

## **Fillmore Soil & Water Conservation District**

912 Houston St. NW, Box 45, Preston, Minnesota 55965

Phone: 507-887-0240 [www.fillmoreswcd.org](http://www.fillmoreswcd.org)

### ANNUAL PLAN MEETING

Thursday, January 15, 2026

8:30 A.M.

Conservation Building

912 Houston Street

Preston, MN 55965

### *Agenda*

**Members Present:** Travis Willford, Eunice Biel, Tim Gossman, Jason Wetzel

**Members Absent:** Kathy Tesmer

**Others Present:** Riley Buley, Duane Bakke, Theresa Baker at 8:50 Doug Keene joined.

#### **I. Approval of Agenda: Wetzel motioned approval of agenda, Willford seconded:**

**Affirmative: Biel, Gossman, Willford, Wetzel. Opposed none, Motion carried.**

#### **II. Consent Agenda: Wetzel motioned approval of agenda, Willford seconded:**

**Affirmative: Biel, Gossman, Willford, Wetzel. Opposed none, motion carried.**

1. Approve Cost Share Handbook, no edits made.

#### **III. New Business**

1. Consider Oath of office: **Biel, Gossman, Willford and Wetzel take oath of office together.**

2. Set per Diam Rate & Mileage rate: Rates cannot exceed those established by the state of Minnesota. Per diem Rate (\$00-\$125.00) Mileage Rate (State MN 0.725 cents). **Gossman motioned to raise the per Diam rate to \$125.00 and to go with the current federal mileage rate (0.725). Second, by Wetzel, Affirmative Biel, Wetzel, Willford, Gossman. opposed none; motion carried.**

3. Designate Financial institutions.

a. Currently: Rushford State Bank, Merchants Bank in Lanesboro and Rushford, F and M Community Bank, Preston. **Willford motioned to designate any bank in Fillmore County to use as a financial institution. Second by Wetzel; Affirmative: Biel, Gossman, Willford, Wetzel. Opposed none, Motion carried.**

4. Set regular monthly meetings: **Willford motioned to have meetings held every 3<sup>rd</sup> Thursday of the Month being held at 5:00pm second by Biel. Affirmative: Wetzel, Gossman, Biel, Willford, Affirmative Biel, Willford, Gossman, Wetzel. opposed none, motion carried.**

5. Election of duties (Chair Vice Chair ect.)

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Willford nominated Wetzel as Chair for 2026, second by Biel, Wetzel excepted and took over meeting from Gossman at 8:51. Gossman nominated Biel as Vice Chair second by Willford. Biel excepted. Willford. nominated Tesmer as Secretary second by Biel

6. Determine Committee jobs for 2026: 2026 Committee jobs were determined:

**Personnel Committee: Wetzel, Biel; Cost Share: Willford, Wetzel; Finance: Tesmer, Willford; Education: Biel, Tesmer, RR1W1P Policy Committee: Gossman Tesmer, Area VII joint Powers Board: Tesmer, Biel, EQIP Local Work Group: Willford, Wetzel, Building: Gossman, Wetzel, Forestry: Gossman, Wetzel.**

7. Review of 2026 Annual plan and 2025 Annual results.: **This was reviewed at Dec 18<sup>th</sup> meeting and approved in minutes.**

8. Approve supervisor handbook edits: **Gossman motioned to approve change to page 5 item 4, second by Biel, Affirmative: Wetzel, Willford, Biel, Gossman opposed none, motion carried.**

a. Suggestion to amend page 5 item number 4: Votes can be made via visual/virtual method following MN opening meeting law.

9. Approve operational policy handbook:

a. removal of Fillmore County lease information, **Willford motioned to have lease with Fillmore Country removed from policy handbook second by Gossman, Affirmative, Biel, Wetzel, Willford, Gossman, Affirmative: Biel, Willford, Wetzel, Gossman opposed none, motion carried.**

10. 2026 Employee Handbook: **Willford motioned to approve revision a. to the 2026 handbook second by Gossman. Affirmative, Wetzel, Biel, Gossman, Willford, opposed none, motion carried.**

a. Consider early out@ 11:30 moving forward in 2026 ect. for Fillmore SWCD employees when Christmas Eve lands during the weekdays Monday- Friday.

**III. Adjournment: Biel motioned to adjourn second by Gossman, Affirmative Willford, Wetzel, Biel Gossman, Affirmative Biel, Gossman, Wetzel, Willford. Opposed, none, meeting adjourned at 9:12 am**