

MINUTES FOR THE March 10, 2016, BOARD MEETING OF THE SUPERVISORS FOR THE CLAY SOIL & WATER CONSERVATION DISTRICT, HELD AT THE DISTRICT OFFICE, MOORHEAD, MN.

The meeting was called to order by Supervisor Hildebrandt at 4:00 p.m.

ROLL CALL: Members present: Paul Krabbenhoft, Chairperson
Joel Hildebrandt, Vice Chairperson
Carol Schoff, Treasurer
Randy Schellack, Secretary
Steve Dalen, Reporter

Others present: Kevin Kassenborg, District Manager
Amanda Lewis, District Coordinator
Craig Halverson, District Technician/CFO
Lynn Foss, Water Resource Management Technician
Tony Nelson, PF Biologist
Jenny Mongeau, County Commissioner
Sharon Lean, District Conservationist

Absent:

The Pledge of Allegiance was recited.

APPROVE AGENDA: M/S/P, Schellack/Hildebrandt, to approve the March agenda. Motion carried.

Paul Krabbenhoft arrived to the meeting at 4:03pm.

Meeting and mileage forms completed by Supervisors.

SECRETARY'S REPORT: A draft copy of the February 11, 2016 meeting minutes was emailed to the Supervisors prior to the March meeting. **M/S/P, Schoff/Schellack, to approve the February 11, 2016, minutes.** Motion carried.

Steve Dalen arrived to the meeting at 4:05 pm
Sharon Lean arrived to the meeting at 4:05 pm

TREASURER'S REPORT: No report

APPROVE THE RESOLUTION TO ADOPT CLAY COUNTY'S WATER PLAN AS CLAY SWCD'S ANNUAL PLAN: M/S/P, Hildebrandt/Schoff to approve the above mentioned resolution. Motion carried.

APPROVE 2015 FINANCIAL REPORT: Mandy discussed the year 2015 end numbers and the new GASB PERA numbers. **M/S/P, Schoff/Schellack to approve 2015 Financial Report.** Motion carried.

APPROVE 2016 BUDGET: Kevin discussed the proposed 2016 budget. **M/S/P, Dalen/Schellack to approve the 2016 budget.** Motion carried.

APPROVE STATE COST SHARE CONTRACTS REQUESTING ASSISTANCE:
C. Dalby C/S15-18 requesting assistance for a field windbreak. **M/S/P, Schellack/Schoff to approve the above CS contract for assistance.** Motion carried.

APPROVE STATE COST SHARE CONTRACTS REQUESTING AN AMENDMENT:
K. Simonson CS 15-17 requesting an amendment for a field windbreak. **M/S/P, Schellack/Schoff, to approve the above CS contract amendment.** Motion carried.

Supervisor Krabbenhoft presided over the rest of the meeting – 4:30PM

APPROVE STATE COST SHARE CONTRACTS FOR PAYMENT:
A. Larson CS 15-03 requesting payment for a well decommissioning. **M/S/P, Hildebrandt/Schellack to approve payment for above CS contract.**

APPROVE VOUCHERS PAID: The list of vouchers from Elect #16-10 to 16-19 and #18844-#18873 was reviewed and credit given to have been paid by due date. **M/S/P, Schoff/Dalen, to approve the vouchers that had been paid as listed.** Motion carried.

NRCS ITEMS: See attached copy of Sharon's report.

BUFFER INITIATIVE UPDATE: Kevin stated that there have been a lot of people coming in to discuss the Buffer Initiative. The DNR will hold a comment period sometime soon. The maps are being updated daily on the DNR website. Kevin discussed the possibility of alternative practices for the Buffer Initiative.

Sharon left the meeting at 4:40pm.

MAWQCP UPDATE: Kevin discussed the Farm Managers Meeting held at the Fryin' Pan in Moorhead. There has been one application thus far. The sign up will be ongoing unless EQUIP is attached as part of the application.

\$100,000- LOCAL CAPACITY SERVICES FUNDING:

Office Equipment – Kevin stated that there was a new Copier/Printer purchased

Field Equipment – Craig received quotes for a Class 2 ATV and a Trailer. **M/S/P, Schellack/Schoff to approve purchasing a Polaris Ranger and an 8'x12' trailer.** Motion carried.

Potential Staff Hire- Paul discussed a possible Concordia Graduate for an internship/seasonal position. It was suggested that the staff set up a meeting with the potential candidate.

Urban Conservation – Discussed potential future projects. Mandy discussed future workshops that will be available.

Discussed the funds that are available to use for these programs. Cost share will be discussed at the next board meeting for Urban Conservation.

NRCS EVENT REQUEST: Kevin discussed the upcoming NRCS Easement celebration being held on May 24th in Ulen. We were asked to supply pop and water for the event, which we will do.

MEETING COMMENTS & UPCOMING PRESENTATIONS:

Kevin discussed the different meetings and presentations that have been and are being held for the Buffer Initiative and MAWQCP program.

COUNTY COMMISSIONER: Jenny discussed Clay County's Jail project. Clay County purchased a new semi-truck for the recycling program. They are looking to combine some county shops with one central shop located at the landfill.

