



**Minutes of the October 11, 2023  
Brown SWCD Regular Board Meeting  
Brown County Office Building, Sleepy Eye, MN**

**Meeting was called to order at 4:15pm by Mark Wellner.**

**PRESENT**

1. Mark Wellner – Vice-Chair
2. Brad Augustin – Secretary
3. Bill Eckstein – Treasurer
4. Rae Runck – PRI
5. Melanie Krueger – District Manager

**ABSENT**

1. Craig Fischer - Chair

**AGENDA**

- ◆ Motion was made by Eckstein and seconded by Runck to approve the agenda as presented.  
Affirmative: Augustin, Eckstein, Runck, Wellner  
Opposed: None; Motion Carried

**CONSENT AGENDA**

- ◆ Reviewed the consent agenda items presented which included the September 13, 2023 Board Meeting Minutes, the September 2023 Treasurer's Report, and the Bills Report dated September 9, 2023 to October 6, 2023. Motion was made by Augustin and seconded by Runck to approve the consent agenda items as presented.  
Affirmative: Augustin, Eckstein, Runck, Wellner  
Opposed: None; Motion Carried

**SWCD STAFF REPORTS**

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

**PF/FARM BILL WILDLIFE BIOLOGIST REPORT**

- ◆ Reviewed report provided by Fore.

**NRCS REPORT**

- ◆ Reviewed report provided by Kjorness.

**COMMISSIONER COMMENTS**

- ◆ Commissioner Braun was not able to attend the meeting but called manager with a list of current updates from activities at Brown County to share with the group.

## COST SHARE REPORT & CONTRACTS

- ◆ Reviewed the updated cost-share report and then presented contracts for approval.
- ◆ SCS2023-01, Dan Vogel, Grassed Waterway, Stately 35. Final project cost of \$10,872.60. Total cost share payment of \$8,154.45 from the FY22 and FY23 cost share grant, \$6,013.18 and \$2,141.27, respectively. A motion was made by Augustin and seconded by Eckstein to approve SCS2023-01 cost share payment of \$8,154.45 to Dan Vogel.
  - Affirmative: Augustin, Eckstein, Runck, Wellner
  - Opposed: None; Motion Carried
- ◆ Amendment 1 to SCS2022-02, Gerald Mathiowetz, WASCObS, Mulligan 17. Increase cost share funding by \$11,033.30 using FY23 cost share grant funds for a new cost share total of \$21,371.00 from the SWCD towards the overall project cost. The project estimate increased to \$32,128 total with balance of funds being provided through EQIP. A motion was made by Eckstein and seconded by Augustin to approve Amendment 1 to SCS2022-02 with Gerald Mathiowetz for additional cost share funds of \$11,033.30.
  - Affirmative: Augustin, Eckstein, Runck, Wellner
  - Opposed: None; Motion Carried

## NEW BUSINESS

- ◆ **MASWCD Resolutions:** Reviewed the 2023 MASWCD Resolutions. Each Supervisor present gave their votes and Krueger tallied the votes and will submit to MASWCD via online balloting system by November 1 deadline.
- ◆ **2023 Quarter 3 Budget Report:** Reviewed the quarter three budget report.
- ◆ **Grant Updates:** Krueger provided an update on two grant agreements recently signed via DocuSign and executed through BWSR's eLINK system.
- ◆ **Drone Purchase:** Discussion held on quote from Frontier Precision for the purchase of a drone system. Motion was made by Augustin and seconded by Runck to authorize purchase of the DJI Mavic 3 Enterprise Drone system from Frontier Precision per estimated quote and upon BWSR's approval for use of grant funds.
  - Affirmative: Augustin, Eckstein, Runck, Wellner
  - Opposed: None; Motion Carried
- ◆ **Personnel Committee Recommendations:** Personnel Committee members gave an update on the hiring process and then gave three recommendations regarding staffing and hiring for discussion.
  - ◇ Motion was made by Eckstein and seconded by Augustin to authorize Personnel Committee recommendation to add a fifth position to SWCD staffing for a District Technician, part-time, up to 40 hours per pay period.
    - Affirmative: Augustin, Eckstein, Runck, Wellner
    - Opposed: None; Motion Carried
  - ◇ Motion was made by Eckstein and seconded by Runck to authorize Personnel Committee's recommendation to hire Mary Beth Botz for a part-time District Technician 1 position at Grade 5, Step 1 wage with standard part-time benefits and probation phase and start date to be determined upon acceptance.
    - Affirmative: Augustin, Eckstein, Runck, Wellner
    - Opposed: None; Motion Carried
  - ◇ Motion was made by Eckstein and seconded by Augustin to authorize Personnel Committee to continue the current hiring process to fill one full-time District Technician position and then open hiring in spring of 2024 to fill the remaining full-time technician position.
    - Affirmative: Augustin, Eckstein, Runck, Wellner
    - Opposed: None; Motion Carried

◆ **Meeting Reports:**

- ◇ Augustin gave a report about the GBERBA Policy Board meeting attended on September 22 via Webex.
- ◇ Runck gave a report about the SCTSA Board meeting attended on September 26 in Mankato.
- ◇ Wellner gave a report about the RCRCA Board meeting attended on October 5 in Redwood Falls.

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

- ◇ Personnel Committee Meetings as needed (Eckstein, Wellner, Krueger)
- ◇ Wednesday, October 18 – Cottonwood-Middle MN 1W1P Policy Committee Meeting, Springfield or Zoom (Wellner, Eckstein)
- ◇ Thursday, November 2 – RCRCA Board Meeting, 2:30pm, Slayton (Eckstein)
- ◇ Thursday, November 2 – RCRCA Legislative Gathering, 3:30pm, Slayton (Eckstein)
- ◇ Wednesday, November 8 – Brown SWCD Board Meeting, 4:15pm (All)

Affirmative: Augustin, Eckstein, Runck, Wellner

Opposed: None; Motion Carried

**Meeting Adjourned – 6:09pm**

Secretary: \_\_\_\_\_



Date: \_\_\_\_\_

11-08-23