

MINUTES OF THE DUBUQUE SOIL AND WATER
 CONSERVATION DISTRICT COMMISSIONERS MEETING
 EPWORTH, IOWA
 February 10, 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 6:02 p.m. at the Dubuque Soil & Water Conservation District, Epworth, Iowa on February 10, 2009. Those present included Staff: Theresa Weiss – District Conservationist, Colleen Siefken – State Secretary; Commissioners: Melvin Wilgenbusch, Jerry Ostwinkle, Dave Ruden, Jeff Reiter; Charles McCullough; Assistant Commissioner: Robert O’Connell.

Adopt Agenda: With the addition of:

- Slough Bill Applicants

the agenda was approved as presented.

09-22 McCullough 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 January 2 & 27, 2009 meeting minutes.

09-23 Motion made by Reiter to approve the meeting minutes. Motion seconded by Ruden. Motion carried unanimously.

FARMS Program Summary: Current **FARMS '09** Account information:

| Program | Amount Paid | Obligated Amount | Available Balance |
|-----------------------------|--------------------|-----------------------------|------------------------------|
| Cost Share | \$ 16,025.36 | \$ 31,275.05 | \$ 15,746.81 |
| No-Interest Loan | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| REAP F/NG | \$ 1,598.97 | \$ -1,598.97 | \$ 3,997.65 |
| REAP P | \$ 6,358.50 | \$ -9,602.68 | \$ 15,222.29 |
| UCCW Project | | | |
| Grade Stabilization | \$ 0.00 | \$ 0.00 | \$ 45,000.00 |
| Waterway | \$ 0.00 | \$ 0.00 | \$ 603.00 |
| Infiltration Trench | \$ 0.00 | \$ 0.00 | \$ 4,500.00 |
| Native Landscaping | \$ 0.00 | \$ 0.00 | \$ 563.00 |
| Bio-Retention | \$ 8,138.86 | \$ -5,742.00 | \$ 7,253.14 |
| Sinkhole Prot. | \$ 0.00 | \$ 0.00 | \$ 1,350.00 |
| Streambank Stab | \$ 0.00 | \$ 3,750.00 | \$ 6,250.00 |
| TSI | \$ 1,225.00 | \$ 0.00 | \$ 1,225.00 |
| Water & Sediment | | | |
| Control Structure | \$ 0.00 | \$ 0.00 | \$ 15,750.00 |
| Stripcropping | \$ 0.00 | \$ 0.00 | \$ 33.00 |
| FRF | | | |

| | | | | |
|-------------------|-------------|--------------|----|------|
| Water & Sediment | | | | |
| Control Structure | \$ 7,480.04 | \$ -3,500.00 | \$ | 0.00 |
| Streambank Stab. | \$ 0.00 | \$ 0.00 | \$ | 0.00 |

Update State Cost Share Rates: Siefken presented history of projects completed 10/2006 through 12/2008. Discussion followed.

09-24 Motion made by Ostwinkle to increase all rates by 5% effective today. Motion seconded by Reiter. Motion carried unanimously.

Cost Share Applications: Commissioners reviewed the following:

Voluntary

None

REAP

New Melleray Corp, #12144, 5 acre tree planting, \$1,818.75 cost share amt.

UCCW/WIRB

None

Buffer Initiative – Trees on CRP

Richard Smith, 3.6 ac. Tree planting, \$1,620.00 cost share amt

09-25 Motion made by McCullough to approve the above listed applications. Motion seconded by Reiter. Ruden abstained from voting. Motion carried unanimously.

Cost Share Amendment: Commissioners reviewed the following:

Kraemer Farms Inc., 1178, extend completion date until 6/1/09.

09-26 Motion made by Ruden to approve the amendments. Motion seconded by McCullough. Motion carried unanimously.

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

Kraemer Farms, 1178, \$1,835.00 cost share amount
Randal Riniker, 11624, \$9,295.64 cost share amount

09-27 Motion made by Reiter to approve the above listed claims. Motion seconded by Ostwinkle. Motion carried unanimously.

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

Kraemer Farms, 1178, 1,250' terrace
Randal Riniker, 11624, 3,750' terrace

09-28 Motion made by McCullough to approve the above listed maintenance agreements. Motion seconded by Ostwinkle. Motion carried unanimously.

