



## NICOLLET SOIL AND WATER CONSERVATION DISTRICT

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# MINNESOTA SOIL AND WATER CONSERVATION DISTRICTS

Minutes of the Nicollet Soil and Water Conservation District, 424 South Minnesota Avenue, St. Peter, Minnesota, June 3, 2009.

Meeting was called to order by Secretary Brown at 6:00 P.M.

Members Present: Chair, John Kral - Absent      Vice-Chair, William Hohenstein - Absent  
Secretary, Eldon Brown      Treasurer, Bruce Hulke  
Member, Gerald Rodning

Others Present: District Manager, Kevin Ostermann  
District Technician, Blake Honetschlager  
NRCS District Conservationist Jamie Schaunaman

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

Upon a motion by Hulke and seconded by Rodning, it was moved to approve the minutes of the May 6<sup>th</sup>, 2009 meeting. Ayes Brown, Rodning, Hulke. Carried

Upon a motion by Rodning and seconded by Hulke, it was moved to approve 19 paid bills for May 2009 totaling \$23,291.40. Ayes Brown, Rodning, Hulke. Carried

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

### **Old Business:**

None

**Area 6 Meeting:** Upon a motion by Hulke and seconded by Rodning, it was moved to allow Supervisors and Staff to attend the Area 6 meeting on June 29<sup>th</sup> in Lafayette. Ayes Brown, Rodning, Hulke. Carried

The SWCD will be the host to the June Area 6 Meeting. The Staff presented the draft agenda and went over the details for the meeting.

## **State Cost Share:**

Cost-Share contract 7(08) for Edward Brown Waterway is complete. Total cost of the project was \$2,384.25. Upon a motion by Rodning and seconded by Hulke, it was moved to approve a payment of \$1,788.19 for C-S contract 7(08) and Technical Assistance of \$447.05, for Edward Brown. Ayes Brown, Rodning, Hulke. Carried

The District received a request a request from Larene Gardner 2(09) to cancel their cost share contact at this time due to family circumstances. Upon a motion by Hulke and seconded by Rodning it was moved to accept their cancellation. Ayes Brown, Rodning, Hulke. Carried

The District received a request for cost share assistance from Tom Brown 14(08) & 4(09) for a water & sediment control basin. Total estimated cost of \$3,000.00, cost share portion not to exceed \$2,250.00 or 75% of eligible cost, whichever is less (technical assistance \$562.50). Upon a motion by Rodning and seconded by Hulke, to allocate: \$911.81 from FY2008 with TA of \$227.95 and \$1,338.19 from FY2009 with TA of \$334.55 for C-S contract Tom Brown 14(08) & 4(09). Ayes Brown, Rodning, Hulke. Carried

The District received a request for cost share assistance from Gerald Peichel N 1(08) for Native Grass Restoration. Total estimated cost of \$2,500.00, cost share portion not to exceed \$1,875.00 or 75% of eligible cost, whichever is less (technical assistance \$468.75). Upon a motion by Rodning and seconded by Hulke, to allocate: \$1,875.00 from the Native Buffer Cost Share Grant FY2008 with TA of \$468.75 for C-S contract Gerald Peichel N 1(08). Ayes Brown, Rodning, Hulke. Carried

**CD Renewal:** The CD in the amount of \$27,027.38 will maturity on June 15<sup>th</sup>, the new balance will be \$27,542.86. The CD in the amount of \$126,846.60 will maturity on June 18<sup>th</sup>, the new balance will be \$129,265.69. Upon a motion made by Hulke and seconded by Rodning, it was moved to authorize Kevin to get the best deal available. Ayes Brown, Rodning, Hulke. Carried

**2010 Budget:** Ostermann presented to the board the 2010 Budget. He is still waiting for the numbers from BWSR on how much the state grants will be. He will submit our Budget request for 2010 to the County Commissioners.

**Zone 10 Agreement:** The Staff presented to the board the new joint powers agreement for Zone 10. The name for Zone 10 will be changed to The South Central Technical Service Area. Upon a motion by Rodning and seconded by Hulke, it was moved to sign the new Joint Powers Agreement. Ayes Brown, Rodning, Hulke. Carried

**Three Rivers RC&D Dues:** The District received from the Three Rivers RC&D Chair requesting formal notification of our status of the 2009 dues. Ostermann reminded them of the meeting that was held when he and Hohenstein meet with Commissioner Hanson and County Administrator Podhradsky in November 2009 to discuss the dues for Three Rivers RC&D for 2009. It was a consensus of that group to not pay the dues for 2009 due to lack of projects in Nicollet County. At the District meeting on December 3<sup>rd</sup> 2008 it was voted to not pay the dues for 2009. Upon a motion made by Hulke and seconded by Rodning, it was moved to have the District Manager work with County Administrator to send a letter to the RC&D Chair stating that we will not be paying our dues for 2009. Ayes Brown, Rodning, Hulke. Carried

**Nicollet County Fair Booth:** The District received a request from the Rush River Project Coordinator, asking if we would be interested in splitting a booth for the Nicollet County Fair in August. Upon a motion by Rodning and seconded by Hulke, it was moved to enter into agreement with the Rush River Project for the fair booth and to also purchase promotional items to be given out at the fair. Ayes Brown, Rodning, Hulke. Carried

**Natural Resource Conservation Service Report (NRCS):** Jamie Schaunaman reported on EQIP and WRP.

**Staff & Other Reports:**

Bruce Hulke reported on the Zone 10 meeting on May 20<sup>th</sup> that he and Kevin attended.

