



## 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, November 6, 2013.

Meeting was called to order by Chair – Chair Brown at 6:00 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 - Absent  
Great River Greening Technician, Karen Galles

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 Olson and seconded by Gieseke, it was moved to approve the minutes of the September 4<sup>th</sup>, 2013 meeting. Ayes Brown, Gieseke, Olson, Hulke, Kral. Carried

Upon a motion by Kral and seconded by Hulke, it was moved to approve 15 paid bills for September 2013 totaling \$8,521.10. Ayes Brown, Gieseke, Hulke, Olson, Kral. Carried

Upon a motion by Gieseke and seconded by Kral, it was moved to approve 24 paid bills for October 2013 totaling \$14,720.29. Ayes Brown, Gieseke, Hulke, Olson, Kral. Carried

Upon a motion by Hulke and seconded by Olson, it was moved to approve the October 2013 Treasurer's Report subject to audit. Ayes Brown, Gieseke, Hulke, Olson, Kral. Carried

Upon a motion by Gieseke and seconded by Olson, it was moved to approve the November 2013 Treasurer's Report subject to audit. Ayes Brown, Gieseke, Hulke, Olson, Kral. Carried

**Old Business: None**

## **State Cost Share:**

Cost–Share contract 11(13) & 1(14) for Bruce Burnett Well Sealing is completed. Total cost of the project is \$2,411.88. Upon a motion by Olson and seconded by Gieseke, it was moved to approve a payment of \$79.14 FY13 & \$670.86 FY14 for C-S contract 11(13) & 1(14) and Technical Assistance of \$19.79 FY13 & \$167.72 FY14, for Bruce Burnett. Ayes Brown, Gieseke, Olson, Kral, Hulke. Carried

Cost–Share contract 1(13) for Grant Metz Well Sealing project is complete. Total cost of the project is \$1,785.00. Upon a motion by Kral and seconded by Gieseke, it was moved to approve a payment of \$750.00 FY13 for C-S contract 1(13) and Technical Assistance of \$187.50 FY13, for Grant Metz. Ayes Brown, Gieseke, Olson, Kral, Hulke. Carried

CWF 2013 (5) Gordon Erkel request to encumber \$8,000.00 of grant funds for 2 water control structure project located in the 7 mile creek watershed. Total estimated cost of \$10,000. Upon a motion by Gieseke seconded by Hulke, it was moved to allocate \$8,000.00 from 2013 CWF. Ayes Brown, Olson, Kral, Hulke, Gieseke. Carried

**MASWCD Convention:** The District received the reservation materials for the MASWCD Convention that will be held on December 1<sup>st</sup> thru the 3<sup>th</sup> in Bloomington. Upon a motion by Hulke and seconded by Kral, it was moved to allow supervisors and staff to attend. Ayes Brown, Hulke, Gieseke, Kral, Olson. Carried

**Area 6 Meeting:** Upon a motion by Gieseke and seconded by Olson, it was moved to allow Supervisors and Staff to attend the Area 6 meeting in November at Henderson. Ayes Brown, Gieseke, Kral, Hulke, Olson. Carried

**Part-time Staff:** The staff brought up for discussion the need to hire a part-time staff person to help in completing the Clean Water Grant. The staff presented different options for hiring someone to fill this position. Upon a motion by Kral and seconded by Olson, it was moved to authorize the District Manager to proceed with hiring a part-time staff person at 24 hours a week and a wage of \$18-\$22 per hour. Ayes Brown, Gieseke, Olson, Hulke, Kral. Carried

**2014 NACD Dues:** The District received its 2014 membership invoice from the National Association of Conservation Districts (NACD). Total dues for 2014 are \$1,712.50. Upon a motion by Hulke and seconded by Gieseke, it was moved pay the 2014 dues to NACD in the amount of \$1,712.50. Ayes Brown, Hulke, Gieseke, Kral, Olson. Carried

**2014 MACDE Dues:** The District received its 2014 membership for the Minnesota Association of Conservation District Employees (MACDE). Total dues for 2014 are \$20.00 per employee. Upon a motion by Gieseke and seconded by Olson, it was moved pay the 2014 dues to MACDE in the amount of \$40.00. Ayes Brown, Hulke, Kral, Gieseke, Olson. Carried

**FY 2013 BWSR Easement Implementation Grant Agreement:** The staff presented the FY 2013 BWSR Grant Agreement. Total Grant Agreement: \$8,000. Upon a motion by Hulke and seconded by Kral, it was moved to enter into the grant agreement which will total \$8,000. Ayes Brown, Gieseke, Hulke, Kral, Olson. Carried

**2014 NACD Convention:** The NACD Convention will be held in Anaheim, CA from February 2<sup>nd</sup> to February 5, 2014. Upon a motion by Kral and seconded by Gieseke, it was moved to allow supervisors and staff to attend. Ayes Brown, Hulke, Gieseke, Kral, Olson. Carried

**See attached sheet for NRCS report. See Attached**

**Staff & Other Reports:**

Brown reported on the Area 6 meeting held in North Mankato.

