

## AGENDA

NICOLLET SOIL AND WATER CONSERVATION DISTRICT

**Wednesday, December 12th, 2018**

**8:30 A.M.**

501 7<sup>th</sup> Street

Nicollet, MN 56074

- I. Call to Order
- II. Review of agenda: Additions – Cancellations
- III. Minutes of Nov.7th, 2018 Meeting
- IV. Bills Paid: November 2018
- V. Treasurer's Report: December 2018
- VI. Old Business
- VII. New Business
  1. MACDE 2019 Dues
  2. Garage Update
  3. Yard Works Plus Contract
  4. Dec. 24<sup>th</sup> Closing
  5. Cost Share
- VIII. NRCS Report
- IX. Supervisor & Staff Report
- X. Other Business
- XI. Employee Reviews
- XII. Next Meeting
- XIII. Adjourn

**Nicollet SWCD**  
**Monthly Treasurer's Report**  
November 30, 2018

	Nov 30, 18
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
10000 · Nicollet County Bank	32,818.92
11000 · Nicollet County Bank Grants	1,941.23
12000 · Nicollet County Savings	321,919.73
<b>Total Checking/Savings</b>	<b>356,679.88</b>
<b>Total Current Assets</b>	<b>356,679.88</b>
<b>TOTAL ASSETS</b>	<b>356,679.88</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
21000 · Unearned Revenue	
UR - BWSR 2018 Capacity	123,797.81
UR - Clean Water 2017	41,976.50
UR - Conservation Delivery	19,224.00
UR - Cost Share 2016	1,723.92
UR - Cost Share 2017	2,572.40
UR - Cost Share 2018	7,449.81
UR - Cost Share 2019	11,664.37
UR - Cost Share Buffer 2018	61,890.00
UR - Cost Share FR #2	14,900.58
UR - Cost Share FR #3	58,715.44
UR - Targeted Watershed	
UR- Targeted Water Comm Engagem	-32,155.11
UR- Targeted Water Communicatio	-15,369.55
UR- Targeted Water Ptensp Coord	-25,146.03
UR- Targeted Water T&A	-196,339.93
UR- Targeted Water Training	-534.22
UR - Prioritizing, Targeting	-12,844.84
UR - Targeted Water Equip, Trai	-3,672.23
UR -Targeted Watershed Admin	-5,063.00
UR - Targeted Watershed - Other	176,056.14
<b>Total UR - Targeted Watershed</b>	<b>-115,068.77</b>
<b>Total 21000 · Unearned Revenue</b>	<b>228,846.06</b>
24000 · Payroll Liabilities	
24205 · Medicare Company	-4.35
24210 · Social Security Company	-18.60
24215 · Medicare Employee	-4.35
24220 · Social Security Employee	-18.60
<b>Total 24000 · Payroll Liabilities</b>	<b>-45.90</b>
<b>Total Other Current Liabilities</b>	<b>228,800.16</b>
<b>Total Current Liabilities</b>	<b>228,800.16</b>
<b>Total Liabilities</b>	<b>228,800.16</b>
Equity	
32000 · Retained Earnings	230,991.03
Net Income	-103,111.31
<b>Total Equity</b>	<b>127,879.72</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>356,679.88</b>



## NICOLLET SOIL AND WATER CONSERVATION DISTRICT

501 7<sup>th</sup> Street, PO Box 457  
Nicollet, MN 56074  
TELEPHONE (507) 232-2550

# MINNESOTA SOIL AND WATER CONSERVATION DISTRICTS

Minutes of the Nicollet Soil and Water Conservation District, 501 7<sup>th</sup> Street, Nicollet, Minnesota,  
December 12th, 2018.

Meeting was called to order by Chair – Kral at 8:40 A.M.

