

MINUTES OF THE DUBUQUE SOIL AND WATER  
CONSERVATION DISTRICT COMMISSIONER'S MEETING  
EPWORTH IA  
April 3, 2018

Call Meeting to Order: The monthly meeting of the Dubuque Soil & Water Conservation District Commissioners was called to order by Chairperson Melvin Wilgenbusch at 2:58 p.m. at the Dubuque Soil & Water Conservation District office, Epworth, Iowa on April 3, 2018. Those present included Staff: Theresa Weiss & Colleen Siefken; Commissioners: Melvin Wilgenbusch, Charles McCullough, Dave Ruden, Jerry Ostwinkle & Jeff Schmitt.

Adopt Agenda: With the addition of the following the agenda was approved as presented:

FB XIV Agreement & Quarterly Report  
CRP BI Quarterly Report

18-29 Motion made by Schmitt to approve the agenda. Motion seconded by Ostwinkle. Motion carried unanimously.

Approval of Minutes of Last Meeting: Wilgenbusch called for a discussion of the March 6, 2018 meeting minutes.

18-30 Motion made by Ruden to approve the meeting minutes. Motion seconded by McCullough. Motion carried unanimously.

FARMS Program Summary: Current FARMS '18 Account information:

Program	Balance	Program	Balance
REAPP	\$ 584.59	REAPP/NG	\$ 96.12
Cost Share	\$ 19,131.47		

Cost Share Applications:

*IFIP*

Paul Decker, #67772, 47.5 ac No-Till, \$475.00 cost share  
Joseph McQuillen, #67675, 1 ac grassed waterway, \$2,259.00 cost share

*REAP*

None

*WQI*

None

18-31 Motion made by Ostwinkle to approve the above listed applications. Motion seconded by McCullough. Motion carried unanimously.

Cost Share Amendments:



None

Cost Share Certifications:

Kathy Miller-Bahl, #66360, \$3,960.00 cost share  
Ronald Leick, #62109, \$2,220.00 cost share  
Ronald Miller, #55887, \$720.00 cost share

18-32 Motion made by Ruden to approve the certifications listed above. Motion seconded by Schmitt. Motion carried unanimously.

Cost Share Maintenance Agreements:

Ronald Miller, #55887, 6 acres of Forest Stand Improvement  
Ronald Leick, #62109, 18.5 ac of Forest Stand Improvement  
Kathy Miller Bahl, #66360, 33 ac of Forest Stand Improvement

18-33 Motion made by McCullough to approve the agreements listed above. Motion seconded by Ostwinkle. Motion carried unanimously.

1M/Finance:

- March Bank Statement & Quicken corresponding report was not available for review.
- Checks Written –
  - #2988 - \$482.00, Old School Catering, Contractors Meeting
  - #2989, \$30.00, City of Epworth, Cover Crop Meeting 4/10/18
  - #2990, \$2.99, Eric Schmechel, Icloud 3/29/18 due
  - #2991, \$2.99, Eric Schmechel, Icloud 4/29/18 due
  - #2992, \$775.00, NACD, Dues

18-34 Motion made by Schmitt to approve contractor meeting expense. Motion seconded by McCullough. Motion carried unanimously.

18-35 Motion made by Ruden to pay \$775 in NACD dues. Motion seconded by McCullough. Motion carried unanimously.

18-36 Motion made by Schmitt to approve the checks written. Motion seconded by McCullough. Motion carried unanimously.

Siefken presented the projected SWCD Expenses and supplemental fund request. Form shows Additional SWCD Expense Funds Requested in the amount of \$756.84 to get us through the end of the fiscal year.

FB XIV Agreement & Quarterly Report: District is eligible for \$4,050 supplemental. Agreement for supplemental was reviewed. \$2,749.50 quarterly report was also reviewed.



18-37 Motion made by Schmitt to approve the agreement and the quarterly report. Motion seconded by Ostwinkle. Motion carried unanimously.

CRP/District Buffer Initiative – FY 18: Commissioners reviewed the 4/2/18 report.

18-38 Motion made by Schmitt to approve the quarterly report. Motion seconded by Ostwinkle. Motion carried unanimously.

Correspondence Received:

- Father Norman White Memorial Scholarship – 3 applicants received, only two attending eligible schools.
- General Election paperwork for the Commissioner seats are available.
- Eric reports the upcoming International Erosion Control Association Great Connections workshop to be held at the Grand River Center on April 24-26 is offering a reduced price of \$50 per person for attending the 3 day workshop.
- FARMS Audit – Siefken noted that the 4 files submitted for the FARMS audit covering the period of July 1, 2016 – June 30, 2017 passed the audit.

Knepper Soil Loss Complaint:

Investigation was completed on March 23, 2018 by representatives of SWCD and IDALS. No sedimentation was visible, but damage from stormwater runoff was present. Also was noted that Knepper said he had changed the original flow of the stormwater. Letter was sent informing Knepper that the Soil Loss Complaint does not address stormwater runoff or management issues.

Personnel Updates:

- Dylan Beitzel has been hired as the SWCD Summer Intern. Start date will be May 14<sup>th</sup>.
- Travel Voucher received from Eric in the amount of \$282.10 to attend Iowa Water Conference in Des Moines March 21-22, 2018.

18-39 Motion made by Ruden to approve the Travel Voucher. Motion seconded by McCullough. Motion carried unanimously.

Meeting Updates: CCWMA is meeting on Wednesday, April 4<sup>th</sup>.

NRCS Updates: Staff is working on ranking 2<sup>nd</sup> round EQIP applications and finishing up 1<sup>st</sup> round EQIP contracts.

CRP Conservation Plans & Revisions/Conservation Plans:

- None

Treasurer’s Report:

District Savings .....\$ 19,548.53



'18 1M .....	\$	728.26
Contractor Mtg. ....	\$	489.88
Women, Land & Legacy .....	\$	892.27
District Payroll S18.....	\$	82,736.73
District Checking.....	\$	4,205.81
Payroll - SWCD.....	\$	38,413.77

18-40 Motion made by Ruden to approve the Treasurer's Report. Motion seconded by McCullough. Motion carried unanimously.

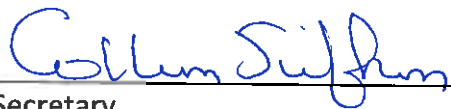
Being no further business to discuss, Wilgenbusch requested a motion to adjourn.

18-41 Motion made by Ostwinkle to adjourn. Motion seconded by Ruden. Motion carried unanimously.

The meeting adjourned at 3:58 p.m.

The next meeting will be held on May 1, 2018 at 6:00 p.m. at the Dubuque Soil & Water Conservation District office, Epworth, Iowa.

 5-1-18  
Chairperson Date

 4/4/18  
Secretary Date

