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  
Karen Carlsrud, District Secretary  
Lynn Foss, Water Resource Management Technician  
Craig Halverson, District Technician/CFO  
Sharon Lean, District Conservationist  
Frank Gross, County Commissioner  
Tony Nelson, PF Biologist  
James Kruize, FSA CED

Absent: None

The Pledge of Allegiance was recited.

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

Meeting and mileage forms completed by Supervisors.

SECRETARY’S REPORT: A draft copy of the February 13 meeting was emailed to the Supervisors prior to the March meeting.  
M/S/P, Schoff/Schellack, to approve the February 13, 2014, minutes.  
Motion carried.

TREASURER’S REPORT:  
Karen reviewed the January/February statements.  
M/S/P, Schellack/Hildebrandt, to approved the mentioned reports and file for audit.  
Motion carried.

Supervisor Dalen arrived at 4:10 p.m.

APPROVE 2013 FINANCIAL REPORT:  
Karen reviewed the 2013 Financial Report with the board.  
Motion carried.  Karen stated this report has been sent to BWSR and will also be posted on the website – a requirement.

APPROVE 2014 ANNUAL PLAN & 2014 BUDGET:  
Kevin reviewed the 2014 Annual Plan and 2014 Budget.  
Discussion held.  
M/S/P, Hildebrandt/Dalen, to approve the 2014 Annual Plan & Budget.  
Motion carried.  It was noted this will be posted on our website.

APPROVE 2013 ANNUAL REPORT:  
Kevin commented on the 2013 Annual Report that was attached to the agenda.  
It is a brief write-up of the activities for the past year.  
M/S/P, Schoff/Schellack, to approve the 2013 Annual Report.  
Motion carried.  Karen stated this will also be on the website.

APPROVE STATE COST-SHARE CONTRACTS:  
The following landowners have signed up for cost-share assistance.  
Discussion held and each contract was individually reviewed.  
CS14-14 – S Blattenbauer – Windbreak Replacements – C/S not to exceed $36  
CS14-15 – B Langerud – Field Windbreak – C/S not to exceed $1695  
CS14-16 – S Manston – Farmstead Windbreak – C/S not to exceed $126  
CS14-17 – D/A Larson – Field Windbreak – C/S not to exceed $608  
CS 14-18 – K Brantner – Field Windbreak – C/S not to exceed $3279  
M/S/P, Dalen/Schoff, to approve cost-share for the above mentioned contracts, as a group.  
Motion carried.

APPROVE RIM APPLICATIONS:  
Tony discussed the following RIM applications.  
R Thompson – Alliance #9, 31.8 acres – Riparian Buffers.  
M/S/P, Schellack/Schoff, to approve this application.  
Motion carried.  The other application was for:  
S Thompson – Barnesville #4, 25.2 acres – Riparian Buffers.  
M/S/P, Hildebrandt/Schoff, to approve this application.  
Motion carried.
APPROVE VOUCHERS PAID: The list of vouchers from #15321 - 15327 and #18142 - #18168 was reviewed and credit given to have been paid by due date. **M/S/P, Schellack/Dalen, to approve the vouchers that had been paid as listed.** Motion carried.

Sharon Lean arrived at 4:40 p.m.

**FSA UPDATE:** James Kruize, FSA CED, updated the board and staff on the following items: (1) Staff; (2) CRP; (3) Update on FSA programs with the Farm Bill – programs coming out slow to make sure correct and staff trained; (4) Farm Loan Program changes; (5) Maps update; (6) CRP file cleanup/reviews and records; (7) Public meetings and outreach; and (9) Newsletters going out via email – no paper copies being mailed. The board thanked James for his update.

**NRCS ITEMS:** See attached copy of Sharon’s report.

**COUNTY FEEDLOT OFFICER ISSUES:** Kevin and Craig discussed the issues with the Feedlot program The 2014-15 Work Plan was submitted with us inspecting 7% of the total number of feedlots in the County. – this is the minimum the state statutes require. MPCA came back requesting more spot checks to be done. Discussion held. It is not only Clay County with these concerns – there are other counties that do the feedlot program having the same problem. A meeting will be set-up with MPCA in the near future to discuss this.

James Kruize left the meeting at 5:15 p.m.

