

MINUTES FOR THE March 14, 2019 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
Richard Menholt, Reporter

Others present: Kevin Kassenborg, District Manager
Craig Halverson, District Technician/CFO
Lynn Foss, Water Resource Management Technician
Amanda Lewis, District Coordinator
Gabe Foltz, District Technician/ CAI
Tony Nelson, PF Biologist
Jenny Mongeau, County Commissioner
Jim Haney, County Commissioner

Absent:

The Pledge of Allegiance was recited.

APPROVE AGENDA: Alan Lepp cancelled due to weather. **M/S/P, Schellack/Schoff, to approve the March agenda.** Motion carried.

Meeting and mileage forms completed by Supervisors.

SECRETARY'S REPORT: A draft copy of the February 14, 2019, meeting minutes was emailed to the Supervisors prior to the March meeting. **M/S/P, Schoff/Menholt, to approve the February 14, 2019 minutes.** Motion carried.

TREASURER'S REPORT: Mandy reviewed the year end numbers and reports. **M/S/P, Hildebrandt/Schellack, to approve the Treasurer's report.** Motion carried.

2019 BUDGET PROPOSAL: Kevin discussed the 2019 budget. **M/S/P, Schoff/Schellack, to approve the 2019 budget with the change to State income to include all of 2019 funds.** Motion carried.

2020 FARM BILL ASSISTANCE PARTNERSHIP GRANT
Tony discussed the details of the grant and the Statement of Interest. **M/S/P, Schoff/Menholt, to approve submitting the Statement of Interest.** Motion carried.

APPROVE STATE COST-SHARE CONTRACT REQUESTING ASSISTANCE:

CS 19-00 G. Wyland requesting Streambank and Shoreline protection in the amount of \$7,698.00

There was a discussion held to add \$4,000 additional Cost-Share dollars under our 2019 District Capacity Grant workplan.
M/S/P, Schoff/Menholt, to approve the additional Cost-Share funds as well as the above mentioned request for assistance. Motion carried.

APPROVE BUFFER STATE COST-SHARE CONTRACTS REQUESTING ASSISTANCE:

CS B17-42 R. Menholt for a Buffer Planting in the amount of \$300.00
CS B17-41 R. Menholt for a Buffer Planting in the amount of \$300.00
CS B17-20 BRRWD for Ditch 3 Buffer Planting in the amount of \$3774.90
CS B17-21 BRRWD for Ditch 5 Buffer Planting in the amount of \$3700.20
CS B17-22 BRRWD for Ditch 17 Buffer Planting in the amount of \$1818.00
CS B17-23 BRRWD for Ditch 21 Buffer Planting in the amount of \$3108.60
CS B17-24 BRRWD for Ditch 22 Buffer Planting in the amount of \$198.60
CS B17-25 BRRWD for Ditch 23 Buffer Planting in the amount of \$2560.80
CS B17-26 BRRWD for Ditch 28 Buffer Planting in the amount of \$1332.00
CS B17-27 BRRWD for Ditch 35 Buffer Planting in the amount of \$3667.20
CS B17-28 BRRWD for Ditch 39 Buffer Planting in the amount of \$3599.40
CS B17-29 BRRWD for Ditch 54 Buffer Planting in the amount of \$2192.70
CS B17-30 BRRWD for Ditch 58 Buffer Planting in the amount of \$3516.90
CS B17-12 W. Christensen for a Buffer Planting in the amount of \$1350.00
CS B17-54 K. Stevenson for a Buffer Planting in the amount of \$1200.00

M/S/P, Schoff/Hildebrandt, to approve the above-mentioned Buffer Cost-Share contracts for assistance. Motion carried.

Gabe discussed the above-mentioned Cost Share contracts.

APPROVE VOUCHERS PAID: The list of vouchers from Elect #1909 – 1914 and Quick Books checks # 20028-20045 was reviewed and credit given to have been paid by due date. **M/S/P, Hildebrandt/Schellack, to approve the vouchers that had been paid as listed.** Motion carried.

