



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

**MINUTES OF REGULAR MEETING OF BOARD OF SUPERVISORS  
April 13<sup>th</sup>, 2017**

I. **The meeting was called to order** at 1:30 P.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	Mark Schaetzke, District Manager/Tech.
Dave Ausen, Treasurer	Brenda Lageson, Office/Assistant Manager
Paul Heers, Jr., Board Secretary	Lindsey Zeitler, District Technician
Colin Wittmer, Supervisor	Jarod Schamaun, District Technician
	Gary Kurer, NRCS District Conservationist

**Absent:**

Don Kropp, Chairman

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

- **Minutes of the March 9<sup>th</sup> regular meeting** were approved as presented on a motion made by Wittmer and seconded by Heers, Jr. Results of a roll call vote were as follows: Affirmative- Dahl, Ausen, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**

II. **Treasurer's Report:**

- **The treasurer's balance as of March 31<sup>st</sup>, 2017**, was \$4,507.74 in checking and \$816,986.43 in savings. A motion approving the treasurer's report as read and payment of bills was made by Wittmer, and seconded by Heers, Jr. Results of a roll call vote were as follows: Affirmative- Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**

III. **Grant Program Actions and/or Information:**

- BWSR staff conducted a grant reconciliation of the 2016 Capacity Fund in our office with our staff. The report was in compliance with a small change in one staff person's billing rate. A motion was made by Wittmer and seconded by Ausen approving the financial report and send a signed copy back to BWSR. Results of a roll call vote were as follows: Affirmative- Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**
- Staff sent out bid requests to several CPA's in the area. After reviewing the bids a motion was made by Heers, Jr. and seconded by Wittmer to select the lowest bid submitted by Peterson, LTD. Results of a roll call vote were as follows: Affirmative- Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**

IV. **New Business:**

- NRCS Agency report was given by Kurer. His report included the status of EQIP, CSP, CRP, WRE/ACEP, staff position, and the Client Gateway for Ag Customers.
- Manager's report was given by Schaetzke. Items included; other waters meeting, pursue vehicle bids, and possible Farm Bill Tech. position.

- Schaetzke presented a sub-agreement between our SWCD and the Southeast Technical Support Joint Powers Board for approval regarding the Regional Conservation Partners Program (RCPP). This agreement will provide cost share to local producers to help fill the funding gap under the federal EQIP program. A motion was made by Wittmer and seconded by Heers, Jr. approving this agreement. Results of a roll call vote were as follows: Affirmative- Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**
- Schaetzke asked the board to review and request an updated Technical Approval Authority (TAA) from NRCS. A motion was made by Wittmer and seconded by Ausen to request TAA. Results of a roll call vote were as follows: Affirmative- Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**
- Olmsted SWCD has purchased a bulk of Pollinator Seed Mix Packets to hand out as promotional materials. We have the chance to buy some from them. A motion was made by Wittmer and seconded by Ausen to purchase the seed packets. Results of a roll call vote were as follows: Affirmative- Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**
- Heers, Jr. reported that he attended two (2) Joint Powers Meetings and two (2) One Watershed One Plan meetings in the past month.
- Zeitler and Schamaun attended soils training and survey training. All staff attended the SE Employees meeting, Ausen, Dahl, Schaetzke, and Zeitler attended SWCD Day at the Capitol and met with our local legislators Sparks and Bennett.
- Staff asked supervisors if there were any issues they would like to bring to the resolutions meeting.
- Reviewed Correspondence Received. . . .
  - Turtle Creek W.D. minutes from the March 21<sup>st</sup> meeting.

#### V. Adjournment:

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

The next regular meeting will be held **Thursday, May 11<sup>th</sup>, 2017** at 7:00 P.M. at our SWCD office at 1400 West Main, Albert Lea.

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