



*Freeborn County Soil & Water
Conservation District
1400 West Main Street
Albert Lea, MN 56007
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www.freebornswcd.org*

**MINUTES OF REGULAR MEETING OF BOARD OF SUPERVISORS
March 8th, 2018**

I. **The meeting was called to order** at 7:00 P.M. by Chairman Donald Kropp in our district office located at 1400 West Main Street, Albert Lea, MN. New NRCS Soil Conservationist Joel Alicea-Hernández was introduced.

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

Donald Kropp, Chairman	Mark Schaetzke, District Manager/Tech.
Paul Heers, Jr., Board Secretary	Brenda Lageson, Office/Assistant Manager
Colin Wittmer, Supervisor	Jarod Schamaun, District Technician
	Gary Kurer, NRCS District Conservationist
	Joel Alicea-Hernández, NRCS Soil Conservationist

Absent:

Christopher Dahl, Vice-Chair
David Ausen, Treasurer
Lindsey Zeitler, District Technician

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

- **Minutes of the February 08th 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- Kropp, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**

IV. **Treasurer's Report:**

- **The treasurer's balance as of February 28th, 2018**, was \$11,355.28 in checking and \$918,904.85 in savings. A motion approving the treasurer's report as read and payment of bills was made by Heers, Jr. and seconded by Wittmer. Results of a roll call vote were as follows: Affirmative- Kropp, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**

V. **Kurer gave his report;** Personnel changes, EQIP FY18, CSP, CRP, WRP/WRE/ACEP, and our office will be having a Civil Rights National review on Thursday, March 15, 2018 from 7:45 – 11:00 a.m. Kurer and Alicea-Hernández exited the meeting.

VI. **Grant actions and/or info:**

- 2018 Capacity Grant match has been approved. After some discussion a motion was made by Wittmer and seconded by Heers, Jr. authorizing the Chairman to sign the grant agreement amendment and return to BWSR. Results of a roll call vote were as follows: Affirmative- Kropp, Heers, Jr., and Wittmer -- Opposed -- None. **The motion carried.**

- Requests for state cost share assistance:

<u>Contract #</u>	<u>Name</u>	<u>Practice</u>	<u>Project Cost Est.</u>	<u>Encumbered</u>
DRAP2-16-03	Stadheim	412 Grassed Waterway	\$13,000	\$9,750
FY16-02	Prantner	412 Grassed Waterway	\$ 5,200	\$ 968

After some discussion a motion was made by Wittmer and seconded by Heers, Jr. authorizing cost share in the amounts listed above. Results of a roll call vote were as follows: Affirmative- Kropp, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**

- Requests for state cost share assistance:

<u>Contract #</u>	<u>Name</u>	<u>Practice</u>	<u>Project Cost Est.</u>	<u>Encumbered</u>
DRAP15-03	Thompson, S	412 Grassed Waterway	\$33,500	\$9,750

This application is piggy backing with the GBERBA application listed below. GBERBA's cost share program only offers 50%, our contract would bring it up to 75%. After some discussion a motion was made by Heers, Jr. and seconded by Wittmer authorizing cost share in the amount listed above. Results of a roll call vote were as follows: Affirmative- Kropp, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**

- Requests for GBERBA cost share assistance:

<u>Contract #</u>	<u>Name</u>	<u>Practice</u>	<u>Project Cost Est.</u>	<u>Encumbered</u>
TBD	Thompson, S	412 Grassed Waterway	\$33,500	\$16,750

After some discussion a motion was made by Heers, Jr. and seconded by Wittmer authorizing cost share in the amount listed above. Results of a roll call vote were as follows: Affirmative- Kropp, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried. This will be sent to GBERBA for approval.**

- Gregg Koch has requested buffer seeding cost share. After some discussion a motion was made by Wittmer and seconded by Heers, Jr. authorizing cost share in the amount of \$360 and assigned contract # FY18-BUFF-07. Results of a roll call vote were as follows: Affirmative- Kropp, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**
- Neil Grunzke has requested buffer seeding cost share. After some discussion a motion was made by Wittmer and seconded by Heers, Jr. authorizing cost share in the amount of \$960 and assigned contract # FY18-BUFF-08. Results of a roll call vote were as follows: Affirmative- Kropp, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**
- Gary and Betty Casebolt Family Trust have requested buffer seeding cost share. After some discussion a motion was made by Wittmer and seconded by Heers, Jr. authorizing cost share in the amount of \$240 and assigned contract # FY18-BUFF-09. Results of a roll call vote were as follows: Affirmative- Kropp, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**

VII. New Business:

- Staff requested authorization to purchase a camera, laptop, and a GPS survey system. We have funds earmarked for these items. After some discussion a motion was made by Wittmer and seconded by Heers, Jr. to authorize these purchases. Results of a roll call vote were as follows: Affirmative- Kropp, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**
- Staff distributed draft copies of the 2017 Annual Report and 2018 Annual Plan for review. After some discussion a motion was made by Wittmer and seconded by Heers, Jr. to approve as final and submit to BWSR and other agencies as requested. Staff will also have the reports available on the SWCD website. Results of a roll call vote were as follows: Affirmative- Kropp, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**
- Staff requested authorization to attend an area staff meeting in Red Wing on April 3rd. After some discussion a motion was made by Heers, Jr. and seconded by Wittmer to authorize attendance as schedules allow. Results of a roll call vote were as follows: Affirmative- Kropp, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**
- Schaetzke gave his report which included; State Managers meeting, and a BWSR Biennial Budget Request (BBR). Schaetzke reminded supervisors of the upcoming Blue Earth Watershed Restoration and Protection meeting, and also presented an application to serve on the Cedar River Watershed District Citizen's Advisory Board.
- Schaetzke then asked for some input on what the board would like to see for the next BBR. After some discussion a motion was made by Wittmer and seconded by Heers, Jr. to remove some items and enhance a few

of the items from the last request then submit to BWSR. Results of a roll call vote were as follows: Affirmative- Kropp, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**

- Heers, Jr. reported that he and Schaetzke attended a One Watershed One Plan (1W1P) meeting, and a Southeast Joint Powers Board (SE JPB) business meeting on March 7.
- Zeitler left a short written report on the Shell Rock River Watershed Advisory meeting, and a buffer meeting with county staff.
- Due to Schaetzke's announcement of his resignation on March 6, some discussion will be held at the next regular meeting on the hiring of a new District Manager.

VIII. Adjournment:

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

The next regular meeting will be held **Thursday, April 12th, 2018** 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,

Paul Heers, Jr., Board Secretary

Date