

**MINUTES OF THE BUCHANAN SOIL & WATER
CONSERVATION DISTRICT COMMISSIONER'S MEETING
INDEPENDENCE, IA
Tuesday, September 24, 2019
At
USDA Office - NRCS, Independence, IA
7:30 a.m.**

Those present were:

Commissioners

Doug Kaiser
Bob Muchmore
Becky Lindsay
Phil Short

Staff & Others

Julie Althaus, Conservation Assistant
Angie Auel, Upper Wapsi River Management Authority Coordinator
Adam Rodenberg, Cedar River Management Authority Coordinator
Abby Beltz, District Conservationist

Regular Meeting

The meeting was called to order by Kaiser at 7:41 a.m.

Adopt Agenda

Kaiser called to adopt the agenda. Additional items added were as follows:

Under Item #17 Cost Share Approval – add James Klever Timber Stand Improvement, 8.1 acres, Est. Amt \$1,296.00 – Cost Share Amt. \$972.00

Under Item #19 Completed Cost Share – add Rasmussen, Larry – Waterway – Cost Share Amt. \$2,197.00

Under Item #22 – Add Volunteer Water Monitoring Training

20-07 Motion by Lindsay to adopt the agenda. Seconded by Muchmore. Motion carried.

Approval of Minutes

Kaiser called for a discussion and approval of the minutes from the July 23, 2019 meeting.

20-08 Motion by Lindsay to approve the minutes from the July 23, 2019 meeting. Seconded by Muchmore. Motion carried.

Kaiser called for a motion to sign the Missed Meeting Document for the August 27, 2019, since there was not enough for a quorum.

20-09 Motion by Lindsay to sign the Missed Meeting Document for August 27, 2019. Seconded by Short. Motion carried.

Treasurer's Report

- Treasurer's Report for July 2019 – Althaus went through the report, since it was the new format from DSC. Explained where the numbers came from.
- Treasurer's Report for August 2019 – the August treasurer's report was gone through and Althaus showed them how to do a comparison for them, so it helps to read the new format.

20-10 Motion by Muchmore to approve the July 2019 and August 2019 Treasurer's Report. Seconded by Lindsay. Motion carried

- Annual Financial Review of District Funds – Completed by Halligan and Lindsay on July 10, 2019 Althaus handed out the commissioners all a copy again for the audit. She stated that we needed to get the signed version into the state office for their records.

20-11 Motion by Short to approve the Annual Financial Review of District Funds completed by Halligan and Lindsay on July 10, 2019. Seconded by Lindsay. Motion carried.

Report - Wapsi River Management Authority Coordinator – Angie Auel

- Auel's last day is on Friday, September 27, 2019. She has taken a position as a Naturalist for Bremer County Conservation.
- Water Sampling Date is on October 15, 2019, Auel asked about getting paid for part of the that day and mileage, since she would be working at her other job. After discussion Kaiser stated that since her position will be eliminated and the NE IA RC & D will be taking over, it should be their responsibility. The commissioners appreciate her dedication, but it is the RC & D's position to it taken care.
- Auel asked about getting paid for the rest of her vacation that she has remaining. It will be looked at by the commissioners at the end of the meeting.
- Auel also explained that she has put a list of land owner's together and has gone through it with Shive-Hattery and will be going through it with RC & D. She will be sending an additional update out to everyone before she leaves. She wanted to let the commissioners know that Shive – Hattery has been great to work with, their communication is awesome.
- Auel did ask why RC & D was selected to finish out the watershed, and she also made sure that the commissioners were aware that in December they could be re-directing funds. So, it is important to stay on top of it.
- Game plan for Items – Rent, Cell Phone, Etc., received an email from Paul Berland and NE IA RC & D will be the coordinators. Julie will direct them to RC & D. Land owners have been contacted. Regarding the rent, we will need to contact Ed and Janet Larson, most need a 30-day notice, so the commissioners will send a letter, with their notice that they will be done renting the come November 1st. The cell phone will be transferred over to the RC & D. Althaus will contact Independence Light and Power to stop the internet service. All the equipment – computer and printer, and supplies will be going to the RC & D.

