



**MINNESOTA
SOIL and WATER CONSERVATION DISTRICTS**

***Minutes of the January 10, 2019 Board Meeting
Martin Soil and Water Conservation District
Fairmont, Minnesota***

Members present: Judy Beckman – Chair, Linda Meschke – member, Tyler Ask – member, and Larry Cowing – Vice Chair

Absent: Clair Schmidt – member

Others present: Ashley Brenke – District Manager, Steve Flohrs – County Commissioner Liaison, Greg Johanson – Farm Bill Technician, Jesse Walters – Outreach Coordinator, and Dustin Benes – Technician.

Meeting called to order by Beckman at 9:00 am

The Pledge of Allegiance

Elections

A motion was made by Meschke to nominate Cowing as the 2019 Chair, second by Ask. Motion carried unanimously.

A motion was made by Ask to nominate Meschke as 2019 Vice Chair, second by Cowing. Motion carried unanimously.

Cowing took over as chair.

Supervisor Committee Assignments

A motion was made by Meschke to approve all committee assignments as discussed (attached), second by Ask. Motion carried unanimously.

Financial Institution Designation

A motion was made by Beckman to approve State Bank of Fairmont and Profinium Financial as our designated financial institutions, second by Ask. Motion carried unanimously.

Old Business

2019 Summer Intern

Fox Lake Conservation League is not as interested in funding a summer intern as we thought they were. Another option for a 2019 summer intern is through the MN Valley Action Council (MVAC), who has an internship program for Martin County.

A motion was made by Ask to submit an application, second by Meschke. Motion carried unanimously.

New Business

Buffer Compliance Tracking

Jesse has created a plan for buffer compliance tracking. This also includes a template form for responding to buffer complaints.

A motion was made by Ask to approve the buffer compliance tracking plan, second by Beckman. Motion carried unanimously.

Secretary's Report

A motion was made by Meschke to approve the December 13, 2018 Secretary's Report, second by Beckman. Motion carried unanimously.

A motion was made by Beckman to approve the December 27, 2018 Special meeting Secretary's Report, second by Meschke. Motion carried unanimously.

Treasurer's Report

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

Bills to Pay

No additional bills to pay.

Cost-Share Programs

State Cost-Share

Cancellation

CS #20-16	Stephen Melson 1
Township:	Cedar
Project:	Well Sealing
Project Bid Amount:	\$800.00
Cost Share Requested:	\$400.00
Return to BWSR:	\$400.00

A motion was made by Meschke to cancel CS #20-16, second by Beckman. Motion carried unanimously.

New Projects

CS #22-18	Stephen Melson 1
Township:	Cedar
Project:	Well Sealing
Project Bid Amount:	\$800.00
Cost Share Requested:	\$400.00

A motion was made by Ask to encumber \$400.00 for CS #22-18, second by Beckman. Motion carried unanimously.

Capacity Funds

Completed Projects

CF #1-18	Dean Weiss
Township:	Manyaska
Project:	Cover Crops, 1 species 50 Acres
Project Bid Amount:	\$6,150.00
Cost Share Requested:	\$6,150.00
Cost Share Due:	\$6,150.00

A motion was made by Meschke to approve payment of \$6,150.00 for CF #1-18, second by Ask. Motion carried unanimously.

