



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

MINUTES OF THE YELLOW MEDICINE SOIL AND WATER CONSERVATION DISTRICT June 27, 2024

- I. The regular Board meeting was called to order by Chair Delon Clarksean at 9:01 AM
Those present:

Delon Clarksean – Chair	Anita Borg – Office Administrator
Tom Remmele – Vice-Chair	Mitch Kling – CO Commissioner
Darwyn Bach – Treasurer	Michael Pitzl – Conservation TECH Apprentice
Jerry Nelson – Secretary	

 Brayden Anderson – SR Conservation TECH

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

- III. Motion by Jerry Nelson, seconded by Tom Remmele, to approve the agenda. Affirmative: 4. Opposed: 0. Motion carried.

- IV. Motion by Darwyn Bach, seconded by Jerry Nelson, to approve minutes of the last meeting dated May 23, 2024. Affirmative: 4. Opposed: 0. Motion carried.

- V. Motion Tom Remmele, seconded by Jerry Nelson, to approve payments and treasurers report subject to audit for month of June, 2024. Affirmative: 4. Opposed: 0. Motion carried.

- VI. APPROVALS & CANCELLATIONS:
 - a. Motion by Tom Remmele, seconded by Jerry Nelson, to approve the following contracts encumbering State Cost Share funds and District assigned funds:
 - i. Alternative intakes 2024-04 Dorn Severtson Oshkosh 32 \$3,750
 - ii. WASC0B 2024-05 Tim Velde Hazel Run 25 \$4,156.65
 Affirmative: 4. Opposed: 0. Motion carried.

- VII. REPORTS:
 - a. STAFF REPORTS:

OFFICE ADMINISTRATOR, ANITA BORG, reviewed packet items; reminded the Board of upcoming events and requested guidance from the Board for SWCDs priority on AgBMP Loans. She informed the Board of future changes with the Quickbooks program and reviewed now State required Earned Sick and Safe Time and the Family Leave that will take effect in 2026. Borg requested guidance from the Board for the handling of banks statements during the search for a District Manager.

DESIGNATION FOR BANK STATEMENTS. Motion made by Tom Remmele, seconded by Darwyn Bach, to designate Supervisor Jerry Nelson to pick up bank statements in the interim. Affirmative: 4. Opposed: 0. Motion carried.

SENIOR CONSERVATION TECHNICIAN BRAYDEN ANDERSON updated the Board on RIM & CREP; WCA, and tree plantings. He provided project updates and informed the Board of upcoming grant opportunities.

 - b. SUPERVISOR REPORTS:
 - i. SUPERVISORS CLARKSEAN AND NELSON provided information from the meeting with South Central Service Cooperative (SCSC) regarding the search for a new District Manager and Technician.
Agenda item b. “review contract with SCSC” from old business moved up. After discussion:
AGREEMENT WITH SCSC. Motion by Tom Remmele, seconded by Darwyn Bach, to approve signing of search agreement with SCSC which includes optional search for technical position. Affirmative: 4. Opposed: 0. Motion carried.

 - ii. SUPERVISOR NELSON provided updates from the TSA meeting.
 - iii. SUPERVISOR TOM REMMELE suggested edit to the vendor list.
 - iv. SUPERVISOR DARWYN BACH provided updates from the Area V meeting.



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c. PARTNER REPORTS: No partner reports were provided.

VIII. OLD BUSINESS:

- a. The Board continues to seek candidates for SWCD Supervisor District 3.
- b. **CURRENT STAFF WAGE.** Motion by Darwyn Bach, seconded by Tom Remmele, to approve step increase for existing full-time staff to Senior Technician grade 14, 4; office administrator grade 12, step 8 effective May 12, 2024. Affirmative: 4. Opposed: 0. Motion carried.
- c. **POTENTIAL VIOLATION OF COST SHARE CONTRACT #2015-03.** Motion by Darwyn Bach, seconded by Jerry Nelson, to accept BC's second option of no further action taken regarding violation of cost share contract# 2015-03. Affirmative: 4. Opposed: 0. Motion carried.
- d. The SWCD continues to seek candidates for the Farmer Mentor position related to the Soil Health Staffing grant.

IX. NEW BUSINESS:

- a. Motion by Darwyn Bach, seconded by Tom Remmele, to approve request of interest for the Soil Health Delivery Grant. Affirmative: 4. Opposed: 0. Motion carried.

X. Next meeting scheduled for July 25, 9 AM.

XI. Meeting adjourned by call of chair at 11:51 AM.

APPROVED:

DATE:

7-25-24

Yellow Medicine County SWCD Monthly Treasurers Report


	May 24		June 27	
Use of Cash	Beginning Balance	Receipts	Disbursements	Ending Balance
District Checking	\$ 180,388.00	\$ 9,039.80	\$ 79,049.08	\$ 110,378.72
Savings Accounts	\$ 309,828.89	\$ 208.67		\$ 310,037.56
Certificates of Deposit	\$ 392,520.24	\$ 982.28		\$ 393,502.52
TOTALS	\$ 882,737.13	\$ 10,230.75	\$ 79,049.08	\$ 813,918.80

RECEIPTS:

deposited to:	Received from:	For:	Amount:
CDs	F&M Bank	interest	\$ 344.20
Checking	ST of MN - BWSR	Easement Acquisition MJPA	\$ 2,000.00
Checking	ST of MN - BWSR	CREP reimb. title work expense	\$ 1,708.00
Checking	MCIT	windshield claim less deduct	\$ 136.15
Checking	F&M Bank	interest	\$ 32.35
Checking		tree sales	\$ 4,663.30
CDs		interest	\$ 638.08
Checking	ST of MN - BWSR	Easement Delivery MJPA	\$ 500.00
Savings		interest	\$ 208.67

DISBURSEMENTS/ACCOUNTS PAYABLE:

CK#	Payable to:	For:	Amount:
1270	Cleveland Chevrolet	vehicle purchase	\$ 45,478.88
1271	Collision Pros	vehicle maintenance windshield repair	\$ 636.15
DD, EFTPS		payroll & liabilities 6/1/2024	\$ 10,872.62
13272	Xcel Energy	electricity for shed	\$ 60.24
13273	AT&T	hotspots	\$ 87.97
DD, EFTPS, 13274		payroll & liabilities 6/14/2024	\$ 10,974.94
13275	Yellow Medicine County	health, dental, life	\$ 1,387.41
13276	Yellow Medicine County	Office 365	\$ 71.66
13277	Amazon Capital Services	office supplies	\$ 162.06
13278	Clarkfield Hardware	field supplies ball mount kit, bug spray	\$ 81.15
13279	Tyler Knutson	employee expense	\$ 272.84
13280	Consumers Coop	fuel & maintenance	\$ 599.35
13281	Yellow Medicine County	Severance, Tyler Knutson to VEBA	\$ 8,203.82
13282	Brayden Anderson	employee expense	\$ 45.00
13283	Xcel Energy	electricity for shed	\$ 58.50
13284	Brayden Anderson	employee expense	\$ 56.49



 Treasurer

6-27-24

 Date

