



**MINNESOTA  
SOIL and WATER CONSERVATION DISTRICTS**

*Minutes of the February 14, 2019 Board Meeting  
Martin Soil and Water Conservation District  
Fairmont, Minnesota*

**Meeting called to order by Meschke at 9:00 am**

**The Pledge of Allegiance**

Members present: Linda Meschke – Vice Chair, Judy Beckman – member, Tyler Ask – member, and Clair Schmidt – member

Absent: Larry Cowing – Chair

Others present: Ashley Brenke – District Manager, Betsy Norland – District Conservationist, Greg Johanson – Farm Bill Technician, and Dustin Benes – Technician

**Changes or Additions to Agenda – None**

**Secretary's Report**

A motion was made by Beckman to approve the January 10, 2019 Secretary's Report, second by Ask. Motion carried unanimously.

**Treasurer's Report**

A motion was made by Ask to approve the Treasurer's Report, second by Beckman. Motion carried unanimously.

**Bills to Pay**

An invoice from Sommer Outdoors, bait pucks for \$462.00. First 150 fishing tournament contestants. A motion was made by Beckman to approve payment to Sommer Outdoors, second by Ask. Motion carried unanimously.

**Cost-Share Programs**

State Cost-Share

*Completed Projects*

CS #19-18	Jake Fretty
Township:	Fairmont
Project:	Well Sealing
Project Bid Amount:	\$3,922.00
Cost Share Requested:	\$1,000.00

Eligible Project Cost: \$2,318.15

Cost Share Due: \$1,000.00

A motion was made by Beckman to approve payment of \$1,000.00 for CS #19-18, second by Ask. Motion carried unanimously.

### **Grant Programs**

#### **2018 Final Financial Reports Summary**

A final financial report summary was handed out identifying all closed out BWSR Grants for 2018.

A motion was made by Ask to approve the 2018 Final Financial Report Summary, second by Beckman. Motion carried unanimously.

#### **Fairmont Chain of Lakes Grant**

Martin SWCD was awarded a grant agreement to improve the Fairmont Chain of Lakes water quality by implementing practices on agricultural lands in Dutch Creek and Chain of Lakes Watershed.

A motion was made by Ask to approve the Grant agreement, second by Beckman. Motion carried unanimously.

#### **Capacity grant amendment**

Due to increased support from the County, Martin SWCD received an amendment for an additional \$9,000.00 in BWSR Capacity funding.

A motion was made by Schmidt to approve the Capacity funding amendment, second by Beckman. Motion carried unanimously.

### **Old Business**

#### **2019 Summer Intern(s)**

Minnesota Valley Action Council received two applications for summer interns interested in conservation. The cost for us to have the second intern is \$500.00. Both interns would work 29 hours a week, schedules to be decided.

A motion was made by Beckman to accept two interns from MVAC, second by Ask. Motion carried unanimously.

#### **Watowan One Watershed, One Plan Open House**

Informational open house was held on January 28 in St. James.

#### **Office Lease**

The current office lease began on February 1, 2019. The building owner has asked if we would be willing to rent back storage space to Great Plains during their building remodel.

A motion was made by Schmidt to approve renting back storage space, second by Beckman. Motion carried unanimously.

### **New Business**

#### **New Copier/Printer**

Walters received three quotes from businesses for a new printer/copier.

A motion was made by Ask to approve purchasing a printer/copier from Riverbend Business, second by Schmidt. Motion carried unanimously.

#### **Legislative Days**

Legislative Days for MASWCD will be held March 5 & 6. Meetings have been scheduled with Representative Bob Gunther and Senator Julie Rosen. Two staff plan on attending.

A motion was made by Beckman to approve expenses for two staff attending Legislative Days, second by Ask. Motion carried unanimously.

### **MASWCD 2019 Legislative Platform**

MASWCD is currently working on two initiatives for legislation: moving the source of capacity funding from Clean Water Funds to the General Fund and allowing SWCD statutory levy authority.

### **Audit Engagement Letter**

An engagement letter was received for the 2018 audit. The bid is \$2,700.00 for the audit. A motion was made by Beckman to approve the audit bid for \$2,700.00, second by Schmidt. Motion carried unanimously.

### **Reports**

#### ***Special Meetings***

##### ***Joint meeting with County Commissioners***

Meeting was held on January 22, 2019 over breakfast.

##### ***Minnesota Native Plant Society***

2019 annual symposium will be held on Saturday March 23 at the MN Landscape Arboretum.

##### ***County Commissioner Report***

Martin SWCD and Planning & Zoning will give a block grant report to the Commissioners on Tuesday.

##### ***District Conservationist Report - Norland***

See handout.

Local Work Group set for 10:30 am – Noon on March 14, 2019 after SWCD Board meeting.

##### ***District Manager Report – Brenke***

See handout.

##### ***Water Plan Advisory Committee – Beckman***

Next Water Plan meeting will be in March.

##### ***SCTSA – Schmidt***

No meeting.

##### ***GBERBA – Ask***

The next technical meeting is on February 27. March 8 there will be a joint Policy/Technical meeting.

##### ***AgBMP***

A motion was made by Ask to delegate Brenke to sign the AgBMP agreement, second by Beckman. Motion carried unanimously.

### **Adjourn**

A motion was made by Beckman to adjourn the meeting, second by Ask. Motion carried unanimously. Meeting was adjourned at 10:01am.

