

MINUTES OF THE DUBUQUE SOIL AND WATER
CONSERVATION DISTRICT COMMISSIONER'S MEETING
EPWORTH IA
April 2, 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 12:57 p.m. at the Dubuque Soil & Water Conservation District office, Epworth, Iowa on April 2, 2019. Those present included Staff: Bill Meyer & Colleen Siefken; Commissioners: Melvin Wilgenbusch, Wayne Demmer, Dave Ruden, Jeff Schmitt, and Mike Freiburger.

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

19-32 Motion made by Demmer to approve the agenda. Motion seconded by Freiburger. Motion carried unanimously.

Approval of Minutes of Last Meeting: Wilgenbusch called for a discussion of the March 5, 2019 meeting minutes.

19-33 Motion made by Schmitt to approve the meeting minutes. Motion seconded by Ruden. Motion carried unanimously.

Guest Speaker Lori Scovel – MRWMA: Lori explained the water sampling the WMA is going to be performing in the WMA and specifically Dubuque county. 7 sites have been identified for three samplings each throughout the year. Volunteers are being recruited to help with the sampling and a meeting will be held on April 30th from 2-4 at the USDA Service Center in Anamosa to further explain the duties of the volunteers. Fees for each sample are \$18 and will be analyzed at Coe College. Financial donations for the sampling are being requested from the SWCD. Also noted was the need to appoint a commissioner or volunteer to serve on the Limestone Bluffs RC&D Board of Directors as the SWCD rep.

Commissioner Training Video #6: REAP Funding: Video was forwarded to commissioner emails so it could be viewed at their convenience. Board acknowledged they have received the video.

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

Program	Balance	Program	Balance
REAPP	\$ 39.38	REAPF/NG	\$ 19,910.62
Cost Share	\$ 0.00		

Supplemental REAP Funding: The SWCD has received \$19,910.62 in Supplemental REAPF/NG funds to cover the five applicants submitted for the supplemental funding.

Cost Share Applications:

IFIP

Jeff Schmitt, .68 acres, grassed waterway, \$1,029.00 cost share
Travis Cook, 1.5 acres, grassed waterway, \$4,717.00 cost share

REAP – these are funding with supplemental funds and need to be completed by 6/30/19

Thomas Brimeyer, #73673, 5 acres tree/shrub establishment with woody site prep., cost share \$3,750

Corporation of New Melleray, #74268, 20 acres timber stand improvement, cost share \$2,400

Jerome Comer, #74243, 4 acres tree/shrub establishment, cost share \$3,000

William McDermott, #74356, 5.5 acres tree/shrub establishment, cost share \$3,300

Anastasia Molony-Klimek, 15343 Higginsport Rd, Bernard IA 52032

19-34 Motion made by Freiburger to approve the REAP applications. Motion seconded by Schmitt. Ruden abstained. Demmer & Wilgenbusch voted in favor. Motion carried.

19-35 Motion made by Ruden to approve the IFIP applications. Motion seconded by Demmer. Schmitt abstained. Freiburger & Wilgenbusch voted in favor. Motion carried.

Cost Share Amendments:

Kearney Brothers, #72370, amend estimated costs from \$1,209 to \$1,504 & amend obligated funds from 604.50 to \$752.00.

John Freiburger, estimated cost decreased from \$26,736.20 to \$21,013.80

19-36 Motion made by Ruden to approve the amendments. Motion seconded by Demmer. Motion carried unanimously.