**COUNTY AG INSPECTOR UPDATE:** Kevin discussed the following associated with the CAI program. (1) Gravel Pit Certification request. Kevin has been in conversation with Cass (ND) County and Becker County pertaining to their certified gravel pit programs – meaning noxious weed free. Both counties encourage townships, etc., to buy weed free gravel for road repair/construction. Discussion held. More to follow. (2) Township/City Officials workshop. This meeting is scheduled for March 17 at Hawley. We will put on a session in the afternoon to discuss the 2014 Noxious Weed program.

Sharon Lean left the meeting at 5:30 p.m.

**AREA 1 DISTRICT DIRECTORS IN-HOUSE MEETING:** Paul discussed the meeting he had with Ken Pederson, Director for Area 1 and Kevin to discuss the issues with Area 1, as a result of a resolution submitted last year on the size of Area 1. What is really wrong with our area – mis-understandings?

**AREA 1 DISTRICT CHAIR/MANAGER MEETING:** Paul stated a meeting has been scheduled for April 2, at Fertile, for the Chairperson and Manager from each SWCD, to discuss the issues in Area 1. Ron Shelito, from BWSR, will facilitate the meeting. This meeting will take the place of the normally scheduled spring MASWCD meeting.

**AREA 1 DISTRICT MANAGERS (NACDE) MEETING UPDATE:** Kevin discussed the meeting held March 12 at Thief River Falls. Only the managers who had paid the NACDE dues were invited. Kevin stated he felt all should have been invited – next time. Kevin briefly discussed the outcome of the meeting.

**WHISKEY CREEK PROJECT UPDATE:** Update given on the upcoming possible 3 projects – we have until September 1, 2014, to spend the MN Recovery Grant funds.

**PRAIRIE PLAN FISCAL AGENT:** Tony discussed this program briefly. The Nature Conservancy is looking to establish grasslands and someone to administer the funds from DNR to landowners. If we were the fiscal agent, we would get 2% for administration. Becker SWCD is interested also. Wait and see.

**PAY EQUITY:** Kevin stated he had heard nothing since sending the new job descriptions.

**STABLE FUNDING TASK FORCE:** Paul gave a brief update – there is another meeting on April 3.

**FY 2016-2017 BIENNIAL BUDGET REQUEST:** Kevin stated this is the new way we request our funds through BWSR’s eLINK system every two (2) years. The grant period to apply is from March 17-May 3.

**UPCOMING BOARD ELECTIONS:** The filing period is from May 20 – June 3 with a cost of $20.00. We have supervisor openings for Area 4 and Area 3 – Supervisor Krabbenhoft and Schellack’s area. Discussion held on the
options for voting. **M/S/P, Schoff/Dalen, to leave the voting option as is, which has Supervisors being elected at large.** Motion carried.

**2014 OUTSTANDING CONSERVATIONIST:** Supervisor Schoff has not made a selection yet.

**DAY AT THE CAPITAL:** This is scheduled for March 24 & 25. Reservations can be made at Embassy Suites for $125. Registration cost is $75 with a deadline of March 14 – with no refunds made after March 14. Supervisors Krabbenhoft and Schellack are interested in attending.

**RRBFDR CONFERENCE:** Scheduled for March 25-26 at Detroit Lakes. Lynn and Kevin plan on attending.

**COUNTY COMMISSIONER:** Commissioner Gross stated he finds our meetings very interesting. The County is in the process of remodeling the Motor Vehicle Department. Frank stated the auditor, treasurer and recorder will no longer be elected positions – looking at combining some offices in future.

**CFO PROGRAM:** Discussed earlier. However, Craig stated there is one hog operation in the county reporting the swine virus.

**TREE PROGRAM:** Craig stated we have sold 9,718 trees, 13 plant jobs and 17,500’ of matting to apply.

**WEB SITE UPDATE:** Karen stated that the County contacted our office asking us to review our website, as the County would by updating/changing the look of the County site in the near future. We have updated our information and all the reports required by BWSR, can be found on the website also.

**ENVIROTHON UPDATE:** Karen stated the Junior event will be held April 2 at the PWLC – rescheduled from last fall due to the government shutdown. The Senior event will be May 7.

