



**MINUTES OF THE YELLOW MEDICINE SOIL AND WATER CONSERVATION DISTRICT**  
Ag Service Building, Clarkfield, Minnesota  
December 21, 2023

I. The regular meeting was called to order by Chair Darwyn Bach at 9:00 a.m.

Those present:

Chair – Darwyn Bach

Vice-Chair – Elmo Volstad

Treasurer – Delon Clarksean

Secretary – Tom Remmele

PR & Information – Jerry Nelson

Director - Tyler Knutson

Senior Conservation Technician – Brayden Anderson

Office Administrator – Anita Borg

Mitch Kling – YM CO Commissioner

II. Meeting started with pledge of allegiance and reading of the mission statement.

III. Motion by Delon Clarksean, seconded by Jerry Nelson, to approve amended agenda with the following additions: under New Business, changing priority area ranking in Yellow Medicine Watershed; additions to packet list: MCIT Open Meeting Law webinar flyer; expiring CPR list. Affirmative: 4. Opposed: 0. Motion carried.

IV. Motion by Elmo Volstad, seconded by Jerry Nelson, to approve minutes of last meeting dated November 21, 2023. Affirmative: 4. Opposed: 0. Motion carried.

V. Motion by Jerry Nelson, seconded by Delon Clarksean, to payments to date for the month of December. Affirmative: 4. Opposed: 0. Motion carried.

VI. Approvals:

a. Motion by Delon Clarksean, seconded by Elmo Volstad to approve Dorian Gatchell Payment Soil Health Local Cost Share 92 acres MN Falls, 3 years No Till \$8,280. Affirmative: 4. Opposed: 0. Motion carried.

b. Motion by Jerry Nelson, seconded by Delon Clarksean, to approve Kevin Doom Payment Soil Health Local Cost Share 218 acres Norman, 3 years No Till \$19,620. Affirmative: 4. Opposed: 0. Motion carried.

c. Motion by Jerry Nelson, seconded by Delon Clarksean, to approve Steven Doom Payment Soil Health Local Cost Share 263 acres Norman, 3 years No Till \$23,670. Affirmative: 4. Opposed: 0. Motion carried.

d. Motion by Jerry Nelson, seconded by Elmo Volstad, to approve Randy Fales Payment State Cost Share WASCObS Fortier 9 \$7,425. Affirmative: 4. Opposed: 0. Motion carried.

SUPERVISOR REMMELE joined the meeting at this time.

VII. Reports:

a. STAFF REPORTS:

OFFICE ADMINISTRATOR, ANITA BORG reviewed third quarter financials and 2023 hours estimate through the third quarter. She also informed the Board of contract amendment and payment approval by the Yellow Medicine Watershed District for Cody Runholt JD 24/17 Cover Crops Amendment and Payment \$64,800.

SENIOR TECHNICIAN, BRAYDEN ANDERSON gave updates on RIM, WCA, CREP, and highlights of annual MASWCD convention. The Board was also informed of payment approvals by the Yellow Medicine Watershed District of the following: Garrett Cole Stony Run 9 Stony Run



Creek WASCObS Payment \$6,871.50; Brad Miller Wergeland 21 Mud Creek Waterway Payment \$38,915.48; Gordon Albertson Lisbon 29 Stony Run Creek WASCObS Payment \$31,722.39.

DIRECTOR, TYLER KNUTSON reviewed slides for the upcoming County Board presentation. Board members were reminded they are welcome to attend as well. Knutson also reviewed Minnesota's New Earned Sick and Safe Time with changes 1/1/24 and beyond.

b. SUPERVISOR REPORTS:

SUPERVISOR DARWYN BACH shared info from the recently attended Lac qui Parle-Yellow Bank Watershed District and Yellow Medicine River Watershed District advisory meetings.

VIII. Old Business:

- a. The Board continues to seek candidates for a potential appointment of a supervisor from the 3<sup>rd</sup> District.
- b. Possible options for a Board work session were offered. Possible availability dates for BWSR and NRCS participation were offered and no decision made and options will be further discussed.
- c. The Board was made aware that a BWSR PRAP grant was available for a facilitator or written strategic plan for such a work session.
- d. A Soil Health Farmer Outreach Proposal was shared with the Board.

