

**MINUTES OF THE DUBUQUE SOIL AND WATER  
CONSERVATION DISTRICT COMMISSIONER'S MEETING  
EPWORTH IA  
October 3, 2017**

**Call Meeting to Order:** The monthly meeting of the Dubuque Soil & Water Conservation District Commissioners was called to order by Chairperson Melvin Wilgenbusch at 6:01 p.m. at the Dubuque Soil & Water Conservation District office, Epworth, Iowa on October 3, 2017. Those present included Staff: Theresa Weiss & Colleen Siefken; Commissioners: Melvin Wilgenbusch, Charles McCullough, Jerry Ostwinkle & Dave Ruden.

**Adopt Agenda:** With the following additions, the agenda was approved as presented.

11/13 Cover Crop Meeting Room Expense Request  
Verizon Plan – Change to phone  
FB XIV Quarterly Report  
\$1,141.09 1M Expense Voucher

17-106 Motion made by McCullough to approve the agenda with the above additions. Motion seconded by Ruden. Motion carried unanimously.

**Approval of Minutes of Last Meeting:** Wilgenbusch called for a discussion of the September 12, 2017 meeting minutes.

17-107 Motion made by Ruden to approve the meeting minutes. Motion seconded by Ostwinkle. Motion carried unanimously.

**FARMS Program Summary:** Current **FARMS '18** Account information:

<b>Program</b>	<b>Balance</b>	<b>Program</b>	<b>Balance</b>
REAPP	\$ 584.59	REAPF/NG	\$ 1,056.12
Cost Share	\$ 37,173.05		

**Cost Share Applications:**

*IFIP*

Michael Bahl, 130 ac cover crops, \$3,250.00 cost share  
Jonathon Link, 160 ac cover crops, \$4,000.00 cost share

*REAP*

*WQI*

2 applications have been approved per WQI guidelines. See attached list.

17-108 Motion made by McCullough to approve the cover crop applications listed above. Motion seconded by Ostwinkle. Motion carried unanimously.

### Cost Share Amendments:

None

### Cost Share Certifications:

Friedman Brothers Inc, #61354, \$2,295.00 cost share  
Joseph Kluesner, #66016, \$900.00 cost share  
Dave Hermesen, #63008, \$3,950.00 cost share  
Andrew White, #65087, \$500.00 cost share  
Wayne Kramer, #62300, \$750.00 cost share  
Jay Kluesner, #65889, \$250.00 cost share  
Corporation of New Melleray, #62187, \$4,000.00 cost share

17-109 Motion made by Ostwinkle to approve the certification. Motion seconded by McCullough. Dave Ruden abstained from voting. Motion carried.

### Cost Share Maintenance Agreements:

None

### 1M/Finance:

- September Bank Statement were available for review.
- Checks Written –
  - o #2964, Eric Schmechel – \$19.23 iphone case and screen protector
  - o #2965, Eric Schmechel - \$43.63 postage/stamps
  - o #2966, Eric Schmechel, \$2.99 icloud storage
- \$1,141.09 1M Expense Voucher was reviewed.

17-110 Motion made by Ruden to approve the checks written. Motion seconded by Ostwinkle. Motion carried unanimously.

17-111 Motion made by McCullough to approve the 1M Expense Voucher. Motion seconded by Ostwinkle. Motion carried unanimously.

### Correspondence Received:

- 11/13/17 Cover Crop Meeting to be held at the Epworth City Hall. \$25 reservation fee will be charged.
- Farm Bill XIV Quarterly Report in the amount of \$0 was reviewed for submittal. No CRP activity is currently occurring.
- Letter from Iowa State University encouraging support of Conservation Station.

17-112 Motion made by McCullough to approve the Cover Crop Meeting expense. Motion seconded by Ruden. Motion carried unanimously.

17-113 Motion made by Ruden to not provide funding to the Conservation Station effort. Motion seconded by Ostwinkle. Motion carried unanimously.

Personnel Updates:

- Eric will proceed with the phone purchase and the cancellation of the 4G plan for the two ipads. This phone will utilize Eric's personal number and will be owned by the SWCD. Ostwinkle inquired if we will need an insurance plan on the phone. Siefken will discuss with Schmechel.

Meeting Updates: None

NRCS Updates:

CRP Conservation Plans & Revisions/Conservation Plans:

- 1 was reviewed

17-114 Motion made by Ruden to approve the plans. Motion seconded by Ostwinkle. Motion carried unanimously.

Treasurer's Report:

'18 1M Report.....	\$ 2,000.00
District Savings.....	\$ 19,523.81
District Payroll S18.....	\$ 130,388.97
District Checking .....	\$ 3,807.03
Payroll - SWCD .....	\$ 43,450.74

17-115 Motion made by McCullough to approve the Treasurer's Report. Motion seconded by Ostwinkle. Motion carried unanimously.

Being no further business to discuss, Wilgenbusch requested a motion to adjourn.

17-116 Motion made by Ruden to adjourn. Motion seconded by McCullough. Motion carried unanimously.

The meeting adjourned at 6:48 p.m.

The next meeting will be held on November 7, 2017 at 6:00 p.m. at the Dubuque Soil & Water Conservation District office, Epworth, Iowa.

Melvin Wilgenbusch  
Chairperson \_\_\_\_\_ Date

Colleen Siefken 10/4/17  
Secretary \_\_\_\_\_ Date

## WQI Approval Activity Since Last Meeting

Ploessl, Daniel #61649 - amend to add another 11 ac. - \$160 more cost share

Kluesner, Joe #66016 - 36 ac cover crop - \$900 cost share

~~Link, Jonathon #66070 - 160 ac cover crop - \$4,000 cost share~~