Hulke reported on the SCTSA Area meeting held in Mankato.

Gieseke reported on the budget meeting with Nicollet County.

**Next Meeting:** December 4<sup>th</sup> at 5:00 P.M.

**Adjourn:** Upon a motion by Olson and seconded by Gieseke, it was moved to adjourn the meeting. Ayes Brown, Gieseke, Hulke, Kral, Olson. Carried. Meeting adjourned at 6:45 P.M.

Approved: December 11, 2013

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Secretary

**NICOLLET SOIL AND WATER CONSERVATION DISTRICT**

**MONTHLY TREASURER'S REPORT**

**October 1, 2013**

<u>PROGRAM</u>	<u>CASH BAL</u> <u>9/1/2013</u>	<u>RECEIPTS</u>	<u>DISBRMS</u>	<u>CASH BAL</u> <u>9/30/2013</u>
District Funds	\$ 219,179.02	\$ 59.36	\$ 8,521.10	\$ 210,717.28
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	\$ 0.00	\$ 0.00	\$ 0.00
Close Share MNDOT	\$ 131,554.00	\$ 0.00	\$ 0.00	\$ 131,554.00
Clean Water Grant 2012	\$ 31,793.13	\$ 0.00	\$ 0.00	\$ 31,793.13
Clean Water Grant 2013	\$ 335,642.70	\$ 0.00	\$ 0.00	\$ 335,642.70
Cost-Share Work	<u>\$ 2,243.83</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 2,243.83</u>
<b>Total</b>	\$ 720,412.68	\$ 59.36	\$ 8,521.10	\$ 711,950.94

**Use of Cash**

Checking Acct.	\$ 357,563.15		\$ 349,056.67
Savings Acct.	\$ 362,849.53		\$ 362,894.27
Certificate of Deposit #1	\$ 0.00		\$ 0.00
Certificate of Deposit #2	\$ 0.00		\$ 0.00
<b>Total</b>	<u>\$ 720,412.68</u>		<u>\$ 711,950.94</u>

**Accounts Payable**

\$ 0.00

**Accounts Receivable**

\$ 0.00

Total Net Worth	\$ 711,950.94
Accts. Payable	\$ 0.00
Accts. Receivable	\$ 0.00
<b>Actual Net Worth</b>	<u>\$ 711,950.94</u>

November 6, 2013

Approved

District Treasurer

**NICOLLET SOIL AND WATER CONSERVATION DISTRICT**

**MONTHLY TREASURER'S REPORT**

**November 1, 2013**

<u>PROGRAM</u>	<u>CASH BAL</u> <u>10/1/2013</u>	<u>RECEIPTS</u>	<u>DISBRMS</u>	<u>CASH BAL</u> <u>10/31/2013</u>
District Funds	\$ 210,717.28	\$ 18,595.26	\$ 14,720.29	\$ 214,592.25
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	\$ 0.00	\$ 0.00	\$ 0.00
Close Share MNDOT	\$ 131,554.00	\$ 0.00	\$ 0.00	\$ 131,554.00
Clean Water Grant 2012	\$ 31,793.13	\$ 0.00	\$ 0.00	\$ 31,793.13
Clean Water Grant 2013	\$ 335,642.70	\$ 0.00	\$ 0.00	\$ 335,642.70
Cost-Share Work	<u>\$ 2,243.83</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 2,243.83</u>
<b>Total</b>	\$ 711,950.94	\$ 18,595.26	\$ 14,720.29	\$ 715,825.91

**Use of Cash**

Checking Acct.	\$ 349,056.67		\$ 352,885.41
Savings Acct.	\$ 362,894.27		\$ 362,940.50
Certificate of Deposit #1	\$ 0.00		\$ 0.00
Certificate of Deposit #2	\$ 0.00		\$ 0.00
<b>Total</b>	<u>\$ 711,950.94</u>		<u>\$ 715,825.91</u>

**Accounts Payable**

\$ 0.00

**Accounts Receivable**

\$ 0.00

Total Net Worth	\$ 715,825.91
Accts. Payable	\$ 0.00
Accts. Receivable	\$ 0.00
<b>Actual Net Worth</b>	<u>\$ 715,825.91</u>

November 6, 2013

Approved

District Treasurer