

**MINUTES FOR THE March 11, 2021, BOARD MEETING OF THE SUPERVISORS FOR THE CLAY SOIL & WATER CONSERVATION DISTRICT, HELD ELECTRONICALLY THROUGH ZOOM. The Clay Soil and Water Conservation District (SWCD) held the March 11, 2021 meeting via “Zoom” according to Minnesota Statutes 13D.021, subdivision 1. The Clay SWCD will return to in-person meetings when allowable and safe. In the meantime, the Clay SWCD will continue to hold meetings via telephone or other electronic means if the conditions of this section are met.**

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

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

Others present: Kevin Kassenborg, District Manager  
Amanda Lewis, District Coordinator  
Craig Halverson, District Technician/CFO  
Gabe Foltz, District Technician/ CAI  
Tony Nelson, PF Biologist  
Jenny Mongeau, County Commissioner  
Robert Guetter, NRCS Team Lead  
Darren Mayers, BWSR acting Board Conservationist

Absent:

The Pledge of Allegiance was recited.

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

**MEETING AND MILEAGE FORMS COMPLETED BY SUPERVISORS.**

**SECRETARY’S REPORT:** A draft copy of the February 11, 2021, meeting minutes was emailed to the Supervisors prior to the March meeting. **M/S/P, Anderson/Schoff, to approve the February 11, 2021 minutes.** Motion carried.

**TREASURER’S REPORT:** Mandy discussed the year end financials. See Mandy’s report. **M/S/P, Krabbenhoft/Schellack, to approve the treasurer’s report.** Motion carried.

**2021 BUDGET:** See Kevin’s report. **M/S/P, Schellack/Schoff, to approve the 2021 budget. Motion carried.**

**SPECIAL MEETING FEBRUARY 25<sup>th</sup> MINUTES:**

A draft copy of the Special Meeting Minutes that was held February 25<sup>th</sup>, was emailed to the Supervisors prior to the March meeting. There was a discussion held on adding Tony to the bank signature card and getting him a credit card. **M/S/P, Anderson/Schoff, to approve the Special Meeting minutes as well as adding Tony to the bank signature card and getting him a credit card. Motion carried.**

**APPROVE STATE COST SHARE CONTRACTS REQUESTING ASSISTANCE:**

CS 21-00 T. Mozer for a Field Windbreak in the amount of \$1,152.10.

CS 21-03 D. Nelson for a Field Windbreak in the amount of \$1,357.00.

**M/S/P, Anderson/Schellack, to approve the above listed cost-share contracts for assistance.** Motion carried.

**APPROVE VOUCHERS PAID:** The list of vouchers from Elect # 2114 - 2120 and #20816 - 20837 were reviewed, and credit given to have been paid by due date. **M/S/P, Schellack/Schoff, to approve the vouchers that had been paid as listed with the addition of 2120.** Motion carried.

**DARREN MAYERS, BWSR BC:**

Darren introduced himself and stated that he will be replacing Brett Arne for one year maximum or until the hiring freeze is lifted. Brett has moved to a PRAP position within BWSR. They are still teleworking with the potential of doing on site visits around May or June. BWSR is offering some Spring training opportunities March 30<sup>th</sup>. There will be 5 sessions offered in the morning and 5 sessions offered in the afternoon. There is no cost, however, registration is required. The sessions are being offered through WebEx. He updated us on the 1W1P partnerships. Stated that grant reporting was due February 1<sup>st</sup> and thanked us for completing the process. Darren discussed grant opportunities, the budget forecast, and the legislative session. Discussion held.

**PERSONNEL UPDATE:** Kevin welcomed Tony Nelson as a new employee with the starting date of March 15, 2021. See Kevin's report.

**NRCS MOA:** See Kevin's report. There was a discussion held. More to come.

**LOCAL WORKGROUP (LWG) SESSIONS:** See Kevin's report.

**CWF:** Craig stated that he is waiting for Erik Jones, Houston Engineering, to finalize costs for the projects.

**BUFFER LAW:** See Gabe's report.

**BRR COMPREHENSIVE WATERSHED MANAGEMENT PLAN (CWMP):** See Kevin's report.

**WR-M CWMP:** See Kevin's report.

**TSA DISTRICT MANAGER'S MEETING:** See Kevin's report.

**COVID 19** – Update: See Kevin's report. Discussion held.

**"VIRTUAL" AREA 1 MEETING:** Paul stated that the meeting will be held on March 16 at 9:00 AM, through Zoom.

**"VIRTUAL" DAY AT THE CAPITOL:** The meeting will be held March 18<sup>th</sup>. Paul will be working with Mandy to set up Zoom meetings with Representative Paul Marquart and Senator Kent Eiken.

**CRESTWODD POLLINATOR HABITAT PROJECT:** See Mandy and Tony's reports.

**CREP:** See Tony's report.

**WIA SIGNUP:** See Tony's report.

**PRAP SURVEY REQUESTS FOR TRAVERSE SWCD & COUNTY:** See Kevin's report.

**BWSR SPRING TRAINING:** See Kevin's report.

**NRCS** – See Sharon's report

**ROBERT GUETTER REPORT:** Discussed the MOA. Bob stated that a Local Work Group meeting will need to be organized. There was a discussion held on the Local Work Group process.

**REPORTS:**

**COUNTY COMMISSIONER:**

Jenny discussed the counties COVID precautions and steps they are taking as more and more individuals are getting vaccinated. The senate and house passed the COVID act that will be sending funds to the County to assist businesses during the COVID pandemic. The Spring Prairie Hutterite Colony are moving forward with the process of approving their own city, which is tentatively named, Sterling. She discussed the 1W1P partnerships. Stated that they are working on the County's Comprehensive Plan. They are currently looking for feedback from Citizens about the County's goals and priorities are in terms of growth for the next 10-20 years. She stated that there will be an in-person meeting held on March 23<sup>rd</sup> with a virtual option. She will send information to Kevin. The County Government building will move at the end of the month to the old RDO building by Horizon Middle School.

**MASWCD:** No report.

**PLANNING COMMISSION:** Joel stated that they are busy. Dilworth/Moorhead text amendment moving forward. Discussed the town of Sterling, The green gravel pit now owned by Zavorals, and the Oakport platting request.

**CFO PROGRAM UPDATE:** See Craig's report.

**TREE PROGRAM UPDATE:** See Craig's report.

**NO-TILL DRILL PROGRAM:** See Craig's report.

**URBAN CONSERVATION:** See Mandy's report.

**CAI UPDATE:** See Gabe's report.

**PF UPDATE:** See Tony's report.

**WCA/LWM/AIS:** See Kevin and Tony's report.

**UPCOMING EVENTS:**

March 14<sup>th</sup> – Daylight Savings Time Begins  
March 16<sup>th</sup> – “Virtual” Area 1 Meeting  
March 18 – “Virtual” Day at the Capitol  
March 14<sup>th</sup> – Daylight Savings Time Begins

**ADDITIONAL ITEMS:**

April 8<sup>th</sup> County/Rural City Meeting – 4-6 PM- Law Enforcement Center.

**NEXT MEETING DATE:** April 8th, 2021 @ 4:00PM

**ADJOURN:** Supervisor Hildebrandt called for a motion to adjourn the meeting. **M/S/P, Anderson/Schellack, to adjourn the meeting at 5:30 p.m.** Motion carried.

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BY: Amanda Lewis  
District Coordinator

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Randy Schellack  
Secretary

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Signature after approved      Date