FARIBAULT COUNTY SOIL AND WATER CONSERVATION DISTRICT FARIBAULT COUNTY AG. CENTER 415 SOUTH GROVE ST., SUITE 8 BLUE EARTH, MN 56013 BOARD MEETING MINUTES OCTOBER 10, 2018

1. MEETING WAS CALLED TO ORDER BY CHAIRMAN NEAL MENSING AT 8:30 AM.

2. SUPERVISORS PRESENT:

CHAIRMAN – NEAL MENSING TREASURER – DAVE MATHEWS P/R – RANDY FEIST

3. STAFF PRESENT:

PROGRAM ADMINISTRATOR – MICHELE STINDTMAN
ASSISTANT PROGRAM ADMINISTRATOR – BRANDEE DOUGLAS
ADMINISTRATIVE ASSISTANT – AMY HUBER
PROGRAM TECHNICIAN – SHANE JOHNSON
CONSERVATION TECHNICIAN – NATE CARR

I. APPROVALS

1. APPROVAL OF AGENDA

Motion by Mathews to approve the Agenda. Second by Feist. MATHEWS- Yes, FEIST - Yes MOTION CARRIED

2. APPROVAL OF MINUTES

Motion by Feist to approve the minutes of the September 12, 2018 SWCD Board Meeting. Second by Mathews.

MATHEWS – Yes, FEIST – Yes

MOTION CARRIED

3. TREASURER'S REPORT

Motion by Feist to accept the Treasurer's Report as presented and to file it subject to audit. Second by Mathews.

MATHEWS – Yes, FEIST – Yes

MOTION CARRIED

4. PAYMENT OF BILLS

Motion by Feist to pay all outstanding bills. Second by Mathews. MATHEWS – Yes, FEIST – Yes MOTION CARRIED

5. TRANSFER OF FUNDS

Motion by Mathews to approve the transfer of \$132,000.00 from the district savings account to the district checking account. Second by Feist.

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MATHEWS – Yes, FEIST – Yes MOTION CARRIED

II. OLD BUSINESS

1. GRIEVANCES - None

III. NEW BUSINESS

1. NRCS – Josiah

Updates/Reports: Planning on hosting a local workshop November 27th or 28th. Eco-systems will be involved with the workshop.

FSA - Nicki

Updates/Reports: Mentioned they are in a holding pattern without a Farm Bill in place yet, which means they cannot process new CRP agreements. Handouts of current CRP enrollments in Faribault County were provided along with a spreadsheet of ARC-CO payments made to date. She also provided a handout of the Market Facilitation Program, emphasizing the upcoming dates and deadlines. Sign up for the MFP program can be done online or by coming into their office.

2. COST-SHARE CONTRACT and VOUCHER SPREADSHEET ENCUMBERING -

Motion by Feist to approve <u>Encumbering</u> the list with noted changes/amendments attached to the October 2018 SWCD Minutes. Second by Mathews.

FEIST - Yes, MATHEWS - Yes

MOTION CARRIED

VOUCHER PAYMENTS -

Motion by Feist to approve the *Payments (from Vouchers)* on the list attached to the October 2018 SWCD Minutes. Second by Mathews.

FEIST - Yes, MATHEWS - Yes

MOTION CARRIED

TRANSFER OF FUNDS -

Motion by Feist to approve the transfer of \$5,000.00 from the district savings account to the district checking account to cover the approved Voucher Payments. Second by Mathews.

FEIST - Yes. MATHEWS - Yes

MOTION CARRIED

3. GRANTS UPDATE/OTHER -

Blue Earth Watershed Civic Engagement - Michele

Was recently at a meeting to finalize the Phase II Plan of the BECE project. The organizers of the plan have agreed on the plan goals and funds associated with it.

- She also provided a document from BWSR that listed the Fiscal Year 2019 Grants as well as the Expiring Grants at the end of 2018.
- BWSR Academy will be held October 29 31, 2018 at Breezy Point.