**LWM/WCA:** Lynn reported on: (1) Update on the Shallow Lakes meeting at Lake Park/Becker Co projects; (2) Schreiner Bank site update and (3) Mortenson project update; (4) BWSR Ag Bank sites; (5) T Thompson update; (6) Henry parcel plat – wetlands on site; (7) Wetland training in August. **M/S/P, Schoff/Hildebrandt, to pay the registration for Lynn to attend Wetland training in August.** Motion carried.

**CAI UPDATE:** Discussed earlier on the agenda.

**RRVCSA:** Supervisor Schoff stated the next meeting is March 17 at Mahnomen.

**PLANNING COMMISSION:** Supervisor Krabbenhoft gave a brief update of the last meeting. Paul also stated he was elected Chair-person for 2014.

**PF UPDATE:** Tony reported on the following: (1) RIM – discussed earlier; (2) RIM Grassland training meeting next week that he will be attending and (3) Removal of trees starting on RIM/WRP parcels.

**UPCOMING EVENTS:** March 17 – CCATO meeting at Hawley and RRVSCA meeting at Mahnomen; March 18-19 – Cool Season Grassland Management Workshop in Fargo; March 24-25 – Day at the Capitol; March 25-26 – RRBFDR Conference at Detroit Lakes and April 2 – Junior Envirothon at PWLC.

**ADDITIONAL ITEMS:** (1) Karen passed around River Keepers Annual Report for review and (2) Someone heard Becker County advertising tree sales on the radio.

**NEXT MEETING DATE:** April 10, 2014 - - - 4:00 p.m.

**ADJOURN:** Supervisor Krabbenhoft called for a motion to adjourn the meeting. **M/S/P, Schoff/Schellack, to adjourn the meeting at 6:45 p.m.** Motion carried.
EQIP
A new initiative is added to the EQIP program, Honey Bee Pollinators (HBP). The priority locations are Michigan, Minnesota, North Dakota, South Dakota, and Wisconsin. The approved Land Use Types are: Cropland, Farmsteads, Forest, Pasture, and Associated Agriculture Lands. The practices for Minnesota are:

- Conservation Cover
- Cover Crops
- Field Border
- Forage Harvest Management
- Forage and Biomass Plantings
- Prescribed Grazing
- Tree/Shrub Establishment
- Upland Wildlife Habitat Management

There are supporting practices for the above practices but State Office has not decided on the practices. One requirement needed is producer must provide a location of existing Honey Bee producer.

Our office received two more EQIP applications for Honey Bee Pollinators (HBP) and Cover Crop – Soil Health. There are a total of six EQIP applications for 2014.

The application deadline is still March 21st. State Office informed the Field Office that Protract will be open for business March 14th to enter applications into the system.

WRP
Our office attended WRP 101 Training. NRCS has not followed policy for contracting. There will be major changes on the existing WRP contracts and new WRE contracts. There is no money for WRE program at this time.

I am working on the quarterly audit for WRP contracts. I need to complete 10 status reviews on WRP Contracts with no activity in year 2013. State office wants to deobligate the cost share funds or to place the contract on possible termination of funds or to terminate the funds. It appears that 7 contracts will be deobligated, two will have possible termination of funds and the other contract had work done in 2013.

CSP
There are two more individuals interested in CSP. There is talk of another CSP signup in 2014. With Protracts opening March 14, our office will enter in CSP applications for application cutoff February 7th. These applications must be in the system by March 21st. Applications after February 7th will be entered starting March 24th.

Wetlands
NRCS has six individual with requests to do the Ag. Wetland Banking. The requests were sent to the Area Office so mitigation agreements are completed. I proved the board with Wetland Mitigation On Agricultural Lands – Purchasing Credits fact sheet.

There are 27 tracts requests left for certified wetland determinations, 16 request from 2013 and 11 requests from 2014.

Last year at this time, there were 57 tracts requesting certified determinations compared to 22 tracts for 2014.

Our office has received seven possible wetland violations. The Area Office is working on these sites.

Other Items
I provide the District Boards with the following fact sheets:

- Your guide to the new Farm Bill Conservation Programs
- Environmental Quality Incentives Program (EQIP)
- Conservation Stewardship Program (CSP)
- Regional Conservation Partnership Program (RCPP)
- Healthy Forests Reserve Program (HFRP)
- Agricultural Conservation Easement Program (ACEP)

Sharon Lean
District Conservationist, USDA NRCS