



1000 10th Avenue
P.O. Box 545
Clarkfield, Minnesota 56223
Phone: 320-669-4442 Ext. 3
FAX: 320-669-6011

YELLOW MEDICINE SOIL AND WATER CONSERVATION DISTRICT

MINUTES OF THE YELLOW MEDICINE SOIL AND WATER CONSERVATION DISTRICT
Ag Service Building, Clarkfield, Minnesota March 26, 2009

I. The regular meeting was called to order by Vice-Chairperson Burton Kuehn.

II. Those present:

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

Co. Commissioner – Gary Johnson
NRCS DC – Cheryl Heard
District Manager - Lou Ann Nagel
Prairie Country RC&D – Randy Nelson
SW JPO – Mike Skoglund

III. Business

Motion by Menno Fokken, seconded by Jerry Nelson to adopt the agenda with the following additions: Hire Summer Assistant, Native Buffer Program and Employee Policy. Affirmative: Menno Fokken, Jerry Nelson, Steve Hubbard, and Burton Kuehn. Negative: none. Motion carried.

Motion by Menno Fokken, seconded by Steve Hubbard to approve the minutes of the regular meeting of February 26, 2009. Affirmative: Menno Fokken, Steve Hubbard, Jerry Nelson, and Burton Kuehn. Negative: none. Motion carried.

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

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

PRAIRIE COUNTRY RC&D REPORT: Randy Nelson from Prairie Country RC&D reported on RC&D's 2008 Projects and Activities.

SOUTHWEST PRAIRIE JPO PRESENTATION: Mike Skoglund from the Southwest Prairie Joint Powers Organization gave a PowerPoint presentation on the Southwest Prairie JPO accomplishments in 2008.

SOUTHWEST PRAIRIE JPO AGREEMENT: Tabled signing the Southwest Prairie Joint Powers Agreement until the April Board Meeting. This agreement will be discussed at the next JPO Meeting, which is scheduled for April 1, 2009.

DC REPORT: Cheryl Heard gave the DC report at this time. It is anticipated that funds for the EQIP, WHIP, WRP, CSP, GRP, etc may need to be obligated by July. Grazing Tour in Yellow Medicine County is scheduled for June 30, 2009.

MEMORANDUM OF UNDERSTANDING: Cheryl Heard went over the Mutual Agreement between the Board of Water and Soil Resources, the Natural Resources Conservation Service and the Soil and Water Conservation District with the board.

FREEDOM ON INFORMATION ACT: Discussion followed on the paperwork for the Freedom of Information Act. The board signed the necessary paperwork, and it will be sent to the Area Natural Resources Conservation Service Office in Marshall.

AN EQUAL OPPORTUNITY EMPLOYER

YELLOW MEDICINE SWCD MINUTES DATED MARCH 26, 2009 – PAGE 2

WETLAND CONSERVATION ACT (WCA): The board reviewed the WCA report for the month of February and March at this time.

MASWCD LEGISLATIVE UPDATES: The board reviewed the notices from the Minnesota Association of Soil and Water Conservation District (MASWCD) regarding Legislative Updates.

BUSINESS MANAGEMENT SEMINAR: Motion by Steve Hubbard, seconded by Menno Fokken to authorize Lou Ann Nagel, the SWCD District Manager, to attend the Business Management Seminar on April 17th, 2009. Affirmative: Menno Fokken, Steve Hubbard, Jerry Nelson, and Burton Kuehn. Negative: none. Motion carried.

FARM BILL ASSISTANT POSITION: Discussion followed on waiting to advertise for this position until funding is secure. Motion by Menno Fokken, seconded by Jerry Nelson to enter into a contract with the Lincoln SWCD for utilizing their Farm Bill Assistant from April through June, on an as needed basis. Approximate cost per hour would be \$26/hour. Kurt Johnson and Lou Ann Nagel will try to handle the Farm Bill Assistant program duties as much as possible. Affirmative: Menno Fokken, Steve Hubbard, Jerry Nelson, and Burton Kuehn. Negative: none. Motion carried.

STATE COST SHARE PROGRAM: Motion by Steve Hubbard, seconded by Jerry Nelson to approve the following State Cost Share Contracts:

#08-22 Robert Nemitz – 1.7 acre Farmstead Windbreak in Fortier, Sec. 13 at 75% cost share not to exceed \$1,831

#09-24 Brad Thomas – 1.2 acre Farmstead Windbreak in Wergeland, Sec 18 at 75% cost share not to exceed \$1,514

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

UPDATE ON MINNESOTA RIVER MEETING HELD IN MARCH: Discussion followed on the information talked about at the Minnesota River Meeting held in Mankato in March. The board was given a copy of a letter written by Shannon Fischer from the MN River Board.

SALES TAX AMENDMENT SURVEY: Reviewed the results of the Sales Tax Amendment Survey that was conducted in the month of March.

BLIND INTAKE PROGRAM: The SWCD received an application for blind intakes from Darrell Olson. This application was approved by the Lyon SWCD utilizing the Yellow Medicine Clean Water Legacy Grant.

