

PASSED

Soil & Water Conservation District

215 1st Avenue South, Long Prairie, MN 56347 Phone: 320-732-2644 Fax: 320-732-4803

Minutes from December 12, 2015 TODD COUNTY SWCD BOARD MEETING

Chairman Williamson called the Thursday, December 12, 2015 meeting to order at 8:30 a.m.

The meeting was held at the Historic Courthouse, 215 1st Ave South, Long Prairie, MN 56347. Board members present were: Tom Williamson, Leland Buchholz, Kenny Pesta, Norm Krause, and Dale Katterhagen. Others present were: Tim Stieber, Division Director, Deja Anton, Feedlot Officer, Shannon Wettstein, Water Planner, Matt Danzl, Conservation Technician, Danielle Kuperus, Conservation Technician, Sarah Katterhagen, Program Coordinator, Sabin Adams, Pheasants Forever, Randy Neumann, County Commissioner and Rod Erickson, County Commissioner.

The Pledge of Allegiance was recited.

Williamson asked if there were any additions to the agenda. None were proposed.

Tom asked for review and approval of last meeting minutes. After review, Kenny made a motion to pass minutes as presented, seconded by Norm. Minutes were accepted as presented. It was noted that additional meeting minutes were provided to the group from the Nov. 12th work session. These were not in need of board action since the minutes were recorded for convenience and did not need to be voted on by the board.

Tom asked for a Treasurer's Report from Dale. This was provided showing all receipts and disbursements since the last meeting of the board. Questions arose as the board reviewed the financial report. Sarah and Tim provided information relative to income and disbursements on the report. The fund balance as of November 30, 2015 was \$621,671.11. Norm made a motion to accept the treasurer's report and this seconded by Kenny.

Decisions Made on Agenda Items

1.1. Approve request to cancel state cost share contract for Macy for the well sealing practice

After discussion a motion by Norm was made to approve and seconded by Kenny t – this passed unanimously.

1.2. Approve encumbering state cost share funds for Johnson for the well sealing practice

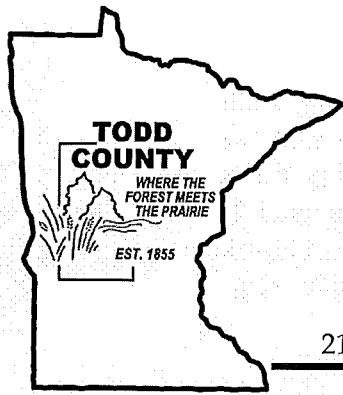
Discussion about this project centered on the \$750 cost of this project which seemed high for a well sealing. This was because this was to seal an irrigation well – costs for this are capped at \$750 which was only 38% of the total project cost. A motion was made to approve by Norm and seconded by Kenny – passed unanimously.

1.3. Approve payment of state cost share funds for Leko, contract #6-15 for well sealing practice

This contract was for \$67.50 and a motion to approve by Kenny and seconded by Dale – passed unanimously.

1.4. Approve payment of state cost share funds for Leko, contract #7-15 for well sealing practice

This contract was for a second well on the same property and was for \$387.50. Dale made a motion to approve and this was seconded by Norm – passed unanimously.



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1.14. Approve 2016 Soil and Water Board Meeting Schedule

The meeting schedule was discussed. The proposal was to have 2nd Thursday of month meetings at 8:30 am at the Historic Courthouse. A joint meeting between SWCD and BOC is proposed for February's meeting which will be in commissioners meeting room at 9:30 am. At that meeting the SWCD work plan and annual report will be presented to the BOC and the public. There will be no meeting in May and November. Norm made a motion to accept this meeting schedule and there was a second by Dale – passed unanimously.

1.15. Approve re-alignment of Soil and Water Board Members—Effective January 1, 2016

Discussion centered on the standard rotation that has been in place looking at 2016. Lee will be chair, Kenny Vice Chair, Dale Secretary, Norm Treasurer.

