



*Freeborn County Soil & Water
Conservation District
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**MINUTES OF REGULAR MEETING OF BOARD OF SUPERVISORS
July 14th, 2011**

- I. The meeting was called to order** at 7:30 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:**
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| Don Kropp, Chairman | Don Flatness, District Manager |
| Chris Dahl, Vice-Chair | Brenda Lageson, District Administrative Assistant |
| Dave Ausen, Treasurer | Mark Schaetzke, District Technician |
| Paul Heers, Jr., Board Secretary | Ed Moffett, NRCS District Conservationist |
| Colin Wittmer, Supervisor | |
- Absent:**
- None
- III. Minutes of the Previous Meeting:**
- **Minutes of the June 9th regular meeting** were approved as presented on a motion made by Dahl and seconded by Heers. 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 June 30th, 2011**, was \$3,281.92 in checking and \$335,152.65 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.**
 - **Discussion was held regarding the FY2011/12 Budget Proposal.** Due to the state government shut-down staff doesn't have enough information for budgeting. It is anticipated that there will be cuts made to our grants but at this time we don't have the numbers. A motion was made by Heers, Jr. and seconded by Wittmer to present last year's budget if we don't have a chance to meet again before our presentation to the county board. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**
 - **Read memo from MASWCD regarding IRS mileage rates.** July 1st the IRS increased the allowable rate to .55 per mile for reimbursement. A motion was made by Dahl and seconded by Heers, Jr. to increase the reimbursable mileage rate to .55 per mile as of July 1st, 2011. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**
 - **QuickBooks payroll tax service is due for renewal.** A motion was made by Wittmer and seconded by Dahl to renew the payroll tax service for another year. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**
- V. State Cost Share Program Actions and/or Information:**
- Staff has sent a letter to Jack Gable requesting repayment of state cost share dollars for his Water & Sediment Control Basin project that was destroyed when the Bent Tree Wind Farm started construction on his land last summer. No response yet.

- District Manager Flatness announced that Chris Dahl has completed his cost-share practice and has requested final payment:

<u>Contract #</u>	<u>Name</u>	<u>Practice</u>	<u>Project Cost</u>	<u>Final Pay. Amt. as Amended</u>
FY11-01	Dahl, Chris	D.8 WASCOB (2)	\$14,934.16	\$8,946.00

Flatness informed the board that this project cost more than estimated for several reasons. The original estimate was made in Nov. 2010. Since that time, tile prices have risen significantly, and the project layout was changed in order to provide the required temporary storage above basin #2. This new location required a longer ridge fill and additional outlet tile. Also, the planned borrow site for earth fill for basin #1 had to be changed to find suitable clay material.

As a result, an amendment to the original contract was requested by Dahl. The amendment is requesting that cost share be increased \$2,046.00 to a new total of \$8,946.00 for the project. That new total will provide 60% cost share on the project. After some discussion, a motion was made by Heers, Jr. and seconded by Wittmer to grant the \$2,046.00 cost share increase (all affirmative except Dahl abstained). **The motion carried.**

Another motion was then made by Wittmer and seconded by Heers, Jr. authorizing final payment in the amount of \$8,960.00. (all affirmative except Dahl abstained). **The motion carried.**

- District Manager Flatness announced that Gordon Toenges has completed his cost-share practice and has requested final payment:

<u>Contract #</u>	<u>Name</u>	<u>Practice</u>	<u>Project Cost</u>	<u>Final Pay. Amt. Requested</u>
FY11-02	Toenges, Gordon	D.4 Shelterbelt	\$1,373.04	\$905.00

A motion was then made authorizing final payment of contract#FY11-02 in the amount of \$905.00 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.**

- District Technician Schaetzke announced that Doug Kuethe has completed his cost-share practice and has requested final payment:

<u>Contract #</u>	<u>Name</u>	<u>Practice</u>	<u>Project Cost</u>	<u>Final Pay. Amt. Requested</u>
FY09-06	Kuethe, Doug	D.4 Shelterbelt	\$5,763.50	\$1,490.00

A motion was then made authorizing final payment of contract#FY09-06 in the amount of \$1,490.00 by Heers, Jr. and seconded by Ausen. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**

VI. New Business:

- NRCS Agency report given by Ed Moffett, District Conservationist. The federal budget has been approved for the rest of the fiscal year. There may be contribution agreements with Districts for CRP planning and WRP monitoring. A Local Workgroup for EQIP has been scheduled for July 26th a 1:00 P.M.
- Ed also reviewed the Hispanic & Woman Farmers Claims Policy with staff and the board of supervisors.
- Reviewed list of possible candidates for 2011 Outstanding Conservation Farmer Award. After some discussion a motion was made by Ausen and seconded by Heers, Jr. selecting Terry & Alton Kvenvold to represent us at the MASWCD State Convention in December. Results of a roll call vote were as follows: Affirmative- Kropp, Dahl, Ausen, Heers, Jr. and Wittmer. Opposed -- None. **The motion carried.**
- Reviewed materials received from the City of Glenville re: Wellhead Protection Plan, Part 2.

- Don F. reported on the SE Area Resolutions meeting he, Kropp and Lageson attended in Rochester on June 14th. Agency reports were given. Four (4) resolutions were voted on and three (3) of them were approved and one (1) failed. Posters were reviewed and were judged by the assembled group.
- Don F. reported on a conference call he participated in on June 29th regarding the Cobb River Ditch Assessment recently completed by Barr engineering. Others involved included Dick Hoffman, from Environmental Services, Chris Hughes, Matt Drewitz, Al Kean from BWSR, David Bucklin from GBERBA and Omid Mohseni who prepared the assessment, from, Barr Engineering. Those participating in the call asked Mr. Mohseni to amend his report by inserting more detailed information locating specific project sites within the watershed. Mr. Drewitz stated we needed potential project sites in order to prepare a creditable Clean Water Grant Application that would have a chance of being funded.

Mohseni agreed to give this some consideration, but later called and said it would require a minimum of 30 additional hours of his work and since the grant funding was exhausted; he was not willing to provide it. It was later agreed that local staff would have to identify sites if a grant application is to be submitted.

- Kropp reported on the GBERBA Policy/Tech. Board meeting he and Don F. attended on July 8th in Fairmont. State Government Shut-down concerns were discussed, "This Perennial Land" presentation was viewed and awards to original Policy Board members were given out.
- Brenda reported on the Leadership Workshop she attended in Marshall on June 27th and 28th. She attended several good sessions.
- Mark distributed a report on the Tillage Transect Survey he recently helped to complete.
- Brenda reported on the Rain Barrel event held at the Northbridge Mall on June 18th. A total of 519 barrels and 45 composting bins were sold between the Austin and the Albert Lea event locations.
- Content for Fair booth was discussed. Suggestions were the 25th Anniversary of RIM and Farmer Award Winners.
- Reviewed Correspondence Received. . .
 - Turtle Creek W.D. minutes from their June 21st meeting.
 - SE Area Fall Meeting is Tuesday, Sept. 20th at the Eagles Club, Rochester.
 - SWCD Governance 101, Sept. 12th and 13th, at the Holiday Inn, Alexandria.

VII. Adjournment:

- There being no further business, a motion to adjourn was made by Ausen 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.

The next regular meeting will be held **Thursday, August 11th, 2011** at 7:30 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