

## AGENDA

NICOLLET SOIL AND WATER CONSERVATION DISTRICT

**Wednesday, January 12th, 2022**

**8:30 A.M.**

501 7<sup>th</sup> Street

Nicollet, MN 56074

- I. Call to Order
- II. Audience Participation
- III. Review of agenda: Additions – Cancellations
- IV. Minutes of December 1st, 2021 Meeting
- V. Bills Paid: December 2021
- VI. Treasurer's Report: January 2022
- VII. Old Business
- VIII. New Business
  1. Board Reorganization
  2. 2022 Committee Assignments/2022 Meeting Dates
  3. 2022 Mileage Rate
  4. 2022 Authorization to Sign Checks
  5. Official Depository
  6. MCIT Renewals/MASWCD 2022 Dues
  7. 2021 Audit – 2020 Financial Statements
  8. Area VI Chairs Meeting/Area VI 2022 Dues
  9. Lawn Care and Snow Removal
  10. Statement of Interest
  11. Cost Share
- IX. NRCS Report
- X. Supervisor & Staff Report
- XI. Other Business
- XII. Next Meeting
- XIII. Adjourn

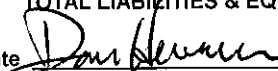
Jan 4, 22

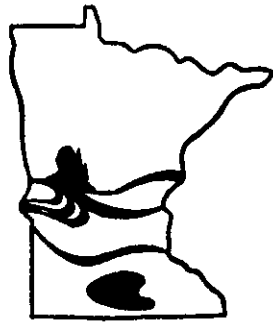
**Nicollet SWCD**  
**Monthly Treasurer's Report**  
January 1, 2022

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	Dec 31, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
10000 · Pioneer Bank	332,246.86
11000 · Pioneer Bank Grants	187,373.15
12000 · Pioneer Bank Savings	146,536.51
<b>Total Checking/Savings</b>	<u>666,156.52</u>
Accounts Receivable	
11001 · Accounts Receivable	1,660.44
<b>Total Accounts Receivable</b>	<u>1,660.44</u>
<b>Other Current Assets</b>	
12001 · Undeposited Funds	225.50
14000 · Prepaid Expenses	2,443.77
<b>Total Other Current Assets</b>	<u>2,669.27</u>
<b>Total Current Assets</b>	<u>670,486.23</u>
<b>TOTAL ASSETS</b>	<u><u>670,486.23</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
21000 · Unearned Revenue	
UR - Area VI Training	5,000.00
UR - Buffer Grant T&A	16,325.76
UR - BWSR 2021 Capacity	113,193.82
UR - BWSR 2022 Capacity	129,945.00
UR - Clean Water 2021	174,300.90
UR - Conservation Delivery 2022	19,224.00
UR - Cost Share 2021	10,002.63
UR - Cost Share 2022	2,142.62
UR - Targeted Watershed	0.00
<b>Total 21000 · Unearned Revenue</b>	<u>470,134.73</u>
24000 · Payroll Liabilities	
24102 · Vision Insurance	0.36
24205 · Medicare Company	184.19
24210 · Social Security Company	787.51
24215 · Medicare Employee	184.19
24220 · Social Security Employee	787.51
25500 · Sales Tax Payable	297.01
24000 · Payroll Liabilities - Other	1,348.00
<b>Total 24000 · Payroll Liabilities</b>	<u>3,588.77</u>
26000 · County Funds Allocation	
26250 · Assessment Payable	7,574.00
<b>Total 26000 · County Funds Allocation</b>	<u>7,574.00</u>
<b>Total Other Current Liabilities</b>	<u>481,297.50</u>
<b>Total Current Liabilities</b>	<u>481,297.50</u>
<b>Total Liabilities</b>	<u>481,297.50</u>
<b>Equity</b>	
32000 · Retained Earnings	66,660.24
Net Income	122,528.49
<b>Total Equity</b>	<u>189,188.73</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>670,486.23</u></u>

District Treasurer/Date

  
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NICOLLET SOIL AND WATER CONSERVATION DISTRICT

501 7<sup>th</sup> Street, PO Box 457  
Nicollet, MN 56074  
TELEPHONE (507) 232-2550

## MINNESOTA SOIL AND WATER CONSERVATION DISTRICTS

Minutes of the Nicollet Soil and Water Conservation District, 501 7<sup>th</sup> Street, Nicollet, Minnesota,  
January 12th, 2022.

Meeting was called to order by Chair – Hulke at 8:30 A.M.

