

# SOIL AND WATER CONSERVATION DISTRICTS

"Helping People Help the Land"



## Murray SWCD

2740 22<sup>nd</sup> St. Suite 3  
Slayton, MN 56172  
Phone: 507-836-6990 EXT 3  
murrayswcd.org

### Supervisors

*Chair*  
**Shannon Cohrs**  
District III  
(507) 380-0997

*Vice Chair*  
**Mona Henkels**  
District IV  
(507) 360-6348

*Secretary*  
**Paul Posthuma**  
District I  
(507) 879-3102

*Treasurer*  
**Karen Hurd**  
District V

*PR & I*  
**Gary Brinks**  
District II  
(507) 763-3775

### Staff

*District Administrator*  
**Shelly Lewis**

*Program Manager*  
**Craig Christensen**

*District Technician*  
**Travis Radke**

### Members Present:

Shannon Cohrs- Chairman  
Mona Henkels-Vice Chairman  
Paul Posthuma-Secretary  
Karen Hurd-Treasurer  
Gary Brinks-P.R.&I.

### Others Present:

Shelly Lewis-District Administrator  
Craig Christensen-Program Manager  
Brian Christiansen-DC

The meeting was called to order at 1:35 p.m.

**Additions to Agenda:** The chairman asked if there were any additions to the agenda. The following items will be added to the agenda: meeting with the consultant and annual report in the news paper.

**Minutes of February 9, 2017:** A motion was made by Brinks seconded by Henkels to approve the February 9, 2017 Minutes.

Affirmative-Unanimous  
Opposed-None  
Motion carried.

**Minutes of February 17, 2017:** A motion was made by Henkels seconded by Brinks to approve the February 17, 2017 minutes.

Affirmative-Unanimous  
Opposed-None  
Motion carried.

The monthly Statement of Treasurer was read and filed for audit.

**Salaries:** A motion by Posthuma seconded by Henkels to approve Supervisor's vouchers and Murray SWCD salaries for February 2017.

Affirmative-Unanimous

Opposed-None

Motion carried.

**DC Report:**

**ENGINEERING:** Allisa may assist Pipestone County with a big basin project.

**EQIP:** There are 27 applications to date. The NRCS has an unofficial pre-approved list. There could be around 14 applications funded. They are waiting for the official pre-approved list before the producers are notified.

**1026/spot-checks:**

**Conservation Stewardship Program (CSP):** There are 51 2017 CSP applications. The 2018 renewal will start sometime this summer. There are around 22 renewals.

**CRP:**

**Civil Rights:** The annual Civil Rights were reviewed and signed by the partners.

**Client Gateway:** The sign-up for Client Gateway is strongly encouraged.

**EEO/civil rights:** Women's History Month

**District Technician:** The Murray Soil and Water Conservation District has hired Travis Radke as the new District Technician.

**Murray SWCD Mission Statement:** The Board reviewed different mission statements for the District. A motion was made by Brinks seconded by Hurd to add a vision statement: Helping People Help the Land and change the Murray SWCD Mission Statement to: The mission of the Murray Soil and Water Conservation District is to protect, enhance and conserve the natural resources of Murray County.

Affirmative-Unanimous

Opposed-None

Motion carried.

**MN Ag Quality Certification Program:** A motion was made by Henkels seconded by Posthuma to approve the MN Ag Quality Certification Program Contract and payment authorization for Glen Hart.

Affirmative-Unanimous

Opposed-None

Motion carried.

**Bids for Ranger:** The Board reviewed the bids for a new Ranger which will be bought with the District Capacity Grant. A motion was made by Brinks seconded by Henkels to purchase the Ranger from Action Sports in Marshall unless Jackson or Brookings sports is cheaper or there is a 2016 holdover.

Affirmative-Unanimous

Opposed-None

Motion carried.

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**Bids for Drill:** The Board reviewed bids for a new Drill which will be purchased with the District Capacity Grant. A motion was made by Hurd seconded by Posthuma to purchase the Great Plains Drill from Luverne J-Cox for \$40,000.

Affirmative-Unanimous

Opposed-None

Motion carried.

**2017 Environmental Fair:** A motion was made by Brinks seconded by Hurd to donate \$500.00 to the 2017 Environmental Fair which will be held in Marshall, MN.

Affirmative-Unanimous

Opposed-None

Motion carried.

**RCRCA Soil Health Workshop:** A motion was made by Posthuma seconded by Henkels to donate \$200.00 to RCRCA for the Soil Health Workshop.

Affirmative-Unanimous

Opposed-None

Motion carried.

A motion was made by Brinks seconded by Henkels to approve attendance at the Soil Health Workshop at the Marshall Gold Club on Wednesday, March 29, 2017.

Affirmative-Unanimous

Opposed-None

Motion carried.

**Long Lake Conservation Camp:** The Board discussed the Long Lake Conservation Camp. The Murray SWCD has an account to fund students to attend the camp. Lewis will put an ad in the paper for the camp and distribute material to Extension for the 4-H students.

