



MINUTES OF THE YELLOW MEDICINE SOIL AND WATER CONSERVATION DISTRICT
Ag Service Building, Clarkfield, Minnesota January 26, 2023

- I. The regular meeting was called to order by Chair Jerry Nelson, at 9:03 a.m.
Those present:

Chair – Jerry Nelson	Director - Tyler Knutson
Vice-Chair – Darwyn Bach	Office Administrator – Anita Borg
Secretary – Elmo Volstad	Senior Technician – Brayden Anderson
Treasurer – Delon Clarksean	MN AWQCP Specialist - Danielle Evers
PR & Information - Tom Remmele	

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

Supervisor, Tom Remmele, joined at this time.

- III. Motion by Delon Clarksean, seconded by Darwyn Bach, to approve agenda. Affirmative: 5. Opposed: 0. Motion carried.

- IV. Motion by Delon Clarksean, seconded by Tom Remmele, to approve minutes of last meeting dated December 29, 2022. Affirmative: 5. Opposed: 0. Motion carried.

- V. Motion by Tom Remmele, seconded by Delon Clarksean, to approve treasurers report and payments for month of December, 2022. Affirmative: 5. Opposed: 0. Motion carried.

- VI. Motion by Tom Remmele, seconded by Darwyn Bach, to approve treasurers report and payments for month of January, 2023. Affirmative: 5. Opposed: 0. Motion carried.

- VII. The Board was informed of a cost share project using Yellow Medicine Watershed Based Implementation Funding for Brad Miller for a grassed waterway in Wergeland 21 for \$51,172.50.

- VIII. Reports:
 - a. Partner updates:
DANIELLE EVERS, MN Ag Water Quality Certification Specialist provided updates and information on the program.
 - b. STAFF REPORTS:
CONSERVATION TECHNICIAN, BRAYDEN ANDERSON presented updates on CREP, WCA, ongoing projects, the tree program, and the Leadership Program.

OFFICE ADMINISTRATOR, ANITA BORG gave updates on annual reporting and the upcoming Environmental Fair.

TECHNICAL ADVISOR, KURT JOHNSON’s official last day is January 31.

DIRECTOR, TYLER KNUTSON shared information with the Board regarding recent visits to local Ag and Coop locations; reviewed upcoming events in February and March; and gave buffer compliance updates.



c. SUPERVISOR REPORTS:

SUPERVISOR Jerry Nelson provided updates from the recently attended SWPTSA meeting.

VIII. Old Business:

- a. SOIL HEALTH GRANT WORKPLAN. Motion by Delon Clarksean, seconded by Tom Remmele, to approve draft work plan presented for the Soil Health Grant. Affirmative: 5. Opposed: 0.
- b. CONSERVATION TECHNICIAN POSITION. Motion by Delon Clarksean, seconded by Elmo Volstad, to offer the Conservation Technician position to Kyle Reitmeier at grade 11 step 1 with a starting date of 2/21/2023. If candidate declines, position may be offered to second option with adjusted grade and step reflecting applicant's qualifications. Affirmative: 5. Opposed: 0.
- c. 2023 PERSONNEL POLICY RESOLUTION 2023-1-2.2. Motion by Darwyn Bach, seconded by Delon Clarksean, to approve Resolution 2023-1-2.2 2023 Personnel Policy and job descriptions. Affirmative: 5. Opposed: 0. Motion carried.
- d. KINNER & CO AUDIT AGREEMENT. Motion by Darwyn Bach, seconded by Elmo Volstad, to approve audit agreement with Kinner and Company. Affirmative: 5. Opposed: 0. Motion carried.

IX. New Business:

- a. UPDATED INVENTORY LIST. Motion by Delon Clarksean, seconded by Tom Remmele, to approve the District's updated inventory list. Affirmative: 5. Opposed: 0. Motion carried.
- b. 2022 PAY EQUITY REPORT. Motion by Tom Remmele, seconded by Elmo Volstad, to approve the 2022 Local Government Pay Equity Report for submission to the MN Management and Budget's Pay Equity Office. Affirmative: 5. Opposed: 0. Motion carried.
- c. 2023 ORGANIZATIONAL RESOLUTION 2023-2-7.1. Motion by Delon Clarksean, seconded by Tom Remmele, to approve 2023 Organizational Resolution 2023-2-7.1. Affirmative: 5. Opposed: 0. Motion carried.

Following passage of the 2023 Organizational Resolution, Jerry Nelson passed the gavel to 2023 Chair, Darwyn Bach.


- d. LQP ADOPTION RESOLUTION 2023-03-04. Motion by Delon Clarksean, seconded by Jerry Nelson to approve Lac qui Parle Adoption Resolution 2023-03-04. Affirmative: 5. Opposed: 0. Motion carried.
- e. Chair Darwyn Bach brought a request to the Board for sponsorship of the Yellow Medicine Pheasants Forever. Motion by Jerry Nelson, seconded by Delon Clarksean, to approve \$150 sponsorship of the Yellow Medicine Pheasants Forever. Affirmative: 5. Opposed: 0. Motion carried.

X. Next meeting of the SWCD Board is scheduled for February 23 at 9 a.m.

XI. Meeting adjourned by call of chair at 10:44 a.m.

APPROVED:

DATE:



3-16-23

Yellow Medicine County SWCD Monthly Treasurers Report

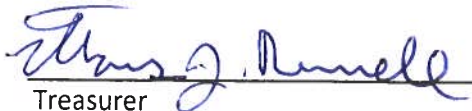
2023	January 1			January 26
Use of Cash	Beginning Balance	Receipts	Disbursements	Ending Balance
District Checking	\$ 417,669.64	\$ 40,892.74	\$ 40,209.96	\$ 418,352.42
Savings Accounts	\$ 308,012.49			\$ 308,012.49
Certificates of Deposit	\$ 230,461.79			\$ 230,461.79
TOTALS	\$ 956,143.92	\$ 40,892.74	\$ 40,209.96	\$ 956,826.70

RECEIPTS:

Received from:	For:	Amount:
LPQ YB Watershed DIST	Hours reimbursement	\$ 7,680.00
	tree deposits	\$ 562.74
Yellow Medicine CO	Quarterly allotment	\$ 32,650.00

DISBURSEMENTS/ACCOUNTS PAYABLE:

CK#	Payable to:	For:	Amount:
12918	AT&T	telephone/internet hotspots	\$ 76.46
12919	Citizens Alliance Bank VISA	employee expense room, ST Convention	\$ 226.76
	EFTPS	payroll & liabilities 1/13/2023	\$ 11,911.18
12920	YM County	health, dental, life	\$ 10,551.29
12921	MCIT	insurance	\$ 7,009.00
12922	E MED Pheasants 4ever	sponsorship	\$ 300.00
12923	YM County	Office 365	\$ 71.66
12924	City of Clarkfield	vehicle maintenance	\$ 33.00
12925	SWPTSA	professional fees annual local share	\$ 3,365.00
12926	Cherry Road Media	advertising	\$ 120.00
12927	Canby News	advertising	\$ 105.00
12928	Consumers Coop	vehicle maintenance wipers & fuel	\$ 158.86
12929	Tyler Knutson	employee expense	\$ 856.31
12930	Kurt Johnson	employee expense	\$ 46.99
12931	Brayden Anderson	employee expense	\$ 70.32
12932	MASWCD	annual dues	\$ 5,308.13



 Treasurer

1-26-23

 Date

