

MINUTES FOR THE April 9, 2020, 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 April 9, 2020 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 4:30 p.m.

ROLL CALL: Members present: Joel Hildebrandt, Chairperson
Paul Krabbenhoft, 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
Gabe Foltz, District Technician/ CAI
Amanda Lewis, District Coordinator
Tony Nelson, PF Biologist
Jenny Mongeau, County Commissioner
Jim Haney, County Commissioner
Robert Guetter, NRCS Team Lead

Absent:

The Pledge of Allegiance was recited.

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

NRCS Team Lead, Robert Guetter: Introduced himself and his scope of work as well as his background.

SECRETARY’S REPORT: A draft copy of the March 12, 2020 meeting minutes was emailed to the Supervisors prior to the April meeting.

M/S/P, Schellack/Menholt, to approve the March 12, 2020 minutes. Motion carried.

TREASURER’S REPORT: Mandy sent out the financial report to the board ahead of the meeting today. Due to the COVID-19 Shelter-in-Place order, up to date financials have not been completed for the first quarter. She will have the first quarter reports as soon as the COVID-19 Shelter-in-Place is lifted.

M/S/P, Krabbenhoft/Schellack, to approve the monthly financials. Motion carried.

APPROVE STATE COST SHARE CONTRACTS REQUESTING ASSISTANCE:

O. Swenson CS 20-00 for a Well Decommissioning in the amount of 600.00.

C. Dutch CS 20-01 for a Well Decommissioning in the amount of \$562.00.

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

APPROVE VOUCHERS PAID: The list of vouchers from Elect #2016-2024 and #20481-20508 was reviewed and credit given to have been paid by due date.

M/S/P, Krabbenhoft/Schellack, to approve the vouchers that had been paid as listed. Motion carried.

AG BMP LOAN PROGRAM: Kevin discussed the funding for the program as well as applications that have come in for tillage equipment. See Kevin’s Report

Brett BWSR BC & MANAGER MEETING: See Kevin’s report

TREE SEASON: There was a discussion on how to conduct the tree pick up for the year with the Shelter in Place orders given by Tim Walz, Minnesota Governor. Potted trees will be delivered with a tree pick up scheduled for April

29 – May 1st. Staff will wear personal protection when giving out the trees and will keep the 6 ft distance from all customers. Customers will put their payments in a drop box which we will collect after hours.

SUPERVISOR ELECTION YEAR REMINDER: Kevin discussed the election process. Interested candidates will have to file with the County Auditor between May 19th and June 2nd. Kevin stated that you should contact the Auditor's office before going to the courthouse to file.

MASWCD CALL FOR RESOLUTIONS: Kevin stated that resolutions need to be turned into the MASWCD office by July 21. More to come.

BRR 1W1P: Committee Reports: See Kevin's report.

WR1W1P: Committee Reports: See Kevin's report.

BUFFER PROGRAM: Discussion held on final planting date and how to handle landowners that are not in compliance. See Gabe's report.

JOINT NOXIOUS WEED & INVASIVE PLANT GRANTS: See Gabe's report.

COVER CROP COST SHARE PROGRAM: See Gabe's report.

NEW PICKUP STATUS: See Craig's report.

2020 CONSERVATION CAMP SCHOLARSHIPS: Mandy discussed different camps available through the State of Minnesota. There was a discussion held for this year's camps. There will be two scholarships offered for \$400/ea.

UNIVERSITY OF MN TILLAGE TRANSECT: Gabe stated that we were contacted again to complete the transect project. We will work with them on the project. There was a discussion held on past years transect projects and issues that have risen with them.

CREP UPDATE: See Tony's report.

NRCS: See Report

REPORTS:

COUNTY COMMISSIONER: Jim discussed the Counties approach to the COVID 19 pandemic and issues that have come up with it.

MASWCD: Paul discussed the current legislative session and planning the budget.

PF UPDATE: See Tony's report.

CFO PROGRAM: See Craig's report.

TREE UPDATE: See Craig's report.

URBAN CONSERVATION: See Mandy's Report

COUNTY LEADERSHIP ACADEMY: Cancelled due to COVID-19

LWM/WCA: See Lynn's report.

PLANNING COMMISSION: No report.

CAI UPDATE: See Gabe's report.

UPCOMING EVENTS: To be Determined.

ADDITIONAL ITEMS:

NEXT MEETING DATE: May 14, 2020 - - - 4:00 p.m.

ADJOURN: Supervisor Hildebrandt called for a motion to adjourn the meeting. **M/S/P, Krabbenhoft/Schellack, to adjourn the meeting at 5:22 p.m.** Motion carried.

