



*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  
May 10<sup>th</sup>, 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. Guests were introduced; Keith & Jay Kuiters, Landowners, and Courtney Christensen, Shell Rock River W.D.

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

Donald Kropp, Chairman	Brenda Lageson, Office/Assistant Manager
Christopher Dahl, Vice-Chair	Lindsey Zeitler, District Technician
David Ausen, Treasurer	Jarod Schamaun, District Technician
Paul Heers, Jr., Board Secretary	Gary Kurer, NRCS District Conservationist
Colin Wittmer, Supervisor	

**Absent:**

None

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

- **Minutes of the April 12<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- Kropp, Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**

**IV. Treasurer's Report:**

- **The treasurer's balance as of April 30<sup>th</sup>, 2018**, was \$4,213.50 in checking and \$884,576.26 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- Kropp, Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**

**V. Public Input:**

- **Keith Kuiters** requested to speak on behalf of cost share assistance he is seeking. Mr. Kuiters is wanting to fix a waterway problem caused by the flood of 2014. He has received three bids and all three were well over the engineers cost estimate. Before proceeding with the application for cost share he is wanting to know what the SWCD is willing to contribute. The engineer is proposing a neighboring landowner to also install a waterway and a shared basin with Kuiters on the fence line to best address this problem. Mr. Kuiters expressed his concern that he felt there wasn't enough communication between him, staff and the engineer on this project. The Kuiters' exited the meeting.

After some discussion a motion was made by Wittmer and seconded by Heers, Jr. to cost share 75% of the lowest bid received. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**

**VI. Old Business:**

- Discussion was held regarding authorizing Lageson to act as Interim Manager until a replacement is hired. A motion was made by Heers, Jr. and seconded by Wittmer to appoint Lageson as Interim Manager to carry out the day to day SWCD operations. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**

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

- Discussion was held regarding signing authorization for easement work orders, grants and buffer state cost share contracts. A motion was made by Heers, Jr. and seconded by Ausen authorizing Lageson to act as the Authorized Representative on grants, approve and sign buffer cost share contracts due to the time sensitivity of getting buffers planted. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**

- Requests for state buffer cost share assistance received to date:

<u>Contract #</u>	<u>Name</u>	<u>Practice</u>	<u>Total Project Cost encumbered</u>
FY18-BUFF-18	Greibrok, D	342 Critical Area Plant	\$1,770
FY18-BUFF-19	Hansen, S	342 Critical Area Plant	\$ 450

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

- Staff report that the 2017 Buffer Grant has been spent and request authorization to send in the final financial report. A motion was made by Wittmer and seconded by to send final report to BWSR. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**

**VIII. New Business:**

- Courtney Christensen, Shell Rock River W.D. reported on the progress for the support of the One Watershed One Plan that Shell Rock River Watershed is applying for. After her report she offered a resolution of support from our SWCD to sign and approve. A motion was made by Wittmer and seconded by Dahl approving resolution and to send to BWSR. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried. Resolution #18-01**
- Kurer gave his report; EQIP FY18, CSP, CRP, WRP/WRE/ACEP, etc.
- Technical Evaluation Panel for Wetland Conservation Act. A motion was made by Wittmer and seconded by Ausen authorizing Schamaun to serve as the TEP member for SWCD. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried. Resolution #18-02**
- Zeitler gave a brief report on the activities of the Freeborn Area Soil Health Team. After some discussion a motion was made by Dahl and seconded by Heers, Jr. to approve a \$750 sponsorship. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**

- Staff received the information they were waiting to receive from the vendor for the GPS system purchase. After reviewing this information staff made a recommendation to the board on which system they think will best meet their needs. A motion was made by Ausen and seconded by Wittmer to purchase the recommended GPS system. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**
- Staff reminded Supervisors that are up for re-election to file with the county auditor's office between May 22 and June 5<sup>th</sup>.
- Supervisors and staff reported on several meetings this past month which included; Soil Health, CREP, Area Envirothon, and Cedar 1W1P.
- SWCD Staff report that buffer compliance letters have been sent out by Freeborn County Staff.
- Staff gave a short report on the tree sale program. Will have the final report at next regular meeting.
- Lageson would like authorization attend an administrative training being held in Brainerd, June 27 – 28<sup>th</sup>. A motion was made by Wittmer and seconded by Dahl authorizing training and reimbursable expenses. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**
- SE Area Resolutions meeting is scheduled for next month. Date and place to be determined.
- Reviewed Turtle Creek WD minutes from their April 17<sup>th</sup> meeting.

**IX. 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, Dahl, Ausen, Heers, Jr., and Wittmer. Opposed -- None. **The motion carried.**

The next regular meeting will be held **Thursday, June 14<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**