



“Helping bring YOU clean water”

# Lincoln SWCD

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LINCOLN SOIL AND WATER CONSERVATION DISTRICT

Minutes of the Lincoln Soil and Water Conservation District, Regular Meeting, USDA Building, Ivanhoe, MN, December 16, 2009.

Meeting called to order by the Chairman, Daniel Christianson, at 2:30 p.m.

MEMBERS PRESENT:

Daniel Christianson, Chair  
Glen Sorensen, Vice Chair  
John Boulton, PR&I  
Joe Weber, Treasurer  
Conrad Schardin, Secretary

DISTRICT STAFF PRESENT:

Pauline VanOverbeke, District Manager @ 3:05 p.m.  
Ron Madsen, Engineering Tech. @ 3:35 p.m.  
Terry Dybsetter, Ed. Coordinator @ 3:35 p.m.  
Randy Kraus, FBA @ 3:35 p.m.  
Dennis Johnson, NRCS, District Cons. @ 3:35 p.m.  
Curt Nordaune, Guest @ 3:35 p.m.

OTHERS PRESENT:

Curt Blumeyer, County Commissioner

PAY/COST-OF-LIVING INCREASES: Motion by Weber, seconded by Boulton to go with a 2% cost-of-living increase to all employees and to give the regular step increase to Sterzinger as per policy. Affirmative: Christianson, Schardin, Weber, Sorensen, and Boulton. Opposed: None. Motion Carried.

LONGEVITY INCENTIVE INCREASE AFTER 30-YEARS OF SERVICE: Motion by Sorensen, seconded by Boulton to add the following policy to the Employee Policy: A \$.50 per year (for 5-years) longevity incentive increase after 30-years of service to the district due on January 1<sup>st</sup> following the employees 30<sup>th</sup> anniversary date to be capped and reviewed after 5-years. Affirmative: Christianson, Schardin, Weber, Sorensen, and Boulton. Opposed: None. Motion Carried.

VanOverbeke present at this time.

MINUTES: The minutes from the November 18, 2009 meeting were approved as mailed.

TREASURER’S REPORT: Motion by Weber, seconded by Sorensen to approve the Treasurer’s Report for November, 2009. Affirmative: Christianson, Schardin, Weber, Sorensen, and Boulton. Opposed: None. Motion Carried.

BILLS: Motion by Schardin, seconded by Sorensen to approve the payment of the bills for \$28,137.87 (see attachment). Affirmative: Christianson, Schardin, Weber, Sorensen, and Boulton. Opposed: None. Motion Carried.

YEAR-END BILLS: Motion by Boulton, seconded by Schardin to approve the district staff to pay all year-end bills including sales tax and to make transfers as needed for the bills. Affirmative: Christianson, Schardin, Weber, Sorensen, and Boulton. Opposed: None. Motion Carried.

TRANSFER OF FUNDS: Motion by Weber, seconded by Sorensen to approve the transfer of \$15,000 from the MMS to the Checking Account for payroll. Affirmative: Christianson, Schardin, Weber, Sorensen, and Boulton. Opposed: None. Motion Carried.

CANCELATION OF STATE C-S CONTRACT: Motion by Boulton, seconded by Sorensen to cancel the State C-S Contract for Kevin Staab (FY09-02) for \$5,500.00. Affirmative: Christianson, Schardin, Weber, Sorensen, and Boulton. Opposed: None. Motion Carried.

ACTUAL AND BUDGETED INCOME AND EXPENDITURE STATEMENT: VanOverbeke handed out the October, 2009 actual and budgeted income and expenditure statement for review.

RESOLUTION ADOPTING THE LINCOLN COUNTY COMPREHENSIVE LOCAL WATER PLAN: Motion by Weber, seconded by Boulton to approve the Resolution adopting the Lincoln County Comprehensive Local Water Plan as the Comprehensive Plan of the Lincoln SWCD.

RESOLUTION-STATE OF MN JPA-WORKING LANDS INITIATIVE: Motion by Sorensen, seconded by Weber to approve the Resolution with the State of MN Joint Powers Agreement with the Lincoln SWCD for the Working Lands Initiative Conservation Easements. Affirmative: Christianson, Schardin, Weber, Sorensen, and Boulton. Opposed: None. Motion Carried.

