

**BROOKINGS CONSERVATION DISTRICT BOARD OF SUPERVISORS**  
**MINUTES OF MEETING**  
**TUESDAY, JULY 12, 2016 AT 8:15 AM**                      **CONFERENCE ROOM**

**MEMBERS PRESENT:** Darrell DeBoer, Joel Koch, Jerry Oines, Rick Kerr, John Heylens

**ABSENT:** Mark Stime, Kirk Steege, Chuck Zink - Advisor

**OTHERS PRESENT:** Joan Kreitlow, Jon Finnegan, Tabithia Scott – NRCS District Conservationist, Ron Burmood – SD Public Assurance Alliance, Ryan Forbes – NRCD FSO, Phil and Todd Trooien

Chairman, Joel Koch called the meeting to order at 8:26 am.

Darrell DeBoer moved to approve the agenda, second by Jerry Oines. Motion carried.

Minutes of the June 6, 2016 meeting were sent to the supervisors prior to the meeting. Darrell DeBoer moved to approve the minutes with a couple spelling corrections, second by Jerry Oines. Motion carried.

**TREASURER'S REPORT:**

General Fund Balance (6/30/16)	\$ 41,869.95	
Funds to be deposited	\$ 19,670.05	
Money Market II	\$ 15,336.45	
Big Sioux Water Festival	\$ 13,490.51	
Accounts Receivable (as of 7/11/16)	\$ 77,230.65	
<u>Accounts Payable</u>		
Big Sioux River WS RAM contract payment (\$576/yr. thru 12/31/2019)		\$ 2,304.00
Schuneman's – JD 1590 No-Till Drill Purchase (5 pmts - \$4,772.62/yr. beginning 7/10/15)		\$14,317.86
Pfeifer's – Great Plains Drill – (5 pmts - \$7,208.86/year)		\$24,500.00

John Heylens moved to accept the treasurer's report, second by Joel Koch. Motion carried.

**RECEIPTS & DISBURSEMENTS AND BILLS PRESENTED FOR PAYMENT- (SEE ATTACHED)**

Darrell DeBoer moved, second by John Heylens, moved to approve the receipts and disbursements and the bills presented for payment. Motion carried.

**REPORT ON DISTRICT SERVICES & CORRESPONDENCE**

Joan Kreitlow, Office Manager and Jon Finnegan – Conservation Resource Specialist

- **2016 District Services:** Tree Planting – 58.1 acres; Tree Fabric – 259,172 LF (49 mi); Grass Seeding –1,075.7 acres completed.
- **Equipment –**
  - Enclosed trailer – no price quotes on a new trailer at this time – tabled to August meeting
  - One of the lease tractors has been returned to Farmer's Implement
- **Building/Tree Cooler:** tree cooler has been shut down for the season and cleaned out
- **Public Relations –** Darrell DeBoer discussed hiring Dalton Mogck and Molly Koch to take pictures of conservation practices around the county featuring area farmers. Jerry Oines moved, second by Darrell DeBoer to pursue this and have Molly Koch purchase a new camera for the District. Motion carried.
- **NACD Dues –** Darrell DeBoer moved, second by Joel Koch to contribute \$775 for 2015 NACD dues. Motion carried.

**EMPLOYEE/SUPERVISOR REPORT ON MEETINGS ATTENDED:**

**6/13/16 – Vermillion/Big Sioux Area Meeting –** Salem – Darrell DeBoer and Tabithia Scott attended the meeting. Packets of information were distributed to the board.

**6/14/16 – Ag Women's Day – 1<sup>st</sup> Lutheran Church Activity Center –** Brookings – Tabithia Scott reported on the event.

**6/21/16 – Research Farm Tour and Customer Focus Group Meeting –** Jerry Oines reported on the tour and the CFG meeting.

**INSURANCE POLICY REVIEW –** SD Public Assurance Alliance – Ron Burmood reviewed the BCCD's current liability insurance policy.

**EROSION COMPLAINT #2**– Tabithia Scott, DC along with Darrell DeBoer and John Heylens did an on-site visit on 6/7/16 on the erosion complaint in the E1/2 of section 35-112-48. After viewing photos from the visit and discussion of their findings, John Heylens moved, second by Darrell DeBoer, to send a letter to the parties involved stating after review of the alleged complaint and on-site visit, the board found insufficient evidence of any substantial erosion. No further action will be taken. Motion carried.

**Erosion Complaint #1** – (NE ¼ 12-112-48) - The board, along with Ryan Forbes and Tabithia Scott (NRCS) met with Phil and Todd Trooien to review conservation alternatives. The Trooiens agreed to install a grassed waterway and a buffer strip. NRCS will draw up the plan of operations. A letter will be sent to the complainants and the conservation plan agreed upon. The board will also look at scheduling a meeting with the other party to discuss options to address their erosion issues.

**NRCS OFFICE REPORT** – Tabithia Scott, District Conservationist, reported on NRCS activities (see attached).

**CONSERVATION PLANS**– No plans presented.

**PERSONNEL/POLICY MANUAL UPDATE** – Teree Nesvold, Brookings Co. State’s Attorney’s office is currently working on the changes to the personnel manual and will have it completed in the next couple days. The revised manual will be sent to the supervisors for review. John suggested the board meet prior to the August meeting to discuss and finalize.

**EXECUTIVE SESSION** – none

**UPCOMING MEETINGS/EVENTS:**

July 18, 2016 – Conservation Commission Teleconference – 1:00-2:00 pm

July 25, 2016 – Vermillion/Big Sioux Area Employees Meeting – 10:00 am – Hartford, SD

Sep 13, 2016 – Land Judging School

Sep 25-27, 2016 – SDACD Convention – Deadwood, SD

**NEXT SCHEDULED BOARD MEETING: Wednesday, August 3, 2016 at 8:15 AM**

Being no further business to come before the meeting, Chairman Koch declared the meeting adjourned at 11:45 am.

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Joan Crooks, Recording Secretary