_____ BY:
Amanda Lewis Randy Schellack Signature after approved Date
District Coordinator Secretary

Mandy's Report

Conservation Camp. The information for the camps was received last week. The price for the camps has remained the same as they were in the past \$425.00. The Hunters safety camp has added an additional time frame for the camp. There are 3 different time frames one in mid-June, one in mid-July, and one in early August. We have had two people interested in the Hunters Safety session. Tony did some research on different camps in the area two them were the ones we discussed at last month's board meeting, there is one called Woodie camp that has a scholarship available through Fergus Falls Fish and Game Club as well as one called TUNE(The Ultimate Nature Experience) this is geared more towards camping outdoors this one is a little more expensive at \$450 and only has one session held July 8-12.

Urban Conservation. Pretty quiet in this department right now. Our Pollinator Workshop that was scheduled for the end of March was rescheduled for the end of October. The Compost Tumbler workshop that is scheduled for April 27th we are cancelling and asking the attendees that were interested to attend the May 19th workshop instead. We have a Rain Barrel scheduled for May 5th and May 12th that we are keeping an eye on. It will be crazy once everything gets back to normal. The Pint Night at Legends was cancelled, and the Pint Night at Junkyard will be postponed until this fall. They will, however, still be making the beer for this spring with the potential to donate proceeds to us.

Kevin's Report – April 9, 2020

- **2020 Clean Water Fund Project** – not much has been done since the last board meeting. We had just received the parcel information for the targeted sites along the Buffalo River. As soon as we get back to some sense of normalcy, letters will be sent to landowners informing them of a new cost share fund to assist with erosion issues (should they have a potential site on their land) and we would also like to hold a landowner meeting to discuss potential projects.
- **AgBMP Loans** – Last Friday, Kraig Nelson submitted an application online to me with hopes of going through our low interest loan program. He presently lives near Lake Park, but recently bought land in Goose Prairie Township, near Ulen, and will be putting up a building site. His request for \$56,000 is for purchasing a used Gates Coulter Harrow (vertical conservation tillage equipment). A second request is in the works for - section control, variable rate control, and additional parts for his John Deere 1890 single disc air seeder (no-till drill) that he is rebuilding. This also falls into the conservation tillage equipment category. He's requesting \$40,000 for this equipment. He's working with a banker from Ultima Bank in Winger MN. I'm waiting for him to send purchase order information to me. Prior to these 2 loans we had a balance of \$195,228 in our account.
- **Brett Arne, BWSR BC & Managers Meeting** – on April 1, District Managers from Clay, Mahnomon, Norman, East & West Polk had a conference call with Brett. Topic of conversation was how is everyone handling the COVID-19 dilemma and heeding the Gov. Stay-At-Home order. Most offices are doing what we are doing as is BWSR. Numerous printing from home problems. Questions about how to handle tree season, how are we attempting to hold board meetings, watershed plans, upcoming RFP's, & Tech training needs.
- **Trees** - I mentioned we were getting our trees in on April 15th, no one else was getting theirs before May. We all had questions about how to handle our handplant orders.
- **Board Meetings** – most were planning on some type of remote meeting. I said we were going to try a "Zoom" meeting. Brett brought out a few items that need to be in our minutes and some requirements for holding a meeting via telephone or other electronic means during a state of emergency:

Open Meeting Requirements During a State of Emergency

Public bodies required to comply with the Open Meeting Law must still do so during a state of an emergency. However, the Minnesota Legislature has considered the challenges of such public meetings, and we want to highlight Minnesota Statutes, section 13D.021. Section 13D.021, subdivision 1 permits public bodies to hold meetings via telephone or other electronic means if the conditions of this section are met.

NOTE - Joel, if you read what's in the box, below, at the start of the meeting we'll have our bases covered for holding the meeting electronically.

Minnesota Statutes, section 13D.021 requires a public body to make a determination that an in-person meeting is "not practical or prudent because of a health pandemic or an emergency declared under chapter 12." The Governor has declared an emergency under Ch. 12.

Requirements for holding a meeting via telephone or other electronic means include:

1. All participating members can hear one another;
2. Members of the public at the physical meeting location can hear all discussion "unless attendance at the regular meeting location is not feasible due to the health pandemic";
3. At least one member of the public body is present at the meeting location, "unless unfeasible due to the health pandemic"; and
4. All votes are taken by roll call.

To the extent practical, public bodies should allow the public to monitor the meeting remotely, pursuant to subdivision 3 of this section. However, the public body may charge for the costs incurred as a result of those additional monitoring connections.