4. PROGRAM UPDATES -

Nate -

Soil Health Field Day Update - Showed the board a display, put together by Eric Volson, regarding the Soil Your Undies challenge. Mentioned he was satisfied with the turnout, despite the rescheduled date. Was pleased with the variety of Press coverage the Soil Health Field Day received.

2019 Soil Health Plan - Need to start working on.

Buffer Law Update - He also discussed there may be a need to extend the due date to comply with the Buffer Law into 2019 due to the wet and unusual weather we have had most of 2018. To date there have been 89 Buffer waivers. He talked about changing some timelines in 2019 to improve work-flow.

BECE - After harvest, he would like to meet with area canning factory personnel to discuss cover-crop options, funding, etc.

Brandee – FSA is asking for our assistance in coordinating a Beginning Farmers Workshop. Will work with staff to come up with ideas.

Buffer Compliance Review - Provided the Board with four drafts related to Buffer Compliance for review; 1.) Buffer Law Complaint Form, 2.) Buffer Law Non-Compliant Determination on Public Ditches letter, 3.) Faribault SWCD Monitoring Plan for Buffer Compliance Tracking, and 4.) reminder post-card to Landowners with MN Buffer Law Waiver. The need to put a policy in place regarding the Buffer Law will need to be done. We could provide an option for the public to submit Buffer complaints online. Further action on the proposed Buffer Compliance documents will be addressed at the November Board meeting.

BECE - Brandee also discussed other programs and workshop suggestions and mentioned there are funds for public learning. Is seeking input on what areas we should focus future trainings or meetings on, i.e. specialty crop options, beginning farmers, organic, etc.

GIS Contract with Pro West - Lastly, she discussed GPS needs for field data collections and spot checks and has contacted Pro-west and Associates to assist with an onsite assessment and to put together some projects for us.

Motion by Feist to enter into an agreement with Pro West and Associates to provide an onsite assessment and complete contractual work on designated projects. Seconded by Mathews. FEIST – Yes, MATHEWS – Yes MOTION CARRIED

Shane – Recently went to a quarterly TSA meeting and provided the Board with an update from that meeting.

He also discussed and reviewed the Cost Share Contracts he is involved with.

2019 Cost Share Policy – Shane discussed and presented the policy.

Motion by Feist to approve the Cost Share Policy for 2019. Seconded by Mathews. FEIST – Yes, MATHEWS – Yes MOTION CARRIED

Michele – Attended and presented the 2019 Budget Request to the County Commissioners at their meeting on October 2nd. We aren't asking for any new money so there was little discussion and the meeting went fine.

2017 Audit Update - She also mentioned she spoke with the Auditor and the Audit report should be available in November. A suggestion the Auditor had was for the bank statement to first come to either the Chairman or Program Administrator for improved internal controls, especially considering the recent misappropriation of funds and fraud at another Soil and Water District. Michele will now have the bank statement come to her attention.

SWCD Safety Policy - She also stated she will be working on implementing a Safety Plan and Training for staff and include it in the Personnel Policy. She met with MCIT, which assessed the District's Risk Loss Management and has given her some feedback for safety and training. Will bring back a policy/plan for the Board to approve at a later date.

SUPERVISOR UPDATE -

Board Member Mensing provided an update on GBERBA and the GBERBA funds.

IV. MISCELLANEOUS

1. November Board Meeting - The November Board Meeting is scheduled to be held on Wednesday, November 14, 2018, 8:30 a.m. in the SWCD office. There was discussion/reminder regarding the 3-day public notice requirement if we need to change a meeting. If there is a special meeting, we would need to provide a 3-day notice for that as well.

V. UPCOMING MEETINGS

Motion by Feist to approve attendance to the following meetings:

October 12 GBERBA Exec., Mankato - Neal October 24 GBERBA Tech., Mankato -

October 29-31 BWSR Academy, Breezy Point – Michele, Amy

November 9 GBERBA Policy/Tech., Mankato - November 13 PC/BOA, Ag. Center – Linda, Amy

Second by Mathews. FEIST – Yes, MATHEWS - Yes MOTION CARRIED

Adjournment -

Motion by Feist to adjourn the meeting. Second by Mathews. FEIST – Yes, MATHEWS - Yes MOTION CARRIED

Chairman Mensing adjourned the meeting at 11:30 a.m.

