

**MINUTES OF THE BUCHANAN SOIL & WATER
CONSERVATION DISTRICT COMMISSIONER'S MEETING
INDEPENDENCE, IA
Monday, November 30, 2020
8:04 a.m.**

Those present were:

Commissioners

Doug Kaiser
Bob Muchmore
Becky Lindsay
Phil Short

Staff & Others

Julie Althaus, Conservation Assistant
Dave Mack, District Conservationist
Tessa Roth, Team Resource Conservationist
Claire Carlson, CDI - NE

The meeting was called to order by Kaiser at 8:04 a.m.

Adopt Agenda

Kaiser called to adopt the agenda. Althaus added Microsoft Teams, and Oath of Office for Commissioners. **21-25 Motion** by Lindsay to approve the agenda with the addition of Microsoft Teams and Oath of office for commissioners. Seconded by Muchmore. Motion carried.

Approval of Minutes

Kaiser called for a discussion and approval of the minutes from the September 22, 2020 meeting. **21-26 Motion** by Lindsay to approve the minutes from the September 22, 2020 meeting. Seconded by Short. Motion carried.

Treasurer's Report

Treasurer's Report for October 31, 2020 – Report was given.

Althaus explained on the question for the September statement, it was off due to space bars, and didn't use delete button instead.

Althaus stated that she would send out the updated TR's, yet today to show the difference of a space and not a delete.

Althaus explained that there is a CD coming due in the amount of \$27,011.09 on December 4th and she will need someone to go in and renew this CD at Veridian. She will double check the rates and communicate with Bob on this.

21-27 Motion by Muchmore to approve the September 2020 Treasurer's Report and the October 2020 Treasurer's Report. Seconded by Short. Motion carried.

Wapsi River Management Authority – Tori Nimrod and Ross Evelsizer

Nothing to report currently.

Middle Cedar River Watershed –

Doug attended the virtual meeting, explaining that they discussed the situation of keeping the Middle Cedar going, and would be looking at options for a coordinator.

Pheasants Forever Report – Nothing currently

District Conservationist Report –Dave Mack

- Dave let the commissioners know that he had accepted the position in the Manchester FO, he will be starting there on December 20th. Tessa Roth will be the acting District Conservationist from the Resource Team in Vinton. He stated that he really enjoyed his time here in Independence.
- CRP – working on re-enrollments right now, and then will be going into the 2022. Evan and Jim have been working on these.
- EQIP – Last day for sign up is December 18th, we have received some applications.
- COVID (Office) – Playing it by ear, on what is expected of us.
- Staff

Doug gave a thank you to Dave for his time here in Independence, the commissioners really appreciated his work.

2020 NACD Technical Assistance Grant

Althaus discussed the number of applicants that have applied for this position. She explained that her and Dave narrowed them down. We need to set up a time to get this done, Doug explained he was open Dec. 9, 10, or 11th. We will need to go off site to do the interviews due to the COVID situation. Individuals that are on the hiring committee is Doug and Bob. It was decided on December 9th. Althaus would check on the VFW or the 4-H Bldg. and start time. All information will be emailed out prior to the day of interviews.

5 Year Plan – new contact Claire Carlson – Looking at January and February

Claire introduced herself and explained that she would need the list of people to invite. Althaus stated that she should have that mailing list in her items from Katherine. Buchanan SWCD is a head of getting everything ready to go. Claire stated that the format is key. We will be doing this on Zoom. The average attendance is 20. Althaus will have to get the January meeting date to Claire and, the February meeting there will be a legal notice sent out 2 weeks prior to the meeting for legality purposes. So, we are looking at January 25th at 1:00 p.m. for the first meeting on January 26th is our commissioners meeting.

Cost Share Approval –

Alber, Nate	Windbreak	Estimate \$730.22	CS Amt. \$547.67
Parker, Craig	TSI 11.9 acres	Estimate \$1,904.00	CS Amt. \$1,428.00

Completed Cost Share –

Wessels, Jerry	WQI-Cover Crops	160 acres	\$4,000.00
CBL Farms, Inc.	WQI-Cover Crops	160 acres	\$2,400.00
Wharram, Robert	WQI-Cover Crops	17.3 acres	\$ 432.50
Fischels, Doug	WQI- Cover Crops	40 acres	\$ 600.00
Kaiser, Doug	WQI – Cover Crops	160 acres	\$2,400.00
Schaes, Mike	WQI – Cover Crops	56.56 acres	\$1,414.00
Engelbrecht, Mark	WQI – Cover Crops	84.22 acres	\$1,263.30
Sperflage, Richard	WQI – Cover Crop	160 acres	\$2,400.00

Bills for October 2020Revolving Account – NSB (Northeast Security Bank)

Us Postal Service	\$115.00	Chk#4537 – 1 roll of stamps/postage for books 10/27/20
Coe College	\$252.00	Chk#4538 – ½ of Water Samples-UWMA 10/27/20
Mims House, LLC	<u>\$189.81</u>	Chk#4539 - Books for Outreach
Total	\$556.81	

Employee Account – Veridian Credit Union

IA Dept. of Ag – 780 Hr. Qtrly Billing	<u>\$418.60</u>	- Chk # 2586 – Jim’s hours from thru Sept. 2020
Total	\$418.60	

Bills for October 2020Commissioner Expenses – 1st Qtr. FY21

Becky Lindsay	chk#4540	\$37.44
Doug Kaiser	chk#4541	\$42.12
Robert Muchmore	chk#4542	\$67.39
Phil Short	chk#4543	\$39.78
Tim Halligan	chk#4544	<u>\$56.16</u>
Total		\$242.89

Office Expense- Postage, Dues & Meetings	<u>\$1,310.03</u>
Total	\$1,552.92

The News – Advertising (4-H Week)	\$40.00
Bulletin Journal – Subscription	<u>\$89.99</u>
Total	\$129.99

21-28 Motion by Short to approve the conservation plans, Cost Share Approval, Completed Cost Share, Bills for October 2020, and Bills for November 2020. Seconded by Lindsay. Motion carried.

Other Items:

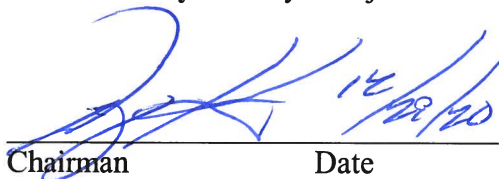
Althaus stated that we may be looking at Microsoft Teams to be used for our next meeting. She will keep them posted.

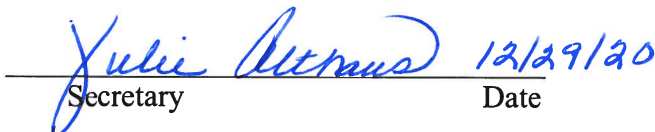
Althaus stated that she would be sending out the Oath of Office, to the individuals that need to take it prior to our January meeting, since she can't do them anymore. They must be done in front of a notary.

Next Meeting will be on December 22nd at 7:30 a.m. via Zoom, or at the USDA office or via teleconference, pending on COVID guidelines.

Adjourned @ 9:29 a.m.

21-29 Motion by Lindsay to adjourn the meeting. Seconded by Short. Motion carried.


Chairman Date 12/29/20


Secretary Date 12/29/20