



## BOARD MEETING MINUTES Regular Meeting

Date: December 8th, 2022  
Location: 425 Jackson Ave NW, Elk River MN 55330  
Remote Access Available

### Board Members Present

Larry Goenner - Chair  
Jason Selvog - Vice Chair  
Shelly Binsfeld – Secretary  
Kerry Saxton – Treasurer

### Staff Present

Francine Larson  
Andrea Bumgarner\*  
Dan Cibulka\*  
Frances Gerde\*  
Miranda Wagner\*  
David Wick\*

### Others Present

Katie Evans  
NRCS District Conservationist  
  
Chris Jurek  
District 2 Supervisor Elect

\*denotes partial attendance  
+ Remotely attended

### Regular Agenda

#### 1. Call to Order

Meeting was called to order by Chair Goenner at 8:37 a.m. A quorum was present.

#### 2. Pledge of Allegiance

Goenner led the Board of Supervisors in the Pledge of Allegiance.

#### 3. Open Forum

There were no comments from the audience.

#### 4. Approval of Regular Agenda

- **22.12.01** - Motion by Binsfeld, second by Saxton to approve the agenda with submitted additions as presented. All members voting in favor. Motion carried.

#### 5. Approval of Consent Agenda

**Approval of November 8, 2022 Board Meeting Minutes** – Draft minutes have been reviewed by staff in advance of the meeting.

**Authorization to provide final payment to Ann Lake Improvement Club for an AIS Treatment and Control project, AIS-FY22-09, for \$500.00** – The original contract with Ann Lake Improvement Club was approved on April 14, 2022. The total project cost is \$4,006.01 and the project was approved at 75% cost share not to exceed \$2,000.00. Funding for this project will be allocated from the AIS Program funds. Check #7487 was signed at the end of the meeting.

**Authorization to provide final payment to Ann Lake Improvement Club for a Volunteer Incentive program, AIS-FY22-12, for \$125.00** – The original contract with Ann Lake Improvement Club was approved on April 14, 2022. The total project cost is \$500.00, and the project was approved at 75% cost share not to exceed \$500.00. Funding for this project will be allocated from the AIS Program funds. Check #7487 was signed at the end of the meeting.

**Authorization to provide final payment to Mark Haglund for well Sealing project, #FY22-WS-02, for \$600.00** – The original contract with Mark Haglund was approved on August 29, 2022. The total project cost is \$1,200.00 and the project was approved at 50% cost share of eligible expenses, not to exceed \$1,000.00. Funding for this project will be allocated from the District Cost Share program. Check #7488 was signed at the end of the meeting.

**Authorization to provide final payment to A & L Peterson Farm Inc. for an RCPP Irrigation Water Management and Pumping Plant project, #NR-FY19-20, for \$18,841.61** – The original contract with A & L Peterson Farms was approved on September 8, 2022. The total project cost is \$54,633.64 and the project was approved at 75% (Federal & State combined) cost share of eligible expenses, not to exceed \$18,841.61. Funding for this project will be allocated from FY19 CWF Nitrate Reduction Grant. Check #7489 was signed at the end of the meeting.

**Authorization to provide final payment to Diamond A Farm LLC for a Multi-Year Cover Crop project, #NC20-06-01, for \$12,750.00** – The original contract with Diamond A Farm LLC was approved on June 9, 2022. This is the third and final year of the project. The total project cost is \$12,750.00 and the project was approved at a flat rate cost share of eligible expenses, not to exceed \$12,750.00. Funding for this project will be allocated from TNC/Cargill grant. Check #7490 was signed at the end of the meeting.

**Authorization to provide final payment to Ken Paige for a Lawns to Legumes project, #L2L-2022-07-03, for \$579.83** - The original contract with Ken Paige was approved on July 14, 2022 and amended on November 30, 2022. The total project cost is \$723.83, and the project was approved at 90% cost share of eligible expenses, not to exceed \$579.83. Funding for this project will be allocated from the Lawns to Legumes grant. Check #7491 was signed at the end of the meeting.

**Authorization to provide final payment to Michael Hill for a Lawns to Legumes project, #L2L-2022-08-11, for \$1,480.50** - The original contract with Michael Hill was approved on August 11, 2022. The total project cost is \$1,645.00, and the project was approved at 90% cost share of eligible expenses, not to exceed \$1,935.00. Funding for this project will be allocated from the Lawns to Legumes grant. Check #7492 was signed at the end of the meeting.

**Authorization to provide final payment to Tiana Lietzau for a Lawns to Legumes project, #L2L-2022-08-02, for \$320.71** - The original contract with Tiana Lietzau was approved on August 11, 2022. The total project cost is \$506.23, and the project was approved at 90% cost share of eligible expenses, not to exceed \$352.00. Funding for this project will be allocated from the Lawns to Legumes grant. Check #7493 was signed at the end of the meeting.