Treasurer's Monthly Report
Program Summary
1/31/2019

Fund Account	Cash Balance 12/31/2018	Receipts	Disbursements	Cash Balance 1/31/2019
District Funds	\$ 29,612.91	\$ 2,271.42	\$ 18,164.95	\$ 13,719.38
County Funds	(23,707.11)	33,949.50	30,102.88	(19,860.49)
BWSR Service Grant	18,908.00	-	-	18,908.00
BWSR - Farm Bill Specialist Grant	(11,243.00)	3,295.00	2,000.00	(9,948.00)
BWSR - Capacity Services T & A	111,828.87	100,000.00	6,150.00	205,678.87
BWSR - Blue Earth WCPI T & A	144,385.57	-	137.80	144,247.77
BWSR - CREP/RIM Grant	(18,683.75)	3,472.25	1,464.75	(16,676.25)
BWSR State Cost Share FY16 T & A	500.00	-	500.00	-
BWSR State Cost Share FY17-18 T & A	8,803.75	-	1,107.50	7,696.25
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	20,341.18	35,000.00	-	55,341.18
PCA - Blue Earth River SWAG	(14,333.41)	14,333.41	-	-
LCCMR	(79,766.00)	-	-	(79,766.00)
BWSR - Buffer Cost Share T & A	1,593.75	-	-	1,593.75
Totals	\$ 290,904.91	\$ 192,321.58	\$ 59,627.88	\$ 423,598.61

Use of Cash	<u>12/31/2018</u>	<u>1/31/2019</u>
Checking Account	140,661.88	273,355.58
Profinium L.I.S.A. Account	150,243.04	150,243.04
	<u>\$ 290,904.92</u>	<u>\$ 423,598.62</u>

Grant Programs

Final Financial Reports

Final financial report is due for the Watershed Conservation Planner.

A motion was made by Meschke to submit the semiannual report, second by Beckman. Motion carried unanimously.

MDA Cover Crop Grant

The University of Minnesota received an MDA grant for ongoing assessment of cover crop effectiveness within a treatment train of agricultural BMP's. They have asked if we would sample the Roberts' wetland approximately 20 times throughout the year, for \$4,000.00. Lab results will be covered with other funds.

A motion was made by Meschke to approve the agreement with the University of MN, second by Ask. Motion carried unanimously.

Old Business

Strategic Plan Review

Discussion and yearly review of the strategic plan.

2019 Annual Plan

Discussion and review of the Annual Plan.

A motion was made by Beckman to adopt the 2019 Annual Plan, second by Ask. Motion carried unanimously.

Office Lease/Remodel

The new lease will need a signature by February 1, 2019.

A motion was made by Meschke to approve the lease agreement contingent on what was agreed upon, second by Ask. Motion carried unanimously.

New Business

2019 Cost Share Policy

A motion was made by Ask to approve the 2019 Cost Share Policy, second by Beckman. Motion carried unanimously.

Open House and Tree Days

The SWCD Open House/Tree Days will be held on Friday, February 1 from 8:00 – 4:00 and Saturday, February 2 from 8:00 – noon.

Aquatic Invasive Species Project Update

The Fairmont Lakes Foundation ice fishing tournament will be held on January 26. Educational information and products will be distributed to all participants.

The MN DNR contacted Dustin about a possible joint project with the Iowa DNR on Iowa Lake, future meeting in February.

A motion was made by Meschke to approve up to \$500.00 to distribute educational products at the Fairmont Lakes Foundation Ice Fishing tournament, second by Beckman. Motion carried unanimously.

Ag BMP Loan Program

The Ag BMP loan program is a water quality program that provides low interest loans to farmers, rural landowners and agricultural supply businesses. Goal is to encourage best management practices to improve water quality.

A motion was made by Meschke to approve the annual report, second by Ask. Motion carried unanimously.

Reports

Special Meetings

One Watershed One Plan

There will be a Policy Committee meeting for the Watonwan One Watershed, One Plan on January 16, 2019. On January 28 there will be a kick off meeting open to the public in St. James.

Water Plan Committee – Beckman

The Water Plan Committee meeting was held December 20, 2018. Emily Nelson from the Conservation Fund presented on projects. Perrine gave an update on Ag BMP and an upcoming Soil Health workshop. DNR gave an update on Yellow Bass in the Fairmont Chain of Lakes. Next meeting is March 21.

County Commissioners Report – Flohrs

New Commissioner was sworn in, Richard Koons.
A report came back for the potential new security building.

District Conservationist Report – Norland

See handout.