FINANCIAL REPORTS: Mandy discussed the year end Financials that were submitted to BWSR on February 26. They were approved by BWSR on February 27, 2018. We will need to have an audit for the 2018 Year end numbers.

BUFFER INITIATIVE: Gabe discussed the enforcement agreement that he is working with the County on. BWSR suggested having a deadline for Buffer plantings on July 1st, then send out a letter from the County to any landowners that are not in compliance with a 60-day warning. Jenny is checking to see which department would send out the warning letters.

COVER CROP COST-SHARE: Gabe discussed the potential for a potential Cover Crop Cost-Share Program. He has had a few landowners show interest in the program. He discussed the program and potential funding for the program.

MASWCD LEGISLATIVE DAY AT THE CAPITOL: Kevin stated that he, Carol, Paul, and Randy attended the meeting. It was a good year for SWCD's to attend as a few committee hearings, pertaining to SWCD budget items, were held during our Day at the Capitol. Discussion was held on the Local Capacity funding and the future for that funding.

AREA 1 MEETING: Paul stated that the meeting will be held on March 19th in Detroit Lakes at the M|State campus.

BR 1W1P: Kevin stated that they have had 2 meetings recently to discuss priorities. The meetings are being summarized and will be sent out to the board and the commissioners when complete.

WR 1W1P: Kevin stated that he met with the County Board to discuss the Memorandum of Agreement. The Memorandum was signed and is in place. There was a policy meeting held on March 6th in which Richard attended. Richard stated that they elected the Chair, Vice-Chair, and the Secretary at the meeting. There was an agreement made to have Matt Jacobson, Houston Engineering, Inc. Consultant summarize the meetings. There was a discussion held on a timeline, as well as dividing the watershed up into 3 areas. They are currently organizing the committees. More to come.

RRVCSA JPB MEETING: Carol plans on attending the meeting being held on March 26th in Mahanomen. Kevin stated that Peter Mead applied for a grant to potentially hire an engineering technician. Discussion held on Jim Hest retiring and a replacement for his position.

UPDATING PERSONNEL POLICY: Kevin stated that he has been in contact with Darren Brooke from the County to assist with updating our Personnel Policy. He is waiting to hear from Darren with suggestions on entities that could help us with this.

COUNTY POLLINATOR HABITAT PROJECT: Tony submitted an invoice to Pheasants Forever for the work that has been completed to date. The Sabin Fire Department will potentially be on site to burn the piles sometime next week.

CREP UPDATE: Tony stated that BWSR held a CREP meeting on March 7th. Discussion held on the engineering workload being a lot more than they expected. There has been no information from the Federal Government on CRP. Jason Wang's easement is completed and paid. Tony has the final easement documents for Jerry Butenhoff and Matt Halverson, and is working on completing those. He has received Chad Obergs easement and will send it on to the Title Company.

MASWCD PUBLIC ADMINISTRATIVE TRAINING: Kevin stated that he and Mandy's application to attend the session were rewarded. The first session will be held March 26th and 27th in St. Cloud.

2019 RRWMB & FDRWG CONFERENCE:

RR BASIN DRAINAGE CONFERENCE: Lynn stated that he will be attending the conference being held at the Marriott in Moorhead MN on March 19th.

21st ANNUAL JOINT CONFERENCE: Kevin stated that the conference will be held on March 20th & 21st at the Marriott Hotel in Moorhead, MN. Kevin, Lynn, Tony, and Gabe plan on attending the session.

CLAY SWCD LOGO UPDATE: Discussed the logo that was designed for us. Mandy will request a few changes and will bring the logo to the next Board Meeting. More to come.

2019 OUTSTANDING CONSERVATIONIST: Kevin stated that the 2019 Outstanding Conservationist will be from Carol's area.

CCATO SPRING MEETING: Gabe stated that the meeting will be held on March 18th at the Dilworth Community Center with the annual weed meeting being held in the afternoon. Gabe, Tony, and Kevin plan on attending.

BEGINNING FARMER MEETING: Kevin stated that the meeting will be held in Barnesville on March 26th and that Tony and Gabe plan on attending.

