

## AGENDA

### NICOLLET SOIL AND WATER CONSERVATION DISTRICT

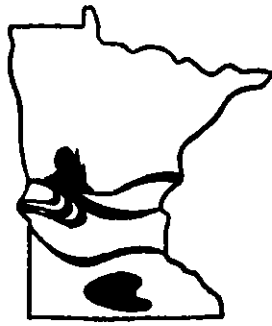
**Wednesday, January 18th, 2023**

**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 7<sup>th</sup>, 2022 Meeting
- V. Bills Paid: December 2022
- VI. Treasurer's Report: January 2023
- VII. Old Business
- VIII. New Business
  1. Board Reorganization
  2. 2023 Committee Assignments/2023 Meeting Dates
  3. 2023 Mileage Rate
  4. 2023 Authorization to Sign Checks
  5. Official Depository
  6. MCIT Renewals/MASWCD 2023 Dues
  7. 2022 Audit
  8. Area VI Chairs Meeting Feb.1 Zoom Meeting
  9. Statement of Interest
  10. Legislative Briefing/Day at the Capitol March 7 & 8
  11. Cost Share
  12. Equipment – Weather Stations, GPS Survey Equipment
- IX. NRCS Report
- X. Supervisor & Staff Report
- XI. Other Business
- XII. Next Meeting
- XIII. Adjourn



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 18th, 2023.

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

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

Others Present:

                              District Manager, Kevin Ostermann  
                              District Technician, Eric Miller – Absent  
                              Administrative Assistant, Judy Beetch  
                              District Technician, Blake Honetschlager  
                              NRCS, Jake Stich  
                              NRCS, Reyna Chavez  
                              County Commissioner, Kurt Zins

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

Upon a motion by Hermanson and seconded by Braun, it was moved to approve the minutes of the December 7th, 2022 meeting. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

Upon a motion by Hulke and seconded by Hermanson, it was moved to approve 40 paid bills for December 2022 totaling \$94,446.06 (Checking Account), and 0 paid bills for December 2022 (Grants Account). Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

Upon a motion by Braun and seconded by Kral, it was moved to approve the January 2023 Treasurer's Report, subject to audit. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**Old Business:**

**New Business:**

**Oath of Office:** Annexstad and Kral signed the new term Oath of Office. Not motion needed.

**Board Reorganization:** Upon a motion by Hermanson and seconded by Hulke, 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.

**2023 Committee Assignments:** Upon a motion by Kral and seconded by Hulke, it was moved to accept the 2023 Committee Assignments. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

### **2023 Committee Assignments**

<b><u>Committee</u></b>	<b><u>Alternate</u></b>		<b><u>Meetings</u></b>
South Central SWCD TSA	Bruce Hulke	Tim Braun	Quarterly
Personnel Committee	Bruce Hulke	Eric Annexstad	Once a Year
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

**2023 Meeting Dates:** A motion was made by Hermanson and seconded by Hulke to continue with the 2023 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.

### **2023 Nicollet Board Meeting Dates**

January 18th	July 12th
February 1st	August 2nd
March 1st	September 6th
April 5th	October 4th
May 3rd	November 1st
June 7th	December 6th

**2023 IRS Mileage Rate:** The District received notice that the IRS Mileage Rate will be changed to 65.5 cents/mile, up from .585 cents/mile in 2022. Upon a motion by Braun and seconded by Kral, it was moved to change the mileage rate to 65.5 cents/mile effective 01-18-2023. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**2023 Authorization to Sign Checks:** Currently Braun, Ostermann & Honetschlager are authorized to sign checks. Upon a motion by Hulke and seconded by Hermanson, it was moved to continue to give Braun, Ostermann and Honetschlager authority to sign checks. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**Official Depository:** Currently, Pioneer Bank is the Official Depository. Upon a motion by Hermanson and seconded by Braun, 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 \$9,277.00. Upon a motion by Kral and seconded by Braun, it was moved to approve payment for MCIT for \$9,277.00. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**2023 MASWCD Dues:** The District received and reviewed the invoice for the 2023 MASWCD Dues. Total amount due is \$6,244.30. A motion was made by Hulke and seconded by Hermanson to approve payment of the 2023 MASWCD Dues of \$6,244.30. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**2022 Audit:** A motion was made by Hermanson and seconded by Braun to accept the bid of \$3,500.00 from Peterson & Company for the 2022 Financial Audit and authorize the District Manager to sign the agreement. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**Area VI Chairs Meeting:** The Area VI Chairs Meeting will be February 1<sup>st</sup> at 9:00 am via Zoom. A link will be sent to all Supervisors and the meeting will be available to view at the SWCD office if needed. No motion needed.

