



FREEBORN COUNTY
SOIL & WATER CONSERVATION DISTRICT
MINUTES OF REGULAR MEETING OF BOARD OF SUPERVISORS
Thursday, May 8th, 2025, at 8:30 AM

1. Call to Order

- The regular meeting of the Freeborn County Soil & Water Conservation District (SWCD) was called to order by District Vice-Chairman Lightly at the district office located at 1400 West Main Street, Albert Lea, MN on Thursday, May 8th, 2025, at 8:30 AM.

Attendees

- In attendance: Scott Lightly (District Vice-Chairman), Vickie Heers (Treasurer), Brad Kramer (Secretary), Lindsey Cornell (District Manager), Chad Billat (Project Manager), Mark Trnka (Conservation Technician), Senja Viktora (District Technician), Annie Gunness (Board Conservationist)
- Absent: Curt Helland (District Chairman), Casey Madson (Supervisor).

2. Approval of Minutes

- A motion to approve the minutes of the previous meeting on April 8th, 2025, was made by Heers and seconded by Kramer. **MOTION CARRIED.**

3. Treasurer's Report

- Heers reported that the balance in the checking account was \$10,416.67, savings \$917,598.52, CD (10 month) \$250,000.00, and CD (10 month) \$235,000.00 as of April 30th, 2025. A motion to approve treasurer's report and payment of bills was made by Kramer and seconded by Heers. **MOTION CARRIED.**

4. PERA Account Administrator Change

- Cornell explained that the administrator for the PERA account needs to be changed. A motion to change the administrator from Lageson to Cornell on the PERA account was made by Kramer, seconded by Heers. **MOTION CARRIED.**

5. Administrative Professional Position

- Kramer recommended that the Freeborn County SWCD post a position for a Finance & Administrative Specialist. Cornell presented to the board a draft job description and position announcement with an application period ending June 20th. A motion was made by Kramer to allow Cornell to post the job announcement and work with the Personnel Committee regarding interviews and selection, seconded by Heers. **MOTION CARRIED.**

6. Cost Share & Grant Items

- a. Cornell informed the board that a well sealing project has been sent to the Waseca County SWCD for LeSueur Watershed Based Implementation Funding (WBIF).
- b. Cornell informed the board there are changes that can be made to the Buffer Cost-Share Policy, will bring before the board at a later date for approval.

7. NRCS Report

- No NRCS representative available at the time of the meeting.

8. BWSR Update

- Annie Gunness- Board Conservationist for the Board of Water and Soil Resources gave updates to the board.

9. Supervisor Reports

- Lightly reported attending a LeSueur River One Watershed One Plan (1W1P) meeting through zoom.

- Lightly and Heers reported attending a Cedar River 1W1P meeting-quorum was not met so only updates and discussion was had.
- Kramer reported attending a meeting regarding the Freeborn Co. SWCD administrative position.

10. Manager Report- Previously emailed

- Gave board update on the Pheasants Forever job posting.

11. Staff Reports- previously emailed

- Viktora reported to the board regarding the SE MN Envirothon event on May 6th.
- Billat- updated the board on easement work that's started. Gave report regarding survey's returned from customers.

12. Governance 101 Training

- Informed the board that on September 10th & 11th there will be a Governance 101 training for SWCD supervisors and staff in St. Cloud, MN.

13. Phishing Attempts

- Manager Cornell informed the board that other district supervisors had received phishing attempts for gift cards.

14. NRCS Local Working Group Meeting

- Reminder that the NRCS Local Working Group meeting that will take place at the Blooming Prairie City Hall on May 14th, 2025 at 10am.

15. Adjournment

- There being no further business, motion to adjourn was made by Kramer. Heers seconded. **MOTION CARRIED.** Next meeting Thursday, June 12th, 2025, at 8:30 AM.

These are preliminary minutes subject to board approval at the next regular monthly meeting of the Board of Supervisors on Thursday, May 8th, 2025.

Respectfully submitted,

Brad Kramer, Board Secretary

Date