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Brown County CREP**

**BROWN SOIL AND WATER  
CONSERVATION DISTRICT**

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**Minutes of the May 21<sup>st</sup>, 2014  
Regular Brown SWCD Board Meeting,  
Brown County Office Building, Sleepy Eye, MN**

**Meeting was called to order at 6:00PM 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. Joy Bruns – Interim Administrative Assistant
8. Jennifer Hahn – NRCS District Conservationist
9. Gary Watson – NRCS Assistant for State Field Operations

**Absent:**

None

**AGENDA**

- ❖ Motion was made by Windschitl and seconded by Rathman to adopt the agenda with the addition of MN River Congress, Environmental Working Group, MASWCD Leadership Class under New Business.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None Motion Carried.

**MINUTES**

- ❖ Motion was made by Roiger and seconded by Rathman to approve the April 16<sup>th</sup> Board Meeting Minutes with a correction for cost share and the April 30<sup>th</sup> Special Board meeting as presented.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None Motion Carried.

**TREASURER'S REPORT**

- ❖ Motion was made by Rathman and seconded by Windchitl to approve the April Treasurer's Reports as provided.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None Motion Carried.

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## **BILLS**

- ❖ Motion was made by Roiger and seconded by Windschitl to approve payment of the bills as provided in addition to Area 6 MASWCD Meeting Registration (\$18.00/attendee), Schumacher's Nursery (\$6,544.18), DCA Title (\$394.25).

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

## **WATER PERMITS**

- ❖ There have been 1 revised domestic well, 1 domestic well drilled, 7 wells sealed, 6 borings, 1 monitoring and 1 irrigation well drilled permit since the last meeting.

## **STATE COST SHARE**

- ❖ A motion was made by Stadick and seconded by Windschitl to approve the following RCRCA projects:
  - Pat Rosenhamer Contract for Grassed Waterway - with cost estimate of \$2,200.00 with cost share not to exceed 75% or \$1,650.00.

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

## **MONTHLY NARRATIVE (Goodrich)**

- ❖ Copies of the monthly narrative were reviewed and are on file.
- ❖ Goodrich reported on the Tree Program, copies are on file.

## **NRCS REPORT (Hahn)**

- ❖ Copies of the NRCS report were reviewed and are on file.
- ❖ Gary Watson reviewed the RIM and WRP programs.

## **MEETING REPORTS**

- ❖ Goodrich reported on the RCRCA BBR Meeting on April 22 in Marshall.
- ❖ GBERBA Staff Meeting, April 23<sup>rd</sup>, Grausam attended no report.
- ❖ Vogel reported on the RCRCA Meeting on May 1<sup>st</sup> in Marshall.
- ❖ Windschitl reported on the GBERBA Policy Meeting on May 9<sup>th</sup>.
- ❖ Stadick reported on the Plant ID Meeting on April 22<sup>nd</sup>.

## **UNFINISHED BUSINESS**

- ❖ Contract for Services – Administrative Assistant. A motion was made by Roiger and seconded by Windschitl to approve the a contract with Bruns to be the interim administrative assistant 1 day per week, \$25/hr and mileage of \$69.44. No end date was set.

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

## NEW BUSINESS

- ❖ **Administrative Assistant** - A motion was made by Rathman and seconded by Stadick to have the Personnel Committee and Goodrich interview job applicants on June 6<sup>th</sup> and give a recommendation to the board at the next board meeting.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None Motion Carried.
- ❖ **Program Manager 6<sup>th</sup> Month Review** - A motion was made by Roiger and seconded by Stadick to approve the Personnel Committee meet ½ hour before the next meeting to perform a 6<sup>th</sup> Month Review for Program Manager.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None Motion Carried.
- ❖ **SWCD Supervisor Filing – May 22, 2014 to June 3, 2014** – Roiger and Stadick's term is coming to an end. Filing information has been put in the paper and website.
- ❖ **Mud Flaps for District Vehicle** - A motion was made by Roiger and seconded by Rathman to approve up to \$200.00 for the purchase and installation of mud flaps on the district pickup.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None Motion Carried.
- ❖ **MASWCD Call for Resolutions** - A motion was made by Roiger and seconded by Stadick to approve the resolution for the Little Cottonwood River.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None Motion Carried
- ❖ **New Ulm Public Works** - Vogel presented a letter from the New Ulm Public Works.

## ❖ UPCOMING MEETINGS

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

- May 26<sup>th</sup> – Memorial Day Holiday (Office Closed)
- May 28<sup>th</sup> – GBERBA Staff Meeting (not assigned)
- May 29<sup>th</sup> – Red Rock Prairie Plan – Plant ID Meeting (Rathman)
- June 5<sup>th</sup> – RCRCA Meeting (Vogel)
- June 6<sup>th</sup> – Job Interviews (Roiger, Windschitl, Goodrich)
- June 11<sup>th</sup> – Brown SWCD – Regular Meeting (changed date)
- June 18<sup>th</sup> – MASWCD Area VI Meeting
- June 19<sup>th</sup> – MN River Congress (Roiger)

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

**Meeting adjourned – 9:48PM**

Secretary:  Date: 6-26-14