



**Minutes of the August 13, 2024
Brown SWCD Regular Board Meeting
Brown County Office Building, Sleepy Eye, MN**

Meeting was called to order at 10:30am 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

ABSENT

1. None

AGENDA

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

CONSENT AGENDA

- ◆ Reviewed the consent agenda items presented which included the July 9, 2024 Board Meeting Minutes, the June 2024 and July 2024 Treasurer's Reports, and the Bills Report dated July 6, 2024 to August 7, 2024. Motion was made by Augustin and seconded by Eckstein to approve the consent agenda items presented.
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried

SWCD STAFF REPORTS

- ◆ Reviewed reports provided by Botz, Giefer, Krueger, Olson and Spence.

PF/FARM BILL WILDLIFE BIOLOGIST REPORT

- ◆ Reviewed report provided by Ecker.

NRCS REPORT

- ◆ Reviewed report provided by Kjorness.

COMMISSIONER COMMENTS

- ◆ Commissioner Braun provided an update on recent activities at Brown County.

COST SHARE REPORT & CONTRACTS

- ◆ Reviewed the cost-share report and presented contracts for approval.
- ◆ BCCWMA-08-01, Brown County, Stately 30/31, 50 acres treated for leafy spurge. Final project cost of \$5,100.00 with cost share payment of \$3,825.00 from the FY22/23 Cooperative Weed Management Grant. Motion was made by Augustin and seconded by Runck to approve BCCWMA-08-01 cost share payment of \$3,825.00 to Brown County.
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried
- ◆ BCCWMA-08-02, Mark Wellner, Stately 30, 49 acres treated for leafy spurge. Final project cost of \$682.80 with cost share payment of \$512.10 from the FY22/23 Cooperative Weed Management Grant. Motion was made by Eckstein and seconded by Runck to approve BCCWMA-08-02 cost share payment of \$512.10 to Mark Wellner.
Affirmative: Augustin, Eckstein, Fischer, Runck
Abstained: Wellner
Opposed: None; Motion Carried
- ◆ Amendment 1, CAP2024-01, Keith Lang, Grassed Waterway, Stately 5. Amendment is to increase cost share funding from \$11,358 to \$13,500 due to a new project cost of \$18,000.00. The increase is due to bids received over original engineer's cost estimate with technical provider recommending acceptance of \$18,000 bid. FY23 Capacity Grant Cost Share will be encumbered for additional funds. Motion was made by Runck and seconded by Augustin to approve Amendment 1 to CAP2024-01 cost share contract with Keith Lang for additional cost share funding.
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried
- ◆ Amendment 3, WBIF-WW-21-08-01, Lorin Helget, WASCOB (2), Albin 14. Amendment 3 increases the project cost share amount by \$5,993.91 due to final project plan design changes during site reevaluation in spring of 2024 and only 1 bid received for \$32,993.50. Motion was made by Wellner and seconded by Eckstein to recommend for approval to GBERBA, Amendment 3 to WBIF-WW-21-08-01 with Lorin Helget for increase in cost share funds.
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried
- ◆ WBIF-WW-24-08-02, Keith Brekken, WASCOB (2), Lake Hanska 32. Cost estimate of \$26,187.00 with 85% cost share of \$22,258.95. Watonwan Implementation grant funds through GBERBA will be used for the project. SCTSA will be technical provider for the project. Motion was made by Eckstein and seconded by Wellner to recommend for approval to GBERBA, WBIF-WW-24-08-02 cost share contract with Keith Brekken
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried
- ◆ Discussion was held on cover crop project contracts and possibly authorizing District Manager to approve/sign contracts before next month's meeting once the landowner and technical provider sign them. Motion was made by Eckstein and seconded by Runck to authorize District Manager, Melanie Krueger, to authorize soil health contracts as needed prior to the September board meeting.
Affirmative: Augustin, Eckstein, Runck
Abstained: Fischer, Wellner
Opposed: None; Motion Carried

NEW BUSINESS

- ◆ **SWCD Aid Resolution:** Reviewed the annual resolution regarding use of SWCD Aid funding. Motion was made by Wellner and seconded by Augustin to approve Resolution 24-02: SWCD Aid Brown SWCD 2024 Guidelines On Use of SWCD Aid Payments.
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried
- ◆ **BCCWMA Grant Discussion:** Discussion was held on the FY22/23 Brown-Cottonwood Cooperative Weed Management area grant that is set to expire 12/31/2024 and whether to request a one-year extension to the grant or let it expire and return unspent funds. No direction or decision was made at today's meeting. The topic will be rediscussed at next month's board meeting.
- ◆ **District Manager Recommendations for Staff Reviews:** District Manager conducted training phase performance reviews with three employees. All reviews were successful with a recommendation from manager to continue employment and offer a 1-step pay scale increase to each employee according to policy and with board approval.
 - ◇ Motion was made by Augustin and seconded by Eckstein to approve District Manager's recommendation for training phase performance review of Mary Beth Botz and authorize a 1-step pay scale increase effective the June 2024 board meeting date pay period.
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried
 - ◇ Motion was made by Wellner and seconded by Runck to approve District Manager's recommendation for training phase performance reviews of Hailey Olson and Jarin Spence and authorize a 1-step pay scale increase for each effective the August 2024 board meeting date pay period.
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried
- ◆ **County Budget Request Updates:** Reviewed the revised budget request documents presented by manager. Motion was made by Augustin and seconded by Eckstein to approve the revised 2025 County Budget Request as presented.
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried
- ◆ **Meeting Reports:**
 - ◇ Augustin gave a report on the GBERBA meeting attended on July 12 in St James.
 - ◇ Eckstein gave a report about the RCRCA meetings attended on July 9 and August 1.
- ◆ **Upcoming Meetings/Events:** A motion was made by Wellner and seconded by Eckstein to approve the upcoming meetings/events:
 - ◇ Wednesday, August 21 – Cottonwood-Middle MN 1W1P Policy Committee Meeting, 1pm, Springfield (Wellner, Eckstein)
 - ◇ Monday, August 26 – Brown County Commissioner Meeting, 2025 Budget Request, 11:45am, New Ulm (Krueger, Eckstein)
 - ◇ Thursday, September 5 – RCRCA Board Meeting, 9am, Marshall (Wellner)
 - ◇ Tuesday, September 10 – Brown SWCD Board Meeting, 10:30am (All)
Affirmative: Augustin, Eckstein, Fischer, Runck, Wellner
Opposed: None; Motion Carried

Meeting Adjourned – 12:22pm

Secretary: _____

Date: _____

9-10-24