



Lincoln SWCD

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“Helping bring YOU clean water”

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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, September 16, 2009.

Meeting called to order by the Chairman, Daniel Christianson, at 7:05 a.m.

Members Present:

Daniel Christianson, Chair  
Glen Sorensen, Vice Chair; left @ 9:20 a.m.  
Conrad Schardin, Secretary  
John Boulton, PR&I  
Joe Weber, Treasurer; left @ 9:10 a.m.

NRCS Present:

Dennis Johnson, District Cons. @ 8:08 a.m.

District Staff Present:

Pauline VanOverbeke, District Manager  
Ron Madsen, Engineering Technician  
Randy Kraus, FBA  
Dale Sterzinger, Cons. Technician @ 7:25 a.m.  
Terry Dybsetter, Education Coordinator

Others Present

Curt Blumeyer, County Commissioner  
Don Buckhout and David Sill, BWSR; 9-10:15 a.m.

AGENDA: Motion by Schardin, seconded by Sorensen to approve the updated agenda. Affirmative: Christianson, Sorensen, Schardin, Weber and Boulton. Opposed: None. Motion Carried.

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

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

BILLS: Motion by Boulton, seconded by Sorensen to approve the payment of the bills for \$24,899.95 (see attachment). Affirmative: Christianson, Sorensen, Schardin, Weber and Boulton. Opposed: None. Motion Carried.

WLI PAYOUTS: Motion by Weber, seconded by Boulton to approve the WLI payments made September 8<sup>th</sup> to FY09-11-Darrel Johnson-\$17,326.11; FY09-11-Donna Johnson-\$17,326.11; S&D Johnson Family LLC-\$5,919.78; FY09-05-Curt Coners-\$20,524.20. Affirmative: Christianson, Sorensen, Schardin, Weber and Boulton. Opposed: None. Motion Carried.

NATIVE BUFFER COST-SHARE PAYMENT: Motion by Sorensen, seconded by Schardin to approve the Native Buffer C-S payment to Kenneth Fischer, FY08-01NB for \$3,068. Affirmative: Christianson, Sorensen, Schardin, Weber and Boulton. Opposed: None. Motion Carried.

STATE COST-SHARE PAYMENTS: Motion by Schardin, seconded by Boulton to approve the State C-S payment for David Esping FY09-08 for a tree project for \$1,399.00. Affirmative: Christianson, Sorensen, Schardin, Weber and Boulton. Opposed: None. Motion Carried.

SHAOKATAN SPORTSMEN CLUB PROJECT PAYMENTS: Motion by Schardin, seconded by Weber to approve the following Shaokatan Sportsmen Club Project payments: Dam Project: Sterzinger Construction-\$5,810.25; Dale Sterzinger-\$280; Dennis Johnson-\$12,00; Blind Intake Projects-Nielsen Excavating & Tiling-\$2,197.75. Affirmative: Christianson, Sorensen, Schardin, Weber and Boulton. Opposed: None. Motion Carried.

BWSR GRANT FUNDS: Received BWSR Grant Agreement funds as follows: Easement Services-\$6,678, General Services-\$23,550, and State C-S-\$14,883.

2009 RESOLUTION PACKET: The Resolution Packet was discussed and original ballot signed.

HEALTH INSURANCE RENEWAL: 2010 health insurance renewal rates for the Lincoln SWCD is 0%.

Sterzinger present at this time.

TRANSFER OF FUNDS: Motion by Boulton, seconded by Sorensen to transfer \$30,000 from the Checking Account to the MMS Account. Affirmative: Christianson, Sorensen, Schardin, Weber and Boulton. Opposed: None. Motion Carried.

VEHICLE PURCHASE: Motion by Christianson, seconded by Boulton to purchase 2010 Ford F150 for approximately \$29,000 with a trade-in of the old orange 1987 Ford F150 and to have the staff transfer \$29,000 to the checking account from MMS for the purchase and to write/sign the check when needed for the purchase. Affirmative: Christianson, Sorensen, Schardin, Weber and Boulton. Opposed: None. Motion Carried.