Middle Cedar River Watershed – Adam Rodenberg

- Doesn't have a lot right at the time
- Today, is bid opening at 11:00. There will be 6 contracts awarded. Projects will be completed by 12/20/19.
- There will be 4 additional projects for next month.
- There is another possibility of 15 additional projects for 2.5 million.
- Later this week, will be meeting with FEMA at 6:00 p.m. @ City Hall.
- December will be asking for budget to reallocate.

Pheasants Forever –

Jamie Cook State of Iowa Coordinator of Iowa of Pheasants Forever sent out an email, that Allie Rath will be our new Pheasants Forever Representative. She will be covering Tama County, Benton County, Linn County and Buchanan County. The key will be good communication, so the left and right hand are on the same page.

District Conservationist Report – Abby Beltz

- Beltz distributed a hand out for the commissioners.
Went over the Soil Health Score Card that could be used with our land owners. It is a Data Collection.

- Beltz went over the NRCS structure with the commissioners.
- Gabe Garbarino, District Commissioner, from Delaware County will be acting until they hire a new DC. His back up will be Dave Mack, Soil Conservationist, from Delaware County if Gabe cannot be here.
- Beltz went over the current Federal Programs as follows:
 - EQIP/RCP - 16 applications currently
 - Midwest Ag Water Quality – 2 current applications
 - CSP - 2 current applications
 - EWP-FPE - 1 current application (Deadline 10/18/19)

Newsletter for the District –

- Althaus asked if we could go back doing the newsletter again, since there is a lot of people still that don't utilize the website and our Facebook page. It was asked maybe we could partner up with FSA, and Althaus stated that she could explore that option. Althaus wanted to know there is 3,976 names, but that would be thinned down after the first mailing. She wanted to make sure that she had the commissioners support first.

20-12 Motion by Short to approve the quarterly newsletter for postage. Seconded by Lindsay. Motion carried.

780 Hr. Technician – DSCWQ

Jim Brown is on board and will be working at least 2 days a week.

Commissioner Elections for 2020

Althaus made the commissioners aware that there has been a change in date for the paperwork that needs to be completed for the 2020 elections. It is no longer due in August, but the due dates are going to be March 2 thru the 20th. It will be on the agenda for the February meeting. Those that are up for re-election are Becky Lindsay, Doug Kaiser and Phil Short.

75th Anniversary for the SWCD – February 5th, 2021

Althaus made the commissioners aware of this event and asked them to put different ideas together for the celebration.

Review Video #9 – Standardized Treasurer's Report

Althaus asked if there were any questions regarding the video, and there was none at this time, since they went through it during the treasurer's report.

Conservation Plans – 4

Cost Share Approval –

Gallery, Mike	Cover Crops	50 acres	Est. Amt. \$2,000.00	CS Amt. \$1,000.00
Palmer, Dennis	Cover Crops	40 acres	Est. Amt. \$1,600.00	CS Amt. \$800.00
Palmer, Roger	Cover Crops	50 acres	Est. Amt. \$2,000.00	CS Amt. \$1,000.00
Klever, James	TSI	8.1 acres	Est. Amt. \$1,296.00	CS Amt. \$972.00

Amendment of Completion Date

Becker, Ryan	Windbreak	0.13 acres	Extend Completion Date to June 30. 2020
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Completed Cost Share –

Brustkern Farms LLC	Waterway	Cost Share Amt. \$3,137.40
Rasmussen, Larry	Waterway	Cost Share Amt. \$2,197.00

20-13 Motion by Short to approve Conservation Plans, Cost Share Approval, Amendment of Completion Date and Completed Cost Share. Seconded by Lindsay. Motion carried.

