



**MINUTES OF THE YELLOW MEDICINE SOIL AND WATER CONSERVATION DISTRICT**  
Ag Service Building, Clarkfield, Minnesota July 27, 2023

- I. The regular meeting was called to order by Supervisor, Jerry Nelson at 9:03 a.m.
- Those present:
- |                                 |  |
|---------------------------------|--|
| Vice-Chair – Elmo Volstad       | Director - Tyler Knutson                 |
| Secretary – Tom Remmele         | Office Administrator – Anita Borg        |
| Treasurer – Delon Clarksean     | Senior Technician – Brayden Anderson     |
| PR & Information – Jerry Nelson | Conservation Technician – Kyle Reitmaier |
- II. Meeting started with pledge of allegiance and reading of the mission statement.
- III. Motion by Elmo Volstad, seconded by Delon Clarksean, to approve agenda. Affirmative: 4. Opposed: 0. Motion carried.
- IV. Motion by Elmo Volstad, seconded by Tom Remmele, to approve minutes of last meeting dated June 22, 2023. Affirmative: 4. Opposed: 0. Motion carried.
- V. Motion by Tom Remmele, seconded by Delon Clarksean, to approve treasurers report and payments for month of July, 2023. Affirmative: 4. Opposed: 0. Motion carried.
- VI. Approvals:
- APPROVAL CONTRACT FY2023-01. Motion by Tom Remmele, seconded by Elmo Volstad to approve contract FY2023-01 Scott Rigge Water & Sediment Control Basin in Sioux Agency 16 \$29,625.00, pending funding arrival. Affirmative: 4. Opposed: 0. Motion carried.
  - APPROVAL CONTRACT FY2022-02. Motion by Delon Clarksean, seconded by Tom Remmele, to approve contract FY2022-02 Randy Fales Water & Sediment Control Basin in Fortier 9 \$7,425.00, pending funding arrival. Affirmative: 4. Opposed: 0. Motion carried.
  - RATIFY MAWQCP VOUCHER SIGNATURE. Motion by Delon Clarksean, seconded by Tom Remmele, to ratify MN Ag Water Quality Certification Program Voucher signature. Affirmative: 4. Opposed: 0. Motion carried.
  - RATIFY ESE DRAINAGE WATER MGMT SIGNATURE. Motion by Delon Clarksean, seconded by Tom Remmele, to ratify ESE Drainage Water MGMT sub-contract. Affirmative: 4. Opposed: 0. Motion carried.
  - RATIFY BWSR RCPP LETTER OF SUPPORT SIGNATURE. Motion by Delon Clarksean, seconded by Elmo Volstad, to ratify BWSR RCPP letter of support signature. Affirmative: 4. Opposed: 0. Motion carried.
  - WAIVE WCA FEE FOR COUNTY. Motion by Tom Remmele, seconded by Delon Clarksean, to waive \$500 WCA fee for YMC highway shop delineation review. Affirmative: 4. Opposed: 0. Motion carried.

- g. DELEGATE CONTRACT SIGNATURE THROUGH DECEMBER 31. Motion by Delon Clarksean, seconded by Elmo Volstad, to delegate contract signatures to Director through December 31, pending funding arrival. Affirmative: 4. Opposed: 0. Motion carried.

VII. Reports:

a. STAFF REPORTS:

CONSERVATION TECHNICIAN, KYLE REITMAIER reported to the Board on buffer inspection updates and Soil Health Cost Share Grant opportunities.

The Board discussed a proposal for modification of a potential Soil Health Cost Share contract. No action was taken.

OFFICE ADMINISTRATOR, ANITA BORG gave updates on tree billings; Financial Report status; reviewed some website updates; and presented the quarterly SWCD budget status to date.

SENIOR TECHNICIAN, BRAYDEN ANDERSON gave updates on CREP/RIM contracts and reviewed the WCA quarterly summary. He also informed the Board of a Yellow Medicine Watershed-based contract payment that had moved on for approval for Al Torke in Wood Lake 1.