Members Present:     Chair, Bruce Hulke  
                              Vice Chair, Eric Annexstad  
                              Treasurer, Don Hermanson  
                              Secretary, Tim Braun  
                              Member, John Kral

Others Present:  
                              District Manager, Kevin Ostermann  
                              District Technician, Eric Miller  
                              Administrative Assistant, Judy Beetch - Absent  
                              District Technician, Blake Honetschlager  
                              NRCS, Jake Stich  
                              County Commissioner, John Luepke - Absent

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

Upon a motion by Braun and seconded by Hermanson, it was moved to approve the minutes of the December 1st, 2021 meeting. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

Upon a motion by Annexstad and seconded by Kral, it was moved to approve 44 paid bills for December 2021 totaling \$47,447.36 (Checking Account), and 0 paid bills for December 2021 (Grants Account). Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

Upon a motion by Kral and seconded by Hermanson, it was moved to approve the January 2022 Treasurer's Report, subject to audit. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**Old Business:**

**New Business:**

**Board Reorganization:** Upon a motion by Braun and seconded by Kral, it was moved to approve the Board positions as stated: Eric Annexstad as Chair, Don Hermanson as Vice Chair, Tim Braun as Treasurer, John Kral as Secretary and Bruce Hulke as Member. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**2022 Committee Assignments:** Upon a motion by Hermanson and seconded by Annexstad, it was moved to accept the 2022 Committee Assignments. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

### 2022 Committee Assignments

<u>Committee</u>	<u>Alternate</u>		<u>Meetings</u>
South Central SWCD TSA	Bruce Hulke	Tim Braun	Quarterly
Personnel Committee	Bruce Hulke	Eric Annexstad	Once a Year
Nicollet County Water Task Force			Quarterly
Legislative	Eric Annexstad		
RIM Screening Committee	John Kral		Once a Year
Budget Committee	Tim Braun	Don Hermanson	Once a Year
EQIP Committee	Eric Annexstad		Once a Year
1W1P	Eric Annexstad	Don Hermanson	Monthly

**2022 Meeting Dates:** A motion was made by Braun and seconded by Kral to continue with the 2022 Meetings on the first Wednesday of the month (with the exception of the July meeting). The dates will be published on the website. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

### 2022 Nicollet Board Meeting Dates

January 5th	July 13th
February 2nd	August 3rd
March 2nd	September 7th
April 6th	October 5th
May 4th	November 2nd
June 1st	December 7th

**2022 IRS Mileage Rate:** The District received notice that the IRS Mileage Rate will be changed to 58.5 cents/mile, up from 56 cents/mile in 2021. Upon a motion by Kral and seconded by Hermanson, it was moved to change the mileage rate to 58.5 cents/mile effective 01-12-2022. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**2022 Authorization to Sign Checks:** Currently Braun, Ostermann & Honetschlager are authorized to sign checks. Upon a motion by Braun and seconded by Annexstad, it was moved to continue to give Braun, Ostermann and Honetschlager authority to sign checks. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

Chair Annexstad lead the remainder of the meeting.

**Official Depository:** Currently, Pioneer Bank is the Official Depository. Upon a motion by Hermanson and seconded by Hulke, it was moved to continue with Pioneer Bank as the Official Depository. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**MCIT Renewal:** The District received and reviewed the invoice for insurance coverage through the Minnesota Counties Insurance Trust (MCIT). Total amount for the insurance premiums due is \$10,732.00. Upon a motion by Kral and seconded by Hermanson, it was moved to approve payment for MCIT for \$10,732.00. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**2022 MASWCD Dues:** The District received and reviewed the invoice for the 2022 MASWCD Dues. Total amount due is \$5,702.36. A motion was made by Hulke and seconded by Hermanson to approve payment of the 2022 MASWCD Dues for \$5,702.36. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**2021 Audit:** A motion was made by Kral and seconded by Braun to accept the bid of \$2,800.00 from Peterson & Company for the 2021 Financial Audit and authorize the District Manager to sign agreement. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**Area VI Chairs Meeting:** A motion was made by Hulke and seconded by Kral, for Staff and Supervisors to attend the Feb. 2<sup>nd</sup> Area VI Chairs Meeting in New Ulm. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**Area VI 2022 Dues:** The District received and reviewed the invoice for the 2022 Area VI Association Dues. Total amount due is \$400.00. A motion was made by Hermanson and seconded by Hulke to approve payment of the 2022 Area VI Association Dues for \$400.00. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**Lawn Care and Snow Removal:** A motion was made by Hermanson and seconded by Kral, to approve the purchase of grounds maintenance equipment up to \$27,500.00 or best price, for the Nicollet SWCD property. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**Statement of Interest:** Ostermann reminded the Supervisors to fill out the Statement of Interest which is required for all public officials. No motion needed.

**Cost Share:** A request was presented to the Board for final payment on Cost-Share Contract 2(21) with Gleisner Farms for construction of 4 WASCOB Structures on the property. Total cost of the project is \$50,547.50 with cost-share amount of \$8,002.10 to be funded. Technical assistance is \$2,000.53. Upon a motion by Kral and seconded by Hulke, it was moved to approve final payment for \$8,002.10 of the total cost for Cost-Share Contract 2(21) with Gleisner Farms. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**Walk-Inn Access Agreement:** A motion was made by Hermanson and seconded by Kral, to authorize the District Manager to sign a work agreement with the DNR, for enrolling lands into the public access program. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried

**NRCS Report:** Stich reported on NRCS happenings. Report attached.

**Supervisor & Staff Report:** Staff reports are attached.

**Other Business:** None

**Next Meeting:** February 2nd, 2022 at 8:30 A.M.

**Adjourn:** A motion was made by Braun and seconded by Hulke to adjourn the meeting.  
Meeting Adjourned at 9:50 A.M.

**Approved:** \_\_\_\_\_

Secretary

*John H. Kral*  
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