

MINUTES OF THE DUBUQUE SOIL AND WATER
 CONSERVATION DISTRICT COMMISSIONERS MEETING
 EPWORTH, IOWA
 September 11, 2007

Call Meeting to Order: The monthly meeting of the Dubuque Soil and Water Conservation District Commissioners was called to order by Chairperson Melvin Wilgenbusch at 6:03 p.m. at the Dubuque Soil & Water Conservation District, Epworth, Iowa on September 11, 2007. Those present included Staff: Theresa Weiss - District Conservationist, Colleen Siefken – State Secretary, Paul Vondra – Soil Conservationist, Eric Schmechel – Watershed Coordinator; Commissioners: Melvin Wilgenbusch, Jeff Reiter, Jerry Ostwinkle, Dave Ruden and Assistant Commissioners: Bob O’Connell.

Adopt Agenda: With the addition of the following, the agenda was approved.

- Fishkill Restitution Funds
- Upper Catfish Creek Expense Voucher
- Computer Sale

07-109 Ruden made the motion to approve the agenda. Motion seconded by Reiter. Motion carried unanimously.

Approval of Minutes of Last Meeting: Wilgenbusch called for a discussion of the August 14, 2007 meeting minutes.

07-110 Motion made by Ruden to approve the meeting minutes. Motion seconded by Ostwinkle. Motion carried unanimously.

Guest Speaker – Jeff Tisl: Jeff provided general overview of all aspects affecting watershed projects presently (\$, new DNR director, loss of DNR staff, etc.) Jeff is pleased with the Upper Catfish Creek and its progress.

FARMS Program Summary: Current FARMS Account information:

Program	Amount Paid	Obligated Amount	Available Balance
Cost Share	\$ 4,871.43	\$ 16,177.50	\$ 100,403.62
No-Interest Loan	\$ 0.00	\$ 7,700.00	\$ 0.00
REAP F/NG	\$ 0.00	\$ 0.00	\$ 3,576.00
REAP P	\$ 0.00	\$6,610.00	\$ 11,890.50

FARMS Applications: Commissioners reviewed the following:

Voluntary

None

REAP

Budlong Enterprises Inc., 5 ac tree planting, \$1,593.75 cs amt.

UCCW/WIRB

None

07-111 Motion made by Reiter to approve the above listed application(s). Motion seconded by Ostwinkle. Motion carried unanimously.

FARMS/Cost Share Amendments: Commissioners reviewed the following:

None

FARMS Certification/Claim: Commissioners reviewed the following:

- John V McLees, \$1,012.50 cs amt.
- Trappistine Nuns, Inc., \$1,825.00 cs amt.
- Brian Wolf, \$1,500.00 cs amt.

07-112 Motion made by Reiter to approve the Certification/Claim. Motion seconded by Ruden. Motion carried unanimously.

FARMS/Cost Share Maintenance Agreements: Commissioners reviewed the following:

- Brian Wolf, #1927, 10 acres Tree/Shrub Planting
- Trappistine Nuns, #1923, 5 acres Tree/Shrub Planting
- John V McLees, #1196, 3 acres Tree/Shrub Planting
- Terry Miller, #1208, 4 Water & Sediment Control Structures

07-113 Motion made by Reiter to approve the above listed Maintenance Agreements. Motion seconded by Ostwinkle. Motion carried unanimously.

1M/Finance:

- 1M Expense Reports
- Quickbooks report

07-114 Motion made by Ruden to approve the above listed. Motion seconded by Reiter. Motion carried unanimously.

Upper Catfish Creek Watershed Project:

- Monthly report was submitted for approval
- 7 recipients for the \$100 septic system cleaning vouchers chosen (Matilda Beadle, Bill Hendricks, Pat Malony, Bill Nolan, David Overby, Mike Ruggeberg, Randy Vaske)
- Recipient of the \$3,500 septic system replacement chosen (Nic & Margie Gindorff)
- MSA accepted to develop Stormwater Policy Manual for Upper Catfish Creek Watershed
- Project Review – 9/19 – Swiss Valley Nature Center – 1-3 p.m.
- Watershed Council Meeting – 9/18 – Swiss Valley Nature Center – 1-3 p.m.
- Upper Catfish Creek Expense Voucher - \$1,523.31

07-115 Motion made by Reiter to notify the 7 recipients of the vouchers of their approval. Motion seconded by Ostwinkle. Motion carried unanimously.

