

MORTON COUNTY SOIL CONSERVATION DISTRICT MINUTES OF MEETING

8:30 a.m. Thursday, June 8, 2023

8:30 a.m. CDT – USDA Service Center, 2540 Overlook Lane, Mandan, ND 58554

I. **CALL TO ORDER** – George called the meeting to order at approximately 8:30 am

II. ROLL CALL

Staff: Chance Porsborg, Ethan Gress, Malissa McKee

Board Members: Richard Tokach, George Ferderer, Steve Tomac, Rocky Bateman (8:35)

Others: Landon Weiser, Renae Gress, Kent Belland

Absent: Aaron Steckler

III. MINUTES OF PREVIOUS MEETING

Steve motioned to accept the minutes of the previous meeting as submitted by the District Clerk, Richard seconded.

Aye – (3) No – (0)

IV. TREASURER'S REPORT

Richard motioned to accept the financials as submitted by the District Clerk, Steve seconded.

Aye – (3) No – (0)

Richard requested some additional reports to be submitted along with the bank statements and reconciliations. Landon is in charge of personnel, but not financials. Noted that Malissa is doing a great job, responsible to the tax payers to do our due diligence; other reports show more details beyond bank statements and reconciliation reports. Richard indicated that he can meet with Malissa in regards to which other reports to run from QuickBooks.

V. REPORT OF COOPERATING AGENCIES

- a. Landon shared his NRCS report for the month. Producer files went out to EQIP contract holders, waiting on cultural resources for most to start. Some pipelines have gone in, wells being drilled, high tunnels checked. Three grass seedings also checked. EQIP trees went in, Lincoln Oaks shorted Ethan some species so worked with Stark and Oliver counties to obtain more trees that worked with producer's soils. Chance made that trip to pick those up. Total of 20,000 feet for this planting. Steve asked if producer is happy and yes, they are.
Been around the county quite a bit since previous meeting. Finished up staking cost share tree plantings mid May. Have been out on a few planning visits and will continue to work down the list. Bryce returns next week so will have him jump into planning as well. Went out with Chance for a possible 319 project to help him start leaning that process.
Met with Jacob Dummer (acting DC Selfridge) and Greg Smith (DC Carson) and finalized local work group (LWG) paperwork to send up to supervisor level.
Intern Jordan has been getting out with everyone in the office and seeing new things across the county. Bismarck has some interns so they all usually meet up for some field work as well.
Some from the office attended nutrient management training out at Menoken.
- b. Renae shared a report of Extension for the month. Livestock camp had an attendance of 50 with 7 from Morton county. There is a camp every week now until mid August
Dairy competition took 1st last week, however, team members are not old enough to attend nationals August 2 from 2:30 – 7 anyone available, are in need of judge(s) at Morton County Fair for 4H exhibits
Summer intern is Morgan V, plot tour will hopefully be planned
Blister Beatles are back – reported in Burleigh, Stark, and Bowman counties currently. They flock towards flowering plants

VI. OLD BUSINESS

- a. Richard motioned for Kent to be added to the board as an advisory board member, Steve seconded.

Aye – (3) No – (0)

- b. FFA/HS Ag class donation – post Women’s Ag Night

Discussion in regards to sending sponsorship dollars to Mandan/Morton County FFA as a thank you for their work on the door prizes for Women’s Ag Night. Malissa indicated that she could not find any dollars sent last year in order to do a match. She confirmed that the money for the supplies for the door prizes was already submitted, supplies were purchased on behalf of the Mandan HS/FFA in an amount of \$400.33. It was also discussed that some in the HS class may not benefit from the sponsorship if we send it to the HS Ag class, but it is a requirement that if in the Ag class to be enrolled in local FFA chapter.

Richard motioned to do a sponsorship of \$500 to the local FFA chapter, Rocky seconded

Aye – (3) No – (0)

- c. AUP Audit with Haga Kommer, update

Malissa updated the board that she has connected with Lynnell with Haga Kommer in regards to getting on their schedule for an agreed upon procedures (AUP) audit of 2022. There is no official date for this at this time, but it was discussed for end of summer to accommodate field season. Based on previous AUP audit of our books, Lynnell estimated roughly \$2000-\$3000 but no exact quote

- d. 2016, 2019-2022 annual reports for ND Auditors office, update

Malissa updated the board in regards to requested missing annual reports to ND Auditors office (2016, 2019-2022). She has been submitting requested documents to their offices since March after conversing with Rhonda Kelsch in regards to what documentation to submit. April 20 the ND Auditors office, via an administrative assistant, indicated that they only accept cash basis documents, so all reports had to be regenerated and submitted. May 17 the ND Auditors office contacted us once more with a list of documents they indicated were missing, this time via a quality assurance intern. As of this meeting, the only documents remaining to submit pertained to Capital Credit Union CD accounts, which Malissa was not named on these accounts so she was unable to request records; per Capital Credit Union representatives.

