

Annual Meeting Minutes
Dakota West RC&D
Dickinson Research Extension Center
Dickinson, N.D.
Jan. 11, 2016

Call to order and attendance

Jim Odermann, president of Dakota West RC&D Council, called the annual meeting to order at 9:40 a.m. (MST).

Those attending and the organizational member they represent were:

- Frank Hatzenbuhler, director at large
- Pam Meier, Slope-Hettinger Soil Conservation District
- Loren Myran, director at large
- Chad Njos, Bowman/Slope Soil Conservation District
- James Odermann, Southwest Water Authority
- Dr. Kris Ringwall, Dickinson Extension & Research Center
- Audrey Schieffer, Golden Valley Soil Conservation District
- Kaylee Stein, Dunn County Soil Conservation District
- Bonnie Twogood, Central Stark & Western Soil Conservation Districts
- Shari Wick, Adams County Soil Conservation District

Also attending was Susan Davis, executive director, and Jamie Enerson, Adams County SCD.

Odermann declared a quorum as 10 of the 15 (13 organizational and two at-large) board members were present. One-third of the members need to be present for a quorum.

Introduction and agenda

Self-introductions were made. The group reviewed the agenda, which was approved by consensus.

Approval of minutes

The minutes from the Oct. 14, 2015, Dakota West RC&D quarterly meeting were reviewed. Chad Njos noted he is not resigning from the Bowman-Slope SCD board, just the Dakota West RC&D board.

Bonnie Twogood moved to approve the Oct. 14, 2015, minutes. The motion was seconded by Kaylee Stein and approved without dissent.

Treasurer's report

Treasurer Frank Hatzenbuhler reported the Dakota West checking account balance is \$43,651 and the CD balance is \$5,901.

The board reviewed the 2015 profit and loss statement, which shows total income of \$3,855 and total expenses of \$17,079.

The income is mainly from member dues, which were \$200 for 2015 and \$350 for 2015. Hatzenbuhler pointed out that some members paid for their 2016 dues at the end of 2015.

Of the expenses, \$15,493 was paid to Dakota Prairies RC&D for contractual services (and expenses such as mileage); \$710 was for board meeting expenses; and \$553.41 was for Consolidated Telcom for the telephone and Internet cost.

Dr. Kris Ringwall moved to accept the treasurer's report and file for audit. The motion was seconded by Pam Meier and approved without dissent.

Executive director report

Susan Davis reviewed her written report on activities performed since mid-October 2015.

Highlights include the following:

- Submitted two 319 grant monthly reimbursement requests to the North Dakota Department of Health/Water Quality. The request in early November was for \$9,800.78 and included \$190 for Adams County SCD; \$2,040 for Morton County SCD; and \$7,570.78 for Dakota Prairies RC&D. The amount for Dakota Prairies included \$5,534 for the six Solvita soil testing kits for member/partners. The final Partners for Water Quality reimbursement request was done in early December for \$18,833.11. It included \$3,400 for Golden Valley SCD; \$2,370.55 for Morton County SCD; \$731.11 for Sheridan County SCD; and \$1,050 for Bowman-Slope SCD. The remaining \$11,281.55 was for Dakota Prairies expenses of which \$9,460.15 was for the 16 tabletop rainfall simulators and 13 soil quality/water movement demonstration kits for member/partners.

- Prepared for and attended the Oct. 29 meeting of the Ad Hoc Granting Committee in Hebron

- Held discussions with executive boards of Dakota West and Dakota Prairies on match under the new Water Wisdom 319 grant and discussed match with Greg Sandness

- Ordered final educational items for member/partners

- Researched, wrote and submitted first draft of 2012-2015 Partners for Water Quality 319 grant final report

- Updated final 2012 319 project list

- Wrote and issued final reimbursements to members under 2012 319 grant

- Participated in the Western RC&D Association monthly conference calls

- Prepared report on the North Dakota RC&D Association (NDRCDA) and its four of eight active RC&D councils and presented it during the Nov. 23 conference of the North Dakota Association of Soil Conservation Districts (NDASCD)

- Signed partnership agreement with NRCS, NDASCD, NDRCDA and others Nov. 23

- Attended Dec. 12 conference call on RC&D sustainability

Kaylee Stein moved to accept the executive director's report. The motion was seconded by Chad Njos and approved without dissent.