District Manager Report - Brenke

See year in review handout.
Recommended that staff complete quarterly reports.
Breakfast with the County Commissioners will be at the Ranch Restaurant on January 22 at 7:00 am.
Brenke will continue as GBERBA financial coordinator until new staff is trained.
Discussion on CREP parcels and problems that are happening with drainage and trees.

SCTSA – Ask

Yearly reviews for staff and pay raises were discussed.

GBERBA – Ask

GBERBA did not receive any competitive grants this year. They continue to work on drainage grants and One Watershed, One Plan.

Legislative Days

Legislative Days will be on March 5th and 6th.

Adjourn

A motion was made by Beckman, second by Meschke to adjourn meeting. Motion carried unanimously.

Meeting was adjourned at 11:20 am.

Respectfully submitted,

February 14, 2019 Date Approved Austin Beuer Secretary-Treasurer

Martin Soil & Water Conservation District
Treasurer's Financial Report
1/31/2019

A. Balance on Hand December 31, 2018	\$ 290,904.91
Total Receipts ending 1/31/19	\$ 192,321.58
Less Total Expenditures ending 1/31/19	\$ (59,627.88)
	\$ 423,598.61

B. Accounts Payable

Shooting Star Native Seeds	1,902.60
Verizon Wireless	50.44
Frontier Telephone	287.16
Hy-Vee	80.93
MDI - Tree wrap	585.68
River Bend Business Products	135.47
Further - Health Savings Account Fees	85.00
Fairmont Photo Press - Ads and Conservation Update	825.77
Fairmont Sentinel - Soil Health Ads	109.00
Knights of Columbus - Soil Health Meeting	150.00
Martin Co Recorder - CREP	46.00
Crow Wing SWCD - LCCMR	3,673.60
Truman Tribune - Public notice	34.50
Profinium - Safety deposit box	35.00
Martin Co Hwy Dept - Fuel	83.52
	\$ 8,084.67

C. Accounts Receivable

MASWCD	9,240.00
Lance Becker	722.88
Lloyd Olson	240.00
Lowell Spee	6,748.50
Fox Lake Conservation League	3,560.00
	\$ 20,511.38

Bills paid as of 1/31/19

#11078	NCPERS - Life insurance	32.00
#11079	Arthur Andrews Properties, LLC	998.67
ACH	PERA	1,582.23
#11080	Greg Johanson - net wages	1,694.01
#11081	Rich Perrine - net wages	1,596.27
#11082	Dustin Benes - net wages	1,254.53
#11083	Jesse Walters - net wages	1,258.97

#11084	Hannah C. Neusch - net wages	1,136.07
#11085	Ashley A. Brenke - net wages	1,617.48
ACH	PERA	1,582.23
ACH	PERA	148.00
#11086	Verizon Wireless	124.52
#11087	Frontier Telephone	293.41
#11088	Knights of Columbus - Area 6	145.00
#11089	MDA - Pesticide applicator license	64.00
ACH	Further - Health Savings Account	1,000.00
ACH	U.S. Treasurer	4,479.78
ACH	MN Revenue	694.00
#11090	Faribault County SWCD - SWAG	2,761.42
#11091	Blue Earth County SWCD - SWAG	1,527.90
#11092	Hy-Vee	236.52
#11093	Greg Johanson - net wages	1,694.01
#11094	Rich Perrine - net wages	1,596.27
#11095	Dustin Benes - net wages	1,254.53
#11096	Jesse Walters - net wages	1,258.97
#11097	Hannah C. Neusch - net wages	1,167.53
#11098	Ashley A. Brenke - net wages	1,617.48
#11099	Shooting Star Native Seeds	860.10
#11100	Verizon Wireless	83.66
#11101	MCIT - insurance	10,084.00
#11102	Jenkinson Abstract - CREP	562.50
#11103	Hannah Neusch - expense reimbursement	11.51
#11104	MVTL Laboratories - water samples	57.30
#11105	Martin County Hwy Dept - fuel	167.25
#11106	Fleet & Farm Supply	1.37
#11107	Graham Tire	151.08
#11108	Martin County Recorder	85.00
#11109	MASWCD - dues	3,484.84
#11110	Ritter Ag Inc.	66.59
#11111	Fruendt & Johnson - CREP	817.25
#11112	Ashley Brenke - expense reimbursement	121.70
#11113	Visual Identity Vault - AIS	102.88
#11114	Hannah Neusch - expense reimbursement	126.29
#11115	Dean Weiss - Capacity Funds cost share	6,150.00
#11116	BWSR - FY16 Cost Share returned funds	500.00
#11117	BWSR - FY17 Cost Share returned funds	1,107.50
ACH	MN Unemployment tax	26.00
ACH	PERA	1,654.24
#11118	Nancy Jo's Catering - soil health event	591.02

