

AGENDA

NICOLLET SOIL AND WATER CONSERVATION DISTRICT

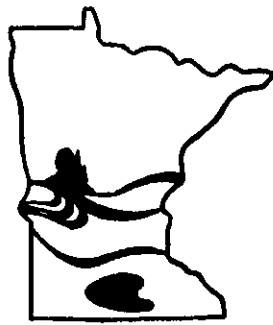
Wednesday, January 6th, 2021

8:30 A.M.

501 7th Street

Nicollet, MN 56074

- I. Call to Order
- II. Audience Participation
- III. Review of agenda: Additions – Cancellations
- IV. Minutes of December 2nd, 2020 Meeting
- V. Bills Paid: December 2020
- VI. Treasurer's Report: January 2021
- VII. Old Business
- VIII. New Business
 1. Oath of Office
 2. Board Reorganization
 3. 2021 Committee Assignments/2021 Meeting Dates
 4. 2021 Mileage Rate
 5. 2021 Authorization to Sign Checks
 6. Official Depository
 7. MCIT Renewals/MASWCD 2021 Dues
 8. 2020 Audit
 9. CWF Grant Awarded
 10. Statement of Interest
 11. MOA with NRCS
 12. Future Meetings in person or by Zoom
- IX. NRCS Report
- X. Supervisor & Staff Report
- XI. Other Business
- XII. Next Meeting
- XIII. Adjourn



NICOLLET SOIL AND WATER CONSERVATION DISTRICT

501 7th 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 7th Street, Nicollet, Minnesota,
January 6th, 2021.

Meeting was called to order by Chair – Hulke at 8:32 A.M.

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

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

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

Upon a motion by Annexstad and seconded by Kral, it was moved to approve the minutes of the December 2nd, 2020 meeting. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

Upon a motion by Braun and seconded by Annexstad, it was moved to approve 43 paid bills for December 2020 totaling \$99,026.06 (Checking Account), and 0 paid bills for December 2020 (Grants Account). Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

Upon a motion by Annexstad and seconded by Hermanson, it was moved to approve the January 2021 Treasurer's Report, subject to audit. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

Old Business:

New Business:

Oath of Office: Hermanson, Braun and Hulke signed the new term Oath of Office. No motion needed.

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

2021 Committee Assignments: Upon a motion by Kral and seconded by Braun, it was moved to accept the 2021 Committee Assignments. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

2021 Committee Assignments

<u>Committee</u>		<u>Alternate</u>	<u>Meetings</u>
South Central SWCD TSA	Bruce Hulke	Tim Braun	Quarterly
Personnel Committee	Bruce Hulke	John Kral	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
1WIP	Eric Annexstad	Don Hermanson	Monthly

2021 Meeting Dates: The 2021 Meetings will be held the first Wednesday of the month (with the exception of the July meeting). The dates will be published on the website. No motion needed.

2021 Nicollet Board Meeting Dates

January 6th	July 14th
February 3rd	August 4th
March 3rd	September 1st
April 7th	October 6th
May 5th	November 3rd
June 2nd	December 1st

2021 IRS Mileage Rate: The District received notice that the IRS Mileage Rate will be changed to 56 cents/mile, down from 57.5 cents/mile in 2020. Upon a motion by Braun and seconded by Annexstad, it was moved to change the mileage rate to 56 cents/mile effective 01-06-2021. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

2021 Authorization to Sign Checks/Official Depository: Currently Braun, Ostermann & Honetschlager are authorized to sign checks. Pioneer Bank is the official depository. Upon a motion by Annexstad and seconded by Kral, it was moved to continue to give Braun, Ostermann and Honetschlager authority to sign checks and name Pioneer Bank as the official Depository. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

MCIT Renewal/2021 MASWCD Dues: The District received and reviewed the invoices for insurance coverage through the Minnesota Counties Insurance Trust (MCIT). Total amount for the insurance premiums due is \$10,538.00. The 2021 MASWCD Dues are \$4,091.86. Upon a motion by Kral and seconded by Hermanson, it was moved to approve payment for both MCIT and MASWCD in the aforementioned amounts. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

2020 Audit: A motion was made by Braun and seconded by Annexstad, to accept the bid of \$2,950.00 from Peterson & Company for the 2020 Financial Audit. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

CWF Grant Awarded: A Clean Water Fund Grant was recently awarded to the Nicollet SWCD. Honetschlager authored the grant which is to be used for the City of St. Peter Drinking Water Supply Management Area. Funds will be used for the installation of structures as well as cover crops and nutrient application practices in the wellhead protection area. A match is needed from the City of St. Peter for the 3-year grant. A motion was made by Kral to authorize Ostermann to sign the agreement once the City of St. Peter approves the match. The motion was seconded by Hermanson. 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.

