

MINUTES OF THE DUBUQUE SOIL AND WATER
CONSERVATION DISTRICT COMMISSIONER'S MEETING
EPWORTH IA
October 2, 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 6:03 p.m. at the Dubuque Soil & Water Conservation District office, Epworth, Iowa on October 2, 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:

18-113 Motion made by McCullough to approve the agenda. Motion seconded by Schmitt. Motion carried unanimously.

Guest Speaker Eric Schmechel: Eric updated board regarding his current activities. No applicants applied for the IPC Grant position the City of Dubuque posted. Rethinking the Request for Proposals. NICC might be one of a handful of community colleges in the Midwest to offer a Soil Health curriculum.

Approval of Minutes of Last Meeting: Wilgenbusch called for a discussion of the September 4, 2018 meeting minutes.

18-114 Motion made by Ruden 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	\$ 2,250.00
Cost Share	\$ 10,814.56		

Supplemental funds have been received:

REAP F/NG - \$2,092.29
Cost Share - \$9,807.00

Siefken noted that 5 claims will be reviewed in the annual FARMS Audit.

Cost Share Applications:

IFIP

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

REAP

Leon Sigwarth, 3 acres Tree Planting and Woody Plant Competition, \$2,250 cost share

18-115 Motion made by McCullough to approve the Sigwarth cost share application. Motion seconded by Schmitt. Motion carried unanimously.

18-116 Motion made by Schmitt to table the Freiburger application until it can be viewed in the field. Motion seconded by McCullough. Motion carried unanimously. Board will request Freiburger contact us after the crop is out to view terraces.

Cost Share Amendments:

None

Cost Share Certifications:

Mathew Knepper, #64793, \$1,442.00 cost share amount
Bruce Lammers, #71953, \$10,000.00 cost share amount
Melanie Junk, #71846, \$750.00 cost share amount
Robby Goedken, #69694, \$328.50 cost share amount
Strief Farms Inc, #68300, \$4,000.00 cost share amount
Adam Stecklein, #68942, \$1,250.00 cost share amount
Wayne Kramer, #68275, \$750.00 cost share amount
Daniel Helle, #68322, \$900.00 cost share amount

18-117 Motion made by Ruden to approve the Certifications. Motion seconded by McCullough. Motion carried unanimously.

Cost Share Maintenance Agreements:

Bruce Lammers, # 71953, 4.8 acres grassed waterways
Thomas Brimeyer, #62111, 5 acres tree and shrub establishment
Mathew Knepper, #64793, 0.4 acre windbreak

18-118 Motion made by Ruden to approve the Maintenance Agreements. Motion seconded by Ostwinkle. Motion carried unanimously.

1M/Finance:

- September Bank Statement & Quicken corresponding report was not available for review.
- Checks Written & Other Withdrawals –

#3023 – Treasurer, State of Iowa \$119.25
EFT – Verizon Phone Bill \$90.32 to occur on 10/10/18
ACH Debit Payroll Pay Date 9/7/18 \$3,253.67
ACH Debit Payroll Taxes Pay Date 9/7/18 \$1,458.05
ACH Debit Payroll Pay Date 9/21/18 \$2,888.28
ACH Debit Payroll Taxes Pay Date 9/21/18 \$1,217.77
ACH IPERS September \$1,195.41 Paid 9/24/18

18-119 Motion made by Ruden to approve the expenses. Motion seconded by McCullough. Motion carried unanimously.

State Auditor Video to be Viewed: Board watched the video. Siefken mentioned it would be a good one to view again in January when new board is seated.

Correspondence Received:

- Siefken reviewed letter from NRCS regarding Practice Lifespans and State Cost Share Maintenance Agreements. O&M plans need to have a statement modified for some practices when state cost share is involved.
- 4 SWCD commissioner candidates will be listed on the ballot this election.
- CDI Updates – John Whitaker is the new Executive Director. Letter from John with his background information was shared. John also would like to visit all SWCD’s and asked boards to consider being flexible with their monthly meeting schedules to allow him to combine SWCD visits in his travels.

Personnel Updates:

- Travel voucher in the amount of \$157.88 was submitted by Schmechel.

18-120 Motion made by McCullough to approve the voucher. Motion seconded by Schmitt. Motion carried unanimously.

Meeting Updates: Ruden mentioned CCWMA meets tomorrow. McCullough attended the Annual Commissioner Conference in Des Moines. He thoroughly enjoyed the conference and provided information on the resolutions. Information has not been received in the office so Siefken will followup with an email.

NRCS Updates: Weiss reported on recent activities to reorganize NRCS field office structure with the addition of tech teams. New SC, Bill Meyer, starts on October 28th.

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

18-121 Motion made by Ruden to approve the plans. Motion seconded by Ostwinkle. Motion carried unanimously.

Treasurer’s Report:

District Savings	\$ 18,577.62
’19 1M	\$ 2,000.00
Women, Land & Legacy	\$ 813.10
District Payroll S18.....	\$ 147,972.63
District Checking.....	\$ 2,212.39
Payroll - SWCD.....	\$ 53,564.63
NACD Payroll	\$ 10,500.53

18-122 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.

18-123 Motion made by Ostwinkle to adjourn. Motion seconded by Schmitt. Motion carried unanimously.

The meeting adjourned at 8:18 p.m.

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

<u>Melvin Wilgenbusch</u>	<u>11/06/2018</u>	<u>Colleen Sufferin</u>	<u>10/3/18</u>
Chairperson	Date	Secretary	Date