



Lac qui Parle Soil and Water Conservation District

122 8th Ave South, Madison, MN 56256

Phone: (320) 598-7321 Ext 3

Website: www.lacquiparleswcd.org

Minutes January 11, 2024

The Lac qui Parle Soil and Water Conservation District Board of Supervisors met on Thursday, January 11, 2024, at the Annex, County Multi-Media Room. Board Supervisors present in person: Mike Croatt, Rosemary Weber, Daryl Schutte, and Danny Larson. Virtual: Amy Bacigalupo. SWCD Staff present: Rhyan Schicker, Quintin Peterson, Maria Croatt, and Jake Monnens. NRCS Staff present: Kara Ransom. Pheasants Forever Staff: Kayla Chau. Chairman Weber welcomed everyone, and called the meeting to order at 10:02 a.m.

Agenda:

Croatt made a motion to approve the Agenda as printed. Larson seconded the motion. All in favor, motion carried.

Minutes:

Croatt made motion to approve the Minutes from the December 14, 2023 board meeting. Larson seconded the motion. All in favor, motion carried.

Open Gallery: (2 minutes per person/10 minutes total) – *None*

Conflict of Interest Declaration: *None*

Treasurer's Report:

The checks were reviewed and discussed. Schutte made a motion to approve for payment December checks #8036 through #8038 from the United Prairie account and checks #13382 through #13398 from the Old National account. Larson seconded the motion. All in favor, motion carried.

Croatt made a motion to approve the December Treasurer's Report as presented. Schutte seconded the motion. All in favor, motion carried.

State Cost Share Programs Contracts & Payments:

- State Cost-Share Program: *None*
- Water Plan:
 - *None*

Correspondence: *None*

Reports:

- LqPYB 1W1P Report
 - Schicker reported on the Policy committee meeting 1/10/24, Implementation split between Structural and Non-Structural, Requested supplemental funds and awaiting to see what is awarded, Croatt inquired on tracking tool-Schicker reported it is building stages but should be any day, there is continued interest in both structural and non-structural projects, a flow chart was brought up showing the criteria and steps taken before a contract is awarded. Bacigalupo commented on 1W1P staff doing a good job with all the changes, and getting land owner approval.
- Supervisor Report:
 - *None*

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- Partner Agency Reports:
 - NRCS: Ransom reported on Annual Report
 - BWSR: Luke Olson, new BC started, staff previously acquainted through Lyon County SWCD, good outlook
 - Pheasants Forever: Approved one Easement Enhancement in Lac qui Parle County, will be attending State Convention in Willmar.
- Technical Report
 - Peterson reported attending TSA meeting, over 50 projects completed in 2023, behind on design due to late fall, attended Area 5 Manager meeting to go over Soil Health Staff grant, looking at Farmer Mention Position and applying together as Area 5, deadline February 8th, further discussion board in support, next TSA meeting March 4th.
 - Monnens reported on the late fall being positive, 12 tree plantings set for 2024, Tree open house January 23rd, fishing Tournaments for AIS in Canby, attending Cattlemans Banquet as an office, 2nd tractor from Graceville low cost option no longer available and quote was \$37,000 for 3 years, unsure of the government rate previously quoted, will instead look into second tractor form John Deere and discuss in February, Spring 2024 seeding currently at 600 acres and not taking any on more. Will have 2023 Full Year report in February.
- Admin Report
 - MaCroatt reported on new website up & running, looking into Private Well Water Grant through MDH, researching locating equipment to host Nitrate testing clinic.
 - Schicker reported working on end of year reporting requirement to BWSR/eLink, attended Admin Training committee meeting, planning Womens event for 2024, Soil health group meeting planned/Local work group, Soil Health Equipment grant through Department of Ag was awarded to at least four area land owners, Hwy 75 Tour will be July 12 starting in Canby, looking to be involved as well.