07-116 Motion made by Reiter to approved the monthly report. Motion seconded by Ostwinkle. Motion carried unanimously.

07-117 Motion made by Ostwinkle to notify Gindorff's of their septic system replacement approval. Motion seconded by Reiter. Motion carried unanimously.

07-118 Motion made by Ruden to accept the Technical Committee's recommendation approval of MSA to develop the Stormwater Policy Manual for the Upper Catfish Creek Watershed. Motion seconded by Ostwinkle. Motion carried unanimously.

07-119 Motion made by Ruden to approve the expense voucher. Motion seconded by Reiter. Motion carried unanimously.

Correspondence Received:

- Annual Conference to be held Nov 27-29, 2007
- REAP Assembly – 9/13/07 – Hurstville Interpretive Center – Maquoketa
- \$775 NACD Dues Notice

07-120 Motion made by Reiter to pay the \$775 NACD Dues. Motion seconded by Ruden. Motion carried unanimously.

North Fork Maquoketa River Fish Kill Restitution Funds: The District has been notified of \$7,480.00 available in Fish Kill Restitution Funds. The staff recommended that the funds be allocated at 25% cost share for both water and sediment control structures and 25% cost share for streambank stabilization (to be matched with EQIP \$).

07-121 Motion made by Ruden to approve the staff proposal for use of the funds. Motion seconded by Reiter. Motion carried unanimously.

Meeting Updates:

- Weiss, O'Connell and McCullough attended the fall regional commissioners meeting. It was stressed by CDI the importance of properly wording resolutions.

CRP Conservation Plans & Revisions: Commissioners reviewed plans and revisions listed on the attachment.

07-122 Motion made by Reiter to approve the CRP plans and revisions. Motion seconded by Ostwinkle. Motion carried unanimously.

Conservation Plan Approval: Commissioners reviewed plans listed on the attachment.

07-123 Motion made by Ruden to approve the Conservation Plans. Motion seconded by Ostwinkle. Motion carried unanimously.

NRCS Update:

- New Employee – Melissa Keenan
- Proposed NRCS office changes
- EQIP08 – notice received that process may be sped up for '08 \$. Funding may need to be allocated about two months earlier this year than previous years. Vondra presented State practice list and Weiss asked for any desired changes. It was noted that Streambank Stabilization needs to be added. The ranking sheet was reviewed and it was noted that the Upper Catfish Creek Watershed should be added – at 35 points to make it a higher priority.

07-124 Motion made by Ruden to approve the above listed changes for the EQIP 08 sign up. Motion seconded by Ostwinkle. Motion carried unanimously.

Computer Sale: Siefken reported that the hard drive has been cleaned on her District computer and the computer is now available to be disposed of.

07-125 Motion made by Ruden to allow Siefken to dispose of the computer as she sees fit. Siefken told Board members to contact her if they are interested in the computer. Motion seconded by Reiter. Motion carried unanimously.

Treasurer's Report: Commissioners reviewed the following report:

'08 1M	\$	2,100.00	
District Savings	\$	16,993.73	(Quickbooks balance as of this date)
'08 1M Ledger	\$	2,100.00	(Sub Account of Savings - Excel ledger)
Contractor Meeting	\$	762.41	(Sub Account of Savings – Excel ledger)
District Payroll	\$	6,522.35	
District Checking	\$	14,3433.70	(Quickbooks balance as of this date)
WIRB	\$	13,272.81	(Quickbooks balance as of this date)
Upper Catfish Creek Watershed			
07 319.....	\$	21,688.60	
08 WPF	\$	20,075.00	

07-126 Motion made by Ruden to approve the Treasurer's Report. Motion seconded by Reiter. Motion carried unanimously.

Being no further business to discuss, Wilgenbusch requested a motion to adjourn.

07-127 Motion made by Ruden to adjourn the meeting. Motion seconded by Ostwinkle. Motion carried unanimously.

The meeting adjourned at 7:48 p.m.

The next meeting will be held on Tuesday, October 9, 2007 at 6:00 p.m. at the Dubuque Soil & Water Conservation District office, Epworth, Iowa.

Chairperson

Date

Secretary

Date