

BROOKINGS CONSERVATION DISTRICT BOARD OF SUPERVISORS
MINUTES OF MEETING
WEDNESDAY, JANUARY 4, 2017 AT 1:15 PM **CONFERENCE ROOM**

MEMBERS PRESENT: Darrell DeBoer, Joel Koch, Jerry Oines, Rick Kerr, John Heylens, Mark Stime – Advisor; Kirk Steege - Advisor

ABSENT: Chuck Zink - Advisor

OTHERS PRESENT: Joan Kreitlow, Jon Finnegan, Tabithia Scott – NRCS District Conservationist, Meagan Norman – NRCS Soil Conservationist

Chairman Koch called the meeting to order at 1:17 pm

Jerry Oines moved to approve the agenda, second by Rick Kerr. Motion carried.

Minutes of the December 7, 2016 meeting were sent to the supervisors prior to the meeting. Darrell DeBoer moved to approve the minutes, second by Jerry Oines. Motion carried.

TREASURER'S REPORT:

General Fund Balance (12/31/16)	\$ 17,062.61
Money Market II	\$ 65,447.44
Big Sioux Water Festival	\$ 8,068.65
Accounts Receivable (as of 1/4/17)	\$ 50.00

Accounts Payable

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)	<u>\$ 16,146.79</u>
Total Accounts Payable	\$ 30,464.65

Copies of the FY2016 Balance Sheet and Profit/Loss reports were distributed to the supervisors. Joan will take the BCCD financial records to Robb Rykhus Financial Services for the annual financial review.

Darrell DeBoer moved to accept the treasurer's report, second by Rick Kerr. Motion carried.

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

John Heylens moved, second by Jerry Oines, to approve the receipts and disbursements and the bills presented for payment including the Outlaw Graphics bill for signs made for conservation award winners - \$105.00. Motion carried.

REPORT ON DISTRICT SERVICES & CORRESPONDENCE

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

- **Equipment/Repairs & Maintenance:** All equipment has been stored for the winter.
- **2017 Tractor Leases:** 2 tractors will be available for lease this spring. Rick Kerr will check with other implement dealers to try to find one more lease tractor.
- **2017 Trees/Fabric:** Currently have 18.8 acres of tree plantings and 52,640 LF Tree Fabric (10 miles). Jon is currently working on several acres of tree plans. Jon reported fabric has been ordered.
- **Building:** Jerry and Jon have been checking in at the District building. Heat and water lines are ok.
- **Eastern Red cedar Replacements:** Towner Nursery will replace, at no cost, 1,450 Eastern Red Cedar planted last spring.
- **2017 Brookings County Budget:** Joan sent in the request for the approved FY2017 budget funds of \$25,000.

EMPLOYEE/SUPERVISOR REPORT ON MEETINGS ATTENDED:

12/14/16 – SDACD Board of Directors meeting –VTC Brookings FSO – Some items discussed were changes to the locally led process to be held on a 3 year rotational basis. Vermillion-Big Sioux Area will hold their locally led meeting in 2019. Training would be held in November before the local meetings. The revised Supervisor Orientation Manual is now on-line. Reviewed changes to supervisor election law effective 7/1/17.

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

CONSERVATION PLANS– Joel moved, second by Rick Kerr, to sign the 10 Conservation Stewardship Program (CSP) contract renewals. Motion Carried.

ELECTION OF OFFICERS – Darrell DeBoer moved, second by John Heylens, to keep the same slate of officers. Motion passed by majority vote, 4-1.

APPOINTMENT OF DISTRICT ADVISORS – Rick Kerr moved, second by John Heylens to re-appoint Kirk Steege, Mark Stime and Chuck Zink as District Advisors. Motion carried.

REVIEW ANNUAL PLAN OF WORK – The Annual Plan of Work was reviewed and corrections and changes made. Jerry Oines moved to approve the amendments to the 2017 Annual Plan of Work, second by Joel Koch. Motion carried.

COMMITTEE APPOINTMENTS – Changes were made to the 2017 BCCD Standing Committees. Darrell DeBoer moved, second by Joel Koch to approve the changes to the standing committees. Motion carried.

