



**Freeborn 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
December 14th, 2017**

I. The meeting was called to order at 1:30 P.M. by Chairman Don Kropp in our district office located at 1400 West Main Street, Albert Lea, MN.

II. Those present were as follows:

Don Kropp, Chairman	Mark Schaetzke, District Manager/Tech.
Chris Dahl, Vice-Chair	Brenda Lageson, Office/Assistant Manager
Dave Ausen, Treasurer	Lindsey Zeitler, District Technician
Paul Heers, Jr., Board Secretary	Jarod Schamaun, District Technician
	Gary Kurer, NRCS District Conservationist

Absent:

Colin Wittmer, Supervisor

III. Minutes of the Previous Meeting:

- **Minutes of the November 16th regular meeting** were approved as presented on a motion made by Dahl and seconded by Heers, Jr. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, and Heers, Jr. **The motion carried.**

IV. Treasurer's Report:

- **The treasurer's balance as of November 30th, 2017**, was \$137,027.07 in checking and \$842,990.36 in savings. A motion approving the treasurer's report as read and payment of bills was made by Heers, Jr. and seconded by Dahl. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, and Heers, Jr. Opposed -- None. **The motion carried.**
- **A motion was made by** Heers, Jr. and seconded by Ausen authorizing Lageson to make year-end payments and budget adjustments as needed. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, and Heers, Jr. Opposed -- None. **The motion carried.**

V. Grant Program Actions and/or Information:

- Thomas Beenken has requested buffer seeding cost share. After some discussion a motion was made by Heers, Jr. and seconded by Ausen authorizing cost share in the amount of \$450 and assigned contract # FY18-BUFF-04. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, and Heers, Jr. Opposed -- None. **The motion carried.**

- Mike Heilmann has completed his grade stabilization structure project and is seeking a final payment.
- | Contract # | Name | Practice | Project Cost | Final Payment Req. |
|------------------|----------------|----------|--------------|--------------------|
| CWF-R&G-14-24-02 | Heilmann, Mike | 410 | \$7,515 | \$5,636 |

After some discussion, a motion approving the final payment of contract# CWF-R&G-14-24-02 in the amount of \$5,636 not to exceed 75% of the total eligible cost or whichever is less was made by Ausen and seconded by Dahl. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, and Heers, Jr. Opposed -- None. **The motion carried. Contract will be forwarded to GBERBA for final payment.**

- Jeff Wayne has completed his water & sediment control basin project and is seeking a final payment:
- | Contract # | Name | Practice | Project Cost | Partial Payment | Final Payment Req. |
|-------------|-------------|----------|--------------|-----------------|--------------------|
| DRAP2-16-02 | Wayne, Jeff | 638 (2) | \$5,637.13 | \$3,442.50 | \$382.50 |

After some discussion, a motion approving the final payment of contract# DRAP2-16-02 in the amount of \$382.50 not to exceed 75% of the total eligible cost or whichever is less was made by Heers, Jr. and seconded by Ausen. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, and Heers, Jr. Opposed -- None. **The motion carried.**

VI. New Business:

- NRCS Agency report included updates on several programs; EQIP 18, CSP, CRP and WRP/WRE. Kurer also distributed Civil Rights Responsibilities for Partners packets for review and signature by board members.
- Manager's report was given by Schaetzke. Updates included; buffer workshops with county, CREP, and drill storage.
- Request from neighboring SWCDs to help fund Soil Health workshops to be held in Southeast MN. A motion was made by Dahl and seconded by Ausen to contribute \$200. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, and Heers, Jr. Opposed -- None. **The motion carried.**
- Staff and board members attend meetings and/or trainings; MASWCD State Convention, Soil Health, Shell Rock River WS Advisory, GBERBA and Southeast JPB.
- Staff presented to the board an opportunity to apply for funding from BWSR for a CREP outreach and implementation specialist. After some discussion a motion was made by Ausen and seconded by Dahl authorizing staff to send in application for funding. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, and Heers, Jr. Opposed -- None. **The motion carried.**
- Reviewed Correspondence Received. . .
 - Turtle Creek W.D. minutes from the Nov. 21st meeting
 - Soil health survey
 - Freeborn Area Soil Health Workshop – save the date
 - SWCD Day at the Capital – save the date

VII. Adjournment:

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

The next regular meeting will be held **Thursday, January 11th, 2018** at 1:30 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,

Paul Heers, Jr., Board Secretary

Date