**Authorization to provide final payment to Julie Delene for a Lawns to Legumes project, #L2L-2022-08-10, for \$1,214.49** - The original contract with Julie Delene was approved on August 11, 2022 and amended on November 30, 2022. The total project cost is \$1,550.49, and the project was approved at 90% cost share of eligible expenses, not to exceed \$1,214.49. Funding for this project will be allocated from the Lawns to Legumes grant. Check #7494 was signed at the end of the meeting.

**Authorization to provide final payment to Marie Keane for a Lawns to Legumes project, #L2L-2022-08-04, for \$456.29** - The original contract with Marie Keane was approved on August 11, 2022 and amended on November 30, 2022. The total project cost is \$1,104.29, and the project was approved at 90% cost share of eligible expenses, not to exceed \$456.29. Funding for this project will be allocated from the Lawns to Legumes grant. Check #7495 was signed at the end of the meeting.

**Authorization to provide final payment to Briana Sutherland for a Lawns to Legumes project, #L2L-2022-08-09, for \$503.62** - The original contract with Briana Sutherland was approved on August 11, 2022 and amended on November 30, 2022. The total project cost is \$983.62, and the project was approved at 90% cost share of eligible expenses, not to exceed \$503.62. Funding for this project will be allocated from the Lawns to Legumes grant. Check #7496 was signed at the end of the meeting.

**Authorization to provide final payment to Ryan Hamers for a Lawns to Legumes project, #L2L-2022-08-07, for \$668.95** - The original contract with Ryan Hamers was approved on August 11, 2022 and amended on November 30, 2022. The total project cost is \$1,073.35, and the project was approved at 90% cost share of eligible expenses, not to exceed \$668.95. Funding for this project

will be allocated from the Lawns to Legumes grant. Check #7497 was signed at the end of the meeting.

**Authorization to provide final payment to Joe Ramerth for a Lawns to Legumes project, #L2L-2022-09-02, for \$210.00** - The original contract with Joe Ramerth was approved on September 8, 2022 and amended on November 30, 2022. The total project cost is \$310.75, and the project was approved at 90% cost share of eligible expenses, not to exceed \$210.00. Funding for this project will be allocated from the Lawns to Legumes grant. Check #7498 was signed at the end of the meeting.

**Authorization to provide final payment to Aaron Staehnke for a Lawns to Legumes project, #L2L-2022-09-03, for \$1,272.84** - The original contract with Aaron Staehnke was approved on September 8, 2022 and amended on November 30, 2022. The total project cost is \$1,824.84, and the project was approved at 90% cost share of eligible expenses, not to exceed \$1,272.84. Funding for this project will be allocated from the Lawns to Legumes grant. Check #7499 was signed at the end of the meeting.

**Authorization to provide final payment to Katherine Grimm-Nerison for a Lawns to Legumes project, #L2L-2022-07-01, for \$309.60** - The original contract with Katherine Grimm-Nerison was approved on July 14, 2022 and amended on November 30, 2022. The total project cost is \$532.20, and the project was approved at 90% cost share of eligible expenses, not to exceed \$309.60. Funding for this project will be allocated from the Lawns to Legumes grant. Check #7500 was signed at the end of the meeting.

**Authorization to provide final payment to Leah Leason for a Lawns to Legumes project, #L2L-2022-07-02, for \$200.00** - The original contract with Leah Leason was approved on July 14, 2022. The total project cost is \$409.60, and the project was approved at 90% cost share of eligible expenses, not to exceed \$200.00. Funding for this project will be allocated from the Lawns to Legumes grant. Check #7501 was signed at the end of the meeting.

**Authorization to provide final payment to Terry Mcclafin for a Lawns to Legumes project, #L2L-2022-08-01, for \$805.31** - The original contract with Terry Mcclafin was approved on August 11, 2022. The total project cost is \$901.31, and the project was approved at 90% cost share of eligible expenses, not to exceed \$810.00. Funding for this project will be allocated from the Lawns to Legumes grant. Check #7502 was signed at the end of the meeting.

**Authorization to provide final payment to Karen Liubakka for a Lawns to Legumes project, #L2L-2022-08-05, for \$500.00** - The original contract with Karen Liubakka was approved on August 11, 2022 and amended on November 30, 2022. The total project cost is \$896.88, and the project was approved at 90% cost share of eligible expenses, not to exceed \$500.00. Funding for this project will be allocated from the Lawns to Legumes grant. Check #7503 was signed at the end of the meeting.

- **22.12.02** - Motion by Binsfeld, second by Saxton to approve the consent agenda as presented. All members voting in favor. Motion carried.