Cost Share Certifications:

None

Cost Share Maintenance Agreements:

None

1M/Finance:

- March Bank Statement & Quicken reports were not available for review.
- Checks Written & Other Disbursements –

#3055 – NACD, Dues, \$775.00

#3056 – VOID

#3557 – Colleen Siefken, WLL Expense, \$25.94

#3558 – Kathy Bahl, WLL Donuts, \$10.49

#3559 – Theresa Weiss, WLL Donuts, \$6.20

#3560 – Greenwood's Meat & Grocery, WLL Meal, \$357.50

#3561 – Colleen Siefken, Walmart - WLL Paper Products, \$11.38

ACH Debit Payroll Pay Date 3/8/19 \$3,146.55

ACH Debit Payroll Taxes Pay Date 3/8/19 \$1,460.36
ACH Debit Payroll Pay Date 3/22/19 \$3,034.45
ACH Debit Payroll Taxes Pay Date 3/22/19 \$1,317.74
ACH IPERS February \$1,189.32 Paid 2/21/19
ACH IPERS March \$1,224.67 Paid 3/22/19

EFT – Verizon Phone Bill \$55.35 to occur on 4/10/19

19-37 Motion made by Ruden to approve the expenses. Motion seconded by Schmitt. Motion carried unanimously.

Policy Re. Recognition of Employees/Volunteers/Meeting Refreshments & Meals: SAC County policy was reviewed.

19-38 Motion made by Ruden to table the item. Motion seconded by Freiburger. Motion carried unanimously.

Change of Co-Treasurer: Mike Freiburger will fill Jeff Schmitt's position as co-treasurer. This will enable Demmer & Schmitt to complete the annual financial review.

19-39 Motion made by Schmitt to appoint Freiburger as co-treasurer, replacing Schmitt. Motion seconded by Demmer. Motion carried unanimously.

2:20 Demmer left the meeting.

Correspondence Received:

- NACD TA Grant 2019 was applied for. Awaiting word on which SWCD's nationwide will be funded.
- 5 applications received for the Father Norman White Memorial Scholarship. Please let Colleen know your #1 & #2 choices.
- Soil Loss Concern – Hammond/Arensdorf/Hoffman – Schmechel visited the Ron Hammond property on Hidden Valley Rd and noted sedimentation across the lawn from the Ron Arensdorf property. NRCS made contact was made with Arensdorf. He explained that they had removed woody brush material from the property fencelines and intended on reseeding last fall, but weather conditions didn't allow that. (They also hadn't been able to remove the 3rd cutting of hay last fall.) Plans are to get seeded ASAP. Renter's son Mike Hoffman contacted the office to say they plan on seeding area as soon as conditions are fit and will consider a silt fence or other means along the property fence to keep future sedimentation out of Hoffman's property. A soil loss complaint letter was signed by Hammond but he is agreeing to give neighbor time to get the cover established.

2:30 Ruden left the meeting.

Meeting Updates: Freiburger asked if he could represent the SWCD at the National Mississippi River Museum's April 20th Earth Day celebration. Board approved of the representation.

Personnel Updates:

- March report from Kass was available for review.
- Kass 1 year anniversary as NACD TA Grant employee is April 30th.

NRCS Updates: Bill Meyer, SC, reported the following:

- April 19th is the ranking deadline for EQIP that staff is currently working on.

CRP Conservation Plans & Revisions/Conservation Plans: 2 plans to be approved.

19-40 Motion made by Schmitt to approve the plans. Motion seconded by Freiburger. Motion carried unanimously.

Treasurer's Report:

District Savings.....	\$	19,208.44
'19 1M	\$	372.37
Women, Land & Legacy	\$	1,333.10
District Payroll S18.....	\$	99,398.11
District Checking.....	\$	880.24
Payroll - SWCD.....	\$	43,676.41
NACD Payroll.....	\$	2,599.33

19-41 Motion made by Schmitt to approve the Treasurer's Report. Motion seconded by Freiburger. Motion carried unanimously.

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

19-42 Motion made by Schmitt to adjourn. Motion seconded by Freiburger. Motion carried unanimously.

The meeting adjourned at 2:45 p.m.


The next meeting will be held on Tuesday, May 7, 2019 at 1:00 p.m. at the Dubuque Soil & Water Conservation District Office, Epworth, Iowa.



 Chairperson

5/7/19

 Date



 Secretary

4/4/19

 Date