**Next Meeting:** July 1, 2009 at 6:00 P.M.

**Adjourn:** Upon a motion by Rodning and seconded by Hulke, it was moved to adjourn the meeting. Ayes Brown, Rodning, Hulke. Carried Meeting adjourned at 7:30 P.M.

Approved: July 1, 2009

\_\_\_\_\_  
Eldon Brown

Secretary

# NICOLLET SOIL AND WATER CONSERVATION DISTRICT

## MONTHLY TREASURER'S REPORT

March 1, 2009

| <u>PROGRAM</u>         | <u>CASH BAL</u><br><u>2/1/2009</u> | <u>RECEIPTS</u>     | <u>DISBRMS</u>     | <u>CASH BAL</u><br><u>2/28/2009</u> |
|------------------------|------------------------------------|---------------------|--------------------|-------------------------------------|
| District Funds         | \$ 128,269.28                      | \$ 6,971.36         | \$ 1,177.58        | \$ 134,063.06                       |
| Certificate of Deposit | \$ 171,564.28                      | \$ 929.08           | \$ 0.00            | \$ 172,493.36                       |
| County Funds           | \$ 71,535.05                       | \$ 5,000.00         | \$ 8,142.31        | \$ 68,392.74                        |
| SWCD Service Grants    | \$ 25,129.22                       | \$ 0.00             | \$ 0.00            | \$ 25,129.22                        |
| Cost-Share Work        | <u>\$ 45,567.90</u>                | <u>\$ 0.00</u>      | <u>\$ 0.00</u>     | <u>\$ 45,567.90</u>                 |
| <b>Total</b>           | <b>\$ 442,065.73</b>               | <b>\$ 12,900.44</b> | <b>\$ 9,319.89</b> | <b>\$ 445,646.28</b>                |

### Use of Cash

|                        |                             |                             |
|------------------------|-----------------------------|-----------------------------|
| Checking Acct.         | \$ 44,298.85                | \$ 46,688.80                |
| Savings Acct.          | \$ 226,202.60               | \$ 226,464.12               |
| Certificate of Deposit | \$ 171,564.28               | \$ 172,493.36               |
| <b>Total</b>           | <b><u>\$ 442,065.73</u></b> | <b><u>\$ 445,646.28</u></b> |

### Accounts Payable

Schumacher's Nursery     \$ 13,089.00

### Accounts Receivable

Tree Orders     \$ 11,574.28

|                         |                             |
|-------------------------|-----------------------------|
| Total Net Worth         | \$ 445,646.28               |
| Accts. Payable          | \$ 13,089.00                |
| Accts. Receivable       | \$ 11,574.28                |
| <b>Actual Net Worth</b> | <b><u>\$ 444,131.56</u></b> |

May 6, 2009

Approved

District Treasurer

# NICOLLET SOIL AND WATER CONSERVATION DISTRICT

## MONTHLY TREASURER'S REPORT

April 1, 2009

| <u>PROGRAM</u>         | <u>CASH BAL</u><br><u>3/1/2009</u> | <u>RECEIPTS</u>  | <u>DISBRMS</u>     | <u>CASH BAL</u><br><u>3/31/2009</u> |
|------------------------|------------------------------------|------------------|--------------------|-------------------------------------|
| District Funds         | \$ 134,063.06                      | \$ 694.70        | \$ 0.00            | \$ 134,757.76                       |
| Certificate of Deposit | \$ 172,493.36                      | \$ 0.00          | \$ 0.00            | \$ 172,493.36                       |
| County Funds           | \$ 68,392.74                       | \$ 0.00          | \$ 1,277.29        | \$ 67,115.45                        |
| SWCD Service Grants    | \$ 25,129.22                       | \$ 0.00          | \$ 8,716.89        | \$ 16,412.33                        |
| Cost-Share Work        | <u>\$ 45,567.90</u>                | <u>\$ 0.00</u>   | <u>\$ 0.00</u>     | <u>\$ 45,567.90</u>                 |
| <b>Total</b>           | <b>\$ 445,646.28</b>               | <b>\$ 694.70</b> | <b>\$ 9,994.18</b> | <b>\$ 436,346.80</b>                |

### Use of Cash

|                        |                             |                             |
|------------------------|-----------------------------|-----------------------------|
| Checking Acct.         | \$ 46,688.80                | \$ 37,117.56                |
| Savings Acct.          | \$ 226,464.12               | \$ 226,735.88               |
| Certificate of Deposit | \$ 172,493.36               | \$ 172,493.36               |
| <b>Total</b>           | <b><u>\$ 445,646.28</u></b> | <b><u>\$ 436,346.80</u></b> |

