

MINUTES OF THE DUBUQUE SOIL AND WATER
CONSERVATION DISTRICT COMMISSIONER'S MEETING
EPWORTH IA
November 1, 2016

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 November 1, 2016. Those present included Staff: Theresa Weiss & Colleen Siefken; Commissioners: Jerry Ostwinkle, Melvin Wilgenbusch, Charles McCullough, & Jeff Reiter; Assistant Commissioner: Dave Ruden & Robert O'Connell.

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

16-118 Motion made by McCullough to approve the agenda. Motion seconded by Ostwinkle. Motion carried unanimously.

Approval of Minutes of Last Meeting: Wilgenbusch called for a discussion of the October 4, 2016 meeting minutes.

16-119 Motion made by Reiter to approve the meeting minutes. Motion seconded by Ostwinkle. Motion carried unanimously.

FARMS Program Summary: Current **FARMS '16** Account information:

Program	Balance	Program	Balance
REAPP	\$ 10,091.41	REAPF/NG	\$ 3,363.80
Cost Share	\$ 25,208.68		

Cost Share Applications: Commissioners reviewed the following:

IFIP

None

REAP

Ronald Leick, #59202, 20 ac forest stand improvement, \$2,400 cost share

New Melleray Corporation, 20 ac forest stand improvement, \$2,400 cost share

Tete Des Mortes

None

16-120 Motion made by Ostwinkle to approve the applications. Motion seconded by McCullough. Motion carried unanimously.

Cost Share Amendments:

None

Cost Share Certifications:

Eugene Duschner, #55786, \$2,500 cost share
James Vaske, #55101, \$1,000 cost share
Brian Hoefler, #54676, \$750 cost share
Michael Knipper, #54566, \$630 cost share
Timothy Cota, #55780, \$225 cost share
Michael Wolter, #54656, \$450 cost share
Lester Sellner, #50474, \$1,200 cost share
Amy Feldmann, #54239, \$1,245 cost share
Joseph Lattner, #47596, \$915 cost share
Daniel Horsfield, #58611, \$900 cost share
Donald Klostermann, #54834, \$1,950 cost share
Brian Hermsen, #55240, \$1,129.50 cost share
Scott Brant, #57673, \$650 cost share
Z & J Farms LLC, #55089, \$4,000 cost share
Brent & Chad Koopmann Farms LLC, #54646, \$587.50 cost share each
Irwin Simon, #56184, \$300 cost share
Jeff Heiderscheit, #55212, \$1,050 cost share
Marty Rausch, #58466, \$1,400 cost share
Jessica Reiter, #55091, \$4,000 cost share
Timothy Daly, #48412, \$2,400 cost share
Derek & Timothy Hammerand, #54491, \$618.75 cost share each
Paul Herrig, #56562, \$370 cost share
Dale Schueller, #55446, \$875 cost share
Peter Schueller, #55449, \$1,275.00 cost share
Michael McDermott, #56183, \$1,250 cost share
Pfeiler Brothers Farm Inc., #55097, \$900 cost share
Martin Kennedy, #55619, \$550 cost share
James Daly, #57428, \$405 cost share
Eric, Mitch & Lori Reittinger, #57423, \$1,250 cost share
Daniel Recker, #57649, \$225 cost share
Wayne Vorwald, #54526, \$925 cost share
Andrew Wilwert, #55965, \$2,500 cost share
Allan Griffin, #50486, \$1,665 cost share
Robert Lucas, #54875, \$650 cost share
William Pitz, #55376, \$3,775 cost share
Cheryl Specht, #54689, \$1,050 cost share
James Markham, #55776, \$1,625 cost share
Marvin & Ted Freiburger, #56033, \$960 cost share each
Nathan Goedken, #55464, \$540 cost share
David Watters, #56073, \$375 cost share

16-121 Motion made by McCullough to approve the cost share certifications. Motion seconded by Ostwinkle. Motion carried unanimously.

Cost Share Maintenance Agreements:

None

1M/Finance:

- October Bank Statement was not available for review.
- Financial Review of SWCD accounting procedures to be completed by Matt McDonald on November 2nd at 10:00 a.m.
- 1M Voucher in the amount of \$1,189.74

16-122 Motion made by Ostwinkle to approve the 1M Voucher. Motion seconded by Reiter.
Motion carried unanimously.

- Checks Written –
 - o #2838, VOID
 - o #2839, \$2.99 – Eric Schmechel (200 GB Storage)
 - o #2840, \$21.06 – Charles McCullough (travel)
 - o #2841, \$12.09 – Jerry Ostwinkle (travel)
 - o #2842, \$39.78 – Jeff Reiter (travel)
 - o #2843, \$60.84 – Mel Wilgenbusch (travel)
 - o #2844, VOID
 - o #2845, \$27.69 – Dave Ruden (travel)
 - o #2846, \$38.22 – Robert O’Connell (travel)
 - o #2847, \$30.03 – Robert Lucas (travel)
 - o #2848, \$24.72 – Lori Schnoor (travel)
 - o #2849, VOID

16-123 Motion made by McCullough to approve the checks written. Motion seconded by Ostwinkle.
Motion carried unanimously.

Correspondence Received:

- FARMS Audit – #49194 to be submitted to Accounting for review.
- Farm Bill Biologist Quarterly report reviewed.
- CDI has new Water Quality Specialist, Catherine DeLong
- Clean Water Act Public Notice regarding North Cascade Road Developers, LLC
- CDI Scholarship & Poster Contest
- CDI Fall 2016 Bulletin

Personnel Updates:

- IPERS withholding rates for FY 2018 were reviewed. No changes for our employees.
- Review of Quarterly Payroll Tax Records was completed.

16-124 Motion made by Reiter to approve the Quarterly Payroll Tax report. Motion seconded by Ostwinkle. Motion carried unanimously.

Meeting Updates:

None

NRCS Updates:

- Staff has attended training on new CSP program. Signup should be announced soon.

CRP Conservation Plans & Revisions:

- 0 were reviewed

Conservation Plan:

- 0 were reviewed

Treasurer's Report:

'17 1M Report	\$ 2,000.00
District Savings.....	\$ 20,966.53
District Payroll S18	\$ 110,039.93
District Checking	\$ 1,974.91
Payroll - SWCD	\$ 56,181.71

16-125 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.

16-126 Motion made by Reiter to adjourn. Motion seconded by Ostwinkle. Motion carried unanimously.

The meeting adjourned at 7:17 p.m.

The next meeting will be held on December 6, 2016 at 6:00 p.m. at the Dubuque Soil & Water Conservation District office, Epworth, Iowa.

Melvin Wilgenbusch 12/06/16
Chairperson Date

Colleen Stephens 11/3/16
Secretary Date