

MORTON COUNTY SOIL CONSERVATION DISTRICT AGENDA

8 a.m. CDT Tuesday, August 2, 2022

2540 Overlook Lane, Mandan, ND 58554

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **MINUTES OF PREVIOUS MEETING**
 - a. Review
- IV. **TREASURER'S REPORT**
 - a. Reconciliation of accounts
 - IRS taxes and Nationwide payments were not submitted for May payroll, has been rectified
 - statement for mill levy payments clarified with Kathy and reconciled
 - *April statement was missing and accounted for \$11,597.29
 - quickbooks reconciled for May and June
 - *had to enter 0.01 for May and 46.98 adjustment for June to match bank information
 - *after QB crash, adjustments changed to 0.01 for May and 1.26 for June
 - quickbooks crashed on 7/20, lost all of July information
 - *district laptop does not support quickbooks premier plus version we are running
 - *daily closes and have to re open program
- V. **REPORT OF COOPERATING AGENCIES**
 - a. District Conservationist – Landon Weiser
 - b. County Extension Agent – Renae Gress
- VI. **OLD BUSINESS**
 - a. May financials
 - b. Pricing reviews for services
- VII. **REVIEW WORK PLAN/CALENDAR**
 - a. August 2-3 – Watershed coordinators meeting
 - b. August 10 – Crops, Covers, and Cows
 - c. August 23&24 – UCOW (Urban Conservation and Outreach Workshop), Menoken Farms
- VIII. **NEW BUSINESS**
 - a. Budget
- IX. **REPORT OF DISTRICT PROGRAMS**
- X. **REPORT OF DISTRICT EMPLOYEES**
 - a. District Secretary
 - applications received for District Technician position
 - update on board pay discrepancy in June
 - laptop quotes
 - *external hard drive as well?
 - credit card options from Dakota Community
 - *holding off on adding to current cc if changing providers
 - suggest review/update of current committee members due to changing of staff
 - b. District Technician (open position)
 - c. 319 Watershed Coordinator
 - recommend high quality first aid kit
 - recommend first extinguisher for Ford
 - additional measuring wheel (in feet)
 - d. Ethan (intern)
 - report of progress with quotes for repairs/maintenance on trailer
- XI. **PERSONNEL COMMITTEE**
 - a. District Technician position – interviews?
- XII. **CORRESPONDENCE**
 - a. Renewal of BCBS policies
 - b. Dakota Community bank credit card offerings
 - c. Available tax credit funds

- XIII. APPROVE APPLICATIONS AND AGREEMENTS
 - a. NRCS – Contracts
- XIV. PLANS FOR NEXT MEETING
- XV. SIGN EXPENSE VOUCHER, PAYROLL, AND CREDIT CARD STATEMENTS
- XVI. ADJOURN