

**Minutes of the February 19<sup>th</sup>, 2014  
Regular Brown SWCD Board Meeting,  
Brown County Office Building, Sleepy Eye, MN**

**Meeting was called to order at 8:32AM by Chair Vogel.**

**Present:**

1. Jack Vogel – Chair
2. Gary Rathman – Vice Chair
3. Clem Windschitl – Secretary
4. Ralph Stadick – Treasurer
5. Greg Roiger – PRI
6. Doug Goodrich – Program Manager
7. Vanessa Grausam – Administrative Assistant
8. Jennifer Hahn – NRCS District Conservationist
9. Tom Peterson – NRCS Soil Conservation Technician

**Absent:**

1. Dennis Potter – Brown County Commissioner Liaison

**AGENDA**

- ❖ Motion was made by Windschitl and seconded by Roiger to adopt the agenda with the addition of Bee Pollinator Committee.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None Motion Carried.

**MINUTES**

- ❖ Motion was made by Roiger and seconded by Rathman to approve the December 19<sup>th</sup> Board Meeting Minutes, January 14<sup>th</sup> Special Meeting Minutes, and the 2014 Annual Plan.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None Motion Carried.

**TREASURER'S REPORT**

- ❖ Motion was made by Stadick and seconded by Windschitl to approve the December 2013 Treasurer's Report as provided and to transfer all funds from the District Supplemental Cost Share into General District Funds.

Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None Motion Carried.

## **BILLS**

- ❖ Motion was made by Windschitl and seconded by Rathman to approve payment of the bills as provided in addition to 2014 GBERBA Dues (\$1,281.00).

Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None Motion Carried.

## **WATER PERMITS**

- ❖ There have been 4 domestic wells drilled, 1 irrigation well drilled, 1 test well drilled, and 21 wells sealed since the last meeting. 2 water pumping permits were also approved.

## **STATE COST SHARE**

- ❖ A motion was made by Rathman and seconded by Stadick to approve Amendment #1 to FY13-03 Mathiowetz Sediment Basin project which will increase the Cost Share payment to \$6,122.16. Amendment was needed due to unforeseen costs associated with the rip-rap used as well as dirt needing to be hauled in from off-site due to adjacent CRP. Roiger asked for a roll-call vote. Voting went as follows:

Rathman: Yes; Roiger: Abstained; Windschitl: Yes;  
Vogel: Yes; Stadick: Yes. Motion Carried.

- ❖ A motion was made by Rathman and seconded by Stadick to approve final payment of FY13-03 Mathiowetz Sediment Basin project which has been completed. Original cost estimate was \$8,673.50 with cost-share not to exceed 75% or \$2,467.32. Final cost of the project was \$14,346.62 and Brown SWCD will provide a payment of \$6,122.16 (FY13-\$3,518.04, FY14-\$2,604.12) of State Cost Share Program funds, per Amendment #1 to the contract. Other funds (state/federal) will also be provided. Combined funds provided will not exceed 75% of the total cost. State Cost Share T&A to be spent totals \$1,530.54 (FY13-\$967.08, FY14-\$563.46).

Affirmative: Vogel, Rathman, Windschitl, Stadick  
Opposed: None Abstained: Roiger Motion Carried.

- ❖ A motion was made by Roiger and seconded by Windschitl to approve final payment of FY13-05 Willis Lochner Waterway project which has been completed. Original cost estimate was \$6,500.00 with cost-share not to exceed 75% or \$2,572.00. Final cost of the project was \$5,003.80 and Brown SWCD will provide a payment of \$1,451.80 of State Cost Share Program funds. Other funds (state/federal) will also be provided. Combined funds provided will not exceed 75% of the total cost. State Cost Share T&A to be spent totals \$362.95.

Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None Motion Carried.

## **MONTHLY NARRATIVE (Goodrich)**

- ❖ Copies of the monthly narrative were reviewed and are on file.

