

**Nobles Soil and Water Conservation District  
Board Meeting  
December 19, 2023**

The regular meeting of the Board of Supervisors of the Nobles Soil and Water Conservation District was held December 19, 2023, beginning at 7:30 a.m. The meeting was called to order by Chair, Rick Nelsen. Present were Lynn Darling, Nathan Their, Rick Nelson, Jess Dekam and Paul Langseth. Also, present were Tiffini Etsinger, Administrative Coordinator; Scott Runck, District Manager; Nathan Schuck, Resource Specialist; Cole Neibauer, PF Farm Bill Biologist; and Aaron Crowley, NRCS.

**AGENDA:** The Agenda for the December 19, 2023, meeting was reviewed. Their moved to approve the agenda as presented. Darling seconded the motion. Affirmative: Darling, Langseth, Their, Dekam and Nelson. Opposed: None. Motion Carried.

**MINUTES:** The minutes for the November 15, 2023, meeting were reviewed. Langseth moved to approve the minutes as presented. Thier seconded the motion. Affirmative: Darling, Langseth, Their, Dekam and Nelson. Opposed: None. Motion Carried.

**TREASURER’S REPORT:** The Treasurer’s Report and Bills Payable was presented and reviewed for October 2023. Langseth moved to approve the reports, subject to audit, in the amount of \$272,428.94 respectively. Their seconded the motion. Affirmative: Darling, Langseth, Their, Dekam and Nelson. Opposed: None. Motion Carried.

**COST-SHARE CONTRACTS AND PAYMENTS:**

**MRWP FY22 Payments:**

<b>FY22-MRWP-64-Loonan</b>	<b>Jerry Loonan</b>	<b>WWY</b>	<b>Nobles</b>	<b>\$7,958.61</b>
<b>FY22-MRWP-49-Ehde</b>	<b>Art Ehde</b>	<b>WSCB</b>	<b>Rock</b>	<b>\$24,409.44</b>
<b>FY22-MRWP-50-Overgaard</b>	<b>Mark Overgaard</b>	<b>WSCB</b>	<b>Rock</b>	<b>\$12,210.21</b>
<b>FY22-MRWP-73-Overgaard</b>	<b>Mabel Overgaard</b>	<b>WSCB</b>	<b>Rock</b>	<b>\$33,562.71</b>
<b>FY22-MRWP-74-Dejongh</b>	<b>Elliot DeJongh</b>	<b>WWY</b>	<b>Pipestone</b>	<b>\$23,094.92</b>
<b>FY22-MRWP-58-Hulstein</b>	<b>Mike Husein</b>	<b>WWY</b>	<b>Pipestone</b>	<b>\$3,300.75</b>
<b>FY22-MRWP-59-Hulsein</b>	<b>Mike Hulsein</b>	<b>WSCB</b>	<b>Pipestone</b>	<b>\$36,822.95</b>
<b>FY22-MRWP-45-Bullerman</b>	<b>Doug Bullerman</b>	<b>WWY</b>	<b>Nobles</b>	<b>\$6,034.05</b>
<b>FY22-MRWP-57-Kopplow</b>	<b>Wayne Kopplow</b>	<b>WWY</b>	<b>Nobles</b>	<b>\$28,921.34</b>

Darling moved to approve the above payments. Dekam seconded the motion. Affirmative: Darling, Langseth, Their, Dekam and Nelson. Opposed: None. Motion Carried.

<b>FY22-MRWP-43-Zeinstra</b>	<b>Merle Zeinstra</b>	<b>Cover Crop</b>	<b>Pipestone</b>	<b>\$10,000.00</b>
<b>FY22-MRWP-40-Weinkauf</b>	<b>Jerry Weinkauf</b>	<b>Cover Crop</b>	<b>Pipestone</b>	<b>\$10,000.00</b>
<b>FY22-MRWP-72-Pap</b>	<b>Jared Pap</b>	<b>Cover Crop</b>	<b>Rock</b>	<b>\$10,000.00</b>
<b>FY22-MRWP-67-Fluit</b>	<b>Brent Fluit</b>	<b>Cover Crop</b>	<b>Rock</b>	<b>\$10,000.00</b>
<b>FY22-MRWP-30-Fluit</b>	<b>Brent Fluit</b>	<b>Cover Crop</b>	<b>Rock</b>	<b>\$10,000.00</b>

Nelsen moved to approve the above payments. Langseth seconded the motion. Affirmative: Darling, Langseth, Their, Dekam, and Nelson. Opposed: None. Motion Carried.

**2020 Local Capacity Payment:**

<b>LC20-05</b>	<b>Doug Bullerman</b>	<b>WWY</b>	<b>\$30,700.29</b>
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Langseth moved to approve the above contracts. Darling seconded the motion. Affirmative: Darling, Langseth, Their, Dekam and Nelson. Opposed: None. Motion Carried.

**2021 Local Capacity Payment**

<b>LC21-03</b>	<b>3B Farms</b>	<b>WSCB</b>	<b>\$34,933.51</b>
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Langseth moved to approve the above payments. Their seconded the motion. Affirmative: Darling, Langseth, Their, Dekam, and Nelson. Opposed: None. Motion Carried.

**2022 Local Capacity Payment**

<b>LC21-03</b>	<b>3B Farms</b>	<b>WSCB</b>	<b>\$45,965.16</b>
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Langseth moved to approve the above payments. Their seconded the motion. Affirmative: Darling, Langseth, Their, Dekam, and Nelson. Opposed: None. Motion Carried. (linked to LC21)

**2023 Local Capacity Payment**

<b>LC23-01</b>	<b>Rick Bullerman</b>	<b>WSCB</b>	<b>\$35185.22</b>
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<b>LC23-02</b>	<b>Dan Kruger</b>	<b>WSCB</b>	<b>\$32,000.00</b>
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Nelsen moved to approve the above payments. Darling seconded the motion. Affirmative: Darling, Langseth, Their, Dekam, and Nelson. Opposed: None. Motion Carried.

