



**MINNESOTA  
SOIL and WATER CONSERVATION DISTRICTS**

***Minutes of the July 11, 2019 Board Meeting  
Martin Soil and Water Conservation District  
Fairmont, Minnesota***

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

**The Pledge of Allegiance**

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

Absent: Tyler Ask – member and Clair Schmidt – member

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

**Changes or Additions to Agenda**

No

**Secretary's Report**

A motion was made by Meschke to approve the June 13, 2019 Secretary's Report, second by Beckman. Motion carried unanimously.

**Treasurer's Report**

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

**Bills to Pay**

Visual Identity is designing and making Lanyards and pens with the AIS message. Cost for the project is \$1,980.00.

A motion was made by Meschke to approve payment of \$1,980.00 for AIS products from Visual Identity Vault, second by Beckman. Motion carried unanimously.

**Programs**

**Cost-Share Programs**

State Cost-Share

*Completed Projects*

CS #2-19

Rodney Haeckel

Township: Rolling Green  
Project: Well Sealing  
Project Bid Amount: \$750.00  
Cost Share Requested: \$375.00  
Eligible Project Cost: \$750.00  
Cost Share Due: \$375.00

A motion was made by Meschke to approve payment of \$375.00 for CS #2-19, second by Beckman.  
Motion carried unanimously.

CS #4-19 Connie Hines  
Township: Westford  
Project: Well Sealing  
Project Bid Amount: \$931.99  
Cost Share Requested: \$465.00  
Eligible Project Cost: \$931.99  
Cost Share Due: \$465.00

A motion was made by Beckman to approve payment of \$465.00 for CS #4-19, second by Meschke.  
Motion carried unanimously.

### **Well Sealing – Clean Water Funds**

#### *New Project*

CWF #2-19-Well Tiffany Jandle  
Township: Galena – City of Trimont  
Project: Large 8” Well Sealing  
Project Bid Amount: \$3,055.00  
Cost Share Requested: \$1,000.00

A motion was made by Meschke to encumber \$1,000.00 for CWF #2-19-Well, second by Beckman.  
Motion carried unanimously.

### **Grant Programs**

#### **CREP Grant Amendment**

We have an amendment to the CREP Grant. Funding is now for two staff positions through this grant.  
Amendment amount has increased to \$107,519.00.

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

#### **CREP and RIM Project Grant**

BWSR has approved \$28,799.00 for project work on some CREP and RIM Easement problem areas. A motion was made by Beckman to approve the CREP/RIM Conservation Delivery project grant, second by Meschke. Motion carried unanimously.

### **Old Business**

#### **2020 Budget**

Brenke discussed the 2019 Adopted Budget and 2020 Proposed Budget. A motion was made by Meschke to approve the 2020 Budget, second by Beckman. Motion carried unanimously.

### **New Business**

#### **Area VI Meeting**

The Area VI meeting is in New Ulm on Tuesday July 16. Two staff and 1 Supervisor, possibly 2 Supervisors will be attending. A Resolution for water storage in the MN River Basin has been submitted.

### **Travel Expenses for Hannah Neusch**

Neusch is planning on attending a Conservation Planning course for five days in Morris MN.

Reimbursement for hotel and food for 5 days.

A motion was made by Beckman to approve reimbursements for lodging and food, second by Meschke.

Motion carried unanimously.

### **Martin County Fair 4-H Auction**

A donation of \$100 goes towards the 4-H Premium Auction at the Martin County Fair. Request that the \$100 goes towards a conservation project.

A motion was made by Meschke to approve \$100 for the 4-H premium Auction, second by Beckman.

Motion carried unanimously.

### **Prevent Plant and GBERBA Cover Crop Policy**

Discussion on our current policy. Funds for cover crops are not to be used for prevent plant areas. Funds are available through EQIP for prevent plant.

### **Staff Shirts**

Visual Identity gave an estimate for long sleeve and short sleeve shirts for staff. Total cost is \$400.00, shirts will have AIS information.

A motion was made by Beckman to approve purchasing staff shirts, second by Meschke. Motion carried unanimously.

