



NICOLLET SOIL AND WATER CONSERVATION DISTRICT

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

MINNESOTA SOIL AND WATER CONSERVATION DISTRICTS

Minutes of the Nicollet Soil and Water Conservation District, 424 South Minnesota Avenue, St. Peter, Minnesota, January 3, 2018.

Meeting was called to order by Chair – Gieseke at 8:35 A.M.

Members Present: Chair, Robby Gieseke
Treasurer, Tim Braun
Member, Bruce Hulke
Vice Chair, John Kral
Secretary, Pat Pehrson – Absent

Others Present:

District Manager, Kevin Ostermann
District Watershed Technician, Eric Miller
Administrative Assistant, Judy Beetch
District Technician, Blake Honetschlager
Farmbill Technician, McKoy Rodning
NRCS, April Sullivan – Absent
Great River Greening, Susie Carlin – Absent
County Commissioner, John Lupke

Upon a motion by Hulke and seconded by Kral, it was moved to approve the agenda. Ayes Gieseke, Braun, Kral, Hulke. Carried.

Upon a motion by Hulke and seconded by Braun, it was moved to approve the minutes of the December 13, 2017 meeting. Ayes Braun, Gieseke, Kral, Hulke. Carried.

Upon a motion by Braun and seconded by Kral, it was moved to approve the minutes of the December 27th, 2017 Special Meeting. Ayes Braun, Gieseke, Kral, Hulke. Carried.

Upon a motion by Hulke and seconded by Kral, it was moved to approve 39 paid bills for December 2017 totaling \$157,613.24 (Checking Account), and 0 paid bills for December in the amount of \$0 (Grants Account). Ayes Braun, Gieseke, Kral, Hulke. Carried.

Upon a motion by Kral and seconded by Hulke, it was moved to approve the January 2018 Treasurer's Reports subject to audit. Ayes Braun, Gieseke, Kral, Hulke. Carried.

Old Business: None

New Business:

Board Reorganization: Upon a motion by Hulke and seconded by Braun, it was moved to approve the Board positions as stated: John Kral as Chair, Tim Braun as Vice Chair, Robby Gieseke as Treasurer, Bruce Hulke as Secretary and Pat Pehrson as Member. Ayes Gieseke, Braun, Kral, Hulke,. Carried.

2018 Committee Assignments: Upon a motion made by Gieseke and seconded by Braun, it was moved to accept the 2018 Committee Assignments. Ayes Brown, Gieseke, Hulke, Kral,. Carried.

2018 Committee Assignments

<u>Committee</u>		<u>Alternate</u>	<u>Meetings</u>
South Central SWCD TSA	Bruce Hulke	Robby Gieseke	Quarterly
Personnel Committee	John Kral	Robby Gieseke	Once a Year
Nicollet County Water Task Force	John Kral	Robby Gieseke	Quarterly
Legislative	Robby Gieseke	Pat Pehrson	
RIM Screening Committee	John Kral		Once a Year
Budget Committee	Tim Braun	Robby Gieseke	Once a Year
EQIP Committee	Pat Pehrson		Once a Year

2018 Meeting Dates: Upon a motion made by Braun and seconded by Gieseke, it was moved to accept the 2018 Meeting Dates to be held the first Wednesday of the month (with the exception of the July meeting) at 8:30 am. Ayes Brown, Gieseke, Hulke, Kral. Carried.

2018 Nicollet Board Meeting Dates

January 3 rd ,	July 11 th
February 7 th	August 1st
March 7 th	September 5 th
April 4 th	October 3 rd
May 2 nd	November 7 th
June 6 th	December 5 th

2018 IRS Mileage Rate: The district received notice that the IRS Mileage Rate will be changed to 54.5 cents/mile, up from 53.5 cents/mile in 2017. Upon a motion by Braun and seconded by Hulke, it was moved to change the mileage rate to 54.5 cents/mile effective 01-03-2018. Ayes Braun, Gieseke, Kral, Hulke. Carried.

Authorization to Sign Checks: Currently Braun, Ostermann & Honetschlager are authorized to sign checks. Upon a motion by Hulke and seconded by Gieseke, it was moved to add Beetch to the authorization form effective 04-30-2018. Ayes Braun, Gieseke, Kral, Hulke. Carried.

Official Depository: Currently Nicollet County Bank is the official depository. Upon a motion by Gieseke and seconded by Braun, it was moved to name Nicollet County Bank as the official Depository for 2018. Ayes Braun, Gieseke, Kral, Hulke. Carried.

MCIT Renewal: The District received and reviewed the invoices for insurance coverage through the Minnesota Counties Insurance Trust (MCIT). Total amount for the insurance premiums paid is \$10,008.00, which includes \$1,089.00 for a 2016 Worker's Compensation Audit. Upon a motion by Hulke and seconded by Braun it was moved to approve this amount. Ayes Braun, Gieseke, Kral, Hulke,. Carried.