#### **6. November 2022 Financial Reports**

Saxton read the November 2022 Program Summary Report. Discussion was had.

- **22.12.03** - Motion by Saxton, second by Binsfeld to accept the November 2022 Financial Reports as submitted, subject to audit. All members voting in favor. Motion carried.

- 7. December 2022 Accounts Payable** – The Board reviewed the December 2022 Accounts Payable Summary. The report includes all unpaid bills from 11/4/2022 – 12/08/2022. Check numbers 7470 through 7486 totaling \$26,311.45 were submitted for approval. Larson noted that due to a printing error, check numbers 7454 – 7469 had to be voided. Discussion was had.

- **22.12.04** - Motion by Goenner, second by Binsfeld to approve the December 2022 Accounts Payable as submitted. All members voting in favor. Motion carried.
- 8. Supervisor Committee Reports & Vouchers** – Binsfeld provided an update on the MASWCD Area 4 meeting also noting attendance at the Conservation Appreciation Dinner. Selvog, Goenner, and Saxton also reported attendance at the Appreciation Dinner and congratulated staff on an amazing event. Saxton updated the Board on the Rum River JPE meeting.
- **22.12.05** - Motion by Goenner, second by Selvog to approve the Supervisor Vouchers as submitted. All members voting in favor. Motion carried.
- 9. District Manager’s Report** – Larson reviewed her monthly activities. Written report available upon request.
- 10. NRCS Activity Report** – Written report available upon request.
- 11. District Staff Monthly Reports** - Available SWCD staff reviewed their monthly activities with the Board. Individual written reports available upon request.
- 12. MRSC 1W1P Update** – Cibulka reported that the consultant contract and BWSR grant agreement have been executed as of 11/28/2022. Planning staff have met to outline activities for the next few months. Cibulka noted that the Steering Committee will be meeting the first Wednesday of each month, Technical Advisory Committee mid-month, and Policy Committee to meet late in the month. A project Kick-Off Public Meeting will be held in late January. Cibulka reported that the fiscal agent has notified project partners that they will not be producing sub-contract agreements for partner roles as advised by the attorney group. Discussion was had. Larson reported that partners are allowed to begin tracking reimbursable time as of the BWSR grant execution date. Larson reminded the Board that they will need to designate a new alternate representative for the MRSC Policy Committee at their January meeting.
- 13. Rum River JPE Board** – Cibulka reported that the planning staff have continued to work on a work plan, project ranking document and project policies document. The JPE Board met on 11/30/2022 and approved of the 2023 Work Plan. Cibulka noted that discussion occurred, and feedback given regarding the project policies document with much discussion on the need for deed restrictions and for non-structural agricultural projects. Larson reminded the Board that they will need to designate a new primary representative for the Rum River JPE Board seat at their January meeting.
- 14. Consider Personnel Committee Recommendation** – The Personnel Committee met prior to the Board meeting to discuss staff performance evaluations, health insurance stipends, employee benefits, and mileage rates. The recommendations was shared during the Board Meeting.
- **22.12.06** – Motion by Goenner, second by Binsfeld to accept the Personnel Committee recommendations as presented. All members voting in favor. Motion carried.
- 15. Establish 2023 Board Meeting Schedule** – Larson reviewed the proposed 2023 Board Meeting Schedule. Discussion was had. The Board Meeting Schedule will be posted on the SSWCD website and on the official bulletin board located at the Sherburne SWCD office.
- **22.12.07** – Motion by Goenner, second by Selvog to approve the 2023 Board Meeting Schedule as discussed. All members voting in favor. Motion carried.
- 16. District Manager Performance Evaluation** – Chair Goenner closed the regular meeting at 10:40 a.m. as permitted by section 13D.05, subdivision 3(a) to evaluate the performance of the District Manager, Francine Larson. Chair Goenner opened the regular meeting at 11:31 a.m.

- **22.12.08** – Motion by Binsfeld, second by Goenner to approve the District Manager’s evaluation as discussed. All members voting in favor. Motion carried.

**17. Upcoming Meetings and Events** – Discussion was had regarding upcoming events and schedules.

**18. Adjournment**

- **22.12.09** – Chair Goenner adjourned the meeting without debate.

Meeting adjourned at 11:36 a.m.

Respectfully submitted by Francine Larson, District Manager.

