

SOIL AND WATER CONSERVATION DISTRICTS

"Helping People Help the Land"



Murray SWCD

2740 22nd St. Suite 3

Slayton, MN 56172

Phone: 507-836-6990 EXT 3

murrayswcd.org

Supervisors

Chair

Paul Posthuma

District I

(507) 879-3102

Vice Chair

Gary Brinks

District II

(507) 763-3775

Secretary

Shannon Cohrs

District III

(507) 380-0997

Treasurer

Karen Hurd

District V

PR & I

Mona Henkels

District IV

(507) 360-6348

Staff

District

Administrator

Shelly Lewis

Program

Manager

Craig

Christensen

District Tech

Aaron Crowley

The Murray SWCD Board of Supervisors Meeting will be on Thursday, January 9, 2020 1:30 p.m. at the USDA Service Center, Slayton, MN

I. 1:30 p.m.-Meeting called to order

II. Additions to the agenda

III. Minutes of the December 12, 2019

IV. Treasurer's Report

V. Old Business

1. D.C. Report

2. Approve payment of Supervisors vouchers for December

3. Approve payment of Murray SWCD salaries for December

VI. New Business

1. Election of Officers

2. Employee Evaluations update

3. COLA and step for 2020 (County giving 2.5% COLA and Step to Employees)

4. Motion to approve IRS mileage rate for 2020-57.5 cents

5. Committee Assignments for 2020

Local Comprehensive Water Plan- Paul, Gary (alternate)

Heron Lake Watershed-Mona, Shelly (alternate)

SW Prairie Joint Powers Organization-Paul, Shannon (alternate)

State Revolving Fund-Gary, Shelly (alternate)

Personnel Committee-Gary and Mona (alternates: Karen, Shannon, Paul)

RCRCA-Paul, Shannon (alternate)

Buffer Committee-Brinks and Christensen

Budget Committee-Henkels, Hurd (Alternate)

1W1P-Hurd, Brinks (Alternate)

6. Designate Financial Depository for 2020

7. Set Capitalization threshold & use straight line depreciation

8. Approve Contract for Service for being Financial Coordinator/Administrative Assistant for TSA

MURRAY SWCD AGENDA-January 9 | 2020

9. Motion to approve MASWCD-\$3,121.63 (dues), SWMASWCD-\$400.00 (dues) and SWPTSA-\$3,400.00 (Local Share) for 2020
10. Discuss and approve Murray SWCD updated personnel policy
11. Discuss MASWCD Legislative Briefing and Day at the Capitol (Marsh 24-25)
12. Approve 2020 Rent contract with new landowner
13. Bills
14. Adjourn

Dates to Remember:

January 9-Murray SWCD Board meeting

January 20-Holiday

January 27-31 (Shelly Vacation)

February 13-Murray SWCD Board meeting

February 17-Holiday

February 20-Area V meeting (Slayton Pizza Ranch)

December-19

Operations Account

Murray SWCD
Treasurer Report

Beginning Balance	\$ 174,437.42
Deposits	\$ 8,806.80
Expense	\$ 150,212.15
Ending Balance	\$ 33,032.07
Petty Cash	\$ 25.00
District Savings Account	\$ 251,383.44
Fulda Pond	\$ 5,000.00
Vehicle Reserve Account	\$ 14,325.34
Drill Reserve Account	\$ 3,574.45
Equipment Account	\$ 6,684.95
Tree Reserve Account	\$ 17,203.15
Building Reserve Account	\$ 4,496.89
Special Projects/Training Account	\$ 4,809.47
Conserving Use Acres Account	\$ 10,200.00
Encumbered Conserving Use Acres	\$ 1,860.00
Long Lake Camp/SWCD Scholarship Account	\$ 2,825.00
Blind Intake Account	\$ 5,846.81
Blind Intake Encumbered	\$ 820.00
Grants:	
FY2017 Capacity Grant	\$ 2,593.89
FY2018 Capacity Grant	\$ 68,389.50
FY2019 Capacity Grant	\$ 92,149.00
FY20 Capacity Grant	\$ 123,652.00
Buffer Account FY18	\$ 4,098.67
FY19 Buffer Grant	\$ 24,009.00
FY19 Buffer Grant	\$ 30,000.00
Ending Balance-Operations Account	\$ 676,978.63

Cash Available for General Operations	\$ 284,440.51
Cash Restricted, Committed or Assigned	\$ 392,538.12
Total	\$ 676,978.63

Cost-Share Savings Account	\$ 32,652.00
Deposit	\$ -
Expense	\$ -
Ending Balance	\$ 32,652.00
T&A FY 18	\$ 2,176.80
C-S FY18 Available	\$ 2,837.20
C-S FY18 Encumbered	\$ 5,870.00
T&A FY 19	\$ 2,176.80
C-S FY19	\$ 8,707.20
T&A FY20	\$ 2,176.80
C-S FY20 Available	\$ 8,707.20
Ending Balance	\$ 32,652.00

Cash Available for General Operations	\$ -
Cash Restricted, Committed or Assigned	\$ 32,652.00
Total	\$ 32,652.00

Buffer Cost-Share	\$ 6,128.00
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2014 MN Flood Relief Grant Phase 2

Available T&A	\$ 2,701.46
Available Cost-Share Flood Relief Phase 2	\$ -
Encumbered Flood Relief	\$ -
Total	\$ 2,701.46