AG BMP LOAN PROGRAM: Kevin discussed the program and the potential for the County to have a role in the program. Jenny stated that more information on the program would be appreciated. Kevin said that Richard Gruenes, MDA, will be attending the Area 1 meeting to give a presentation on the program. Kevin will check with Richard to see if he would be willing to meet with us and the County to discuss the program. More to come.

MEETING WITH PLANNING AND ZONING STAFF: Kevin stated that Hali Durand and Emma Notermann met with us on March 19th. Discussed the meeting. Hali has resigned since this meeting. The County is currently advertising for a Planning and Zoning Director.

COUNTY COMMISSIONER: Jenny stated that she met with the new DNR Commissioner and that she discussed briefly, the county land buyouts and the certification with gravel companies. There has been 50 acres of solar gardens permitted, potential for pollinator habitat exists around these areas.

MASWCD: Paul stated that the legislative sessions are ongoing. He discussed the District Capacity Funding.

PHEASANTS FOREVER: Tony stated that there will be a limited re-enrollment for the Walk-In-Access program, we have 5 landowners in the County that Tony will contact to see if they are still interested in the program. The annual fundraiser banquet will be held March 23rd at the Marriott in Moorhead.

CFO: Craig stated that Molly Costin, MPCA, was here to complete his 2018 evaluation. Craig passed the evaluation. The MACFO Conference will be held in Marshall, MN on March 26th – 28th. Registration for feedlots is down from 105 to 89 for 2019. Discussed the resolution that was passed on the Tempo software.

TREE PROGRAM: Craig stated that there have been 7,447 trees sold and 31,017 ft. of matting sold. There are 10 plant jobs planned for 2019 with 5 being Cost-Shared.

URBAN CONSERVATION: Mandy discussed a pollinator workshop that was held in Hawley on February 26th. There are 3 people signed up for the Rain Barrel and Compost Tumbler workshops that will be held in May. She discussed a

meeting she and Tony attended with Junkyard Brewing for a pollinator session to be held at the brewery on April 26th, the brewery is building a beer for the event. More to come. She stated that the Moorhead Community Ed Pollinator Workshop, being held March 19 and 26th at the Probstfield Learning Center, is full and there is a waiting list. She discussed the upcoming Rain Barrel and Compost Tumbler Workshops.

LWM/WCA: See report

PLANNING COMMISSION: Randy stated that there was a housing development North of Moorhead that was approved last month. There was no meeting held this month.

RRVCSA: No meeting, no report.

CAI UPDATE: Gabe stated that the contract for the Noxious Weed grant was signed with \$5,000 awarded to administer the grant. He stated that MDA had U.S. Fish and Wildlife Service sign an agreement to have a management plan. The agreement stated that they would mow the perimeter of the area multiple times per year to keep their weeds on their property and not spread to adjacent properties.

NRCS: See handout.

UPCOMING EVENTS:

- March 18 – CCATO Meeting – Dilworth
- March 19 – Area 1 Meeting – Detroit Lakes
- March 19 – RRWMB Drainage Conference – Moorhead
- March 19 – Pollinator Habitat Workshop – Moorhead
- March 20 – 21 – RRWMB FDRWG Conference – Moorhead
- March 26 – RRVCSA – JPB Meeting – Mahnomen
- March 26 – MACFO Conference – Marshall, MN
- March 26 – Beginning Farmer Meeting – Barnesville
- March 26 – Pollinator Habitat Workshop – Moorhead
- March 26 & 27- MASWCD Public Administrative Training – St. Cloud
- March 27 – BR 1W1P Meeting – Barnesville
- April 2 – Raingarden Training – Detroit Lakes

ADDITIONAL ITEMS:

NEXT MEETING DATE: April 11, 2019 @ 4:00PM

ADJOURN: Supervisor Krabbenhoft called for a motion to adjourn the meeting. **M/S/P, Schoff/Schellack, to adjourn the meeting at 6:10 p.m.** Motion carried.

BY: Amanda Lewis
District Coordinator

Randy Schellack
Secretary

Signature after approved

Date