SWCD BOARD MEETING COST SHARE ENCUMBERING REQUEST

Board Meeting Date October 10.	Board Chair Signature	
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ENCUMBERING (from Contract)							Project Type	Est. Total	C-S	Contract	Contract
Action	Contract #	Grant Source	Landowner Name	Site Address	Township	Sec	(BMP/NRCS #)	Cost	Rate	Amount	Deadline
Encumber	18-7	State Flood FY14	Blue Earth Light & Water	221 W. 9th	Blue Earth	17	Unused Well Sealing (1)	\$ 1,570.00	50	\$ 400.00	12/1/2020
Amendment	B18-2	Buffer Cost/Share	Dennis Whitney		Delavan	36	Buffer Strip	\$ 225.00	75	\$ 168.75	12/1/2019
Amendment	B18-4	Buffer Cost/Share	Luke Johnson		Rome	20	Buffer Strip	\$ 1,425.00	75	\$ 1,068.75	12/1/2019
Amendment	B18-7	Buffer Cost/Share	Lois Grunzke		MN Lake	13	Buffer Strip	\$ 600.00	75	\$ 450.00	12/1/2019
Amendment	B18-9	Buffer Cost/Share	Steve Frandle		Rome	25	Buffer Strip	\$ 600.00	75	\$ 450.00	12/1/2019
Amendment	B18-10	Buffer Cost/Share	Harvey Hagedorn		JoDaviess	10	Buffer Strip	\$ 375.00	75	\$ 281.25	12/1/2019
Amendment	B18-11	Buffer Cost/Share	Marc Bell		JoDaviess	33	Buffer Strip	\$ 900.00	75	\$ 675.00	12/1/2019
Amendment	B18-12	Buffer Cost/Share	Milo Goltz		Elmore	25	Buffer Strip	\$ 825.00	75	\$ 618.75	12/1/2019
Amendment	B18-13	Buffer Cost/Share	Donald Bleess		Elmore	12	Buffer Strip	\$ 375.00	75	\$ 281.25	12/1/2019
Amendment	B18-14	Buffer Cost/Share	DJL Amundson		Rome	25	Buffer Strip	\$ 2,250.00	75	\$ 1,687.50	12/1/2019
Amendment	B18-17	Buffer Cost/Share	Tom Trio		Lura	14	Buffer Strip	\$ 525.00	75	\$ 393.75	12/1/2019
Amendment	B18-19	Buffer Cost/Share	Duane Ehrich		Elmore	10	Buffer Strip	\$ 1,425.00	75	\$ 1,068.75	12/1/2019
Amendment	B18-24	Buffer Cost/Share	Shawn Ehrich		Rome	30	Buffer Strip	\$ 1,425.00	75	\$ 1,068.75	12/1/2019
Amendment	B18-27	Buffer Cost/Share	Orville Urbain		Foster	22	Buffer Strip	\$ 525.00	75	\$ 393.75	12/1/2019
Amendment	B18-28	Buffer Cost/Share	Goodrich Farms		Delavan	26	Buffer Strip	\$ 600.00	75	\$ 450.00	12/1/2019
Amendment	B18-32	Buffer Cost/Share	Alton Jacobson		Seely	34	Buffer Strip	\$ 975.00	75	\$ 731.25	12/1/2019
Amendment	B18-33	Buffer Cost/Share	Anthony Zierke		Elmore	15	Buffer Strip	\$ 525.00	75	\$ 393.75	12/1/2019
Amendment	B18-39	Buffer Cost/Share	Luann Kempf		Rome	5	Buffer Strip	\$ 375.00	75	\$ 281.25	12/1/2019
Amendment	B18-41	Buffer Cost/Share	Tom Jones		Delavan	24	Buffer Strip	\$ 750.00	75	\$ 562.50	12/1/2019