Old Business:

- *None*

New Business:

- Election of Officers: Croatt made a motion to approve the 2024 officers. Schuttee seconded the motion. All in favor, motion carried.
 - Offices for 2024:
 - Chairman: Rose Weber
 - Vice-Chairman: Daryl Schutte
 - Treasurer: Amy Bacigalupo
 - Secretary: Danny Larson
 - Public Relations: Mike Croatt
- Committee Appointments: Larson made a motion to approve the 2024 Committee Appointments. Bacigalupo seconded the motion. All in favor, motion carried.
 - Budget/Finance: Weber & Croatt
 - TSA: Croatt & Bacigalupo
 - Personnel: Croatt & Schutte (Alt. Larson)
 - Legislative: Bacigalupo & Schutte
 - YM 1W1P: Croatt & Weber
 - LqP-YB 1W1P: Bacigalupo & Croatt
- Meeting Date and Time: Schutte made a motion to set the dates and time as the second Thursday of the month, at 8:00 am for the months of May to October and 10:00 am for the months of November to April. Larson seconded the motion. All in favor, motion carried.
- Designate official bank, newspaper, data practice authority and grant authorized signee: Croatt made a motion to approve Old National Bank, United Prairie Bank, and State Bank of Bellingham as the designated depositories; with Depository Authorization Designees as Croatt, MaCroatt, Schicker and Peterson; Western Guard & Dawson Sentinel as the official



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- newspapers; Schicker as Data Practices Responsible Authority; and Schicker as SWD Grant Agreements & Joint Powers Agreements Authorized Signer. Bacigalupo seconded the motion. All in favor, motion carried.
- **2024 Fees:** Bacigalupo made a motion to approve fees as were in 2023. Croatt seconded the motion. All in favor, motion carried.
 - **2024 Budget:** Discussion, adjusted Capital outlay to \$13,000 and Training to \$10,000; Croatt made a motion to approve the 2024 Budget with those changes. Larson seconded the motion. All in Favor, motion carried.
 - **Set capitalization and depreciation:** Schutte made a motion to set the capitalization and depreciation for asset purchases at \$3500. Larson seconded the motion. All in Favor, motion carried.
 - **Policy Adoption:**
 - Data Practices as received 1-12-2023: Schutte made a motion to accept the Data Practices as presented. Larson seconded the motion. All in Favor, motion carried.
 - Employee Handbook presented with Employee sick and safe time notation/clarification, no PTO change: Croatt made a motion to accept the Employee handbook as presented. Bacigalupo seconded the motion. All in Favor, motion carried.
 - Operations Handbook: Larson made a motion to accept the BWSR operations handbook as presented. Croatt seconded the motion. All in Favor, motion carried.
 - Cost Share Policy: Peterson reported on current Cost Share contracts will be carried out under current Cost Share Policy. New Conservation Contracts (renamed) will need new cost-share policy, presented in print form, will discuss in February.
 - SWCD Aid Plan for use: need plan, will discuss in February.
 - **Audit Agreement:** Larson made a motion to approve Kinner & Company Ltd. to perform audit of 2023 financials. Schutte seconded the motion. All in favor, motion carried.

Personnel:

- *None*

Calendar of Events:

- **Retreat Date:** Set for February 26th, along with regularly scheduled board meeting moved to this date as well.

January 15	MLK Jr Day (Office Closed)
January 23	SWCD Office Open House 11-2
February 3	Pheasants Forever Annual Banquet
February 9-10	Del Clarke Canby Classic Ice Fishing Tournament
February	YM 1W1P Policy Committee Meeting
February 26	Regular SWCD Board Meeting & Board Retreat
February 19	Presidents Day (Office Closed)
March 14	Regular SWCD Board Meeting
March 18	Local Work Group Meeting
April 10th	LqP-YB 1W1P Policy Committee Meeting
April 11	Regular SWCD Board Meeting
May 9	Regular SWCD Board Meeting
May 27	Memorial Day (Office Closed)
June 13	Regular SWCD Board Meeting

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June 19	Juneteenth (Office Closed)
July 4	Independence Day (Office Closed)
July 11	Regular SWCD Board Meeting
August	YM 1W1P Policy Committee Meeting
August 8	Regular SWCD Board Meeting
September 2	Labor Day (Office Closed)
September 12	Regular SWCD Board Meeting
October 10	Regular SWCD Board Meeting
October 14	Columbus Day (Office Closed)
November	YM 1W1P Policy Committee Meeting
November 11	Veteran's Day (Office Closed)
November 14	Regular SWCD Board Meeting
November 28&29	Thanksgiving & Friday (Office Closed)
December 12	Regular SWCD Board Meeting
December 24	Christmas Eve (Office Closed at Noon)
December 25	Christmas (Office Closed)

Adjourn: With no further business, Weber declared the meeting adjourned at 11:45 a.m.

Amy Bacigalupo

2-26-2024

Approved

Date

The Lac qui Parle Soil and Water Conservation District is an equal opportunity service provider and employer.