Members Present:     Chair, John Kral  
                              Vice Chair, Tim Braun  
                              Treasurer, Robby Gieseke  
                              Secretary, Bruce Hulke

Others Present:       District Manager, Kevin Ostermann  
                              District Watershed/Farm Bill Technician, Eric Miller  
                              District Technician, Blake Honetschlager  
                              Administrative Assistant, Judy Beetch  
                              NRCS, April Sullivan – Absent  
                              Great River Greening, Susie Carlin  
                              County Commissioner, John Luepke – Absent

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

Upon a motion by Hulke and seconded by Gieseke, it was moved to approve the minutes of the November 7th, 2018 meeting. Ayes Braun, Kral, Hulke, Gieseke. Carried.

Upon a motion by Gieseke and seconded by Braun, it was moved to approve 47 paid bills for November 2018 totaling \$134,330.79 (Checking Account), and 3 bills for \$43,173.08 for November 2018 (Grants Account). Ayes Braun, Kral, Hulke, Gieseke. Carried.

Upon a motion by Braun and seconded by Hulke, it was moved to approve the December 2018 Treasurer's Report, subject to audit. Ayes Braun, Kral, Hulke, Gieseke. Carried.

**Old Business:** None

**New Business:**

## **Cost Share:**

A request was presented to the Board for final payment for Contract TW 32(15) with Ron and Scott Rudenick for Livestock Pit Closure on their property. Total cost of the project is \$14,800.00. Upon a motion by Braun and seconded by Gieseke, it was moved to approve final payment for Livestock Pit Closure TW 32(15) with Ron and Scott Rudenick for \$14,800.00. Ayes Braun, Kral, Hulke, Gieseke. Carried.

A request was presented to the Board to amend Contract TW 16(15) with RRG Properties, to change the date and language of the contract. The amended contract states that the applicant is liable to the Nicollet SWCD for 150% of the amount of the financial assistance received, should the applicant fail to maintain the practice during its effective life, rather than 100% of the cost of the project which was stated on the original contract. The amended contract start date was changed from June 1<sup>st</sup>, 2017 to June 7<sup>th</sup>, 2017. The contract end date was changed from June 1<sup>st</sup>, 2027 to June 7<sup>th</sup>, 2027. Upon a motion by Gieseke and seconded by Hulke, it was moved to amend the language and date on Contract TW 16(15) with RRG Properties. Ayes Braun, Kral, Hulke, Gieseke. Carried.

A request was presented to the Board to amend Contract TW 15(15) with Rod Van Zee, to change the language of the contract. The amended contract states that the applicant is liable to the Nicollet SWCD for 150% of the amount of the financial assistance received, should the applicant fail to maintain the practice during its effective life, rather than 100% of the cost of the project which was stated on the original contract. Upon a motion by Gieseke and seconded by Hulke, it was moved to amend the language and date on Contract TW 15(15) with Rod Van Zee. Ayes Braun, Kral, Hulke, Gieseke. Carried.

A request was presented to the Board to amend Contract TW 24(15) with Beverly Thorn and David Johnson, to change the language of the contract. The amended contract states that the applicant is liable to the Nicollet SWCD for 150% of the amount of the financial assistance received, should the applicant fail to maintain the practice during its effective life, rather than 100% of the cost of the project which was stated on the original contract. Upon a motion by Gieseke and seconded by Hulke, it was moved to amend the language and date on Contract TW 24(15) with Beverly Thorn and David Johnson. Ayes Braun, Kral, Hulke, Gieseke. Carried.

A request was presented to the Board to amend Contract TW 25(15) with Chuck and Nick Peters, to change the language of the contract. The amended contract states that the applicant is liable to the Nicollet SWCD for 150% of the amount of the financial assistance received, should the applicant fail to maintain the practice during its effective life, rather than 100% of the cost of the project which was stated on the original contract. Upon a motion by Hulke and seconded by Braun, it was moved to amend the language and date on Contract TW 25(15) with Chuck and Nick Peters. Ayes Braun, Kral, Hulke, Gieseke. Carried.

A request was presented to the Board to amend Contract TW 26(15) with Benjamin Pell, to change the language of the contract. The amended contract states that the applicant is liable to the Nicollet SWCD for 150% of the amount of the financial assistance received, should the applicant fail to maintain the practice during its effective life, rather than 100% of the cost of the project which was stated on the original contract. Upon a motion by Braun and seconded by Gieseke, it was moved to amend the language and date on Contract TW 26(15) with Chuck and Nick Peters. Ayes Braun, Kral, Hulke, Gieseke. Carried.

