

**Minutes**  
**Southeast Minnesota Water Resources Board Meeting**  
**March 5, 2012**

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

Others: Linda Dahl (SEMWRB), Mark Gamm (Dodge County), Lew Overhaug, Todd Zielsdorf, and Natalie Siderius (Winona County), Beau Kennedy (Goodhue County), Justin Hanson (Mower County), John Harford (Olmsted County), and Katherine Logan, MN Pollution Control Agency.

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

Item 1: Approve March 5, 2012 Agenda:

**Motion by Duane Bakke and seconded by Richard Samuelson to approve the agenda. Motion passed unanimously.**

Item 2: Approve Minutes of January 9, 2012 Board Meeting:

**Motion by Jake Gillen and seconded by Tim Gabrielson to approve the January 9, 2012 minutes. Motion passed unanimously.**

Item 3: Approve January 31, 2012 Budget vs. Actual:

Linda Dahl provided a summary of expenses thru January 31, 2012 and noted that all budget categories were within the funding and expenditure projections. Board discussion ensued. **Motion by Duane Bakke and seconded by Jake Gillen to approve the January 31, 2012 Budget vs. Actual. Motion passed unanimously.**

Item 4: Authorize signers for Fiscal Documents

Board members discussed that each time the officers were changed the authorized signers would need to be updated with Olmsted County.

**Motion to authorize Mena Kaehler and Jake Gillen as signers for fiscal documents was made by Tim Gabrielson and seconded by Matt Flynn. Motion passed unanimously.**

Item 5: Approve SE Tech Support JPB Agreement Amendment

Linda Dahl explained that this amendment is to reduce the SE Tech Support JPB Agreement by \$12,000 as a result of the \$100,000 reduction of this grant for temporary wastewater funding.

**Motion by Matt Flynn and seconded by Jake Gillen to approve the SE Tech Support JPB Agreement Amendment. Motion passed unanimously.**

Item 6: Approve SE Regional Grant for Water Quality Sub-recipient Agreement

Linda Dahl explained that the Wastewater V Grant time frame is at the half way point and the agreements for the first half allocations to the counties have expired. Any unspent funding goes back into the fund to be requested by Counties and distributed through new agreements. The requests and recommendation for approval is as follows:

Rice SWCD	\$ 10,000
Wabasha SWCD	\$ 45,000

Winona County	\$105,000
Steele County	\$ 5,000
Houston County	\$ 70,000
Goodhue SWCD	\$ 50,000
Fillmore SWCD	\$100,000
Dodge County	\$ 10,000

Olmsted County and Mower County did not request funding. Duane Bakke asked why there was such wide variation in the dollar amounts requested. Linda Dahl explained that the number of feedlots in each County, work load, and type of fixes needed (management fix or structural fix) determined the amount requested.

Duane Bakke asked about the administrative costs for projects. Linda Dahl explained that up to 10% of project costs for technical support and up to 10% of project costs for administration are allowed under the grant.

Linda Dahl informed the Board that the grant expires on December 31, 2014 and that farmers can get up to \$15,000 or 50% of the cost of a feedlot fix.

**Motion by David Harms and seconded by Richard Samuelson to approve the SE Regional Grant for Water Quality Sub-recipients Agreements. Motion passed unanimously.**

Item 7: SSTS Database Grant Sub-recipients Agreements

Mower County has backed out of the project due to staffing shortages, leaving \$6,500 unspent. The BWSR gave approval to split those funds among the remaining three Counties for administrative work that will help cover their expenses for the extended grant period through June 2012. Dodge, Waseca and Winona Counties will now each receive \$8,667.

**Motion by Judy Ohley and seconded by Jake Gillen to approve the SSTS Database Grant Sub-recipients Agreements. Motion passed unanimously.**

Item 8: Targeted Nitrate Monitoring Sub-recipients Agreements

Linda Dahl explained that there is grant money available through the Volunteer Nitrate Monitoring Network grant for targeted activities because a County had backed out of the Volunteer Nitrate Monitoring Network. A request for \$2000 from Rice County has been received. Dodge and Olmsted Counties have indicated that they will be making requests in the near future.

**Motion by Tim Gabrielson and seconded by David Hansen to approve the Rice Nitrate Monitoring Sub-recipients Agreement. Motion passed unanimously.**

Item 9: Authorize Chair to Sign MPCA Civic Engagement Cohort Agreement

Linda Dahl informed the Board that the MPCA grant for SE Civic Engagement has been sent to MPCA contracting staff for approval. To allow for work to be able to begin as soon as possible, Dahl requested that the board chair be given authority to approve that grant agreement once it is approved by MPCA. Duane Bakke asked for an overview of how the funds would be used. Linda explained that the purpose of the grant is to provide local conservation staff from SWCDs, watershed projects and County staffs with training on more effective ways to engage the public. The group would also share information about their civic engagement activities to learn from one another.

**Motion by Duane Bakke and seconded by Matt Flynn to authorize the Chair, Mena Kaehler, to review and sign the MPCA Civic Engagement Cohort contract. Motion passed unanimously.**

Item10: Authorize Chair to Sign BWSR Wastewater Grant Agreement

Linda Dahl informed the Board that continued funding for two wastewater facilitators to provide unsewered community assistance has been approved by BWSR under the Clean Water Fund. The grant is for \$221,790 over two years from July 2012 – December 2014. The grant application was ranked high in its category.

Linda Dahl indicated that the work plan has been submitted through e-Link and that she requests Board approval for the Board Chair to review and sign the contract when it is approved by BWSR. Board authority to sign the contract is requested because the deadline for returning the approved grant agreement is before the May SEMWRB meeting.

**Motion by Richard Samuelson and seconded by Jake Gillen to authorize the Chair, Mena Kaehler, to review and sign the BWSR Wastewater Grant contract. Motion passed unanimously.**

Item 11: Executive Director's Report

Linda Dahl reviewed the information in the Executive Director's Report that was sent to members with the Meeting Agenda. Dahl provided additional information about the items in the report and brought up these additional items:

- March 23<sup>rd</sup> Yahara Software staff will meet with the Counties receiving SSTS database funds to work through the database in person and help troubleshoot any issues the county staff are experiencing.
- Dahl has been unable to update the website due to software changes. Dreamweaver software was recently updated but is not being used by WSU anymore so there is no technical support. Discussion ensued about finding a new host or hiring a student worker to help update the website. Linda Dahl will research further and continue working with WSU to find a solution. In the meantime, board meeting notices are being placed in the Rochester Post Bulletin.

Item 12: Motion to Adjourn:

**Motion was made by David Hansen and seconded by Dave Harms to adjourn the meeting. Motion passed.** Meeting adjourned at 9:50 a.m.

Respectfully submitted,

Natalie Siderius  
Water Plan Coordinator  
Winona County

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairperson

Attested: \_\_\_\_\_ Date: \_\_\_\_\_