

# English River Watershed Management Authority

## Meeting Minutes

November 21, 2013  
7:00 PM  
Sigourney Public Library

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Member Representatives in attendance: Ryan Schlabaugh (Chair), Jack Seward, Jr. (Vice Chair), Kelley Putman (Treasurer), Jan Anderson (Board 1), Nick Pacha (Board 2), Kate Giannini (Board 3), Bill Poch, Gary Bates, Steve Johnston, Michael Berg

Others in attendance: Jody Bailey (Secretary), Mary Beth Stevenson (Iowa Department of Natural Resources), Dr. Allen Bradley, Jr. (Iowa Flood Center)

### **1. Call to Order**

Schlabaugh called the meeting to order at 7:09 PM. Roll call was taken.

### **2. Introductions**

### **3. Approval of minutes (Discussion/Action)**

#### **a. October 24, 2013**

*M/S to approve meeting minutes by Seward/Berg. Motion passed.*

### **4. Comprehensive Watershed Management Planning (CWMP) Grant Contract Update (Discussion)**

Schlabaugh provided an update on the CWMP grant. All founding member organizations approved the contract with IDNR to expend the funds, as well as approval of the selected subcontractors to perform the work. The grant is on track to be executed December 1, 2014.

WMA members and attendees from the public engaged in a short discussion about the workplan with Bradley- Iowa Flood Center, Bailey- Watershed Coordinator, and Stevenson- IDNR. Each party explained their role in assisting with completion of all tasks outlined in the CWMP workplan. Inclement weather prevented staff from Iowa Soybean Association from being able to attend as planned.

### **5. Committees (Discussion)**

Bailey provided an update on the formation of a Technical and Community Advisory Committees to assist with the CWMP project. Efforts are underway to seek technical experts from area agencies such as the U.S. Geological Survey, Iowa Dept. of Agriculture and Land Stewardship, Iowa Department of Natural Resources, Iowa Flood Center, Iowa Soybean Association, Conservation Districts, conservation nonprofits, and others to serve on the Technical Advisory Committee.

Residents of urban and rural areas in the watershed are being recruited to serve on the Community Advisory Committee. A sign-up sheet was passed around.

## **6. Membership Updates (Discussion)**

New Member Representatives and Alternates present at this meeting were introduced and welcomed, and contact information was confirmed for each individual.

Bailey led a discussion on membership in the WMA. To date, of the twenty-eight potential member organizations, twelve organizations have officially joined the ERWMA, eleven are undecided, and five have declined joining.

A discussion also took place about recruiting additional rural landowners and producers to serve as Board Members, Representatives/Alternates, and the advisory committees. The number of rural landowners and producers in the WMA has been increasing.

## **7. January Open House event (Discussion/Action)**

A discussion took place regarding holding an Open House/grant Kick Off celebration in early 2014. Bailey proposed holding the Open House on Thursday, January 16, 7:00PM at the Williamsburg Public Library. This event would provide an opportunity for the public to interact with project partners, learn more about opportunities and constraints in the English River watershed and the watershed assessment project.

*M/S by Poch/Bates to hold the ERWMA Open House on Thursday, January 16, 2014 at the Williamsburg Public Library. Motion passed.*

## **8. Election of Board Officers (Discussion/Action)**

Schlabaugh led a discussion about the need to determine staggered terms for new Board members, and additionally, that WMA had the option to either re-elect the pro-tem Board of Directors, or elect each position individually. The following term limits were proposed:

<b>Board Member</b>	<b>Term Length</b>	<b>Expires</b>
Chair	2-years	November 2015
Vice-Chair	3-years	November 2016
Treasurer	1-year	November 2014
Secretary	Fixed	N/A
Board 1	1-year	November 2014
Board 2	2-year	November 2015
Board 3	3-year	November 2016

*M/S by Poch/Bates to approve the proposed term limits for newly appointed Board members. Motion passed.*

Discussions confirmed that the pro-tem members were willing to continue serving in the current roles and that no other Member Representatives present were interested in serving on the Board of Directors for the ERWMA.

The pro-tem Board of Directors has been as follows (since elected in August of 2014)

Chair - Ryan Schlabaugh (City of Kalona) - Expires 11/21/15  
Vice Chair - Jack Seward (Washington County) - Expires 11/21/16  
Treasurer - Kelley Putman (Johnson County SWCD) - Expires 11/21/14  
Secretary - Jody Bailey  
Board 1 - Jan Anderson (City of Grinnell) - 11/21/14  
Board 2 - Nick Pacha (City of Wellman) - Expires 11/21/15  
Board 3 - Kate Giannini (Washington County SWCD) - Expires 11/21/16

*M/S by Bates/Poch approving re-election of pro-tem Board Members to serve full terms as outlined above. Motion passed.*

## **9. Financial Report**

Currently, the ERWMA does not have any funds. The CWMP grant will provide funds only to pay contractor fees to perform the watershed assessment. The City of Kalona has been serving as the administrative headquarters and fiscal agent for the ERWMA, and is currently seeking grants from local/regional sources to help pay for activities associated with the CWMP process and general ERWMA overhead (technology, printing, marketing, outreach, office supplies, postage, conference/meeting, and transportation expenses).

## **10. Adjournment**

*M/S by Anderson/Seward to adjourn the meeting. Motion passed.*

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

Minutes taken by J. Bailey