



**MINUTES OF THE YELLOW MEDICINE SOIL AND WATER CONSERVATION DISTRICT**

Ag Service Building, Clarkfield, Minnesota

January 28, 2021

I. Prior to start of meeting re-elected Supervisors Delon Clarksean and Jerry Nelson took oath of office.

II. The regular meeting was called to order by Chair, Delon Clarksean, at 9:00 a.m.

Those present:

Chair – Delon Clarksean

Vice-Chair – Tom Remmele-virtual

Secretary – Jerry Nelson

Treasurer - Darwyn Bach

Supervisor – Elmo Volstad-virtual

Director – Tyler Knutson

Technical Advisor – Kurt Johnson – virtual

Office Administrator – Anita Borg - virtual

Conservation Technician – Brayden Anderson - virtual

Jason Beckler – BWSR BC - virtual

III. Meeting started with pledge of allegiance and reading of the Yellow Medicine SWCD mission statement.

IV. Motion by Jerry Nelson, seconded by Darwyn Bach, to approve the agenda. Request for approval taken by roll call. Affirmative: Nelson, Bach, Clarksean. Opposed: 0. Motion carried.

V. Motion by Jerry Nelson, seconded by Darwyn Bach, to approve minutes of last meeting dated December 17, 2020. Affirmative: Nelson, Bach, Clarksean. Opposed: 0. Motion carried.

VI. Supervisors Volstad and Remmele joined virtually at 9:05 a.m. Re-elected Supervisor Tom Remmele took his oath of office at this time.

VII. Motion by Jerry Nelson, seconded by Elmo Volstad, to approved Treasurer's Report and payments for the months of December, 2020 and January, 2021. Affirmative: Remmele, Volstad, Nelson, Bach, Clarksean. Opposed: 0. Motion carried.

VIII. Contracts, amendments and payments for consideration and approval:

a. No new contracts.

b. No amendments.

c. Payments:

1. Motion by Jerry Nelson, seconded by Tom Remmele, to approve payment of cost share contract 2020-02 Upper Sioux Community Dike \$29,391.50 in MN Falls Township, section 14. Affirmative: Remmele, Volstad, Nelson, Bach, Clarksean. Opposed: 0. Motion carried.

IX. Reports:

a. STAFF REPORTS:

CONSERVATION TECHNICIAN, BRAYDEN ANDERSON provided updates on CRP, CREP and the tree program.

OFFICE ADMINISTRATOR, ANITA BORG updated the Board on annual reporting and requested updated insurance coverage for the storage building.

TECHNICAL ADVISOR, KURT JOHNSON gave updates on the WCA program and Walk In Access and AIS.

DIRECTOR, TYLER KNUTSON updated the Board on monthly activities and presented an overview for discussion of strategic planning and vision of the District.

b. PARTNER REPORTS: No partner reports provided.

c. SUPERVISOR REPORTS:

SUPERVISOR NELSON reported on the last TSA meeting.

SUPERVISOR REMMELE spoke of some MPCA updates that had been shared with him.

SUPERVISOR VOLSTAD thanked Tyler for his strategic planning presentation.

X. Old Business:

- a. At this time, Chair Delon Clarksean called the meeting to recess and called a closed meeting to order per Minnesota Statute 13D.05 for Board to review performance and job description of the Director.
- b. DIRECTOR JOB DESCRIPTION AND PAY: At resume of regular meeting, motion by Darwyn Bach, seconded by Jerry Nelson, to adopt job description and pay recommendation of 16-1 for Director position. Affirmative: Remmele, Volstad, Nelson, Bach, Clarksean. Opposed: 0. Motion carried.

Director Knutson presented the Board with information regarding the possible future of the EQIP and CREP programs.

X. New Business:

- a. ANNUAL ORGANIZATIONAL DESIGNATIONS: Motion by Darwyn Bach, seconded by Elmo Volstad, to approve Resolution 2021-01-7.1 assigning Annual Organizational Designations. Affirmative: Remmele, Volstad, Nelson, Bach, Clarksean. Opposed: 0. Motion carried.
- b. UPDATED INVENTORY LIST: Motion by Jerry Nelson, seconded by Darwyn Bach, to accept updated inventory list. Affirmative: Remmele, Volstad, Nelson, Bach, Clarksean. Opposed: 0. Motion carried.

XI. Next meeting of the SWCD Board is scheduled for Thursday, February 25 at 9 a.m.

XII. Meeting adjourned by call of Chair, Delon Clarksean, at 11:30 a.m.

APPROVED:

 \_\_\_\_\_

DATE:

2-25-21

# Yellow Medicine County SWCD Monthly Treasurers Report

2021	January 1			January 28
Use of Cash	Beginning Balance	Receipts	Disbursements	Ending Balance
District Checking	\$ 432,391.41	\$ 22,827.95	\$ 40,994.80	\$ 414,224.56
Savings Accounts	\$ 107,315.49			\$ 107,315.49
Certificates of Deposit	\$ 228,160.15			\$ 228,160.15
<b>TOTALS</b>	<b>\$ 767,867.05</b>	<b>\$ 22,827.95</b>	<b>\$ 40,994.80</b>	<b>\$ 749,700.20</b>

## RECEIPTS:

Received from:	For:	Amount:
Yellow Medicine CO	AIS allocation	\$ 21,383.00
Renville SWCD	staff assistance reimb.	\$ 1,444.95

## DISBURSEMENTS/ACCOUNTS PAYABLE:

CK#	Payable to:	For:	Amount:
12438	Yellow Medicine County	health, dental, life and annual VEBA & select ACCT fees	\$ 9,064.95
12439	AT&T	hotspots	\$ 76.46
12440	DD, EFTPS	payroll & liabilities 1/15/2020	\$ 10,929.68
12441	Citizens Alliance Bank VISA	registration MASWCD annual convention	\$ 120.00
12442	Xcel Energy	electricity for shed	\$ 13.51
12443	DeWitt CO	tree mat	\$ 4,293.00
12444	Office Peeps	office supplies	\$ 63.43
12445	City of Clarkfield	water for shed	\$ 21.75
12446	Consumers Coop	vehicle maintenance _battery for Traverse	\$ 193.95
12447	Clarkfield One Stop	gasoline	\$ 46.66
12448	SWPTSA	annual dues 2021 share	\$ 3,545.46
12449	SWMACD	annual dues 2021 dues	\$ 400.00
12450	MCIT	insurance 2021 premium	\$ 8,766.00
12451	MASWCD	annual dues 2021 dues	\$ 3,114.46
12452	K&K	snow removal	\$ 172.50
12453	Brayden Anderson	employee expense	\$ 45.00
12454	Kurt Johnson	employee expense	\$ 45.00
12455	Tyler Knutson	employee expense	\$ 82.99

Treasurer

Date

1/28/21