

VICTORIA SOIL AND WATER CONSERVATION DISTRICT #346
307 Glasgow Street, Suite A
Victoria, Texas 77904
(361) 576-1129 ext. 3

MINUTES OF BOARD MEETING
January 22nd, 2025

The Victoria Soil and Water Conservation District #346 met at the Conference Room of the USDA Service Center located at 307 Glasgow Street, Victoria, Texas. The directors that attended the meeting were Stephen Diebel, Chairman; Brett Huegele; Vice-Chairman, Rob Angerstein; Treasure; and Charlie White, member and Sherilyn Arnecke, member. Others that attended the meeting were Kelly Sullins, District Clerk; Dillan Drabek, NRCS District Conservationist; Ricardo Martinez, NRCS Resource Specialist, Kevin Isom, NRCS RTL and Shannon Barron, FWS Biologist.

1. Call Meeting to Order and Establish a Quorum, Stephen Diebel called the meeting to order at 1:40 PM after establishing there was a Quorum of board members present.
2. Roll Call for SWCD Employees and Public Participants: Roll Call was done and established there were no public participants
3. Public Comment – Limited to three minutes per participant.
4. Review and Approve the Minutes of the Previous Meeting: November 18, 2024. The minutes were reviewed, the motion to accept the meeting minutes of the November meeting was made by Sherilyn Arnecke and was seconded by Brett Huegele, the motion carried.
5. Discuss and/or take action on the Financial Report for November and December. The November and December financial reports were reviewed, motion to file the Financial Reports for future audit as amended was made by Charlie White and seconded by Rob Angerstein, the motion carried.
6. Business:
 - a. Discuss and/or take action on the employee time sheets and TA/TSP reimbursement request for November and December's payroll. The November and December time sheets and TA/TSP reimbursement request was reviewed and motion to accept was made Brett Huegele and seconded by Charlie White, the motion carried.
 - b. Discuss and/or take action on the IRS 941 monthly payment for November and December 2024. The monthly 941 payment for November and December was reviewed and the motion to accept was made by Charlie White and seconded by Sherilyn Arnecke, the motion carried.
 - c. Discuss and/or take action on the Workforce 4th quarter unemployment report. The 4th quarter 2024 Workforce Unemployment report was reviewed, there was no payment to be made, the motion was made to accept by Charlie White and seconded by Sherilyn Arnecke, the motion carried.

- d. Discuss and/or take action on any Matching Funds Requests Forms for FY25. There were two matching funds request forms that were reviewed. The motion was made to accept the Matching Funds request form for December and January by Brett Huegele and seconded by Rob Angerstein, the motion carried.
 - e. Discuss and/or take action on any CAP Request forms for FY25. There were no CAP requests for November, no action taken.
 - f. Discuss and/or take action on the 1st Quarter Cellular Data Reimbursement request for FY25. The 1st quarter Cellular Data Reimbursement request was reviewed, the motion to accept was made by Charlie White and was seconded by Brett Huegele, the motion carried.
 - g. Discuss and/or take action on the ATSWCD Education and Outreach Grant application for FY2025. The submission for reimbursement for the Education and outreach grant from the ATSWCD was reviewed and the motion to accept was made by Charlie White and seconded by Sherilyn Arnecke, the motion carried.
 - h. Discuss and/or take action on the Year End Financial Report for 2024. The 2024 Year End Financial report was reviewed, the motion to accept was made by Brett Huegele and seconded by Charlie White, the motion carried.
 - i. Discuss and/or take action on any dues, sponsorships, memberships or memorials. There was one donation request made to donate \$100 to a memory donation for Bryce McDonald, the motion was made to accept by Brett Huegele and was seconded by Sherilyn Arnecke, the motion carried. Directors signed thank you letters for those donations received.
 - j. Discuss and/or take action on the Area 3 Conservation Contest submissions for FY25. The Area Conservation contest submissions was discussed, the motion was made to accept by Charlie White and was seconded by Brett Huegele, the motion carried.
 - k. Discuss and/or take action on the district Conservation Awardees for FY25. The Conservation awardees were discussed and no action was taken at this time.
7. Review and Approve Disbursements and Monthly Bills. The Monthly disbursements and bills were reviewed for December and January. The Motion to accept and ratify the Monthly Bills for December and January, as amended, was made by Charlie White and seconded by Brett Huegele, the motion carried.
8. Events:
- a. Discuss and/or take action on the Annual Brush Workshop that was held on December 4th, 2024 in Goliad. Event was discussed no action taken.

- b. Discuss and/or take action on the ATSWCD Legislative day in Austin “Conservation District Day at the Capital” March 4th & 5th. The Legislative day was discussed, no action taken
 - c. Discuss and/or take action on the 2025 District Director and Employee workshop on April 8th and 9th. The Director workshop was discussed, no action taken.
9. The Annual Plan of work for the Month of January, 2025 was reviewed, no action was taken.
10. Review Correspondence. Reviewed, no action taken.
11. NRCS Report: Dillan Drabek gave his report
- a. The hosting of the local NRCS Workgroup was discussed a date of March 13th was proposed, will look into reserving the Prosperity Bank townhall meeting room
 - b. The NRCS had (4) conservation plans to be signed. The district directors reviewed and signed the 4 plans, the motion was made to accept by Brett Huegele and was seconded by Sherilyn Arnecke, the motion carried.
12. TSSWCB Wharton Regional Office Report: - There were no Regional office items, no action taken.
- a. Discuss and/or take action on any Water Quality Management Plan (WQMP) items. There were no WQMP plans to review, no action taken.
13. TSSWCB Field Representative Report: the TSSWCB field representative report was discussed and no action taken at this time.
14. Victoria SWCD Technician Report –
15. Set Next Meeting Date: Next meeting date is February 24th at 1:30 PM.
16. Adjourn: The Chairman Adjourned the meeting.

Chairman

Secretary

Approved on _____