2014 MN Flood Relief Grant Phase 3b

Available Flood 3b	\$ 1,860.45
Encumbered Flood 3b	\$ -
Available T&A	\$ -
	\$ 1,860.45

Flood Recovery Phase 4

Available Flood 4	\$ 2,003.75
Encumbered Flood 4	\$ -
Available T&A	\$ 4,129.87
Total	\$ 6,133.62

Total Amount	\$ 726,454.16
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**Murray Soil and Water Conservation District
Expenses by Vendor Detail
December 13, 2019 through January 9, 2020**

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
Darrell Hungerford								
Bill	01/01/2020		Rent	Building & Facility R...		Accounts Paya...	1,151.04	1,151.04
Bill	01/09/2020		2020 Office S...	Building & Facility R...		Accounts Paya...	1,500.00	2,651.04
Total Darrell Hungerford							2,651.04	2,651.04
David F. Jungas								
Bill	01/09/2020		Title Ins-Dale ...	RIM Reimbursable		Accounts Paya...	480.00	480.00
Bill	01/09/2020		Gloretta Berg...	RIM Reimbursable		Accounts Paya...	525.00	1,005.00
Bill	01/09/2020		Gloretta Berg...	RIM Reimbursable		Accounts Paya...	136.00	1,141.00
Total David F. Jungas							1,141.00	1,141.00
DVS								
Bill	01/09/2020		2020 tabs 20...	Dues, DSL, Misc		Accounts Paya...	57.75	57.75
Total DVS							57.75	57.75
Intuit Quickbooks								
Check	12/30/2019	Auto	2020 payroll fee	Dues, DSL, Misc		District Checking	506.59	506.59
Total Intuit Quickbooks							506.59	506.59
Khimaira								
Bill	01/09/2020		2020 Website	Dues, DSL, Misc		Accounts Paya...	165.00	165.00
Total Khimaira							165.00	165.00
Livewire Printing Company								
Bill	12/31/2019		Printing 2019 ...	Promotion, Education		Accounts Paya...	485.99	485.99
Total Livewire Printing Company							485.99	485.99
MACDE								
Bill	01/09/2020		MACDE 2020...	Promotion, Education		Accounts Paya...	75.00	75.00
Bill	01/09/2020	75.00	2020 MACDE...	Dues, DSL, Misc		Accounts Paya...	75.00	150.00
Total MACDE							150.00	150.00
Marco								
Bill	01/09/2020		Coper	Repairs		Accounts Paya...	98.53	98.53
Total Marco							98.53	98.53
MASWCD								
Bill	01/09/2020		2020 MASW ...	Promotion, Education		Accounts Paya...	3,121.63	3,121.63
Total MASWCD							3,121.63	3,121.63
McDonalds								
Check	12/19/2019	DC	Craig-meal	Mileage, Hotel, Meals		District Checking	5.56	5.56
Total McDonalds							5.56	5.56
MCIT								
Bill	01/09/2020		2020 MCIT P ...	Insurance & Surety ...		Accounts Paya...	7,679.00	7,679.00
Total MCIT							7,679.00	7,679.00

Murray Soil and Water Conservation District
Expenses by Vendor Detail
 December 13, 2019 through January 9, 2020

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
Minnwest Bank Deposit	12/31/2019		Interest on sa...	Interest on Savings		District Savings	-2,600.40	-2,600.40
Total Minnwest Bank							-2,600.40	-2,600.40
Murray County Auditor/Treasurer Bill	12/26/2019		IT services 20...	Supplies-Office		Accounts Paya...	700.76	700.76
Total Murray County Auditor/Treasurer							700.76	700.76
Murray County Recorder Bill	12/13/2019		Crowley-NOFR	RIM Reimburseable		Accounts Paya...	46.00	46.00
Total Murray County Recorder							46.00	46.00
Pheasants Forever, Inc Bill	01/09/2020		Farm Bill Biol...	Farm Bill Assistance...		Accounts Paya...	7,312.00	7,312.00
Total Pheasants Forever, Inc							7,312.00	7,312.00
Staples Check	12/30/2019	DC	green paper, ...	Supplies-Office		District Checking	25.78	25.78
Check	12/30/2019	DC	storage boxes	Supplies-Office		District Checking	25.14	50.92
Check	12/31/2019	DC	paper, tape	Supplies-Office		District Checking	25.88	76.80
Total Staples							76.80	76.80
Sun Life Financial Bill	01/02/2020		vision ins	Life Ins, STD, LTD ...		Accounts Paya...	35.04	35.04
Total Sun Life Financial							35.04	35.04
SWMASWCD Bill	01/09/2020		SWMASWCD...	Dues, DSL, Misc		Accounts Paya...	400.00	400.00
Total SWMASWCD							400.00	400.00
SWPTSA-V Bill	01/02/2020		2020 TSA loc...	TSA-Local Share		Accounts Paya...	3,400.00	3,400.00
Total SWPTSA-V							3,400.00	3,400.00
US Post Office Check	12/30/2019	8604	stamps for ne...	Postage		District Checking	499.80	499.80
Total US Post Office							499.80	499.80
Vast Broadband Bill	01/06/2020		vast-dsl	Dues, DSL, Misc		Accounts Paya...	67.43	67.43
Total Vast Broadband							67.43	67.43
TOTAL							25,999.52	25,999.52