

December 19, 2024

- I. The regular meeting called to order by Chair, Delon Clarksean at 9:05 AM.
Those in attendance:
Delon Clarksean – Chair
Jerry Nelson – Secretary
Darwyn Bach – Treasurer
Brayden Anderson – Director
Anita Borg – Office Administrator
Ryan Reishus – Conservation Technician
Michael Pitzl – Conservation Technician Apprentice
Mitch Kling – County Commissioner
- II. Meeting started with the pledge of allegiance statement and reading of the mission statement.
- III. Motion by Jerry Nelson, seconded by Darwyn Bach, to approve the agenda. Affirmative: 3. Opposed: 0. Motion carried.
- IV. Motion by Jerry Nelson, seconded by Darwyn Bach, to approve minutes of the last meeting. Affirmative: 3. Opposed: 0. Motion carried.
- V. Motion by Darwyn Bach, seconded by Jerry Nelson, to approve December payments to date. Affirmative: 3. Opposed: 0. Motion carried.
- VI. Motion by Darwyn Bach, seconded by Jerry Nelson, to approve amendment of contract #2023-02, extending expiration date. Affirmative: 3. Opposed: 0. Motion carried.
- VII. Motion by Jerry Nelson, seconded by Darwyn Bach, to approve amendment of contract #2024-04, extending expiration date. Affirmative: 3. Opposed: 0. Motion carried.
- VIII. Staff reports.
 - a. OFFICE ADMINISTRATOR, ANITA BORG, reported a new certification and application in process for the MN Ag Water Quality Program and retirement of one of the rainfall reporters.
 - b. DIRECTOR, BRAYDEN ANDERSON, reported payment by Lac qui Parle 1W1P of a cost share contract for a WASCOB in Florida 10 and payment by Yellow Medicine 1W1P for a dam excavation in Norman 35. Updates were also provided on WCA, CREP/RIM; Drainage Water MGMT, and the tree program.
- IX. Supervisor reports.
 - a. SUPERVISOR DARWYN BACH provided reports for the County Commissioner presentation and the Yellow Medicine 1W1P advisory committee.
- X. Partner reports.
 - a. COUNTY COMMISSIONER MITCH KLING gave an update on Ditch 9 improvement project.
- XI. OLD BUSINESS
 - a. Supervisor Delon Clarksean provided updates on the search for candidates for Supervisor for District 3.
 - b. The District still seeks candidates for a Farmer Mentor position.
 - c. Motion by Jerry Nelson, seconded by Darwyn Bach, to approve Resolution 2024-04-3.5 Local AgBMP Policy. Affirmative: JN, DB, DC. Opposed: 0.
 - d. Director Anderson provided updates on IT purchases.
 - e. AIS update: no change at this time.
 - f. New Hire update. Director Anderson introduced Conservation Technician Ryan Reishus to the group and reported on his first two weeks of employment. He also informed the Board that an offer for second technician position had been declined by applicant.
- XII. NEW BUSINESS
 - a. Motion by Jerry Nelson, seconded by Darwyn Bach, to approve 2024 Financial Report as final. Affirmative: 3. Opposed: 0.
 - b. Motion by Darwyn Bach, seconded by Jerry Nelson, to approve the following effective January 1, 2025: pay scale at 3.5% COLA adjustment; Director at Grade 16, Step 5; Office Administrator at Grade 12, Step 9; approve Michael Pitzl as part-time permanent Conservation Technician at Grade 9, Step 2. Affirmative: 3, Opposed: 0. Motion carried.
 - c. Motion by Jerry Nelson, seconded by Darwyn Bach, to approve 2025 budget. Affirmative: 3. Opposed: 0. Motion carried.




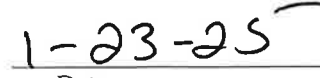
P.O. Box 545 ♦ 1000 10th AVE, Suite 3 ♦ Clarkfield, Minnesota 56223

- d. Motion by Darwyn Bach, seconded by Jerry Nelson, to update assigned balances to assign existing Soil Health Cost Share as Local Cost Share. Affirmative: 3. Opposed: 0. Motion carried.
- e. Motion by Jerry Nelson, seconded by Darwyn Bach, to approve Resolution 2024-05-1.3 Data Privacy Policy. Affirmative: DB, JN, DC. Opposed: 0.

