

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, February 15th, 2017 @ 10:00 a.m.

Board Members Present

Conrad Schardin, Chair
John Boulton, Vice Chair
Daniel Christianson, Treasurer
Glen Sorensen, Secretary
Ronald Bunjer, PRI

District Staff Present

Dale Sterzinger, Manager/WCA Admin.
Randy Kraus, District Tech (10:40)

Board Members Absent

None

District Staff Absent

None

Others Present: Joe Drietz, County Commissioner; Jason Beckler, BWSR BC; Dennis Johnson, District Conservationist (1:05 PM);

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Meeting called to order by the Chairman, Conrad Schardin, at 10:01 a.m.

• **Approve Agenda**

Motion made to approve agenda

- Motion- Boulton
- Second- Sorensen
- Passed- 5-0

• **Minutes – January 18th, 2017 meeting**

Discussed minutes. No correction or additions.

• **Treasurer's Report**

Motion to approve Treasurer's Report

- Motion- Christianson
- Second- Bunjer
- Passed- 5-0

• **Bills**

Motion made to approve bills

- Motion- Christianson
- Second- Sorensen

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

- Passed- 5-0

- New Employee Admin. Assist. Discussion and future Technician needs discussion.(As per policy handbook, Personnel committee can offer positons to new hires) Discussion held.
- Approve Employee Policy updates and changes

Motion made to approve Employee Policy updates and changes

- Motion- Boulton
- Second- Bunjer
- Passed- 5-0

- MN Ag Water Quality Certification; approve \$100 incentive for completion of the assessment tool and certification for Joe Weber

Motion made to approve payment from the MAWQCP of \$100 to Joe Weber for doing the assessment tool.

- Motion- Boulton
- Second- Bunjer
- Passed- 5-0

- Approval for District Manager to sign for MN Ag Water Quality Certification incentive payments

Motion made to approve the District Manager to sign for the MAWQCP incentive payments as they come in.

- Motion- Christianson
- Second- Sorensen
- Passed- 5-0

- Budget review

Reviewed budget. No changes made.

- Approve Memorandum of Agreement for the Missouri River Watershed

Motion to approve the memorandum of agreement for the Missouri River One Watershed One Plan.

- Motion- Boulton
- Second- Bunjer
- Passed- 5-0

- Approve the renewal of the MN State Retirement Plan Contract. Need chairperson signature

Motion to approve the renewal of the MN State Retirement Plan Contract.

- Motion- Christianson
- Second- Sorensen

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- Passed- 5-0

- Approve direct deposit set up for pay roll with Bank of the West or First Security Bank of Hendricks. Review and choose which bank. Employees will be paid bi-weekly (26 pay periods/year)

Motion made to approve First Security Bank of Hendricks to handle our main checking account for payroll and all bills.

- Motion- Christianson
- Second- Boulton
- Passed- 5-0

- Sign signature cards for First Security Bank of Hendricks

Motion made to approve Christianson, Schardin, Sorensen and Sterzinger to sign on accounts with First Security Bank of Hendricks.

- Motion- Boulton
- Second- Bunjer
- Passed- 5-0

- Approve Chairman to sign all incoming BWSR Grant Agreements as they come in for signature (New Chairperson)

Motion made to approve Schardin to sign all incoming BWSR Grant Agreements

- Motion- Bunjer
- Second- Boulton
- Passed- 5-0

- Approve District Manager to sign all BWSR Grant Final Financial Reports as the programs are completed (New Manager)

Motion made to approve Sterzinger to sign all BWSR Grant Final Financial Reports

- Motion- Bunjer
- Second- Boulton
- Passed- 5-0

- Approve the FY17 local capacity grant work plan. Changed due to new Admin. Assist. Position

Motion made to approve the FY17 Local Capacity Grant Work Plan.

- Motion- Sorensen
- Second- Boulton
- Passed- 5-0

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- Approve the 8.4% (\$840 plus 20 hours of in-kind match) for the Nobles County, Missouri River Lidar conditioning grant. Big Sioux Watershed will be reconditioned in Lincoln County.

Motion made to approve the \$840 plus 20 hours of in kind match to Nobles SWCD for the Missouri River Watershed Lidar Conditioning Grant.

- Motion- Christianson
- Second- Boulton
- Passed- 5-0

- Approval for a district credit card. Want to get away from using employees personal credit cards for district business.

Motion made to approve a district credit card with a \$2,500 limit.

- Motion- Christianson
- Second- Bunjer
- Passed- 5-0

- Buffer/CREP 3 update

Discussed programs, informational only.

- Legislative day at the capitol March 20th and 21st. Registration numbers.

Discussed, Boulton will be attending.

- Area 5 meeting February 16th, St Stephen Lutheran Church in Marshall. 4 board members and 1 staff registered.

- UTV bids

Motion to purchase a 2017 Polaris Ranger 500 from Action Sports of Marshall for the amount of \$8778 plus taxes and fees.

- Motion- Boulton
- Second- Schardin
- Passed- 3-0 Sorensen and Bunjer abstained

- Health Insurance study request to Lincoln County. Need Chairman Signature on the letter.

Discussed letter on health insurance to Lincoln County. No motion needed to send the letter.

- MCIT cost for covering board members. Discussed MCIT Schedule.

Motion made to approve keeping coverage for board members

- Motion- Bunjer
- Second- Sorensen
- Passed 5-0

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- New district computer purchase for \$1746.68 for District Manager

Motion to purchase new computer

- Motion- Bunjer
- Second- Sorensen
- Passed- 5-0

- Other Business

Motion made to increase the fee for WCA delineation report review for Boundary and Type determinations as follows: \$150 for a review up to 5 hours, over 5 hours the fee is \$150 plus \$50/hour not to exceed a total of \$500.

- Motion- Christianson
- Second- Boulton
- Passed- 3-0, Bunjer and Sorensen abstained.

REPORTS:

- County Commissioner Report
 - Hwy Department purchasing new vehicles
 - New Employee to be hired in the environmental office
 - Possible new purchase of a drone for Lincoln County
- District Manager’s Report
 - Reported on WCA and tree program
 - Reported on E-link reporting that needs to be completed.
 - Water Plan work with the one watershed one plan committee with the Missouri River Group.
 - Talked on the new server and year- end financial reporting
 - Wrote a short letter of support for the city of Ivanhoe for a Rural Development Grant for a new Police Squad car.
- District Technician’s Report
 - Doing Conservation Plans for CRP
 - Ground water meeting on Friday February 17th in Luverne.
- District Conservationist’s Report
 - Discussed the Memorandum of understanding with the SWCD and NRCS. Board Signed
 - Gave an EQIP update.

The next regular board meeting is scheduled for March 15th, 2017 @ 10:00 a.m.

The meeting was adjourned at 1:21 PM

APPROVED: _____

DATE SIGNATURE

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