



NICOLLET SOIL AND WATER CONSERVATION DISTRICT

424 South Minnesota Ave.
ST. PETER, MN 56082
TELEPHONE (507) 931-2550
FAX (507) 931-3792

MINNESOTA SOIL AND WATER CONSERVATION DISTRICTS

Minutes of the Nicollet Soil and Water Conservation District, 424 South Minnesota Avenue, St. Peter, Minnesota, December 7, 2011.

Meeting was called to order by Vice - Chairman Brown at 5:10 P.M.

Members Present: Chair, William Hohenstein (absent) Vice-Chair, Eldon Brown
Secretary, Bruce Hulke Treasurer, Robby Gieseke
Member, John Kral

Others Present: District Manager, Kevin Ostermann
District Technician, Blake Honetschlager
NRCS District Conservationist, Jamie Rindels (Absent)
NRCS District Technician, Joel Wurscher

Upon a motion by Hulke and seconded by Kral, it was moved to approve the agenda as presented. Ayes Brown, Hulke, Kral. Carried

Upon a motion by Kral and seconded by Hulke, it was moved to approve the minutes of the November 2nd, 2011 meeting. Ayes Brown, Hulke, Kral. Carried

Upon a motion by Kral and seconded by Hulke, it was moved to approve 21 paid bills for November 2011 totaling \$11,294.32. Ayes Brown, Hulke, Kral. Carried

Upon a motion by Hulke and seconded by Kral, it was moved to approve the December 2011 Treasurer's Report subject to audit. Ayes Brown, Hulke, Kral. Carried

Old Business: None

State Cost Share: The District received a request for cost share assistance from Renee Gardner 1(11) for assistance to water and sediment control basin. Total estimated cost of \$9,500.00; cost share portion not to exceed \$7,125.00 or 75% of eligible cost, whichever is less (technical assistance \$1,781.25). Upon a motion by Kral and seconded by Hulke, to allocate: \$7,125.00 from the State Cost Share Grant FY2011 with TA of \$1,7821.25 for C-S contract Renee Gardner 1(11). Ayes Brown, Hulke, Kral. Carried

2012 MACDE Dues: The District received its 2012 membership for the Minnesota Association of Conservation District Employees (MACDE). Total dues for 2012 are \$20.00 per employee.

Upon a motion by Hulke and seconded by Kral, it was moved pay the 2012 dues to MACDE in the amount of \$40.00. Ayes Brown, Hulke, Kral. Carried

Board Member Resignation: The staff presented the letter dated November 25, 2011 they received from William Hohenstein on his resignation from the SWCD board. Upon a motion by Hulke and seconded by Kral, it was moved to accept his resignation from the SWCD board effective immediately. Ayes Brown, Hulke, Kral. Carried

Supervisors per Diem Rates: The rates for supervisors were discussed the current rate is \$75 per day for meetings. Upon a motion by Hulke and seconded by Kral, it was moved to keep the rate the same for 2012. Ayes Brown, Hulke, Kral. Carried

Pay Equity Report: The State of Minnesota is requesting a pay equity report for employee wages for 2012. Upon a motion made by Kral and seconded by Hulke, it was moved to authorize staff to submit the report. Ayes Brown, Hulke, Kral. Carried

Gieseke arrived at 5:40 for the meeting

Employee Wages: The personnel committee did the review of the District Manager and the District Manager did the review of the District Technician. Upon a motion by Brown and seconded by Hulke, it was moved to grant a 2% Cost of Living adjustment starting January 1st, 2012 for all staff. Ayes Brown, Gieseke, Hulke, Kral. Carried

Natural Resource Conservation Service Report (NRCS): See attached sheet

Staff & Other Reports:

Hulke, Kral, Brown reported on the Area 6 Meeting they attend on November 16th.

Brown, Gieseke reported on the MASWCD Convention that they attend on December 4th thru the 6th.

Next Meeting: January 11th, 2012 at 5:00 P.M.

Adjourn: Upon a motion by Kral and seconded by Hulke, it was moved to adjourn the meeting. Ayes Brown, Gieseke, Hulke, Kral. Carried. Meeting adjourned at 6:12 P.M.

Approved: January 11th, 2012

Secretary

NICOLLET SOIL AND WATER CONSERVATION DISTRICT

MONTHLY TREASURER'S REPORT

December 1, 2011

<u>PROGRAM</u>	<u>CASH BAL</u> <u>11/1/2011</u>	<u>RECEIPTS</u>	<u>DISBRMS</u>	<u>CASH BAL</u> <u>11/30/2011</u>
District Funds	\$ 64,730.63	\$ 2,703.74	\$ 0.00	\$ 67,434.37
Certificate of Deposit #1	\$ 162,727.55	\$ 0.00	\$ 0.00	\$ 162,727.55
Certificate of Deposit #2	\$ 102,010.03	\$ 0.00	\$ 0.00	\$ 102,010.03
County Funds	\$ 7,335.09	\$ 41,170.50	\$ 11,294.32	\$ 37,211.27
SWCD Service Grants	\$ 0.00	\$ 23,221.00	\$ 0.00	\$ 23,221.00
Cost-Share Work	\$ 45,163.39	\$ 0.00	\$ 0.00	\$ 45,163.39
Total	\$ 381,966.69	\$ 67,095.24	\$ 11,294.32	\$ 437,767.61

Use of Cash

Checking Acct.	\$ 22,905.09		\$ 78,686.63
Savings Acct.	\$ 94,324.02		\$ 94,343.40
Certificate of Deposit #1	\$ 162,727.55		\$ 162,727.55
Certificate of Deposit #2	\$ 102,010.03		\$ 102,010.03
Total	\$ 381,966.69		\$ 437,767.61

Accounts Payable

\$ 0.00

Accounts Receivable

\$ 0.00

Total Net Worth	\$ 437,767.61
Accts. Payable	\$ 0.00
Accts. Receivable	\$ 0.00
Actual Net Worth	<u>\$ 437,767.61</u>

December 7, 2011

Approved

District Treasurer