

MINUTES OF THE DUBUQUE SOIL AND WATER
 CONSERVATION DISTRICT COMMISSIONERS MEETING
 EPWORTH, IOWA
 October 13, 2009

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 6:01 p.m. at the Dubuque Soil & Water Conservation District office, Epworth, Iowa on October 13, 2009. Those present included Staff: Theresa Weiss – District Conservationist, Colleen Siefken – State Secretary; Commissioners: Melvin Wilgenbusch, Jerry Ostwinkle, Dave Ruden, & Charles McCullough; Assistant Commissioner: Bob O’Connell.

Adopt Agenda: With the addition of Annual Work Plan, the agenda was approved as presented.

09-133 Motion made by McCullough to approve the agenda with the addition. Motion seconded by Ruden. Motion carried unanimously.

Approval of Minutes of Last Meeting: Wilgenbusch called for a discussion of the September 8, 2009 meeting minutes.

09-134 Motion made by Ostwinkle to approve the meeting minutes. Motion seconded by Ruden. Motion carried unanimously.

FARMS Program Summary: Current FARMS '10 Account information:

Program	Amount Paid	Obligated Amount	Available Balance
Cost Share	\$ 5,233.50	\$ -16,365.93	\$ 38,364.07
REAP F/NG	\$ 0.00	\$ 1,800.00	\$ 2,300.05
REAP P	\$ 3,390.65	\$ -886.50	\$ 9,796.04
UCCW Project			
<i>WSPF FUNDS</i>			
Grade Stabilization	\$ 0.00	\$ 0.00	\$ 75,000.00
Native Landscaping	\$ 0.00	\$ 0.00	\$ 563.00
Rain Garden	\$ 0.00	\$ 0.00	\$ 7,500.00
Soil Quality Rest.	\$ 0.00	\$ 0.00	\$ 7,500.00
Streambank Stab	\$ 0.00	\$ 0.00	\$ 6,750.00
TSI	\$ 0.00	\$ 0.00	\$ 6,000.00
Use Exclusion	\$ 0.00	\$ 0.00	\$ 1,370.00
Water & Sediment			
Control Structure	\$ 0.00	\$ 0.00	\$ 2,625.00
319 Funds			
Grade Stabilization	\$ 0.00	\$ -1,657.50	\$ 1,657.50

Cost Share Applications: Commissioners reviewed the following:

Voluntary

Marvin Freiburger, 1,550' terrace, \$3,811.16 cost share amount
Sally VonCarlowitz, 1 grade stab structure, \$3,784.20 (25% WSPF matched with 50% EQIP)

REAP

SRF

UCCW/WIRB

Robert Schuckert, \$100 Septic Cleaning
David Lambert, \$100 Septic Cleaning

09-135 Motion made by McCullough to approve the above listed applications. Motions seconded by Ruden. Motion carried unanimously.

Cost Share Amendment: Commissioners reviewed the following:

None

FARMS Certification/Costs Share Claim: Commissioners reviewed the following:

Gerald Conrad, #15567, \$3,820.00 cs amt
Gerald Conrad, #15566, \$3,624.01 cs amt
Gerald Conrad, #15945, \$4,549.36 cs amt
Anthony Kurt, #15386, \$989.54 cs amt
Anthony Kurt, #15357, \$1,233.67 cs amt
Anthony Kurt, #13802, \$1,120.00 cs amt.

09-136 Motion made by Ruden to approve the Claims. McCullough seconded the motion. The motion passed unanimously.

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

Gerald Conrad, #15945, 1,350 ft terrace
Gerald Conrad, #15566, 1,350 ft terrace
Anthony Kurt, #15357, 450 ft terrace
Anthony Kurt, #15386, 1 water & sediment control structure

09-137 Motion made by Ostwinkle to approve the Maintenance Agreements. Motion seconded by McCullough. Motion carried unanimously.