GEO DATA MANAGEMENT: The District Manager reviewed the Geo Data Management Agreement between the Farm Service Agency, the Natural Resources Conservation Service and the SWCD. Lou Ann Nagel is the Point of Contact for the SWCD.

COMPUTER SECURITY LINC PASS CARD PICKUP: The District Manager made an appointment for all SWCD staff to go Minneapolis to pick up their Linc Pass Security Cards on April 9th. A notice was received cancelling our appointments. District Manager has called into the State NRCS office to see why this was cancelled. The staff may be out of the office on April 9th.

SUMMER ASSISTANCE: Motion by Menno Fokken, seconded by Steve Hubbard to hire Cameron Jurgenson as the SWCD Summer Assistant from May 11, 2009 – June 30, 2009. The hourly rate was set at \$10.00/hour. Affirmative: Menno Fokken, Steve Hubbard, Jerry Nelson, and Burton Kuehn. Negative: none. Motion carried.

NATIVE BUFFER PROGRAM: Motion by Jerry Nelson, seconded by Menno Fokken to correct an error that was made by the District Manager in figuring out the 75% for the Native Buffer Cost Share Contract #NB08-02 with Ken Fischer. The cost share amount should be \$1,915.00. Affirmative: Menno Fokken, Steve Hubbard, Jerry Nelson, and Burton Kuehn. Negative: none. Motion carried.

Motion by Menno Fokken, seconded by Jerry Nelson to approve the Native Buffer Cost Share Contract #08-04 with Brad Burgeson to remove invading trees, burn and interseed 6.9 acres of remnant native prairie in Minnesota Falls, Section 2. The contract was approved for 75% cost share not to exceed \$2,143.00. Affirmative: Menno Fokken, Steve Hubbard, Jerry Nelson, and Burton Kuehn. Negative: none. Motion carried.

EMPLOYEE POLICY: The District Manager gave a draft copy of the changes for the Employee Policy for the board's review. Tabled until April's Board Meeting.

YELLOW MEDICINE SWCD MINUTES DATED MARCH 26, 2009 – PAGE 3

SUPERVISORS REPORTS: Burton Kuehn gave an RCRC report. Jerry Nelson gave a report on the Orientation Session.

The following items were given to the board:

1. MASWCD Committees Document
2. MASWCD Bits of Tidbits
3. Correspondence from MASWCD regarding State General Fund Dollars
4. Soil Stewardship Material

Next meeting date is scheduled for April 23, 2009 at 7:00 p.m.

Motion by Jerry Nelson, seconded by Steve Hubbard to adjourn. Meeting adjourned

SWCD Board Signature

Date

YELLOW MEDICINE SWCD MONTHLY TREASURER'S REPORT

February 27, 2009 through March 26, 2009

Use of Cash	Beginning Balance	Receipts	Disbursements	Ending Balance
Tree Checking	\$1,379.03	\$2,003.00	\$1,485.99	\$1,896.04
District Checking	\$3,084.59	\$17,128.54	\$14,405.00	\$5,808.13
Savings Accounts	\$57,253.31		\$18,000.00	\$39,253.31
Investments	\$258,834.00	\$0.00		\$258,834.00
TOTALS	\$258,834.00	\$19,131.54	\$33,890.99	\$305,791.48

RECEIPTS

District Checking	\$4.59
Interest-NOW Account	\$59.00
MCTI Insurance Refund	\$1,064.95
Lyon SWCD	\$16,000.00
Transfer from Dist. Savings	

RECEIPTS

Tree Checking	\$3.00
Redwood SWCD-laminating	\$2,000.00
Transfer from Tree Savings Account	

ACCOUNTS PAYABLE

CHECK NUMBER PAYABLE TO

FOR

AMOUNT

Tree Checking

#3434 PK Egan's	Meal for WLI Meeting	\$130.08
#3435 Charles Anderson	Rent for storage facility	\$200.00
#3436 Consumers Coop Oil Co.	Gasoline	\$81.30
#3437 SWMACDE	Area Dues for 2009	\$20.00
#3438 Office Systems, Inc.	Ink cartridge, DVD's, etc.	\$87.97
	Registration-Leadership Mgmt Seminar	\$89.00
#3439 Minnesota West CTC	1st Qtr. Expenses	\$16.64
#3440 Kurt Johnson	1st Qtr. Expenses	\$153.38
#3441 Lou Ann Nagel	WCA Program Pocket Guide	\$11.50
#3442 University of Minnesota	1st Qtr. Expenses	\$96.80
#3443 Menno Fokken	1st Qtr. Expenses	\$169.40
#3444 Burton Kuehn	1st Qtr. Expenses	\$170.08
#3445 Jerry Nelson	1st Qtr. Expenses	\$250.60
#3446 Norris Peterson	Electricity for storage facility	\$9.24
#3447 Xcel Energy		

District Checking

#9524-9540	Wages & deductions for March	\$14,405.00
------------	------------------------------	-------------