



# Lac qui Parle Soil and Water Conservation District

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(320) 598-7321 Ext. 3

Our mission is to provide conservation opportunities for landowners of Lac qui Parle County through creative stewardship, protection programs and utilization of the resources to foster soil improvement and water quality in the community.

## Minutes January 12, 2023

The Lac qui Parle Soil and Water Conservation District Board of Supervisors met on Thursday, January 12, 2023, at the Annex, County Multi-Media Room. Board Supervisors present: Danny Larson, Daryl Schutte, Amy Bacigalupo, and Rosemary Weber. Absent: Mike Croatt. SWCD Staff present: Rhyan Schicker, Quintin Peterson, Maria Croatt, and Jake Monnens. NRCS Staff present: Kara Fairchild. Chairman Weber welcomed everyone, and called the meeting to order at 8:17 a.m.

### Agenda:

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

### Minutes:

Weber made note to correct Treasurer Report motion & second, as they cannot be the same person, followed by Larson making a motion to approve the Minutes from the December 6, 2022 board meeting. Schutte 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 #7978 through #7979 from the United Prairie account and checks #13215 through #13239 from the Old National account. Larson seconded the motion. All in favor, motion carried.

Larson made a motion to approve the January 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*
- Well Sealing: *None*

### Correspondence:

- 1W1P final plan submitted to BWSR, Houston Engineering will present their plan in February to be approved in March, Funding available by Summer 2023

### Reports:

- Supervisor Report: *None*
- Partner Agency Reports:
  - NRCS: Kara Fairchild reported EQIP has \$350,000 in funds over 5 counties and 15 applications. Wetland has 450 – 1026s in que. CSP payments are finishing up.
  - BWSR: Jason Beckler, Board Conservationist for the District, will be at February Board meeting.
- Technical Report
  - Peterson reported: Training for Jake Monnens continues. Tree planting plannings are up from prior years, have 20-25. No longer taking plantings after Open House today. Seeding currently have 400 acres signed up. Currently checking with Ziegler and Wildungs on tractor lease and availability. Observation wells were completed by December 31, 2022.

- Board response suggested to check on tractor availability again asap, include Kesteloot, Kibble & Titan.
- Admin Report
  - MaCroatt reported: Reporting to BWSR for 2022 and year end has started.

**Old Business:** *None*

**New Business:**

- Election of Officers: Schutte made a motion to approve the 2023 officers. Bacigalupo seconded the motion. All in favor, motion carried.
  - Offices for 2023:
    - Chairman: Rose Weber
    - Vice-Chairman: Daryl Schutte
    - Treasurer: Amy Bacigalupo
    - Secretary: Danny Larson
    - Public Relations: Mike Croatt
- Committee Appointments: Schutte made a motion to approve the 2023 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: Bacigalupo 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: Bacigalupo 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 newspapers; Schicker as Data Practices Responsible Authority; and Schicker as SWD Grant Agreements & Joint Powers Agreements Authorized Signer. Schutte seconded the motion. All in favor, motion carried.
- 2023 Fees: Discussion, Board would like Tractor lease expense. Table to February 9<sup>th</sup> meeting.
- 2023 Budget: Discussion, Board has questions on Cost Share. Table to February 9<sup>th</sup> meeting.
- Set capitalization and depreciation: Board requested more info. Table to February 9<sup>th</sup> meeting.
- Policy Adoption: Table to February 9<sup>th</sup> meeting.
- Employee Handbook: Table to February 9<sup>th</sup> meeting.
- Operations Handbook: Table to February 9<sup>th</sup> meeting.
- Cost Share Policy: Table to February 9<sup>th</sup> meeting.
- Pheasants Forever: Schutte made a motion to approve the Lac qui Parle Pheasants Forever Sponsor Membership in the amount of \$280, plus additional meal ticket(s) if needed. Larson seconded the motion. All in favor, motion carried.
- Drone Purchase & Licensing: Table to February 9<sup>th</sup> meeting.
- Audit Agreement: Bacigalupo made a motion to approve Kinner & Company Ltd. to perform audit of 2022 financials. Larson seconded the motion. All in favor, motion carried.

**Personnel:**

- Additional staff person with PF & NRC update: Tanner was given the ok to move forward with hiring as NRCS was interested.

**Calendar of Events:**

January 12	Regular SWCD Board Meeting 8am
January 12	SWCD Office Open House 10-2
January 16	MLK Jr Day (Office Closed)
January 28	Del Clarke Canby Classic Ice Fishing Tournament
February 4	Pheasants Forever Annual Banquet
February 9	Regular SWCD Board Meeting <b>&amp; Board/Staff Retreat to Follow</b>
February 13	YM 1W1P Policy Committee Meeting
February 20	Presidents Day (Office Closed)
March 9	Regular SWCD Board Meeting
April 10	YM 1W1P Policy Committee Meeting
April 13	Regular SWCD Board Meeting
May 11	Regular SWCD Board Meeting
May 29	Memorial Day (Office Closed)
June 8	Regular SWCD Board Meeting and Retreat
June 19	Juneteenth (Office Closed)
July 4	Independence Day (Office Closed)
July 13	Regular SWCD Board Meeting
August 14	YM 1W1P Policy Committee Meeting
August 10	Regular SWCD Board Meeting
September 4	Labor Day (Office Closed)
September 14	Regular SWCD Board Meeting
October 9	Columbus Day (Office Closed)
October 12	Regular SWCD Board Meeting
November 9	Regular SWCD Board Meeting
November 11	Veteran’s Day (Office Closed)
November 13	YM 1W1P Policy Committee Meeting
November 23&24	Thanksgiving & Friday (Office Closed)
December 14	Regular SWCD Board Meeting
December 25	Christmas (Office Closed)

**Adjourn:** With no further business, Weber declared the meeting adjourned at 9:25 a.m.

*Michael Croatt*

*February 9, 2023*

Approved

Date

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