DIRECTOR, TYLER KNUTSON provided updates on the Yellow Medicine River Watershed; recent visits to local coops; on-going phone issues and potential solutions; and updated the Board on local NRCS staffing.

b. SUPERVISOR REPORTS:

SUPERVISOR DELON CLARKSEAN provided updates from the Lac qui Parle-Yellow Bank One Watershed One Plan policy committee.

SUPERVISOR JERRY NELSON provided Personnel Committee updates.

VIII. Old Business:

UPDATED PERSONNEL HANDBOOK RESOLUTION 23-9-2.2. Motion by Delon Clarksean, seconded by Tom Remmele, to approve updated Personnel Handbook Resolution 23-9-2.2. Affirmative: 4. Opposed: 0. Motion carried.

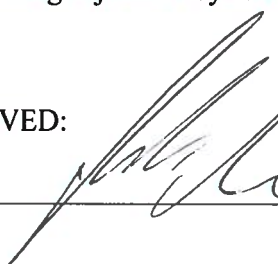
IX. New Business:

- a. The Board held discussion on the possibility of assigning fund balance for future cost share contracts. No action was taken.
- b. AMENDED BUDGET. Motion by Delon Clarksean, seconded by Tom Remmele, to approve the proposed amended 2023 Budget. Affirmative: 4. Opposed: 0. Motion carried.
- c. The Board was presented with a draft of the 2024 Budget for their review.

X. Next meeting of the Board scheduled for August 24, 2023 9 AM.

XI. Meeting adjourned by call of chair at 10:41 AM.

APPROVED:

  
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DATE:

8-24-23

Yellow Medicine County SWCD Monthly Treasurers Report

2023	June 23		July 27	
Use of Cash	Beginning Balance	Receipts	Disbursements	Ending Balance
District Checking	\$ 325,609.15	\$ 4,871.90	\$ 36,639.06	\$ 293,841.99
Savings Accounts	\$ 308,232.74	\$ 298.09		\$ 308,530.83
Certificates of Deposit	\$ 230,904.48	\$ 78.72		\$ 230,983.20
<b>TOTALS</b>	<b>\$ 864,746.37</b>	<b>\$ 5,248.71</b>	<b>\$ 36,639.06</b>	<b>\$ 833,356.02</b>

**RECEIPTS:**

Received from:	For:	Amount:
ST of MN	Walk in Access	\$ 3,250.00
F&M Bank	interest	\$ 54.61
	tree sales	\$ 1,007.96
	tree deposits	\$ 559.33

**DISBURSEMENTS/ACCOUNTS PAYABLE:**

CHK#	Payable to:	For:	Amount:
13033	Xcel Energy	electricity for shed	\$ 69.84
DD, EFTPS		payroll & liabilities 6/30/2023	\$ 11,296.32
13034-13038		supervisor compensation & withholding 6/30/2023	\$ 2,671.76
13039-13043		supervisor expense reimb.	\$ 516.80
13044	AT&T	hotspots	\$ 87.90
13045	Clarkfield Hardware	field supplies	\$ 42.35
DD, EFTPS		payroll & liabilities	\$ 10,998.07
EFTPS	MN DEPT of Revenue	sales tax payable	\$ 1,511.00
13046	Tyler Knutson	employee expense	\$ 62.42
13047	Brayden Anderson	employee expense	\$ 45.00
13048	Anita Borg	employee expense	\$ 22.78
13049	Yellow Medicine County	health, dental, life	\$ 3,619.37
13050	Yellow Medicine County	telephone/internet Office 365	\$ 143.32
13051	Canby News	education & outreach cover crop postcards	\$ 62.42
13052	Hanley Falls Fire DEPT	education & outreach AIS sponsorship, Threshing WKD dance	\$ 100.00
13053	Consumers Coop	fuel & maintenance	\$ 199.96
13054	Clarkfield One Stop	fuel & maintenance	\$ 507.25
13055	City of Clarkfield	water for shed	\$ 36.50
13056	Kinner & CO	dues, fees, subscriptions 2022 audit	\$ 4,250.00
13057	Western Printing	education & outreach HWY sign	\$ 396.00

  
Treasurer

7-27-23  
Date

