

MORTON COUNTY SOIL CONSERVATION DISTRICT MINUTES OF MEETING

Thursday, October 12th, 2023

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

I. **CALL TO ORDER** – Aaron called the meeting to order at approximately 8:31 am

II. **ROLL CALL**

Staff: Chance Porsborg, Malissa McKee, Ethan Gress

Board Members: Aaron Steckler, Kent Belland, Thomas Osterbauer, George Ferderer, Richard Tokach,

Others: Landon Weiser NRCS, Jonathon Moser Forager Farm

Absent: Rocky Bateman, Steve Tomac

III. **MINUTES OF PREVIOUS MEETING**

Richard motioned to approve August minutes as amended, George seconded.

Aye – 2 No – 0

Motion passes.

Richard motioned to approve September minutes as amended, George seconded.

Aye – 2 No – 0

Motion passes.

IV. **TREASURER’S REPORT**

Malissa reported that research has been concluded regarding all CDs and CD header account back to 2006. Entries have been made in quick books to reflect all movements and interest that were missing over the years. Previous minutes were also researched as reference. As of end of September, books are up to date regarding chart of accounts.

Jonathon recommended based on his bookkeeping and accounting background, operations manual for best practices on file is recommended.

No motions were made regarding August or September financials. Further review requested regarding A/R Aging Report.

Assess 1.5% interest rate per month on late invoices, max 18% of interest rate per year. Discussion regarding having a policy on file for late invoices and any follow up for recourse towards collections. Adding to tree planting contract, rental agreements.

V. **REPORT OF COOPERATING AGENCIES**

a. District Conservationist – Landon Weiser

EQIP (Environmental Quality Incentives Program) batching deadline was on September 22, EQIP-RCPP (Regional Conservation Partnership Program) sign up deadline is October 27.

Received 10 applications for EQIP standard. Have not received any applications for EQIP CIC (Conservation Incentive Contract)

CSP (Conservation Stewardship Program) GCI (Grasslands Conservation Initiative) currently 2 active contracts.

General CRP (Conservation Reserve Program) 2 accepted offers, Grasslands 9 accepted offers

Most of this month, wrapping up field work and working on applications. Bryce and Landon have been assisting Chance on field work and planning with producers

Soil Conservationist position closed for Selfridge/Carson/Mandan

b. County Extension Agent – Renae Gress (maternity leave)

No report provided

VI. OLD BUSINESS

- a. Chart of Accounts corrections – CDs 18.1, 18.2, CCU savings, CD header account 1125
Malissa shared the research process, CCU statements have all been received and filed from account origination, and the chart of accounts in Quick Books has been updated with entries of movements and interest to bring current.
Richard made a motion to move funds from share account and reinvest in a 6 month CD at highest rate possible at a local institution. George seconded.

Aye – 2 No – 0

Motion passes.

- b. Government Shutdown – continued resolution through 11/17/23, farm bill expired
Balancing Goat, Mandan library both have conference rooms. Armor Animal Health also has a meeting room available.
Farm credit – Thursdays are busy in their conference room, free as ag related, coffee included.
Comfort Inn & Suites, Mandan \$100/board room, \$25 for coffee.
Board consensus of free options, first priority for board meeting if needed.
- c. Winter event planning – Chance
Go through processes of 319, District Tech, NRCS, then have dinner, after dinner cooperative agencies such as Stockman’s, end the night with door prizes.
Discussion regarding ‘hooks’ for attendance, practice related content. Stockman’s Association, marketing speaker regarding LRP, FLRP.
Baymont – 3 joined ballrooms, discussion regarding available dates in December and January. Decided on evening of Thursday, December 14, 5:00-5:30 pm start.
Discussion regarding title of event – ‘Investing for the Future’
- d. Supervisor Wages
Malissa shared results of research of SCD supervisor wages across the state from a poll she took via email of staff of the SCDs. Majority of SCDs that responded have supervisor wage at \$75.
Discussion regarding increasing rate for incentive of future board members.
Richard made a motion to raise the supervisor wage to \$125. No second was made
- Motion fails.**
- e. Tractor repair update
Chance provided an update of the repairs made to the tractor at Northern Plains. Total cost \$1177.
Linkages were rusted, trouble shifting.

