



*Freeborn County Soil & Water  
Conservation District  
1400 West Main Street  
Albert Lea, MN 56007  
Phone: 507-373-5607 Ext. 3  
www.freebornswcd.org*

**MINUTES OF REGULAR MEETING OF BOARD OF SUPERVISORS  
Oct. 28<sup>th</sup>, 2016**

**I. The meeting was called to order** at 7:30 A.M. by Vice-Chairman Chris Dahl in our district office located at 1400 West Main Street, Albert Lea, MN.

**II. Those present were as follows:**

Chris Dahl, Vice-Chair  
Dave Ausen, Treasurer  
Paul Heers, Jr., Board Secretary

Mark Schaetzke, District Manager/Tech.  
Brenda Lageson, Office/Assistant Manager  
Lindsey Zeitler, District Technician  
Senja Viktora, District Technician  
Gary Kurer, NRCS District Conservationist

**Absent:**

Don Kropp, Chairman  
Colin Wittmer, Supervisor

**III. Minutes of the Previous Meeting:**

- **Minutes of the Sept. 8<sup>th</sup> regular meeting** were approved as presented on a motion made by Ausen and seconded by Heers, Jr. Results of a roll call vote were as follows: Affirmative- Dahl, Ausen, and Heers, Jr. Opposed -- None. **The motion carried.**

**IV. Treasurer’s Report:**

- **The treasurer’s balance as of September 30<sup>th</sup>, 2016**, was \$10,799.20 in checking and \$657,718.73 in savings. A motion approving the treasurer’s report as read and payment of bills was made by Heers, Jr. and seconded by Ausen. Results of a roll call vote were as follows: Affirmative- Dahl, Ausen, and Heers, Jr. Opposed -- None. **The motion carried.**

**V. Cost Share Actions and/or Information:**

- Manager Schaetzke presented to the board for payment approval:

<u>Contract #</u>	<u>Name</u>	<u>Practice</u>	<u>Payment Request</u>
FB-LCCMR16-01	Lightly, Scott	340 Cover Crops	\$3,842.80
FB-LCCMR16-02	Larson, Jesse	340 Cover Crops	\$3,697.96

After some discussion, a motion approving a payment of both contracts in the amounts listed above made by Heers, Jr. and seconded by Ausen. Results of a roll call vote were as follows: Affirmative-Dahl, Ausen, and Heers, Jr. Opposed -- None. **The motion carried.** These grant funds were applied for by our SE Joint Powers Board (JPB) and made available by a grant from the Legislative Citizen Commission on Minnesota Resources (LCCMR). These are pass through funds. Our SWCD will request reimbursement from the Joint Powers Board (JPB).

- FY2017 State Cost Share Project Grant policy was tabled until the next regular meeting.
- FY2017 Buffer Implementation request. After some discussion a motion was made by Ausen and seconded by Heers, Jr. to approve deliverables and apply for this funding. Results of a roll call vote were as follows: Affirmative-Dahl, Ausen, and Heers, Jr. Opposed -- None. **The motion carried.**

**VI. New Business:**

- NRCS Agency report was given by Kurer. He reported on personnel changes, gave updates on programs and activities, and shared Albert Lea Seed is having an open house with speakers on Nov. 17 & 18.

- Manager's report was given by Schaetzke. Several meetings he attended this past month included; GBERBA tech., One Watershed One Plan, SE Area Manager's, and Local Capacity & Buffer Implementation. He also reported staff working on flood damage estimates from 9/21 & 9/22/16, and that Conservation Reserve Enhancement Program (CREP3) may still be in the works for early 2017.
- Schaetzke informed the board of supervisors that our SWCD was asked to be part of an Operational Agreement pilot with NRCS. Not much information yet, updates to follow.
- Zeitler gave a report on the ReInvest in MN (RIM) site inspections for 2016. A total of fifty-nine (59) easements were checked with seven (7) violation letters sent to landowners and the Minnesota Board of Water & Soil Resources (BWSR).
- A letter of resignation by Senja Viktora was read. After some discussion a motion was made by Ausen and seconded by Heers, Jr. to accept her resignation. Results of a roll call vote were as follows: Affirmative-Dahl, Ausen, and Heers, Jr. Opposed -- None. **The motion carried.**
- Discussion was then held regarding replacement of this vacant technician position. A motion was made by Heers, Jr. and seconded by Ausen to use the current position description and advertise right away, also authorizing the personnel committee to conduct interviews and make a recommendation to the board at the regular January meeting. Results of a roll call vote were as follows: Affirmative-Dahl, Ausen, and Heers, Jr. Opposed -- None. **The motion carried.**
- Meetings and/or trainings attended during the past month. . . .
  - Zeitler reported on the Soil Health Fall Bus Tour. Was also attended by Schaetzke, Viktora and Lageson on September 21. One of the stops honored several of the MN Ag Water Quality Certification (MAWQCP) participants.
  - Schaetzke, Lageson, and Zeitler reported on the BWSR Academy they attended October 24 – 26 in Brainerd. Several useful workshops were offered.
- Materials from the Minnesota Association of Soil & Water Conservation Districts (MASWCD) state convention were reviewed. A motion was made by Heers, Jr. and seconded by Ausen authorizing supervisors and staffs attendance reimbursing allowable expenses. Results of a roll call vote were as follows: Affirmative-Dahl, Ausen, and Heers, Jr. Opposed -- None. **The motion carried.**
- Reviewed Correspondence Received. . . .
  - Turtle Creek W.D. minutes from their Sept. 20<sup>th</sup> and Oct. 18<sup>th</sup> meetings.
  - Cedar River W.D. minutes from their Aug. 17<sup>th</sup> and Sept. 21<sup>th</sup> meetings.
- MASWCD 2016 resolutions were voted on and staff will submit to state office.

## VII. Adjournment:

- There being no further business, a motion to adjourn was made by Heers, Jr. and seconded by Ausen. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**

The next regular meeting will be held **Tuesday, November 15<sup>th</sup>, 2016** at 7:30 A.M. at our SWCD office at 1400 West Main, Albert Lea. This date and time change is to allow more time between meetings since our October meeting was conducted late in order to form a quorum.

These are preliminary minutes subject to board approval at the next regular monthly meeting of the Board of Supervisors.  
Respectfully submitted,

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Paul Heers, Jr., Board Secretary

Date