### **Future One Watershed, One Plans**

Discussion whether watersheds with similar areas of concern should work together to create plans, particularly Blue Earth River and Le Sueur River Watersheds. GBERBA should maybe take the lead, joint powers for the watersheds. Subcommittees under GBERBA for each; Watonwan, Blue Earth River and Le Sueur watersheds. At the next GBERBA policy meeting it should be discussed. Des Moines River and Le Sueur River Watersheds could start as early as 2020.

### **Environmental Awareness Day**

Environmental Awareness Day is set for September 17. Raptor center cost is \$1,087.00.

A motion was made by Meschke to approve hiring the Raptor Center, second by Beckman. Motion carried unanimously.

### **Reports**

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

#### **FLCL seed collecting – Beckman**

Beckman assisted with collecting porcupine grass seed along with Perrine and an MCW student.

#### **Governance 101 – Beckman**

Save the date September 12 & 13 for Governance 101, details to follow.

#### **County Commissioner Report – Flohrs**

County has hired an HR person and a new Auditor.

The compensation study came back, very comparable with 11 other counties. Currently working on updating job descriptions for all county employees.

#### ***District Conservationist Report – Norland***

See handout.

***District Manager Report – Brenke***

The office is going to have two audits. One is the annual financial audit. The second is the DNR Restoration Reviews, two streambanks are included in this audit: County Road 36 and Robert Adams streambank restoration.

Walters will be speaking as part of the 1590 From the Ground Up farm tour.

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

No June meeting, usually a summer tour. Next meeting will be September 19.

***SCTSA – Brenke***

No meeting.

***GBERBA – Brenke***

Next Policy/Technical meeting is July 19, 2019. One Watershed One Plan discussion.

***James Forshee Retirement***

Congratulations to James Forshee on his retirement. Open house will be Friday July 12, from 2:30-4:30.

***Adjourn***

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

Meeting was adjourned at 10:45 am.

Respectfully submitted,

August 8, 2019 Date Approved Austin Beuss Secretary-Treasurer

**Treasurer's Monthly Report**  
**Program Summary**  
**7/31/2019**

Fund Account	Cash Balance 6/30/2019	Receipts	Disbursements	Cash Balance 7/31/2019
District Funds	\$ 10,496.74	\$ 43,841.94 j.e. 199.75	\$ 38,326.28	\$ 16,212.15
County Funds	-	-	-	-
BWSR Service Grant	8,908.00	28,799.00	5,000.00	32,707.00
BWSR - Farm Bill/CREP Grant	(3,986.00)	-	2,000.00	(5,986.00)
BWSR - Capacity Services T & A	189,706.20	-	-	189,706.20
BWSR - Blue Earth WCPI T & A	122,213.75	-	128.68	122,085.07
BWSR - CREP/RIM Grant	(10,251.00)	-	-	(10,251.00)
BWSR State Cost Share FY18 T & A	5,692.50	-	-	5,692.50
BWSR State Cost Share FY19 T & A	17,326.25	-	799.00 j.e. 199.75	16,327.50
BWSR - CWMA FY 16 T & A	(2,180.79)	-	-	(2,180.79)
BWSR - Flood T & A	92,219.15	-	-	92,219.15
BWSR - Buffer Funds T & A	55,341.18	-	-	55,341.18
LCCMR	(86,171.53)	-	9,286.12	(95,457.65)
BWSR - Buffer Cost Share T & A	843.75	-	-	843.75
BWSR - Well Sealing Grant T & A	5,000.00	-	-	5,000.00
BWSR - Dutch Creek Grant T & A	119,000.00	-	-	119,000.00
<b>Totals</b>	<b>\$ 524,158.20</b>	<b>\$ 72,640.94</b>	<b>\$ 55,540.08</b>	<b>\$ 541,259.06</b>

Use of Cash	6/30/2019	7/31/2019
Checking Account	<u>373,555.82</u>	<u>390,292.47</u>
Profinium L.I.S.A. Account	150,602.39	150,966.60
	<u>\$ 524,158.21</u>	<u>\$ 541,259.07</u>