*Jonathon had to leave at approximately 9:35

VII. REVIEW WORK PLAN/CALENDAR

- a. Area IV SCD meeting, Washburn 4H camp – 10/6
b. ND Envirothon, Malissa volunteering – 10/11
c. Handplant order form in October newsletter – 10/15 submit to Image printers by this date
d. 3rd quarter DART & NRCS TA agreement – due 10/15
e. Register for annual convention by 11/1 for advanced registration fee (\$190), 11/3 regular fee (\$200)
f. Post tree order form on website in October
g. Northern Plains Region, NCDEA Regional Meeting November 1-3 Deadwood (travel 10/31)
h. Planning for Winter Ag event in December/January – September onward
i. November 8, 5:30 – Burleigh Appreciation Dinner, Elks
j. November 13-15, Annual Convention, Bismarck Hotel & Convention Center, Register prior to 11/1
k. December 5-8, TREEs program at Morton County Schools
l. CD maturity dates – 2/24/24 Dakota Community
6/27/24 Capital CU – I3
11/18/24 Capital CU – I14

Richard made a motion to cover Ethan's registration fee if sponsorship does not come through from the employee association.

Aye – (2)

No – (0)

Motion Passes.

VIII. NEW BUSINESS

- a. Tree Order Form
Ethan shared the process of updating the order form from the nursery listings this year.
- b. Annual Convention – auction item, supervisor attendance
Board confirmed to purchase an auction item for convention, \$100 at staff discretion. Richard suggested doing up a note card of the item(s) description for auctioneer.

IX. REPORT OF DISTRICT EMPLOYEES

- a. District Clerk
Malissa shared her report of monthly activities. A lot of bookkeeping, documentation to auditor for 2022 audit. Assisted with Lewis & Clark Envirothon in Washburn.
- b. District Technician
Planning for FY24 plantings, currently slightly over 100,000 ft. 50% non-cost shared and 50% cost-shared, 21 plantings.
Manure spreader has received a lot of use in the last few weeks. Last person on list currently is Oliver County resident. One producer did not clean post rental, did hold deposit per signed agreement.
District Cell phone currently not fully working. Can't hear people, people can't hear us, call disconnects; text still works. NRCS is moving to a GPS system app, for convenience getting a phone compatible. Board requested research on available options and bringing to next meeting.
Will begin working on summer help ad, will update from last years format. Will be updating to rate of \$18/yr with opportunity of overtime. Discussion of \$0.50/yr increase for return summer help.
Will be off October 18-24

*George had to leave at approximately 11:09

- c. 319 Watershed Coordinator
Currently 5 projects active, soon will be 7; 4 more producers are interested.
Ecoli water samples ended at end of September.
NWQI close out documentation submitted two weeks ago (week of September 25)
Final report for 319 of 2022 will be getting submitted to DEQ.
Mandan Parks & Rec will be submitting reimbursement once shed has been completed at community gardens.
Discussion regarding sign cost for shed, board consensus to get quotes together. Contact Dustin at Parks & Rec regarding size request/requirements.

X. CORRESPONDENCE –

Burleigh SCD Appreciation Social Invitation
Annual Convention -RSVP by 11/1/23

Discussion regarding Malissa heading fund raising for the Area IV Research Farm. Unable to do a motion, lack of a quorum. Request to add to agenda on next months meeting.

XI. APPROVE APPLICATIONS AND AGREEMENTS – 4 CPOs for 319

XII. PLANS FOR NEXT MEETING – 11/9 @ 8:30

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

XIV. ADJOURN – Richard motioned to adjourn the meeting at 11:30 am

Respectfully Submitted,

Malissa McKee
Recording Secretary

Approved:

Aaron Steckler - Chairman