**WCA Training:** A motion was made by Brinks seconded by Hurd to send Radke to the 5-day Wetland Conservation Act (WCA) training.

Affirmative-Unanimous

Opposed-None

Motion carried.

**Agricultural Water Quality Workshop:** A motion was made by Henkels seconded by Brinks to approve attendance at the Agricultural Water Quality Workshop in Willmar on March 27, 2017.

Affirmative-Unanimous

Opposed-None

Motion carried.

**County Commissioner Meeting:** Lewis informed the Board that Henkels, Christensen, and Lewis will be attending the County Commissioners meeting on Tuesday, March 18, 2017 at 9:30 a.m.

**Annual Report for Newspaper:** A motion was made by Hurd seconded by Posthuma to purchase ½ page in the newspaper for the 2016 Murray Soil and Water Conservation District Annual Report.

Affirmative-Unanimous

Opposed-None Motion carried.

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**Bills:** A motion by Henkels seconded by Brinks to pay 17 Murray SWCD bills for \$10,115.67 for March and 10 Murray SWCD bills for \$5,233.31 from February.

Affirmative-Unanimous

Opposed-None

Motion carried.

The Chairman adjourned the meeting at 3:00 p.m.

**Next Meeting:** April 13, 2017.

*Paul Posthuma*

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Approved by Paul Posthuma, Secretary of District Supervisors

*5/18/17*

Date

March-17

Murray SWCD  
Treasurer Report

Operations Account

Beginning Balance	\$ 105,078.16	
Deposits	\$ 71,883.51	
Expense	\$ 150,398.46	Txf Capacity Grant
<b>Ending Balance</b>	<b>\$ 26,563.21</b>	
Petty Cash	\$ 25.00	
District Savings Account	\$ 82,145.36	
Beaver Creek CWP Account	\$ 2,000.00	
Vehicle Reserve Account	\$ 16,325.34	
Drill Reserve Account	\$ 10,574.45	
Equipment Account	\$ 8,684.95	
Tree Reserve/Cost Share Account	\$ 19,203.15	
Building Reserve Account	\$ 4,496.89	
Special Projects/Training Account	\$ 4,809.47	
Conserving Use Acres Account	\$ 12,780.00	
Long Lake Camp Account	\$ 2,825.00	
Blind Intake Account	\$ 4,046.81	
Blind Intake Encumbered	\$ 4,000.00	
<b>Grants:</b>		
Easement Implementation Grant	\$ 12,000.00	
Easement Delivery Grant FY17	\$ 6,243.00	
FY2016 Capacity Grant	\$ 53,329.39	
FY2017 Capacity Grant	\$ 100,000.00	
Conservation Delivery Grant FY17	\$ 18,235.00	
Buffer Account	\$ 30,000.00	
<b>Ending Balance-Operations Account</b>	<b>\$ 418,287.02</b>	

Cash Available for General Operations	\$ 108,733.57
Cash Restricted, Committed or Assigned	\$ 309,553.45
<b>Total</b>	<b>\$ 418,287.02</b>

<b>Cost-Share Savings Account</b>	\$ 21,768.00
Deposit	\$ -
Expense	\$ -
<b>Ending Balance</b>	<b>\$ 21,768.00</b>
Encumbered C-S FY16	\$ 8,707.20
Encumbered T&A FY16	\$ 2,176.80
Encumbered C-S FY17	\$ 7,433.92
Encumbered T&A Fy17	\$ 1,858.48
Available T&A FY17	\$ 318.32
Available C-S FY17	\$ 1,273.28
<b>Ending Balance</b>	<b>\$ 21,768.00</b>

Cash Available for General Operations	\$ -
Cash Restricted, Committed or Assigned	\$ 21,768.00
<b>Total</b>	<b>\$ 21,768.00</b>

<b>2014 MN Flood Relief Grant Phase 1 (Available)</b>	\$ -
Available T&A Flood Relief Phase 1	\$ 6,275.08
Encumbered Flood Relief	\$ 22,491.00
<b>Total</b>	<b>\$ 28,766.08</b>

<b>2014 MN Flood Relief Grant Phase 2</b>	
Available T&A	\$ 19,025.66
Available Cost-Share Flood Relief Phase 2	\$ 6,771.00
Encumbered Flood Relief	\$ 39,675.50
<b>Total</b>	<b>\$ 65,472.16</b>

TOTAL

<b>2014 MN Flood Relief Grant Phase 3b</b>	
Available	\$ 63,400.00
Available T&A	\$ 15,850.00
	\$ 79,250.00

Total-All accounts	\$ 613,543.26
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Murray SWCD  
Disbursements Journal  
03/01/17 to 03/31/17

