

**FREEBORN COUNTY SOIL & WATER CONSERVATION DISTRICT  
MINUTES OF REGULAR MEETING OF BOARD OF SUPERVISORS**

**April 14, 2022**

**The meeting was called to order** at 1:30 PM by Chairman Christopher Dahl in our district office located at 1400 West Main Street, Albert Lea, MN.

**Those present were as follows:** Christopher Dahl, Chairman, Donald Kropp, Vice-Chairman, David Ausen, Treasurer, Paul Heers Jr., Board Secretary, Colin Wittmer, Supervisor, Brenda Lageson, District Manager, Lindsey Zeitler, Resource Conservationist, Chad Billat, Private Lands Biologist, Mark Trnka, Conservation Technician. **Guests:** David Copeland, BWSR, Paul Hunter, Mower SWCD. **Absent:** Brittany Dawson, District Technician, Gary Kurer, NRCS-Team Lead 19.

**Minutes of the Previous Meeting:**

Minutes of the February 10, 2022, regular meeting were approved as presented on a motion made by Ausen and seconded by Heers, Jr. Results of a roll call vote were as follows: Affirmative – Dahl, Kropp, Ausen, Heers Jr., and Wittmer. Opposed – none. **The motion carried.** March 10, 2022, regular meeting was cancelled for a lack of a quorum.

**Treasurer’s Report:**

The treasurer’s balance as of March 31, 2022, was \$4,548.73 in checking and \$1,458,079.83 in savings. A motion to approve the treasurer’s report as presented and pay bills was made by Wittmer and seconded by Heers Jr. Results of a roll call vote were as follows: Affirmative – Dahl, Kropp, Ausen, Heers Jr., and Wittmer. Opposed – none. **The motion carried.**

**Grant Actions and Information:**

Project presented by Hunter

<u>Contract Holder</u>	<u>Contract Number</u>	<u>Practice</u>	<u>Project Total</u>	<u>Encumbered</u>
MaceR	WBIF-CW-FREE-21-07	412 waterway	\$4,785.00	\$2,331.50*

A motion was made by Ausen and seconded by Wittmer to approve the payment request for MaceR with the dollar amount mentioned above. \*Note project was approved for Federal EQIP cost share and WBIF piggybacked the difference not to exceed 90% of the eligible total or whichever is less. Results of a roll call vote were as follows: Affirmative – Dahl, Kropp, Ausen, Heers Jr., and Wittmer. Opposed – none. **The motion carried.** Funding sources are Federal EQIP \$1,975.00 and Watershed Based Implementation Funding \$2,331.50 for this project.

Project presented by Zeitler

<u>Contract Holder</u>	<u>Contract Number</u>	<u>Practice</u>	<u>Project Total</u>	<u>Encumbered</u>
LysneD	WBIF-CW-FREE-21-08	410/412-grade stab & waterway	\$44,100.00	\$33,562.00*

A motion was made by Wittmer and seconded by Ausen to approve the contract request for LysneD as listed above. \*Note project was approved for Federal EQIP cost share and WBIF piggybacked the difference not to exceed 90% of the eligible total or whichever is less. This project also has the option for pre-construction cover which is included in the encumbered amount listed. Results of a roll call vote were as follows: Affirmative – Dahl, Kropp, Ausen, Heers Jr, and Wittmer Opposed – none. **The motion carried.** Funding sources are Federal EQIP \$7,628.00 and Watershed Based Implementation Funding \$33,562.00

**Supervisor Reports:**

Heers, Jr. reported on his attendance at the Joint Powers Executive Board (TSA 7) April 4<sup>th</sup>, and the Cedar/Wapsipinicon policy meeting on April 6, 2022.

**NRCS:** In Kurer’s absence Lageson presented the annual civil rights review document and the supervisors signed it. She then presented the annual unfunded cooperative agreement for review. This agreement lists the deliverables the SWCD will trade for computer seats, IT services, phones, software, etc. Action will be taken on this after the State Conservationist signs it.

**Manager Report:**

Lageson provided a report to the Board of Supervisors via email which included meetings attended and workload.

- ✓ Lageson has reached out to contract with Viktora to help with tree week, and that we will be updating QuickBooks software which is now a yearly subscription. The board of supervisors agreed to proceed.
- ✓ Lageson is requesting to attend a 2-day admin training at Cragun’s in June. A motion was made by Ausen and seconded by Heers, Jr. authorizing attendance and reimburse allowable expenses. Results of a roll call vote were as follows: Affirmative – Dahl, Kropp, Ausen, Heers Jr., and Wittmer. Opposed – none. **The motion carried.**

- ✓ Lageson requested to have the SWCD info put on the new Ford Explorer. A motion was made by Heers, Jr. and seconded Ausen authorizing this. Results of a roll call vote were as follows: Affirmative – Dahl, Kropp, Ausen, Heers Jr., and Wittmer. Opposed – none. **The motion carried.**
- ✓ Lageson also requested authorization to pay 2 bills that came after the treasurer’s report was completed. Reimbursing Olmsted SWCD for pollinator seed packets \$136.50 and Wolcyn nursery \$95.00. A motion was made by Heers, Jr. and seconded by Wittmer authorizing these payments. Results of a roll call vote were as follows: Affirmative – Dahl, Kropp, Ausen, Heers Jr., and Wittmer. Opposed – none. **The motion carried.**

**Staff Reports:**

Staff provided a report of their activities for the past month to the Board of Supervisors via email and briefly discussed (CREP, Buffers, and the Hickory Lake project).

Annual Report and Annual Plan were discussed and approved on a motion made by Wittmer and seconded by Kropp. Results of a roll call vote were as follows: Affirmative – Dahl, Kropp, Ausen, Heers Jr., and Wittmer. Opposed – none. **The motion carried.**

Discussed adopting the Cannon River Watershed Management Plan. Tabled until next regular meeting on a motion by Wittmer and seconded by Ausen. Results of a roll call vote were as follows: Affirmative – Dahl, Kropp, Ausen, Heers Jr., and Wittmer. Opposed – none. **The motion carried.**

Grass drill was discussed and at this time equipment purchase is tabled. It was agreed to raise the rental rates by \$2.00 per acre on a motion by Wittmer and seconded by Heers, Jr. Results of a roll call vote were as follows: Affirmative – Dahl, Kropp, Ausen, Heers Jr., and Wittmer. Opposed – none. **The motion carried.**

A resolutions meeting is scheduled for June 28<sup>th</sup> at the Rice Co. fairgrounds. Manager Lageson asked the board and staff to think about ideas for a resolution to bring forward and to save the date.

**Adjournment:**

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

These are preliminary minutes subject to board approval at the next regular monthly meeting of the Board of Supervisors on Thursday, May 12, 2022, at 1:30 p.m.

Respectfully submitted,

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Paul Heers, Jr., Board Secretary Date