CFO PROGRAM: No Report

TREE UPDATE: Craig stated that there has been 12,290 trees sold and 24,440 ft. of matting.

No-Till Drill Program – Craig said that he and Lynn put new discs and boots on one of the drills for the upcoming season.

LWM/WCA: See report

PLANNING COMMISSION: Randy stated that Summit Gravel requested permits to operate out of 3 gravel pits which were approved.

TSA RESTRUCTURING: Funds were discussed, not sure if there will be enough funds for a 9th TSA. No decision made at this time. Kevin discussed the different options for the TSA policy. **M/S/P, Dalen/Schoff, to approve option 3-D for the potential TSA restructuring.** Motion carried.

CLAY COUNTIES GRANT VERIFICATION AUDIT: Kevin discussed the audit.

REVIEW NEW PICK UP QUOTES: Craig discussed the quotes he received for pickups. **M/S/P, Dalen/Schellack, to approve purchasing the GMC Pickup.** Motion carried.

LEGISLATIVE DAY AT THE CAPITOL: Paul, Randy and Carol plan on attending the March 21-22 Day at the Capitol in St. Paul.

Carol Schoff left the meeting at 5:56pm.
Jenny Mongeau left the meeting at 5:56pm.
Joel Hildebrandt left the meeting at 5:56pm.

MASWCD BOARD MEETING: Paul stated that there was discussion held for some possible Clean Water Funds available to SWCD's for the next couple years.

RRBFDRWG CONFERENCE: Kevin discussed that the conference will be held on March 23-24 at the Marriott in Moorhead and that all supervisors are invited to attend.

OFFICE LEASE: Kevin spoke with Ron Carlsen. Ron will contact us the week of March 21 to set up a meeting for a possible building addition. Paul stated that he will contact Danny Weber, NRCS about our intentions with the building and lease.

RRVCSA: No report

CAI UPDATE: Kevin and Lynn attended the district meeting in Mahnomen. Discussed the Annual Township Officers spring meeting that will be held in Glyndon on March 21. The County Board has let us know our weed control budget for 2016. There will be a summer conference in Biwabik, MN.

PHEASANTS FOREVER: Tony stated that Steve Thompson's easement was reviewed and returned from BWSR, he is working through some issues with the legal description. There were 26 General CRP applications for 1450 acres and 4 CCRP applications for 328 acres.

UPCOMING EVENTS:

Mar.21 CCATO Meeting/CAI Workshop,
Mar 21-22 – MASWCD Legislative Day at the Capitol
Mar. 23-24 – RRBFDRA Annual Conference – Moorhead
Mar. 29 – Beginning Farmers Meeting
Mar. 29 – Envirothon Meeting – Fergus Falls
April 7 – Becker/Clay SWCD Landowner Meeting – Hawley
April 11 – Cromwell/Highland Grove Township Meeting

ADDITIONAL ITEMS:

NEXT MEETING DATE: April 14, 2016 - - - 4:00 p.m.

ADJOURN: Supervisor Krabbenhoft called for a motion to adjourn the meeting. **M/S/P, Schellack/Dalen, to adjourn the meeting at 6:15p.m.** Motion carried.

BY: Amanda Lewis
District Coordinator

Randy Schellack
Secretary

Signature after approved Date

NRCS DC Report

March 8, 2016

For Clay County SWCD Board Meeting

EQIP (Environmental Quality Incentive Program)

I completed ranking the EQIP high priority applications. There are five high priority applications for Clay County. These applications are:

Prescribed Grazing (Fence, Livestock Pipeline, Water Facility, Water Well, Pumping Plant,
Heavy Use Area Protection & Prescribed Grazing Incentive

Payments)

Agricultural Energy Management Plan (CAP-Conservation Activity Plan)

Waste Facility Closure

Forage and Biomass Planting

High Tunnel System

These applications are sent to the Area Office for QAR (Quality Assurance Review). Three of the applications will have an AR (Authoritative Review). The AR can take up to three months to complete. Money will not be obligated to the applications until the AR is completed.

I am working on EOIP payments for watering system and fencing.

I am sending in Area Office engineering requests for possible 2017 EQIP funding. The requests are for a dike and several gully erosion sites.

CSP (Conservation Stewardship Program)

For CSP, I sent out 17 letters to producers expressing interest in the program. The letter informed them of the signup deadline (March 31, 2016) and eligibility requirements for the program. There are eight applications from 2015 that are deferred to 2016 and I have 3 new applications. Also, there are two new individuals expressing interest in the program.

WRE (Wetland Reserve Easement)

I completed payment applications for two WRE contracts. I am working on two landowner contract transfers. I have several modifications to complete on old WRP contracts to deobligate money from the contracts. I also need to complete a conservation plan to obligate money into a contract for restoration.

1000 Easement Celebration is set for May24, 2016, to start at 10:30 am to 12:00pm. It will be located on the south side of Section 5 of Ulen Township.

Other Items

Area Office received 23% cut in the budget this year. This means the Soil Conservationist position for Moorhead will not be filled. Our office is getting a Soil Conservationist Pathway Student for the summer. The Area Office will continue to work on getting help for our office.

Sharon Lean
District Conservationist
Moorhead NRCS