IX. New Business:

- a. Senior Technician Anderson presented a demonstration of the ranking tools currently in use for potential Watershed-based funding projects. RECOMMEND ADJUSTMENT IN SCORING OF YELLOW MEDICINE WATERSHED PROJECTS. Motion by Delon Clarksean, Seconded by Tom Remmele to recommend the Yellow Medicine Watershed Policy Committee adjust scoring so priority geography is not the only determining factor in funding projects. Ranking points should determine if the project is a worthy project. Passed unanimously.
- b. Motion by Delon Clarksean, seconded by Tom Remmele at 12:07 pm to close for discussion of wages for the staff in 2024. Passed unanimously.
- c. 2024 WAGES. Motion by Delon Clarksean, seconded by Jerry Nelson, to give one step and 3.5% COLA to Anita and Brayden and Tyler will stay at the same rate of pay. Passed unanimously.
- d. Motion by Delon Clarksean, seconded by Tom Remmele at 12:25 PM to reopen. Passed unanimously.

X. Next meeting of the Board scheduled for January 25, 9 AM.

XI. Meeting adjourned by call of chair at 12:28 PM.

APPROVED:

DATE:

Yellow Medicine County SWCD Monthly Treasurers Report

2023	November 22		December 31	
Use of Cash	Beginning Balance	Receipts	Disbursements	Ending Balance
District Checking	\$ 424,311.34	\$ 142,948.23	\$ 120,108.37	\$ 447,151.20
Savings Accounts	\$ 308,919.66	\$ 389.32		\$ 309,308.98
Certificates of Deposit	\$ 231,782.70	\$ 179.65		\$ 231,962.35
<b>TOTALS</b>	<b>\$ 965,013.70</b>	<b>\$ 143,517.20</b>	<b>\$ 120,108.37</b>	<b>\$ 988,422.53</b>

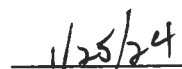
RECEIPTS:

Received from:	For:	Amount:
MCIT	dividend	\$ 762.00
F&M Bank	interest	\$ 147.20
ST of MN - BWSR	grant	\$ 35,000.00
Yellow Medicine CO	grant	\$ 11,984.00
Yellow Medicine CO	grant	\$ 11,984.00
ST of MN	SWCD Aid	\$ 81,678.03
ST of MN - BWSR	CREP reimb. titlework	\$ 1,393.00

DISBURSEMENTS/ACCOUNTS PAYABLE:

CK#	Payable to:	For:	Amount:
13132	VOID	printing error	
13133	VOID	printing error	
13134	Mitch Kling	Cost share contract #SH2023-02	\$ 25,000.00
13135	Xcel Energy	electricity for shed	\$ 15.16
EFTPS	MN DEPT of Revenue	sales tax payable	\$ 13.25
13136	Holmstrom & Kvam	title work	\$ 1,393.00
DD, EFTPS		payroll & liabilities 12/1/2023	\$ 8,806.31
13137	AT&T	hotspots	\$ 88.00
DD, EFTPS, CK #13138		payroll & liabilities 12/15/2023	\$ 9,045.97
13139	Yellow Medicine County	health, dental, life	\$ 2,109.24
13140	VOID	printing error	
13141	Citizens Alliance Bank VISA	registration ST convention	\$ 201.25
13142	Cherry Road Media	education & outreach tree ad	\$ 240.00
13143	SWMACD	dues, fees, subscriptions	\$ 400.00
13144	City of Clarkfield	water for shed	\$ 36.50
13145	Canby News	education & outreach tree ad	\$ 175.00
13146	Canby Print Shop	office supplies envelopes	\$ 597.73
13147	Clarkfield One Stop	fuel & maintenance	\$ 95.05
13148	Consumers Coop	fuel & maintenance	\$ 306.40
13149	MCIT	workman's comp. premium (due after audit)	\$ 567.00
13150	Amazon Capital Services	office supplies	\$ 37.96
13151	Yellow Medicine County	Office 365	\$ 71.66
13152	Tyler Knutson	employee expense	\$ 209.39
13153	Brayden Anderson	employee expense	\$ 69.27
13154	Anita Borg	employee expense	\$ 34.78
13155	Xcel Energy	electricity for shed	\$ 15.42
EFTPS	MN DEPT of Revenue	trees annual license renewal	\$ 350.00
13156	Dorian Gatchell	Cost share contract local soil health	\$ 8,280.00
13157	Kevin Doom	Cost share contract local soil health	\$ 19,620.00
13158	Steve Doom	Cost share contract local soil health	\$ 23,670.00
13159	Randy Fales	Cost share contract FY22/FY24	\$ 7,425.00
13160-13164		supervisor compensation & withholding	\$ 1,870.38
13165-13169		supervisor expense reimb.	\$ 357.63
DD, EFTPS		payroll & liabilities 12/29/2023	\$ 8,935.36
13170	Yellow Medicine County	Office 365	\$ 71.66

  
Treasurer

  
Date