Bills for August - 2019

Employee Account – Veridian Credit Union

Angela Auel	\$1,660.79	pd chk #2567 – 08/02/2019
Buchanan SWCD	\$ 562.00	pd chk #2568 – 07/30/19 (Reimb. Revolving Acct/Payroll Tx
Fed Payment	\$1,010.64	pd EFT on 08/15/2019
IPERS Payment	\$ 701.80	pd IPERS for July - 08/15/2019
Angela Auel	\$1,660.79	pd chk#2569 – 08/16/2019
Angela Auel	\$1,660.79	pd chk#2570 – 08/30/2019
Buchanan SWCD	<u>\$ 131.62</u>	pd chk#2571 – 08/27/2019 (Reimburse Revolving/Payroll Taxes

Total \$7,388.43

Revolving Account – NSB - Invoices for August 2019

Ed and Janet Larson – September	\$ 500.00	Chk#4456
US Cellular – UWRMA – Cell Phone	\$ 61.33	Chk#4457
Indee Light & Power – UWRMA - Internet	\$ 69.95	Chk#4458
Angie Auel – UWRMA – Mileage for 06/21-07/16/19	<u>\$ 282.46</u>	Chk#4459

Total \$913.74

Bills for September 2019

Employee Account – Veridian Credit Union

Angie Auel	\$1,660.79	pd chk #2572 – 9/13/19
Fed Payment	\$1,515.96	pd EFT on 9/15/19 – Confirmation #270-9659-2440-0389
IPERS Payment	\$1,052.70	pd EFT on 9/15/19 – Confirmation #120820716
VOID CHK		chk #2573 – Void- Misprint
Angie Auel	<u>\$1,660.79</u>	pd chk # 2574 – 9/27/2019

Total \$5,890.24

Revolving Account – NSB (Northeast Security Bank)

Deluxe Checks	\$ 36.24	EFT – NSB Check Order	8/27/19
Ed & Janet Larson	\$500.00	pd chk #4460 UWRMA-Rent	9/24/19
Indy Light & Power	\$ 69.95	pd chk #4461 UWRMA-Internet/Phone	9/24/19
US Cellular	\$ 60.67	pd chk #4462 UWRMA-Internet/Phone	9/24/19
Angie Auel	\$563.18	pd chk #4463 UWRMA-Travel/Training	9/24/19
Fusion Forward	\$219.98	pd chk #4464 Website Domain Renewal	9/24/19
Office Towne, Inc.	<u>\$ 5.23</u>	pd chk #4465 Office Supplies	9/24/19

Total \$1,455.25

20-14 Motion by Muchmore to approve the bills for August 2019 and September 2019. Seconded by Short. Motion carried.

Other Items –

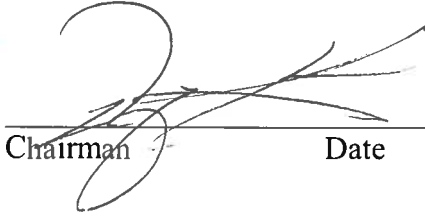
Althaus briefed the commissioners that there is a training for water monitoring volunteers coming up if they are interested.

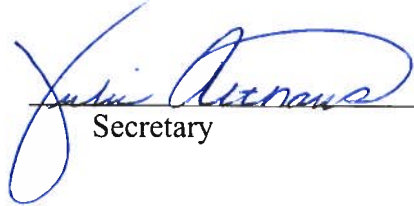
Pulled the paper work for Angie Auel to double check on unpaid vacation and according to the agreement there will not be any unused vacation paid out to Angie.

Next Meeting will be on August 27th at 7:30 a.m. at the USDA Building.

Adjourned @ 9:16 a.m.

20-15 Motion by Short to adjourn the meeting. Seconded by Lindsay. Motion carried.


Chairman _____ Date 10/22/19


Secretary _____ Date 10/22/19

