



**Farm the Best...  
Buffer the Rest.  
Brown County CREP**

**BROWN SOIL AND WATER  
CONSERVATION DISTRICT**

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**Minutes of the March 18<sup>th</sup>, 2015  
Regular Brown SWCD Board Meeting,  
Brown County Office Building, Sleepy Eye, MN**

**Meeting was called to order at 8:34 AM 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 – District Manager
7. Melanie Krueger – Administrative Assistant
8. Jennifer Hahn – NRCS District Conservationist (exited at 9:07am)
9. Dean Simonsen – Brown County Commissioner Liaison (exited at 11:10am)

**ABSENT**

None

**AGENDA**

- ◆ Motion was made by Roiger and seconded by Stadick to adopt the agenda as is with no changes or additions.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None; Motion Carried

**NRCS REPORT**

- ◆ Hahn reviewed the NRCS board report with the group and the report is on file.

**CONSENT AGENDA**

- ◆ Motion was made by Windschitl and seconded by Rathman to approve the Consent Agenda items as presented which included the February 18, 2015 Board Meeting minutes, the February 2015 Treasurer's Report, the Bills Report dated February 12, 2015 to March 11, 2015 and the district staff's Monthly Narrative report dated February 12, 2015 to March 11, 2015.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None; Motion Carried

***“Leave a Legacy”***

## WATER PERMITS/WCA REPORTS

- ◆ Goodrich reported that since the last meeting he has not received any new well reports. He informed the group of 1 new DNR issued irrigation permit report.

## STATE COST SHARE

- ◆ None

## MEETING REPORTS

- ◆ Rathman reported on the Red Rock Prairie Plan meeting attended February 18.
- ◆ Windschitl reported on the Bridging Brown County event attended on February 20<sup>th</sup> where Senator Dahms and Representative Torkelson were present.
- ◆ Goodrich reported details from the GBERBA Technical meeting that he attended on February 25.

Hahn exited at 9:07am

- ◆ Windschitl reported details from the GBERBA Policy meeting that he attended on March 13.
- ◆ Vogel reported details from the RCRCA Board meeting he attended March 6.
- ◆ Goodrich, Krueger, Rathman, Vogel and Stadick shared information about the Farm Show event where they staffed the district's booth from March 6-7.
- ◆ Goodrich reported to the group information from the third session of the MASWCD Leadership training sessions attended in St. Paul March 10-11 which was focused on civil leadership.

## UNFINISHED BUSINESS

- ◆ **RIM Wetlands Program Update:** Goodrich informed the group that 1 of the 3 applications he submitted for the RIM Wetlands program had been accepted for funding by BWSR.
- ◆ **Area VI Spring Meeting Hosting:** Krueger reviewed with the group final planning details for hosting the Area VI spring meeting on March 25<sup>th</sup> at Carl's Corner in Essig. She will send a reminder email for RSVP responses.
- ◆ **Shared Services Update:** Goodrich reviewed information with the group on discussions had and research done relating to a shared service technician for the district. At this time, recommendation is to hold off on hiring a district technician until legislation for additional SWCD funding is decided upon. Goodrich also shared information on the contract from Conservation Corp for the apprenticeship position that will be here May to August of this year. Goodrich also gave his recommendation on hiring an AIS Coordinator/Technician employee and discussions were held on this. A motion was made by Rathman and seconded by Roiger for the Personnel Committee to review the AIS Coordinator/Technician position description and then meet with staff to outline the steps and move forward with the hiring process for that position.

Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger

Opposed: None; Motion Carried

## NEW BUSINESS

- ◆ **Commissioner Comments:** Commissioner Simonsen informed the group that tax statements will be mailed out within 1-2 week. He also advised that discussions were held at the commissioner meeting about the new landowner ditch letter that was mentioned in The Journal yesterday and also reviewed information with the group about the discussions had on moving forward with ditch redeterminations for the county.
- ◆ **Computer & Software Purchase:** Motion was made by Windschitl and seconded by Roiger to spend up to \$2500.00, as budgeted, for computer and software upgrades.  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None; Motion Carried
- ◆ **Are 6 New Supervisor Orientation Discussion:** Staff reviewed with the group an email that was received from BWSR about the possibility of an Area 6 New Supervisor/Employee orientation session on April 10<sup>th</sup>. Staff will send the response from our district back to BWSR by March 20<sup>th</sup>.
- ◆ **Legislative Updates Discussion:** The group held discussion about the current legislative bills for additional SWCD funding and Buffer requirements.
- ◆ **Tree Program Discussion:** Goodrich advised that the delivery date for the tree inventory has been set for April 13<sup>th</sup> with handout to be April 14 and 15. The group held discussion on staffing needed for assistance with delivery, handout and plantings.

Simonsen exited at 11:10am

- ◆ **Upcoming Meetings/Events:** A motion was made by Windschitl and seconded by Roiger to approve the following meetings/events:
  - ◇ Tuesday, March 24 – GBERBA Technical Meeting (Goodrich)
  - ◇ Wednesday, March 25 – Area VI Spring Meeting (all staff and supervisors)
  - ◇ Thursday, April 2 – RCRCA Board Meeting, Redwood (Vogel)
  - ◇ Friday, April 3 – Good Friday Holiday – Office Closes at Noon
  - ◇ Friday, April 10 – Area 6 New Supervisor/Employee Orientation (those who wish to attend)
  - ◇ Thursday, April 16 – Brown SWCD Regular Board Meeting, 2:00 PM
  - ◇ Thursday, April 16 – 3<sup>rd</sup> MN River Congress, New Ulm (Roiger)
  - ◇ Personnel Committee to outline AIS position – date/time to be determined  
Affirmative: Vogel, Rathman, Windschitl, Stadick, Roiger  
Opposed: None; Motion Carried

**Meeting adjourned – 11:13 AM**

Secretary: Clem Windschitl Date: 4-15-15