



*Freeborn Soil & Water
Conservation District
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MINUTES OF REGULAR MEETING OF BOARD OF SUPERVISORS

January 14th, 2010

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	Don Flatness, District Manager
Dave Ausen, Treasurer	Brenda Lageson, District Administrative Assistant
Chris Dahl, Board Secretary	Mark Schaetzke, District Technician
	Ed Moffett, NRCS District Conservationist

Absent:

Cole Pestorious, Vice Chairman
Roger M. Nelson, Supervisor

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

- **Minutes of the December 2nd regular meeting** were approved as presented on a motion made by Ausen and seconded by Dahl. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.**

IV. **Reorganization of SWCD Board Officers and Committee Appointments for 2010.**

- Chairman Kropp began the reorganization process by asking what the boards wishes were for officers in 2010. After a brief discussion, a motion was made by Dahl and seconded by Ausen to name board officers as follows: Chairman – Don Kropp; Vice Chairman – Cole Pestorious; Board Secretary – Chris Dahl; Treasurer – Dave Ausen and Supervisor – Roger Nelson. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.**

Chairman Kropp then made committee appointments for 2010 as follows:

➤ Budget Committee:	Dave Ausen and Cole Pestorious
➤ Legislative Committee:	Dave Ausen and Chris Dahl
➤ Education Committee:	Don Kropp and Roger Nelson
➤ Employee Relations:	Chris Dahl and Cole Pestorious
➤ State Cost-Share Committee:	ALL
➤ Joint Powers Board Rep.:	Dave Ausen
➤ RC&D Rep.:	Dave Ausen and Cole Pestorious
➤ Shell Rock River W.S. Advisory:	Roger Nelson
➤ Cedar River W.S. Advisory:	Roger Nelson
➤ Greater Blue Earth River Basin Alliance Rep.:	Don Kropp

V. **Treasurer's Report:**

- **The treasurer's balance as of December 31st, 2009**, was \$2,158.75 in checking and \$316,901.11 in savings. A motion approving the treasurer's report as read and payment of bills was made by Dahl and seconded by Ausen. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.**

a) Read letter from Freeborn County Administrator, John Kluever re: our 2010 Budget request. We are approved for \$141,000 which was the same as our 2009 appropriation. The letter states that due to severe budget cuts from the state and county, we shouldn't spend any of this appropriation until we actually receive the funds (due in July and December). There may be more county budget adjustments to come depending on what state adjustments are made.

After reading this letter some discussion was held regarding our district budget for 2010. Without knowing what adjustments will be made by the county a motion was made by Ausen and seconded by Dahl to adopt our 2010 budget as is and make any adjustments later in the year. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.**

b) Reviewed materials from MASWCD and request for payment of dues for 2010. A motion was made by Dahl and seconded Ausen by to pay the 2010 dues to MASWCD in the amount of \$2,750.00. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.**

c) Reviewed materials from NACD and request for payment of dues for 2010. A motion was made by Dahl and seconded Ausen by to pay the 2010 dues to NACD in the amount of \$775.00. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.**

d) Reviewed request from Southeast Area 7 SRF-Joint Powers Board dues for 2010. After some discussion a motion was made by Ausen and seconded by Dahl to pay membership dues of \$500.00 to JPB. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.**

e) Reviewed request from Southeast Area 7 MASWCD dues for 2010. After some discussion a motion was made by Ausen and seconded by Dahl to pay dues of \$500.00 to Southeast MASWCD. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.**

f) Reviewed request from Southeast Area 7 Envirothon donation for 2010. After some discussion a motion was made by Ausen and seconded by Dahl to pay donation of \$175.00 to Southeast Envirothon. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.**

g) Reviewed email from MASWCD re: Supervisor mileage rates. A motion was made by Dahl and seconded by Ausen to set the mileage rate to .50 per mile effective January 1st, 2010, this is the allowable limit set by the IRS. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.**

h) Discussed Supervisor per diem rates. A motion was made by Dahl and seconded by Ausen affirming that the per diem rate for 2010 remain at \$75.00 per meeting, not to exceed one (1) meeting per day. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.**

i) Designate official bank depository for 2010. A motion was made by Ausen and seconded by Dahl to keep Security Bank Minnesota, as our official bank depository for 2010. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.**

VI. State Cost Share Program Actions and/or Information:

- District Manager Flatness announced that the following have completed their cost-share practices and request final payment:

<u>Contract #</u>	<u>Name</u>	<u>Practice</u>	<u>Project Cost</u>	<u>Final Pay Amt.</u>
FY09-05	Brandt, Wayne	D.8 Water & Sediment Basin (1 ea.)	\$ 2,625.00	\$2,370.00
FY08-06	Kuiters, Keith	D.5 Waterway (6 ac./650 ft. long)	\$26,797.50	\$1,096.00

After reviewing these final payment requests, the motions follow below:

A motion approving FY09-05 in the amount of \$2,370.00 was made by Ausen and seconded by Dahl. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.**

A motion approving FY08-06 in the amount of \$1,096.00 was made by Dahl and seconded by Ausen. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.**

VII. New Business:

- NRCS Agency report given by Ed Moffett, District Conservationist. Ed explained the Acknowledgement of Section 1619 Compliance form and then asked Chairman Kropp to sign it so that staff may have access to necessary information used to carry out conservation programs.
- Reviewed information from MASWCD re: Legislative Briefing Day at the Capitol. After some discussion a motion was made by Ausen and seconded by Dahl to authorize two supervisors to attend as their schedules allow. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.**
- Read thank you note from Paul & Vickie Heers.
- Read memo from LeAnn Buck re: Several items related to MASWCD – Note “Roundtable” Statement of Position & Support for Outdoor Heritage Fund.
- Don F. reported to the supervisors that some maintenance needs to be performed on the district truck.
- Discussion was held on the upcoming preparation of the Annual Report and Plan.
- Reviewed MCIT insurance coverage’s, a motion was then made by Ausen and seconded by Dahl to pay the 2010 insurance invoice.
- Staff requested putting an ad in the Freeborn County Shopper again this year for our tree sale. A motion was made by Dahl and seconded by Ausen authorizing the purchase of a tree ad. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.**
- Soil & Water stewardship materials for churches were discussed.
- Don F. reported on the GBERBA Tech. meeting he attended on Dec. 16, 09 in Mankato. Topics included Riparian Buffer Program, Lidar and Acetochlor.
- Reviewed the Turtle Creek W.D. minutes from their Dec. 15th meeting.
- Reviewed NPDES permit for Oakland Sewer.

- Discussed employee wage rates for calendar year 2010, after considering possible cuts in our county budget allotment and also our state grants, a motion was made by Dahl and seconded by Ausen to limit increases to a 1% cost of living adjustment with no individuals receiving step increases on the district's pay scale. Results of a roll call vote were as follows: Affirmative- Kropp, Ausen and Dahl. Opposed -- None. **The motion carried.** This one percent adjustment is to be effective January 1st, 2010. A copy of the SWCD's pay schedule is available at the SWCD office.

VII. Adjournment:

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

The next regular meeting will be held **Thursday, February 11th, 2010** 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,

Chris Dahl, Board Secretary

Date