

LINCOLN SOIL AND WATER CONSERVATION DISTRICT . . .



Helping Bring YOU Clean Water

328 E George St
Ivanhoe, MN 56142
507.694.1630 x3
www.lincolnswcd.net

LINCOLN SOIL AND WATER CONSERVATION DISTRICT

Minutes of the Lincoln Soil and Water Conservation District, Regular Meeting, USDA Building, Ivanhoe, MN, September 16, 2015.

Meeting called to order by the Chairman, Daniel Christianson, at 7:02 a.m.

Members Present:

Daniel Christianson, Chair
Glen Sorensen, Vice Chair, left at 8:27 a.m.
Joe Weber, Secretary, 8:05 a.m.
John Boulton, PR&I
Conrad Schardin, Treasurer

District Staff Present:

Pauline VanOverbeke, District Manager
Randy Kraus, Farm Bill Tech, 8:35 a.m.
Dale Sterzinger, Cons Tech, 8:25 a.m.

County Commissioner Present:

Joe Drietz, Co. Comm., left at 9:06 a.m.

Others present: Dick Holmberg, CPA, 7:49 – 8:13 a.m.

AGENDA: An updated agenda was approved as distributed.

MINUTES: The minutes from the August 19, 2015, meeting stand approved as mailed.

TREASURER'S REPORT: Motion by Schardin, seconded by Boulton to approve the Treasurer's Report for July and August. Passed: 4-0.

BILLS: Motion by Boulton, seconded by Sorensen, to approve the payment of the bills for September of \$21,616.17 (attachment). Passed: 4-0.

WATER PLAN BILLS: Motion by Sorensen, seconded by Schardin to approve the Water Plan bills in the amount of \$1,625 for (shown in the attached list of total bills). Passed: 4-0.

STATE COST-SHARE TAA FOR ALTERNATIVE INTAKE PROJECTS: Motion by Boulton, seconded by Schardin to approve Dale Sterzinger, Conservation Technician, as the signoff authority for all State C-S alternative intake projects. Passed: 4-0.

FY15 STATE C-S PROJECT APPROVAL: Motion by Schardin, seconded by Sorensen to approve the State C-S Project for Joe Weber, FY15-03 for 6-alternative intakes for c-s of \$2,400.00. Passed: 4-0.

ACTUAL AND BUDGETED INCOME AND EXPENDITURE STATEMENT: VanOverbeke handed out the August actual and budgeted income and expenditure statement for review.

OFFICE SPACE UPDATE: Under the District Manager's Report.

PURCHASES: Motion by Schardin, seconded by Sorensen to approve the following purchases: 5-Hon File Cabinets @ \$223.98/ea. and a Varidesk for \$510 (includes shipping). Passed: 4-0.

FARM BILL TECHNICIAN (OFFICE STAFFING): Weber, Schardin, and the district staff met in September 4th to review the job application for a new Farm Bill Technician position. Discussion on when to advertise. Closing date on the job opening will be October 23rd. With a start date sometime in November or will consider a later start date (January) with consideration open to potential December graduates. Administrative Assistant position to wait until sometime in 2016. The current part-time administrative assistant will be going with Altima full-time starting in January.

CHANGE CURRENT POSITION TITLE OF FBT TO DISTRICT TECHNICIAN: Discussion concerning the new Farm Bill Technician and the current FBT position held by Kraus to change to District Technician.

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.

Motion by Boulton, seconded Sorensen to change the current FBT position to District Technician due to his job duties needing to change more to district and other duties with part-time farm bill duties.

Passed: 4-0.

STARTING WAGES/SALARY INCREASES: VanOverbeke discussed starting wages and salary increases for the present SWCD staff. VanOverbeke handed out two pay scales for the board to review and expressed the importance of adopting a pay scale in 2016, especially with the hiring of new staff.

Dick Holmberg present at this time.

2014 AUDIT: Dick Holmberg with Richard W. Holmberg, LTD, CPA, was present to review the 2014 Audit.

Weber present during the audit.

After review the audit, Holmberg left the meeting.

MASWCD STAFFING PLAN: The MASWCD Staffing Plan was distributed and discussed briefly. Will look at utilizing this tool in 2016.

MASWCD DISTRICT LEADERSHIP TOOL: The District Leadership tool was distributed and discussed briefly. Supervisors and staff to look over and review to see where we are.

CIVIC ENGAGEMENT TRAINING: The Civic Engagement training will start in November. The plan is that the Conservation Technician and the new Farm Bill Technician will be attending this training.

Sterzinger present at this time.

Sorensen left the meeting at this time.

More discussion on hiring the new Farm Bill Technician.

FY16 BUFFER IMPLEMENTATION AND MAWQCP IMPLEMENTATION REQUESTS: VanOverbeke explained that the Buffer and MAWQCP Implementation request has been signed and sent to BWSR.

VanOverbeke reviewed the duties of each with the board.

Kraus present at this time.

WCA ACCOUNTS RECEIVABLE: The WCA accounts receivable the district has carried over from 2014 was discussed. Motion by Weber, seconded by Schardin to reduce the bill from \$1,000 to \$450 providing the landowner pays the bill right away otherwise to move forward with collection. Passed: 4-0.

PIPESTONE WATER RESOURCES POSITION: The Pipestone Water Resources position description was discussed. Motion by Schardin, seconded by Weber to not help fund the shared Water Resources position as our staff currently works with the landowners in the Verdi Wellhead Protection Area.

Passed: 4-0.

FY2016 BWSR CWF MULTIPURPOSE DRAINAGE MANAGEMENT COMPETITIVE GRANT: The FY2016 BWSR CWF Multipurpose Drainage Management Competitive Grant for the County Ditch 37, Branch 4 Project was discussed. Motion by Boulton, seconded by Sorensen to write and sign a letter of intent to partner with Area II and Lincoln County for the purpose of applying for the grant. Passed: 4-0.

REPORTS:

COUNTY COMMISSIONER'S REPORT: Joe Drietz, County Commissioner, reported that the County is redoing County Ditch 37; and will apply for the Drainage Mgmt Grant for a lift station at Anderson Lake.

DISTRICT MANAGER'S REPORT: Pauline VanOverbeke, District Manager's report; see attachment.

CONSERVATION TECHNICIAN'S REPORT: Dale Sterzinger, Conservation Technician, reported on the following:

- Tree Program: AR; \$11,674.32; meeting with people on new groves with c-s through Equip.

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.

- WCA; a lot of 1026's; delineation w/Hendricks Hospital; restoration order with landowner from a violation in Verdi Township and looking at programs that allow grazing; Lake Stay drainage exemption.
- Geological Survey; involvement includes locating the wells in the county.
- WCA State Committee: was asked to serve on the WCA state rule making process which would be approx. 4-8 meetings. Approved to be part of the committee.

Drietz left the meeting at this time.

FARM BILL TECHNICIAN'S REPORT: Randy Kraus, Farm Bill Technician, reported on the following:

- CRP: working on Conservation Plans and CRP; so far 130 plans have been completed with 15-20 additional ones with more pending; FSA has cut-off CRP for 2015 enrollments.
- Soil Health Workshops; encouraged board members to attend soil health field days if possible.
- Verdi Wellhead Project area: met with Denton Bruening, MDA on identifying wells in the rural water area. The Wellhead Protection Plan meeting is scheduled for Sept. 17 at 1:00 p.m.

The October Board meeting is cancelled.

The next regular meeting will be held on Wednesday, November 18, 2015 at 10:00 a.m.

The regular meeting was adjourned at 9:132 a.m.

APPROVED: _____

DATE

SIGNATURE