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YELLOW MEDICINE SOIL AND WATER CONSERVATION DISTRICT

MINUTES OF THE YELLOW MEDICINE SOIL AND WATER CONSERVATION DISTRICT
Ag Service Building, Clarkfield, Minnesota November 23, 2009

I. The regular meeting was called to order by Chairperson Norris Peterson.

II. Those present:

Chairperson – Norris Peterson
Vice Chairperson – Burton Kuehn
Secretary – Steve Hubbard
Treasurer – Menno Fokken
P. R. & I. – Jerry Nelson

District Manager - Lou Ann Nagel
Co. Commissioner – Gary Johnson

III. Business:

Motion by Burton Kuehn, seconded by Menno Fokken to adopt the agenda with the following additions: Meeting with Legislators, Update on NRCS computers/server, and Field Windbreak Drawing. Affirmative: Burton Kuehn, Menno Fokken, Jerry Nelson, and Norris Peterson. Negative: none. Motion carried.

Motion by Menno Fokken, seconded by Jerry Nelson to approve the minutes of the regular meeting of October 22, 2009. Affirmative: Burton Kuehn, Menno Fokken, Jerry Nelson, and Norris Peterson. Negative: none. Motion carried.

The treasurer's report was received as read and filed for audit.

Motion by Jerry Nelson, seconded by Menno Fokken to pay all bills and payroll for the month of November. Affirmative: Burton Kuehn, Menno Fokken, Jerry Nelson, and Norris Peterson. Negative: none. Motion carried.

SUPERVISOR'S COFFEE SESSIONS: Supervisors decided to not hold coffee sessions this year because of the late fall harvest. However, it will be added to next year's plan and they will be held sometime between January and March. Discussion on dates will be held at the December meeting.

CREP#87-03-02-01 CONCERN UPDATE: Handed out correspondence from BWSR Engineer to Johnsons regarding CREP #87-03-02-01 Easement. Gary Johnson indicated that they decided to table it at this time.

WCA MONTHLY REPORT: The Wetland Conservation Act (WCA) monthly report was reviewed at this time.

SUPERVISORS' REPORTS: The following supervisors gave reports as follows: Burton Kuehn reported on RCRC meeting held on November 16, 2009. Menno Fokken reported on the Area V Meeting held on November 19th, 2009.

Steve Hubbard attended the meeting at this time.

UPDATE ON EVALUATIONS: The Personnel Committee updated the board on the evaluations that were held with the District Technician, District Administrative Assistant and the District Manager earlier today. The Personnel Committee recommended that the employees be given a 2% increase along with the step increases as submitted on the county budget request. However, because the SWCD has not officially heard if the SWCD's 2010 county budget request was approved this will be tabled until the December meeting.

YELLOW MEDICINE SWCD MINUTES DATED NOVEMBER 23, 2009 – PAGE 2

JOB DESCRIPTIONS: Motion by Menno Fokken, seconded by Burton Kuehn to approve changes to the job descriptions for the Administrative Assistant Position, District Manager Position and the Farm Bill Technician Position. The District Manager, along with the Personnel Committee, took most of the duties of the Education Coordinator Position and added them to the above job descriptions. Affirmative: Burton Kuehn, Steve Hubbard, Menno Fokken, Jerry Nelson, and Norris Peterson. Negative: none. Motion carried.

ROCK OUTCROP PROGRAM: Motion by Jerry Nelson, seconded by Steve Hubbard to approve the Rock Outcrop Application #87-03-09-07 with John Essame for 43.0 acres in Sioux Agency Township, Section 12 in the amount of \$97,330.50. Affirmative: Burton Kuehn, Steve Hubbard, Menno Fokken, Jerry Nelson, and Norris Peterson. Negative: none. Motion carried.

STATE COST SHARE PROGRAM: Motion by Menno Fokken, seconded by Jerry Nelson to approve the transfer of \$2,915.00 of district funds from the FY09 State Cost Share Program to the FY2010 State Cost Share Program. The \$2,915.00 was slippage from projects that were funded utilizing district funds that was added to the FY09 Cost Share Program. Affirmative: Burton Kuehn, Steve Hubbard, Menno Fokken, Jerry Nelson, and Norris Peterson. Negative: none. Motion carried.

Motion by Menno Fokken, seconded by Burton Kuehn to approve the following State Cost Share contracts:

#2010-02	Jim Schrupp a .54 acres Farmstead Windbreak-Posen, Section 22	75% not to exceed \$456.00
#2010-03	Leon Gehrking a 1.0 acre Farmstead Windbreak-Fortier Section 12	75% not to exceed \$2,216.00
#2010-04	Doug Peterson a .3 acre Farmstead Windbreak-Stony Run East Sec 30	75% not to exceed \$494.00

Affirmative: Burton Kuehn, Steve Hubbard, Menno Fokken, Jerry Nelson, and Norris Peterson. Negative: none. Motion carried.

