

MINUTES OF THE YELLOW MEDICINE SOIL AND WATER CONSERVATION DISTRICT
Ag Service Building, Clarkfield, Minnesota April 27, 2017

- I. The regular meeting was called to order by Chairperson Jerry Nelson at 9 a.m.

Those present:

Chairperson – Jerry Nelson	Kurt Johnson – District Manager
Vice-Chairperson – Darwyn Bach	Tyler Knutson – Technical Director
Secretary – Hollis Weber	Anita Borg – Office Administrator
Treasurer – Delon Clarksean	Ian Olson – Environmental Resource Specialist
	Danielle Waldschmidt - DC

II. Regular Order of Business:

Motion by Hollis Weber, seconded by Delon Clarksean, to approve the regular meeting minutes dated March 23, 2017. Affirmative: 4. Opposed: none. Motion carried.

The Treasurer's Report was received as read and filed for audit. Motion by Delon Clarksean, seconded Darwyn Bach, to authorize payment for all bills and payroll for the month of April. Affirmative: 4. Opposed: none. Motion carried.

Motion by Hollis Weber, seconded by Darwyn Bach, to adopt the agenda with the following additions: Sign Local Capacity Grant Agreement. Affirmative: 4. Opposed: none. Motion carried.

No contracts or payments were presented for approval.

III. Old Business:

QUARTERLY BUDGET UPDATES: Motion made by Hollis Weber, seconded by Delon Clarksean, to make policy to update annual budget at the end of each quarter. Affirmative: 4. Opposed: none. Motion carried.

REVISED ANNUAL BUDGET: Revisions were presented to the Board by Anita Borg. Motion by Darwyn Bach, seconded by Delon Clarksean, to approve the revised annual budget as presented. Affirmative: 4. Opposed: none. Motion carried.

JOB POSTING: Motion made by Hollis Weber, seconded by Darwyn Bach, to approve the advertisement and posting of Water Resources Technician or Specialist as described in the draft announcement. Affirmative: 4. Opposed: none. Motion carried.

IV. New Business:

PURCHASE WI-FI HOTSPOT: Motion by Hollis Weber, seconded by Delon Clarksean, to authorize the purchase of a Wi-Fi Hotspot to be used in coordination with the iPads and other electronic equipment. Affirmative: 4. Opposed: none. Motion carried.

REDWOOD RIVER WRAPS: Motion made by Hollis Weber, seconded by Darwyn Bach, to not be involved in the Redwood River WRAPS process at this time. Affirmative: 4. Opposed: none. Motion carried.

2016 ANNUAL FINANCIAL REPORT: Motion by Delon Clarksean, seconded by Hollis Weber, to approve the 2016 Annual Financial Report. Affirmative: 4. Opposed: none. Motion carried.

AUTHORIZED REPRESENTATIVE FOR FARM BILL: Motion by Hollis Weber, seconded by Delon Clarksean, to designate the District Manager as authorized representative for the Farm Bill Assistance Partnership Program. Affirmative: 4. Opposed: none. Motion carried.

STAFF TRAINING ATTENDANCE: Motion by Darwyn Bach, seconded by Delon Clarksean, to authorize District Manager to approve staff attendance at trainings that meet within the restrictions of the approved annual budget. Affirmative: 4. Opposed: none. Motion carried.

RCRCA JOINT POWERS AUTHORIZED SIGNER: Motion by Delon Clarksean, seconded by Darwyn Bach, to designate Tom Remmele or Hollis Weber as authorized signers of the RCRCA Joint Powers Agreement. Affirmative: 4. Opposed: none. Motion carried.

2017 LOCAL CAPACITY GRANT: Motion by Delon Clarksean, seconded by Darwyn Bach, to sign the 2017 Local Capacity Grant. Affirmative: 4. Opposed: none. Motion carried.

