



NICOLLET SOIL AND WATER CONSERVATION DISTRICT

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MINNESOTA SOIL AND WATER CONSERVATION DISTRICTS

Minutes of the Nicollet Soil and Water Conservation District, 424 South Minnesota Avenue, St. Peter, Minnesota, December 5, 2012.

Meeting was called to order by Chair – Chair Brown at 5:00 P.M.

Members Present: Chair, Eldon Brown Vice-Chair, Bruce Hulke
 Secretary, Robby Gieseke Treasurer, John Kral
 Member, Kim Olson

Others Present: District Manager, Kevin Ostermann
 District Technician, Blake Honetschlager
 NRCS District Conservationist, Jamie Rindels
 Great River Greening Technician, Nels Anderson

Upon a motion by Hulke and seconded by Kral, it was moved to approve the agenda as presented. Ayes Brown, Gieseke, Olson, Hulke, Kral. Carried

Upon a motion by Gieseke and seconded by Olson, it was moved to approve the minutes of the October 24th, 2012 meeting. Ayes Brown, Gieseke, Olson, Hulke, Kral. Carried

Upon a motion by Kral and seconded by Gieseke, it was moved to approve 23 paid bills for October 2012 totaling \$31,971.33. Ayes Brown, Gieseke, Hulke, Olson, Kral. Carried

Upon a motion by Hulke and seconded by Kral, it was moved to approve 17 paid bills for November 2012 totaling \$14,657.79. Ayes Brown, Gieseke, Hulke, Olson, Kral. Carried

Upon a motion by Hulke and seconded by Gieseke, it was moved to approve the November 2012 Treasurer's Report subject to audit. Ayes Brown, Gieseke, Hulke, Olson, Kral. Carried

Upon a motion by Kral and seconded by Olson, it was moved to approve the December 2012 Treasurer's Report subject to audit. Ayes Brown, Gieseke, Hulke, Olson, Kral. Carried

Old Business: None

State Cost Share:

Cost–Share contract MNDOT 1(12) for Chris & John Krohn drop pipe structure project is complete. Total cost of the project is \$62,671.00. Upon a motion by Gieske and seconded by Hulke, it was moved to approve a payment of \$61,346.00 FY12 MNDOT C-S contract MNDOT 1(12), for Chris & John Krohn. Ayes Brown, Gieseke, Olson, Hulke, Kral. Carried

The District received a request for cost share assistance from Grant Metz 1(13) for assistance to seal a well. Total estimated cost of \$1,500.00, cost share portion not to exceed \$750.00 or 50% of eligible cost, whichever is less (technical assistance \$187.50). Upon a motion by Kral and seconded by Olson, to allocate: \$750.00 from the Cost Share FY2013 with TA of \$187.50 for C-S contract Grant Metz 1(13). Ayes Brown, Gieseke, Olson, Hulke, Kral. Carried

2013 MACDE Dues: The District received its 2013 membership for the Minnesota Association of Conservation District Employees (MACDE). Total dues for 2013 are \$20.00 per employee. Upon a motion by Gieseke and seconded by Kral, it was moved pay the 2013 dues to MACDE in the amount of \$40.00. Ayes Brown, Hulke, Kral, Gieseke, Olson. Carried

2013 MASWCD Dues: The District received its 2013 membership for the Minnesota Association of Conservation Districts (MASWCD). Total dues for 2013 are \$2,866.50. Upon a motion by Gieseke and seconded by Kral, it was moved pay the 2013 dues to MASWCD in the amount of \$2,866.50. Ayes Brown, Hulke, Kral, Gieseke, Olson. Carried

2013 NACD Convention: The NACD Convention will be held in San Antonio, TX from January 26 to January 30, 2013. Upon a motion by Hulke and seconded by Gieseke, it was moved to allow supervisors and staff to attend. Ayes Brown, Hulke, Gieseke, Kral, Olson. Carried

State Cost Share 2011 Close Out: Upon a motion by Kral and seconded by Gieseke, it was moved submit the report to BWSR for 2011 Cost Share close out. Ayes Brown, Kral, Gieseke, Hulke, Olson. Carried

Chairperson's Meeting: The annual Chairperson's meeting will take place on January 22nd, 2013 at the New Ulm Pizza Ranch. Upon a motion by Kral and seconded by Olson, it was moved to allow supervisors & Staff to attend. Ayes Brown, Gieseke, Hulke, Kral, Olson. Carried

Employee Wages: The personnel committee did the review of the District Manager and the District Manager did the review of the District Technician. The personnel committee is recommending to the board a step increase along with a 2% Cost of Living adjustment for staff. Upon a motion by Brown and seconded by Olson, it was moved to grant a step increase along with a 2% Cost of Living adjustment starting January 1st, 2013 for all staff. Ayes Brown, Gieseke, Hulke, Kral, Olson. Carried

2013 Clean Water Grants: The staff presented a bill from Ground Zero for the smart ditch that was installed at Seven-Mile Creek Park. Total cost of the smart ditch system installed was \$2,800.00. Upon a motion by Hulke and seconded by Kral, it was moved to pay Ground Zero \$2,800.00 for installing the system. Ayes Brown, Gieseke, Hulke, Kral, Olson. Carried

Natural Resource Conservation Service Report (NRCS): See Attached Sheet

Staff & Other Reports:

Brown & Kral reported on the Area 6 meeting held in November.

