

BROOKINGS CONSERVATION DISTRICT BOARD OF SUPERVISORS
MINUTES OF MEETING
WEDNESDAY, FEBRUARY 6, 2019 AT 1:15 PM **MEETING LOCATION: NRCS CONFERENCE ROOM**

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

ABSENT: Darrell DeBoer, Kirk Steege; Joel Koch, Advisor

OTHERS PRESENT: Joan Crooks, Jon Finnegan, Jeremy Sova – NRCS District Conservationist and Larry Jensen – Brookings County Commissioner

Chairman Kerr called the meeting to order at 1:15 pm.

John Heylens moved, second by Jerry Oines to approve the agenda. Motion carried.

The minutes of the January 10, 2019 board meeting were sent to the supervisors prior to the meeting. Jerry Oines moved, second by John Heylens to approve the minutes. Motion carried.

NRCS OFFICE REPORT – Jeremy Sova, new NRCS Brookings Field Office District Conservationist, introduced himself and reviewed the NRCS report on field office operations provided by Lynsee Planting, previous acting District Conservationist (see attached).

CONSERVATION PLANS – none

TREASURER’S REPORT:

General Fund Balance (1/31/19)	\$ 43,080.00	
Money Market II	\$ 19,319.13	
Accounts Receivable (as of 2/6/19)	\$ 0.00	
Big Sioux Water Festival (<i>Non- Conservation District Funds</i>)	\$ 8,957.25	
<u>Accounts Payable</u>		
JD 1590 No-Till Drill Purchase (<i>5 pmts - \$4,772.62/yr. beginning 7/10/15</i>)	\$ 4,772.62	
Bankstar – Great Plains Drill	\$ 2,600.00	
Agassiz – 2019 Tree Fabric	\$ 22,400.00	
TOTAL ACCOUNTS PAYABLE	\$ 29,772.62	

John Heylens moved to accept the treasurer’s report, second by Jerry Oines. Motion carried.

Jerry Oines moved, second by John Heylens to make a \$5000 payment to Agassiz. Motion carried.

RECEIPTS & DISBURSEMENTS AND BILLS PRESENTED FOR PAYMENT

Jerry Oines moved, second by John Heylens, to approve the receipts and disbursements and pay the bills presented for payment including: Brookings Co. Pheasants Forever – 2019 Banquet Sponsor - \$275.00 and Ag Women’s Day – 2019 Sponsor - \$250.00. Motion carried.

REPORT ON DISTRICT SERVICES & CORRESPONDENCE:

Joan Crooks, District Manager and Jon Finnegan, Conservation Resource Specialist

Vehicles/Equipment Update: Two tractor leases have been secured for 2019.

Building/Landscape – Finnegan talked to Mike Steffensen about installing security lights on the building. This will wait until spring to install. Finnegan will get a couple No Trespassing signs to post on the district property.

2019 Tree Planting – Est. 15.1 acres with an additional 2-3 acres waiting for confirmation;

Tree Fabric – Est. 37,790 LF; **Grass Seeding** – Est. 150 acres

FY2019 WRP Easement Monitoring – The BCCD has been assigned only 12 easements to complete this year. FY2018 the BCCD completed 84 - WRP Easement Monitoring.

CREDIT CARD PROCESSOR –Charges will be routed through the BCCD’s general fund at First Bank and Trust.

PUBLIC RELATIONS – Jenna Clark, Public Relations Specialist, has posted and shared many items on FB page, including, tree order form, speech contest and Arbor Day Essay contest. This same information has also been posted on the BCCD web site.

Joan will attend Moody CD's board meeting on February 14th to discuss the public relations grant proposal with the Moody CD board.

EMPLOYEE/SUPERVISOR REPORT ON MEETINGS ATTENDED - NONE

SDACDE LEADERSHIP CONFERENCE is scheduled for March 4-6, 2019 at the Pierre Ramkota. Joan Crooks, Rick Kerr and Jerry Oines will be attending.

FY2018 FINANCIAL REVIEW – The financial records have been taken to Robb Rykhus. He will be meeting with the District Manager on Friday, March 15, 2019 at 9:00 am to complete the spot checks/review.

2019 CONTRACT DIESEL – Jerry Oines moved, second by John Heylens to contract 1000 gallons of diesel from Martin Oil at \$2.239. Motion Carried.

EXECUTIVE SESSION – none

UPCOMING MEETINGS/EVENTS:

2/15/19 – 39th Annual Brookings Area Crop Clinic – McCrory Gardens – Brookings

March 4-6, 2019 – SDACDE Leadership Conference – Ramkota Hotel – Pierre, SD

3/20/19 –**Customer Focus Group** will meet at 10:00 am at the USDA ARS NCARL followed by a complimentary noon lunch. The **E. SD Soil and Water Research Farm, Inc. Annual Meeting** will start at 1:00 pm.

5/7/19 – Big Sioux Water Festival

OTHER BUSINESS

NEXT MEETING – THURSDAY, MARCH 7, 2019 AT 1:15 PM

Being no further business to come before the meeting, Chairman Kerr declared the meeting adjourned at 2:45 pm.

Joan Crooks, Recording Secretary