\$ 59,627.88

Receipts as of 1/31/19

BWSR - FY2019 Capacity	100,000.00
BWSR - FY2019 Buffers	35,000.00
BWSR - Easement Payment (Bahr)	2,000.00
BWSR - Easement Expenses	1,472.25
PCA - Blue Earth SWAG	14,333.41
BWSR - CREP Outreach	3,295.00
County Allocation & NRBG	33,949.50
GBERBA - Financial Coordinator	423.00
Area 6 Reimbursement	1,001.67
Seeding	731.16
State Bank of Fairmont - checking account interest	115.59
	<u>\$ 192,321.58</u>

Treasurer's Monthly Report
Final Program Summary
12/31/2018

Fund Account	Cash Balance 11/30/2018	Receipts	Disbursements	Cash Balance 12/31/2018
District Funds	\$ 10,245.02	\$ 23,081.01 j.e. 2,458.75 j.e. 1,192.05 j.e. 14,831.31 j.e. 4,512.00 j.e. 2,312.50 j.e. 1,017.20 j.e. 56.25	\$ 30,093.18	\$ 29,612.91
County Funds	(19,562.79)	-	4,144.32	(23,707.11)
BWSR Service Grant	18,908.00	-	-	18,908.00
BWSR - Farm Bill Specialist Grant	(5,497.12)	-	5,745.88	(11,243.00)
BWSR - Capacity Services T & A	141,474.85	-	27,187.23 j.e. 2,458.75	111,828.87
BWSR - Blue Earth WCPI T & A	148,897.57	-	- j.e. 4,512.00	144,385.57
BWSR - CREP/RIM Grant	(18,683.75)	-	-	(18,683.75)
BWSR State Cost Share FY16 T & A	2,448.89	-	1,948.89	500.00
BWSR State Cost Share FY17-18 T & A	11,242.95	-	1,422.00 j.e. 1,017.20	8,803.75
BWSR State Cost Share FY19 T & A	17,945.00	-	-	17,945.00
BWSR - CWMA FY 16 T & A	(5,187.50)	-	- j.e. 2,312.50	(7,500.00)
BWSR - Flood T & A	93,411.20	-	- j.e. 1,192.05	92,219.15
BWSR - Buffer Funds T & A	35,172.49	-	- j.e. 14,831.31	20,341.18
PCA - Blue Earth River SWAG	(8,628.29)	-	5,705.12	(14,333.41)
LCCMR	(66,208.58)	-	13,557.42	(79,766.00)
BWSR - Buffer Cost Share T & A	1,875.00	-	225.00 j.e. 56.25	1,593.75
Totals	\$ 357,852.94	\$ 23,081.01	\$ 90,029.04	\$ 290,904.91

Use of Cash	11/30/2018	12/31/2018
Checking Account	<u>207,920.41</u>	<u>140,661.88</u>
Profinium L.I.S.A. Account	149,932.54	150,243.04
	<u>\$ 357,852.95</u>	<u>\$ 290,904.92</u>