

Minutes of the Regular Meeting of the Woodbury County
Soil & Water Conservation District
November 21, 2017
Woodbury County SWCD Conference Room, 204 First Street, Sgt. Bluff, Iowa

Chairman, Kelly Ingenthron called the regular meeting of the Woodbury County Soil and Water Conservation District to order at 8:28 am in the USDA Service Center Conference Room. Those present were:

Commissioners

Jason Yockey
Charlie Bromander
Kelly Ingenthron
Lane Tabke
Gary Walters

Staff and Others

Christine Evans, District Conservationist
Kathy Miller, Conservation Assistant
*Tim Brosnan, Soil Conservationist
**Melissa Campbell, City of Sioux City
***Tony Toigo, Division of Soil Conservation & Water Quality
Derek Namanny, Urban Conservationist (by phone)

Ingenthron appointed Miller recorder of the meeting.

(17-134) Motion made by Bromander, second by Walters to adopt the agenda as amended. Carried unanimously.

(17-135) Motion by Yockey, second by Bromander to approve the October 17, 2017 minutes. Carried unanimously.

(17-136) Motion by Walters, second by Bromander to approve the August Treasurer's Report. Carried unanimously.

(17-137) Motion by Walters, second by Bromander to approve the September Treasurer's Report. Carried unanimously.

(17-138) Motion by Walters, second by Yockey to approve the October Treasurer's Report. Carried unanimously.

Melissa Campbell – City of Sioux City Environmental Services Analyst discussed an urban conservation practice they are applying for with the Iowa Department of Agriculture and Land Stewardship under the Water Quality Initiative Urban Conservation projects. They would like a letter of support from the district to submit with the application. Derek Namanny – Urban Conservationist was available by phone to help answer questions regarding the project and application.

**Campbell left at this time.

Neil Stockfleth and Jason Yockey attended the 2017 REAP Assembly on Wednesday, October 25, 2017 in Correctionville. Discussion was concerning the funding needs. It was noted this was one of the better attended meetings.

(17-139) Motion by Yockey, second by Bromander to approve payment of the following bills. Carried unanimously.

Pioneer Bank – Little Sioux

EFT	Treasurer, State of Iowa	3 rd quarter Withholding	\$299.00
EFT	Iowa Workforce Development	3 rd quarter Withholding	\$7.66

EFT	Ethan Byers	Payroll	\$960.33
EFT	Direct Deposit Fee	Payroll expense	\$1.00
EFT	IRS	Monthly Withholding, Sept.	603.95
EFT	Ethan Byers	Payroll	\$993.65
EFT	Direct Deposit Fee	Payroll expense	\$1.00
EFT	Ethan Byers	Payroll	\$684.66
EFT	Direct Deposit Fee	Payroll expense	\$1.00
EFT	IRS	Monthly Withholding, Oct.	\$612.57
EFT	IPERS	October Contribution	\$388.81
1909	Ryan Publishing	Help wanted ad	\$20.40
1910	Sergeant Bluff Advocate	Help wanted ad	\$12.00
1911	The Record	Help wanted ad	\$31.50
1912	Danbury Review	Help wanted ad	\$3.50
1913	Avenue Bookkeeping	Payroll expense	\$100.00
1914	Bomgaars	Supplies	\$78.96

Pioneer Bank – District Revolving

EFT	Treasurer, State of Iowa	3 rd quarter Withholding	\$229.00
EFT	Iowa Workforce Development	3 rd quarter Withholding	\$5.69
EFT	Sheila Cox	Payroll	\$1,011.01
EFT	Direct Deposit Fee	Payroll expense	\$1.00
2191	NACD	Dues	\$300.00
EFT	IRS	Monthly Withholding, Sept.	\$387.13
EFT	Treasurer, State of Iowa	Duplicate charge, correct 4 th Qtr	\$229.00
EFT	IPERS	October Contribution	\$256.68
EFT	Sheila Cox	Payroll	\$736.67
EFT	Direct Deposit Fee	Payroll expense	\$1.00
EFT	IRS	Monthly Contribution, Oct.	\$341.71
EFT	Sheila Cox	Payroll	\$1,011.01
EFT	Direct Deposit Fee	Payroll expense	\$1.00
2192	Avenue Bookkeeping	Payroll services	\$100.00
2193	IDALS – Entomology & Plant	Nursery dealer certificate	\$25.00
2194	Woodbury SWCD	Petty cash	\$50.00

1M Balance \$ 837.30

(17-140) Motion by Tabke second by Walters to approve the following Water Quality Initiative – Statewide certification. Carried unanimously.

<u>Number</u>	<u>Name</u>	<u>Project</u>	<u>Incentive Payment</u>
#65404	Charles Hoelker	121.1 Ac Cover Crop	\$3,027.50
#64893	Matthew Jay Topf	115.34 Ac Cover Crops	\$1,730.10
#61779	Larry Westphalen	37.0 Ac Cover Crops	\$925.00

***Toigo arrived at this time.

Annual Plan of Work

Reviewed items contained in the Annual Plan of Work for the months of November, December, & January.

The presentation for the Watershed Technician position will take place at the Woodbury County Board of Supervisor’s meeting on Tuesday, December 19th. Christine Evans and Brian Meyers will do the presentation. Commissioner’s were invited to attend as well.

The Annual Audit of Funds will be done in January by Bromander and Tabke.

Tony Toigo with the Division of Soil Conservation and Water Quality was present to discuss SRF State Revolving Fund (Low-Interest Loans for Soil Erosion and Manure Management Practices). Noted these loans are available for virtually all practices eligible for State Cost Share, REAP, and EQIP.

New Business

Poster contest will be done for the 3rd grade classes with monetary prizes and ribbons awarded.

Reviewed the benefits package for the Watershed Technician position – made changes. Miller will present a copy of the 2018 benefits at the December meeting with changes for approval.

(17-141) Motion by Walters, second by Bromander to approve the following EQIP. Carried unanimously.

<u>Name</u>	<u>Reason</u>
Kyle R Knaack	EQIP - New

(17-142) Motion by Walters, second by Bromander to approve the following CSP. Carried unanimously.

<u>Name</u>	<u>Reason</u>
Shane Susie	CSP- New

(17-143) Motion by Walters, second by Bromander to approve the following Conservation Plans. Tabke abstained. Carried unanimously.

<u>Name</u>	<u>Reason</u>
Lane Tabke	Conservation Plan update

*Brosnan arrived at this time.

NRCS Report

Evans gave an update on the status of the various programs staff is working on at this time. She stated IDALS has requested a survey be completed by 12/31/2017 for PL566/534 structures in our district. Evans will distribute once completed to the commissioner's by email for them to review before submitting requesting any changes they feel need to be made.

Watershed Report

Brosnan reported that he is fielding the calls that are received regarding watershed structures until we have this position filled. He is keeping a log to track any assistance requests or concerns. It was reported that there have not been many calls this past month.

Meetings and Upcoming Events

The next commissioner meeting will be at 8:30 AM, Tuesday, December 12, 2017 at the office in Sergeant Bluff.

(17-144) Motion by Bromander, second by Yockey to adjourn the meeting at 10:56 AM. Carried unanimously.

Date Approved 12-12-17


 Kelly Ingenthron, Chairperson


 Kathy Miller, Conservation Assistant