### Accounts Payable

Schumacher's Nursery     \$ 14,001.00

### Accounts Receivable

Tree Orders     \$ 12,500.31

|                         |                             |
|-------------------------|-----------------------------|
| Total Net Worth         | \$ 436,346.80               |
| Accts. Payable          | \$ 14,001.00                |
| Accts. Receivable       | \$ 12,500.31                |
| <b>Actual Net Worth</b> | <b><u>\$ 434,846.11</u></b> |

May 6, 2009

Approved

District Treasurer

# NICOLLET SOIL AND WATER CONSERVATION DISTRICT

## MONTHLY TREASURER'S REPORT

May 1, 2009

| <u>PROGRAM</u>         | <u>CASH BAL</u><br><u>4/1/2009</u> | <u>RECEIPTS</u>     | <u>DISBRMS</u>      | <u>CASH BAL</u><br><u>4/30/2009</u> |
|------------------------|------------------------------------|---------------------|---------------------|-------------------------------------|
| District Funds         | \$ 134,757.76                      | \$ 14,641.64        | \$ 1,113.30         | \$ 148,286.10                       |
| Certificate of Deposit | \$ 172,493.36                      | \$ 0.00             | \$ 0.00             | \$ 172,493.36                       |
| County Funds           | \$ 67,115.45                       | \$ 0.00             | \$ 4,724.95         | \$ 62,390.50                        |
| SWCD Service Grants    | \$ 16,412.33                       | \$ 0.00             | \$ 4,163.17         | \$ 12,249.16                        |
| Cost-Share Work        | <u>\$ 45,567.90</u>                | <u>\$ 0.00</u>      | <u>\$ 0.00</u>      | <u>\$ 45,567.90</u>                 |
| <b>Total</b>           | <b>\$ 436,346.80</b>               | <b>\$ 14,641.64</b> | <b>\$ 10,001.42</b> | <b>\$ 440,987.02</b>                |

### Use of Cash

|                        |                             |                             |
|------------------------|-----------------------------|-----------------------------|
| Checking Acct.         | \$ 37,117.56                | \$ 41,496.88                |
| Savings Acct.          | \$ 226,735.88               | \$ 226,996.78               |
| Certificate of Deposit | \$ 172,493.36               | \$ 172,493.36               |
| <b>Total</b>           | <b><u>\$ 436,346.80</u></b> | <b><u>\$ 440,987.02</u></b> |

### Accounts Payable

Schumacher's Nursery     \$ 14,230.50

### Accounts Receivable

\$ 0.00

|                         |                             |
|-------------------------|-----------------------------|
| Total Net Worth         | \$ 440,987.02               |
| Accts. Payable          | \$ 14,230.50                |
| Accts. Receivable       | \$ 0.00                     |
| <b>Actual Net Worth</b> | <b><u>\$ 426,756.52</u></b> |

May 6, 2009

Approved

District Treasurer

# Nicollet Soil and Water Conservation District

## INTERIM OF YEAR BUDGET REPORT

March 31, 2009

|                            | CY Budget<br>1/1/2009<br>12/31/2009 | Actual<br>Year to Date<br>Expenditures/<br>Revenues | Percent<br>Used | Balance              |
|----------------------------|-------------------------------------|---|-----------------|----------------------|
| <b>Expenditures</b>        |                                     |   |                 |                      |
| Personal Services          | \$ 94,400.00                        | \$ 23,781.52  | 25%             | \$ 70,618.48         |
| Other Charges              | \$ 24,543.00                        | \$ 40,266.62  | Over            | \$ (15,723.62)       |
| Supplies                   | \$ 1,300.00                         | \$ 179.38   | 14%             | \$ 1,120.62          |
| Capital Outlay             | \$ -                                | \$ -  |                 | \$ -                 |
| Rent                       | \$ 8,300.00                         | \$ -  |                 | \$ 8,300.00          |
| Project Expense – District | \$ 10,500.00                        | \$ 1,402.06   | 13%             | \$ 9,097.94          |
| Project Expense - State    | \$ 21,082.00                        | \$ 1,000.00   | 5%              | \$ 20,082.00         |
| <b>Total Expenditures</b>  | <b>\$ 160,125.00</b>                | <b>\$ 66,629.58</b>                                 | <b>0%</b>       | <b>\$ 93,495.42</b>  |
| <b>Revenues</b>            |                                     |   |                 |                      |
| County                     | \$ 90,447.00                        | \$ 5,000.00   | 6%              | \$ 85,447.00         |
| State                      | \$ 49,567.00                        | \$ -  |                 | \$ 49,567.00         |
| Charges for Service        | \$ 14,500.00                        | \$ 6,439.69   | 44%             | \$ 8,060.31          |
| Interest                   | \$ 4,000.00                         | \$ 1,786.94   | 45%             | \$ 2,213.06          |
| Miscellaneous              |                                     | \$ 126.00   | Over            | \$ (126.00)          |
| District Reserves          | \$ 1,611.00                         | \$ -  |                 | \$ 1,611.00          |
| <b>Total Revenues</b>      | <b>\$ 160,125.00</b>                | <b>\$ 13,352.63</b>                                 |                 | <b>\$ 146,772.37</b> |