1M/Finance:

- 1M '10 Allocation will be \$2,400.00
- Commissioners reviewed monthly Quickbooks report
- Quarterly Expense Voucher in the amount of \$
- Fiscal Year '09 Audit – reconciled by Wilgenbusch & Siefken and reviewed by Ruden & O'Connell.
- Siefken is working on finalizing the tree sale

09-138 Motion made by Ostwinkle to approve Quickbooks Report. Motion seconded by Ruden. Motion carried unanimously.

09-139 Motion made by Ruden to approve the Expense Voucher. Motion seconded by Ostwinkle. Motion carried unanimously.

09-140 Motion made by McCullough to approve the '09 Audit. Motion seconded by Ostwinkle. Motion carried unanimously.

Upper Catfish Creek Watershed Project:

- Administrative Claims in the amount of \$0.88 (WIRB) & \$312.79 (WPF)
- Monthly Report reviewed
- Septic System Workshop was held. 4 watershed landowners entered the \$100 septic system cleaning drawing. They have been notified of their approval and need to complete and return an application form to us.
- Next UCCW Council meeting will be held November 16th at 2:00 at the Dubuque County Court House, Board of Supervisor's work session.

09-141 Motion made by Ruden to approve the monthly report. Motion seconded by McCullough. Motion carried unanimously.

09-142 Motion made by Ruden to approve the administrative claim. Motion seconded by McCullough. Motion carried unanimously.

Annual Work Plan – Siefken presented the updated Annual Work Plan

09-143 Motion made by McCullough to approve the District's FY '10 Annual Work Plan. Motion seconded by Ostwinkle. Motion carried unanimously.

Correspondence Received:

- \$3,249.00 received in Fishkill Restitution Funds. Dan Kirby, IDNR, has been contacted regarding his input into the use of these funds. No reply yet.
- Budget & Staffing Issues – Siefken presented the latest updates from Chuck Gipp. Board is encouraged to contact state legislators concerning the budget matter.
- WIRB Project Approval – the Hewitt/Hickory Creek Watershed project has been approved.

- Annual Conference – Both O’Connell & McCullough will be attending the conference scheduled for December 2-3, 2009. Resolution votes were collected and Proxy ballots were completed. Reiter needs to forward his votes and complete his proxy card.

Meeting Updates: O’Connell presented a brief update regarding the REAP Assembly held in Maquoketa. He reported the meeting was well attended.

Change Meeting Times for Winter Months: In anticipation of winter driving conditions, the Commissioner’s meeting will switch to 1:00 p.m. for the months of December, January and February this upcoming winter. Siefken noted that the website will need to be updated with the new schedule and we have to keep ASCFO, David Beck, informed also of our schedule.

Conservation Reserve Program (CRP) Conservation Plans & Revisions: Commissioners reviewed 0 plans and/or revisions.

Conservation Plan Approval: Commissioners reviewed 0 conservation plans.

NRCS Update:

- Weiss updated the Board on the government’s H1N1 policy regarding employee illnesses. Also noted was new funding to protect the Mississippi River Watershed.

Treasurer's Report: Commissioners reviewed the following report:

'10 1M	\$	2,400.00	
District Savings.....	\$	12,486.24	(Quickbooks balance as of this date)
'10 1M Ledger	\$	2,400.00	(Sub Account of Savings - Excel ledger)
Contractor Meeting	\$	762.41	(Sub Account of Savings – Excel ledger)
District Payroll.....	\$	16,080.81	
District Checking	\$	81.21	(Quickbooks balance as of this date)
Certification of Deposit.....	\$	15,282.77	
WIRB	\$	5,283.81	(Quickbooks balance as of this date)
Upper Catfish Creek Watershed			
10 WPF (includes payroll)	\$	178,340.71	(Ledger balance as of this date)

09-144 Motion made by Ruden to approve the Treasurer’s Report. Motion seconded by McCullough. Motion carried unanimously.

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

09-145 Motion made by Ruden to adjourn the meeting. Motion seconded by Ostwinkle. Motion carried unanimously.

The meeting adjourned at 7:35 p.m.