**2023 Soil Health Payment:**

<b>SH-02</b>	<b>Nathan Their</b>	<b>CC</b>	<b>\$2,094.00</b>
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Darling moved to approve the above contract. Dekam seconded the motion. Affirmative: Darling, Langseth, Their, Dekam and Nelson. Opposed: None. Motion Carried.

**CORRESPONDENCE:** none

**District Manager Report** – Runck reported that construction season was good this fall. Everything has been completed. Also discussed Soil Health round one funding, and that we will be waiting for round 2 funds, we will get those automatically.

**District Technician Report:** Schuck reviewed that he has been doing tree plans, tile permits and drill rentals.

**District Conservationist Report** – Aaron reported they have 32 EQIP applications that are getting planned, scored, ranked. Currently meeting with EQIP applicants for planning purposes. Getting CSP and EQIP payments out for people that wish to receive them for 2023. Have been receiving CSP questionnaires for priority ranking. an EQIP meeting that introduced new practices and updates for engineering, grazing, and wildlife practices.

**Farm Bill Biologist:** Cole reported that the following has been completed.

- Tweet easement has been preliminary funded.
- Submitted RIM application for Troy King in Indian Lake township
- Completed burn for Rodney Lundeen in Seward township
- o Submitted Enhancement grant application to pay for reed canary conversion to more natives. At the moment it will not be funded. May try for BWSR C/S

## Upcoming

- Helping other PF staff write contract bids for Easement Enhancement projects.
- Working with Kevin Roth to enhance an easement on the west side of Adrian. Dan Matthiesen
- Installing Duck boxes at the summit lake property
- Working on a burn plan for the summit lake property
- Helping a landowner with seeding on an easement that may just need more time.

## Watershed Districts and Other Reports –

**Des Moines:** Nelson reported business as usual, they approved some contracts for the month.

**OnO:** Langseth reported they are discussing selling the Bella property to PF. Dan was looking at closing the office on Fridays if possible.

### Old Business:

**A. MASWCD Convention:** All members attended, and it was a good conference.

### New Business:

**MRWP FY22 Extra Funds:** It was discussed that we applied for \$600,000 in extra funds. Langseth moved to approve the funds. Darling seconded the motion. Affirmative: Darling, Langseth, Their, Dekam and Nelson.

Opposed: None. Motion Carried.

**Budget 2024:** The budget was reviewed, Their moved to approve the Budget for 2024. Langseth seconded the motion. Affirmative: Darling, Langseth, Their, Dekam and Nelson. Opposed: None. Motion Carried.

**2024 PayScale:** A lot of discussion as to where and how the staff should move on the scale. After discussion Etsinger will move over to 12-4 vs 13-2 \$32.06 both are in the job range for the position. Runk will move to 14-4 \$36.03, and Schuck will move to 9-2 \$25.38. Darling moved to approve the PayScale and the employee range and pay rate. Nelsen seconded the motion. Affirmative: Darling, Their, Dekam and Nelson. Opposed: Langseth. Motion Carried.

**Nobles SWCD Website Update Revamp:** Etsinger discussed that the website needs to be updated and made to be more user friendly. Able to outsource it for \$1500. Langseth moved to approve the website outsourcing. Darling seconded the motion. Affirmative: Darling, Langseth, Their, Dekam and Nelson. Opposed: None. Motion Carried.

**Job Descriptions & Titles:** Job descriptions and titles were discussed. The job descriptions need to be updated to reflect accurate job duties. Nelsen was against changing job titles after a discussion with Commissioner Ahlers. The board agreed with Nelsen.

**Employee Handbook:** PTO Carry Over will be decreased to 360 hours of carry over allowed or you lose it, also adding in not Marijuana use into the Alcohol use form. Their moved to change the PTO carry over to 360 hours annually. Dekam Seconded the motion.

**Earned Sick and Safe Time:** The board reviewed the ESST form and agreed with it. Langseth moved to accept the terms of the ESST. Dekam seconded the motion.

**SWCD 2023 Report:** Etsinger reviewed the annual report with the board looking into the Annual Plan to see what needs to happen. Langseth moved to approve the report. Their seconded the motion. Affirmative: Darling, Langseth, Their, Dekam and Nelson. Opposed: None. Motion Carried.

**SWCD Operational Handbook:** Etsinger reviewed some of the items needed for PRAP, we don't have an Operational handbook. Etsinger drafted up one for the board to review. It will be discussed at the next meeting.

NACD Dues: The board agreed to the silver level. Langseth moved to approve the silver level membership dues. Nelsen seconded the motion. Affirmative: Darling, Langseth, Their, Dekam and Nelson. Opposed: None. Motion Carried.

2024 Audit Engagement Letter: Etsinger reported it would be about \$4000-\$5000 for the audit for 2023 files. Langseth moved to approve the engagement letter. Dekam seconded the motion. Affirmative: Darling, Langseth, Their, Dekam and Nelson. Opposed: None. Motion Carried.

2024 Committees: Discussion about who is on what committee. Staying the same.

**Calendar of Events:**

**SCHEDULE NEXT MEETING:** The next meeting is scheduled for January 17, at 7:30am

**ADJOURN:** December 19, 2023, at 11:00 a.m.

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Secretary