

MINUTES OF THE DUBUQUE SOIL AND WATER  
CONSERVATION DISTRICT COMMISSIONERS MEETING  
EPWORTH, IOWA  
April 13, 2010

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 6:00 p.m. at the Dubuque Soil & Water Conservation District, Epworth, Iowa on April 13, 2010. Those present included Staff: Theresa Weiss – District Conservationist, Colleen Siefken – State Secretary; Commissioners: Melvin Wilgenbusch, Jerry Ostwinkle, and Charles McCullough.

Adopt Agenda: Being no additions or changes, the agenda was approved as presented.

10-30 Motion made by McCullough to approve the agenda. Motion seconded by Ostwinkle. Motion carried unanimously.

Approval of Minutes of Last Meeting: Wilgenbusch called for a discussion of the March 9, 2010 meeting minutes.

10-31 Motion made by Ostwinkle to approve the meeting minutes. Motion seconded by Ostwinkle. Motion carried unanimously.

Cost Share Rates for 2010: Board reviewed the summary of practices completed with State Cost Share in 2009.

10-32 Motion made by Ostwinkle to raise all rates 10% for 2010. Motion seconded by McCullough. Motion carried unanimously.

FARMS Program Summary: Current FARMS '10 Account information:

<b>Program</b>	<b>Amount Paid</b>	<b>Obligated Amount</b>	<b>Available Balance</b>
Cost Share	\$ 22,157.58	\$ 25,292.65	\$ 12,513.27
REAP F/NG	\$ 0.00	\$ 1,800.00	\$ 2,300.05
REAP P	\$ 3,390.65	\$ 4,813.50	\$ 4,096.04
<b>UCCW Project</b>			
<i>WSPF Funds</i>			
Grade Stabilization	\$ 158.10	\$ 3,072.00	\$ 158,019.90
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	\$ 3,114.00	\$ 3,636.00
TSI	\$ 0.00	\$ 0.00	\$ 6,000.00
Use Exclusion	\$ 0.00	\$ 0.00	\$ 1,370.00
<i>Water &amp; Sediment</i>			
Control Structure	\$ 0.00	\$ 0.00	\$ 2,625.00
<i>319 Funds</i>			
Bio-Retention	\$ 1,781.25	\$ 0.00	\$ 0.00

Native Landscaping	\$ 375.00	\$ 0.00	\$ 0.00
Grade Stabilization	\$ 9,107.74	\$ -14,753.50	\$ 5,645.76
<b>FRF</b>			
Water & Sediment			
Control Structure	\$ 0.00	\$ 713.55	\$ 2,535.45

Cost Share Applications: Commissioners reviewed the following:

*Voluntary*

None

*FRF*

None

*REAP*

Joseph Ertl Dec of Trust, #19056, \$3,990.00 cost share amount

*UCCW*

None

10-33 Motion made by Ostwinkle to approve the above listed applications. Motion seconded by McCullough. Motion carried unanimously.

Cost Share Amendment: Commissioners reviewed the following:

None

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

Robert Livingston, #13208, \$2,400 cost share amount  
Robert Livingston, #13209, \$2,400 cost share amount  
Marvin Freiburger, #16780, \$3,739.75 cost share amount

10-34 Motion made by McCullough to approve the Certification/Claims. Motion seconded by Ostwinkle. Motion carried unanimously.

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

Robert Livingston, #13208, 20 acres Timber Stand Improvement  
Robert Livingston, #13209, 20 acres Timber Stand Improvement  
Marvin Freiburger, #16780, 1,550 ft terrace

10-35 Motion made by McCullough to approve the Maintenance Agreements. Motion seconded by Ostwinkle. Motion carried unanimously.

1M/Finance:

- 1M Expense balance \$945.82
- Commissioners reviewed monthly Quickbooks report
- Tree Sale is over – 146 orders – largest sale - HELP WILL BE NEEDED 4/21 & 22 FOR THE DISTRIBUTION – ESPECIALLY 7:30-9:30 & 2:30-4:30 on 4/22.
- 1M Expense Voucher - \$138.19
- Commissioner Expense Update

10-36 Motion made by Ostwinkle to approve Quickbooks Report. Motion seconded by McCullough. Motion carried unanimously.