1.16. Approve 2015 Audit Engagement letter

Discussion about the engagement letter from our auditor for the SWCD audit for \$4200. The board and staff discussed the cost for this service and believed that the costs should be lower due to the simple nature of the work being completed. Several comments indicated that staff should continue to look for ways to reduce this annual cost. A motion was made to approve by Norm and seconded by Lee – passed unanimously.

2. Discussion

2.1. Discuss extension of FY12-14 Feedlot Assistance Grant

Staff have taken steps to extend this grant through the end of 2016 – i.e. forwarding a request to BWSR.

2.2. Discuss extension of FY13-15 Livestock Management Grant

Staff have taken steps to extend this grant through the end of 2016 – i.e. forwarding a request to BWSR.

2.3. Discuss Annual MASWCD Convention

Tom, Tim, and Norm attended MASWCD December 6-8 in Bloomington. Discussion revolved around the buffer initiative presentations and other sessions. The balloting process for resolutions went smoothly this year.

2.4. Discuss 2016 Annual Plan of Work

The annual work plan was provided and it was noted that any comments or suggestions can be forwarded to Tim as the final version will be brought to the board to be passed.

2.5. Discuss 2015 Annual Report

The draft annual report was presented to the group – this was pulled together by Shannon. The final version of this report will be brought to the board in January for passage.

2.6. Discuss use of RIM programs for protecting riparian buffers, wetlands, rice lakes, etc.

A discussion centered around various permanent easement programs that can be used for conservation purposes. Tim indicated that most of the conservation award winners crossing the stage at the recent MASWCD convention had been involved in some form of permanent easement program.

**TODD SOIL & WATER CONSERVATION DISTRICT
TREASURER'S MONTHLY REPORT
PROGRAM SUMMARY**

PROGRAM	CASH			CASH
	BALANCE 10/01/15	RECEIPTS	DISBURSEMENTS	BALANCE 10/31/15
District Savings Account	\$269,443.41			\$269,443.41
Change Fund	\$20.00			\$20.00
District Operations	(\$10,922.60)		\$1,698.35	(\$12,620.95)
Misc Revenue	\$13,144.66	\$8,730.72	\$4,269.25	\$17,606.13
Tree Program	\$5,675.96	\$704.64	\$24.00	\$6,356.60
NRCS Federal Agreement	\$16,573.22			\$16,573.22
Farm Bill	\$15,119.34			\$15,119.34
NRBG Feedlot Funds	\$88,691.73		\$175.00	\$88,516.73
NRBG Water Plan Funds	\$12,020.03		\$159.79	\$11,860.24
NRBG WCA Funds	\$14,704.35		\$199.60	\$14,504.75
FY15 Conservation Delivery	\$4,909.11		\$3.99	\$4,905.12
FY15 Easement Delivery	\$0.00			\$0.00
FY15 State Cost Share Fund	\$11,648.70			\$11,648.70
FY16 Conservation Delivery	\$20,054.00			\$20,054.00
FY16 Easement Delivery	\$190.00			\$190.00
FY16 State Cost Share Fund	\$16,595.00			\$16,595.00
2012-2014 Feedlot Quality Assistance - Cost Share	\$11,408.80			\$11,408.80
2012-2014 Feedlot Quality Assistance - Admin	(\$315.00)			(\$315.00)
2012-2014 Feedlot Quality Assistance- PD	(\$5,211.00)			(\$5,211.00)
2012-2014 Feedlot Quality Assistance T/A	\$758.75			\$758.75
2013-2015 Livestock Management-Cost Share	\$78,028.52			\$78,028.52
2013-2015 Livestock Management-Admin	\$0.00			\$0.00
2013-2015 Livestock Management-T/A	\$17,253.32			\$17,253.32
2013-2015 Livestock Management-PD	\$0.00			\$0.00
2014-2017 MPCA 319 Grant - Admin	(\$300.00)			(\$300.00)
2014-2017 MPCA 319 Grant - Cost Share	(\$15,896.80)		\$31,346.79	(\$47,243.59)
2014-2017 MPCA 319 Grant - Technical Assistance	(\$600.00)			(\$600.00)
2015-2018 CWP Swan River Headwaters-Admin	\$513.00			\$513.00
2015-2018 CWP Swan River Headwaters-T/A	\$2,025.00			\$2,025.00
2015-2018 CWP Swan River Headwaters-C/S	\$7,125.00			\$7,125.00
Ob Well Program	\$0.00			\$0.00
TOTAL	\$572,656.50	\$9,435.36	\$37,876.77	\$544,215.09