- **Watershed Plans** - Brett stressed that 1W1P's need to proceed. There are timelines that need to be adhered to.
- **RFP's, Tech training, etc.** – (Request For Proposals) – Small (\$5000) area grants coming for extra training, area tech training event being discussed, new North Region Engineering position (to take Scott Smith's position) will be housed out of Duluth, Brett would like to get Jon Sellnow, BWSR Technical Training & Certification Program Coordinator to hold a remote training session sometime. He'd also like to have him attend the next Area 1 Meeting in June (ask Paul K. what ideas he's got for agenda items).
- **BRR 1W1P** – No meetings held since last board meeting.
- **WR 1W1P** – I've had 2 teleconferences since last board meeting (March 3rd & April 6th). Working with targeting practices in different regions of the watershed using the PTMApp modeling. Focusing on high priority areas and which practices have the best benefit to that region. Next Steering committee meeting possibly in 3 weeks, Advisory committee to meet sometime in May, no date proposed for next Policy committee.
- **U of MN Tillage Transect Survey Request** – Once again, we've been asked to be a part of the U of MN's residue research project. Gabe has assisted them 2 of the last 3 years. Satellite dependent on clear days. Anywhere from 100 – 300 "points" are visited, photos taken of residue from previous year's crop and reported back to research team. This has taken Gabe usually 2-3 days to complete. University provides a laptop for data entry. For doing this we receive \$5,000.

Lynn's Report

From Lynn – “The items highlighted are items I’ve been working on since the last board meeting. The green highlight on the Mortenson grazing project might change by Thursday”.

AIS Billboard in Glyndon (Buffalo River Sales). 15,000 coaster on order (50,000 total). 12-15 cents each. 100-300 per establishment. 240 restaurant 68 licensed for alcohol. (13,600 @ 200 each) River Keepers – First Aid Bags delayed.

1W1P BRRWD/WRWD: Meetings continue. BRRWD ongoing WRWD requesting “Resource Concerns and Issues”. BRRWD Tour Sept 19th 1:30-5:30.

Mhd Comm Resilience Task Force: Zoom meeting Friday April 10th.

Online Wetland Training: Watched several online wetland training videos.

Potential Violation: Call about potential violation in Tansem Sec 19. Investigation found NRCS approved ditch cleanout. Bruce Albright BRRWD visited site yesterday. Road, culvert, fill in wetland. Under investigation. Waiting for NRCS review.

Brantner/Mortenson Bank Site: Plan to reduce cells from 6 to 4. Grazing plan from Jeff Duchene. BWSR State office staff drafting letter to ACOE. State office staff will lead communication with the ACOE. **Mitigation Banking Instrument (MBI)? No credits in account**

Potential Violation: Riverton 16. Culvert lowered 145th St S. Road ditch clean to north. Culvert and approach along 17th Ave S. No BRRWD permit, No Township approval. No downstream landowner approval. 569 filed with Feds. Duane Hanson.

AI Pit 21 : Contact by MPCA staff about sediment from haul road washing into wetland. Arranged site visit. Area already restored. Will hydro seed in the spring.

Hawley WHP : Letter March 18th. Plan approved Oct 29, 2019. Must begin implementation within 60 days.

Amie Ramberg: Tansem Sec 34 Wetland holding extra water do to previous project. Elevation data from USFWS. Adjacent landowner interested in approach. Definite high spot in ditch. Joint meeting to be set. USFW easements in area, but not this wetland.

BRRWD Bank Sites Elkton 28 (Chuck Anderson). Proposal to burn wither this fall or next spring. OK'd buy BWSR and ACOE.

Oakport: Monitoring report submitted. Comments out next week. Reseeded site. Site 4

Cty of Mhd: 50th Ave South Flood mitigation project. 0.22 ac impact. Propose to take from BRRWD bank (C. Anderson). Credits in bank. Was never deducted. Work with Steve and BWSR State office staff. Have document for final credit deposit. BWSR State Office staff will account for impact through their tracking software.

ACOE: WEBEX meeting March 27th. Concentrated on mitigation site in ND.

RFP Road Bank: RFP March 9 – April 21st 2:30. Both Kermis and Benedict potential sites. Working on options for Howard Pender.

Wetland Bank - Pender: Skree Sec 16. Howard working on easement docs. Electric Company Blanket easement corrected. 105.6 acre easement. 33.14 credits WCA, 25.2 Credit ACOE.

404 Assumption: Update Feb 12th. Lewis Brochette hired to manage. Regular discussion with EPA. Stakeholder meeting starting soon.

Steve Opatril: Cromwell Sec 7. Violation. NWI 1.75 acres. Photo estimate 2.3 acres. Replacement site finished. Site visit 10/16. Not sure how much management has been done. Monitoring report received on Dec 27, 2018.

