



*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  
April 12<sup>th</sup>, 2018**

**I. The meeting was called to order** at 7:00 P.M. by Vice-Chairman Christopher Dahl in our district office located at 1400 West Main Street, Albert Lea, MN. Guests were introduced; Jason & Crystal Christensen, Landowners, Courtney Christensen, Shell Rock River W.D., and Dave Copeland, BWSR.

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

Christopher Dahl, Vice-Chair	Mark Schaetzke, District Manager/Tech.
David 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:**

Donald Kropp, Chairman

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

- **Minutes of the March 08<sup>th</sup> regular meeting** were approved as presented on a motion made by Wittmer and seconded by Ausen. Results of a roll call vote were as follows: Affirmative- Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**

**IV. Treasurer’s Report:**

- **The treasurer’s balance as of March 31<sup>st</sup>, 2018**, was \$6,346.07 in checking and \$897,737.68 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.**

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

- Request for state cost share assistance:

<u>Contract #</u>	<u>Name</u>	<u>Practice</u>	<u>Project Cost Est.</u>	<u>Encumbered</u>
DRAP2-16-04	Azizy	412 Grassed Waterway	\$7,260	\$5,070

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

- Requests for state buffer cost share assistance:

<u>Contract #</u>	<u>Name</u>	<u>Practice</u>	<u>Flat Rate Project Cost (per acre) encumbered</u>
FY18-BUFF-06	Westman Group, LLC	393 Filter Strip	\$150
FY18-BUFF-10	Heilmann, L	342 Critical Area Plant	\$1,080
FY18-BUFF-11	Enderson, R	393 Filter Strip	\$570
FY18-BUFF-12	Sorenson, J	342 Critical Area Plant	\$450
FY18-BUFF-13	Ausen, G	393 Filter Strip	\$270
FY18-BUFF-14	Korman, T	342 Critical Area Plant	\$1,020
FY18-BUFF-15	Paulson, MM	342 Critical Area Plant	\$480
FY18-BUFF-16	Klocek, James	342 Critical Area Plant	\$450
FY18-BUFF-17	Anderson, C	342 Critical Area Plant	\$150

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

- Staff report that there is additional 18 Buffer C/S grant dollars available. After some discussion a motion was made by Ausen and seconded by Wittmer to apply for these funds. Results of a roll call vote were as follows: Affirmative- Dahl, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**

## VI. New Business:

- RIM Easement #24-08-01-01 alteration request by landowners. They are requesting an exchange of property for access to a proposed building site. After listening to their situation, a motion was made by Wittmer and seconded by Ausen approving their request to be forwarded to the Board of Soil & Water Resources (BWSR) for consideration. **Results of a roll call vote were as follows: Affirmative- Dahl, Heers, Jr. and Wittmer. Opposed -- None. The motion carried.**
- Courtney Christensen, Shell Rock River W.D. presented to our Board of Supervisors the Watershed District's interest in applying for One Watershed One Plan for Shell Rock and Winnebago watersheds and is looking for support from our SWCD. She will have documents ready for authorization at our next regular board meeting.
- Dave Copeland, BWSR gave an update which included; new training positions filled, CREP, NRCS contribution agreements, etc.
- Kurer gave his report; Personnel changes, EQIP FY18, CSP, CRP, WRP/WRE/ACEP, etc.
- Supervisors and staff reported on several meetings/trainings this past month which included; Soil Health, SE Area 7 meeting, Blue Earth Civic Engagement, Shell Rock Advisory, Cedar 1W1P, QuickBooks training, Day at the Capitol, and a GBERBA meeting.
- Schaetzke gave his final report and parting thoughts. He has met with staff to direct them in the interim how to carry-out several projects that he has been working on until his successor is hired. He recommends Lageson to handle managerial duties and for Zeitler to sign off on conservation plans. Zeitler and Schamaun are to share technical duties.
- Our SWCD truck was rolled into by another truck in the parking lot at Day at the Capitol. The owner of the other truck offered to cover the damage. The board recommends getting the bumper fixed.
- Schaetzke is proposing to switch his Freeborn SWCD computer with a Waseca SWCD owned computer. It is recommended by IT, and will make his transition easier. After some discussion a motion was made by Wittmer and seconded by Ausen authorizing the computer swap. Results of a roll call vote were as follows: Affirmative- Dahl, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**
- Staff gave a technology update. They received quotes and are waiting on one more then they will have a recommendation of which GPS system to purchase at the next regular meeting.
- Discussion was held regarding filling the vacant Manager position. It was the consensus of the group to get the announcement out as soon as possible and keep open until June 1<sup>st</sup>.
- Discussion was then held regarding hiring a seasonal/part-time temp to help with some of the workload. A motion was made by Ausen and seconded by Wittmer authorizing this. Results of a roll call vote were as follows: Affirmative- Dahl, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**

- Lageson attended a last minute training and is requesting reimbursement of \$30 for registration. A motion was made by Wittmer and seconded by Heers, Jr. to authorize this request. Results of a roll call vote were as follows: Affirmative- Dahl, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**
- Staff are requesting to attend a CPR training session to be held in Austin, exact date to be determined. A motion was made by Heers, Jr. and seconded by Wittmer authorizing training. Results of a roll call vote were as follows: Affirmative- Dahl, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**

**VII. Adjournment:**

- There being no further business, a motion to adjourn was made by Wittmer and seconded by Ausen. 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 10<sup>th</sup>, 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,

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**Paul Heers, Jr., Board Secretary**

**Date**