

MINUTES OF THE DUBUQUE SOIL AND WATER
CONSERVATION DISTRICT COMMISSIONER'S MEETING
EPWORTH IA
June 4, 2019

Call Meeting to Order: The monthly meeting of the Dubuque Soil & Water Conservation District Commissioners was called to order by Vice-Chairperson Dave Ruden at 12:59 p.m. at the Dubuque Soil & Water Conservation District office, Epworth, Iowa on June 4, 2019. Those present included Staff: Colleen Siefken; Commissioners: Wayne Demmer, Dave Ruden, Jeff Schmitt, and Mike Freiburger.

Adopt Agenda: With the addition of NACD TA Grant Expense Voucher, the agenda was approved as presented:

19-57 Motion made by Demmer to approve the agenda. Motion seconded by Freiburger. Motion carried unanimously.

Approval of Minutes of Last Meeting: Ruden called for a discussion of the May 7, 2019 meeting minutes.

19-58 Motion made by Schmitt to approve the meeting minutes. Motion seconded by Demmer. Motion carried unanimously.

Commissioner Training Video #8: Commissioner Annual Conference: Video was forwarded to commissioner emails, so it could be viewed at home at their convenience. Board acknowledged they have received & viewed the video.

FARMS Program Summary: Current **FARMS '19** Account information:

Program	Balance	Program	Balance
REAPP	\$ 39.38	REAPF/NG	\$ 776.44 (to be recalled)
Cost Share	\$ 0.00		

Cost Share Applications:

none

Cost Share Amendments:

David Klein, #68459, extend completion date from 5/31/2019 to 12/30/2019

19-59 Motion made by Schmitt to approve the amendment. Motion seconded by Freiburger. Motion carried unanimously.

Cost Share Certifications:

- Daryl Comer, #74243, \$2,791.69 cost share amount
- John & Greg Wulfekuhle, #74155, \$1,600.00 cost share amount
- Kearney Brothers, #72370, \$752.00 cost share amount
- Knuth Farms Inc., #74084, \$1,600.00 cost share amount
- Knuth Farms Inc., #74083, \$1,600.00 cost share amount
- Dale & Joseph Rolwes, #68977, \$1,000.00 cost share amount
- Travis Cook, #74637, \$4,050.00 cost share amount
- Betty Sullivan, #74558, \$3,300.00 cost share amount
- Adam Gansen, #73965, \$2,314.00 cost share amount
- Jerome Comer, #74243, \$2,791.69 cost share amount

19-60 Motion made by Freiburger to approve the certification. Motion seconded by Demmer. Motion carried unanimously.

Cost Share Maintenance Agreements:

- Jerome Comer, #74243, 4 acres tree/shrub establishment
- Kearney Brothers, #72370, 0.4 ac grassed waterway
- Travis Cook, #74637, 13.5 acres field borders
- Betty Sullivan, #74558, 11 acres field borders
- Adam Gansen, #73965, 1 grade stabilization structure

19-61 Motion made by Freiburger to approve the agreement. Motion seconded by Schmitt. Motion carried unanimously.

1M/Finance:

- May Bank Statement & Quicken reports were available for review.
- Checks Written & Other Disbursements –

#3065 - VOID

#3066 – Mike Freiburger, travel, \$144.30

#3067 – Wayne Demmer, travel, \$40.17

#3068 – Mel Wilgenbusch, travel, \$35.10

#3069 – Jeff Schmitt, travel, \$52.65

#3070 – Dave Ruden, travel, \$82.29

ACH Debit Payroll Pay Date 5/3/19 \$3,280.85

ACH Debit Payroll Taxes Pay Date 5/3/19 \$1,500.60

ACH Debit Payroll Pay Date 5/17/19 \$2,866.89

ACH Debit Payroll Taxes Pay Date 5/17/19 \$1,500.60

ACH Debit Payroll Pay Date 5/31/19 \$2,969.86

ACH Debit Payroll Taxes Pay Date 5/31/19 \$1,223.16

EFT – Verizon Phone Bill \$95.28 to occur on 6/10/19

- Siefken will attend training on 6-5-19 regarding the new Standardized Treasurer Report.

- MR WMA Water Monitoring Request has been decreased to \$270 due to the City of Dyersville paying for their own site testing.

19-62 Motion made by Freiburger to approve the payment to MR WMA. Motion seconded by Demmer. Motion carried unanimously.

NACD TA Grant Expense Voucher: Siefken reviewed the \$3,657.70 expense voucher that will be submitted to DSC for payment.

19-63 Motion made by Schmitt to approve the expense voucher. Motion seconded by Demmer. Motion carried unanimously.

Correspondence Received:

- WQI funds are available.
- Limestone Bluffs RC&D Revenue & Expense Statement ending 4/30/19 was reviewed.
- Annual Commissioner Conference will be held August 19-20th.
- Continuous CRP signup has begun and will run through 8/23/19.

Dubuque Co. Board of Supervisors Speaker: Representative did not attend meeting.

Meeting Updates: None.

Personnel Updates:

- Annual update to benefits package for Schmechel was reviewed.
- Work session scheduled for June 10th at 9:00 with Eric.
- June report from Stacy was reviewed.

19-64 Motion made by Schmitt to approve the annual update to Eric's benefit package. Motion seconded by Freiburger. Motion carried unanimously.

NRCS Updates:

- Staff is currently contracting approved EQIP applications and ranking CSP applications.

CRP Conservation Plans & Revisions/Conservation Plans: 20 plans to be approved.

19-65 Motion made by Demmer to approve the plans. Motion seconded by Freiburger. Motion carried unanimously.

Treasurer's Report:

District Savings.....	\$	17,724.73
'19 1M	\$	-189.50
Women, Land & Legacy	\$	921.59
District Payroll S18.....	\$	79,507.48
District Checking.....	\$	643.74

Payroll - SWCD	\$ 37,478.07
NACD Payroll	\$ -3,657.70

19-66 Motion made by Demmer to approve the Treasurer's Report. Motion seconded by Freiburger. Motion carried unanimously.

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

19-67 Motion made by Freiburger to adjourn. Motion seconded by Schmitt. Motion carried unanimously.

The meeting adjourned at 2:29 p.m.

The next meeting will be held on Tuesday, July 9, 2019 at 1:00 p.m. at the Dubuque Soil & Water Conservation District Office, Epworth, Iowa.

 7/9/19

Chairperson Date

 6/6/19

Secretary Date