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

**Legislative Briefing/Day at the Capitol March 7 & 8:** A motion was made by Kral and seconded by Hulke to approve Supervisors and staff to attend the Legislative Briefing and Day at the Capitol on March 7<sup>th</sup> and 8<sup>th</sup>. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**Equipment – Weather Stations:** The WeatherLink subscription is up for renewal. Upon a motion by Braun, which was seconded by Hulke, it was moved to update the subscription with the 15-minute upload option for \$440.00. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried

**GPS Survey Equipment:** 3G has been discontinued so a 4G compatible GPS is needed. A motion was made by Hermanson and seconded by Kral to upgrade the tablet for \$5,463.00. Ayes Hulke, Annexstad, Hermanson, Braun, Kral. Carried.

**NRCS Report:** Reyna Chavez started on January 17<sup>th</sup>. She introduced herself. Stich reported on NRCS happenings. Report attached.

**Supervisor & Staff Report:** Annexstad mentioned that we should invite the Nicollet County Commissioners to the tour of projects in the spring/fall. He also mentioned the flyer that he received for the HWY 14 CLASIC event. Beetch will send a reminder to Supervisors regarding it. **Hermanson** attended the MASWCD Conference in December. SWCDs are pushing for tax levy authority. The Staff reports are attached.

**Other Business:** None

**Next Meeting:** March 1, 2023 at 8:30 A.M.

**Adjourn:** A motion was made by Hermanson and seconded by Hulke to adjourn the meeting. Meeting Adjourned at 9:40 A.M.

**Approved:** 3/1/23

Secretary John H. Kral

Jan 4, 23

**Nicollet SWCD**  
**Monthly Treasurer's Report**  
January 1, 2023

	<u>Dec 31, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10000 · Pioneer Bank	229,870.84
11000 · Pioneer Bank Grants	218,950.52
12000 · Pioneer Bank Savings	148,452.14
<b>Total Checking/Savings</b>	<u>597,273.50</u>
<b>Accounts Receivable</b>	
11001 · Accounts Receivable	602.37
<b>Total Accounts Receivable</b>	<u>602.37</u>
<b>Other Current Assets</b>	
14000 · Prepaid Expenses	3,257.00
<b>Total Other Current Assets</b>	<u>3,257.00</u>
<b>Total Current Assets</b>	<u>601,132.87</u>
<b>TOTAL ASSETS</b>	<u><u>601,132.87</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	4,825.00
UR - Buffer Grant T&A	3,840.32
UR - BWSR 2021 Capacity	17,092.50
UR - BWSR 2022 Capacity	99,446.79
UR - Clean Water 2021	185,572.59
UR - Conservation Delivery 2023	19,224.00
UR - Targeted Watershed	0.00
<b>Total 21000 · Unearned Revenue</b>	<u>330,001.20</u>
24000 · Payroll Liabilities	
24205 · Medicare Company	185.68
24210 · Social Security Company	793.92
24215 · Medicare Employee	185.68
24220 · Social Security Employee	793.92
25500 · Sales Tax Payable	184.92
24000 · Payroll Liabilities - Other	1,230.00
<b>Total 24000 · Payroll Liabilities</b>	<u>3,374.12</u>
<b>Total Other Current Liabilities</b>	<u>333,375.32</u>
<b>Total Current Liabilities</b>	<u>333,375.32</u>
<b>Total Liabilities</b>	<u>333,375.32</u>
<b>Equity</b>	
32000 · Retained Earnings	189,001.27
Net Income	78,756.28
<b>Total Equity</b>	<u>267,757.55</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>601,132.87</u></u>

District Treasurer/Date