Amendment	B18-42	Buffer Cost/Share	Barry Ehrich		Rome	7	Buffer Strip	\$ 375.00	75	\$ 281.25	12/1/2019
Amendment	B18-43	Buffer Cost/Share	Caren Erickson		Seely	2	Buffer Strip	\$ 750.00	75	\$ 562.50	12/1/2019
Amendment	B18-46	Buffer Cost/Share	Evelyn Klunder		Seely	2	Buffer Strip	\$ 1,050.00	75	\$ 787.50	12/1/2019
Amendment	B18-47	Buffer Cost/Share	Jerald Goette		Seely	33	Buffer Strip	\$ 600.00	75	\$ 450.00	12/1/2019
Amendment	B18-48	Buffer Cost/Share	David Pfaffinger		JoDaviess	1	Buffer Strip	\$ 1,050.00	75	\$ 787.50	12/1/2019
Amendment	B18-49	Buffer Cost/Share	Jeff Schultz		Clark	27	Buffer Strip	\$ 3,000.00	75	\$ 2,250.00	12/1/2019
Amendment	B18-53	Buffer Cost/Share	Berkeland Living Trust		Brush Creek	25	Buffer Strip	\$ 1,950.00	75	\$ 1,462.50	12/1/2019
Amendment	B18-56	Buffer Cost/Share	Adeline Sonnek		MN Lake	17	Buffer Strip	\$ 1,350.00	75	\$ 1,012.50	12/1/2019
Amendment	B18-58	Buffer Cost/Share	Nelson Farms		Rome	4	Buffer Strip	\$ 675.00	75	\$ 506.25	12/1/2019
Amendment	B18-59	Buffer Cost/Share	Sheldon Goodrich		Delavan	36	Buffer Strip	\$ 375.00	75	\$ 281.25	12/1/2019
Amendment	B18-61	Buffer Cost/Share	Sheryl Eckhardt		Elmore	11	Buffer Strip	\$ 1,650.00	75	\$ 1,237.50	12/1/2019
Amendment	B18-62	Buffer Cost/Share	Rick Ristau		Elmore	25	Buffer Strip	\$ 750.00	75	\$ 562.50	12/1/2019
Amendment	B18-63	Buffer Cost/Share	Diane Tvedten		Elmore	11	Buffer Strip	\$ 675.00	75	\$ 506.25	12/1/2019
Amendment	B18-65	Buffer Cost/Share	Todd Ristau		Elmore	25	Buffer Strip	\$ 450.00	75	\$ 337.50	12/1/2019
Amendment	B18-67	Buffer Cost/Share	Kark Family Farms		Elmore	10	Buffer Strip	\$ 450.00	75	\$ 337.50	12/1/2019
Amendment	B18-68	Buffer Cost/Share	Kark Family Farms		Blue Earth	26	Buffer Strip	\$ 1,350.00	75	\$ 1,012.50	12/1/2019
Amendment	B18-69	Buffer Cost/Share	Randy Peter		Elmore	22	Buffer Strip	\$ 375.00	75	\$ 281.25	12/1/2019
Amendment	B18-70	Buffer Cost/Share	Jim Ehrich		Elmore	15	Buffer Strip	\$ 1,800.00	75	\$ 1,350.00	12/1/2019
Amendment	B18-71	Buffer Cost/Share	Jerry Evenson		Lura	13	Buffer Strip	\$ 1,350.00	75	\$ 1,012.50	12/1/2019
Amendment	B18-72	Buffer Cost/Share	Joseph Linder		Barber	6	Buffer Strip	\$ 225.00	75	\$ 168.75	12/1/2019
Amendment	B18-73	Buffer Cost/Share	Paul Landsteiner		Lura	3	Buffer Strip	\$ 900.00	75	\$ 675.00	12/1/2019
Amendment	B18-75	Buffer Cost/Share	Cheryl Claude		Barber	5	Buffer Strip	\$ 525.00	75	\$ 393.75	12/1/2019

