

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, April 20, 2016.

Meeting called to order by the Chairman, Daniel Christianson, at 7:00 a.m.

Members Present:

Daniel Christianson, Chair, left at 8:45 a.m.
Conrad Schardin, Secretary, left at 9:40 a.m.
John Boulton, PR&I
Glen Sorensen, Vice Chair
Joe Weber, Treasurer

District Staff Present:

Pauline VanOverbeke, District Manager
Jeff Berens, District Tech #1, 8:52 am
Dale Sterzinger, Cons Tech/WCA Admin, 8:52 a.m.
Randy Kraus, District Tech, 9:08 a.m.

Others Present:

Don Evers, County Commissioner, left at 9:40 a.m.

NRCS Staff Present:

Dennis Johnson, Dist. Conservationist @ 8:52 a.m.

Jack Majeres, Chairman, Moody Co. Conservation District, SD, Spring Creek Watershed, 8:05 – 8:35 a.m.

AGENDA: An updated agenda was distributed. Motion by Weber, seconded by Boulton to approve the agenda as presented. Passed: 5-0.

MINUTES: The minutes from the March 20, 2016, meeting stand approved as mailed.

TREASURER'S REPORT: Motion by Sorensen, seconded by Schardin to approve the Treasurer's Report for March, 2016. Passed: 5-0.

BILLS: Motion by Boulton, seconded by Sorensen to approve the payment of the bills for \$72,220.03 (attachment). Passed: 5-0.

ACTUAL AND BUDGETED INCOME AND EXPENDITURE STATEMENT: The actual and budgeted income and expenditure statement for March, 2016 (March Minutes).

OVERTIME/COMP TIME; POLICY CHANGE: Board members asked VanOverbeke about overtime, how it is obtained, how much, salaried employee, etc. After much discussion a motion was made by Schardin, seconded by Boulton that overtime must be used as comp time off (will not be paid) and that comp time may also be used in place of sick leave if the employee so chooses. Passed: 5-0. Motion by Schardin, seconded by Sorensen that no more than 40 hours comp time can be obtained in any given month and that no more than 40 hours comp time may be carried over in any month, and that all comp time must be used before annual leave and all comp time hours must be used before the year-end. Passed: 5-0.

Policy reads: OVERTIME/COMPENSATORY-TIME; As of April 20, 2016; No overtime pay will be granted for full or part-time employees. Overtime will be taken in the form of compensatory time off. However, overtime pay may be granted to temporary/seasonal employees.

All compensatory time will be earned for required attendance at board meetings, assignment to night, weekend or special meetings, tree planting time, year-end reporting, etc. for hours worked exceeding the 40-hour workweek. Comp time hours left open, but are to be kept to a minimum.

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

Holidays, Sick Leave and Vacation (Annual) Leave are not considered "hours worked" for the calculation of compensatory time off. This means, if an employee takes one of the leaves listed above (holiday, sick or annual) in the workweek and the employee works hours over and above the 40 hour workweek, the extra hours worked are not considered time and ½ hours but straight time (hour for hour).

To earn time and ½ in a work week, you must work the entire hours in the workweek. You cannot count for time not worked (annual leave, sick leave, personal leave, holidays, etc.) in computing the time and ½ hours in a work week.

As of April 20, 2016; Comp time may be used for sick leave if the employee wishes. No more than 40 hours may be obtained in given month and no more than 40 hours may be carried over in a month. Compensatory time will be taken in lieu of Annual Leave and may be taken in lieu of Sick Leave. All compensatory time is to be used before annual leave and must be used before the end of the year.

SWCD SERVER: The SWCD server that will be housed at the SWWC Service Coop Building in Marshall and being shared with the Redwood SWCD may now possibly have the Yellow Medicine River Watershed District sharing the server. This would mean less cost for all involved. New computers were discussed; at this time none of the other staff are interested in getting a new computer and being tied into the server as long as they have the ones they are on now.

2016 MOWING SERVICES: Motion by Weber, seconded by Schardin to approve Tanner Sterzinger to mow the SWCD lots at \$40/time. Passed: 5-0.

Majeres present at this time.

SPRING CREEK WATERSHED: Jack Majeres, Chairman, Moody County Conservation District, SD, explained what they are doing in the Big Sioux River Watershed through a 319 CWP Grant they obtained. Awareness to landowners. Discussion. Weber explained the LPRW wells and the available data through the LPRW office.

Majeres left the meeting at this time.

FY17 FBA SOLICITATION OF INTEREST: Motion by Boulton, seconded by Schardin to approve VanOverbeke to sign the FY17 FBA Solicitation of Interest and to request 85% time. Passed: 5-0.