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

Chris Guek District Board Supervisor  
Signature & Title

1/12/23  
Date

## SHERBURNE SOIL & WATER CONSERVATION

### Account QuickReport

As of December 31, 2022

01/04/23

Accrual Basis

| Date                                 | Num  | Name                             | Memo                                    | Debit    | Credit     | Balance    |
|--------------------------------------|------|----------------------------------|---|----------|------------|------------|
| <b>10000 · Cash</b>                  |      |                                  |   |          |            | 594,599.83 |
| <b>10100 · SWEEP Account</b>         |      |                                  |   |          |            | 445,861.54 |
| 12/01/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 16.00      | 445,845.54 |
| 12/02/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 9,370.22   | 436,475.32 |
| 12/05/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 4,259.22   | 432,216.10 |
| 12/06/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 558.00     | 431,658.10 |
| 12/07/2022                           |      |                                  | Funds Transfer - SWEEP                  | 2,762.25 |            | 434,420.35 |
| 12/08/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 73.31      | 434,347.04 |
| 12/12/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 1,175.66   | 433,171.38 |
| 12/13/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 19,535.36  | 413,636.02 |
| 12/14/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 5,186.93   | 408,449.09 |
| 12/15/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 21,571.93  | 386,877.16 |
| 12/16/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 23,320.67  | 363,556.49 |
| 12/19/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 8,480.67   | 355,075.82 |
| 12/20/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 1,398.00   | 353,677.82 |
| 12/21/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 241.66     | 353,436.16 |
| 12/22/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 345.00     | 353,091.16 |
| 12/27/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 157.98     | 352,933.18 |
| 12/28/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 8,268.81   | 344,664.37 |
| 12/29/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 1,480.50   | 343,183.87 |
| 12/30/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 8,835.71   | 334,348.16 |
| 12/30/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 10,219.97  | 324,128.19 |
| 12/31/2022                           |      |                                  | Interest                                | 531.84   |            | 324,660.03 |
| Total 10100 · SWEEP Account          |      |                                  |   | 3,294.09 | 124,495.60 | 324,660.03 |
| <b>10200 · Bank of ER - Checking</b> |      |                                  |   |          |            | 99,966.50  |
| 12/01/2022                           |      |                                  | Funds Transfer - SWEEP                  | 16.00    |            | 99,982.50  |
| 12/01/2022                           |      |                                  | Deposit - DNR Misc                      | 24.70    |            | 100,007.20 |
| 12/02/2022                           | DD   | Bumgarner, Andrea L              | PR - 11/13/2022 - 11/26/2022            | 0.00     |            | 100,007.20 |
| 12/02/2022                           | DD   | Cibulka, Daniel A                | PR - 11/13/2022 - 11/26/2022            |          | 2,085.84   | 97,921.36  |
| 12/02/2022                           | DD   | Gerde, Frances W                 | PR - 11/13/2022 - 11/26/2022            |          | 1,834.43   | 96,086.93  |
| 12/02/2022                           | DD   | Larson, Francine M               | PR - 11/13/2022 - 11/26/2022            |          | 2,281.31   | 93,805.62  |
| 12/02/2022                           | DD   | Wagner, Miranda L                | PR - 11/13/2022 - 11/26/2022            |          | 1,640.62   | 92,165.00  |
| 12/02/2022                           | DD   | Wick, David P                    | PR - 11/13/2022 - 11/26/2022            |          | 1,552.72   | 90,612.28  |
| 12/02/2022                           | EFT  | United States Treasury           | Federal - PR 11/13/2022 - 11/26/2022    |          | 3,468.64   | 87,143.64  |
| 12/02/2022                           | EFT  | Minnesota Revenue                | State - PR 11/13/2022 - 11/26/2022      |          | 558.00     | 86,585.64  |
| 12/02/2022                           | EFT  | PERA                             | PERA - PR 11/13/2022 - 11/26/2022       |          | 1,924.39   | 84,661.25  |
| 12/02/2022                           | EFT  | Nationwide Retirement Solutions  | Nationwide - PR 11/13/2022 - 11/26/2022 |          | 1,026.19   | 83,635.06  |
| 12/02/2022                           |      |                                  | Funds Transfer - SWEEP                  | 9,370.22 |            | 93,005.28  |
