

MINUTES FOR THE April 14, 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 Krabbenhoft, 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/Schoff, to approve the April agenda. Motion carried.

Joel Hildebrandt arrived to the meeting at 4:03pm.

Meeting and mileage forms completed by Supervisors.

SECRETARY'S REPORT: A draft copy of the March 10, 2016 meeting minutes was emailed to the Supervisors prior to the April meeting. **M/S/P, Schellack/Schoff, to approve the March 10, 2016, minutes.** Motion carried.

Sharon Lean arrived to the meeting at 4:05 pm

TREASURER'S REPORT: Carol discussed the financials. The board requested a quarterly report of money spent to the grants. **M/S/P, Hildebrandt/Schoff, to approve the Treasurer's Report.** Motion Carried.

APPROVAL ITEMS:

APPROVE COUNTY SPRAYING CONTRACT FOR 2016

Kevin stated that he sent out request for bids to L&M Road Services, and DiAngelo Bros, from Albert Lea, MN. L&M Road Services submitted a bid where all prices were the same as 2015. **M/S/P, Hildebrandt/ Schoff to approve the 2016 spraying contract.** Motion carried.

APPROVE STATE COST SHARE CONTRACTS REQUESTING ASSISTANCE:

R. Minch C/S 15-20	Well Decommissioning.....	300.00
M. Hile C/S 15-19	Well Decommissioning.....	300.00
C. Erickson C/S 15-23.....	Well Decommissioning.....	300.00
M. Thompson C/S 15-22.....	Field Windbreak	470.80
E. Aakre C/S 15-21	Field Windbreak	652.00

M/S/P, Schellack/Schoff, to approve the above mentioned Cost-share contracts for assistance. Motion carried.

APPROVE VOUCHERS PAID: The list of vouchers from Elect #16-20 to 16-30, Quickbook checks #18874-#18913 and Bank checks # 15469-15472 was reviewed and credit given to have been paid by due date. **M/S/P, Schoff/Schellack, to approve the vouchers that had been paid as listed.** Motion carried.

Steve Dalen arrive to the meeting at 4:10 pm

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

BUFFER INITIATIVE UPDATE: Kevin stated that there is a comment period being requested by BWSR pertaining to how SWCD's should handle the Buffer process. The DNR map is being updated daily. However, the Clay County map has not been updated at this time. The completed map from the DNR has a tentative due date of July 1, 2016. At this time there will be no Buffer required on private ditches

MAWQCP UPDATE: Kevin stated that ads went out in the local newspapers for the program. There are 2 applications to date. The Grant expires on 5/31/2016.

\$100,000- LOCAL CAPACITY SERVICES FUNDING:

Office Equipment – Kevin stated that there was a new Copier/Printer purchased. We are looking to purchase 1 or 2 laptops. We are able to get the County's pricing if we purchase through Byte Speed. Mark Sloan and Tracy Cummings, Clay County, said they would load the ARC Map program onto the laptops for us.

Field Equipment – Kevin stated a 2016 Polaris Ranger and Trailer purchased. We are looking into purchasing a cordless drill and vacuum in the future.

Potential Staff Hire- Kevin stated that the SWCD staff met with Gabe Foltz. The Clay SWCD board decided to offer a seasonal, 90 working days (Monday – Friday) position to Gabe, with a starting wage of \$16.50/Hr.

M/S/P, Schellack/Hildebrandt, to approve hiring Gabe Foltz for the current seasonal position at \$16.50/hr.
Motion carried.

Urban Conservation – Discussed potential future projects. Mandy discussed future workshops that will be available. Discussed Cost-Share for the Urban Conservation program. Mandy suggested 50% cost-share with a maximum of \$100.00 for the Rain Barrel and Compost Workshop, with landowners maintaining them for 1 year, Rain Gardens 50% up to \$1500.00 with landowners maintaining them for 10 years, and Pollinator habitat (with a minimum of ½ an acre and a maximum of 2 acres) 50% with a maximum of \$300.00 per acre, with the landowners maintaining them for 10 years.

M/S/P, Hildebrandt/Schoff, to approve above mentioned Cost-share program. Motion carried.

OFFICE LEASE:

Paul discussed the office lease. The meeting with Ron Carlsen was canceled with Danny Weber, NRCS due to Jennifer Sweeney and Tessa Garcia, not being able to attend. There was a meeting held with Kevin, Sharon and Paul about office space needs. There is enough space available in current setting for additional employees.

2016 SUPERVISOR ELECTIONS:

Carol Schoff, Steve Dalen, and Joel Hildebrandt's terms will expire at the end of the year. The dates to file are May 17-31st.

TSA RESTRUCTURE UPDATE:

Peter Mead will check with his County Attorney on the legality of how to restructure the Joint Powers Board. Table until next month.

Paul Krabbenhoft left the meeting at 5:15pm. Joel Hildebrandt, Vice Chairperson, to preside over the rest of the meeting.

MN EXCESSIVE SOIL LOSS PROGRAM:

Kevin stated that BWSR is looking for comments from the SWCD Staff and Supervisors on the process.

CALL FOR RESOLUTIONS

Kevin stated that any resolutions need to be in before the Area 1 meeting. We will discuss possible resolutions at next month's board meeting.

LEGISLATIVE DAY AT THE CAPITOL:

Supervisors Paul, Carol and Randy attended. Met with Senator, Kent Eken, and Representatives Ben Lien, and Paul Marquart about the upcoming Legislative Session.

RRBFDRWG CONFERENCES:

Randy stated that he and Carol attended. BWSR gave a presentation on Personnel Policies. Carol stated that there was poor Supervisor and Watershed District Manager attendance.

