**Minutes**

**Southeast Minnesota Water Resources Board Meeting**

**September 10, 2012**

Present: Marcia Ward and Mena Kaehler (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) and Duane Bakke (Fillmore County).

Others: Natalie Siderius (Winona County), Linda Dahl (SEMWRB),

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

Item 1: Approve September 10, 2012 Agenda:

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

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

**Motion by Tim Gabrielson and seconded by Marcia Ward to approve the July 9, 2012 minutes. Motion passed unanimously.**

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

Linda Dahl provided a summary of expenses thru July 31, 2012. **Motion by Jake Gillen and seconded by David Harms to approve the July 31, 2012** **Budget vs. Actual. Motion passed unanimously.**

Item 4: Set 2013 County Dues

Discussion of the history of County dues and current organization needs was held.

**Motion by Duane Bakke and seconded by Bruce Kubicek to have County dues remain the same as last year at $4,000. Motion passed unanimously.**

Item 5: Set 2013 Executive Director Wage

Linda Dahl exited the meeting. Results of the Board’s evaluation of the executive director were handed out. Only five evaluations were completed. Discussion ensued that at least one other evaluation was returned via mail. Chair Mena Kaehler stated she would follow up on why this survey wasn’t reported in the results. Board members discussed that un-returned surveys was an indication that they didn’t have concerns.

Board discussion was held regarding previous years’ salary increases and whether the position’s salary needed to align with Olmsted County’s salary schedule since Linda Dahl is employed through Olmsted County. Duane Bakke stated that a 1.5% increase was given last year. Jake Gillen noted that there had been an increase in health insurance costs due to a change to family versus individual coverage. It was discussed that Linda Dahl was paying part of the insurance increase. Board discussion continued regarding County raises this year. Several Board members indicated 3% raises in their counties, others indicated that their counties were working to keep raises under 2%.

**Motion by Duane Bakke and seconded by Tim Gabrielson to approve a 2% increase this year.** David Harms stated he had a concern going back to Counties with a different increase than at the County level. Bruce Kubicek responded that the County dues haven’t changed so there is no additional cost to the Counties and the budget is balanced. **Motion passed unanimously.**

Linda Dahl re-entered the meeting. A brief health insurance discussion ensued around the question “Is the $18,684 in the budget the SEMWRB amount or the total?” Linda Dahl responded that this is just the organizations portion of health insurance; she pays her portion which doesn’t appear in the budget.

Item 6: Adopt 2013 Budget

Linda Dahl indicated that a draft budget had been provided in Board packets. Bruce Kubicek stated that given the Executive Director salary increase motion, the budget would need to be changed from 3% to a 2% raise and that the health insurance amount would need to change to the actual amount.

**Motion by Bruce Kubicek and seconded by Jake Gillen to approve the 2013 Budget with the 3% to 2% change in Executive Director salary. Motion passed unanimously.**

Item 7: Executive Director Report

Linda Dahl provided the Board with a written report and gave details on the as follows:

a. Volunteer Nitrate Monitoring – Another round of sampling was done in August.

b. Civic Engagement (CE) Grant – This grant has taken a great deal of time recently. It is a front loaded activity. There are 30 participants including staff from SWCDs, counties, cities, non-profits and State. The Board requested a list of participants be e-mailed to them. Board members raised concerns about the CE commitment, value of the activity, and how results will be reported out. Dave Hanson asked if MPCA is helping with the grant. Linda Dahl stated that yes, MPCA is helping. Linda Dahl stated that the kick off is being held Sept. 13th and 14th at Assisi Heights in Rochester.

c. Audit - The audit is underway and going smoothly.

Item 8: 2013 Work Plan Goals

Linda Dahl provided the Board with a copy of the work plan goals. She stated she has been working on three grant proposals to submit to BWSR on Sept. 14th. BWSR staff recommended waiting one year on the request for wastewater community facilitators since the grant they’re currently funded under will cover until the next grant period. The other two proposals are for regional assistance including a SWCD regional water and sediment control structures proposal for three projects per county of the highest priority and a Farmer-led Council technical assistance position to assist the Councils formed or forming in many watersheds throughout the region.

Linda Dahl stated that the Local Work Group suggested a tour for commissioners and legislators be held this year with visits to feedlot fixes, unsewered communities’ projects and other projects. The Board indicated they also felt this would be valuable.

Board discussion ensued around how speakers/topics were arranged; feedlot fixes funding, septic point of sale providing great results, and questions on sediment sourcing and website usage, links, and access.

**Board consensus was that the work plan be brought back to the next meeting for further review.**

Item 9: Motion to Adjourn:

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

Respectfully submitted,

Natalie Siderius

Water Plan Coordinator

Winona County

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

Chairperson

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