2016 budget proposal

Davis reviewed the proposed budget for 2016. It incorporates sharing income and expenses with Dakota Prairies RC&D under the 2015-2018 Water Wisdom 319 grant. Projected income of \$34,873 includes \$4,900 in membership dues and \$16,422 in 319 grant income. To avoid a projected budget deficit of about \$14,400, Dakota West will either need additional grant income and/or corporate donations or use funds from checking and savings.

Total expenses expected for 2016 total \$34,776 and include \$22,596 to conduct work under the Water Wisdom 319 grant. It also included \$6,500 to open a Water Wisdom checking account, which Dakota Prairies RC&D will also contribute \$6,500 to. Other expenses include \$900 for the council's quarterly meetings; \$1,748 for travel; \$500 for a financial review; \$550 for training/education; \$600 for office supplies/postage; and \$552 for telephone/Internet.

The board discussed that corporate donations may be difficult to secure, especially with the drop in oil prices. Additional grant income may be an option and Davis will continue to search for possible grants.

President Odermann noted that there needs to be a new contract with Dakota Prairies RC&D for the non-319 grant services performed by Davis. Davis reported Dakota Prairies currently bills Dakota West for 30 hours per month at \$40 per hour, for a total of \$1,200 per month (plus any expenses such as mileage to Dickinson). The hours under the original contract were reduced from 42 to 30 beginning in July 2015.

Loren Myran moved to operate under the terms of the existing contract that expired Dec. 31, 2015, for 30 hours a month until a new contract is drafted and presented to the board at the next quarterly board meeting. The motion was seconded by Pam Meier and approved without dissent.

Those who will serve on the committee to work with Davis on a new contract are Odermann, Dr. Kris Ringwall, Duane Urlacher and Bonnie Twogood.

Dr. Kris Ringwall moved to approve the 2016 budget as presented. The motion was seconded by Chad Njos and approved without dissent.

319 Ad Hoc Granting Committee report

■ *2012-2015 Partners for Water Quality 319 grant:* Davis reviewed the final approved projects and project reimbursements under this grant project. The entire grant of \$325,000 was spent, with the last reimbursement received from the North Dakotas Department of Health in December 2015. The majority of the grant, or \$160,047, was spent on local workshops, field events and other local programming. Other categories were outreach information with \$1,591 and demonstration projects with \$53,715. The grant was originally scheduled to end June 31, 2015. However, Dakota Prairies RC&D was given an extension to Dec. 31, 2015. Most of the remaining funds were spent on educational items for member/partners. These included Solvita soil test kits, tabletop rainfall simulators, soil quality/water movement demonstration kits and rangeland walking sticks.

■ *2015-2018 Water Wisdom 319 grant:* Davis reviewed the budget under this new three-year grant of \$145,000. The grant officially began July 1, 2015, but with the extension on the other grant work has not yet started. Davis will begin work under this grant in January 2016. That work includes creating a steering committee to review a comprehensive ag-related water quality training module and planning and holding two soil health workshops and one statewide advanced grazing workshop. Davis reported she has been in contact with Mary Podoll, state conservationist, on this work and will be reaching out to members of the Dakota West and Dakota Prairies RC&D councils and others to serve on this committee or committees.

The board discussed that September or October may be the best months for soil health workshops, especially if outdoor demonstrations will be involved. Ray Archuleta and Jerry Doan were mentioned as possible speakers.

Davis also reported that the executive boards of Dakota West RC&D and Dakota Prairies RC&D will cancel its planned meeting with Greg Sandness on match under the new 319 grant. The two councils had questioned why the budget deficits of each council could not be used at in-kind match. However, the Ad Hoc Granting Committee, advised against the meeting with Sandness. Instead, both councils will document board member on-kind match and encourage member/partners to send in additional match under their local projects and events.