| 12/02/2022                           |      |                                  | Deposit - Parks                         | 2,160.00 |            | 95,165.28  |
| 12/05/2022                           |      |                                  | Deposit - ETA                           | 2,762.25 |            | 97,927.53  |
| 12/05/2022                           |      |                                  | Funds Transfer - SWEEP                  | 4,259.22 |            | 102,186.75 |
| 12/06/2022                           |      |                                  | Funds Transfer - SWEEP                  | 558.00   |            | 102,744.75 |
| 12/07/2022                           | EFT  | Waste Management                 | Building Expense - Garbage/Recycling    |          | 133.76     | 102,610.99 |
| 12/07/2022                           |      |                                  | Funds Transfer - SWEEP                  |          | 2,762.25   | 99,848.74  |
| 12/07/2022                           | EFT  | Pitney Bowes                     | Postage - Meter Fee                     |          | 73.31      | 99,775.43  |
| 12/08/2022                           | 7470 | Benton SWCD                      | MPCA - WRAPS - LPT                      |          | 240.00     | 99,535.43  |
| 12/08/2022                           | 7471 | Bumgarner, Andrea                | Reimbursed Expenses                     |          | 606.25     | 98,929.18  |
| 12/08/2022                           | 7472 | Cibulka, Dan                     | Reimbursed Expenses                     |          | 624.00     | 98,305.18  |
| 12/08/2022                           | 7473 | City of Elk River                | Vehicle Maintenance                     |          | 497.87     | 97,807.31  |
| 12/08/2022                           | 7474 | Francine Larson                  | Reimbursed Expenses                     |          | 740.36     | 97,066.95  |
| 12/08/2022                           | 7475 | Friends of Sherburne NWR         | Membership Dues - 3 years               |          | 100.00     | 96,966.95  |
| 12/08/2022                           | 7476 | Gerde, Frances                   | Reimbursed Expenses                     |          | 600.00     | 96,366.95  |
| 12/08/2022                           | 7477 | Minnesota Counties Intergover... | Workers Comp Audit                      |          | 247.00     | 96,119.95  |
| 12/08/2022                           | 7478 | MNL                              | FY22 BWSR Help Grant - Contractor       |          | 4,220.00   | 91,899.95  |
| 12/08/2022                           | 7479 | MVTL Laboratories, Inc.          | MPCA - WPLMN - Lab Fees                 |          | 222.80     | 91,677.15  |
| 12/08/2022                           | 7480 | NCPERS LIFE INSURANCE            | Life Insurance - EE - December Premium  |          | 16.00      | 91,661.15  |
| 12/08/2022                           | 7481 | RMB Environmental Laboratori...  | MPCA - WRAPS - Lab Fees                 |          | 519.45     | 91,141.70  |
| 12/08/2022                           | 7482 | Sherburne County COLA            | AIS - COLA Advertising                  |          | 1,243.19   | 89,898.51  |
| 12/08/2022                           | 7483 | Tetra Tech, Inc.                 | MPCA - WRAPS - Consultant               |          | 14,889.53  | 75,008.98  |
| 12/08/2022                           | 7484 | Traverse SWCD                    | Tree Sale Supplies                      |          | 345.00     | 74,663.98  |
| 12/08/2022                           | 7485 | Wagner, Miranda                  | Reimbursed Expenses                     |          | 600.00     | 74,063.98  |
| 12/08/2022                           | 7486 | Wick, David                      | Reimbursed Expenses                     |          | 600.00     | 73,463.98  |
| 12/08/2022                           | 7487 | Ann Lake Improvement Club        | AIS Grant - Final Payment               |          | 625.00     | 72,838.98  |
| 12/08/2022                           | 7488 | Haglund, Mark                    | BMP Cost Share - FY22-WS-02             |          | 600.00     | 72,238.98  |
| 12/08/2022                           | 7489 | A & L Peterson Farms, Inc        | BMP Cost Share - NR-FY19-20             |          | 18,841.61  | 53,397.37  |
| 12/08/2022                           | 7490 | Diamond A Farm LLC               | BMP Cost Share - NC20-06-01             |          | 12,750.00  | 40,647.37  |
| 12/08/2022                           | 7491 | Ken Paige                        | BMP Cost Share - L2L-2022-07-03         |          | 579.83     | 40,067.54  |
| 12/08/2022                           | 7492 | Michael Hill                     | BMP Cost Share - L2L-2022-08-11         |          | 1,480.50   | 38,587.04  |
| 12/08/2022                           | 7493 | Tiana Lietzau                    | BMP Cost Share - L2L-2022-08-02         |          | 320.71     | 38,266.33  |