XIII. Next meeting scheduled for January 23, 2024.

XIV. Meeting adjourned by call of chair at 10:41 AM.


Approved


Date

Yellow Medicine County SWCD Monthly Treasurers Report

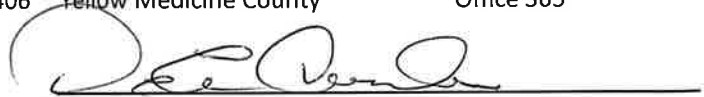
| | November 22 | | December 31 |
|-------------------------|------------------------|---------------------|------------------------|
| Use of Cash | Beginning Balance | Receipts | Disbursements |
| District Checking | \$ 249,853.13 | \$ 81,757.74 | \$ 41,420.90 |
| Savings Accounts | \$ 311,107.65 | \$ 373.70 | |
| Certificates of Deposit | \$ 445,859.64 | \$ 2,269.10 | |
| TOTALS | \$ 1,006,820.42 | \$ 84,400.54 | \$ 41,420.90 |
| | | | \$ 1,049,800.06 |

RECEIPTS:

| deposited to: | Received from: | For: | Amount: |
|---------------|----------------|----------|--------------|
| CDs | F&M Bank | interest | \$ 2,269.10 |
| Checking | F&M Bank | interest | \$ 39.88 |
| Savings | F&M Bank | interest | \$ 189.13 |
| Checking | ST of MN | SWCD aid | \$ 81,678.03 |
| Checking | F&M Bank | interest | \$ 39.83 |
| Savings | F&M Bank | interest | \$ 184.57 |

DISBURSEMENTS/ACCOUNTS PAYABLE:

| CK# | Payable to: | For: | Amount: |
|-------------|--|---------------------------------------|-------------------------------------|
| 13383 | Xcel Energy | electricity for shed | \$ 9.92 |
| DD, EFTPS | | payroll & liabilities | 11/29/2024 \$ 7,262.95 |
| adjustment: | P. Corrected PF-logged as \$6220.20. Should be \$6220.02. Error realized at monthly reconciliation | | \$ 0.18 |
| 13384 | Yellow Medicine County | health, dental, life | \$ 1,499.88 |
| DD, EFTPS | | payroll & liabilities | 12/13/2024 \$ 7,169.13 |
| EFTPS | MN DEPT of AG | tree license | \$ 281.00 |
| 13385 | AT&T | hotspot & cell | 88.15 |
| 13386 | Amazon Capital Services | office supplies | \$ 78.11 |
| 13387 | Kinner & CO | professional fees | annual financial report \$ 4,250.00 |
| 13388 | Yellow Medicine County | Office 365 | x 3 months 214.98 |
| 13389 | Collision Pros | repair hail damage 2024 pickup | \$ 2,387.06 |
| 13390 | Consumers Coop | fuel & maintenance | \$ 115.74 |
| 13391 | Computer Man | computer, dock station, 2 screens | \$ 2,942.00 |
| 13392 | Ratwik, Roszak & Maloney, PA | legal review, personnel policy edits | \$ 946.00 |
| 13393 | Brayden Anderson | employee expense | \$ 201.01 |
| 13394 | Ryan Reishus | employee expense | \$ 138.46 |
| 13395 | 4K Kustom Kreations | employee expense | clothing embroidery \$ 165.00 |
| DD, EFTPS | | payroll & liabilities | 12/27/2024 \$ 10,661.88 |
| 13396-13399 | | supervisor expense reimb. Q4 | \$ 415.40 |
| 13400-13403 | | supervisor compensation & withholding | Q4 \$ 2,410.12 |
| 13404 | Environmental Systems Research INST INC | additional station ARC GIS technology | \$ 104.00 |
| 13405 | Xcel Energy | electricity for shed | \$ 8.27 |
| 13406 | Yellow Medicine County | Office 365 | \$ 71.66 |



 Treasurer

1-23-25
 Date

By Board approval policy created DEC 22, 2016: staff authorized to pay any bill received between the December Board meeting & the end of the year.