



"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 21, 2010.

Meeting called to order by the Chairman, Daniel Christianson, at 7:19 a.m.

Members Present:

Daniel Christianson, Chair  
Glen Sorensen, Vice Chair  
John Boulton, PR&I

Members Absent:

Joe Weber, Treasurer  
Conrad Schardin, Secretary

District Staff Present:

Pauline VanOverbeke, District Manager  
Dale Sterzinger, Cons. Tech. @ 7:35 to 8:40 am  
Ron Madsen, Eng. Tech. @ 7:35 am  
Terry Dybsetter, Ed. Coord. @ 7:35 am

NRCS Present:

Dennis Johnson, Dist. Cons. @ 7:35 to 8:23 am  
Randy Sheik, Soil Con. Tech @ 7:35 to 8:23 am

AGENDA: An updated agenda was distributed.

MINUTES: The minutes from the March 17, 2010 meeting stand approved as mailed.

TREASURER'S REPORT: Motion by Boulton, seconded by Sorensen to approve the Treasurer's Report for February, 2010. Passed 3-0

BILLS: Motion by Sorensen, seconded by Boulton to approve the payment of the bills for \$35,266.08 (see attachment). Passed 3-0

TRANSFER OF FUNDS: Motion by Boulton, seconded by Sorensen to approve the transfers of \$21,000 for payroll on April 14<sup>th</sup>; and \$12,000 from Money Market Savings to the Checking Account. Passed 3-0

ACTUAL AND BUDGETED INCOME AND EXPENDITURE STATEMENT: VanOverbeke handed out the March 2010 yearly actual and budgeted income and expenditure statement for review.

LINCOLN-LYON SWCD/WLI 2010-#4 AGREEMENT: Motion by Sorensen, seconded by Boulton, to approve the Lincoln-Lyon SWCD/WLI 2010 #4 Grant Agreement for \$214,144.00. Passed 3-0.

2009 AUDIT: Motion by Boulton, seconded by Sorensen to approve Richard Holmberg, LTD, to perform the 2009 Audit and to send the letter requested a bid. Passed: 3-0.

Madsen, Dybsetter, Sterzinger, Johnson and Sheik in at this time.

US BANK – REQUEST FOR TREES: US Bank in Marshall has requested 40-50 trees to be donated for their earth day project. Discussion. Motion by Boulton, seconded b Sorensen to donate 10 trees to US Bank. Passed 3-0.

SWCD/NRCS/FSA OPEN HOUSE: The three agencies will be hosting an open house in our new building on May 19<sup>th</sup> from 2-4 pm. Motion by Boulton, seconded by Sorensen to donate lemonade, coffee, cookies for the event. Passed 3-0.

REPORTS:

DISTRICT CONSERVATIONIST'S REPORT: Dennis Johnson, District Conservationist, report that to date we have 11 of 24 EQIP applications approved; GRP-3 of 4 excepted; and one applicant applying for WRP.

Johnson and Sheik left the meeting at this time.

DISTRICT MANAGER'S REPORT: Pauline VanOverbeke, District Manager's report is attached

CHARGE FOR SERVICES FOR WORKING IN WATERSHED DISTRICTS: Discussion on how the districts should start charging for services for working in watershed districts utilizing funds through grants received by the watershed district was discussed. The option that gets the most votes from the districts is the option that will be presented to the watershed districts. Options for charging as follows:

- Possible charges for installation of structural practices (terraces, 638's, grassed waterways, rain gardens, etc.) Option 1): charge 15% of the cost share amount.
- Possible charges for enrolling acres into a filter strip utilizing incentive payments. Option 1): Charge 10% of the cost share amount. or Option 2): Charge \$200/contract
- Possible charges for signing up landowners to install alternative intakes utilizing incentive payments. Option 1): Charge 10% of the cost share amount or Option 2: Charge \$50/contract

Motion by Sorensen, seconded by Boulton to go with option 1 for all practices, incentive payments, etc. Passed 3-0.

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

- Trees: tree plans are done, have 17,000 trees sold, started planting, potted trees come on Thursday.
- WCA: no-loss determination for the City of Hendricks; received application for a crossing; gave WCA report to the county commissioners; City of Tyler-culvert project.

Sterzinger left the meeting at this time.