10-37 Motion made by Ostwinkle to approve the 1M Expense Voucher. Motion seconded by McCullough. Motion carried unanimously.

Upper Catfish Creek Watershed Project:

- Administrative Claim in the amount of \$ 904.76
- Monthly/Quarterly Report
- Stormwater Ordinance Update – Approved 3/29/10 by the Dubuque County Board of Supervisors
- Weiss reviewed an Urban Conservationist proposal that was presented at 3/13/10 UCCW meeting. Siefken will forward to all commissioners.
- SWCD will be promoting a Rain Barrel Sale through our website until 5/10/10.
- Health Insurance premium will be increasing by \$72.30 per month to a new total of \$341.30

10-38 Motion made by McCullough to approve the monthly/quarterly report. Motion seconded by Ostwinkle. Motion carried unanimously.

10-39 Motion made by McCullough to approve both the Administrative Claim. Motion seconded by Ostwinkle. Motion carried unanimously.

Correspondence Received:

- Limestone Bluffs RC&D 2009 Annual Summary of Activities
- Fall Regional Commissioner meeting and Annual Commissioner Conference to be merged into one meeting. Dates – September 8 & 9.
- Farm Bill IX was funded at \$3,100.
- CDI District scholarship choice was Jessica Hammerand.
- IPERS Audit – the 2008 payroll was reviewed by IPERS and no inconsistencies were found. A followup letter will be sent to the office by the auditor.
- Agron toolshed software – an offer to purchase planning software – put on hold until DSC gets back to us with answers to Finance Dept concerns
- CDI update on Iowa Legislative Session

Meeting Updates:

- Siefken presented an overview of the Division's budget as presented by Chuck Gipp at the Regional Commissioners meeting.
- Charles presented a brief update regarding the regional commissioners meeting in Maquoketa.

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

10-40 Motion made by Ostwinkle to approve the CRP plans and revisions. Motion seconded by McCullough. Motion carried unanimously.

Conservation Plan Approval: Commissioners reviewed 21 conservation plans.

10-41 Motion made by Ostwinkle to approve the Conservation Plans. Motion seconded by McCullough. Motion carried unanimously.

NRCS Update:

- All '10 EQIP Contracts have been signed by applicants. 24 contracts and nearly \$300,000 allocated in Dubuque county.
- MRBI (Mississippi River Basin Healthy Watershed Initiative) – Weiss reviewed a proposal to join with Delaware County and present a joint application for MRBI funding. Tom Miller with the Limestone Bluffs RC&D will be writing the application. As there is a 5/3/10 deadline for submittal of these applications (and that is prior to the boards 5/11/10 meeting), the application will need to be signed prior to our next meeting.

10-42 Motion made by McCullough to approve Dubuque counties participation in the joint application and to allow Wilgenbusch to sign the joint application prior to the next board meeting. Motion seconded by Ostwinkle. Motion carried unanimously.

Treasurer's Report: Commissioners reviewed the following report:

'10 1M .....	\$	945.82	
District Savings .....	\$	21,170.32	(Quickbooks balance as of this date)
'09 1M Ledger .....	\$	945.82	(Sub Account of Savings - Excel ledger)
Contractor Meeting .....	\$	762.41	(Sub Account of Savings – Excel ledger)
District Payroll .....	\$	18,731.31	
District Checking .....	\$	2,202.74	(Quickbooks balance as of this date)
Certificate of Deposit .....	\$	15,553.91	
WIRB .....	\$	3,983.02	(Quickbooks balance as of this date)
Upper Catfish Creek Watershed			
10 (includes payroll) .....	\$	268,250.73	(Ledger balance as of this date)

10-43 Motion made by Ostwinkle 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.

10-44 Motion made by McCullough to adjourn the meeting. Motion seconded by Ostwinkle.  
Motion carried unanimously.

The meeting adjourned at 8:02 p.m.

The next meeting will be held on Tuesday, May 11, 2010 at 6:00 p.m. at the Dubuque Soil &  
Water Conservation District office, Epworth, Iowa.

Melvin Wilgenbusch 05/11/2010  
Chairperson Date

Colleen Jeffrey 4/19/10  
Secretary Date