## SHERBURNE SOIL &amp; WATER CONSERVATION

## Account QuickReport

As of December 31, 2022

01/04/23

Accrual Basis

| Date                                | Num  | Name                            | Memo  | Debit             | Credit            | Balance           |
|-------------------------------------|------|---------------------------------|---|-------------------|-------------------|-------------------|
| 12/08/2022                          | 7494 | Julie Delene                    | BMP Cost Share - L2L-2022-08-10             |                   | 1,214.49          | 37,051.84         |
| 12/08/2022                          | 7495 | Marie Keane                     | BMP Cost Share - L2L-2022-08-04             |                   | 456.29            | 36,595.55         |
| 12/08/2022                          | 7496 | Briana Sutherland               | BMP Cost Share - L2L-2022-08-09             |                   | 503.62            | 36,091.93         |
| 12/08/2022                          | 7497 | Ryan Hamers                     | BMP Cost Share - L2L-2022-08-07             |                   | 668.95            | 35,422.98         |
| 12/08/2022                          | 7498 | Joe Ramerth v                   | BMP Cost Share - L2L-2022-09-02             |                   | 210.00            | 35,212.98         |
| 12/08/2022                          | 7499 | Aaron Staehnke                  | BMP Cost Share - L2L-2022-09-03             |                   | 1,272.84          | 33,940.14         |
| 12/08/2022                          | 7500 | Grimm-Nerison, Katherine        | BMP Cost Share - L2L-2022-07-01             |                   | 309.60            | 33,630.54         |
| 12/08/2022                          | 7501 | Leah Leason                     | BMP Cost Share - L2L-2022-07-02             |                   | 200.00            | 33,430.54         |
| 12/08/2022                          | 7502 | Terry McClafin                  | BMP Cost Share - L2L-2022-08-01             |                   | 805.31            | 32,625.23         |
| 12/08/2022                          | 7503 | Karen Liubakka                  | BMP Cost Share - L2L-2022-08-05             |                   | 500.00            | 32,125.23         |
| 12/08/2022                          |      |                                 | Funds Transfer - SWEEP                      | 73.31             |                   | 32,198.54         |
| 12/09/2022                          |      |                                 | Deposit - Area 4                            | 48.34             |                   | 32,246.88         |
| 12/10/2022                          | EFT  | MN PEIP                         | Health Insurance - January Premium          |                   | 2,942.93          | 29,303.95         |
| 12/12/2022                          | DD   | Binsfeld, Michelle L            | Supervisor PerDiem                          |                   | 318.15            | 28,985.80         |
| 12/12/2022                          | DD   | Goenner, Lawrence J             | Supervisor PerDiem                          |                   | 244.60            | 28,741.20         |
| 12/12/2022                          | DD   | Saxton, Kerry J                 | Supervisor PerDiem                          |                   | 332.68            | 28,408.52         |
| 12/12/2022                          | DD   | Selvog, Jason C                 | Supervisor PerDiem                          |                   | 252.10            | 28,156.42         |
| 12/12/2022                          | EFT  | PERA                            | PERA - Supervisor PerDiem                   |                   | 70.00             | 28,086.42         |
| 12/12/2022                          |      |                                 | Funds Transfer - SWEEP                      | 1,175.66          |                   | 29,262.08         |
| 12/13/2022                          | EFT  | United States Treasury          | Federal - Supervisor PerDiem                |                   | 66.20             | 29,195.88         |
| 12/13/2022                          |      |                                 | Funds Transfer - SWEEP                      | 19,535.36         |                   | 48,731.24         |
| 12/14/2022                          |      |                                 | Funds Transfer - SWEEP                      | 5,186.93          |                   | 53,918.17         |
| 12/15/2022                          | EFT  | Charter Communications          | Building Expenses - Internet                |                   | 157.98            | 53,760.19         |
| 12/15/2022                          |      |                                 | Funds Transfer - SWEEP                      | 21,571.93         |                   | 75,332.12         |
| 12/16/2022                          | DD   | Bumgarner, Andrea L             | PR - 11/27/2022 - 12/10/2022                | 0.00              |                   | 75,332.12         |
| 12/16/2022                          | DD   | Cibulka, Daniel A               | PR - 11/27/2022 - 12/10/2022                |                   | 2,085.83          | 73,246.29         |
| 12/16/2022                          | DD   | Gerde, Frances W                | PR - 11/27/2022 - 12/10/2022                |                   | 1,834.43          | 71,411.86         |
| 12/16/2022                          | DD   | Larson, Francine M              | PR - 11/27/2022 - 12/10/2022                |                   | 2,281.32          | 69,130.54         |
| 12/16/2022                          | DD   | Wagner, Miranda L               | PR - 11/27/2022 - 12/10/2022                |                   | 1,640.63          | 67,489.91         |
| 12/16/2022                          | DD   | Wick, David P                   | PR - 11/27/2022 - 12/10/2022                |                   | 1,552.72          | 65,937.19         |