1M/Finance:

- 1M Expense balance \$1,833.92
- Commissioners reviewed monthly Quickbooks report
- 1M Expense voucher in the amount of \$1,072.28

09-29 Motion made by Reiter to approve Quickbooks Report. Motion seconded by McCullough. Motion carried unanimously.

09-30 Motion made by Reiter to approve the 1M Expense Voucher. Motion seconded by McCullough. Motion carried unanimously.

Upper Catfish Creek Watershed Project:

- 2 yr Project Extension
- Travel Requests –
 - Clean Water Network Annual Conference – 2/24-2/27/09
 - Watershed Coordinator Mtg – 3/9-11/09
 - Winterfest 2009 – 2/2-2/4/09
- Administrative Claims in the amount of \$0.00 (WIRB) & \$ 497.67 (WPF)
- Monthly/Quarterly Reports, WIRB 2009 Plan of Work
- WIRB Approval of \$689 of \$1,700.00 Funding Request

Staff met with Jeff Tisl to discuss requirements of a two year project extension. The extension request will be based upon an original goal of 30% sediment reduction to the stream. There is a large grade stabilization structure within the watershed that has applied for EQIP funding. This project is the largest in the county and will need extensive survey and design including Area Office and State Office approval for the design. The design will not be through all the necessary steps and constructed prior to scheduled project completion. It was also discussed whether or not the boundaries of the project would be enlarged and what the requirements of that would be. An update will be provided at the March meeting.

09-31 Motion made by Ostwinkle to approve the monthly/quarterly (2nd qtr of 09) reports and the 2009 WIRB Plan of Work. Motion seconded by Ruden. Motion carried unanimously.

09-32 Motion made by Ruden to approve the Administrative Claims. Motion seconded by Reiter. Motion carried unanimously.

09-33 It was noted to clarify with Eric the requirement for advance travel requests. Future reimbursement requests will be denied if an advance request is not made. Motion made by Reiter to approve the Travel Requests. Motion seconded by Ruden. Ostwinkle voted nay. McCullough voted yes. Motion carried.

Correspondence Received:

- Private Identification Information (PII) – Board agreed that conservation plans and CRP CPO’s could be reviewed prior the meeting by those board members desiring to do so. Meeting minutes will reflect the # of plans that were approved.
- New Commissioner Orientation rescheduled to 2/11/09 – Anamosa Service Center, 6-9 p.m.
- CDI Contribution Agreement – Another funding opportunity for specific work products.
- Chair to Chair
- Siefken noted DSC will be occurring a 10% funding cut due to the state budget problems

Meeting Updates:

- Spring Regional Commissioner Mtg – March 23 – Decorah. Dave & Charles will attend. Staff will work on highlights for a brief (10-15 minute) presentation. It was suggested to simply display the Dubuque Co. Stormwater Manual and discuss how it came about.

CRP Conservation Plans & Revisions: Commissioners reviewed 11 plans and/or revisions.

09-34 Motion made by Ruden to approve the CRP plans and revisions. Motion seconded by Reiter. Motion carried unanimously.

Conservation Plan Approval: Commissioners reviewed 6 conservation plans.

09-35 Motion made by Ruden to approve the Conservation Plans. Motion seconded by Reiter. Motion carried unanimously.

NRCS Update:

- Weiss updated the Board on EQIP 09 procedures. No signup deadline at this point.
- Weiss noted the NRCS budget is good at this point.

Slough Bill Applicants: Commissioners reviewed 31 Slough Bill Renewals.

09-36 Motion made by McCullough to approve the renewals. Motion seconded by Reiter. Motion carried unanimously.

Treasurer's Report: Commissioners reviewed the following report:

| | | |
|--------------------------|----|--|
| '09 1M | \$ | 1,883.92 |
| District Savings | \$ | 7,298.97 (Quickbooks balance as of this date) |
| '09 1M Ledger | \$ | 1,883.92 (Sub Account of Savings - Excel ledger) |
| Contractor Meeting | \$ | 762.41 (Sub Account of Savings – Excel ledger) |

