



Brown Soil and Water Conservation District



300 2nd Ave. SW • Sleepy Eye, MN 56085 • Phone: 507-794-2553

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Minutes of the January 16, 2018 Brown SWCD Annual Planning Meeting, Railway – Meeting Room, Sleepy Eye, MN

Meeting was called to order at 9:00am by Chair Vogel.

PRESENT

1. Jack Vogel – Chair
2. Gary Rathman – Vice Chair
3. Clem Windschitl – Secretary
4. Greg Roiger – PRI
5. Jeff Nielsen - Treasurer
6. Melanie Krueger – District Manager

AGENDA

- ◆ Motion was made by Windschitl and seconded by Rathman to approve the agenda as presented.
Affirmative: Vogel, Rathman, Windschitl, Roiger, Nielsen
Opposed: None; Motion Carried

ELECTIONS

Nomination and second were made to appoint Vogel as Chairman.

- ◆ Motion was made by Nielsen and seconded by Windschitl to approve the nomination and appoint Vogel as Chairman.
Affirmative: Rathman, Windschitl, Roiger, Nielsen
Abstain: Vogel; Opposed: None; Motion Carried

Vogel asked for nominations or motions for the remaining board positions. Discussion was held.

- ◆ Motion was made by Windschitl and seconded by Roiger to keep remaining board positions as is with Rathman as Vice-Chair, Windschitl as Secretary, Nielsen as Treasurer, and Roiger as PRI.
Affirmative: Vogel, Rathman, Windschitl, Roiger, Nielsen
Opposed: None; Motion Carried

SET BOARD MEETING DAY AND TIME

- ◆ Discussion was held on options for regular board meeting day and time. A motion was made by Roiger and seconded by Rathman to hold regular board meetings on the second Tuesday of each month with a 9:30am start beginning in February 2018.
Affirmative: Vogel, Rathman, Windschitl, Roiger, Nielsen
Opposed: None; Motion Carried

DESIGNATE DEPOSITORY

- ◆ A motion was made by Rathman and seconded by Nielsen to designate First Security Bank and SouthPoint Financial Credit Union as official depositories for the SWCD.
Affirmative: Vogel, Rathman, Windschitl, Roiger, Nielsen
Opposed: None; Motion Carried

2018 COMMITTEE ASSIGNMENTS

- ◆ Reviewed the 2017 Committee Assignments. Changes for 2018 were discussed and made as noted and all others to remain the same. Area II and RCRC main will now be Nielsen and the alternate will be Roiger. Discussion was also held on adding the Watonwan 1W1P Policy Committee to the Committee Assignments for 2018 with Windschitl as the main and Rathman as the alternate.
 - ◆ A motion was made by Nielsen and seconded by Rathman for Windschitl to be the Main committee member for Watonwan 1W1P Policy Committee.
Affirmative: Vogel, Rathman, Windschitl, Roiger, Nielsen
Opposed: None; Motion Carried
 - ◆ Rathman volunteered to be the alternate and Vogel appointed him.
 - ◆ A motion was made by Windschitl and seconded by Rathman to accept and rearrange the committee assignments for 2018 as discussed.
Affirmative: Vogel, Rathman, Windschitl, Roiger, Nielsen
Opposed: None; Motion Carried

BUDGET STATUS

- ◆ **December Treasurer's Report:** Reviewed and discussed the grant fund balances on the December 2017 Treasurer's report.
- ◆ **2017 Budget vs Actual:** Reviewed the 2017 budget report prepared and District Manager answered questions about variances in the budget.
- ◆ **2018 Proposed Budget:** Reviewed and discussed the 2018 Proposed Budget in detail. The budget overage was discussed and increases in capital outlay were discussed. The budget overage will be left and a footnote added to the budget report. A motion was made by Windschitl and seconded by Roiger to approve the 2018 budget with the change discussed to increase Capital Outlay by \$10,000.00.
Affirmative: Vogel, Rathman, Windschitl, Roiger, Nielsen
Opposed: None; Motion Carried

DISCUSSION TOPICS

- ◆ **Organizations/Associations Review:** Reviewed the list of organizations/associations the district is involved with, the amount of dues paid to them, if any, and discussion was held as to whether any changes were necessary for 2018. No changes were made at this time. Staff will look into becoming members of the Sleepy Eye Sportsman's Club and the New Ulm Fishing Club and report back at a later meeting.
- ◆ **Current Status of District Programs:**
 - ◆ RIM/CREP: Reviewed the handout on current program details.
 - ◆ Walk-In Access: Reviewed the handout on current program details.
 - ◆ Cost Share: Reviewed the handout on current status of projects for the district.
 - ◆ AIS Prevention: Reviewed the handout on current program status.
 - ◆ Buffer Program: Reviewed the handout on current program status.
- ◆ **Brown SWCD 60th Anniversary:** Discussed plans on how to celebrate and promote the SWCD's 60th anniversary in 2018. Staff will begin work on this and report back at later board meetings with more details and dates for an open house event at the office.
- ◆ **2018 Objectives/Goals from Supervisors and Staff:** Discussed the list of 2018 objectives/goals given by each Supervisor and Staff member. The Board would like to review progress on this list quarterly.

2017 ACCOMPLISHMENTS REPORT

- ◆ Reviewed the 2017 Accomplishments report presented. A motion was made by Rathman and seconded by Windschitl to approve the 2017 Accomplishments Report presented.

Affirmative: Vogel, Rathman, Windschitl, Roiger, Nielsen

Opposed: None; Motion Carried

ANNUAL PLAN REVIEW

- ◆ Reviewed the Annual Work Plan document and noted edits for the 2018 plan. A revised plan will be presented for review and approval at the February Board Meeting.

Meeting Adjourned – 3:10pm

Secretary: Clan Windschitl Date: 2-13-18