SWCD BOARD MEETING COST SHARE ENCUMBERING REQUEST

Board Meeting Date O	October 10, 2018	Board Chair Signature
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ENCUMBERING (from Contract)							Project Type	Est. Total	C-S	Contract	Contract
Action	Contract #	Grant Source	Landowner Name	Site Address	Township	Sec	(BMP/NRCS #)	Cost	Rate	Amount	Deadline
Amendment	B18-76	Buffer Cost/Share	David Maday		JoDaviess	34	Buffer Strip	\$ 1,125.00	75	\$ 843.75	12/1/2019
Amendment	B18-78	Buffer Cost/Share	Nienow Acres		Clark	7	Buffer Strip	\$ 450.00	75	\$ 337.50	12/1/2019
Amendment	B18-81	Buffer Cost/Share	Krengel Family Farms		Delavan	14	Buffer Strip	\$ 450.00	75	\$ 337.50	12/1/2019
Amendment	B18-82	Buffer Cost/Share	Shawn Ehrich		Emerald	17	Buffer Strip	\$ 300.00	75	\$ 225.00	12/1/2019
Amendment	B18-84	Buffer Cost/Share	Keith Barton		Pilot Grove	36	Buffer Strip	\$ 450.00	75	\$ 337.50	12/1/2019
Amendment	B18-85	Buffer Cost/Share	Bruce Halvorson		Delavan	34	Buffer Strip	\$ 1,500.00	75	\$ 1,125.00	12/1/2019
Amendment	B18-86	Buffer Cost/Share	Pat Stenzel		Dunbar	36	Buffer Strip	\$ 1,500.00	75	\$ 1,125.00	12/1/2019
Amendment	LS319-SH-14	319 FY16 LeSueur River TMDL	Matt Warmka		Walnut Lake	17	Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	LS319-SH-15	319 FY16 LeSueur River TMDL	Joel Rauenhorst		Barber	13	Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	LS319-SH-16	319 FY16 LeSueur River TMDL	Schimek Enterprises		Barber	2	Cover Crops	\$ 4,000.00	75	\$ 842.37	12/1/2018
Amendment	LS319-SH-17	319 FY16 LeSueur River TMDL	Tom Warmka		Walnut Lake	7	Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	LS319-SH-18	319 FY16 LeSueur River TMDL	Jeff Warmka		Walnut Lake	8	Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	LS319-SH-19	319 FY16 LeSueur River TMDL	Ronald Volsen		Dunbar	29	Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	319TMDL-22-03	GBERBA #37 319 Drng/Cover Crops/Intakes	Andy Linder		Blue Earth	14	Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	319-TMDL-22-04	GBERBA #37 319 Drng/Cover Crops/Intakes	J-Ace Farms		Emerald	12	Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	319-TMDL-22-06	GBERBA #37 319 Drng/Cover Crops/Intakes	William Rauenhorst		Barber	12	Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	319-TMDL-22-07	GBERBA #37 319 Drng/Cover Crops/Intakes	Schimek Enterprises		Barber	3	Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	319-TMDL-22-08	GBERBA #37 319 Drng/Cover Crops/Intakes	Neal Mensing		JoDaviess	9	Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	319-TMDL-22-09	GBERBA #37 319 Drng/Cover Crops/Intakes	Clint Eastman		Winnebago		Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	319-TMDL-22-10	GBERBA #37 319 Drng/Cover Crops/Intakes	Scott Volz		Emerald	26	Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	319-TMDL-22-14	GBERBA #37 319 Drng/Cover Crops/Intakes	Brent Haase		Blue Earth	21	Cover Crops	\$ 3,350.00	75	\$ 2,512.50	12/1/2018
Amendment	319-TMDL-22-15	GBERBA #37 319 Drng/Cover Crops/Intakes	Scott Haase		Elmore	10	Cover Crops	\$ 2,150.00	75	\$ 1,612.50	12/1/2018
Amendment	319-TMDL-22-16	GBERBA #37 319 Drng/Cover Crops/Intakes	Kenneth Haase		JoDaviess	11	Cover Crops	\$ 2,400.00	75	\$ 1,800.00	12/1/2018
Amendment	319-TMDL-22-18	GBERBA #37 319 Drng/Cover Crops/Intakes	Jeff Schultz		Clark	35	Cover Crops	\$ 2,000.00	75	\$ 1,500.00	12/1/2018
Amendment	319-TMDL-22-19	GBERBA #37 319 Drng/Cover Crops/Intakes	Ryan Hagedorn		JoDaviess	2	Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	319-TMDL-22-20	GBERBA #37 319 Drng/Cover Crops/Intakes	Trails End Farms		Walnut Lake	7	Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	319-TMDL-22-21	GBERBA #37 319 Drng/Cover Crops/Intakes	Tim Peterson		Verona	34	Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	319-TMDL-22-22	GBERBA #37 319 Drng/Cover Crops/Intakes	Dominic Schultz		Blue Earth	35	Cover Crops	\$ 3,500.00	75	\$ 2,625.00	12/1/2018
Amendment	319-TMDL-22-23	GBERBA #37 319 Drng/Cover Crops/Intakes	Greg Johanson		JoDaviess	20	Cover Crops	\$ 1,000.00	75	\$ 750.00	12/1/2018
Amendment	319-TMDL-22-24	GBERBA #37 319 Drng/Cover Crops/Intakes	Ronald Volsen		Kiester	16	Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	319-TMDL-22-25	GBERBA #37 319 Drng/Cover Crops/Intakes	Eric Volsen		Kiester	4	Cover Crops	\$ 4,000.00	75	\$ 3,000.00	12/1/2018
Amendment	B18-80	Buffer Cost/Share	Arnie Ristau		Elmore	23	Buffer Strip	\$ 6,000.00	75	\$ 450.00	12/1/2019
Cancellation	FY16 C-1	Capacity FY-16	Faribault Co. Drainage Auth.	CD #20			Grade Stab. Structures			\$ (16,737.00)	
Encumber	FY17 C-1	Capacity FY-17	Faribault Co. Drainage Auth.	CD #20			Grade Stab. Structures	\$ 19,587.00	75	\$ 9,793.50	12/1/2019
			Matt Alford								
			Dennis Oswald								
										\$88,161.37	TOTAL

