



NICOLLET SOIL AND WATER CONSERVATION DISTRICT

424 South Minnesota Ave.
ST. PETER, MN 56082
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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, October 5, 2016.

Meeting was called to order by Chair – Gieseke at 8:00 A.M.

Members Present: Chair, Robby Gieseke
Treasurer, Eldon Brown
Member, Bruce Hulke
Vice Chair, John Kral
Secretary, Pat Pehrson - Absent

Others Present:

District Manager, Kevin Ostermann
District Watershed Technician, Eric Miller
Administrative Assistant, Melissa Lancaster
District Technician, Blake Honetschlager
District Intern, Max Rykhus
Seven Mile Creek Watershed Coordinator, Karen Galles
NRCS, April Sullivan - Absent

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

Upon a motion by Kral and seconded by Brown, it was moved to approve the minutes of the September 7, 2016 meeting. Ayes Brown, Hulke, Gieseke, Kral. Carried

Upon a motion by Hulke and seconded by Brown it was moved to approve 1 paid bill for September 2016 totaling \$9,579.84 (Grants Account) and 45 paid bills for September 2016 totaling \$84,328.36 (Checking Account). Ayes Brown, Hulke, Gieseke, Kral. Carried

Upon a motion by Brown and seconded by Kral, it was moved to approve the October 2016 Treasurer's Reports subject to audit. Ayes Brown, Hulke, Gieseke, Kral. Carried

Old Business: None

Cost Share:

The District received a request to cancel contract Flood II 3(15) contract for Mike Johnson as he has recently sold the property. Upon a motion by Kral and seconded by Brown it was moved to cancel Flood II 3(15) contract for Mike Johnson. Ayes Brown, Hulke, Gieseke, Kral. Carried

The District received a request to enter into cost-share contract Flood II 3(15) with new owner Christopher Frederick for a sediment control basin on his property. Total estimated cost of the project is \$20,000.00 with TA of \$5,000.00. Upon a motion by Brown and seconded by Hulke it was moved to approve Flood II 3(15) cost-share contract for Christopher Frederick in the amount of \$20,000.00 with TA of \$5,000.00 Ayes Brown, Hulke, Gieseke, Kral. Carried

The District received a request to enter into cost-share contract CWF 28(13) with Pat and Tammy Rousch for grade a stabilization repair on their property. Total estimated cost of the project is \$18,235.00 with 100% funding from CWF 13. Upon a motion by Brown and seconded by Hulke it was moved to approve CWF 28(13) for Pat and Tammy Rousch in the amount of \$18,235.00. Ayes Brown, Hulke, Gieseke, Kral, carried.

The District received an amendment request for cost-share Flood II 1(15) for Ed Brown to change the contract start by date from October 30, 2016 to October 31, 2017. Upon a motion by Hulke and seconded by Kral it was moved to amend the start by date to October 31, 2017. Ayes Brown, Hulke, Gieseke, Kral. Carried

Seeding and mowing is complete on RIM Easement for Tim Braun. Total cost of maintenance was \$6,675.80 (\$1,890.00 mowing, \$4,785.80 seeding). The District is requesting Board approval to send invoice to BWSR to request payment. Upon a motion by Kral and seconded by Braun it was moved to approve the invoice to be sent to BWSR. Ayes Brown, Gieseke, Hulke, Kral. Carried

Copier Purchase: A request was made by the District to upgrade the copy machine at the SWCD office. Cost of the new copier is \$5,390.00 with an ongoing monthly service fee of \$32.50 for toner and maintenance. Upon a motion by Brown and seconded by Kral it was moved to approve the purchase of the copier in the amount of \$5,290.00 and monthly service fee of \$32.50. Ayes Brown, Gieseke, Hulke, Kral. Carried

Survey Equipment Purchase: A request was made by the District to purchase an additional GPS unit so that each office (Sibley and Nicollet) will have their own and can operate independently. Cost of the equipment will be split with Sibley County SWCD. Upon a motion by Hulke and seconded by Brown it was moved approve this purchase. Ayes Brown, Gieseke,Hulke, Kral. Carried