NRCS OFFICE SPACE AGREEMENT: Motion by Boulton, seconded by Schardin to approve and sign the new/revised NRCS Office Space Agreement to reimburse NRCS \$11,745 for 870 square feet of office space and \$689 for LAN/WAN/VOICE costs for a total of \$12,434. Affirmative: Christianson, Sorensen, Schardin, Weber and Boulton. Opposed: None. Motion Carried.

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

RCRCA JOINT POWERS AGREEMENT/ADDENDUM: Motion by Boulton, seconded by Weber to approve the RCRCA Joint Powers Agreement/Addendum and to approve of Sorensen to sign the original at the RCRCA meeting. Affirmative: Christianson, Sorensen, Schardin, Weber and Boulton. Opposed: None. Motion Carried.

65-YEAR OPEN HOUSE: The open house was discussed.

Johnson present at this time.

OUTSTANDING DISTRICT EMPLOYEE AWARD: The outstanding district employee award letter was distributed.

SWPTSA: Motion by Sorensen, seconded by Boulton approving to send a letter to the Secretary of State-MN approving of the name change of the Southwest Prairie Joint Powers Organization to the SW Prairie Technical Service Area. Affirmative: Christianson, Sorensen, Schardin, Weber and Boulton. Opposed: None. Motion Carried.

MN WATERS CONFERENCE: Motion by Schardin, seconded by Sorensen to approve supervisors to attend the MN Waters Conference in St. Paul October 26-27. Affirmative: Christianson, Sorensen, Schardin, Weber and Boulton. Opposed: None. Motion Carried.

IMPAIRED WATERS MEETING: Motion by Schardin, seconded by Boulton to allow Sorensen to attend the Impaired Waters meeting on October 5. Affirmative: Christianson, Sorensen, Schardin, Weber and Boulton. Opposed: None. Motion Carried.

#### REPORTS:

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

- Health Insurance-0% increase.
- Preliminary Budget-freeze wages for a year; \$6,980,000 budget for 2010; \$4,023,065 actual levy; \$1 million revenue from turbines.
- H1N1-klenex and sanitizer in office.

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

PERFORMANCE REVIEWS: VanOverbeke asked the board about changing performance reviews on employees to once a year instead of twice a year since all current employees are well seasoned and if an individual employee or manager have a concern could meet throughout the year when needed. Motion by Boulton, seconded by Schardin to change the performance review on employees to once a year unless needed by staff or manager. Affirmative: Christianson, Sorensen, Schardin, and Boulton. Opposed: Weber. Motion Carried.

Buckhout and Sill present at this time.

PRAP REVIEW: Don Buckhout and David Sill present to review PRAP review with the board and staff. Buckhout pointed out that the Lincoln SWCD is a successful and effective conservation organization. BWSR has two recommendations for the district:

- Address their operating fund reserve balance; and
- Modify their annual report format to tract better with long range plan goals and objectives.

Comments responding to the overall PRAP review and comments/recommendations from BWSR are attached and will be approved by the Board prior to sending to BWSR.

Weber left at 9:10 a.m. and Sorensen left at 9:20 a.m., during the review.

EDUCATION COORDINATOR’S REPORT: Terry Dybsetter, Education Coordinator’s reported that the newsletter was sent out last week; October 7 she has a library program and Martin Wilson applied for an FSA Youth and Minority Education grant for \$100.

ENGINEERING TECHNICIAN’S REPORT: Ron Madsen, Engineering Technician reported that he is working on projects including the installation of five WSCB’s of which some were installed during summer construction with the conserving use acres program funds.

CONSERVATION TECHNICIAN’S REPORT: Dale Sterzinger, Conservation Technician’s report follows:

- Trees; accounts receivable-\$28,575; Barber project was discussed. DNR funds cut in half for 2010-\$7,000 for cost-share; designing tree plans and finishing cost-share.
- WCA:
  - oLozinski restoration order has been completed.
  - oKontz has a restoration order; needs to be completed by November;
  - oRolling project;
  - oMaurie Christensen dam project-Drammen Section 15.
  - oMet with delineator to review a delineation on Prairiewind project;
  - oLyon County Road project; needs to have a technical meeting;
  - oShaokatan Sportsmen Club-Weber Dam completed.