PER DIEM/MILEAGE RATES – Current rates are as follows: \$0.42/mile, \$50/half day, \$100/full day. Darrell DeBoer moved, second by Rick Kerr to keep the rates the same for 2017. Motion carried.

FY2016 FINANCIAL REVIEW – FY2016 financial records are at Rykhus Financial Services for review.

E. SD SOIL AND WATER RESEARCH FARM INC. DIRECTOR NOMINATION – Darrell DeBoer moved, second by Rick Kerr to appoint Jerry Oines to serve as Director to the E. SD Soil and Water Research Farm, Inc. Board. Motion carried.

37TH ANNUAL BROOKINGS AREA CROP CLINIC – Friday, February 3, 2017 – First Lutheran Church Activity Center – 9:00 am to 12:00 pm and 1:00 pm to 4:00 pm. BCCD will again help sponsor the noon meal.

SDACDE LEADERSHIP CONFERENCE – March 1-2, 2017 – Ramkota in Pierre, SD – Registration deadline is February 15, 2017. Joan has reserved a few rooms at the Ramkota for the conference. Big Sioux Nursery will be on the agenda the morning of March 2. The agenda is being finalized and sent out soon.

SDSU CAMPUS AG DAY SPONSORSHIP – The event is scheduled for March 21, 2017. Jerry Oines moved, second by Joel Koch to send in a \$100 sponsorship. Motion carried.

UPCOMING MEETINGS/EVENTS:

Jan 18, 2017 (tentative) – Customer Focus Group meeting – USDA – ARS NCARL

Feb 3, 2017 - 37th Annual Brookings Area Crop Clinic– First Lutheran Church Activity Center – 9:00 am to 12:00 pm and 1:00 pm to 4:00 pm

Mar 1-2, 2017 – SDACDE Leadership Conference – Ramkota, Pierre, SD

Mar 15, 2017 – E. SD Soil and Water Research Farm Annual Meeting – Noon Meal, 1:00 pm Business Meeting

Mar 21, 2017 – SDSU Campus Ag Day

June 2017 – Northern Plains Region Mtg. - Yankton

OTHER BUSINESS:

- Partnership Tour ideas
- New District Signs – Jon will talk to Outlaw Graphics for pricing

NEXT SCHEDULED BOARD MEETING: Wednesday, February 15, 2017 at 1:15 PM

Being no further business to come before the meeting, Chairman Koch declared the meeting adjourned at 3:25 pm.

Joan Crooks, Recording Secretary

Programs Update

- CSP**
- 10 FY2017 Renewals completed
 - CSP payments can be processed now, meeting with producers to review documentation
 - o 2016 calendar year payments were processed and approved
 - o Several contract modifications needed due to loss of control and CRP enrollments, working with Val on these
 - New FY2017 CStP signup batching date is Feb. 3, 2017
- EQIP**
- Working with producers to complete/certify practices for existing contracts
 - o Final practices certified to complete 2 contracts
 - A revised screening tool is in the works to prioritize FY17 application workload
 - o No updates on this yet (as of 1/4/16)
- WRP**
- Working with Marcus Rock (easement specialist from Parker office) and landowners on their active restoration contract payments and compatible use requests
 - o Restoration contract status reviews completed
 - o Kaytee on detail to headquarters until 2/3/17
- WRE**
- 1 FY14 WRE is in final stages of closing
- CRP**
- Currently 36 new offer and 27 re-enroll applications to process

Wetlands

- There are currently 19 outstanding CWD requests to be completed in Brookings County

Staffing

- Soil Conservation Technician (SCT): panel has been received, interviews should be scheduled by next week
- Pathways interns: interviews completed in December, 2 will be assigned to field office and 3 to the field support office until they receive their summer office assignments

Other

- National Resources Inventory: all 24 segments completed by 12/30/16 deadline

Dates

- 1/16 Service Center closed for Martin Luther King Jr. Holiday
- 1/25 Ryan on Radio (910 AM) at 8:40 am