District Treasurer, Dale Katterhagen

12/10/2015

Date

*Balance in accrual

**TODD SOIL & WATER CONSERVATION DISTRICT
TREASURER'S MONTHLY REPORT
PROGRAM SUMMARY**

PROGRAM	CASH			CASH
	BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
	11/01/15			11/30/15
District Savings Account	\$269,443.41	\$135.85		\$269,579.26
Change Fund	\$20.00			\$20.00
District Operations	(\$12,620.95)		\$446.00	(\$13,066.95)
Misc Revenue	\$17,606.13	\$1,188.70	\$6,915.42	\$11,879.41
Tree Program	\$6,356.60	\$916.71		\$7,273.31
NRCS Federal Agreement	\$16,573.22		\$6,500.00	\$10,073.22
Farm Bill	\$15,119.34	\$10,728.00		\$25,847.34
NRBG Feedlot Funds	\$88,516.73	\$67,443.00	\$25,430.93	\$130,528.80
NRBG Water Plan Funds	\$11,860.24	\$14,676.00	\$2,000.97	\$24,535.27
NRBG WCA Funds	\$14,504.75	\$21,641.00	\$12,725.08	\$23,420.67
FY15 Conservation Delivery	\$4,905.12			\$4,905.12
FY15 Easement Delivery	\$0.00			\$0.00
FY15 State Cost Share Fund	\$11,648.70		\$852.03	\$10,796.67
FY16 Conservation Delivery	\$20,054.00			\$20,054.00
FY16 Easement Delivery	\$190.00			\$190.00
FY16 State Cost Share Fund	\$16,595.00			\$16,595.00
2012-2014 Feedlot Quality Assistance - Cost Share	\$11,408.80			\$11,408.80
2012-2014 Feedlot Quality Assistance - Admin	(\$315.00)			(\$315.00)
2012-2014 Feedlot Quality Assistance- PD	(\$5,211.00)			(\$5,211.00)
2012-2014 Feedlot Quality Assistance T/A	\$758.75		\$1,596.65	(\$837.90)
2013-2015 Livestock Management-Cost Share	\$78,028.52			\$78,028.52
2013-2015 Livestock Management-Admin	\$0.00			\$0.00
2013-2015 Livestock Management-T/A	\$17,253.32		\$2,215.75	\$15,037.57
2013-2015 Livestock Management-PD	\$0.00			\$0.00
2014-2017 MPCA 319 Grant - Admin	(\$300.00)		\$1,600.00	(\$1,900.00)
2014-2017 MPCA 319 Grant - Cost Share	(\$47,243.59)			(\$47,243.59)
2014-2017 MPCA 319 Grant - Technical Assistance	(\$600.00)		\$2,150.00	(\$2,750.00)
2015-2018 CWP Swan River Headwaters-Admin	\$513.00			\$513.00
2015-2018 CWP Swan River Headwaters-T/A	\$2,025.00			\$2,025.00
2015-2018 CWP Swan River Headwaters-C/S	\$7,125.00			\$7,125.00
Ob-Well Program	\$0.00		\$840.41	(\$840.41)
MN Buffer Compliance Grant	\$0.00	\$20,000.00		\$20,000.00
MN Ag Quality Certification Program	\$0.00	\$4,000.00		\$4,000.00
TOTAL	\$544,215.09	\$140,729.26	\$63,273.24	\$621,671.11

District Treasurer, Dale Katterhagen

12/10/2015

Date

*Balance in accrual