FARM BILL ASSISTANT’S REPORT: Randy Kraus, Farm Bill Assistant reported that 5-CRP contracts are approved and the WRP/RIM Restoration is completed.

DISTRICT CONSERVATIONIST’S REPORT: Dennis Johnson, District Conservationist report follows:

- Separate lease agreement for the District’s office space; NRCS will continue to pay for 150’ of office space for one district person; lease will change over to NRCS; must give 60 day notice.
- Memo of Understanding was reviewed and the statement that we treat everyone fairly and justice for all (EEO) was reviewed and read.
- CSP-signup ends September 30<sup>th</sup>.

The meeting declared adjourned by the Chairman, Christianson, at 10:28 a.m.

APPROVED: \_\_\_\_\_  
DATE SIGNATURE

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

Water Plan Update: Myself along with Curt Blumeyer, County Commissioner met with the BWSR subcommittee on Thursday, September 3 to review our Water Management Plan Revision. The review went very well. Curt and I had the privilege of joining the BWSR subcommittee for lunch and listening and participating in the meeting concerning "Water Plans". Three other plans were reviewed. Lincoln County was commended and praised on a job very well done on our Water Plan Update. Maps were not correct in the Water Plan Update presented to BWSR, but will be correct on the Website and in the official copy of the update.

Performance Review and Assistance Program (PRAP): The PRAP meeting on September 3<sup>rd</sup> went very well. We had good representation from our board and the Water Management Task Force. Comments are attached to the PRAP draft presented by Donald Buckhout. Review PRAP draft with Donald Buckhout and David Sill; Comments.

SW/WC Service Coop Insurance: Check for \$1068.55 for our groups' favorable experience in Health Insurance savings.

Thank-you: Emailed to Andrew Falk a thank you for attending our SWCD board meeting.

MCIT Insurance: Property & Casualty-\$5,820; Workers' Comp-\$961; Board Member Ins.-\$445 (raised Min. to \$15,600 from \$9360 Annual Payroll)

Women's Day Program: 67 women registered including staff for the program. Will move next years program to June. Need to prepare a final report for the \$450 approved by the RC&D council and finish up on the receipts and final meeting to discuss program details.

Other Items:

- Prepared the following pages for the Newsletter: Open House, the information about the SWCD: introduction, supervisors, staff, programs; Responses to the Landowner questionnaire; Yellow Medicine River Watershed info; and the Water Management Plan update.
- Attended the YMRWD annual meeting on August 20<sup>th</sup>.
- Ron, Dale and myself attended the Civic Engagement presentation for district employees August 26<sup>th</sup>.
- Ron, Dennis and I attended the LqP Technical meeting on Sept. 1<sup>st</sup>. The next meeting in October, Wenck and Assoc. will be there to review what they are doing.
- Randy and I attended the WLI meeting on Sept. 14<sup>th</sup>.
- Ron and I attended the Yellow Medicine River-South Branch technical meeting on Sept. 15<sup>th</sup>.

Upcoming meetings and events: Meetings and upcoming events: September 21-23-Environmental Fair; September 28-Yellow Medicine and Lac qui Parle RFP meetings; September 29-Open House; October 1-MN River Basin Forum; October 6-LqP Technical Meeting; October 26-28-MN Water Resources Conference-through the Water Plan; November 2-4-BWSR Academy for employees; December 6-9-State Convention.

Open house invites were sent to all past supervisors, District and NRCS employees; state, federal, local agencies; partners, etc. (approximately 125 either through the mail or email). Cleaning, peg board, pictures, etc.

To Do: Performance Reviews-discuss, SBYMR mailings, prepare info for open house, shirts, LincPass.