

LINCOLN SOIL AND WATER CONSERVATION DISTRICT . . .



Helping Bring YOU Clean Water

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LINCOLN SOIL AND WATER CONSERVATION DISTRICT

Minutes of the Lincoln Soil and Water Conservation District, Regular Meeting, USDA Building, Ivanhoe, MN, January 15, 2020 @ 10:00 a.m.

Board Members Present:

Conrad Schardin,
John Boulton,
Daniel Christianson,
Glen Sorensen,
Ronald Bunjer,

District Staff Present:

Dale Sterzinger, Manager/WCA Admin.

District Staff Absent:

Colleen Wichern, Administrative Assistant
Trent Johnson, CREP Technician

Others Present:

Kelly Heather, District Conservationist

Meeting called to order by the Chairman, Conrad Schardin at 10:05 a.m.

Approve Agenda

- Motion made to approve agenda
 - Motion – Sorensen
 - Second – Bunjer
 - Passed – 4-0

Election of Officers and Board Officer Appointments

- Schardin nominated for Chair
- Boulton nominated for Vice Chair
- Christianson nominated for Treasurer
- Sorensen nominated as Secretary
- Bunjer nominated for PR&I
- **All nominated accepted and unanimously approved.**

Committee Assignments

- Motion made to approve the committee assignments as follows:
 - RCRCA – Sorensen/Schardin
 - SWPTSA – Christianson/Bunjer
 - LacQuiParle Watershed Advisory – Christianson/Boulton
 - Missouri River 1 Watershed 1 Plan Policy Committee – Schardin/Bunjer
 - Yellow Medicine 1 Watershed 1 Plan Policy and Advisory Committee – Sorensen/Bunjer
 - Personnell Committee – Schardin and Boulton
 - Budget Committee – Sorensen and Schardin
- Motion – Bunjer
- Second – Boulton
- Passed – 4-0

The mission of the Lincoln SWCD is to protect and improve the quality of our water, soil, and natural resources by providing programs and services to the citizens and owners of Lincoln County to implement conservation practices.

EQUAL OPPORTUNITY EMPLOYER

Set Mileage Rate

- Motion made to set mileage rate at .575 cents per mile
 - Motion – Bunjer
 - Second – Sorensen
 - Passed – 5-0

Designate Official Depositories

- Motion made to have Bank of the West for Flex account and First Security Bank Hendricks for Checking and Money Market Savings.
 - Motion – Christianson
 - Second – Sorensen
 - Passed – 4-0

Designate Official Newspaper

- Motion made to keep Ivanhoe Times as official newspaper.
 - Motion – Bunjer
 - Second – Sorensen
 - Passed – 4-0

Designate Check Signing Authority

- Motion made to keep the check signing authority the same.
 - Motion – Bunjer
 - Second – Boulton
 - Passed – 4-0

Determine Monthly Meeting Date and Time

- Motion made to approve the meetings on the Third Wednesday of each month with a start time of 7:00 a.m. from April through October and 10:00 a.m. from November through March.
 - Motion – Bunjer
 - Second – Christianson
 - Passed – 4-0

Minutes of December 18, 2019 Regular Meeting

- Discussed Minutes. No corrections or additions.
- Motion made to approve minutes of December 18, 2019 regular meeting.
 - Motion – Sorensen
 - Second – Boulton
 - Passed – 4-0

Treasurer’s Report

- Motion made to approve Treasurer’s Report
 - Motion – Bunjer
 - Second – Boulton
 - Passed – 4-0

Bills

- Motion made to approve January bills
 - Motion – Sorensen
 - Second – Bunjer
 - Passed – 4-0

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Employee Policy Review

- Motion made to approve changes to the employee policy and the new updated employee policy as of January 15, 2020.
 - Motion – Sorensen
 - Second – Bunjer
 - Passed – 4-0

Buffer 2020 Budget Submitted

- Approved with Board of Water and Soil Resources.

Local Capacity 2020 Budget Submitted

- Motion made to approve purchase of a new NRCS computer for District Manager.
 - Motion – Bunjer
 - Second – Christianson
 - Passed – 4-0

Tractors and Seeding in Other Counties

- Discussion held in regards to bringing the tractors to other counties for seeding projects.

MASWCD Dues

- Motion made to approve the 2020 dues to MASWCD for \$2773.69.
 - Motion – Christianson
 - Second – Bunjer
 - Passed – 4-0

Legislative Days (March 24th – 25th)

- Legislative Days will be held in St. Paul on March 24th and 25th.

Gladys Trautman Payment, WP-BI-01-19, for 8 intakes totaling \$4,000.00

- Motion made to approve the 8 blind intakes for Gladys Trautman, WP-BI-01-19, for a total of \$4,000.00.
 - Motion – Boulton
 - Second – Christianson
 - Passed – 4-0

Reporting

- Annual reporting is in the process of being completed.

OTHER BUSINESS

Cost Share for Buffers

- Motion made not to ask county for cost share for buffers.
 - Motion – Bunjer
 - Second – Christianson
 - Passed – 4-0

REPORTS

- District Managers Report
 - Issued a notice of application for the Madsen banking site.
 - Discussion on WCA process and new form.
 - Watershed Updates
 - TSA Update
 - Reporting Update

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- Administrative Assistants Report
 - Report on the status of accounts receivable.
 - E-link reporting is part of the way complete.
 - Meeting with Auditor tomorrow to finish details on the Audit.
 - Website updates are being completed
 - Year-end financial reporting is complete.
 - W-2's, 1099's, and 1095's will go out later this week or early next week.
- CREP Technician's Report
 - Seed Program Update
 - Buffer Update
 - Tree Program Flyer
 - CREP Update
 - Upcoming Trainings
- District Conservationist Report
 - Local Work Group Meeting Survey and 2021 Plan.
 - EQIP sign-up sometime in March.
 - Doing CRP sign-ups
 - CSP Sign-up will be before EQIP sign-up.

The next regular board meeting is scheduled for February 19, 2020 @ 10:00 A.M.

The meeting was adjourned at 11:47 A.M. Motion made by Bunjer, Seconded by Boulton. Passed 4-0.

APPROVED: _____

DATE SIGNATURE

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EQUAL OPPORTUNITY EMPLOYER