SWCD BOARD MEETING COST SHARE PAYMENT REQUEST

Board Meeting Date October 10, 2018 Board Chair Signature _____

PAYMENTS (from Vouchers)					Project Type	Total	Pymt	I	Payment			
Action	Contract #	Grant Source	Landowner Name	Site Address	Township	Sec	(BMP/NRCS #)	Cost	Туре	1	Amount	Check #
Payment			Jeff Schultz		Clark	27	MNAWQ Certification	\$ 300.00	Final	\$	300.00	GBERBA
Payment	CWF-MDM-17-22-01	GBERBA CWF Cons Drain Pilot FY13	G&S Drainage		Elmore	3	Drainage Water Mgmt. Plan	\$ 2,100.00	Final	\$	1,575.00	GBERBA
Payment			Eric Volson		Foster	27	MNAWQ Certification	\$ 300.00	Final	\$	300.00	GBERBA
Payment			Trails End/Dale Stevermer		Walnut Lake	25	MNAWQ Certification	\$ 300.00	Final	\$	300.00	GBERBA
Payment	B18-1		Randy Oswald		Rome	23	Buffer Strip	\$ 1,360.00	Final	\$	1,020.00	29465
Payment	B18-26		Andrea Spencer		Rome	28	Buffer Strip	\$ 615.00	Final	\$	461.25	29466
Payment	B18-31		Scott Volz		Emerald		Buffer Strip	\$ 859.99	Final	\$	644.99	29467
Payment	B18-37		Howard Paschke		Emerald	31	Buffer Strip	\$ 650.00	Final	\$	487.50	29468
Payment	B18-50		James Meyer		Foster	22	Buffer Strip	\$ 1,584.40	Final	\$	1,188.30	29469
Payment	B18-54		Bryon Voigt		Walnut Lake		Buffer Strip	\$ 1,361.95	Final	\$	1,012.50	29470
										\$	7,289.54	TOTAL