V. Staff Reports:

Technical Director, Tyler Knutson's report included updates on the Buffer Law and implementation; informed the board that request has been submitted for Technical Authority be granted to Ian Olson, Environmental Resource Specialist;

District Manager, Kurt Johnson, praised SWCD staff for their dedication to the District and their new job descriptions. Kurt also reviewed the numbers for the monthly WCA report.

Office Administrator, Anita Borg, reported on the recent audit of the 2016 Local Capacity Grant and the revisions made to the grant review process. Potential for revisions to billing rates were also discussed.

Environmental Resource Specialist, Ian Olson presented updates on the AIS education and prevention measures and some highlights of a recent CREP training.

VI. NRCS Report:

NRCS DC, Danielle Waldschmidt, reported on the CSP, EQIP, and CRP programs, and informed the Board of upcoming events including a Soil Health Field Day to be held June 28 in Morris and Women's Day event to be held June 14.

VII. Supervisor Reports:

Darwyn Bach reported on the Soil Health Workshop held in Marshall in March.

Jerry Nelson reported on the recent TSA meeting attended by himself and Tyler Knutson in Mankato.

Hollis reviewed an Ag Drainage and Water Quality Workshop recently attended by himself, Tyler Knutson and Ian Olson.

A reminder was given for the upcoming SWCD Governance 101 training to be held in Bloomington in September.

Next meeting scheduled for May 25, 2017, 9 a.m.

Meeting adjourned, 11:07 a.m.



5-25-17

YELLOW MEDICINE SWCD MONTHLY TREASURER'S REPORT

April 28, 2017 through , May 25, 2017

Use of Cash	Beginning Balance	Receipts	Disbursements	Ending Balance
Tree Checking	\$21,973.92	\$11,378.42	\$27,915.52	\$5,436.82
District Checking	\$92,526.63	\$130,117.40	\$20,727.15	\$201,916.88
Savings Accounts	\$72,278.73			\$72,278.73
Investments	\$245,254.86			\$245,254.86
TOTALS	\$432,034.14	\$141,495.82	\$48,642.67	\$524,887.29

RECEIPTS

Farm Bill Asst	\$12,110.00
FY2017 Local Capacity	\$118,000.00
interest	\$7.40

RECEIPTS

tree sales	1,016.71
tree sales	956.92
interest-tree CD	49.91
tree sales	5,926.26
tree sales	3,208.03
tree sales	220.59

ACCOUNTS PAYABLE

<u>CK #</u>	<u>PAYABLE TO</u>	<u>FOR</u>	<u>AMOUNT</u>
	Tree Checking		
4339	LQP SWCD	refund 2 trees	\$58.00
4340	Xcel Energy	electricity	\$14.81
4341	YM County Fair Board	fair booth	\$50.00
4342	Schumachers	trees	\$6,977.95
4343	Miller Equipment	tree cooler repairs	\$315.00
4344	Wolcyn Tree Farms	trees	\$20,038.75
4345	Hardware Hank	chalk, hose nozzle, sump pump attach.	\$147.98
4346	J&S	lunch-staff meeting; gasoline	\$131.05
4347	Consumers Coop	gasoline	\$181.98
	District Checking		
11594-11598	EFTPS	payroll & liabilities	\$13,217.88
11599	Tyler Knutson	reimb. First aid supplies	\$122.38
11600	SWMACDE	registration, staff meeting	\$10.00
11601	A-Z Recycling	dispose of non-operating monitors	\$40.00
11602-11605	EFTPS	payroll & liabilities	\$6,541.62
11606	City of Clarkfield	water	\$10.33
11607	Verizon	hotspot, 1.5 months	\$51.36
11608	Granite Falls Health	CPR course for staff	\$90.00
11609	Yellow Medicine County	recording fee - easement	\$46.00
11610	Kurt Johnson	reimb. Car wash	\$10.00
11611	Ian Olson	reimb. Supplies & emp. Expense	\$195.72
11612	Tyler Knutson	reimb. Supplies & emp. Expense	\$25.04
11613	Anita Borg	reimb. Lodging & meal exp., Anita & Tyler	\$366.82

Treasurer

5-25-17