MOA with NRCS: Sullivan explained the Memorandum of Understanding which is an agreement between the SWCD and NRCS to work with farmers and producers and share the common goal of conservation, while using best practice standards. A motion was made by Hermanson and seconded by Annexstad to approve the agreement. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

Future Meetings in person or by Zoom: It was decided to continue the Board Meetings as they have been conducted during the pandemic, with the Supervisors that choose to, will meet in person. The meetings will continue to be held in the garage where social distancing can be achieved. Anyone that prefers can join via Zoom as well as guests and staff. No motion needed.

NRCS Report: Sullivan reported that the NRCS office is in lock down status due to COVID. They continue to do field work and have been working on processing payments. CRP sign-up is going on now through Feb.12th.

Supervisor & Staff Report: Hulke will be attending a TSA Meeting and Annexstad a 1W1P Meeting in January via Zoom. Staff reports are attached.

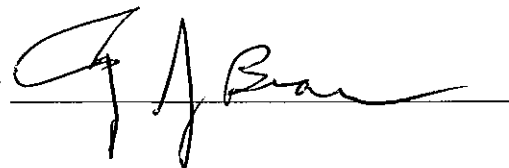
Other Business: None

Next Meeting: February 3rd, 2021 at 8:30 A.M.

Adjourn: A motion was made by Braun and seconded by Annexstad to adjourn the meeting. Meeting Adjourned at 9:21 A.M.

Approved: _____

Secretary

A handwritten signature in black ink, appearing to read 'J. Braun', is written over a horizontal line. The signature is fluid and cursive.

Nicollet SWCD
Monthly Treasurer's Report
 January 1, 2021

Jan 4, 21

	Dec 31, 20
ASSETS	
Current Assets	
Checking/Savings	
10000 · Pioneer Bank	231,777.94
11000 · Pioneer Bank Grants	32,513.51
12000 · Pioneer Bank Savings	146,170.66
Total Checking/Savings	410,462.11
Accounts Receivable	
11001 · Accounts Receivable	1,849.62
Total Accounts Receivable	1,849.62
Total Current Assets	412,311.73
TOTAL ASSETS	412,311.73
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
21000 · Unearned Revenue	
UR - Area VI Training	5,000.00
UR - Buffer Grant T&A	19,027.23
UR - BWSR 2019 Capacity	21,677.71
UR - BWSR 2020 Capacity	121,316.34
UR - BWSR 2021 Capacity	126,291.00
UR - Conservation Delivery	19,224.00
UR - Cost Share 2020	10,570.12
UR - Cost Share 2021	12,862.00
UR - Targeted Watershed	0.00
Total 21000 · Unearned Revenue	335,968.40
21100 · Direct Deposit Liabilities	
21150 · Accrued Wages	7,284.00
Total 21100 · Direct Deposit Liabilities	7,284.00
24000 · Payroll Liabilities	
24102 · Vision Insurance	0.24
24205 · Medicare Company	150.86
24210 · Social Security Company	645.10
24215 · Medicare Employee	150.86
24220 · Social Security Employee	645.10
25500 · Sales Tax Payable	379.20
24000 · Payroll Liabilities - Other	1,333.00
Total 24000 · Payroll Liabilities	3,304.36
Total Other Current Liabilities	346,556.76
Total Current Liabilities	346,556.76
Total Liabilities	346,556.76
Equity	
32000 · Retained Earnings	101,180.89
Net Income	-35,425.92
Total Equity	65,754.97
TOTAL LIABILITIES & EQUITY	412,311.73

District Treasurer/Date

