



**Minutes of the July 12, 2023
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. Brad Augustin – Secretary
4. Bill Eckstein – Treasurer
5. Rae Runck – PRI
6. Melanie Krueger – District Manager
7. Brian Braun – Brown County Commissioner Liaison
8. Jennifer Norton – CED, Brown County FSA (exited at 4:29pm)

AGENDA

- ◆ Motion was made by Eckstein and seconded by Wellner to approve the agenda with the additional item, Soil Health Training, under New Business.
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried

CONSENT AGENDA

- ◆ Reviewed the consent agenda items presented which included the June 20, 2023 Board Meeting Minutes, the June 2023 Treasurer's Report, and the Bills Report dated June 14, 2023 to July 7, 2023. Motion was made by Wellner and seconded by Runck to approve the consent agenda items as presented.
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried

GUEST – JENNIFER NORTON, FSA

- ◆ Jennifer Norton, County Executive Director of the Brown County FSA office discussed the upcoming County Committee election process and information.

*Norton exited at 4:29pm

SWCD STAFF REPORTS

- ◆ Reviewed the staff reports provided by Krueger, Larson, and Ostermann.

PF/FARM BILL WILDLIFE BIOLOGIST REPORT

- ◆ Reviewed reports provided by Fore.

NRCS REPORT

- ◆ Reviewed report provided by Kjorness.

COMMISSIONER COMMENTS

- ◆ Commissioner Braun gave an update about current activities at Brown County.

COST SHARE REPORT & CONTRACTS

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

NEW BUSINESS

- ◆ **Quarter 2 Budget Report:** Reviewed the quarter two budget report.
- ◆ **Resolution – SWCD Aid:** Discussed the resolution for the SWCD Aid funding that will begin this year for all SWCD's in the state. One of the requirements of the funding was that districts adopt a resolution with guidelines for use of the funds. Motion was made by Wellner and seconded by Augustin to approved Resolution 23-03: SWCD AID which lists the SWCD's guidelines for use of the SWCD Aid Payments.
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried
- ◆ **Signature Authority:** Discussed authorizing manager as signature authority for grant documents with BWSR through the eLINK system because going forward all documents will be sent via DocuSign. Motion was made by Eckstein and seconded by Runck to authorize District Manager as signature authority for all grant agreements, reports, and documents through the eLINK system with BWSR.
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried
- ◆ **Electronic Payments Authority:** Manager advised that annually the board should authorize manager to make electronic payments for bills of the district. Going forward this will be a regular annual item on the January agenda. Motion was made by Augustin and seconded by Eckstein to authorize District Manager to execute electronic fund transfer payments as needed for Brown SWCD.
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried
- ◆ **FY22 Buffer Supplemental Grant Final Report:** Reviewed the final grant report information presented. Motion was made by Runck and seconded by Eckstein to approve the FY22 Buffer Supplemental Grant final report summary presented and the return of \$1,469.99 of unspent grant funds to BWSR.
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried
- ◆ **BCCWMA Grant Technical Authority:** Discussed authorizing partner staff from Cottonwood SWCD as Technical Authority for Brown SWCD projects until current staff is trained. Motion was made by Augustin and seconded by Runck to authorize Dawn Madison, Dave Bucklin and Becky Buchholz as Technical Assistance Providers for Brown SWCD projects funded through grant C22-6969, Brown-Cottonwood Cooperative Weed Management Area.
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried
- ◆ **Soil Health Training:** Manager advised of an upcoming soil health bus tour training opportunity in August and requested authorization to send staff, Dru Larson and Katia Ostermann. Motion was made by Runck and seconded by Augustin to authorize Larson and Ostermann to attend Soil Health Training August 21-23.
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried

◆ **Meeting Reports:**

- ◇ Eckstein, Runck and Krueger shared information about the Area VI meeting attended in Gaylord on June 21.
- ◇ Runck gave a report about the SCTSA Board meeting he attended on June 27.
- ◇ Eckstein attended the RCRCA meeting in Marshall on July 6 and gave a report.

◆ **Upcoming Meetings/Events:** A motion was made by Wellner and seconded by Eckstein to approve the upcoming meetings/events:

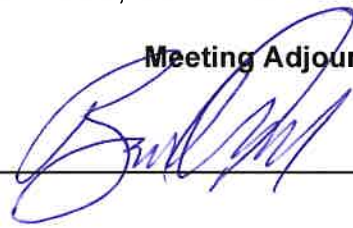
- ◇ Friday, July 14 – GBERBA Policy/Technical Joint Meeting, Mankato (Augustin)
- ◇ Wednesday, July 19 – Cottonwood-Middle MN 1W1P Policy Committee Meeting, Springfield (Wellner, Eckstein)
- ◇ Thursday, August 3 – RCRCA Board Meeting, Redwood (Wellner)
- ◇ Wednesday, August 9 – Brown SWCD Board Meeting, 4:15pm (All)
- ◇ Personnel Committee Meetings as needed (Eckstein, Wellner, Krueger)

Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner

Opposed: None; Motion Carried

Meeting Adjourned – 5:56pm

Secretary: _____



Date: _____

8-9-23