CONFERENCE UPDATE- Kevin stated that he, Lynn, and Tony attended. BWSR discussed the MN Public Drainage Manual. Congressman, Collin Peterson discussed the Red River Valley flood issues. Cathy Pullman, State Conservationist for NRCS, and Keith Westin, RRRRA employee, discussed updating the RCPP. DNR, Jason Garm discussed the Buffer mapping project.

NRCS's CONSERVATION CLIENT GATEWAY:

Kevin stated that LeAnn Buck said this is a new efficient process for Ag Producers to sign up for programs instead of them having to come into the office.

CCATO ANNUAL SPRING MEETING:

Kevin stated a meeting was held with Township members to discuss the SWCD programs that are available.

CAI ANNUAL WORKSHOP FOR TOWN BOARDS:

Kevin stated that we presented the 2016 General Noxious weed law to the 29 Township attendees. Township officials highlighted on their township map areas that are in need of being sprayed.

BEGINNING FARMER MEETING:

Kevin stated that he, James Kruize, and Sharon Lean made presentations for farmers that have been farming for less than 5 years.

BECKER/CLAY SWCD LANDOWNER MEETING:

Kevin stated that Becker SWCD presented to landowners in Clay County. There were 2 attendees. Discussed the Buffer Initiative, MAWQCP, and NRCS EQUIP programs. Discussed the CWF project in the Hay Creek area.

CROMWELL & HIGHLAND GROVE TOWN HALL MEETING:

Kevin stated that he discussed the Buffer Initiative, MAWQCP, the tree program, and the AG inspector program with attendees.

COUNTY COMMISSIONER: Jenny discussed that Rollag and Hawley County shops will be closing with a new shop going up at the County landfill. Discussed the bids for the new county shop. Tax statements are being sent out.

ENVIROTHON: Mandy stated that the Senior Envirothon will be held at The Prairie Wetlands Center in Fergus Falls on May 4th at 9:00. Clay SWCD will supply the water/ice and paper products. There are 18 teams, with 6 teams participating from Dilworth Glyndon Felton School.

CFO PROGRAM: Craig stated that there is an animal unit conflict in Clay County that will be addressed at the next Planning and Zoning meeting.

No-Till Drill Program – Craig said that the drills have started being rented. There are 8 people on the list.

LWM/WCA: See report

PLANNING COMMISSION: Randy stated that the County shop and new gravel pits were discussed.

RRVCSA: Discussed earlier in the meeting.

CAI PROGRAM: Kevin stated that the General Weed notice will be sent to the papers by May 15. We will be setting up a meeting with our Spraying contractor and the Highway Department to prioritize the 2016 spraying program.

PHEASANTS FOREVER:

Tony stated that he will meet with John Voz, BWSR, and an engineer from BWSR to discuss Dave Herbranson's RIM restoration plans next week.

Steve Thompson's Easement is signed and conservation plan completed Tony will forward to Clay Co Abstract for final phase and recording.

There have been 4 CCRP contracts completed for 303 acres. Tony is working through expiring CCRP contracts. There will be an enrollment /re-enrollment period beginning June 1st.

UPCOMING EVENTS:

April 25-28 – Tree pick up week
April 26 – Rain Barrel Workshop at Lindenwood Park
April 27 – Goose Prairie Project Team Meeting
May 3 – Compost Tumbler Workshop at Lindenwood Park
May 4 – Senior Envirothon Prairie Wetland Center, Fergus Falls
May 23-26 – Pheasants Forever North Region Conference, Gary, SD

ADDITIONAL ITEMS:

NEXT MEETING DATE: May 12, 2016 - - - 4:00 p.m.

ADJOURN: Supervisor Hildebrandt 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

April 14, 2016

For Clay County SWCD Board Meeting

EQIP (Environmental Quality Incentive Program)

For EQIP, there are 5 applications that are pre-approved for contracts. Pre-approval letters were sent to the producers. Producers must respond by April 15th if they want a contract.

State Office requested all medium applications be ranked and conservation plans uploaded to Protracts. State Office deadline to pre-approve any medium applications is April 19th. I have uploaded 6 medium applications and quality assurance reviews are being completed by the Area Office.

All pre-approved applications must be obligated by April 29th. If all applications are accepted for Clay County, the total dollar for 2016 EQIP would be \$241,037.00.

I need to schedule a local work group (LWG) meeting in the near future. The deadline to complete the LWG is July 1, 2016.

I am working on a payment for Fencing.

CSP (Conservation Stewardship Program)

Our office received 12 CSP applications. The deadline for the applications was March 31st.

I have completed one interview for a CSP application. Each interview takes about 2 hours or more. Once the interview is completed, the information will be imputed into the Conservation Measure Tool (CMT). The CMT tells if the producer is qualified for the program and assigns ranking points. The interviews and the CMTs completion deadline is May 20th.

Once an application is pre-approved, a field review is required to ensure all answers on the CMT is correct. The deadline for this process is June 24th.

All new CSP contracts must be obligated by July 1st.

WRE (Wetland Reserve Easement) & WRP (Wetland Reserve Program)

I have 16 or more WRP modifications that at need completion. There are several form needed with the modifications.

For 2016, I have 17 WRP summary review to complete in the field and status reviews. There is an additional review requiring a full review. This review requires GPS points and photos are each point.

Also working on WRP violations.

Other Items

In May, I need to complete field views for the Food & Security Act compliance reviews. There are 16 sites to be completed for Becker County.

This summer, there are 13 sites that need an engineering designs. Producers have indicated, they will be applying for EQIP dollars.

Sharon Lean
District Conservationist
USDA NRCS