

**MINUTES OF THE BUCHANAN SOIL & WATER
CONSERVATION DISTRICT COMMISSIONER'S MEETING
INDEPENDENCE, IA
Tuesday, July 28, 2020
At
VIA Conference Call
7:30 a.m.**

Those present were:

Commissioners

Tim Halligan
Bob Muchmore
Phil Short

Staff & Others

Julie Althaus, Conservation Assistant
Dave Mack, District Conservationist
Allie Rath, Pheasants Forever/Farm Bill Wildlife Biologist
Jamie Cook, Pheasants Forever/Iowa State Coordinator

The meeting was called to order by Short at 8:00 a.m.

Adopt Agenda

Short called to adopt the agenda.

21-00 Motion by Muchmore to approve the agenda. Seconded by Halligan. Motion carried.

Approval of Minutes

Short called for a discussion and approval of the minutes from the June 23, 2020 meeting. Muchmore pointed out on item 20-83 that there was not a Second on the motion. Short was the one that made the second, a pen and ink change was completed.

21-01 Motion by Muchmore to approve the minutes from the June 23, 2020 meeting with the second on item 20-83 added to the minutes. Seconded by Halligan. Motion carried.

Treasurer's Report

Treasurer's Report for June 30, 2020 – Report was given.

21-02 Motion by Muchmore to approve the June 30, 2020 Treasurer's Report. Seconded by Halligan. Motion carried.

Update on Standardized Treasurer's Report – Althaus explained that she is working with Dan Hawkins from DSCWQ to make sure that things are going like planned. She is through April and her goal is to have it all done by August 7th.

Wapsi River Management Authority -

Tori sent out an email, that they were not able to attend the meeting. In the email, she stated that the second bid packet for the Wapsi went out on July 14th and will be closing on July 30th. The bid packet includes 5 projects, 4 ponds and 1 grade stabilization project for an engineer's estimation of \$164,000.

Middle Cedar River Watershed – Nothing currently

Pheasants Forever Report – Allie Rath

Allie went over her quarterly report. Quarterly Achievements are 105 Landowner Contacts (6 in-field); 3 Habitat Proposals/Wildlife Plans; 8 Conservation Plans; 1 MCM Plan; 2 Seed Plan Reviews. Has been busy helping with EQIP – Wildlife, fire breaks, and monarch habitat. A lot of work with CRP.

Allie also went over the letter that was sent out from Jamie Cook, PF State of IA Coordinator, she discussed the importance of the commissioners support financially. Jamie stated that we did not need to decide today, that we should discuss it.

District Conservationist Report –Dave Mack

- Update on Staff Situation –
Evan Ronnebaum is getting his adapted to things.

The Resource Team is still hiring for positions.

- CSP –
We have 3 applications that got selected for funding and we are hoping for a 4th.
- EQIP-
Done for the year. IA didn't seek any additional funding.
- COVID-19 (Office) –
We are currently in Phase 2 – by appt. only. When we have an appointment, the client needs to be masked up and so does staff, who is meeting with them.
- Dave also stated that there have been quite a few requests for grazing plans. So, if anyone asks, send them his way.

2020 NACD Technical Assistance Grant

Julie made the commissioners aware that we received the grant in the amount of \$32,800, IDALS will be matching \$4,100.00 and the SWCD \$4,100.00. We should be receiving the MOA, to get things going. Julie is working on a job description.

Pheasants Forever FY21 Contribution (open for discussion) –

This was tabled by Short, Jamie Cook of PF, stated that deadline is that it needs to be signed and executed by October. The district would be invoiced in March.

RC & D Board Donation Request (Asking Each District for \$4,000.00)

This was tabled until August meeting.

Website

Update:

- A. Will be starting new website in August.
- B. Sent out an email out regarding anew logo design, heard back from 2 commissioners. Need everyone onboard. Need this design for the Website. Althaus stated that she has heard back from 2 commissioners.

21-03 Motion by Halligan to approve the expenditure of \$150.00 for the new logo design. Seconded by Muchmore. Motion carried.

Unfunded Cooperative Agreement (for the rest of 2020) – update on Vehicle Usage

Questions have been raised concerning vehicle liability of District employees driving NRCS vehicles. NRCS has conditioned the use of its vehicles on the District taking responsibility for any damage caused by the District when the District employee is “at-fault” in an accident.

Althaus explained that the email sent by Susan Kozak, that they are working closely with NRCS’s new requirement. For the time being, however, it is important to remember Districts have the same tort liability protection as IDALS for the purposes of the State Tort Claims Act. It is key that District and IDALS employees must maintain their own car insurance. As long as, these criteria are met, the Districts are afforded the state’s liability protections.

Cost Share Balances

The commissioners were made of aware of the balances that would be getting pulled by on July 1, 2020.

Conservation Plans – 46

Completed Cost Share –

Valley Green Farms, LLC	WQI- No-Till	160 Acres	CS Amt. \$1,600.00
Stavens, Aaron	Windbreak	0.76 Acres	CS Amt. \$1,600.00

Bills for July 2020

Revolving Account – NSB (Northeast Security Bank)

Julie Althaus	\$ 50.60	Chk# 4531 – Mileage / Trees	07.28/20
Total	\$ 50.60		

Employee Account – Veridian Credit Union

IDALS – 780 Hr. Reimbursement 3/20/20 thru 06/25/20	\$1,026.00	Chk#2585	07.28.20
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1M Reimbursement for 4th Qtr. FY 20

Doug Kaiser	\$21.06	Chk#4526	7.28.20
Phil Short	\$13.65	Chk#4527	7.28.20
Becky Lindsay	\$13.26	Chk#4528	7.28.20
Tim Halligan	\$28.86	Chk#4529	7.28.20
Robert Muchmore	<u>\$7.02</u>	Chk#4530	7.28.20
	\$83.85		

Office Supplies, Postage, Dues, Etc. \$141.35
Grand Total Expenditure for FY20 4th Qtr. \$225.20

20-04 Motion by Muchmore to approve Conservation Plans, Completed Cost Share, and bills. Seconded by Halligan. Motion carried.

Other Items –

RC & D Report – Bob Muchmore


They had a meeting on July 9th. New officers were elected, and they are down to one vehicle. They are working on new projects, such as Seed Savers and Farmers Markets. Also, doing a lot of work in Tourism. There will be no BBQ this year.

Bob also stated that he is not going to run again when his term is up. He stated that he spoke with Brenda about the possibility of becoming an Assistant Commissioner. He asked if it would be ok, for her to attend a couple of meetings. Althaus state there is no problem for her to attend, since it is open to the public. It is also important that we reach out Dick Sloan to make sure if he is still interested in being an assistant commissioner. The district can have more than one Assistant Commissioner, they have to be appointed by the SWCD commissioners.

Next Meeting will be on August ^{25th}~~27~~ at 7:30 a.m. at USDA office or via teleconference, pending on COVID guidelines.

Adjourned @ 8:28 a.m.

21-05 Motion by Muchmore to adjourn the meeting. Seconded by Halligan. Motion carried.


Chairman _____
Date 8/25/2020


Secretary _____
Date 8/25/2020