

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

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
Travis Radke-District Technician
Cheryl Heard-Soil Conservationist

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. Nothing was added.

Minutes of December 14, 2017: A motion was made by Posthuma seconded by Henkels to approve the Murray SWCD December 14, 2017 minutes.

Affirmative-Unanimous

Opposed-None

Motion carried.

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

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

Affirmative-Unanimous

Opposed-None

Motion carried.

DC Report: Cheryl Heard
(District Conservationist) Report
January 11, 2018

Personnel

- Kelly Heather-Pfarr is Acting DC for the next 120 days

EQIP

- 25 Active Contracts
- 1 RCPP application for FY18
- 37 applications for FY18 – which is 38 total

WRP/WRE/ACEP

- 2 WRE applications to be sent to the state office

CSP

- FY2017 payments are due Friday, February 16, 2018.
- 244 contracts

CRP

- CREP sign-up underway – Contact Megan Howell with Pheasants Forever
 - Only applications being accepted by FSA are for CREP acres
- Farm Bill capped at 24 million acres
 - No new cropland applications being accepted at this time due to the CAP
 - Will accept applications on pasture grassland acres only
 - Waiting to hear from Washington on their plan for CRP and opening up acres

WETLAND N/HEL Compliance

- Backlog of tiling requests – get your requests in early
- Several reports of potential violations –
 - Wetlands – no new tile
 - Farmed Wetland (FW) – existing drainage, can replace at same size, same depth,
 - PC/NW – Prior Converted/Not Wetland

Upcoming events

- Rock County – Winter Cover Crop Workshop
 - Thursday, January 30th 10am-2pm
 - Grand Prairie Events Center – 105 S Estey St
 - RSVP by Jan 24th Rock SWCD/LMO 507-283-8862
 - LUNCH provided by sponsor on flyer

Election of Officers for 2018: A motion was made Posthuma by seconded by Brinks to approve the following officers for 2018:

Mona Henkels-Chairman
Paul Posthuma-Vice Chairman
Gary Brinks-Secretary
Karen Hurd-Treasurer
Shannon Cohrs-PR&I
Affirmative-Unanimous
Opposed-None
Motion carried.

IRS Mileage Rate for 2018:A motion was made by Hurd seconded by Henkels to approve the 2018 IRS mileage rate for Murray SWCD at 54.4 cents per mile.

Affirmative-Unanimous
Opposed-None
Motion carried.

Committee Assignments for 2018: A motion was made by Henkels seconded by Hurd to approve the following committee assignments for 2018:

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)

Affirmative-Unanimous
Opposed-None
Motion carried.

Financial Depository for 2018: A motion was made by Brinks seconded by Posthuma to approve Minnwest Bank as the 2018 Depository for the Murray SWCD.

Affirmative-Unanimous
Opposed-None
Motion carried.

Capitalization & Depreciation: A motion was made by Henkels seconded by Brinks to set capitalization threshold at \$5,000 and use straight line depreciation.

Affirmative-Unanimous
Opposed-None
Motion carried.

Contract for Services for Financial /Coordinator/Administrative Assistant for TSA: A motion was made by Brinks seconded by Henkels to approve the contract for services for being Financial Coordinator/Administrative Assistant for the TSA.

Affirmative-Unanimous
Opposed-None
Motion carried.

Contract with SWPTSA for housing Engineering Technician & Shared Technician: A motion was made by Hurd seconded by Posthuma to approve the contract for services between the SWPTSA and Murray SWCD to be host district for the TSA shared technician and senior technician.

Affirmative-Unanimous
Opposed-None
Motion carried.

File Intakes: A motion was made by Brinks seconded by Hurd to approve payment to Dennis Swan for alternative rock intakes in the amount of \$400.00.

Affirmative-Unanimous
Opposed-None
Motion carried.

A motion was made by Posthuma seconded by Hurd to approve application from Dennis Swan for 2 additional alternative rock intakes.

Affirmative-Unanimous
Opposed-None
Motion carried.

Computers: The Board discussed new computers for the employees. The Murray SWCD current computers were purchased in 2013. Lewis will get a quote and bring to the next meeting for further discussion.

Dues: A motion was made by Hurd seconded by Brinks to approve the following dues for 2018:

SWMASWCD-\$400.00

MASWCD-\$2,812.99

SWPTSA-\$3,400.00

Affirmative-Unanimous
Opposed-None
Motion carried.

Mn Ag Water Quality Certification Program: A motion was made by Posthuma seconded by Henkels to approve the Mn Ag Water Quality Certification Program contract & payment authorization for Carl Pilegaard.

Affirmative-Unanimous
Opposed-None
Motion carried.

State Cost-Share: A motion was made by Brinks seconded by Henkels to approve payment to:
Lais Farms, Inc #16-01 2-waterways FY16 C-S (8,707.20) & FY17 C-S(6,795.48)

Total \$15,502.68
Technical-SWPTSA
Affirmative-Unanimous
Opposed-None
Motion carried.