| 12/16/2022                          | EFT  | United States Treasury          | Federal - PR 11/27/2022 - 12/10/2022        |                   | 3,468.60          | 62,468.59         |
| 12/16/2022                          | EFT  | Minnesota Revenue               | State - PR 11/27/2022 - 12/10/2022          |                   | 558.00            | 61,910.59         |
| 12/16/2022                          | EFT  | Nationwide Retirement Solutions | Nationwide - PR 11/27/2022 - 12/10/2022     |                   | 1,026.19          | 60,884.40         |
| 12/16/2022                          | EFT  | PERA                            | PERA - PR11/27/2022 - 12/10/2022            |                   | 1,924.39          | 58,960.01         |
| 12/16/2022                          |      |                                 | Funds Transfer - SWEEP                      | 23,320.67         |                   | 82,280.68         |
| 12/19/2022                          |      |                                 | Funds Transfer - SWEEP                      | 8,480.67          |                   | 90,761.35         |
| 12/20/2022                          | EFT  | Marco                           | Building Expense - Copier Services          |                   | 241.66            | 90,519.69         |
| 12/20/2022                          |      |                                 | Funds Transfer - SWEEP                      | 1,398.00          |                   | 91,917.69         |
| 12/21/2022                          |      |                                 | Funds Transfer - SWEEP                      | 241.66            |                   | 92,159.35         |
| 12/22/2022                          |      |                                 | Funds Transfer - SWEEP                      | 345.00            |                   | 92,504.35         |
| 12/27/2022                          |      |                                 | Funds Transfer - SWEEP                      | 157.98            |                   | 92,662.33         |
| 12/27/2022                          | EFT  | Cardmember Services             | Credit Card expenses - 11/5/2022 - 12/6/... |                   | 6,056.90          | 86,605.43         |
| 12/28/2022                          |      |                                 | Funds Transfer - SWEEP                      | 8,268.81          |                   | 94,874.24         |
| 12/29/2022                          | EFT  | United States Treasury          | Federal - PR 12/11/2022 - 12/24/2022        |                   | 3,468.66          | 91,405.58         |
| 12/29/2022                          | EFT  | Nationwide Retirement Solutions | Nationwide - PR 12/11/2022 - 12/24/2022     |                   | 2,294.18          | 89,111.40         |
| 12/29/2022                          | EFT  | Minnesota Revenue               | State - PR - 12/11/2022 - 12/24/2022        |                   | 558.00            | 88,553.40         |
| 12/29/2022                          | EFT  | PERA                            | PERA - PR 12/11/2022 - 12/24/2022           |                   | 1,924.39          | 86,629.01         |
| 12/29/2022                          | EFT  | Guardian Insurance              | Disability Insurance - January Premium      |                   | 166.93            | 86,462.08         |
| 12/29/2022                          |      |                                 | Funds Transfer - SWEEP                      | 1,480.50          |                   | 87,942.58         |
| 12/29/2022                          |      |                                 | Deposit - MCD                               | 94.71             |                   | 88,037.29         |
| 12/30/2022                          | DD   | Bumgarner, Andrea L             | PR - 12/11/2022 - 12/24/2022                | 0.00              |                   | 88,037.29         |
| 12/30/2022                          | DD   | Cibulka, Daniel A               | PR - 12/11/2022 - 12/24/2022                |                   | 2,085.83          | 85,951.46         |
| 12/30/2022                          | DD   | Gerde, Frances W                | PR - 12/11/2022 - 12/24/2022                |                   | 1,834.42          | 84,117.04         |
| 12/30/2022                          | DD   | Larson, Francine M              | PR - 12/11/2022 - 12/24/2022                |                   | 2,281.44          | 81,835.60         |
| 12/30/2022                          | DD   | Wagner, Miranda L               | PR - 12/11/2022 - 12/24/2022                |                   | 1,640.63          | 80,194.97         |
| 12/30/2022                          | DD   | Wick, David P                   | PR - 12/11/2022 - 12/24/2022                |                   | 1,552.72          | 78,642.25         |
| 12/30/2022                          |      |                                 | Funds Transfer - SWEEP                      | 8,835.71          |                   | 87,477.96         |
| 12/30/2022                          |      |                                 | Funds Transfer - SWEEP                      | 10,219.97         |                   | 97,697.93         |
| Total 10200 · Bank of ER - Checking |      |                                 |   | 129,585.60        | 131,854.17        | 97,697.93         |
| 10300 · CD - 7726074 - 60mo         |      |                                 |   |                   |                   | 48,771.79         |
| Total 10300 · CD - 7726074 - 60mo   |      |                                 |   |                   |                   | 48,771.79         |
| Total 10000 · Cash                  |      |                                 |   | 132,879.69        | 256,349.77        | 471,129.75        |
| <b>TOTAL</b>                        |      |                                 |   | <b>132,879.69</b> | <b>256,349.77</b> | <b>471,129.75</b> |

