



FREEBORN COUNTY
SOIL & WATER CONSERVATION DISTRICT
 MINUTES OF REGULAR MEETING OF BOARD OF SUPERVISORS
 Thursday, November 14th, 2024, 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 Chairman Christopher Dahl at the district office located at 1400 West Main Street, Albert Lea, MN on Thursday, November 14th, 2024, at 8:30 am.

Attendees

- In attendance: Christopher Dahl (Chairman), David Ausen (Treasurer), Curtis Helland (Board Secretary), Vickie Heers (Supervisor), Brenda Lageson (District Manager), Mark Trnka (Conservation Technician), Senja Viktora (District Technician)
- Absent: Donald Kropp (Vice-Chairman), Lindsey Cornell (Resource Conservationist), Chad Billat (Private Lands Biologist)

2. Approval of Minutes

- A motion to approve the minutes of the previous meeting on October 10th, 2024, was made by Helland and seconded by Heers. **MOTION CARRIED.**

3. Treasurer’s Report

Balance in checking account was \$14,258.84, savings \$754,017.53, CD (10 month) \$250,000.00, and CD (10 Month) \$235,000.00 as of October 31st, 2024. A motion to approve treasurer’s report and payment of bills was made by Helland and seconded by Heers. **MOTION CARRIED.**

4. Cost Share & Grant Items

a. Board of Water & Soil Resources (BWSR) Grant & Workplans

- A motion was made by Ausen to approve the 2025 Soil Health Delivery grant & workplan, seconded by Helland.

Motion Carried.

- A motion was made by Heers to approve the 2025 Buffer Law grant & workplan, seconded by Ausen. **Motion Carried.**

b. Final/Partial Payments

- Viktora brought before the board a request for partial payment on a three-year cover crop contract.

Contract Number	Practice	Total Encumbered	Partial Payment	Fund Source
WBIF-SW-FREE-23-05	Cover Crops	\$11,700.00	\$3,900.00	WBIF#23-2187

A motion was made by Helland to approve contract for partial payment, seconded by Ausen. **Motion carried.**

5. NRCS Report

- Kurer provided a written report for the board; report highlighted current staffing changes, and status of the: Environmental Quality Incentives Program (EQIP), Conservation Stewardship Program (CSP), and Conservation Reserve Program (CRP).

6. Supervisor Reports

- Helland reported attending the Area 7 Technical Service Area (TSA) meeting virtually on November 6th, 2024. Discussed health benefits and filling engineering vacancy.
- Heers reported attending Area 7 MACDE/MASWCD Joint Fall Meeting at the Hormel Nature Center in Austin on October 22nd, 2024. MASWCD voted on changing bylaws regarding President term limits.

7. Manager Report

- Lageson reported to the board the 2025 Medical/Dental renewal rates. Rates are lower than last years.
- Administrative Assistant Position: Proposed contracting with the Southeast Service Co-op to advertise the Administrative Assistant Position. They would also prescreen applicants and provide list of qualified candidates.
 - A motion was made by Ausen to contract with the Southeast Service Co-op for the Administrative Assistant opening, seconded by Helland. **MOTION CARRIED.**
- District Manager Position: Brought before the board the option to hire from within for the District Manager position.
- Leave Balances: Brought before the board a request to carry-over accrued annual leave above current limit.

- i. A motion was made by Ausen to carry-over accrued annual leave for Lageson, seconded by Heers.

MOTION CARRIED.

- e. Email from Mr. Kramer: Board received Kramer’s email prior to meeting. After discussion, the Board declined to pursue Kramer’s proposal any further. Lageson to draft a response.

8. Staff Reports

- a. Staff reports previously emailed to board members, no new information to add.

9. MASWCD State Convention

- a. Reminder to the Board of the upcoming MASWCD State Convention; final count of supervisors attending.

12. Adjournment

- There being no further business, adjournment was called by Ausen, seconded by Helland.

These are preliminary minutes subject to board approval at the next regular monthly meeting of the Board of Supervisors on November 14th, 2024, at 8:30 a.m.

Respectfully submitted,

Curtis Helland, Board Secretary

Date