Brown & Gieseke reported on the MASWCD Convention held December 1-3, in Bloomington.

Next Meeting: January 9, 2013 at 5:00 P.M.

Adjourn: Upon a motion by Olson and seconded by Hulke, it was moved to adjourn the meeting. Ayes Brown, Gieseke, Hulke, Kral, Olson. Carried. Meeting adjourned at 5:35 P.M.

Approved: January 9, 2013

Secretary

NICOLLET SOIL AND WATER CONSERVATION DISTRICT

MONTHLY TREASURER'S REPORT

November 1, 2012

<u>PROGRAM</u>	<u>CASH BAL</u> <u>10/1/2012</u>	<u>RECEIPTS</u>	<u>DISBRMS</u>	<u>CASH BAL</u> <u>10/31/2012</u>
District Funds	\$156,219.77	\$166,331.32	\$ 28,133.83	\$ 294,417.26
Certificate of Deposit #1	\$162,727.55	\$ 1,906.41	\$164,633.96	\$ 0.00
County Funds	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
SWCD Service Grants	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Cost-Share MNDOT	\$192,900.00	\$ 0.00	\$ 0.00	\$ 192,900.00
Clean Water Grant	\$ 43,250.00	\$ 0.00	\$ 3,837.50	\$ 39,412.50
Cost-Share Work	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>
Total	\$555,097.32	\$168,237.73	\$196,605.29	\$ 526,729.76

Use of Cash

Checking Acct.	\$194,695.32	\$ 164,382.36
Savings Acct.	\$197,674.45	\$ 362,347.40
Certificate of Deposit #1	\$162,727.55	\$ 0.00
Certificate of Deposit #2	\$ 0.00	\$ 0.00
Total	<u>\$555,097.32</u>	<u>\$ 526,729.76</u>

Accounts Payable

\$ 0.00

Accounts Receivable

\$ 0.00

Total Net Worth	\$ 526,729.76
Accts. Payable	\$ 0.00
Accts. Receivable	\$ 0.00
Actual Net Worth	<u><u>\$ 526,729.76</u></u>

December 5, 2012

Approved

District Treasurer

NICOLLET SOIL AND WATER CONSERVATION DISTRICT

MONTHLY TREASURER'S REPORT

December 1, 2012

<u>PROGRAM</u>	<u>CASH BAL</u> <u>11/1/2012</u>	<u>RECEIPTS</u>	<u>DISBRMS</u>	<u>CASH BAL</u> <u>11/30/2012</u>
District Funds	\$ 294,417.26	\$ 2,766.55	\$ 6,644.96	\$ 290,538.85
Certificate of Deposit #1	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
County Funds	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
SWCD Service Grants	\$ 0.00	\$ 23,138.00	\$ 8,012.83	\$ 15,125.17
Cost-Share MNDOT	\$ 192,900.00	\$ 0.00	\$ 0.00	\$ 192,900.00
Clean Water Grant	\$ 39,412.50	\$ 0.00	\$ 0.00	\$ 39,412.50
Cost-Share Work	<u>\$ 0.00</u>	<u>\$ 16,720.00</u>	<u>\$ 0.00</u>	<u>\$ 16,720.00</u>
Total	\$ 526,729.76	\$ 42,624.55	\$ 14,657.79	\$ 554,696.52

Use of Cash

Checking Acct.	\$ 164,382.36	\$ 192,289.56
Savings Acct.	\$ 362,347.40	\$ 362,406.96
Certificate of Deposit #1	\$ 0.00	\$ 0.00
Certificate of Deposit #2	\$ 0.00	\$ 0.00
Total	<u>\$ 526,729.76</u>	<u>\$ 554,696.52</u>

Accounts Payable

\$ 0.00

Accounts Receivable

\$ 0.00

Total Net Worth	\$ 554,696.52
Accts. Payable	\$ 0.00
Accts. Receivable	\$ 0.00
Actual Net Worth	<u>\$ 554,696.52</u>

December 5, 2012

Approved

District Treasurer