

**MINUTES OF THE DUBUQUE SOIL AND WATER
CONSERVATION DISTRICT COMMISSIONER'S MEETING
EPWORTH IA
November 6, 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 6:07 p.m. at the Dubuque Soil & Water Conservation District office, Epworth, Iowa on November 6, 2018. Those present included Staff: Theresa Weiss & Colleen Siefken; Commissioners: Melvin Wilgenbusch, Charles McCullough, Dave Ruden, Jeff Schmitt & Jerry Ostwinkle.

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

18-124 Motion made by Ruden to approve the agenda. Motion seconded by McCullough. Motion carried unanimously.

Financial Sites Visit Video: Commissioners reviewed the video presentation from John Whitaker and Vince Sitzmann.

Approval of Minutes of Last Meeting: Wilgenbusch called for a discussion of the October 2, 2018 meeting minutes.

18-125 Motion made by Schmitt to approve the meeting minutes. Motion seconded by Ostwinkle. Motion carried unanimously.

FARMS Program Summary: Current FARMS '19 Account information:

Program	Balance	Program	Balance
REAPP	\$ 39.38	REAPF/NG	\$ 0.00
Cost Share	\$ 10,814.56		

Word received from DSC that the FARMS Audit showed no findings.

Cost Share Applications:

IFIP

John Freiburger, 4.8 ac grass waterway, \$10,000 cost share

REAP

Motion made at October meeting to table the Freiburger application until it can be viewed in the field. Freiburger was notified of the need to contact us after the crop is out to view terraces.

Cost Share Amendments:

None

Cost Share Certifications:

Gene Langel	69336	Cover Crops	\$1,837.50
Donald Klostermann	68428	Cover Crops	\$1,950.00
Joe Jarding	69011	Cover Crops	\$540.00
Dale & Joseph Rolwes	68865	Cover Crops	\$2,016.00
Bradley Meier	68780	Cover Crops	\$675.00
Hartbecke Cattle Co.	70606	Cover Crops	\$4,000.00
R&R Cook Farms LLC	69453	Cover Crops	\$1,950.00
Brian Hodgson	69101	Cover Crops	\$990.00
Peter Schueller	70794	Cover Crops	\$1,125.00
Jerry Heiderscheit	68384	Cover Crops	\$255.00
Beringer Farm Inc.	70987	Cover Crops	\$2,375.00
Kenneth Hosch	69535	Cover Crops	\$4,000.00
Mark & Eric Klein	68939	Cover Crops	\$600.00
James Gaul	69030	Cover Crops	\$600.00
Chad & Brent Koopmann Farms LLC	70224	Cover Crops	\$840.00
Steven Foust	68490	Cover Crops	\$165.00
John Kringle	69021	Cover Crops	\$182.85
Timothy Daly	69342	Cover Crops	\$1,800.00
Dale Schueller	70796	Cover Crops	\$199.20
Timothy Cook	68894	Cover Crops	\$2,400.00
James Vaske	70203	Cover Crops	\$330.00

18-126 Motion made by Ostwinkle to approve the Certifications. Motion seconded by Schmitt. Motion carried unanimously.

Cost Share Maintenance Agreements:

None

1M/Finance:

- September & October Bank Statement & Quicken reports were available for review.
- Checks Written & Other Withdrawals –

#3201 – Eric Schmechel – icloud - \$2.99
#3024 – Colleen Siefken – Postage – FARMS Audit files \$7.25
#3025 – Melvin Wilgenbusch – Comm Travel - \$60.45
#3026 – Dave Ruden – Comm. Travel - \$59.67
#3027 – Jerry Ostwinkle – Comm. Travel - \$22.23
#3028 – Charles McCullough – Comm. Travel - \$26.52
#3029 – Jeff Schmitt – Comm. Travel - \$69.03
EFT – Verizon Phone Bill \$113.00 to occur on 11/10/18
ACH Debit Payroll Pay Date 10/5/18 \$3,518.50
ACH Debit Payroll Taxes Pay Date 10/5/18 \$1,512.41
ACH Debit Payroll Pay Date 10/19/18 \$2,895.60
ACH Debit Payroll Taxes Pay Date 10/19/18 \$1,198.09

ACH IPERS October \$1,212.48 Paid 10/23/18

18-127 Motion made by Ruden to approve the expenses. Motion seconded by McCullough. Motion carried unanimously.

- \$1,134.09 1M Expense Voucher was reviewed for approval.

18-128 Motion made by Schmitt to approve the voucher. Motion seconded by Ruden. Motion carried unanimously.

Correspondence Received:

- PF Wildlife Biologist Quarterly Report was reviewed.
- IDALS '19 Intern Program
- Large Tile/Intake Costs – Colleen has received information from neighboring counties. She will put that into a document and forward to board for December decision.
- Resolution Results – Colleen provided results from the resolutions.
- DSC Central Office Staff 10/22/18 meeting was reviewed.

SWCD Annual Report: Siefken provided the report for commissioner review and approval.

18-129 Motion made by McCullough to approve the Report. Motion seconded by Ruden. Motion carried unanimously.

Personnel Updates:

- November report from Kass was reviewed.
- Schmechel reported that the County Board of Supervisors would like to conduct water monitoring in the Whitewater and Catfish watersheds. They would like to provide \$8,500 towards this effort and are in the process of amending the agreement with the SWCD for this service. Adam Hoffman and students will conduct the monitoring and bill us.
- Schmechel has been invited to attend the Soil Health Summit 2019 in St. Louis with NICC. Room, registration and meals will be covered by NICC. Eric will submit a travel request for the mileage.

Meeting Updates: Ruden mentioned CCWMA meeting for tomorrow has been cancelled.

NRCS Updates: New Soil Conservationist, Bill Meyer, has started. Weiss mentioned EQIP practices to be funded this year. Commissioners voiced no opinion regarding changes for this year.

CRP Conservation Plans & Revisions/Conservation Plans: 0 plans to be approved.

Treasurer's Report:

District Savings.....	\$ 18,592.04
'19 1M	\$ 2,000.00
Women, Land & Legacy.....	\$ 813.10
District Payroll S18.....	\$ 134,012.42
District Checking	\$ 1,347.20

Payroll - SWCD\$ 51,071.52
NACD Payroll.....\$ 6,647.25

18-130 Motion made by Ostwinkle 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.

18-131 Motion made by Schmitt to adjourn. Motion seconded by Ruden. Motion carried unanimously.

The meeting adjourned at 7:18 p.m.

The next meeting will be held on December 4, 2018 at 6:00 p.m. at the Dubuque Soil & Water Conservation District Office, Epworth, Iowa.

Melvin Wilgenbusch 12/04/2018
Chairperson Date

William J. Ruden 11/9/18
Secretary Date