LYON COUNTY WCA: The hours Sterzinger worked on WCA for Lyon County was discussed. It was decided not to charge for his services and to have a letter sent explaining the not to charge but to keep in mind for future years in case we ever need help with anything.

2010 MILEAGE RATE: The mileage rate will change for 2010 from \$55 in 2009 to \$50 in 2010. No action needed as the district follows the IRS mileage rate.

REPORTS:

COUNTY COMMISSIONER’S REPORT: Curt Blumeyer, County Commissioner’s report follows:

- Finalized the budget; 0% increase; same as 2009 for district budget which is \$107,150.
- Road projects completed.

DISTRICT MANAGER’S REPORT: Pauline VanOverbeke, District Manager’s report is attached.

Sterzinger, Madsen, Kraus, Dybestter, Johnson and Nordaune all present at this time.

EDUCATION COORDINATOR’S REPORT: Terry Dybsetter, Education Coordinator’s reported that she will get the newsletter out mid-December. She will be taking vacation in January.

CONSERVATION TECHNICIAN’S REPORT: VanOverbeke reviewed with the board an accounts receivable with the board. Motion by Weber, seconded by Schardin to take the account receivable to conciliation court. Affirmative: Christianson, Schardin, Weber, Sorensen, and Boulton. Opposed: None. Motion Carried.

ENGINEERING TECHNICIAN’S REPORT: Ron Madsen, Engineering Technician reported that he is wrapping up projects and cleaning up files. The computer program for conservation practices does not work with Microsoft 07.

FARM BILL ASSISTANT’S REPORT: Randy Kraus, Farm Bill Assistant reported that he sent 5-operators to the Yellow Medicine River Watershed District for the \$500 incentive dollars.

DISTRICT CONSERVATIONIST’S REPORT: Dennis Johnson, District Conservationist reported that he is paying out EQIP C-S, Lincoln County will probably have two funded through the CSP and he is busy with tiling-1026 requests.

Other business: Nordaune reported on the conservation farmer winner in Lac qui Parle County.

The meeting declared adjourned by the Chairman, Christianson, at 3:44 p.m.

APPROVED: \_\_\_\_\_

DATE

SIGNATURE

**DISTRICT MANAGER'S REPORT**  
**PAULINE VANOVERBEKE**  
**DECEMBER 16, 2009**

CLEAN WATER FUNDS: The applications for the Clean Water Funds for the Redwood; Yellow Medicine and Lac qui Parle Watershed areas were completed and submitted to BWSR before the deadline of December 1<sup>st</sup>. The Lincoln SWCD is listed as the project sponsor for the Yellow Medicine Watershed Project Application in which we would do all administrative tasks for the project.

WATER PLAN: The 2010 Water Plan funds for well sealing and rock inlets have been encumbered. The conserving use acres program has funds available for 6-projects this spring. I have completed the landowner project information in eLink.

OTHER ITEMS:

- Notary Public Commission-renewed with the state; have to record it at the Courthouse and purchase new stamp.
- Convention item of importance: Sales Tax Session, have once again been told differently than last year what needs to be taxed and what does not need to be taxed. Examples.
- Completed the performance reviews; all employees have reported accomplishments in detail making it easier for completing the 2009 Annual Report.
- Working the 2010-Annual Plan of Work and the 2009-Annual Report with help from district staff.
- Completed the 2009 SWCD Guidebook page for the Lincoln SWCD with help from district staff.
- The 2010 Women's Day Program is coming along. Topics will center around "Trees".
- Will be taking Annual Leave from December 21-January 1, unless I need to come in to pay sales/use tax.
- MCIT-Outstanding Loss Ration Under 50%-Certificate of Excellence
- PERA Employer Addition increase from .75% to 1% for a total of 7% Employer share in 2010; no change in employee rate of 6%.
- January, 2010, I will be busy with year-end items: W-2's, 1099's, financial records/books, MD&A and the Notes to the Financial Statements, 2010 Annual Plan, 2009 Annual Report, eLink reporting, Ag BMP 2009 annual report and 2010 application.