-Steve motioned to remove Val from the Capital Credit Union (CCU) accounts and add Malissa to the CCU accounts

Aye – (3) No – (0)

VII. REVIEW WORK PLAN/CALENDAR

- a. June 10-11th – 30th annual Buggies and Blues
- b. June 13-16th – ND Range Camp
- c. June 16th – Surplus sale, New Salem 9-4
- d. June 19th – holiday, offices closed
- e. June 27 – feedlot tour
- f. June 29th – Landscaping for pollinators, Menoken Farm (RSVP required)
- g. July 10th – Big Muddy Creek Grazing Show, Sacred Heart Parish Community Center, Glen Ullin
- h. July 10th – NDSU Extension Field Day, Central Grasslands Research Ext Center, Streeter 10-3 CDT
- i. July 11th – NDSU Extension Field Day, Hettinger Research Extension Center, 5-7 MDT
- j. July 12-13th – NDSU Extension Field Day, Dickinson Research Extension Center
 - 12th Livestock tour at Manning Ranch 9-noon MDT, followed by lunch
 - 13th Horticulture tour 9-noon MDT followed by lunch, agronomy tour 1:30-5
- k. July 12-13th – NDSU Extension Field Day, Williston Research Extension Center
 - 12th Main site agronomy and horticulture 4-8 CDT
 - 13th Irrigated tour, Nesson Valley Irrigation Research and Development Farm 8:30-noon CDT
- l. July 17th – NDSU Extension Field Day, Agronomy Seed Farm, Casselton 5 CDT, 7 supper
- m. July 18th – NDSU Extension Field Day, Carrington Research Extension Center, 9:15 – 3:30 CDT

- n. July 19th – NDSU Extension Field Day, North Central Research Extension Center, Minot 8:30 -noon CDT
- o. July 20th – NDSU Extension Field Day, Langdon Research Extension Center, Langdon 8:45 -noon CDT
- p. July 21-29th – ND State Fair
- q. August 2-6th – Morton County Fair, New Salem

Discussion in regards to the calendar – Richard requested that Malissa send out the work plan calendar that she has once more, showing detailed deadlines each month. Board and staff take time to review and make any updates and/or recommendations. Change the calendar to not be a calendar but more of work plan with dates as reminders looking ahead for planning.

Steve – McArthur ‘Planning is everything, plans are nothing’

VIII. NEW BUSINESS

- a. Men’s Ag Night – Alternating years of Women’s Ag Night
 - Malissa indicating re visiting this topic as was previously discussed, Richard mentioned this topic when in office to sign checks. Men’s Ag Night is not the designated ‘name’ just noted as such for general reference.
 - Burleigh SCD previously did crops and Morton did livestock, winter event and speakers were brought in
 - discussed the idea of this event being livestock centered, consolidate with awards banquet for conservation and trees which would also be new/reinstated for Morton SCD
 - could use 319 funds
 - sponsors such as Game & Fish
 - Steve commented on the type of research, demonstrations would captivate producers, along with timing with current issues, and timing of calendar/date of event
 - *discussion of Stockman’s, Wildlife, and Extension would be good partners
 - *feed shortages – as of now would be pertinent topic
 - *think out 5-10 years, go back to strategic planning for resource concern topics
 - **noted cant compete with Grazing Summing and Farming and Ranching for the Bottom Line

(Landon had to leave for meeting with a producer at 9:50)

(Rena had to leave at 10:00)

- Steve suggested to put this topic on next month’s agenda: find partners, topics, and event name
- George suggested to start a committee
- Richard motioned to have Chance in charge of this event, Steve seconded

Aye – (3) No - (0)

Kent offered to assist Chance as well

- b. Post Hand Plant order pick ups – Recap and Evaluation conversation
 - Ethan indicated that there were shortages across the state
 - late in ordering trees – October, which is the same time getting form from nurseries and took order forms through beginning of January
 - Ethan wondering if should benchmark order for regular varieties before handplant orders are in
 - Rocky indicated that 35-36% of trees raised at Lincoln Oaks go to districts with orders by Nov will be getting their order, this year was by 11/15. Towner eliminated private orders if not 100/order/species
 - discussed making our hand plant order form AFTER receiving nurseries order form in order to eliminate any species that are unable to be ordered or are very short in supply can be marked as such
- c. \$250 MCSCD clothing allowance – Ethan and Chance
 - Richard and Steve both indicated that this was assumed. No motion necessary.
 - *There is no note of this in the employee handbook, this was only in meeting minutes previously in regards to approval for Ryan K. that was also referenced to approve for Malissa (post meeting notation – reference meeting minutes 9/12/19 under new business, insert below)

meeting left the meeting.

VIII. NEW BUSINESS

- a. Ryan to receive a clothing allowance and get a name tag.

George made a motion, second by Richard to approve a \$250 clothing allowance for Ryan to purchase articles of clothing to have embroidered with the county logo, and to get him a name tag.

