

**BROOKINGS CONSERVATION DISTRICT BOARD OF SUPERVISORS**  
**MINUTES OF MEETING**  
**WEDNESDAY, APRIL 1, 2020 - 1:15 PM**                      **BCCD DISTRICT BUILDING**

**MEMBERS PRESENT:** Darrell DeBoer, Rick Kerr, Jerry Oines, Kirk Steege, Joel Koch – Advisor

**CONFERENCE CALL PARTICIPANTS:** John Heylens, Stephne Miller and Jeremy Sova

**ABSENT:** Mark Stime - Advisor

**OTHERS PRESENT:** Joan Crooks and Jon Finnegan

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

**APPROVAL OF AGENDA:** Jerry Oines moved to approve the agenda, second by Kirk Steege. Motion carried.

**APPROVAL OF MINUTES:** The minutes of the March meeting were sent to the supervisors prior to this meeting. Darrell DeBoer moved to approve the minutes, second by John Heylens. Motion carried.

**NRCS OFFICE REPORT** – Jeremy Sova, District Conservationist, provided a written report on NRCS activities (see attached). Sova later joined the meeting via conference call.

**CONSERVATION PLANS** - none

**TREASURER’S REPORT:**

General Fund Balance (3/31/2020)	\$ (1,508.66)
Money Market II	\$ 10,416.08
Accounts Receivable (as of 4/1/2020)	\$ 0.00
Big Sioux Water Festival ( <i>non-conservation district funds</i> )	\$ 16,560.22

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

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

Kirk Steege moved, second by Darrell DeBoer, 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

- Vehicles/Equipment: Repairs/Maint., Lease Tractors – Kerr presented 100 hour lease agreements for 2 – 150hp Pumas. Kirk Steege moved, second by Jerry Oines to sign the lease agreements. Motion carried. Currently have 3 lease tractors for the season. Heylens suggested the district think about purchasing another tractor.
- Building/landscape - none
- 2020 Est. Trees/Fabric: Trees - 37.4 acres; Fabric – 101,170 LF (19.2 miles)
- Finnegan will be picking up potted trees from Big Sioux Nursery and Schumacher Nursery. We are receiving many hand plant orders from the Shopper ad, FB and the District website.
- Tree Cooler – Finnegan will call for inspection
- 2020 Grass Seeding – approximately 285 acres to seed
- CenturyLink damage claim update/SD One Call – have not received anything from them recently.
- Harold Hartenhoff Memorial – Kirk Steege moved, second by Darrell DeBoer, to give the family a large tree as a memorial. Motion carried.
- 2020 Ag Women’s Day - cancelled

**PUBLIC RELATIONS – JENNA CLARK** - We have received several tree crew applications via our FB page and a lot of tree orders.

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

- Mar 2-4, 2020 – SDACDE Leadership Conference - Pierre – Joan reported on the meetings attended at the conference.
- March 18, 2020 – E. SD Soil and Water Research Farm Annual Meeting – Oines and Crooks attended the meeting.

**SEASONAL EMPLOYEES** – Nicole Ziegler and Spencer Lutz will be returning to the tree crew. Wages - \$15/hour. Jon will go through applications to hire at least one more employee.

**Safety Benefits, Inc.** – Joan reviewed the Loss Control Report that was completed via telephone. Jon or Joan will need to call to have fire extinguishers inspected.

**UPCOMING MEETINGS/EVENTS:**

June 16, 2020 – NCARL is proposing to postpone the annual Field Day normally scheduled for June 16 to September 16 and reassess the situation in August. If a field day in September is not feasible, NCARL may try to create some videos for a virtual field day.

**EXECUTIVE SESSION:**

**OTHER BUSINESS:**

**NEXT SCHEDULED BOARD MEETING: Wednesday, May 6, 2020**

Being no further business to come before the meeting, Chairman Kerr declared the meeting adjourned.

---

Joan Crooks, Recording Secretary