Rental Agreement: A request was presented to the Board to allow the District Manager to sign a new lease agreement for the SWCD office. Terms of the lease are for 1,110 square feet @ \$15.75/sq. ft. for a total cost of \$1,515.87/month. Upon a motion by Kral and seconded by Brown it was moved to approve the District Manger to execute this lease agreement. Ayes Brown, Gieseke, Hulke, Kral. Carried

Approval on SCTSA invoice: SCTSA is requesting a 10% match from each SWCD District. The amount requested is \$2,614.00. Upon a motion by Kral and seconded by Brown it was moved to approve the payment in the amount of \$2,614.00. Ayes Brown, Gieseke, Hulke, Kral. Carried

NACD Dues: A request was presented to the Board by the District Manager to pay the annual NACD dues. Amount requested was \$1,000.00. Upon a motion by Brown and seconded by Kral

it was approved to pay \$1,000.00 for the NACD dues. Ayes Brown, Gieseke, Hulke, Kral.
Carried

Supervisor & Staff Report: Hulke reported on the TSA meeting he attended in September. Brown, Galles, and Rykhus reported on the 7-mile meeting that they attended which was held at Gustavus in September. Rykhus reported on RIM projects he has been working on and has also been active in buffer education with landowners. Galles gave additional details of the 7-mile meeting as well as reported on a website she has been working on for 7-mile. Galles will be doing a presentation in Dubuke Iowa at a conference called "Leadership for Midwestern Watershed".

Other Business: Supervisors were give their packets for the 2016 Resolution Ballot, as well as new expense reports that will be filled out quarterly.

Next Meeting: November 2, 2016 at 8:30 A.M.

Adjourn: Meeting Adjourned at 8:50 A.M.

Approved: November 2, 2016

Secretary _____

MONTHLY TREASURER'S REPORT				
November 1, 2016				
<u>PROGRAM</u>	<u>CASH BAL</u> <u>10/1/2016</u>	<u>RECEIPTS</u>	<u>DISBRMS</u>	<u>CASH BAL</u> <u>10/31/2016</u>
District Funds	\$ 122,790.27	\$ 1,246.96	\$ 25,081.49	\$ 98,955.74
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	\$ 17,041.15	\$ 0.00	\$ 17,041.15	\$ 0.00
BWSR Capacity Grant	\$ 51,402.63	\$ 0.00	\$ 0.00	\$ 51,402.63
Buffer Grant	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 20,000.00
Close Share MNDOT	\$ 129,945.73	\$ 0.00	\$ 0.00	\$ 129,945.73
BWSR Targeted Watershed	\$ 554,475.23	\$ 21.81	\$ 1,028.60	\$ 553,468.44
Clean Water Grant 2012	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Clean Water Grant 2013	- \$ 39,683.12	\$ 0.00	\$ 0.00	- \$ 39,683.12
Cost-Share Work	\$ 297,380.30	\$ 0.00	\$ 0.00	\$ 297,380.30
Total	\$ 1,153,352.19	\$ 1,268.77	\$ 43,151.24	\$ 1,111,469.72
Use of Cash				
Checking Acct.	\$ 238,721.94			\$ 197,802.81
Savings Acct.	\$ 364,535.36			\$ 364,578.81
Grants Acctt.	\$ 550,094.89			\$ 549,088.10
Certificate of Deposit #2	\$ 0.00			\$ 0.00
Total	\$ 1,153,352.19			\$ 1,111,469.72
Accounts Payable				
	\$ 0.00			
Accounts Receivable				
		Total Net Worth		\$ 1,111,469.72
	\$ 0.00	Accts. Payable		\$ 0.00
		Accts. Receivable		\$ 0.00
		Actual Net Worth		<u>\$ 1,111,469.72</u>
November 2, 2016				
Approved			District Treasurer	