Motion Carried:

Voting Aye (5)

Voting No (0)

Richard Rocky Aaron Travis George

d. Conservation & Tree Award Banquet – discussion

-previously discussed as being a part of Men's Ag Night

e. 2023 Conservation Achievement Winner

-discussion regarding trying to rotate through 3 quadrants of county for nominees

-curious in regards to last 5 years EQIP projects for recommendations

-Steve indicated would like more information prior to making any nomination, aware up against a deadline

-suggest table for next month

*Malissa noted will not be able to submit nominee or have aerial photos at that time

*discussion in regards to work plan calendar

**Chance asked didn't we just have an annual work plan meeting for items just like this, Malissa said that yes we did and were told by board members in attendance to write up the annual work plan from the information on file from 2021

**Steve indicated that he was not at that meeting but that is not correct process

f. Truax Drill – f/u on repair, locking collar screw

-Malissa indicated that she received a call from Matthew Ferderer, son of George Ferderer, indicating that he had used the drill for 60 acres and wanted to get billed for this and gave the company name for billing. Malissa was only aware that George had asked his son to assist the SCD with looking at the drill to see if he was able to repair, not that he was going to be using it for a substantial number of acres following; multiple producers on the list awaiting the drill to be repaired to use, most only had 10 acres each planned

-Chance indicated that he had spoken to Matthew and was aware that he was going to use the drill, but was assuming that he meant to use to make sure that it was fixed; minimal time

-Ethan indicated that he had spoken to Matthew as well and was aware that he was going to be using the drill following his repair, did not think this was an issue as he was doing us a favor by assisting with the repair

-discussion regarding lack of communication, relaying information amongst staff regarding all the proceedings with the drill; determined definitely saved SCD money over going to Center Machine for repairs even though did lose several producers that were in line awaiting the drill due to the wait time

-board questioned whom is in charge of drill, manure spreader

*staff noted that all handle calls regarding questions and reservations for rental, no one person is designated per equipment. Equipment committee is designated in regards to large repair conversations

g. Update CCU CD account authorized representative change form

-Changing authorized representatives on the Capital Credit Union CD accounts to remove Valerie and ' add Malissa. Following the meeting, Richard signed with our in office notary republic Yvonne Erath and forms were sent to Capital Credit Union

h. Schaff family has an EQIP planting in which they already have the fabric and would like the SCD to lay this for them. It would be approximately 19,000 linear feet. The SCD charge for producers includes the cost of the fabric, at \$0.85/linear foot. Landon asked that this be brought to the board to determine the appropriate charge. The board indicated to take the cost of fabric - \$0.85 and charge accordingly.

*post meeting, Malissa pulled the billing from Agassiz for the fabric this year and determined that \$0.50/linear foot would be the appropriate charge

IX. REPORT OF DISTRICT EMPLOYEES

a. District Clerk

-Malissa presented her detailed monthly report regarding duties carried out through the month. Highlights of this report included updating the website, opening a CD at CCU, finalizing documentation to ND Auditors office for old annual reports, working hand plant pick up dates, submitting CDU supply order, and planning Area 4 Friends and Neighbors Day.

b. District Technician

-Ethan indicated that tree planting is finishing up. If all goes well, should be finalized by the end of the week. All OHF planting deadlines were met by 6/1. Tree crew has been blowing his expectations out of the water and having a good time while working. Noted lessons have been learned this year regarding hand plant orders and site preparation for machine plantings.

Surplus sale, there are certain varieties with 50-100-250 on hand.

-Board noted that Ethan should be praised for his extraordinary efforts of obtaining a tree crew in a short time frame after all efforts of applicants fell through. Training tree crew while driving tractor and the constraints of such were discussed – Ethan noted it is complicated, would be very helpful to have a 3 person crew to have the tractor driver staffed.

c. 319 Watershed Coordinator

-Chance presented his month report regarding duties carried out through the month. Govig streambank renovation in planning, spoke with engineer Bob Phaff, has extra money for engineering that could be utilized.

-DEQ water sample audit will occur on 6/29

-Community Gardens – shed has been chosen, 8x12 \$1534.68+tax at Menards

-July 10 event, received several sponsorships in region for food as 319 dollars can not be used for such

*Malissa noted deposited in SCD main checking as can not be in 319 account, separate line item created to note sponsorship for 319 event(s) food

*Steve indicated thoughts in regards to future topics – goats, everyone seems to have goats

*discussion regarding evening event times, Burleigh SCD has many events in evening with great success on attendance

X. PERSONNEL COMMITTEE

a. one year anniversary reviews –

Ethan, 5/24 as tree crew, 8/11 as District Tech

Malissa, 6/14

board asked to schedule for July, staff reviews scheduled at beginning of the year and mid year

XI. CORRESPONDANCE – none at this time

XII. APPROVE APPLICATIONS AND AGREEMENTS – none at this time

XIII. PLANS FOR NEXT MEETING – Thursday 7/6 @ 8:30

XIV. SIGN EXPENSE VOUCHERS, PAYROLL, AND CREDIT CARD STATEMENTS

Board meeting broke for an executive session at 11:35. Meeting was officially adjourned at 12:08

XV. ADJOURN –

Respectfully Submitted,

Malissa McKee
Recording Secretary

Approved:

Aaron Steckler - Chairman