

WARREN COUNTY SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS  
July 16, 2019

The Warren County Soil and Water Conservation District Board of Directors met in regular session on Tuesday, August 13, 2019 at the Warren County USDA Service Center in Monmouth, starting at 1:03 p.m. pursuant to due notice given. The meeting was called to order and presided over by Chairman Terry Davis. Other board members present were Matt Dutton, Merrill Martin, Richard Youngquist. Thad Tharp was absent. Associate director Ben Sanberg was present as well. Also present was Conservation Technician, Keely Egelhoff.

**Correspondences:** Thank you notes

**Secretary's Report:** The minutes from the July meeting and past executive minutes were mailed and emailed out before the meeting for the board members to read. **Matt Dutton moved, and Richard Youngquist seconded to put the minutes from the July 16, 2019 meeting and executive minutes on file. Motion carried.**

**Treasurer's Report:** Financial Statements were presented. **Matt Dutton moved to approve treasurer's report. Second by Merrill Martin. Motion Passed**

**Approve Bills:** Discussion of the bills that needed to be paid by the district was had. **Matt Dutton moved, and Richard Youngquist seconded the motion. Motion passed**

**Staff Reports:**

- **NRCS Report** – CSP deadlines, EQIP 6 cap plans August deadline for obligation
- **Keely Egelhoff** –Worked on EQIP applications, newsletter, quickbooks, and client meetings
- **Land Use Council** –none
- **AISWCD** – None
- **Marty McManus, BLWR Report** – No report.

**Committee Reports:**

- **Personnel** – Keely Egelhoff informed the board of taking a new position with NRCS in Macomb. The board discussed posting a job description to hire someone.
  - **Richard Youngquist moved to give the personnel committee to investigate hiring someone. Second by Merrill Martin. Motion Passed.**
- **Finance** – No Report
- **Legislative**- No Report
- **Education/ information**- No Report
- **Cedar Creek Conservation Area**- Successful project

**Old Business:**

- CCCA Timber Settlement Update- Dejoode sent an email with dates on trying to settle the case.
- CCCA Pasture – EQIP- finished up

**New Business:**

- Annual Meeting/Pond Tour-

- Host in joint with Farm Bureau
- Meeting at the Farm Bureau Building and then travel to the pasture for show casing
- Food was discussed
- Date will be Aug 21<sup>st</sup> starting at 5
- Merrill Martin will provide the racks
- Matt Dutton will ask Dave Dutton if he will say the prayer
- Budget
  - Went over the budget and gave them the deadline to turn it in
- Shannon Pence- Henderson Resource Conservationist talked about how his county hires out the books.
- FOIA Policy
  - Motion made by Richard Youngquist to change the names on the sheet and post the most recent FY version for now. Update and post for FY20. Second by Matt Dutton. Motion Passed.
- CPP Funds- FY2020 list
  - \$40,000 was requested for FY 2020
  - The new FY2020 component list was presented
  - Matt Dutton moved to approve the new list. Richard Youngquist seconded the motion. Motion Passed.
- Thank you
  - The board said their thank yous to Keely Egelhoff for all the hard work she has done in the last year.
- Next meeting will be September 17<sup>th</sup>, 2019 starting at 1:00 p.m.
- **Richard Youngquist moved to adjourn, and Matt Dutton seconded to adjourn. Motion carried.**  
The meeting adjourned at 3:28 p.m.

Respectfully Submitted,

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Richard Youngquist,  
Board Treasurer/Secretary

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Terry Davis  
Chairman