AI pit 150: Transaction to Deposit into bank completed, signed and returned to Matt Vollbrecht Dec 12th (4.9 acres). Accounts for Pit 21 mitigation from past. Conversation with Matt yesterday. AI may wait until after Jan to deposit. \$1000 max cost per year. Use for Pit 3 dragline move. Work around until credits in the bank. Monitoring Report

Craig's Report

Tree Update – Presently sold 8,004 trees. We have 11 machine plant jobs with 23,312' of matting to apply. Tree delivery date – April 15th! We're still wondering how best to disperse our handplant orders and accept payment.

Roto-tiller – Delivery has been pushed back to sometime in May. Presently it's sitting in Italy waiting to be shipped.

No-Till Drills – Working on getting them ready.

Pickup – Ours got pulled for an inspection, it probably won't be ready to be picked up for another week or so.

CFO Program – Passed our yearly MPCA review.

Gabe's April Report

Buffers:

- Postcard sent out and had conversation with the remaining landowners
- Received email from Darren Mayers (BWSR Buffer Specialist) asking what our plan was this Spring. He's concerned that offices won't be able to stay on schedule this spring with the governor's stay at home order being in effect. I told him I think we will be fine and gave him an update on where we are at with things. He's concerned that if the stay at home order is extended it might interfere with us being able to do site visits and inspections.
- DNR is close to a decision on the landowner petition to remove the Public Water in Ulen Section 1 (where it crosses county lines and becomes a Public Water)

Noxious Weed Grants:

- Level 2 grant is just about completed; they should be sending us the contract soon. Mahan County decided to stay included, so we will receive \$10,000 to be spent over the next two spraying seasons for Wild Parsnip, Common Tansy, and Spotted Knapweed
- Level 1 is in place and we can start spending the \$5,000 for poison hemlock for this season

CAI:

- Sent out spray quote letters requesting that they send us their rates for the next two seasons. Changed the spraying contract to be for 2 years, instead of one. Should make things simpler.
- CCATO Meeting was cancelled so our annual noxious weed training session was also cancelled. Depending on what happens in April, we may try to reschedule, or we may just have to send all the local weed inspectors the information they need, and they can contact me with questions they have.

Cover Crop:

- Had Sharon send our cover crop flyer to her email list of producers. So far there are 4 producers signed up, but I sent out the application to a few via email, and a few of them that attended the Soil Health Café chat down in Barnesville on March 16th took an application as well.
- Signup period is ending May 1st so hopefully we can get more producers to sign up by then.
- 3-year contracts for a minimum of 20 acres/year and maximum of 50 acres/year
- Payment rates are \$25/acre for a single species cover crop, \$35/acre for a 2-4 species cover crop mix, and \$45/acre for a 5 or more species cover crop mix

- So far, 2 of the applicants want to do a 5 species mix, and 2 want to do a single species

County Leadership Academy:

- Cancelled in March

Tony's Report

Re- Invest In Minnesota Projects Ongoing

- Thompson, Robert – **No Change** Posted, need RIM signs
- Thompson, Steve – **No Change** Need posting
- Herbranson, Dave – **No Change** Construction complete, Contractor Paid, Need posting

RIM

- 2020 Site visit inspection list received from BWSR; 26 Sites
- Working w/ J. Lavign to determine options on RIM and adjacent lands

CREP III –

- G. Hess/C. Oberg – Final Easement payment made – sent out information on vendors and seeding will work with landowner to begin resto work this spring
- M. Halverson – Bid for wetland restoration work has been awarded and pre-con meeting conducted; weather permitting construction will start this spring. Working w/ landowner to coordinate upland restoration.
- J. Butenhoff – Bid for wetland restoration work has been awarded and pre-con meeting conducted; weather permitting construction will start this spring. Working w/ landowner to coordinate upland restoration.
- J. Wang – Seed on hand; plan to plant this spring pending cooperative weather
- Working w/ 8 landowners to prepare for next sign-up

Conservation Reserve Program

- General SU Completed –
 - 79 of 80 Applications accepted for roughly 5000 acres
 - FSA waiting for confirmation hear from landowners
 - Continue to work w/ landowners on CCRP and CREP
 - Coordinating w/ NRCS to complete Monitoring/Status reviews for the summer
 - CRP Grasslands – SU Mar 16 – May 15

WIA Program

- **No Change** - USDA authorized additional 2.5 million for the MN WIA Program
- **No Change** - Waiting on MN DNR to release guidance

Pollinator

- Lawns to Legumes – Private landowner sign-up period, second round
- CPL Grants for Pollinator Habitat – Clay Co partnership
- All workshops, briefings and pint nights cancelled until further notice

Hunting season (Pheasant)

- Tentatively 10 October 2020; 187 days !!

1W1P

- No Change

CTA

- No Update

News/Meetings/Presentations (Completed)

- All meetings canceled until further notice

Upcoming events News/Meetings/Presentations

- TBD

Pheasants Forever

- CCPF Completed Annual Banquet 14 Mar