A request was presented to the Board to amend Contract TW 27(15) with Galen Anderson, to change the language of the contract. The amended contract states that the applicant is liable to the Nicollet SWCD for 150% of the amount of the financial assistance received, should the applicant fail to maintain the practice during its effective life, rather than 100% of the cost of the project which was stated on the original contract. Upon a motion by Braun and seconded by Gieseke, it was moved to amend the language and date on Contract TW 27(15) with Galen Anderson. Ayes Braun, Kral, Hulke, Gieseke. Carried.

A request was presented to the Board to amend Contract TW 31(15) with Tom Martens, to change the language of the contract. The amended contract states that the applicant is liable to the Nicollet SWCD for 150% of the amount of the financial assistance received, should the applicant fail to maintain the practice during its effective life, rather than 100% of the cost of the project which was stated on the original contract. Upon a motion by Hulke and seconded by Braun, it was moved to amend the language and date on Contract TW 31(15) with Galen Anderson. Ayes Braun, Kral, Hulke, Gieseke. Carried.

A request was presented to the Board to amend Contract TW 20(15) with Beverlee Ann Alvina Olson Trust, to change the language of the contract. The amended contract states that the applicant is liable to the Nicollet SWCD for 150% of the amount of the financial assistance received, should the applicant fail to maintain the practice during its effective life, rather than 100% of the cost of the project which was stated on the original contract. Upon a motion by Hulke and seconded by Braun, it was moved to amend the language and date on Contract TW 20(15) with Beverlee Ann Alvina Olson Trust. Ayes Braun, Kral, Hulke, Gieseke. Carried.

A request was presented to the Board to amend Cost-Share Contract 14(18) with Perry Meyer, to change the completion date on the contract from 12/31/18 to 12/31/19. Upon a motion by Hulke and seconded by Braun, it was moved to amend the completion date on Perry Meyer Buffer Contract 14(18) to 12/31/19. Ayes Braun, Kral, Hulke. Carried. Gieseke abstained.

Upon request, the Board approved final payment on Buffer Cost-Share Contract 11(18) with Lois Siem (Viola Reinhart) for buffer installation on her property. Cost of the project is \$300.00 with technical assistance of \$75.00. Upon a motion by Hulke and seconded by Braun, it was moved to approve final payment for \$300.00 or 100% of the total cost of the 1 acre that was seeded for Buffer Cost-Share Contract 11(18) with Lois Siem (Viola Reinhart). Ayes Braun, Kral, Hulke, Gieseke. Carried.

Upon request, the Board approved final payment on Buffer Cost-Share Contract 31(18) with Kenneth Dummer for buffer installation on his property. Cost of the project is \$546.00 with technical assistance of \$136.50. Upon a motion by Braun and seconded by Gieseke, it was moved to approve final payment for \$546.00 or 100% of the total cost of the 1.82 acres that was seeded for Buffer Cost-Share Contract 31(18) with Kenneth Dummer. Ayes Braun, Kral, Hulke, Gieseke. Carried.

Upon request, the Board approved final payment on Buffer Cost-Share Contract 41(18) with Ivan and Janine Enter for buffer installation on their property. Cost of the project is \$150.00 with technical assistance of \$37.50. Upon a motion by Gieseke and seconded by Hulke, it was moved to approve final payment for \$150.00 or 100% of the total cost of the .5 acre that was seeded for Buffer Cost-Share Contract 41(18) with Ivan and Janine Enter. Ayes Braun, Kral, Hulke, Gieseke. Carried.

A request was presented to the Board to amend Cost-Share Contract 2(18) & 2B (19) with Marvin Gieseke, to add the cost to install outlet tile to the ditch. The cost of 2,625 feet of tile installed is \$5,237.00 increasing the contract by \$3,927.75 or 75% cost-share. The total amount of cost share is increased to \$9,177.75. Upon a motion by Hulke and seconded by Braun, it was moved to amend CS Contract 2(18) and 2B(18). Ayes Braun, Kral, Hulke. Carried. Gieseke abstained.