Motion by Burton Kuehn, seconded by Steve Hubbard to approve payment for State Cost Share Contract #09-02 for Prairie Lane Farms for construction of a .9 acre grassed waterway in Hammer Township, Section 5. Cost share payment was for \$359.00. Affirmative: Burton Kuehn, Steve Hubbard, Menno Fokken, Jerry Nelson, and Norris Peterson. Negative: none. Motion carried.

AREA II LEGISLATIVE MEETING: Motion by Jerry Nelson, seconded by Menno Fokken to authorize supervisors to attend the Area II Legislative Meeting scheduled for December 12th, 2009 to be held in Wabasso. Affirmative: Burton Kuehn, Steve Hubbard, Menno Fokken, Jerry Nelson, and Norris Peterson. Negative: none. Motion carried.

COPIER SERVICE AGREEMENT: Motion by Burton Kuehn, seconded by Jerry Nelson to approve and sign the copier service agreement with Ed Davis Business Machines. Contract will be for another 50,000 copies for \$694.69. Affirmative: Burton Kuehn, Steve Hubbard, Menno Fokken, Jerry Nelson, and Norris Peterson. Negative: none. Motion carried.

RESIGNATION: The board accepted the resignation of Brad Flatin as the SWCD Farm Bill Assistant effective December 4th, 2009. The position will be advertised for two weeks with interviews to be conducted in January.

MEETING WITH LEGISLATORS: Motion by Steve Hubbard, seconded by Jerry Nelson to authorize supervisors and staff to attend the meeting with Federal and State Legislators at the courthouse on December 15th from 1:00 – 2:00 p.m. Affirmative: Burton Kuehn, Steve Hubbard, Menno Fokken, Jerry Nelson, and Norris Peterson. Negative: none. Motion carried.

UPDATE ON COMPUTERS ON NRCS SERVER: At the Area V Meeting NRCS discussed SWCD computers on their server. We did not get clarification on when decisions need to be made. Tabled until more information is available.

FIELD WINDBREAK DRAWING: Supervisors and staff will contact local lenders to see if they are interested in participating in the SWCDs Field Windbreak Drawing. Drawing will be held from January 15th through February 15th.

YELLOW MEDICINE SWCD MINUTES DATED NOVEMBER 23, 2009 – PAGE 3

The following items were given to each supervisor:

1. MASWCD Bits of Tidbits dated September/October 2009
2. Reminder to take copy of MASWCD Resolution to State Convention
3. Copy of brochure given to County Commissioners at October meeting

Next meeting date is scheduled for December 30th at 1:00 p.m.

Motion by Burton Kuehn, seconded by Menno Fokken to adjourn. Meeting adjourned.

Supervisor Signature

Date

YELLOW MEDICINE SWCD MONTHLY TREASURER'S REPORT

October 23rd, 2009 through November 23rd, 2009

Use of Cash	Beginning Balance	Receipts	Disbursements	Ending Balance
Tree Checking	\$8,863.19	\$0.00	\$478.62	\$8,384.57
District Checking	\$29,966.96	\$8,901.21	\$14,011.19	\$24,856.98
Savings Accounts	\$33,999.05	\$20,123.50	\$0.00	\$54,122.55
Investments	\$273,308.23	\$57.10	\$25,000.00	\$248,365.33
TOTALS	\$346,137.43	\$29,081.81	\$39,489.81	\$335,729.43

RECEIPTS

District Checking	
Lyon SWCD	\$1,192.39
Interest earned on NOW Acct.	\$4.35
MCIT Dividend	\$2,692.00
Cashed in CD 11392	\$5,012.47

RECEIPTS

Tree Checking

ACCOUNTS PAYABLE

CHECK NUMBER PAYABLE TO

FOR

AMOUNT

Tree Checking

#3512 Xcel Energy	Electricity for storage facility	\$9.27
#3513 O'Reilly Auto Parts	Door handle for 97 pickup	\$17.09
#3514 Cragun's	Motel rooms for BWSR Academy	\$117.52
#3515 Area V	Registration for Area V Meeting	\$75.00
#3516 Blackburn Mfg. Co.	Inv. #0362925-IN 3,000 flags	\$249.28
#3517 Xcel Energy	Electricity for storage facility	\$10.46

District Checking

#9681-9691	Wages & Deductions for October	\$11,862.04
#9692 MASWCD	Registration for State Convention	\$815.00
#9693 Consumers Coop Oil Co.	Vehicle maintenance & gasoline	\$339.26
#9694 Advocate Tribune	Ad in Fall Farm Edition	\$148.00
#9695 Brad Flatin	Expenses	\$63.78
#9696 Prairie Lane Farms	Payment for State Cost Share Cont.	\$359.00
#9697 Advocate Tribune	Subscription to newspaper	\$79.00
#9698 Office Systems Inc	#395798 file jackets, etc. #393608 mouse	\$200.52
#9699 Clarkfield Hardware	#29311, 29335, 30614 supplies, etc	\$30.55
#9700 NACD	Ordered Conservation Plaque for 2009	\$34.84
#9701 Postmaster	Postage for Rainfall Monitors for 2010	\$79.20