**TREASURER'S MONTHLY REPORT SHERBURNE SWCD**

**12/30/2022**

**PROGRAM SUMMARY**

| <b>PROGRAM</b>                       | <b>Beginning Balance</b> | <b>Receipts</b>      | <b>Disbursement</b>  | <b>End of Month Balance</b> |
|--------------------------------------|--------------------------|----------------------|----------------------|-----------------------------|
| <b>Operating Funds</b>               |                          |                      |                      |                             |
| District                             | \$ 539,860.14            | \$ 138,844.73        | \$ 209,547.83        | \$ 469,157.04               |
| <b>SUBTOTALS</b>                     | <b>\$ 539,860.14</b>     | <b>\$ 138,844.73</b> | <b>\$ 209,547.83</b> | <b>\$ 469,157.04</b>        |
| <b>Program Funds</b>                 |                          |                      |                      |                             |
| BWSR SWCD Capacity Grant FY23        | \$ -                     | \$ -                 | \$ -                 | \$ -                        |
| BWSR SWCD Capacity Grant FY22        | \$ 37,601.72             | \$ -                 | \$ 1,898.55          | \$ 35,703.17                |
| BWSR SWCD Capacity Grant FY21        | \$ 11,507.86             | \$ -                 | \$ 600.00            | \$ 10,907.86                |
| BWSR Cost Share Base Grant FY23      | \$ 7,493.00              | \$ -                 | \$ -                 | \$ 7,493.00                 |
| BWSR Cost Share Base Grant FY22      | \$ 4.32                  | \$ -                 | \$ -                 | \$ 4.32                     |
| BWSR Buffer Initiative FY22          | \$ 2,078.95              | \$ -                 | \$ 215.68            | \$ 1,863.27                 |
| BWSR Conservation Delivery FY23      | \$ 21,635.00             | \$ -                 | \$ -                 | \$ 21,635.00                |
| LWM                                  | \$ 1,615.89              | \$ -                 | \$ 2,309.44          | \$ (693.55)                 |
| NRBG WCA                             | \$ (2,513.66)            | \$ -                 | \$ 568.26            | \$ (3,081.92)               |
| AIS Prevention Aid                   | \$ (32,377.22)           | \$ -                 | \$ 3,364.55          | \$ (35,741.77)              |
| AIS Contingency Funds                | \$ 15,589.40             | \$ -                 | \$ -                 | \$ 15,589.40                |
| Plant Materials Learning Center      | \$ 1,313.88              | \$ -                 | \$ -                 | \$ 1,313.88                 |
| CWF FY2019 - Nitrate Reduction Grant | \$ 2.88                  | \$ -                 | \$ 18,841.61         | \$ (18,838.73)              |
| BWSR FY2020 - Lawns to Legumes       | \$ (3,237.26)            | \$ -                 | \$ 9,846.79          | \$ (13,084.05)              |
| The Nature Conservancy               | \$ 10,642.65             | \$ -                 | \$ 12,750.00         | \$ (2,107.35)               |
| CPL - Houlton FY2022                 | \$ -                     | \$ -                 | \$ -                 | \$ -                        |
| BWSR FY2022 - HELP Grams Park        | \$ (15,357.83)           | \$ 2,160.00          | \$ 4,331.60          | \$ (17,529.43)              |
| MDH - Groundwater FY22               | \$ (1,259.89)            | \$ -                 | \$ 200.50            | \$ (1,460.39)               |
| <b>SUBTOTALS</b>                     | <b>\$ 54,739.69</b>      | <b>\$ 2,160.00</b>   | <b>\$ 54,926.98</b>  | <b>\$ 1,972.71</b>          |

**TOTAL FUNDS \$ 471,129.75**

**DISTRIBUTION OF FUNDS**

|                             | <b>Beginning Balance</b> | <b>Receipts</b>      | <b>Disbursement</b>  | <b>End of Month Balance</b> |
|-----------------------------|--------------------------|----------------------|----------------------|-----------------------------|
| <b>Bank Account Summary</b> |                          |                      |                      |                             |
| Cash Checking               | \$ 99,982.50             | \$ 129,585.60        | \$ 131,854.17        | \$ 97,713.93                |
| SWEEP                       | \$ 445,845.54            | \$ 3,294.09          | \$ 124,495.60        | \$ 324,644.03               |
| CD - 74                     | \$ 48,771.79             | \$ -                 | \$ -                 | \$ 48,771.79                |
| Money Market                | \$ (0.00)                | \$ -                 | \$ -                 | \$ (0.00)                   |
| <b>SUBTOTALS</b>            | <b>\$ 594,599.83</b>     | <b>\$ 132,879.69</b> | <b>\$ 256,349.77</b> | <b>\$ 471,129.75</b>        |

**TOTAL FUNDS \$ 471,129.75**

| <b>SWCD Financial Summary</b> | <b>12/30/2022</b> |
|-------------------------------|-------------------|
| Cash - Previous Balance       | \$ 594,599.83     |
| Income                        | \$ 141,004.73     |
| Expense                       | \$ 264,474.81     |
| Cash - Ending Balance         | \$ 471,129.75     |

Treasurer's Signature 

Date 1-12-23