

**BROOKINGS CONSERVATION DISTRICT BOARD OF SUPERVISORS**  
**MINUTES OF MEETING**  
**WEDNESDAY, JUNE 7, 2017 AT 8:15 AM**                      **CONFERENCE ROOM**

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

**ABSENT:** Mark Stime, Advisor; Chuck Zink, Advisor; Kirk Steege, Advisor; Jon Finnegan

**OTHERS PRESENT:** Joan Crooks, Tabithia Scott – NRCS District Conservationist; Jenna Clark, Ultima Employee; Victor Tuschen; NRCS Pathway Student and Barry Berg – Big Sioux River Project; Steve Miner, Brookings Co FSA

Chairman Koch called the meeting to order at 8:19 am.

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

The minutes of the May 3, 2017 board meeting were sent to the supervisors prior to the meeting. Rick Kerr moved, second by Darrell DeBoer to approve the minutes. Motion carried.

**NRCS OFFICE REPORT** – Tabithia Scott, District Conservationist, reported on NRCS activities (see attached) and introduced the new employees, Jenna Clark, Ultima employee and Victor Tuschen, NRCS Pathway Student.

**SOIL EROSION COMPLAINT UPDATE** – John Heylens and Darrell DeBoer will meet at Norris Patrick's at 10:00 am for another on-site visit. Tabithia Scott, Ryan Forbes and Brett Pettigrew from NRCS will also be attending. UTV transportation will be arranged.

**CONSERVATION PLANS** – John Heylens moved, second by Rick Kerr, to approve signing of 3 CSP contracts and previously signed conservation plans. Motion carried.

**TREASURER'S REPORT:**

General Fund Balance (5/31/17)	\$ 13,053.99
Money Market II	\$ 65,555.81
Big Sioux Water Festival	\$ 15,641.48
Accounts Receivable (as of 6/6/17)	\$ 96,360.53
 <u>Accounts Payable</u>	
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

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

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

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

**REPORT ON DISTRICT SERVICES & CORRESPONDENCE**

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

- **Equipment/Repairs & Maintenance:** New engine was put in the Ford pickup. Received a corrected bill of \$5600.
- **District Services**
  - 2017 Tree Planting – 48.0 acres
  - 2017 Tree Fabric – Bkgs. Co. – 123,764 LF, Moody Co. – 50,390 LF    Total – 174,154 LF of fabric (33 miles)
  - 2017 Grass Seeding Completed: JD 1590 (producer rentals) – 296.0 acres
    - JD 1590 (full service)                      141.0 acres
    - Great Plains                                      307.7 acres
    - TOTAL ACRES SEEDED                      744.7 acres**
- **Tree Surplus Sale** – Tree surplus sale was held on May 4 and 5, 2017. Serviced approximately 65 customers.
- **Nursery Inspection** - A nursery inspection was done on 5/12/17 by the SD Dept. of Ag Division of Ag Services. All stock was found to be in good condition for sale or planting.
- **JD Drill Rental Fee** – The board discussed charging a rental fee in situations where the drill is taken off the lot and not used or not returned in a timely manner. Joan pointed out in the rental agreement, it does state “Additional charges will be assessed if drill is not returned in a timely manner.” Marvin Skovlund had signed a Drill Rental Agreement and paid the 50% down-

payment. The drill was picked up on 5/19/17 to seed 80 acres. He was called on 5/26/17 because the drill had not been returned yet. Renter stated he didn't use it but didn't have time to return it. Jon had to go pick up the drill. Jerry Oines moved, second by Rick Kerr to refund Mr. Skovlund's down-payment minus \$100 for not returning the drill in a timely manner. Motion carried.

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

Joan gave a brief update on the 25<sup>th</sup> Annual Big Sioux Water Festival held on Tuesday, May, 9, 2017 on the SDSU campus. Approximately 1100 fourth grade students attended, 174 teachers and parents from 31 area schools.

**BIG SIOUX RIVER PROJECT UPDATE** – Barry Berg gave a project update. One RAM contract was presented for approval and signature. Darrell DeBoer moved, second by Rick Kerr to approve and sign the RAM contract. Motion carried.

**UTV Training** – Michael McMullen, NRCS, would like to hold another NRCS UTV training on the BCCD's lot sometime in July. Darrell DeBoer moved, second by John Heylens, to allow NRCS to hold a UTV training at the BCCD lot in the same area as last year. Motion carried.

**VERMILLION/BIG SIOUX AREA MEETING** – Monday, June 12, 2017 at 10:00 am at the First Dakota National Bank in Salem. Darrell DeBoer, Joan Crooks and Tabithia Scott are planning to attend.

**PUBLIC RELATIONS EMPLOYEE** – Discussion was held about hiring a part-time public relations specialist to assist with creating a BCCD Facebook page, doing conservation interviews with Brookings County producers and taking pictures to post on Facebook page, website and share with local newspapers. Darrell DeBoer moved, second by John Heylens to allocate up to \$1000 to hire a public relations/outreach employee.

John Heylens moved, second by Rick Kerr to hire Jenna Clark as the part-time Public Relations Outreach Specialist at a pay rate of \$12.69 per hour. Motion carried.

**OTHER BUSINESS:** The board discussed possibly hiring a temporary, part-time equipment maintenance employee. This item will be added to the July agenda

**UPCOMING MEETINGS/EVENTS:**

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 – 1<sup>st</sup> Lutheran Church Activity Center – Brookings

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

June 23, 2017 – Big Sioux Project Steering Committee Meeting – Sioux Falls

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

Being no further business to come before the meeting, Chairman Koch declared the meeting adjourned at 10:21 am.

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Joan Crooks, Recording Secretary