



Minutes of the January 20, 2011 Regular Board Meeting

Minutes of the January 20, 2011 Dodge Soil and Water Conservation Districts' Regular Board of Supervisor's meeting, conference room, USDA Service Center, Dodge Center, Minnesota.

The meeting was called to order by Chairman Larry Scherger at 1:24 PM.

Members Present: Larry Scherger, Chairman
David Livingston, Secretary
Glenn Hahn, Treasurer
Muriel French, PR&I

Members Absent: Darrel Faulkner, Vice-chairman

Others Present: Don Gray, County Commissioner
Brian DeVetter, District Conservationist
Dean Schrandt, Dodge County
Jennifer Mittelstadt, CPA
Jim Hruska, District Technician
Tom Johnston, District Technician

Oath of Office – Larry Scherger and David Livingston took their oath of office.

Election of Officers:

- A motion was made by French, seconded By Hahn that a unanimous ballot be cast for leaving the existing officers in place:
- **Chairperson** - Larry Scherger
- **Vice-chairman** - Darrel Faulkner
- **Secretary** –Dave Livingston
- **Treasurer** –Glenn Hahn
- **PR&I** –Muriel French

The motion carried unanimously.

Approval of Meeting Agenda – A motion was made by Hahn, seconded by French, to approve the January 2011 meeting agenda as presented. The motion carried unanimously.

Approval of the December 16, 2010 Board Meeting Minutes – A motion was made French, seconded by Livingston, to approve the December 16, 2010 regular board meeting minutes as mailed. The motion carried unanimously.

Approval of the Treasurer's Financial Statements and New Bill Payments – Jennifer Middelstadt reviewed with the Board the December 2010 treasurer's financial statements. Also, Mittelstadt discussed with the Board preparing a summary of the treasure's report for all the members except the treasure. The consensus of the Board was to try it on trial basis.

Mittelstadt then reviewed with the Board an engagement letter for 2010 accounting services which, according to a new state law, the accounting firm must have on file. A motion was made by Hahn, seconded by Livingston to authorize the chairman to sign the 2010 engagement letter as presented. The motion carried unanimously.

After further discussion, a motion was made by Livingston, seconded by French, to approve the December 2010 treasurer's financial statements as presented and to pay all the presented bills which total \$7,852.03. The motion carried unanimously.

Unfinished Business

Accounting Services – The Board reviewed and discussed another quote received since the last board meeting. After discussion, Dean Schrandt offered to check with other districts to see what type of format is used for treasurer's financial reports. A motion was then made by French, seconded by Hahn, to table a decision on this matter until the February 2011 regular meeting. The motion carried unanimously.

Conservation Technician – Dean Schrandt has reviewed the applications received so far and has given them a preliminary ranking determined by an existing score sheet he and Hruska modified for this position. Schrandt discussed the time frame for hiring this position and in the next week he would like to review the rankings with a board member to choose candidates for interviewing. After discussion, a motion was made by French, seconded by Livingston to have Scherger review applications with Schrandt and have them choose up to four candidates for interviews. The motion carried unanimously.

Hruska then reported that he received the position rankings from Fox Lawson and Associates this morning. After reviewing the rankings with Schrandt, there were several questions he would like to get clarification on before the rankings are accepted by the Board. No action was taken.

New Business

District Conservationist's Report – Brian DeVetter reported on the following items:

- 7 WRP-RIM applications have been received.
- Discussed mailings he has done for the different NRCS programs and the deadlines for sign-ups.
- He has received 23 applications for the EQIP program.
- There are no contribution agreements available to the District.

DeVetter left the meeting.

County Commissioner's Report – Don Gray reported on the following items:

- Discussed the Zumbro Watershed Partnership meeting he attended and an upcoming U of M seminar.
- Rain barrels – Was wondering if the District had thought about selling them to raise money.

Supervisor Vouchers – After review, a motion was made by Livingston, seconded by French, to authorize payment of the presented supervisor vouchers. The motion carried unanimously.

2010 Committee Assignments – After discussion, a motion was made by French, seconded by Livingston, to approve the following committee assignments for 2011:

- Personnel Committee Scherger and Faulkner
- SE SWCD Technical Support JPB Scherger
- Hiawatha Valley RC&D Faulkner
- County Water Plan Technical Committee ...French – Livingston as alternate.
- County Feedlot Advisory Board Hahn
- Cedar River Watershed Livingston – Hahn as alternate.
- Zumbro Watershed Partnership French – Scherger as alternate.
- RIM / LWG..... Hahn – Scherger as alternate.

The motion carried unanimously.

2011 Mileage and Per Diem Rates – A motion was made by Livingston, seconded by Scherger, to set the 2011 mileage rate at \$.51/mile and set the per diem rate at \$60.00 for 2011.

2011 Cost-share Rates – A motion was made by French, seconded by Livingston, to set the maximum cost-share rate at 65% not to exceed \$5,000 per project except for well sealing which will be 50% cost-share not to exceed \$500 per well. State cost share funds used to piggy-back EQIP projects will be set at 75% not to exceed \$5,000 per project. The motion carried unanimously.

2011 Financial Institution Designations – A motion was made by Scherger, seconded by Hahn, to designate Wells Fargo Bank of Dodge Center, MN as the District's financial institute for its checking account and Wells Fargo Investments of Owatonna, MN and New York Life Securities of New York, NY as the District's financial institutions for its money market accounts. The motion carried unanimously.

2011 Regular Meeting Day and Times – A motion was made by French, seconded by Livingston, to set the regular board meeting day as the third Thursday of each month for 2011. The starting times will be 1:15 pm for the December through March regular meetings and 7:15 pm for the April through November regular board meetings. The motion carried unanimously.

PERA Annual Exclusion Report – After review, a motion was made by French, seconded by Livingston to authorize the chairperson to sign the 2010 certification of annual exclusion report. The motion carried unanimously.

2010 Annual Plan Of Work – The Board discussed the plan. No revisions were suggested at this time.

Schrandt left the meeting @ 3:49 pm.

Meeting Reports

- Cedar River Watershed District (Livingston) – The City of Austin requested the CRWD to postpone its' acceptance of the rules for 60 days because of an on-going project. This request was granted. The CRWD also approved \$1,000 for a modeling project, \$3,000 for a mitigation program and a \$130,000 two year contribution agreement with the Mower SWCD. Reported on an upcoming presentation at Eagle Bluff.

Gray left the meeting @3:55

Correspondence – The Board acknowledged the following correspondences:

- MASWCD Legislative Briefing and Day at the Capitol- Feb.28-March1, 2011.
- Wally Hildebrandt's retirement party January 21, 2011.

Other New Business

None

Adjournment

Being no further business, the meeting was adjourned by Chairman Larry Scherger at 4:39 pm on a motion by French and a second by Livingston.

Next Meeting

The next regularly scheduled meeting of the Dodge Soil and Water Conservation Districts' Board of Supervisors will be February 17, 2011 at 1:15 p.m. in the conference room of the USDA Service Center building, 916 2nd St. SE, Dodge Center, Minnesota.

Approved _____ Date _____ Recorder _____