

BROOKINGS CONSERVATION DISTRICT BOARD OF SUPERVISORS
MINUTES OF MEETING
WEDNESDAY, MAY 3, 2017 AT 8:15 AM **CONFERENCE ROOM**

MEMBERS PRESENT: Darrell DeBoer, Jerry Oines, Rick Kerr, John Heylens, Mark Stime - Advisor

ABSENT: Joel Koch; Chuck Zink – Advisor, Kirk Steege – Advisor

OTHERS PRESENT: Joan Crooks, Jon Finnegan, Tabithia Scott – NRCS District Conservationist

Vice-Chairman Kerr called the meeting to order at 8:20 am.

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

SOIL EROSION COMPLAINT UPDATE – Joan will try to schedule an on-site visit with Norris Patrick for May 10 or 11 in the afternoon or the following week.

CONSERVATION PLANS - none

Darrell DeBoer moved to approve the agenda, second by John Heylens. Motion carried.

Minutes of the April 5, 2017 meeting were sent to the supervisors prior to the meeting. Jerry Oines moved to approve the minutes, second by John Heylens. Motion carried.

TREASURER’S REPORT:

General Fund Balance (4/30/17)	\$ 61,458.82
Money Market II	\$ 65,512.01
Big Sioux Water Festival	\$ 20,332.22
Accounts Receivable (as of 5/2/17)	\$ 104,019.16
<u>Accounts Payable</u>	
Schuneman’s – JD 1590 No-Till Drill Purchase (5 pmts - \$4,772.62/yr. beginning 7/10/15)	\$ 12,106.80
Pfeifer’s – Great Plains Drill – (5 pmts - \$7,208.86/year)	\$ 15,146.79
Agassiz Seed & Supply – 486 rolls tree fabric	\$ 31,477.22
Bailey Nursery (172 trees)	\$ 3,586.60
Big Sioux Nursery, Inc. (17,836 trees/container stock)	\$ 11,271.86
Total A.P – Trees/Fabric - \$46,335.68	

Darrell DeBoer moved to accept the treasurer’s report, second by Jerry Oines. 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 and to make a payment as manager sees fit to Agassiz Seed & Supply. Motion carried.

REPORT ON DISTRICT SERVICES & CORRESPONDENCE

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

- **Equipment/Repairs & Maintenance:**
 - Ford pickup needs repair. Jon will take to Einsphar.
 - The lease tractor from Pipestone is close to the 240 hrs.
 - The signs for the enclosed trailer have been put on.

- **District Services – to be completed**
 - 2017 Tree Planting – 46.6 acres
 - 2017 Tree Fabric – Bkgs. Co. – 119,889 LF, Moody Co. – 50,390 LF Total – 170, 279 LF of fabric (32 miles)
 - All tree site preps have been tilled in Moody and only 5 sites left to do in Brookings
 - 2017 Grass Seeding – completed 424.2 acres; Acres to be seeded – approx. 239 acres
 - Pre-ordered hand plant pick up days are scheduled for May 4, 8:00 am – 5:00 pm and May 5, 8:00 am - Noon

- **Soil Stewardship Week** – Three churches ordered materials to observe Soil Stewardship Week. All materials have been picked up.

- **Arbor Day Essays** – John Heylens and Joan Crooks made a presentation at Volga Christian School to the Arbor Day Essay contest winners. The 1st, 2nd and 3rd place essay winners received a cash award. Every participant received a certificate and a potted Black Hills Spruce tree. Joan will forward the picture and short news write-up to the Volga Tribune.

EMPLOYEE/SUPERVISOR REPORT ON MEETINGS ATTENDED:

3/15/ 2017 – Joan and Jerry gave an update on the E. SD Soil and Water Research Farm annual meeting.

SEASONAL EMPLOYEES – Employees have been hired. John Heylens moved to do away with the \$1/hour bonus and to set wages for 2017 as follows: Molly Koch - \$16.50/hr., Brandon McRae4 - \$13.50/hr., new hires - \$12.50/hr. Darrell DeBoer seconded. Motion carried.

NRCS/BCCD Working Agreement – Joan sent an email to Michelle Burke, NRCS Field Support Office, to see if there is a more current working agreement. Michelle is checking with the State Office on this.

SD NRCS CONSERVATION COLLABORATION GRANT – Vance Owens, SDSU, talked with Jon and Joan about a Conservation Collaboration Grant proposal they were planning to submit titled “Hold the Soil, Capture the Water, Preserve the Biota”. The grant proposal will utilize perennial species to provide environmental and ecosystem benefits. Darrell DeBoer moved, second by Jerry Oines, to send a letter of support for this project. Motion carried.

FY2018 Brookings County Funding Requests – due by May 19, 2017

FY2018 BCCD Proposed Budget – The board reviewed the proposed budget. John Heylens moved to submit the proposed budget, with changes and to request \$25,000 from the County, second by Jerry Oines. Motion carried.

UPCOMING MEETINGS/EVENTS:

May 9, 2017 – Big Sioux Water Festival

June 5-7, 2017 – Northern Plains Region Mtg. – Lewis and Clark Resort, Yankton

June 12, 2017 – Vermillion-Big Sioux Area Meeting – Salem – 10 am

June 13, 2017 - 2017 Ag Women’s Day – 1st Lutheran Church Activity Center – Brookings

June 20, 2017 – E. SD Soil & Water Research Farm 23rd Annual Field Day – 10am followed by complimentary noon meal

EXECUTIVE SESSION: John Heylens moved to enter into executive session at 9:13 am for the purpose to discuss personnel, second by Rick Kerr. Motion carried. The Board came out of executive session at 10:00 am.

OTHER BUSINESS:

NEXT SCHEDULED BOARD MEETING: Wednesday, June 7, 2017 at 8:15 AM

Being no further business to come before the meeting, John Heylens moved to adjourn, second by Jerry Oines. Motion carried.

Joan Crooks, Recording Secretary