Respectfully submitted,

March 14, 2019 Date Approved Dustin Benke Secretary-Treasurer

**Martin Soil & Water Conservation District**  
**Treasurer's Financial Report**  
2/28/2019

<b>A. Balance on Hand January 31, 2019</b>	\$	423,598.61
Total Receipts ending 2/28/19	\$	45,683.68
Less Total Expenditures ending 2/28/19	\$	(49,279.17)
	\$	420,003.12

**B. Accounts Payable**

City of Lakes Media - Radio ads		840.00
Prairie Ecology Bus - AIS		7,432.95
Frontier Telephone		287.16
Marco - Copier		101.39
Jesse Walters - Expense reimbursement		15.89
Ashley Brenke - Expense reimbursement		474.90
Fairmont Photo Press		83.85
Martin Co Hwy Dept - Fuel		154.80
	\$	9,390.94

**C. Accounts Receivable**

Lance Becker		722.88
Lloyd Olson		240.00
Lowell Spee		6,748.50
Fox Lake Conservation League		3,560.00
	\$	11,271.38

**Bills paid as of 2/28/19**

#11119	Arthur Andrews Properties, LLC	2,962.53
#11120	MN PEIP - health insurance	3,404.24
ACH	PERA	1,660.51
#11121	Greg Johanson - net wages	1,694.01
#11122	Rich Perrine - net wages	1,596.27
#11123	Dustin Benes - net wages	1,254.53
#11124	Jesse Walters - net wages	1,258.97
#11125	Hannah C. Neusch - net wages	1,167.53
#11126	Ashley A. Brenke - net wages	1,617.48
#11127	Verizon Wireless	50.44
#11128	NCPERS - life insurance	64.00
#11129	Frontier Telephone	287.16
ACH	MN Revenue - sales tax	675.00
ACH	Further - Health Savings Account	1,000.00
#11130	MN PEIP - health insurance	3,404.24

ACH	MN Revenue	802.00
ACH	PERA	1,670.51
ACH	U.S. Treasurer	4,976.46
#11131	Greg Johanson - net wages	1,694.01
#11132	Rich Perrine - net wages	1,596.27
#11133	Dustin Benes - net wages	1,254.53
#11134	Jesse Walters - net wages	1,258.97
#11135	Hannah C. Neusch - net wages	1,167.53
#11136	Ashley A. Brenke - net wages	1,617.48
#11137	SCMACDE - Managers meeting	15.00
#11138	Further - HSA fees	85.00
#11139	Hy-Vee	160.85
#11140	Sommer Outdoors - AIS bait pucks	462.00
#11141	Crow Wing SWCD - LCCMR	3,673.60
#11142	Martin County Knights of Columbus - Soil Health meeting	150.00
#11143	Fairmont Sentinel - Soil Health ads	109.00
#11144	Fairmont Photo Press - Conservation Update	825.77
#11145	Martin County Recorder	46.00
#11146	MDI - Tree wrap	585.68
#11147	Profinium Financial - safety deposit box	35.00
#11148	Truman Tribune - meeting notice	34.50
ACH	PERA	1,660.51
#11149	Shooting Star Native Seeds	1,902.60
#11150	River Bend Business Products	135.47
#11151	Martin Co Hwy Dept - fuel	83.52
#11152	Beverly Fretty - State Cost Share	1,000.00
#11153	MASWCD - Legislative Days	180.00
		<u>\$ 49,279.17</u>

Receipts as of 2/28/19

BWSR - Farm Bill Technician	7,948.00
MDA - Wetland sampling	355.20
PCA - Elm Creek sampling	4,926.41
BWSR - Easement payment	2,000.00
MASWCD - CRP Plans	9,240.00
Trees	2,066.28
GBERBA - Financial Coordinator	376.00
Seeding	18,663.05
State Bank of Fairmont - checking account interest	108.74
	<u>\$ 45,683.68</u>

**Treasurer's Monthly Report**  
**Program Summary**  
**2/28/2019**

Fund Account	Cash Balance 1/31/2019	Receipts	Disbursements	Cash Balance 2/28/2019
District Funds	\$ 13,719.38	\$ 35,735.68 j.e. 250.00	\$ 38,105.57	\$ 11,599.49
County Funds	(19,860.49)	-	-	(19,860.49)
BWSR Service Grant	18,908.00	-	2,000.00	16,908.00
BWSR - Farm Bill Specialist Grant	(9,948.00)	7,948.00	1,500.00	(3,500.00)
BWSR - Capacity Services T & A	205,678.87	-	-	205,678.87
BWSR - Blue Earth WCPI T & A	144,247.77	-	3,000.00	141,247.77
BWSR - CREP/RIM Grant	(16,676.25)	2,000.00	-	(14,676.25)
BWSR State Cost Share FY16 T & A	-	-	-	-
BWSR State Cost Share FY17-18 T & A	7,696.25	-	1,000.00 j.e. 250.00	6,446.25
BWSR State Cost Share FY19 T & A	17,945.00	-	-	17,945.00
BWSR - CWMA FY 16 T & A	(7,500.00)	-	-	(7,500.00)
BWSR - Flood T & A	92,219.15	-	-	92,219.15
BWSR - Buffer Funds T & A	55,341.18	-	-	55,341.18
PCA - Blue Earth River SWAG	-	-	-	-
LCCMR	(79,766.00)	-	3,673.60	(83,439.60)
BWSR - Buffer Cost Share T & A	1,593.75	-	-	1,593.75
<b>Totals</b>	<b>\$ 423,598.61</b>	<b>\$ 45,683.68</b>	<b>\$ 49,279.17</b>	<b>\$ 420,003.12</b>

Use of Cash	1/31/2019	2/28/2019
Checking Account	<u>273,355.58</u>	<u>269,760.09</u>
Profinium L.I.S.A. Account	<u>150,243.04</u>	<u>150,243.04</u>
	<u><u>\$ 423,598.62</u></u>	<u><u>\$ 420,003.13</u></u>

