

MINUTES OF THE DUBUQUE SOIL AND WATER  
 CONSERVATION DISTRICT COMMISSIONER'S MEETING  
 EPWORTH IA  
 SEPTEMBER 8, 2020

Call Meeting to Order: The monthly meeting of the Dubuque Soil & Water Conservation District Commissioners was called to order by Chairperson Melvin Wilgenbusch at 1:05 p.m. on a Teleconference Call on September 8, 2020. Those present included Staff: Theresa Weiss & Colleen Siefken; Commissioners: Melvin Wilgenbusch, Dave Ruden, Wayne Demmer & Mike Freiburger.

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

20-83 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 August 11, 2020 meeting minutes.

20-84 Motion made by Freiburger to approve the minutes. Motion seconded by Ruden. Motion carried unanimously.

Guest Speaker Claire Carlson - CDI: Updated the board on the Soil & Water Resource Conservation Plan (SWRCP) Local Work Group meeting to be held on Monday, September 14<sup>th</sup> from 1 – 2:30 p.m. through the ZOOM platform. Names were added to the list of invitees. Claire will be sending out the agenda with a request for a yes or no from potential attendees. After the Local Work Group meeting Claire anticipates another 4-5 hours with the Board to complete the process by January/February.

FARMS Program Summary: Current **FARMS '20** Account information as per 9/3/20:

<b>Program</b>	<b>Balance</b>	<b>Program</b>	<b>Balance</b>
REAPP	\$ 1,771.41	REAPF/NG	\$ 5,681.14
Cost Share	\$ 80,615.57		

Cost Share Applications:

*IFIP*

None

*REAP*

None

*WQI*

Continued approval of both first time and previous customers continues. 104 applications, 10,881 acres, \$179,678.49 WQI cost share in Dubuque County.

Cost Share Amendments: None

Cost Share Certifications:

Joseph Meiers, #81066, \$25,000 cost share

20-85 Motion made by Freiburger to approve the above Certifications. Motion seconded by Demmer. Motion carried.

Cost Share Maintenance Agreements:

Joseph Meier, #81066, 1 grade stabilization structure

20-86 Motion made by Demmer to approve the above Maintenance Agreement. Motion seconded by Freiburger. Motion carried.

1M/Finance:

- August Bank Statement was emailed for commissioner review.
- August Treasurer's Report was emailed for commissioner review.
- FY 20 Audit was completed by Demmer & Schmitt and emailed for commissioner review
- \$2,750 1M allocation for commissioner travel/office expense was received

20-87 Motion made by Freiburger to approve the August Treasurer's Report. Motion seconded by Ruden. Motion carried unanimously.

20-88 Motion made by Ruden to accept and approve the FY 20 audit. Motion seconded by Freiburger. Motion carried unanimously.

Correspondence Received:

- Conservation Reserve Program (CRP) Plan Signature Waiver – Due to heavy CRP workload and timeliness of obtaining signatures, NRCS and DSC have informed SWCDs of opportunity to temporarily waive SWCD signatures on CRP plans.
- CDI Dues - \$850.00
- \$1,000 PF New Employee/Request for Funding – no action taken – Siefken will contact neighboring districts to see what they provided.
- General Election – Mel & Jeff have filed papers. There will be a write in. We know of John "Jack" Smith and Ron Miller of both having interest in the seat.

20-89 Motion made by Freiburger to approve the payment of CDI Dues. Motion seconded by Ruden. Motion carried unanimously.

20-90 Motion made by Ruden to waive the SWCD CRP plan signatures at this time. Motion seconded by Demmer. Motion carried unanimously.

Meeting Updates: None

Personnel:

- Schmechel

- Conservation Agronomist Job description was reviewed. Education Requirement were discussed. Position will be advertised as soon as we know City and County have signed the 28E.
  - Final 28E Agreement for Signatures was reviewed. Eric Dirth with Attorney General's office has given his blessing for SWCD to sign. City signing later today, County signing in 1 week.
  - Watershed Working Group Resolution – Board reviewed the resolution created by the County. SWCD will also draft their own resolution.
  - FY '21 Funding – City has paid ½ of their yearly allocation per the existing 28E agreement. January 1<sup>st</sup> they will pay ½ of the first-year fee in the new 28E agreement. Asbury has submitted their yearly fee per existing agreement. County has not submitted payment yet due to pending 28E. County prefers to pay entire new amount when 28E is signed and get the hiring process for the Agronomist going ASAP.
  - Siefken and Schmechel will be receiving resumes and reviewing candidates with the personnel committee. Discussion was held regarding interviews and who will be attending. Yet to be decided.
- Families First Coronavirus Response Act – 6 scenarios to be followed when dealing with COVID-19 and employee leave.

20-91 Motion made by Demmer to approve the Conservation Agronomist Job Description and advertise when 28E is signed by all parties. Motion seconded by Freiburger. Motion carried unanimously.

20-92 Motion made by Ruden to approve and sign the 28E Agreement. Motion seconded by Freiburger. Motion carried unanimously.

2:10 Wilgenbusch had to leave the meeting. Dave Ruden took over as chairperson.

NRCS Updates: Weiss reported the following:

- CRP workload is extremely heavy. Fortunately, a team from NE Iowa has assisted with getting the workload completed. Conservation Plans were all mailed out and signature sheets are currently being returned through the mail to the office. Deadline is mid-month.
- Non winter hardy cover crop seeding date extended two weeks.
- Commissioner questions – Freiburger suggested a resolution regarding requiring cover crops on all chopped ground. Weiss noted that producers need to follow crop insurance guidelines 1<sup>st</sup> when it comes to damaged acres (derecho). He also asked if a press release could be sent out regarding all the corn being chopped this fall and the need to get cover crops onto those acres. Demmer asked whether or not we could put together some questions for a survey of the cover crop users. Staff needs to further discuss these options with the commissioners.

CRP Conservation Plans & Revisions/Conservation Plans: 0 Conservation plans have been reviewed.

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

20-93 Motion made by Freiburger to adjourn. Motion seconded by Demmer. Motion carried unanimously.

The meeting adjourned at 2:40 p.m.

The next meeting will be held on Tuesday, October 13, 2020 at 1:00 p.m. at the Dubuque Soil & Water Conservation District Office, Epworth, Iowa.

Alain Wilgenbusch 10/13/20  
Chairperson Date

Carlton Siefers 9/9/20  
Secretary Date