2018 MASWCD Dues: The District received an invoice for the 2018 MASWCD Dues in the amount of \$3,682.77. Upon a motion by Gieseke and seconded by Hulke, it was moved to approve this payment. Ayes Braun, Gieseke, Kral, Hulke. Carried.

Cost Share: None

MSRS: A request was brought to the Board, to allow employees to participate in the MSRS After Tax Retirement Program. Currently, employees are able to enroll in the Pre-Tax Program if they choose to. A motion was made by Hulke and seconded by Braun to authorize Staff to enroll in the MSRS Pre-Tax or After Tax Program. Ayes Braun, Gieseke, Kral, Hulke. Carried.

2013 Clean Water Grant Close Out: Upon a motion by Gieseke and seconded by Hulke, it was moved to accept the Final Financial Report and Close Out of the 2013 Clean Water Grant, and to return \$16,020.68 in funds to BWSR. Ayes Braun, Gieseke, Kral, Hulke. Carried.

2012 Flood Relief (MN DOT Cost Share) Grant Close Out: Upon a motion by Braun and seconded by Gieseke, it was moved to accept the Final Financial Report and Close Out of the 2012 Flood Relief Grant, and to return \$15,922.97 in funds to BWSR. Ayes Braun, Gieseke, Kral, Hulke. Carried.

2016 Capacity Grant Close Out: Upon a motion by Hulke and seconded by Braun, it was moved to accept the Final Financial Report and Close Out of the 2016 Capacity Grant. Ayes Braun, Gieseke, Kral, Hulke. Carried.

2016 and 2017 Buffer Grants Close Out: Upon a motion by Gieseke and seconded by Hulke, it was moved to accept the Final Financial Report and Close Out of the 2016 and 2017 Buffer Grants. Ayes Braun, Gieseke, Kral, Hulke. Carried.

Building Nicollet: A discussion was held regarding possibly purchasing a building in Nicollet. Hulke will check with the city to see whether any special permits are needed. Ostermann will check on the possibility of purchasing Contract for Deed, as well as a bid to update the building to make it into office space.

NRCS Report: N/A

Supervisor & Staff Report: Hulke reported on a TSA Meeting that he, Ostermann and Honetschlager attended. Staff reported on various projects and trainings.

Other Business: None

Next Meeting: February 7th, 2018 at 8:30 A.M.

Adjourn: Meeting Adjourned at 9:48 A.M.

Approved: _____ **Secretary** _____

NICOLLET SOIL AND WATER CONSERVATION DISTRICT

MONTHLY TREASURER'S REPORT

January 1, 2018

PROGRAM	CASH BAL <u>12/1/2017</u>	RECEIPTS	DISBRMS	CASH BAL <u>12/31/2017</u>
District Funds	\$ 108,090.77	\$ 129,569.22	\$ 11,668.87	\$ 225,991.12
Certificate of Deposit #1	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
County Funds	\$ 26,454.69	\$ 5,000.00	\$ 26,454.69	\$ 5,000.00
SWCD Service Grants	\$ 19,224.00	\$ 0.00	\$ 0.00	\$ 19,224.00
BWSR Capacity Grant	\$ 195,237.53	\$ 0.00	\$ 36,221.92	\$ 159,015.61
Buffer Grant	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 50,000.00
Cost Share MNDOT	\$ 23,996.19	\$ 0.00	\$ 8,073.22	\$ 15,922.97
BWSR Targeted Watershed	\$ 296,301.20	\$ 12.58	\$ 24,503.70	\$ 271,810.08
Clean Water Grant 2017	\$ 42,828.00	\$ 0.00	\$ 2,769.00	\$ 40,059.00
Clean Water Grant 2013	\$ 117,556.97	\$ 0.00	\$ 101,536.29	\$ 16,020.68
Cost-Share Work	\$ 240,222.64	\$ 0.00	\$ 74,443.94	\$ 165,778.70
Total	\$ 1,119,911.99	\$ 134,581.80	\$ 285,671.63	\$ 968,822.16
Use of Cash				
Checking Acct.	\$ 450,439.72			\$ 307,290.79
Savings Acct.	\$ 365,171.07			\$ 365,217.59
Grants Checking Acct.	\$ 296,301.20			\$ 296,313.78
Certificate of Deposit #2	\$ 0.00			\$ 0.00
Total	\$ 1,111,911.99			\$ 968,822.16
Accounts Payable				
	\$ 0.00			
Accounts Receivable				
	\$ 0.00	Total Net Worth		\$ 968,822.16
		Accts. Payable		\$ 0.00
		Accts. Receivable		\$ 0.00
		Actual Net Worth		<u>\$ 968,822.16</u>
January 3, 2018				
Approved			District Treasurer	