EDUCATION COORDINATOR'S REPORT: Terry Dybsetter, Education Coordinator's report follows:

- "Mud" presentation to be given at the spring library programs in Ivanhoe, Tyler and Hendricks.
- Rain gauge volunteer certificate of recognition given to for Ken Swanson for 20+ years.
- 4<sup>th</sup> grade prairie field day will be held on May 10<sup>th</sup>. Received \$70 grant from FSA which will be used for noon treats and NACD Stewardship publications. Presenters include: Mary Homan, Randy Kraus, Martin Wilson, Jason Overby, Randy Sheik, Jane Steffes, Stephanie Labrune and Dybsetter.
- Sent termination notice letters to all p-K-6<sup>th</sup> grade teachers and administrators and to all librarians.
- Senior program on "plants" will be on the 28<sup>th</sup> at Divine Providence in Ivanhoe.

FARM BILL ASSISTANT'S REPORT: Madsen reported for Randy Kraus, Farm Bill Assistant, has a number of seed orders.

ENGINEERING TECHNICIAN'S REPORT: Ron Madsen, Engineering Technician's report follows:

- Final C-S report back from David Sill on the FY08 closeout – reviewed with main concerning making sure the landowners have 80% upland treatment.
- Attended the soils classification training.
- Drills are ready; one has been out several times already and order parts for the one.

DRILL POLICY: Motion by Boulton, seconded by Sorensen to adopt the following drill policy: if the landowner purchases seed from the district, the drill price is included in the cost of the seed. Passed 3-0.

2010-CLEAN WATER FUND GRANT AGREEMENT FOR THE YELLOW MEDICINE MAJOR WATERSHED: Motion by Boulton, seconded by Sorensen to approve the 2010 Clean Water Fund Grant Agreement for the Yellow Medicine Major Watershed Project and to approve the chairman to sign it when the district receives it. Passed 3-0.

RCRCA UPDATE: Sorensen explained that Lyon County wants help repairing a dike and raising it; cost is \$210,000. They have requested funds from RCRCA. Discussion.

The MASWCD Bits of Tidbits and call for resolutions was distributed.

The next meeting of the Lincoln SWCD will be on Wednesday, May 19 at 7:00 a.m.

The meeting declared adjourned by the Chairman, Christianson, at 9:30 a.m.

APPROVED: \_\_\_\_\_  
DATE SIGNATURE

**DISTRICT MANAGER'S REPORT**  
**PAULINE VANOVERBEKE**  
**MARCH 17, 2010**

LINCPASS: District staff went to the EROS Data Center on March 3<sup>rd</sup> and received our LincPass cards.

2008 STATE C-S CLOSEOUT AND WEB PAGE DISCUSSION: David Sill completed the 2008 State C-S closeout on March 4<sup>th</sup>. David and I discussed the District's web site and what should be on the site. Lincoln SWCD has done a good job at keeping the site up to date and having everything we need and a lot of extras on the site. He suggested having a list of district programs available on the site other than the ones already on with a specific link. The web site has been updated to include a list of programs the district provides.

PERFORMANCE REVIEW PLANS FOR 2010: The employee performance review plans for 2010 have been completed.

POLICIES: I have completed the policy of the SWCD Supervisors and have also been working on redeveloping the Employee/Personnel Policy for the employees. I have completely taken each section and have reworded portions of the policy to coincide with the newly done Redwood Policy or the county policy. The sections I have left to complete are the Disciplinary Action and the Conduct/Ethics sections of the plan.

MN DCP and MN HCSP: A representative from the MNDCP and HCSP reviewed the plans with the employees. Any employee can contribute to the MN DCP. All employees must agree to contribute to the MNHCSP.

2010 CLEAN WATER FUNDS-APPLICATION: Still waiting to hear from BWSR on the work plan and grant agreement. Will need to sit down w/Lyon and YM and discuss the projects that will be implemented with the grant funds.

BUDGET FUNDING: Will hopefully find out more about budget and cuts tomorrow.

OTHER ITEMS:

- Upcoming Meetings: Area V-March 18<sup>th</sup>; selected to serve on the MN River Basin Advisory Committee-March 22<sup>nd</sup>; Our Water-Our Choices-March 24<sup>th</sup>; WLI-Local Committee meeting-March 26<sup>th</sup>; WDP planning-March 29<sup>th</sup>; WLI-April 7<sup>th</sup>.
- Others: Kraus-RIM/WRP meeting-March 23<sup>rd</sup>; Kraus/Madsen-LiDAR-May 11<sup>th</sup>.