A motion was made by Posthuma seconded by Brinks to approve payment to:

Donald Van Iperen #17-01 Sediment Basins FY17 C-S \$1,273.28
Technical-Allisa Wendland (SCT-NRCS).

Affirmative-Unanimous
Opposed-None
Motion carried.

Conserving Use Acres: A motion was made by Posthuma seconded by Hurd to approve payment to Jeff Lais for 10 conserving use acres at \$12.00/acre for a total of \$1,200.00.

Affirmative-Unanimous
Opposed-None
Motion carried.

COLA: A motion was made by Hurd seconded by Brinks to approve a 2% cost of living raise (COLA) for the staff for 2018.

Affirmative-Unanimous
Opposed-None Motion carried.

Bills: A motion by Hurd seconded by Posthuma to pay Murray SWCD bills for January in the amount of \$14,990.08 (see attachment).

Affirmative-Unanimous
Opposed-None
Motion carried

The Chairman adjourned the meeting at 2:50 p.m.

Murray SWCD Minutes January 11 | 2018

Next Meeting: February 8, 2018.

Gary S Brinks

2-8-18

Approved by Gary Brinks, Secretary of District Supervisors

Date

Murray Soil and Water Conservation District
Expenses by Vendor Detail
 January 1 - 11, 2018

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
Amazon Check	01/08/2018	DC	Surface Do...	Supplies-Office		District Chec...	152.82	152.82
Total Amazon							152.82	152.82
Applebee's Check	01/10/2018	DC	meal-TSA ...	Mileage, Hotel, M...		District Chec...	19.81	19.81
Total Applebee's							19.81	19.81
Chandler Co-op Bill	01/11/2018		gas	Mileage, Hotel, M...		Accounts Pa...	122.27	122.27
Total Chandler Co-op							122.27	122.27
DVS Check	01/11/2018	8259	Vehicle Ren...	Dues, DSL, Misc		District Chec...	48.00	48.00
Total DVS							48.00	48.00
Khimaira Check	01/11/2018	8256	2018 Websi...	Dues, DSL, Misc		District Chec...	165.00	165.00
Total Khimaira							165.00	165.00
Lais Farms, Inc. Bill	01/11/2018		Conserving ...	Dues, DSL, Misc		Accounts Pa...	1,200.00	1,200.00
Total Lais Farms, Inc.							1,200.00	1,200.00
Livewire Printing Company Check	01/11/2018	8254	newsletter	Promotion, Educ...		District Chec...	503.12	503.12
Total Livewire Printing Company							503.12	503.12
MASWCD Check	01/11/2018	8258	2018 MAS...	Dues, DSL, Misc		District Chec...	2,812.99	2,812.99
Total MASWCD							2,812.99	2,812.99
McDonalds Check	01/10/2018	DC	meal-1W1P	Mileage, Hotel, M...		District Chec...	5.55	5.55
Total McDonalds							5.55	5.55
MCIT Check	01/11/2018	8257	MCIT-WC-2...	Insurance & Sure...		District Chec...	1,866.00	1,866.00
Check	01/11/2018	8257	MCIT-2018	Insurance & Sure...		District Chec...	4,053.00	5,919.00
Total MCIT							5,919.00	5,919.00

Murray Soil and Water Conservation District Expenses by Vendor Detail January 1 - 11, 2018

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
Murray County Auditor/Treasurer Bill	01/11/2018		USB flash d...	Supplies-Office		Accounts Pa...	68.67	68.67
Total Murray County Auditor/Treasurer							68.67	68.67
Prairie Pride Cooperative Bill	01/11/2018		Diesel	Mileage, Hotel, M...		Accounts Pa...	68.69	68.69
Total Prairie Pride Cooperative							68.69	68.69
QuickBooks Payroll Service Liability Check	01/08/2018		Enrollment ...	Payroll Expenses		District Chec...	0.72	0.72
Liability Check	01/08/2018		Enrollment ...	Payroll Expenses		District Chec...	0.97	1.69
Total QuickBooks Payroll Service							1.69	1.69
Sun Life Financial Check	01/08/2018	8252	Vision	Employee Health ...		District Chec...	35.04	35.04
Total Sun Life Financial							35.04	35.04
SWMASWCD Check	01/11/2018	8251	2018 SWM...	Dues, DSL, Misc		District Chec...	400.00	400.00
Total SWMASWCD							400.00	400.00
SWPTSA Check	01/11/2018	8255	2018 Local ...	Dues, DSL, Misc		District Chec...	3,400.00	3,400.00
Total SWPTSA							3,400.00	3,400.00
Vast Broadband Check	01/11/2018	8253	DSL	Dues, DSL, Misc		District Chec...	67.43	67.43
Total Vast Broadband							67.43	67.43
TOTAL							14,990.08	14,990.08