A request was presented to the Board for final payment on Terrace Cost-Share Contract 2(18) 2B(19) with Marvin Gieseke for 2 terraces on his property. Total cost of the project is \$12,237.00. Upon a motion by Braun and seconded by Hulke, it was moved to approve final payment for \$9,177.75 or 75% for Cost-Share Contract 2(18) 2B(19) with Marvin Gieseke. Ayes Braun, Kral, Hulke. Carried. Gieseke abstained.

A request was presented to the Board to amend Contract Flood IIIA 1(16) with Ed Brown, due to construction costs coming in higher and site requiring additional work. A total of \$4,000.00 additional Cost-Share is being requested. Approval of the additional monies will bring the total Cost-Share to \$34,000 with landowner contribution of \$6,262.63. Upon a motion by Gieseke and seconded by Hulke, it was moved to amend Contract Flood IIIA 1(16) with Ed Brown. Ayes Braun, Kral, Hulke, Gieseke. Carried.

Upon request, the Board approved final payment on Contract Flood IIIA 1(16) with Ed Brown for WASCOD repair on his property. Total cost of the project is \$40,262.63 with cost-share of \$34,000.00. Upon a motion by Gieseke and seconded by Hulke, it was moved to approve final payment for \$34,000.00 for Contract Flood IIIA 1(16) with Ed Brown. Ayes Braun, Kral, Hulke, Gieseke. Carried.

The District received a request for final payment on Contract Flood II 8(15) and Flood III A 3(16) with John Kral for WASCOD Structure Repair on his property. Total cost of the project is \$23,385.00 with \$22,500.00 in cost-share. Upon a motion by Gieseke and seconded by Hulke, it was moved to approve final payment in the amount of \$22,500.00 for Cost-Share Contract Flood II 8(15) and Flood IIIA 3(16) with John Kral. Ayes Braun, Hulke, Gieseke. Carried. Kral abstained.

**MACDE 2019 Dues:** Upon a motion by Hulke and seconded by Braun, it was moved to approve payment of employee 2019 MACDE Dues. Ayes Braun, Hulke, Kral. Carried.

**Garage Update:** Ostermann reported that he has contacted 3 local contractors and requested bids by January 2, 2019. He will have them available for the next Board Meeting. This was only informational, and no motion required.

**Yard Works Plus:** The Board gave approval on a new contract with Yard Works Plus for ground maintenance and snow removal. Osterman gave details of the contract that will remain in effect for 2019 and 2020 with a monthly fee of \$325.00. Gieseke made a motion and Hulke seconded approval to enter the afore mentioned contract with Yard Works Plus. Ayes Braun, Kral, Hulke. Carried.

**Closing Dec. 24<sup>th</sup>:** The Board gave approval for the SWCD office to close on December 24<sup>th</sup>, which follows the county's holiday schedule. Braun motioned and Hulke seconded approval for SWCD to have Christmas Eve as a holiday. Ayes Braun, Kral, Hulke. Carried.

**NRCS Report:** April did not attend.

**Supervisor & Staff Report:** Braun and Hulke attended the Area VI Meeting in Fairmont. Reports from staff were presented and included in the meeting packets. Susie Carlin of Great River Greening reported on several grants that she is working on. Ostermann attended the County Ditch 86A Meeting and spoke about the CREP Program.

**Other Business:** None

**Employee Reviews:** The Personnel Committee met to give an annual review to the District Manager. The District Manager did the annual reviews of the staff. Upon a motion by Gieseke and seconded by Hulke, the Board approved the reviews, and wage increases for staff as recommended by the District Manager. Ayes Braun, Gieseke, Hulke, Kral. Carried.

**Next Meeting:** January 9th, 2019 at 8:30 A.M.

**Adjourn:** A motion was made by Hulke and seconded by Braun to adjourn the meeting. Meeting Adjourned at 9:58 A.M. Ayes Braun, Kral, Hulke. Carried.

**Approved:** \_\_\_\_\_

Secretary *Bruce Hulke*