

Minutes
Southeast Minnesota Water Resources Board Meeting
January 7, 2013

Present: Marcia Ward (Winona County), David Hansen (Dodge County), Jake Gillen (Rice County), Tim Gabrielson (Mower County), Bruce Kubicek (Steele County), David Harms (Wabasha County), Matt Flynn (Olmsted County), Richard Samuelson (Goodhue County), and Duane Bakke (Fillmore County).

Others: Linda Dahl (SEMWRB), Mark Gamm (Dodge County), Amber Steele (MN Board of Water and Soil Resources), Beau Kennedy (Goodhue County), Justin Hanson (Mower County), Sheila Harmes (Winona County), Terry Lee (Olmsted County), John Harford (Olmsted County), John Helmers (Olmsted county).

The meeting was called to order by **Chair Jake Gillen at 9:03 a.m.**

Item 1. Approve January 7, 2013 Agenda:

Motion by Duane Bakke and seconded by Bruce Kubicek to approve the agenda. Motion passed unanimously.

Item 2. Election of Officers

Linda provided a list of counties that had served as chair and vice chair in the past. The Board stated that David Harmes (Wabasha County) would serve as a good Vice Chair.

Motion by Matt Flynn and seconded by Bruce Kubicek to approve the Election of Jake Gillen as Chair. Motion passed unanimously.

Motion by Matt Flynn and seconded by Bruce Kubicek to approve David Harmes as Vice Chair. Motion passed unanimously.

Item 3. Approve Minutes of November 19, 2012 Board Meeting:

Motion by David Harms and seconded by Matt Flynn to approve the November 19, 2012 minutes. Motion passed unanimously.

Item 4. Approve November 30, 2012 Budget vs. Actual:

Linda Dahl provided a summary of expenses thru November 30, 2012. The Board discussed double checking to clarify what the reserve number indicated.

Motion to approve the November 30, 2012 Budget vs. Actual made by Duane Bakke and seconded by Tim Gabrielson. Motion passed unanimously.

Item 5. Executive Director's Report:

Linda provided information on the following grants:

- a. Nitrate Monitoring Network- Linda explained to the Board that the nitrate monitoring network completed its last round under the current grant. She explained that the MPCA has set aside funds for continuation. Linda also explained that she met with county well network coordinators, MPCA staff, Jim Lundy with MDH, and Kimberly Kaiser from MDA to discuss continuation details. Discussion is currently held on optimal frequency for whole network monitoring of nitrates and how best to add additional parameters to a subset of about 100 wells. Linda stated that details are currently being worked out, and she and Jim Lundy are developing a work plan. Linda also stated that she met with Statistics Professor Tisha Hooks at Winona State University. Hooks will be supervising a student worker to analyze the water quality data and create a report in lay terms. Linda said she is putting aside \$700-\$800 for the student worker.

Marcia Ward asked what the parameters will be.

Linda stated that statistics will be based on analyzing existing drinking water quality, and she has spoken extensively with Tisha Hooks and is currently determining the job expectations.

- b. Wastewater V- Linda stated that the counties are now utilizing BWSR funds
- c. Civic Engagement (CE) grant- Linda stated that meetings will be held this week on Thursday and Friday.

Marcia Ward asked who is involved in the cohort.

Linda stated that it is representatives from Southeast Local Units of Government, Watershed Districts, County, SWCD, League of MN Voters, Isaac Walton League, etc. Marcia Ward asked what they were currently doing.

Linda stated that they are training to effectively engage the public in project planning and delivery. Linda said she is planning on having a few representatives from the cohort come to a board meeting and discuss how they are utilizing the information.

Item 6. Recommend Applying for Business Credit Card:

Linda Dahl provided the Board with a description of how the cohort group was starting to create a great deal of personal expenses, including meals and hotel rooms and it is not a desirable option to reserve rooms for the entire cohort on a personal credit card. She checked with Olmsted County Finance and was told that a credit card would be a good option for dealing with these expenses and could be reimbursed similarly to current invoices but would require a board signature. This grant is reimbursable to the MPCA.

Bruce Kubicek asked questions related to whose account, whether cards could be issued to a JPB, and if there is enough of a cycle to pay the bill on time.

Linda responded that the card would be similar to current accounts and all bills would be reviewed by both Linda and the chair. Expenses would be turned into Olmsted County.

Duane Bakke asked what the anticipated limit would be.

Linda responded \$1,500.00 would be sufficient.

Motion to approve applying for a business credit card made by Duane Bakke and seconded by Richard Samuelson. Motion passed unanimously.

Item 7. Recognition of Outgoing Offers

Linda Dahl provided a Certificate of Appreciation, which will be mailed to Mena Kaehler for her service.

Item 8. Motion to Adjourn:

Motion was made by David Harms and seconded by Richard Samuelson to adjourn the meeting. Motion passed. Meeting adjourned at 9:51 a.m.

Respectfully submitted,

Jennifer Mocol-Johnson
Environmental Planner
Rice County

Approved: _____ Date: _____
Chairperson

Attested: _____ Date: _____