



## NICOLLET SOIL AND WATER CONSERVATION DISTRICT

424 South Minnesota Ave.  
ST. PETER, MN 56082  
TELEPHONE (507) 931-2550

# MINNESOTA SOIL AND WATER CONSERVATION DISTRICTS

Minutes of the Nicollet Soil and Water Conservation District, 424 South Minnesota Avenue,  
St. Peter, Minnesota, July 11th, 2018.

Meeting was called to order by Chair – Kral at 8:30 A.M.

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

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

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

Upon a motion by Hulke and seconded by Gieseke, it was moved to approve the minutes of the June 6th, 2018 meeting. Ayes Braun, Gieseke, Kral, Hulke. Carried.

Upon a motion by Gieseke and seconded by Braun, it was moved to approve 39 paid bills for June 2018 totaling \$72,508.92 (Checking Account), and 4 bills for \$74,380.92 for June 2018 (Grants Account). Ayes Braun, Gieseke, Kral, Hulke. Carried.

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

**Old Business:** None

**New Business:**

**South Central TSA Cash Match Dues:** A motion was made by Gieseke and seconded by Hulke to approve payment of Cash Match Dues for the FY2018 Grants to South Central Technical Service Area, in the amount of \$3,319.00. Ayes, Braun, Hulke, Kral, Gieseke, Carried.

**Nicollet Property Update:** The Nicollet office is scheduled to be completed on Friday, July 13<sup>th</sup>. The SWCD staff plans to clean the new office on Monday and movers will arrive on Tuesday.

**Nicollet Property Garage:** The General Contractor thought that 12' side walls would not be appropriate for the setting so it has been decided to nix that.

**Purchase of Phone System:** A motion was made by Braun and seconded by Hulke, to purchase a phone system from Telco Depot. Ayes, Braun, Hulke, Kral, Gieseke, Carried.

**Purchase of Window Coverings:** A motion was made by Gieseke and seconded by Hulke, to purchase Window Coverings from Budget Blinds. Ayes, Braun, Hulke, Kral, Gieseke, Carried.

**Open House:** The Board was asked if they would be able to attend an Open House at the new office on Wednesday, August 22<sup>nd</sup> from 2:00 – 5:00 pm. All agreed to hold the Open House then.

**Update on Farm Bill:** An informational flyer was included in the meeting packets that summarized the conservation related details of the newly passed Farm Bill.

**2018 BWSR Academy:** A request was made to the Board to allow the SWCD Staff to attend the 2018 BWSR Academy at Breezy Point on Oct. 29<sup>th</sup>, 30<sup>th</sup> and 31<sup>st</sup>. Hulke motioned this be approved which was seconded by Braun. Ayes, Braun, Hulke, Kral, Gieseke, Carried.

#### **Cost Share:**

A request was presented to the Board to amend the Eldon Brown TW 29(15) Contract for Grade Stabilization, to increase the final payment by \$220, due to additional costs, bringing the cost of the project to \$7,425.00. Upon a motion by Braun and seconded by Hulke, it was moved to approve the amendment to increase the payment on Contract TW 29(15) for Eldon Brown for \$7,425.00. Ayes Braun, Hulke, Kral, Gieseke. Carried.

A request was presented to the Board for final payment on TW 29(15) Contract with Eldon Brown for Grade Stabilization on his property. Total estimated cost of the project is \$7,425.00. Upon a motion by Hulke and seconded by Gieseke, it was moved to approve final payment on Grade Stabilization Contract TW 29(15) for Eldon Brown for \$7,425.00. Ayes Braun, Hulke, Kral, Gieseke. Carried.

A request was presented to the Board for final payment on Buffer Cost-Share Contract with Florian Wurtzberger 9(18) for buffer installation on his property. Total cost of the project is \$255.00 and implementation cost is \$63.75. Upon a motion by Hulke and seconded by Gieseke, it was moved to approve final payment on Buffer Cost Share Contract with Florian Wurtzberger 9(18) for \$318.75. Ayes Braun, Hulke, Kral, Gieseke. Carried.

A request was presented to the Board for final payment on Buffer Cost-Share Contract with Thomas Fischer 27(18) for buffer installation on his property. Total cost of the project is \$252.00 and implementation cost is \$63.00. Upon a motion by Braun and seconded by Hulke, it was moved to approve final payment on Buffer Cost Share Contract with Thomas Fischer 27(18) for \$315.00. Ayes Braun, Hulke, Kral, Gieseke. Carried.

A request was presented to the Board for final payment on Buffer Cost-Share Contract with Gary LeGare 29(18) for buffer installation on his property. Total cost of the project is \$1,050.00 and implementation cost is \$262.50. Upon a motion by Braun and seconded by Hulke, it was moved to approve final payment on Buffer Cost Share Contract with Gary LeGare 29(18) for \$1,312.50. Ayes Braun, Hulke, Kral, Gieseke. Carried.