## **NRCS REPORT (Hahn)**

- ❖ Copies of the NRCS report were reviewed and are on file.
- ❖ Hahn shared some of the changes with the new Farmbill.
- ❖ Hahn reviewed the USDA Civil Rights and Equal Opportunity Efforts and current MOU with the district. A motion was made by Stadick and seconded by Windschitl to sign the Civil Rights and Equal Opportunity document as well as to continue the MOU.

Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger

Opposed: None Motion Carried.

## **MEETING REPORTS**

- ❖ Vogel and Goodrich reported on the RCRCA Meetings which were held December 20<sup>th</sup>, January 2<sup>nd</sup> and February 6<sup>th</sup>.
- ❖ Windschitl, Goodrich and Grausam reported on the GBERBA Meetings which were held January 20<sup>th</sup> and February 14<sup>th</sup>.
- ❖ Rathman reported on the Bridging Brown County Meeting which was held January 17<sup>th</sup>.
- ❖ Rathman, Goodrich and Grausam reported on the DNR Prairie Plan Meeting which was held January 13<sup>th</sup>.

## **UNFINISHED BUSINESS**

- ❖ Roiger shared an updated on the NRCS/District co-location meetings with Brown County Admin Chuck Enter. A motion was made by Roiger and seconded by Rathman for staff to send a letter to NRCS State Conservationist Don Baloun on the subject of co-location and to discuss some of the co-location issues further.

Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger

Opposed: None Motion Carried.

- ❖ Goodrich gave an update on the current status of the contract for services for RCRCA. It was decided to hold off on termination of contract at this time.
- ❖ Staff and supervisors set the staffing schedule for the Farm Show booth March 7<sup>th</sup>-8<sup>th</sup>.
- ❖ A motion was made by Roiger and seconded by Stadick to approve a resolution which will remove Maher as a part of the SouthPoint account authority, and add Goodrich. The resolution also still keeps Vogel and Grausam as authority and also requires 2 authorized signatures for all transactions.

Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger

Opposed: None Motion Carried.

- ❖ A motion was made by Roiger and seconded by Rathman to approve a purchase for GIS software up to \$1,500.00

Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger

Opposed: None Motion Carried.

## **NEW BUSINESS**

- ❖ Office closures were discussed. In the future staff will notify supervisors of all office closures, if not discussed at a meeting, and will also post better signage and a clock. Staff was instructed to ask Tennant if he would work in the office while other staff is attending meetings.
- ❖ Pheasants Forever Farmland Biologist Finke's last day in office will be Friday, February 21<sup>st</sup>.
- ❖ MASWCD Legislative Briefing and Day at the Capitol was discussed. It was decided to have the Legislative Committee, Stadick and Rathman attend.
- ❖ Rathman shared information on the MN Department of Ag bee committee. In response to a declining bee population, the MN Department of Ag has been working with partnering agencies to develop potential policy for BMPs to promote pollinator habitat. Rathman will keep everyone updated if he hears more.

## ❖ **UPCOMING MEETINGS**

A motion was made by Roiger and seconded by Stadick to approve the following meetings:

- February 24<sup>th</sup> – DNR Prairie Plan Mtg (Rathman)
  - March 6<sup>th</sup> – RCRCA Meeting (Vogel)
  - March 7<sup>th</sup> & 8<sup>th</sup> – Farm Show (All)
  - March 13<sup>th</sup> – GBERBA Meeting (Windschitl)
  - March 18<sup>th</sup> – DNR Prairie Plan Mtg (Rathman)
  - March 19<sup>th</sup> – Regular Board Meeting
  - March 24<sup>th</sup>-25<sup>th</sup> – MASWCD Leg Days (Rathman, Stadick)
- Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None    Motion Carried

**Meeting adjourned – 12:06PM**

**Secretary:** \_\_\_\_\_ **Date:** \_\_\_\_\_