



P.O. Box 545 ♦ 1000 10th AVE, Suite 3 ♦ Clarkfield, Minnesota 56223

MINUTES OF THE YELLOW MEDICINE SOIL AND WATER CONSERVATION DISTRICT July 25, 2024

- I. The regular Board meeting was called to order by Chair Delon Clarksean at 9:00 AM
Those present:

Delon Clarksean – Chair	Anita Borg – Office Administrator
Tom Remmele – Vice-Chair	Mitch Kling – CO Commissioner
Jerry Nelson – Secretary	Michael Pitzl – Conservation TECH Apprentice
Brayden Anderson – SR Conservation TECH	
- II. Meeting started with the pledge of allegiance and reading of the Mission statement.
- III. Motion by Tom Remmele, seconded by Jerry Nelson, to approve the agenda. Affirmative: 3. Opposed: 0. Motion carried.
- IV. Board approved minutes of the last regular meeting dated June 27, 2024 as presented.
- V. Board approved minutes of the special meeting dated July 15, 2024 as presented.
- VI. Motion by Jerry Nelson, seconded by Tom Remmele, to approve payments and treasurers report subject to audit for month of July, 2024. Affirmative: 3. Opposed: 0. Motion carried.
- VII. APPROVALS & PAYMENTS:
 - a. There were no contracts or payments for approval.
- VIII. REPORTS:
 - a. STAFF REPORTS:
 OFFICE ADMINISTRATOR, ANITA BORG confirmed the bank statement verification planned; informed the Board of progress on the upcoming Environmental Fair and annual financial report.

 SENIOR CONSERVATION TECHNICIAN BRAYDEN ANDERSON gave updates on RIM and CREP and buffer inspection progress. He informed the Board of some upcoming changes in WCA procedure and told the Board about some past and upcoming training events.
 - b. SUPERVISOR REPORTS: No supervisor reports were presented.
 - c. PARTNER REPORTS: No partner reports were presented.
- IX. OLD BUSINESS:
 - a. **DIRECTOR JOB DESCRIPTION.** Motion by Tom Remmele, seconded by Jerry Nelson, to adopt official SWCD Director description as edited. Affirmative: 3. Opposed: 0. Motion carried.
 - b. **TECHNICIAN JOB DESCRIPTION.** Motion by Tom Remmele, seconded by Jerry Nelson, to adopt official SWCD Technician description as edited. Affirmative: 3. Opposed: 0. Motion carried.
 - c. The Board continues to seek candidates for SWCD Supervisor District 3.
 - d. The Board continues to seek candidates for the Soil Health mentor position.
- X. NEW BUSINESS:
 - a. Board and staff reviewed the Statement of Revenue and Expenditures and Balance sheet for year to date through June 30, 2024.
 - b. Discussion was held regarding the staff social media policy. No action was taken.



YELLOW MEDICINE
SOIL & WATER CONSERVATION DISTRICT

(320) 669-4442, ext. 3
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- XI. Next meeting scheduled for August 22, 9 AM.
- XII. Meeting adjourned by call of chair at 10:18 AM.

APPROVED:

Elmwood Knele

DATE:

8-22-24

Yellow Medicine County SWCD Monthly Treasurers Report


	June 28			July 26
Use of Cash	Beginning Balance	Receipts	Disbursements	Ending Balance
District Checking	\$ 110,378.72	\$ 119,991.00	\$ 39,080.00	\$ 191,289.72
Savings Accounts	\$ 310,037.56	\$ 216.01		\$ 310,253.57
Certificates of Deposit	\$ 393,502.52	\$ 237.98		\$ 393,740.50
TOTALS	\$ 813,918.80	\$ 120,444.99	\$ 39,080.00	\$ 895,283.79

RECEIPTS:

deposited to:	Received from:	For:	Amount:
Checking F&M Bank		interest	\$ 20.11
Checking		tree deposits	\$ 4,918.86
Checking ST of MN		SWCD aid 1st half	\$ 81,678.03
Checking MCIT		workers comp. reimbursement	\$ 724.00
CDs Citizens Bank		interest	\$ 237.98
Savings F&M Bank		interest	\$ 216.01
Checking Yellow Medicine CO		Quarterly allotment Q2	\$ 32,650.00

DISBURSEMENTS/ACCOUNTS PAYABLE:

CK#	Payable to:	For:	Amount:
DD, EFTPS		payroll & liabilities 6/28/2024	\$ 7,539.87
13285-13288	QTR 2	supervisor compensation & withholding	\$ 3,343.06
13289-13292	QTR 2	supervisor expense reimb.	\$ 782.56
DD, EFTPS		payroll & liabilities 7/12/2024	\$ 8,613.06
293 Jim's Market		HWY 75 event donuts & cookies	\$ 130.00
13294 South Central Tent Rental INC		HWY 75 event balance tent rental	\$ 1,030.02
13295 Scotty Bigg's BBQ		HWY 75 event noon meal	\$ 1,644.50
13296 Adam Miller		HWY 75 event farmer panel	\$ 200.00
13297 Eric Dybsetter		HWY 75 event farmer panel & host	\$ 700.00
13298 Kurt Dagele		HWY 75 event farmer panel	\$ 200.00
EFTPS MN DEPT of Revenue		sales tax payable deposit	\$ 2,937.00
DD, EFTPS, CK#13299		payroll & liabilities 7/26/2024	\$ 8,145.66
13300 Clarkfield Hardware		field supplies	\$ 51.95
13301 Western Printing		education & outreach feather signage	\$ 833.25
13302 Amazon Capital Services		education & outreach pennant streamer	\$ 28.95
13303 AT&T		hotspot & cell	\$ 87.97
13304 Clarkfield One Stop		meal for Board & local work group meeting	\$ 70.51
13305 Consumers Coop		fuel & maintenance	\$ 607.73
13306 Yellow Medicine County		Office 365	\$ 71.66
13307 Michael Pitzl		education & outreach reimb. Water for HWY 75 event	\$ 51.30
13308 Brayden Anderson		employee expense	\$ 170.62
13309 Anita Borg		employee expense	\$ 434.17
13310 Yellow Medicine County		health, dental, life	\$ 1,406.16



Treasurer

7-25-24
Date

