

**FREEBORN COUNTY SOIL & WATER CONSERVATION DISTRICT**  
**DRAFT MINUTES OF REGULAR MEETING OF BOARD OF SUPERVISORS**  
**May 13, 2021**

**The meeting was called to order** at 1:30 PM by Chairman Christopher Dahl via a Zoom call due to the worldwide pandemic Coronavirus (COVID 19). This meeting is being held in accordance with Section 13D.021, Subdivision 1 of MN Open Meeting Law which permits public bodies to hold meetings via telephone or other electronic means if specific conditions are met.

**Those present were as follows:** Christopher Dahl, Chairman, Donald Kropp, Vice-Chair, Paul Heers Jr., Board Secretary, David Ausen, Treasurer, Colin Wittmer, Supervisor, Brenda Lageson, District Manager, Lindsey Zeitler, Resource Conservationist, Chad Billat, Private Lands Biologist, Brittany Dawson, District Technician, Dave Copeland, BWSR, and Gary Kurer, NRCS-Team Lead 19. **Absent:** None

**Minutes of the Previous Meeting:**

Minutes of the April 8, 2021 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.

**Treasurer's Report:**

The treasurer's balance as of April 30, 2021 was \$11,992.30 in checking and \$1,411,818.34 in savings. A motion to approve the treasurer's report as presented and pay bills was made by Kropp. 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. **The motion carried.**

**Grant Actions and Information:**

FY22 Conservation Reserve Enhancement Program (CREP) Grant Request for Interest (RFI): Billat reported that this grant is to compensate staff time for promoting and working on CREP. A motion was made by Ausen and seconded by Heers Jr. to authorize completing the RFI and submit to Board of Water and Soil Resources (BWSR) for the funding. Results of a roll call vote were as follows: Affirmative – Dahl, Kropp, Ausen, Heers Jr., and Wittmer Opposed – none. The motion carried. **The motion carried.**

Performance Review and Assistance Program (PRAP) Grant: Copeland discussed the purpose of the PRAP grant and how it can be utilized by local government agencies to help with strategic planning and helps to engage a trained facilitator to help visualize the path forward for the agency. Copeland also reported that the planning for the annual BWSR Board Tour is still moving forward (focused on Mower and Freeborn County projects) August 25 & 26, 2021, and BWSR Academy will take place late this October.

SWCD Local Pilot Cost Share Program: Zeitler walked the supervisors through an explanation of what the program could look like and asked for questions or edits. Final draft to be reviewed at next regular board meeting.

**NRCS Report:**

Kurer provided an update on NRCS personnel, Environmental Quality Incentive Program (EQIP), Conservation Stewardship Program (CSP), and Conservation Reserve Program (CRP) site visits.

**MN Management and Budget Letter:**

Lageson reported that we received a letter from MN Management and Budget indicating that our Pay Equity report was found to be out of compliance. She emailed the letter to the supervisors which listed the needed action to become compliant. After some discussion a motion was made by Ausen and seconded by Wittmer to take the corrective action for compliance. Results of a roll call vote were as follows: Affirmative – Dahl, Kropp, Ausen, Heers Jr., and Wittmer Opposed – none. The motion carried. **The motion carried.**

**Supervisor Reports:**

Kropp reported on a LeSueur Watershed 1W1P Policy meeting on 4/23/21 which entailed usual business, and guest presenters. Heers Jr. attended a regular Cedar 1W1P Policy meeting on 5/5/21 which included regular business, a check-in with the implementation group, reviewed budget, ranking sheet, and talked about a promotional mailer that was sent out.

**Manager Report:**

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

- ✓ Lageson discussed the purchase of a vehicle with the supervisors and what actions they would like her to take. After some discussion it was determined that being put on the waitlist was the best option.
- ✓ Lageson then discussed the assistance of Viktora during tree week and compensation for her time.
- ✓ The deadline for applications for the Conservation Technician position is Friday, May 14, 2021 and Lageson discussed the review of applications and setting up interviews with potential candidates to come.

**Staff Reports:**

Staff provided a report of their activities for the past months to the Board of Supervisors via email and briefly discussed their reports and any activities not included in their reports. Billat discussed updates for the Conservation Reserve Enhancement Program (CREP), and the submission of a Walk-in Access application. Zeitler discussed an upcoming area training for the Trimble tablet, and an update from tree sales. Dawson did not have any additions to her report.

**SE Area Resolution Meeting**

Lageson announced the upcoming SE Area Resolution meeting will be held on June 22 at Riverland Community College in Austin, MN, with a virtual option for attendees.

**COVID-19 Policy:**

After a brief discussion it was agreed to extend the COVID Policy until the June 10 board meeting.

**Adjournment:**

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

**The motion carried.**

These are preliminary minutes subject to board approval at the next regular monthly meeting of the Board of Supervisors on June 10, 2021 at 1:30 p.m.

Respectfully submitted,

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Paul Heers, Jr., Board Secretary

Date