<u>Document</u>	<u>Date</u>	<u>Acct</u>	<u>Job</u>	<u>Description</u>	<u>Debits</u>	<u>Credits</u>
69	03/09/17	1000		Chk 69-Federal Tax		1,312.56
		2002		Chk 69-Federal Tax	599.50	
		2003		Chk 69-Federal Tax	288.95	
		2004		Chk 69-Federal Tax	67.58	
		2003		Chk 69-Federal Tax	288.95	
		2004		Chk 69-Federal Tax	67.58	
70	03/09/17	1000		Chk 70-State Tax		231.23
		2006		Chk 70-State Tax	231.23	
71	03/09/17	1000		Chk 71-MSRS-HCSP		40.00
		2008		Chk 71-MSRS-HCSP	40.00	
72	03/09/17	1000		Chk 72-MSRC-Def Comp		50.00
		2008		Chk 72-MSRC-Def Comp	50.00	
73	03/09/17	1000		Chk 73-PERA-SWCD		679.41
		2005		Chk 73-PERA-SWCD	679.41	
74	03/23/17	1000		Chk 74-Federal Tax		1,370.31
		2002		Chk 74-Federal Tax	548.35	
		2003		Chk 74-Federal Tax	333.08	
		2004		Chk 74-Federal Tax	77.90	
		2003		Chk 74-Federal Tax	333.08	
		2004		Chk 74-Federal Tax	77.90	
75	03/23/17	1000		Chk 75-State Tax		238.52
		2006		Chk 75-State Tax	238.52	
76	03/23/17	1000		Chk 76-MSRS-HCSP		60.00
		2008		Chk 76-MSRS-HCSP	60.00	
77	03/23/17	1000		Chk 77-MSRC-Def Comp		50.00
		2008		Chk 77-MSRC-Def Comp	50.00	
78	03/23/17	1000		Chk 78-PERA-SWCD		760.51
		2005		Chk 78-PERA-SWCD	760.51	
85	03/31/17	1000		Chk 85-Federal Tax		149.20
		2003		Chk 85-Federal Tax	60.45	
		2004		Chk 85-Federal Tax	14.15	
		2003		Chk 85-Federal Tax	60.45	
		2004		Chk 85-Federal Tax	14.15	
86	03/31/17	1000		Chk 86-PERA		45.00
		2005		Chk 86-PERA	45.00	
8030	03/03/17	1000		MASWCD		160.00
		6130		Legislative Days	160.00	
8031	03/03/17	1000		Livewire Printing Company		365.91
		6130		2017 swcd newsletter	365.91	
8032	03/06/17	1000		Sun Life Financial		23.36
		6002		Sun Life Financial	23.36	
8033	03/06/17	1000		SWMACDE		500.00
		6170		SWMACDE-EF Donation	500.00	
8034	03/09/17	1000		Reserve Account		100.00
		6140		Reserve Account-postage	100.00	
8035	03/06/17	1000		Vast Broadband		67.43
		6170		Vast Broadband-dsl	67.43	
8036	03/09/17	1000		Darrell Hungerford		1,151.04
		6050		March Rent	1,151.04	
8037	03/09/17	1000		Steve Cohrs Wellness Cent		250.00
		6170		Steve Cohrs Wellness Cent	250.00	
8038	03/09/17	1000		University of Minnesota		940.00

<u>Document</u>	<u>Date</u>	<u>Acct</u>	<u>Job</u>	<u>Description</u>	<u>Debits</u>	<u>Credits</u>
		6130		Wetland training-travis	940.00	
8039	03/09/17	1000 6170		David Anderson rent-exceuator 3hrs@65	195.00	195.00
8040	03/10/17	1000 6130		RCRCA donation-soil health	200.00	200.00
8041	03/16/17	1000 6130		University of Minnesota wetland test	60.00	60.00
8044	03/23/17	1000 6300		Marco Konica C258 Copier	5,427.73	5,427.73
8045	03/24/17	1000 6150		Marco Marco-copier	43.50	43.50
8046	03/28/17	1000 6120		Chandler Co-op Chandler Co-op-gas	123.77	123.77
8047	03/28/17	1000 6440 6440 6300		Action Sports FY17 Polaris Ranger FY16 Polaris Ranger Polaris Ranger	11,255.11 9,129.39 5,000.00	25,384.50
1000	District Checking					39,978.98
2002	Federal Withholding				1,147.85	
2003	FICA				1,364.96	
2004	Medicare				319.26	
2005	PERA				1,484.92	
2006	State Withholding				469.75	
2008	MSRS-HCSP/Def Comp				200.00	
6002	Employee Health Ins Benefit				23.36	
6050	Building & Facility Rentals				1,151.04	
6120	Other Ser-mileage,hotel,meals				123.77	
6130	Other Serv-Promotion,Education				1,725.91	
6140	Other Serv-Postage				100.00	
0	Other Serv-Repairs				43.50	
0	Other Serv-dues,dsl,misc				1,012.43	
6300	Capital Outlay				10,427.73	
6440	Capacity Grant				20,384.50	
					39,978.98	39,978.98