

MINUTES OF THE DUBUQUE SOIL AND WATER  
CONSERVATION DISTRICT COMMISSIONERS MEETING  
EPWORTH, IOWA  
December 6, 2011

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 office, Epworth, Iowa on December 6, 2011. Those present included Staff: Theresa Weiss – District Conservationist, Colleen Siefken – State Secretary; Commissioners: Melvin Wilgenbusch, Jerry Ostwinkle, Jeff Reiter, Charles McCullough, and Dave Ruden.

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

Annual Report  
Legislative Day

11-129 Motion made by Ruden to approve the agenda with the above additions. Motion seconded by McCullough. Motion carried unanimously.

Approval of Minutes of Last Meeting: Wilgenbusch called for a discussion of the November 1 & 14, 2011 meeting minutes.

11-130 Motion made by Ruden to approve the meeting minutes. Motion seconded by Ostwinkle. Motion carried unanimously.

FARMS Program Summary: Current FARMS '12 Account information:

<b>Program</b>	<b>Balance</b>	<b>Program</b>	<b>Balance</b>
Cost Share	\$ 51,929.08	REAP F/NG	\$ 2,476.38
		REAP P	\$ 7,429.14

Cost Share Applications: Commissioners reviewed the following:

*Voluntary*

None

*REAP*

Thomas Gerhard, #19059, 4 ac tree planting, \$1,800.00 cost share

11-131 Motion made by Ostwinkle to approve the application. Motion seconded by McCullough. Motion carried unanimously.

Cost Share Amendment: Commissioners reviewed the following:

None

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

None

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

None

1M/Finance:

- Quickbooks report (November) was reviewed by board
- 1M FY '12 Balance - \$1,032.22
- FY '11 Annual Report – Siefken presented for Board approval

11-132 Motion made by Ruden to approve the Quickbooks report as presented. Motion seconded by Ostwinkle. Motion carried unanimously.

11-133 Motion made by Ostwinkle to approve the FY '11 Annual Report. Motion seconded by McCullough. Motion carried unanimously.

Urban Conservationist Project: Siefken has noted an error was made in original wage estimates which neglected to include the Employers share of taxes to be paid. It was also noted that ECIA payments are overdue and latest correspondence with them is that the \$5,650.20 payment should be received mid-January. Eric would like to attend the Legislative Day at the State Capitol on 1/25 if a commissioner will attend with him. Charlie noted that he will be there with the State Soil Conservation Committee (SSCC) that day.

Soil Loss Complaint: The Simon/Schulte complaint has been resolved between the parties.

Correspondence Received:

- Farm Bill XII application. Siefken presented the application for Board approval. No monetary values are associated with the work products at this time, but CDI feels values will be similar to FB XI and application deadline is 12/9/11.
- Tree Sale – Siefken noted she has discussed concerns with the sale this year with Wilgenbusch and briefly at the November meeting. (Lack of reliable volunteers, low profit and need to increase prices, IaWisil bundling all trees in 25 this year causing need for more labor or change in quantity that we sell, etc).
- CDI Poster Contest – District will participate this year. Siefken will notify the schools and perhaps O'Connell can be talked into judging again for us this year.

11-134 Motion made by Ruden to discontinue the tree sale. Motion seconded by McCullough. Motion carried unanimously.

11-135 Motion made by Ruden to approve the FB XII application. Motion seconded by McCullough. Motion carried unanimously.

Meeting Updates:

- An EQIP LWG meeting was held prior to our meeting today.
- Ruden reported that RC&D is meeting almost weekly. Things continue to not look too optimistic that they will be able to operate much longer.

CRP Conservation Plans & Revisions: Commissioners reviewed 5 plans and/or revisions.

Conservation Plan Approval: Commissioners reviewed 5 conservation plans and/or revisions.

11-136 Motion made by Reiter to approve the conservation plans. Motion seconded by McCullough. Motion carried unanimously.

NRCS Update:

- Preparing for EQIP 'FY 12 Allocation.
- Julie Hoefler has been reassigned to the Manchester office
- Mike Henderson has accepted a DC position in the Cherokee office.

Treasurer's Report:

'11 1M .....	\$	1,032.22
District Savings .....	\$	20,640.34 (Quickbooks balance as of this date)
'11 1M Ledger .....	\$	1,032.22(Sub Account of Savings - Excel ledger)
Contractor Meeting .....	\$	489.88(Sub Account of Savings - Excel ledger)
District Payroll .....	\$	42,988.92
FB XI Payroll .....	\$	1,937.84
Payroll - MRBI.....	\$	31,248.80
District Checking .....	\$	688.56 (Quickbooks balance as of this date)
Certificate of Deposit.....	\$	16,046.82
WIRB .....	\$	4,010.46(Quickbooks balance as of this date)

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

11-137 Motion made by Ruden to adjourn the meeting. Motion seconded by Ostwinkle. Motion carried unanimously.

The meeting adjourned at 7:02 p.m.

The next meeting will be held on Tuesday, January 17, 2011 (3<sup>rd</sup> Tuesday) at 6:00 p.m. at the Dubuque Soil & Water Conservation District office, Epworth, Iowa. **This will be our Christmas Dinner/Meeting, spouses invited & more to follow.**

Melvin Wilgenbusch 01/17/2012  
Chairperson Date

William Steffen 12/12/11  
Secretary Date

