

Minutes
Southeast Minnesota Water Resources Board Meeting
November 4, 2013

Present: Rodney Peterson (Dodge County), Jake Gillen (Rice County), Tim Gabrielson (Mower County), Bruce Kubicek (Steele County), Richard Samuelson (Goodhue County), Marcia Ward (Winona County), Dave Harms (Wabasha County), Dana Kjome (Houston County), Tom Kaase (Fillmore County) and Duane Bakke (Fillmore County).

Others: Linda Dahl (SEMWRB)

The meeting was called to order by **Chair Jake Gillen at 9:05 a.m.**

Item 1. Approve November 4, 2013 Agenda:

Linda Dahl requested additional agenda item after Item 4, approval of the Monitoring Coordinator Agreement.

Motion by Tim Gabrielson and seconded by Duane Bakke to approve the agenda. Motion passed unanimously.

Item 2. Approve Minutes of September 16, 2013 Board Meeting:

Motion by Bruce Kubicek and seconded by Dave Harms to approve the September 16, 2013 Minutes. Motion passed unanimously.

Item 3. Approve September 30th, 2013 Budget vs Actual:

Motion by Rodney Peterson and seconded by Dana Kjome to approve the September 30th, 2013 Budget vs. Actual. Motion passed unanimously.

Item 4. Executive Director's Report:

Linda Dahl provided a report detailing current information on the following grants: Domestic Well Network (MPCA), Feedlot V (319 and MPCA), Wastewater V BWSR (BWSR CWF), Civic Engagement Cohort (MPCA), and Administrative Updates.

- Linda explained that two Clean Water Fund Grants were applied for. The first application was for the Wastewater Facilitator grant, which would allow continuation of the work done with un-sewered communities. This application was for approximately \$263,000. The second application was for SWCD block funding to complete three water and sediment basins per county. This was a repeat application from last year, done at the request of SWCDs, for a total dollar request of approximately \$300,000.
- A change order was completed for the Civic Engagement Cohort (food/meeting space/overnight costs, etc.), University of Minnesota evaluation, additional funds were allocated for Linda's salary to account for unanticipated duties.

Item 5. Monitoring Coordinator Agreement:

- Dahl presented the revised agreement for the Domestic Well Network Monitoring Coordinator Position with Olmsted County. Dahl explained that no other county expressed interest in the position.

Motion was made by Duane Bakke and seconded by Tim Gilbertson to approve the Monitoring Coordinator Agreement. Motion passed unanimously.

Item 6. Recommend Approve 2012 Audit Financial Statement

Dahl- the 2012 Audit Financial Statements were sent to the board members as an email attachment with your board packet.

Motion was made by Tim Gabrielson and seconded by Dave Harms to approve the 2012 Audit Financial Statement. Motion passed unanimously.

Item 7. Executive Committee Recommends Approving 2014 Proposed Budget, Review Executive Director Performance Evaluation, Set 2014 Wage Rate, Set 2014 Dues Rate:

Motion was made by Duane Bakke and seconded by Dana Kjome to approve the 2014 proposed budget. Motion passed unanimously.

Dahl reviewed the 2014 proposed budget

Gillen read through the performance evaluations

Group discussed Wage Increase and decided 2% increase was appropriate given previous years wage increases.

Motion was made by Richard Samuelson and seconded by Rodney Peterson for a 2% increase. Motion passed unanimously.

Motion was made by Bruce Kubicek and seconded by Tim Gabrielson to set the 2014 Dues Rate the same as last year. Motion passed unanimously.

Item 8. Executive Director recommends securing Thomas Cummings for 2013 audit:

Motion was made by Marcia Ward and seconded by Dave Harms to secure Thomas Cummings for the 2013 audit. Motion passed unanimously.

Item 9. Set 2014 Meeting Dates and Location:

Dahl handed out the scheduled meeting dates for 2014 and explained that the Olmsted County rooms were not available so she reserved the People's Energy Cooperative Building in Oronoco starting in January. The room is available on each of the board's meeting dates at no charge. The group agreed to travel to the People's Energy Cooperative in Oronoco next year for all meetings.

Item 10. Motion to Adjourn:

Motion was made by Rodney Peterson and seconded by Richard Samuelson to adjourn the meeting. Motion passed. Meeting adjourned at 10:36 a.m.

Respectfully submitted,

Jennifer Mocol-Johnson
Environmental Planner
Rice County

Approved: _____ Date: _____
Chairperson

Attested: _____ Date: _____