursday, May 5 – RCRCA Board Meeting (Wellner)
 - ◇ Wednesday, May 11 – Brown SWCD Board Meeting, 4:15pm (All)
 - ◇ Personnel Committee Meeting – date/time to be determined (Nielsen, Wellner)
Affirmative: Nielsen, Roiger, Wellner
Opposed: None; Motion Carried

Meeting Adjourned – 6:04pm

Chair _____
 Secretary:  _____ Date: 5/11/22