

**MINUTES OF THE BUCHANAN SOIL & WATER
CONSERVATION DISTRICT COMMISSIONER'S MEETING
INDEPENDENCE, IA
Tuesday, March 31, 2020
At
VIA Conference Call
9:30 a.m.**

Those present were:

Commissioners

Doug Kaiser
Becky Lindsay
Bob Muchmore

Staff & Others

Julie Althaus, Conservation Assistant
Dave Mack, Soil Conservationist – Delaware County

The meeting was called to order by Kaiser at 9:38 a.m.

Adopt Agenda

Kaiser called to adopt the agenda.

20-56 Motion by Lindsay to approve the agenda. Seconded by Muchmore. Motion carried.

Approval of Minutes

Kaiser called for a discussion and approval of the minutes from the March 4, 2020 meeting.

20-57 Motion by Lindsay to approve the minutes from the March 4, 2020 meeting. Seconded by Muchmore. Motion carried.

Treasurer's Report

Treasurer's Report for February 29, 2020 – Report was given. Althaus explained that there is a problem with the Standardized Treasurer's Report, and she has contacted Dan Hawkins to try to figure it out.

20-58 Motion by Lindsay approve the February 29, 2020 Treasurer's Report. Seconded by Muchmore. Motion carried.

Women Land and Legacy Bookkeeping – Althaus stated that she followed up with the questions that they wanted to follow up on. They are as follows:

Who will have the liability since they are 3rd party books? Althaus spoke with Susan Kozak, Director of the DSCWQ and Dan Hawkins, Accting. We would be safe in doing it, because of how everything is being handled right now. We would have to set up a different account and set up under Quick Books and the Standardized Treasurer's Report, so everything is transparent.

What is our purpose, do we really want to do this? After much discussion, the commissioners decided to participate in it, even though, Althaus is actively involved in it.

20-59 Motion by Lindsay made the motion to not participate in doing the Buchanan County Women Land and Legacy books. Seconded by Muchmore. Motion carried.

Report - Wapsi River Management Authority–Tori Nimrod, NE IA RC & D

Nothing to report currently.

Middle Cedar River Watershed – Adam Rodenberg -

Nothing to report currently.

Pheasants Forever Report

Althaus reported that the district received their billing for the FY2020 contribution of \$2,500.00. She explained that this was the last year for this, according to the signed contract. It was also discussed regarding the email for job duties that the district was supposed to get. Mack will look into this.

20-60 Motion by Lindsay to pay the \$2,500.00 for FY2020. Seconded by Muchmore. Motion carried.

District Conservationist Report –Dave Mack

- COVID-19 / Will continue to telework. One can come into the office as long as social distancing is practiced, and it is communicated. It is going to get really busy, here shortly.
- EQIP – ranking deadline is April 24th, so Mack and Durre have been working on the applications and getting them ranked.
- CRP – we had 31 General CRP offers, and 29 were accepted. We also have a lot of continuous CRP that is signed up.
- SHIPP- there were post cards sent out regarding this program. What it means is that people can seed down a small area, it currently needs to be cropped.
- Tyler – has been working on CRP plans and doing CRP checks.
- Lissa has been working on getting Waterway Designs completed along with Grade Stabilization.
- Allie Rath – PF Biologist, has been helping with seeding plans.
- Team Approach is coming together.
- Wetland Requests/1026’s – They may take a bit longer, due to Laura working across the state. We have 60 days to get them completed and that starts when we receive them.

Spring Regional Meeting on 3/18/2020 @ Wolfey’s - CANCELLED

*Sherman Lundy donated his \$15.00 to the Buchanan SWCD

* We have the following to refund:

Fayette County SWCD	\$60.00	chk#4493
Black Hawk SWCD	\$30.00	chk#4494
Conservation Districts of IA	\$60.00	chk#4495
Timothy Wagner	\$15.00	chk#4496
Dubuque SWCD	\$60.00	chk#4497
Theresa Weiss	\$15.00	chk#4498
Allamakee SWCD	\$30.00	chk#4499
Jones SWCD	\$30.00	chk#4500
Jeff Tisl	<u>\$15.00</u>	chk#4501

Total \$315.00

20-61 Motion by Lindsay to approve the reimbursements for the Spring Regional. Seconded by Muchmore. Motion carried.

Soil Loss Hearing –

It has been tabled until further notice due to COVID-19

Resolution Process

- None currently

Tree Sale – April 15th & 16th

Althaus explained that this will be done by appointment only. The pallets are up there at the fairgrounds. Short had mentioned the Fork Truck and Althaus explained to the commissioners that she just may use the mini end loader since it is up there for the track. Lindsay said that she could help sort trees.

Conservation Plans - 7

- 2 Filter Strips
- 1 Wetland
- 3 Field Boarders

20-62 Motion by Lindsay to approve the Conservation Plans. Seconded by Muchmore. Motion carried.

Cost Share Approval –

Nathan Kukson Windbreak REAP – P Est. Amt. \$1,297.60 CS Amt. \$973.13

20-63 Motion by Lindsay to approve Nathan Kukson for his windbreak. Seconded by Muchmore. Motion carried.

Completed Cost Share – None at this Time

Bills for March 2020

Revolving Account – NSB (Northeast Security Bank)

US Post Office	\$110.00	pd chk #4492	2 rolls of stamps	03/17/2020
Office Towne	\$ 31.98	pd chk #4502	Supplies – post cards	03/31/2020
The News	\$243.50	pd chk #4503	Annual Report	03/31/2020
Oelwein Publishing	<u>\$ 15.22</u>	pd chk #4504	Advertising/5 yr. Plan	03/31/2020

Total \$400.70

1M Reimbursement for 2nd Qtr. of FY20 (October, November, December)

Becky Lindsay	\$24.96
Bob Muchmore	\$27.30
Doug Kaiser	\$21.06
Phil Short	\$13.26
Tim Halligan	<u>\$14.04</u>
Total	\$100.62

Office Supplies, Dues, Postage - \$1,687.97

Overall Total \$1,788.59


20-64 Motion by Lindsay to approve the Bills for March 2020 and the 1M Reimbursement for the 2nd Qtr. of FY2020. Seconded by Muchmore. Motion carried.

Other Items – Katherine Hannigan – 5 Year Plan has taken a different job; she will be sending additional items by the end of the week. She will be replaced.

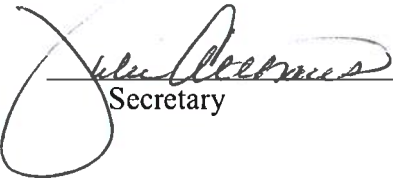
Next Meeting will be on April 28th at 9:30 a.m. via teleconference or at the USDA Office, pending on planting season.

Adjourned @ 8:36 a.m.

20-65 Motion by Lindsay to adjourn the meeting. Seconded by Muchmore. Motion carried.



Chairman Date 6/23/20



Secretary Date 6/23/20