

**MINUTES OF THE BUCHANAN SOIL & WATER
CONSERVATION DISTRICT COMMISSIONER'S MEETING
INDEPENDENCE, IA
Tuesday, March 23, 2021
9:00 a.m.**

Those present were:

Commissioners

Doug Kaiser
Becky Lindsay
Tim Halligan
Bob Muchmore
Sean Dolan

Staff & Others

Julie Althaus, Conservation Assistant
Tessa Roth, Team Resource Conservationist
Larry Jones – Acting DC/Tama County
Claire Carlson, CDI

The meeting was called to order by Kaiser at 9:06 p.m.

Adopt Agenda

Kaiser called to adopt the agenda.

21-56 Motion by Dolan to approve the agenda. Seconded by Muchmore. Motion carried.

Approval of Minutes

Kaiser called for a discussion and approval of the minutes from the February 23, 2021 meeting.

21-57 Motion by Muchmore to approve the minutes from the February 23, 2021 meeting. Seconded by Halligan. Motion carried.

Treasurer's Report

Treasurer's Report for February 2021 – Report was given.

Althaus went over the report for February 2021, need to change the commissioner mileage for 2nd Qtr. it was in the wrong column. Althaus will get that corrected right away.

Renewal of CD's on 03/04/2021 was completed - #13 \$5,753.54 and #14 \$16,824.17.

Options if no one wants to use their own personal credit card for Zoom – the commissioner's options are as follows:

- A. Commissioners can do a credit card – one person from the SWCD can be appointed to be the operator of the card.
- B. PayPal Account – must be set up by a commissioner and who will have access to it.

The commissioners discussed this, and Kaiser stated that we could use his and it is reimbursable.

21-58 Motion by Dolan to approve the February 2021 Treasurer's Report, with correcting the 2nd Qtr. Reimbursement for the commissioner's mileage. Seconded by Lindsay. Motion carried.

Wapsi River Management Authority – Tori/Ross – Nothing to Report

- A. Received a letter of request from the Upper Wapsi Management Authority – the request is for \$600.00 per year starting in the Fiscal Year of 2022. Althaus will be sending out a copy of the request that was received out to all the commissioners for their review. Muchmore would like to have it this by Thursday before he goes up to the RC & D Mtg. Althaus stated that she would be sending it out right away.

Middle Cedar River Watershed – Nothing to report

Pheasants Forever Report – Nothing to report.

District Conservationist Report –Tessa Roth – Resource Conservationist/Larry Jones-Acting DC

- Tessa started off by stating it was a pleasure to be working in the Independence Field Office. It is not an official goodbye, she stated that she will be working with us as our Resource Conservationist. Larry Jones is now acting for the time being.
- EQIP Selections – We can start doing our ranking again, they have the software fixed. The deadline for completion is April 8th.
- Staff – question was asked by the commissioners about the DC replacement. Althaus stated that we had a team meeting on Monday afternoon with our AMA out of the area office – Teresa Steffen, and she explained that there is a possibility of these positions opening again in a couple of weeks. And they will be advertised through out the United States, not just Iowa this time.
- COVID 19 Update – Jones reported that we were put to 25% and now it is opened back up to 50%. So, if we round up, there can be 3 people in the office.

5 Year Plan - Claire – she will be going over everything following this meeting.

Annual Report

Althaus stated it is completed and we have received compliments on it with the pictures of the new faces of our employees.

2021 CDI Spring Regional Meeting – March 2nd via Zoom (email)

Althaus asked if there were any questions following the meeting, and there was not.

Conservation Plans- 8

1M Expenses for 2nd Qtr. FY21

Becky Lindsay	\$24.96	Mileage	Chk#4565	
Doug Kaiser	\$21.06	Mileage	Chk#4566	
Robert Muchmore	\$10.92	Milage	Chk#4567	
Phil Short	\$13.26	Mileage	Chk#4568	
Tim Halligan	\$42.12	Mileage	Chk#4569	
Sean Dolan	<u>\$14.12</u>	Mileage (Oath of Office)	Chk#4570	
Total	\$126.44			
Office Expense -	<u>\$1,437.84</u>			
Total	\$1,552.92			

Cost Share Approval –

Goldenstein, Mike	Windbreak	CS Est. \$700.50	CS Amt. \$525.38
Sperfsilage, Andrew	Windbreak	CS Est. \$2,064.43	CS Amt. \$1,548.32

Completed Cost Share – None at this time

Bills for March 2021

Revolving Account – NSB (Northeast Security Bank)

Pheasants Forever, Inc.	\$ 2,500.00	Chk#4571 – FY21 Appropriation
The News	\$ 26.00	Chk#4572 – Advertising for 5 Yr. Plan
Total	\$2,526.00	

Employee Acct. – Veridian

	VOID	CHK#2591
Cabalka, Griffin	\$977.42	Chk#2592 – 2.19-3.4.21 - 80 hrs. Payroll
Cabalka, Griffin	\$977.42	Chk#2593 – 3.5 – 3.19.21 – 80 hrs. Payroll
IPERS - February	\$403.78	EFT – there will be an adjustment
Total	\$2,358.62	

21-59 Motion by Lindsay to approve 1M Expenses for 2nd Qtr. Reimbursement; Cost Share Approval; and Bills for March 2021. Seconded by Muchmore. Motion carried.

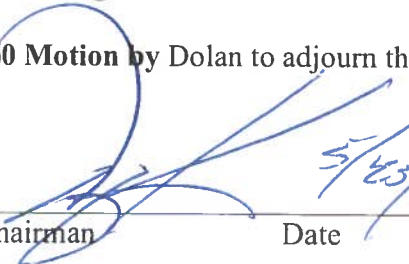
Other Items:

Althaus asked about getting a time scheduled for Phil Short’s recognition farewell. There were a couple of options possibly at the fair or just an evening out. It will be discussed at our next meeting.

Next Meeting date April 27, 2021 at 9:00 a.m. or rainy day, it will be determined.

Adjourned @ 9:55 a.m.

21-60 Motion by Dolan to adjourn the meeting. Seconded by Halligan. Motion carried.


Chairman _____
Date 5/25/21


Secretary _____
Date 5/25/21