**Martin Soil & Water Conservation District**  
**Treasurer's Financial Report**  
**7/31/2019**

<b>A. Balance on Hand June 30, 2019</b>	\$	524,158.20
Total Receipts ending 7/31/19	\$	72,640.94
Less Total Expenditures ending 7/31/19	\$	(55,540.08)
	\$	541,259.06

**B. Accounts Payable**

City of Lakes Media - AIS ads		480.00
Visual Identity Vault - AIS		975.00
Hannah Neusch - Expense reimbursement		621.49
Dustin Benes - Expense reimbursement		44.06
Wildlife Forever - AIS		948.72
Frontier Telephone		288.19
Renville SWCD - Training		20.00
Fairmont Photo Press - Outreach materials		71.30
Verizon Wireless		125.54
River Bend - Office supplies		68.00
Graham Tire		25.00
MVTL Laboratories - Water samples		569.40
Martin Co Hwy Dept - Fuel		227.17
	\$	4,463.87

**C. Accounts Receivable**

Jason Rose		168.00
Dee Shell		691.12
	\$	859.12

**Bills paid as of 7/31/19**

#11294	Arthur Andrews Properties, LLC	2,962.53
#11295	Greg Johanson - net wages	1,694.01
#11296	Rich Perrine - net wages	845.14
#11297	Dustin Benes - net wages	1,254.53
#11298	Jesse Walters - net wages	1,258.97
#11299	Hannah C. Neusch - net wages	1,167.53
#11300	Ashley A. Brenke - net wages	1,617.48
ACH	Further - Health Savings Account	1,000.00
ACH	PERA	1,670.51
ACH	U.S. Treasurer	4,988.32
#11301	Area VI MASWCD	44.00
#11302	Visual Identity Vault - AIS	2,355.00
#11303	Martin County 4-H Federation	100.00

#11304	MN PEIP	3,404.24
#11305	Dustin J. Benes	7.51
#11306	Hannah Neusch	128.68
#11307	Verizon Wireless	40.78
#11308	Frontier Telephone	285.91
ACH	MN Revenue	804.00
ACH	PERA	1,507.68
#11309	Greg Johanson - net wages	1,694.01
#11310	Dustin Benes - net wages	1,254.53
#11311	Jesse Walters - net wages	1,258.97
#11312	Hannah C. Neusch - net wages	1,167.53
#11313	Ashley A. Brenke - net wages	1,617.48
ACH	PERA	1,354.86
#11314	Rich Perrine - Leave Payout	6,620.36
#11315	NCPERS - Life Insurance	32.00
#11316	Fairmont Ford	54.01
#11317	Martin County Recorder	4.00
#11318	Fleet & Farm Supply	105.95
#11319	Hy-Vee	114.58
#11320	MVTL Laboratories, Inc. - Water Samples	348.80
#11321	River Bend Business Products	68.00
#11322	Octane Power Sports - Motor Repair	129.94
#11323	Buckey's Sales & Service - Drill Repair	522.00
#11324	Irvin Johnson - Gator Repair	531.67
#11325	Fairmont Photo Press - AIS Ads	497.65
#11326	MCIT	225.00
#11327	Crow Wing SWCD - LCCMR	9,286.12
#11328	Martin Co Hwy Dept - Fuel	550.80
#11329	Rod Haeckel - State Cost Share	375.00
#11330	Connie Hines - State Cost Share	424.00
ACH	MN Unemployment Insurance	166.00
		<u>\$ 55,540.08</u>

Receipts as of 7/31/19

BWSR - Conservation Delivery (CREP repair)	28,799.00
Fox Lake Conservation League - Grant Work	30,360.64
GBERBA - Financial Coordinator	282.00
Arthur Andrews - Sublease	1,514.73
Seeding	1,145.60
Drill Rental	393.68
Faribault SWCD - Blue Earth Watershed Civic Engagement	8,740.68
PERA Rate Increase Aid	224.00
MDA - Dutch Creek Sampling	650.00

Profinium - LISA account interest  
State Bank of Fairmont - checking account interest

	364.21
	166.40
	<hr/>
\$	72,640.94
	<hr/>