A request was presented to the Board for final payment on Buffer Cost-Share Contract with Delmer Ranweiler 37(18) for buffer installation on his property. Total cost of the project is \$1,200.00 and implementation cost is \$300.00. Upon a motion by Hulke and seconded by Gieseke, it was moved to approve final payment on Buffer Cost Share Contract with Delmer Ranweiler 37(18) for \$1,500.00. Ayes Braun, Hulke, Kral, Gieseke. Carried.

A request was presented to the Board for final payment on Buffer Cost-Share Contract with Lynn Forst 46(18) for buffer installation on his property. Total cost of the project is \$615.00 and implementation cost is \$153.75. Upon a motion by Braun and seconded by Hulke, it was moved to approve final payment on Buffer Cost Share Contract with Lynn Forst 46(18) for \$768.75. Ayes Braun, Hulke, Kral, Gieseke. Carried.

A request was presented to the Board for final payment on Buffer Cost-Share Contract with Brett Giefer 15(18) for buffer installation on his property. Total cost of the project is \$2,847.00 and implementation cost is \$711.75. Upon a motion by Gieseke and seconded by Braun, it was moved to approve final payment on Buffer Cost Share Contract with Brett Giefer 15(18) for \$3,558.75. Ayes Braun, Hulke, Kral, Gieseke. Carried.

The District received a request from Peter Altman 30(18) to enter into a Buffer Cost-Share Contract for the installation of buffers on his property. Estimated costs for this project are \$1,236.00 and implementation cost of \$309.00. Upon a motion by Braun and seconded by Hulke, it was moved to approve assistance in the amount of \$1,545.00 or 100% of the total cost of Buffer Cost-Share 30(18) Peter Altman. Ayes Braun, Hulke, Kral, Gieseke. Carried.

The District received a request from Larry Struck 43(18) to enter into a Buffer Cost-Share Contract for the installation of buffers on his property. Estimated costs for this project are \$390 and implementation cost of \$97.50. Upon a motion by Hulke and seconded by Gieseke, it was moved to approve assistance in the amount of \$487.50 or 100% of the total cost of Buffer Cost-Share 43(18) Peter Altman. Ayes Braun, Hulke, Kral, Gieseke. Carried.

The District received a request from Randy Reinhart 44(18) to enter into a Buffer Cost-Share Contract for the installation of buffers on his property. Estimated costs for this project are \$1,704.00 and implementation cost of \$426.00. Upon a motion by Gieseke and seconded by Braun, it was moved to approve assistance in the amount of \$2,130.00 or 100% of the total cost of Buffer Cost-Share 44(18) Randy Reinhart. Ayes Braun, Hulke, Kral, Gieseke. Carried.

The District received a request from Jeff Franta 45(18) to enter into a Buffer Cost-Share Contract for the installation of buffers on his property. Estimated costs for this project are \$2,382.00 and implementation cost of \$595.50. Upon a motion by Braun and seconded by Hulke, it was moved to approve assistance in the amount of \$2,977.50 or 100% of the total cost of Buffer Cost-Share 45(18). Ayes Braun, Hulke, Kral, Gieseke. Carried.

The District received a request from Allan Bauer 47(18) to enter into a Buffer Cost-Share Contract for the installation of buffers on his property. Estimated costs for this project are \$90.00 and implementation cost of \$22.50. Upon a motion by Hulke and seconded by Gieseke, it was moved to approve assistance in the amount of \$112.50 or 100% of the total cost of Buffer Cost-Share 47(18). Ayes Braun, Hulke, Kral, Gieseke. Carried.

The District received a request from Corey Wilson 48(18) to enter into a Buffer Cost-Share Contract for the installation of buffers on his property. Estimated costs for this project are \$828.00 and implementation cost of \$207.00. Upon a motion by Braun and seconded by Hulke, it was moved to approve assistance in the amount of \$1,035.00 or 100% of the total cost of Buffer Cost-Share 48(18). Ayes Braun, Hulke, Kral, Gieseke. Carried.

The District received a request from Joleen Wendinger 49(18) to enter into a Buffer Cost-Share Contract for the installation of buffers on his property. Estimated costs for this project are \$249.00 and implementation cost of \$62.25. Upon a motion by Hulke and seconded by Gieseke, it was moved to approve assistance in the amount of \$311.25 or 100% of the total cost of Buffer Cost-Share 49(18). Ayes Braun, Hulke, Kral, Gieseke. Carried.

The District received a request from Peter Wendinger 50(18) to enter into a Buffer Cost-Share Contract for the installation of buffers on his property. Estimated costs for this project are \$255.00 and implementation cost of \$63.75. Upon a motion by Gieseke and seconded by Braun, it was moved to approve assistance in the amount of \$318.75 or 100% of the total cost of Buffer Cost-Share 50(18). Ayes Braun, Hulke, Kral, Gieseke. Carried.