BBR-SWCD: VanOverbeke reviewed the BBR for the SWCD. Motion by Weber, seconded by Boulton to approve the BBR as submitted. Passed: 5-0.

Christianson turned the meeting over to Sorensen.

Christianson left the meeting at this time.

FY16 BUFFEER LAW GRANT: VanOverbeke has completed the FY16 Buffer Law Grant in eLink. Motion by Boulton, seconded by Schardin to approve the FY16 Buffer Law Grant as presented and submitted in eLink. Passed: 4-0.

NRCS CONSERVATION CLIENT GATEWAY PROGRAM: VanOverbeke distributed the NRCS Conservation Client Gateway program handout and explained that they would like a supervisor in each county to be on the program.

FILING FOR SUPERVISOR: VanOverbeke explained that Boulton and Weber are up for re-election.

Sterzinger, Berens, and Johnson present at this time.

MASWCD CALL FOR RESOLUTIONS: The MASWCD Call for Resolutions is now open.

MASWCD TIDBITS: VanOverbeke distributed the MASWCD Tidbits.

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MAY BOARD MEETING: Motion by Weber, seconded Boulton that if there is not much for an agenda, to cancel the meeting and to have the district staff pay the bills for May. Passed: 4-0.

REPORTS:

COUNTY COMMISSIONER'S REPORT: Don Evers, County Commissioner, reported on the following:

- Added 15 more sites to the Norwegian Creek County Park.
- County is broke.
- Lake Shaokatan; going to do some work; lake is full of weeds.
- An employee in the Engineers office is quitting; already have a replacement; will hire for another janitor.
- Update items in the Sheriff's office; computers.
- More security in the courthouse is needed.
- Hwy 14 will be closed from Lake Benton to Brookings in July for road work.
- Evers, Jagt, and Hamer are up for re-election this year.

Kraus present at this time.

NO-TILL DRILL, HIRE, Policy: The No-till drills were discussed. HIRE: Motion by Weber, seconded by Boulton to hire Richard Hauschild and Loren Epple as seasonal employees to run the tractors/drills this year. Passed: 4-0. NTD POLICY: Motion by Shardin, seconded by Weber to adopt the NTD Policy with changes as discussed. Policy attached. Passed: 4-0.

DISTRICT MANAGER'S REPORT: Pauline VanOverbeke, District Manager/WP Coordinator, reported on the following:

- 1W1P: Reviewing, commenting and making changes to the 1W1P; second draft version is out now; attending meetings to review with state agencies and the planning committee.
- IRS letter; VanOverbeke explained the letter she received from the IRS concerning quarterly filings.
- Senator Weber; received a call from Senator Weber asking opinion about the MN River Basin.
- Technology upgrade with the Local Capacity Funds; will be putting in a request to move the funds from Admin. Assistant to technology upgrades including the server and copier.
- Water Plan Amendment; will need to start the Water Plan update; will need to send out letters to state agencies, cities, townships, neighboring counties letting them know we are doing a water plan update and ask them for their input within a 60 day comment period.
- Missouri River Basin 1W1P; will be putting in for the 1W1P; SWCD resolution done; will meet w/the county commissioners on May 2nd to get a resolution signed by them.

Schardin and Evers left the meeting at this time.

CONSEVATION TECHNICIAN/WCA ADMINISTRATOR'S REPORT: Dale Sterzinger, Conservation Technician/WCA Administrator, reported on the following:

- Tree Program: over 15,000 trees sold; tree pickup day went well; sites ready; planting
- WCA; restoration order; County Hwy Dept. 21 sites/TEP meetings.

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

- Seeding and sales; 2600-2800 acres of seed sold; all be going through the district drills.
- Conservation plans; modifications.
- RIM; one contract paid; issues w/a RIM project; re-recorded and the district will need to pay for it.

DISTRICT TECHNICIAN #1's REPORT: Jeff Berens, District Technician #1, reported on the following:

- Buffer update.

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- GIS; working with the courthouse employee to coordinate maps with tile lines, etc.
- MAWQCP; 3 assessments; 1 passed to go on to farm certification.
- Helping with trees, seed, etc.

NRCS-SOIL CONSERVATIONIST'S REPORT: Dennis Johnson, District Conservationist, reported on the following:

- CSP; 55 applications going through the interview process; will know in June; with contracts in July.
- EQIP; 16 funded; ranked and sent in for funding.

The meeting declared adjourned by the Vice Chair, Sorensen at 10:04 a.m.

APPROVED: _____
DATE SIGNATURE