

MINUTES OF THE DUBUQUE SOIL AND WATER
 CONSERVATION DISTRICT COMMISSIONER'S MEETING
 EPWORTH IA
 September 3, 2019

Call Meeting to Order: The monthly meeting of the Dubuque Soil & Water Conservation District Commissioners was called to order by Chairperson Melvin Wilgenbusch at 7:02 p.m. at the Swiss Valley Nature Center, Peosta, Iowa on September 3, 2019. Those present included Staff: Theresa Weiss – District Conservationist, Colleen Siefken – Conservation Assistant; Commissioners: Melvin Wilgenbusch, Jeff Schmitt, Wayne Demmer, Dave Ruden and Mike Freiburger.

Adopt Agenda: Being no additions or changes, the agenda was approved as presented:

19-91 Motion made by Ruden to approve the agenda. Motion seconded by Demmer. Motion carried unanimously.

Approval of Minutes of Last Meeting: Wilgenbusch called for a discussion of the August 6, 2019 meeting minutes.

19-92 Motion made by Freiburger to approve the meeting minutes. Motion seconded by Schmitt. Motion carried unanimously.

FARMS Program Summary: Current **FARMS '20** Account information:

Program	Balance	Program	Balance
REAPP	\$ 1,850.02	REAPF/NG	\$ 299.71
Cost Share	\$ 57,364.25		

WQI applications are no longer being accepted. Funding has been depleted.

Cost Share Applications:

- Russell Bahl, #80329, 50 acres cover crops, \$1,250 cost share amt
- Ann Cook, #80394, 160 acres cover crops, \$4,000 cost share amt
- Alan Turnis, #80427, 100 acres cover crops, \$2,500 cost share amt
- Dennis Watters, #80491, 15 acres cover crops, \$375 cost share amt
- David Kurt, #80477, 20 acres cover crops, \$500 cost share amt
- David Puls, #80465, 63 acres cover crops, \$1,575 cost share amt
- Matthew Waller, #79931, 50 acres cover crops, \$1,250.00 cost share amt
- Wilfred Steffensmeier, #79655, 100 acres cover crops, \$2,500 cost share amt
- Dry Hollow Dairy LLC, #79956, 40 acres cover crops, \$1,000 cost share amt
- John Smith, #79653, 160 acres cover crops, \$4,000 cost share amt
- Russell Funke, #80197, 75 acres cover crops, \$1,875 cost share amt
- Reittinger Farms LLC, #76954, 80 acres cover crops, \$2,000 cost share amt
- Ronald Miller, #79962, 10 acres forest stand improvement, \$1,200.00 cost share amt

19-93 Motion made by Ruden to approve the above listed applications. Motion seconded by Schmitt. Motion carried unanimously.

Cost Share Amendments:

- Kenneth Runde, #69321, extend completion date to 9/30/19

19-94 Motion made by Demmer to approve the cost share amendments. Motion seconded by Freiburger. Motion carried unanimously.

Cost Share Certifications:

- Thomas Connolly, #72697, \$1,200 cost share

19-95 Motion made by Freiburger to approve the certifications. Motion seconded by Ruden. Motion carried unanimously.

Cost Share Maintenance Agreements:

- Thomas Connolly, #72697, 10 acres Forest Stand Improvement

19-96 Motion made by Freiburger to approve the agreement. Motion seconded by Demmer. Schmitt abstained from voting. Motion carried unanimously.

1M/Finance:

- August Bank Statement & Quicken reports were available for review.
- FY '19 Audit – Demmer & Schmitt completed. Audit was presented for commissioner review. No discrepancies were noted. District owned equipment was also reviewed.
- Checks Written & Other Disbursements –

#3081 – VOID

#3082 – Eric Schmechel – Amazon order 8/25/19 power cable/water sampling bottles - \$43.97

#3083 – CDI - Dues - \$850.00

#3084 – Colleen Siefken – WLL Folders - \$3.15

EFT – Verizon Phone Bill \$95.68 to occur on 9/10/19

New Standardized Treasurer's Report will be available for October meeting.

19-97 Motion made by Ruden to approve the Checks Written & Other Disbursements. Motion seconded by Freiburger. Motion carried unanimously.

19-98 Motion made by Ruden to approve the FY '19 Audit. Motion seconded by Freiburger. Motion carried unanimously.

19-99 Motion made by Schmitt to approve the payment of the CDI dues. Motion seconded by Ruden. Motion carried unanimously.

Correspondence Received:

- Will Myers has been selected as the new DSC Bureau Chief for Field Services effective 8/22/19. Will replaces Vince Sitzmann.
- August 10th – Dubuque County Board of Supervisors/SWCD/Partners meeting at Swiss Valley Nature Center beginning at 1:30 p.m.
- August 16th – Public Meeting: Prospects for Hemp in the Driftless sponsored by Charles Isenhardt at NICC from 3-5 p.m.
- Intern positions available through DSC. SWCD will not participate.
- Results from CDI Resolutions were reviewed.

Meeting Updates: Freiburger presented on Annual Commissioner Conference. 10/5/19 – Master Gardeners will be sponsoring a Soil Health workshop at the Arboretum at 9:15 a.m.

Personnel Updates:

- Schmechel \$1,047.37 travel voucher for to attend Stormwater Control Measure Conference in Minneapolis was reviewed.
- Travel request for Schmechel to attend Eastern Iowa 2019 Green Infrastructure Conference in Iowa City and travel to Des Moines for meeting with Houston Engineering on September 18th and 19th.

19-100 Motion made by Schmitt to approve the Schmechel travel voucher and request. Motion seconded by Freiburger. Motion carried unanimously.

NRCS Updates:

- Staff is currently contracting approved EQIP applications and ranking CSP applications. An EQIP Local Work Group meeting needs to be held. Theresa may hold it in conjunction with SWCD Soil Health meeting.

CRP Conservation Plans & Revisions/Conservation Plans: 9

19-101 Motion made by Schmitt to approve the Conservation Plans. Motion seconded by Ruden. Motion carried unanimously.

Treasurer’s Report:

District Savings.....	\$	17,740.41
’20 1M	\$	2,000.00
Women, Land & Legacy	\$	1,054.50
District Payroll S18.....	\$	179,987.38
District Checking	\$	2,205.72
Payroll - SWCD	\$	45,976.23

NACD Payroll 19\$ 4,858.62

19-102 Motion made by Demmer to approve the Treasurer's Report. Motion seconded by Ruden. Motion carried unanimously.

Change Meeting Dates: Siefken inquired if Commissioners would consider changing the monthly meeting date to the 2nd Tuesday of the month. This would allow more time to prepare the monthly DSC Treasurer's Report which will be required to be used in October. Commissioners responded that they would be willing to make the switch beginning with the October meeting.

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

19-103 Motion made by Freiburger to adjourn. Motion seconded by Ruden. Motion carried unanimously.

The meeting adjourned at 7:56 p.m.

The next meeting will be held on Tuesday, October 8, 2019 at 1:00 p.m. at the Dubuque Soil & Water Conservation District, Epworth, Iowa.

Melvin Wilgenbusch 10/08/19
Chairperson Date

Colleen Siefken 9/26/19
Secretary Date