The District received a request from Brent Blank 51(18) to enter into a Buffer Cost-Share Contract for the installation of buffers on his property. Estimated costs for this project are \$285.00 and implementation cost of \$71.25. Upon a motion by Braun and seconded by Hulke, it was moved to approve assistance in the amount of \$356.25 or 100% of the total cost of Buffer Cost-Share 51(18). Ayes Braun, Hulke, Kral, Gieseke. Carried.

The District received a request from Rick Kelly 52(18) to enter into a Buffer Cost-Share Contract for the installation of buffers on his property. Estimated costs for this project are \$1,593.00 and implementation cost of \$398.25. Upon a motion by Hulke and seconded by Gieseke, it was moved to approve assistance in the amount of \$1,991.25 or 100% of the total cost of Buffer Cost-Share 52(18). Ayes Braun, Hulke, Kral, Gieseke. Carried.

The District received a request from Randy Renne 53(18) to enter into a Buffer Cost-Share Contract for the installation of buffers on his property. Estimated costs for this project are \$426.00 and implementation cost of \$106.50. Upon a motion by Gieseke and seconded by Braun, it was moved to approve assistance in the amount of \$532.50 or 100% of the total cost of Buffer Cost-Share 53(18). Ayes Braun, Hulke, Kral, Gieseke. Carried.

The District received a request from Dennis Wilson 54(18) to enter into a Buffer Cost-Share Contract for the installation of buffers on his property. Estimated costs for this project are \$978.00 and implementation cost of \$244.50. Upon a motion by Braun and seconded by Hulke, it was moved to approve assistance in the amount of \$1,222.50 or 100% of the total cost of Buffer Cost-Share 54(18). Ayes Braun, Hulke, Kral, Gieseke. Carried.

**NRCS Report:** April Sullivan gave a report. See attached.

**Supervisor & Staff Report:** Gieseke, Braun and Hulke attended the Area VI Meeting in Courtland, hosted by Nicollet SWCD. Hulke and Ostermann attended the July TSA Meeting in Mankato. Ostermann explained a new vehicle program that was presented at the TSA meeting. Enterprise will manage maintenance on vehicles (except tires) and gas/mileage as well as vehicle purchases. They will let you know the optimum time to trade or lease. There is a 10-vehicle minimum so we would share the contract with TSA. A motion was made by Hulke and seconded by Gieseke, to enter into an agreement with Enterprise. Ayes, Braun, Hulke, Kral, Gieseke, Carried.

Reports from staff were presented and included in the meeting packets.

**Other Business:** None

**Next Meeting:** August 1st, 2018 at 8:30 A.M.

**Adjourn:** A motion was made by Gieseke and seconded by Hulke to adjourn the meeting. Meeting Adjourned at 9:46 A.M. Ayes Braun, Gieseke, Kral, Hulke. Carried.

Approved: 8-1-18

Secretary Braun Hulke

Jul 3, 18

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

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	Jun 30, 18
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10000 · Nicollet County Bank	277,965.24
11000 · Nicollet County Bank Grants	102,651.81
12000 · Nicollet County Savings	365,489.34
<b>Total Checking/Savings</b>	746,106.39
<b>Accounts Receivable</b>	
11001 · Accounts Receivable	848.26
<b>Total Accounts Receivable</b>	848.26
<b>Total Current Assets</b>	746,954.65
<b>TOTAL ASSETS</b>	<b>746,954.65</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
21000 · Unearned Revenue	
UR - BWSR 2017 Capacity	16,145.39
UR - BWSR 2018 Capacity	114,400.00
UR - Clean Water 2017	46,242.50
UR - Cost Share 2016	8,620.12
UR - Cost Share 2017	12,862.00
UR - Cost Share 2018	12,862.00
UR - Cost Share Buffer 2018	63,761.00
UR - Cost Share FR #2	14,900.58
UR - Cost Share FR #3	91,534.00
UR - Cost Share FR #3 B	25,000.00
UR - Targeted Watershed	102,651.81
<b>Total 21000 · Unearned Revenue</b>	508,979.40
24000 · Payroll Liabilities	
25500 · Sales Tax Payable	317.73
<b>Total 24000 · Payroll Liabilities</b>	317.73
<b>Total Other Current Liabilities</b>	509,297.13
<b>Total Current Liabilities</b>	509,297.13
<b>Total Liabilities</b>	509,297.13
<b>Equity</b>	
32000 · Retained Earnings	230,991.12
Net Income	6,666.40
<b>Total Equity</b>	237,657.52
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>746,954.65</b>

District Treasurer/Date

 7/11/18