Project/activity reports from members

■ *Bonnie Twogood:* Twogood, district manager for Western SCD and Central Stark SCD, reported if these two SCDs merge, there will be one board with five members. She also reported the SCDs are gearing up for the tree planting season. Ponderosa pine did not do well last year so they will be hand planting 6,000 replacement trees. They expect orders for about 250,000 trees, which is down from the normal 300,000. Crews will help with installing the weed barrier. They charge 50 cents per tree to plant.

■ *Loren Myran:* Myran, a board member at large from the Taylor area, reported he had a disease in all his spruce trees and had a former Forest Service employee remove them. He suggested that Dakota West may want to look at working on tree health. He said part of the problem with pine trees is that they are often planted too close together, resulting in fungus problems.

■ *Kaylee Stein:* Stein, the district technician for Dunn County SCD, reported this SCD is also publicizing trees. They are also working on soil testing maps and helping NRCS with ranking.

■ *Shari Wick:* Wick, the district technician for Adams County SCD, reported they are working on organizing a horticulture tree workshop for the first part of April. This yearly event has grown in attendance each year. An NDSU Extension agent, such as Tom Kalb, will speak and they will have a meal.

■ *Pam Meier:* Meier, district manager of Slope-Hettinger SCD, reported this SCD is holding its achievement banquet this week. They are also helping NRCS with ranking and contracting.

■ *Audrey Schieffer:* Schieffer, a Golden Valley SCD board member, reported this SCD recently purchased a no-till drill but Case IH has stopped its tractor program and it could cost \$9,000 to lease a tractor. Other board members mentioned that John Deere may have a good price on a tractor. Board members also said that Golden Valley SCD could lease the no-till drill out to producers. However, three years may be the maximum time as it may then need too many

repairs. Chad Njos said Bowman-Slope SCD has two no-till drills it leases and requires a \$500 deposit to help cover any damages. Bowman-Slope SCD trades the drills in every five years. Kaylee Stein reported Dunn County SCD requires either a \$100 or \$200 damage deposit. This SCD may also add a time limit as some producers keep the drill much longer than expected and others are waiting for it.

▪ *Frank Hatzenbuhler:* Hatzenbuhler, a board member at large, reported he and others worked with the North Dakota Forest Service to plant trees by the new fire hall in Dickinson.

Election of officers

President Odermann announced that the bylaws calls for election of officers in even-number years. Officers serve for two-year terms and can serve two terms. All the officers are up for re-election except Chad Njos, vice president, who is resigning from the Dakota West RC&D board after this meeting. Other officers are Don Urlacher, secretary, and Frank Hatzenbuhler, treasurer.

▪ **President:** *Shari Wick nominated James Odermann for president. After no other nominations, Frank Hatzenbuhler moved and Chad Njos seconded to cease nominations and cast a unanimous ballot for Odermann. The motion carried.*

▪ **Vice president:** *Bonnie Twogood nominated Pam Meier. Pam Meier nominated Bonnie Twogood. After no other nominations, a paper ballot was conducted and Meier was elected vice president.*

▪ **Secretary:** *Pam Meier nominated Don Urlacher for secretary. After no other nominations, Loren Myran moved and Chad Njos seconded to cease nominations and cast a unanimous ballot for Don Urlacher. The motion carried.*

▪ **Treasurer:** *Loren Myran nominated Frank Hatzenbuhler for treasurer. After no other nominations, Shari Wick moved and Kaylee Stein seconded to cease nominations and cast a unanimous ballot for Frank Hatzenbuhler. The motion carried.*

Next meeting

The next quarterly meeting was scheduled for Monday, April 11, 2016. It will be held at 9:30 a.m. (MST) at the Dickinson Extension & Research Center.

Adjournment

President Odermann adjourned the meeting at 11:35 a.m. (MDT).