

MINUTES FOR THE October 10, 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 Hildebrandt at 4:00 p.m.

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

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

Absent: Richard Menholt, Reporter

The Pledge of Allegiance was recited.

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

Meeting and mileage forms completed by Supervisors.

SECRETARY’S REPORT:
A draft copy of the September 12, 2019, meeting minutes was emailed to the Supervisors prior to the October meeting.
M/S/P, Schoff/Schellack, to approve September 12, 2019 minutes. Motion carried.

TREASURER’S REPORT:
Mandy discussed the financials.
M/S/P, Schellack/Schoff, to approve the Treasurer’s Report. Motion carried.

APPROVE STATE COST SHARE CONTRACTS REQUESTING ASSISTANCE:

CS 19-12 D. Maring.....	Well Decommissioning.....	600.00
CS 19-11 D. Bowden	Well Decommissioning.....	600.00

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

APPROVE VOUCHERS PAID:
The list of vouchers from Elect #1964-1971 and Quick books checks #20295-20328 was 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. Motion carried.

Paul arrived at the meeting at 4:14 PM and presided over the rest of the meeting.

2020 DISTRICT CAPACITY FUNDS:

Kevin discussed the District Capacity Funds and the process to receive those funds. He will follow up with Brett Arne to schedule a time that works for him to meet to discuss the workplan for the 2020 District Capacity Funds. There was a discussion held on potential County Match funding for the 2021 District Capacity Grant.

2020 HEALTH INSURANCE:

Kevin discussed the 2020 Health Insurance premiums. He will follow up with Justin Kroeger, PEIP representative, to schedule a meeting to discuss the new premiums as well as options for the 2020 Health Insurance program.

Jenny Mongeau arrived at the meeting at 4:50 PM.

PURCHASING ANOTHER VEHICLE:

Kevin discussed the potential for an additional vehicle. There was a discussion held on the need for an additional vehicle as well as issues with not getting a new vehicle.

M/S/P, Schellack/Schoff, to approve getting bids for another vehicle. Motion carried.

2020 TREE PROGRAM & RECOMMENDATIONS:

Craig stated that he ordered 825 trees so far for 2020. He discussed the cost increase in certain species of trees. Kevin stated that he researched surrounding areas for their tree charges. He suggested keeping our prices the same as 2019 except for Shubert Chokecherry (add \$0.30) and American Hazelnut (add \$0.15) .

M/S/P, Hildebrandt/Schellack, to approve keeping the prices the same except for the above listed species. Motion carried

BR 1W1P COMMITTEE REPORTS:

Kevin discussed the meetings he's attended. There will be a meeting held for all committees on October 23rd.

WR 1W1P COMMITTEE REPORTS:

Kevin stated that Moriya Ruger (Houston Engineering), completed a news letter for the program that he will forward on to keep everyone in the loop. Presently the Steering Committee is working on DRAFT goals.

WRWD MANAGER REDISTRIBUTION REQUEST:

Jenny discussed the WRWD managers redistribution request and the reasoning behind the request. There will be a meeting conducted with Becker County to discuss the current situation as well as the request.

AG BMP LOAN PROGRAM UPDATE:

Kevin discussed funding. He stated that he has touched base with Lori Johnson, and Steve Larson, to discuss the county's involvement in the Septic System portion of the program. Jenny thought it had been approved. Kevin will follow up with Steve Larson. More to come.

RESOLUTION PACKETS:

Mandy stated that she sent out an email with the resolution packets and ballots to the Supervisors. The deadline for submitting the ballots is November 2.

BUFFER LAW:

Gabe stated that there is nothing new with the Buffer Law. Currently Clay County's public waters are 99% compliant with the law, Wild Rice Public ditches are 91% compliant, and Buffalo Red Watershed ditches are 44% compliant. Discussed the amendment to the Buffer Cost Share.

AIS:

Lynn stated that he has a couple of signs to install for the program. He is reading through the manual and hopes to get them up before freeze up.

NRBG UPDATE:

Lynn discussed the legislative action that was taken on the Local Water Management Match portion from the County. Kevin and Lynn attended the September 17th Clay County Board meeting to discuss the grant. The County agreed to continue the match portion of the grant as in the past. Jenny said she will follow up to see if she could get this amount approved for the 2-year block grant.

RIVER KEEPERS WATER FESTIVAL:

Mandy stated that she attended the festival where she taught the tree education station. Lynn stated that he attended the session as well and lead the AIS education station. There were 2100 4th grade students that attended the festival.

2019 RESOLUTION BALLOTS:

Mandy stated that the resolution packets were released from MASWCD. The ballots are due to MASWCD by November 1.

NOTARY PUBLIC REGISTRATION:

Mandy stated that she was approved for Notary Public status. She will need to have it recorded with the County to complete the process.

POLLINATOR PROJECT:

Mandy stated that Craig and Tony were out to the Crestwood site to complete the fall mowing. She stated that they met with Robert Lee, Clay County Landowner, and Alecia Hultgren, Clay County Master Gardener, about potential pollinator sites in Clay County. Tony stated that they completed a site visit at western Minnesota Steam Threshers Reunion for a pollinator habitat. Currently there are 12 potential pollinator plantings for next spring. Mandy will attend the lawns to legumes session that will be held at the Annual Convention in December to learn about the program as well as funding for the program.

CREP:

Tony stated that FSA is not currently taking CRP applications. The title for the Hess/Oberg easement is moving forward, he is waiting for the final paper work to come back. He received bids back for the Bottenhoff and Halverson easements and is working to set up a meeting with the contractors. He is working with West Otter Tail SWCD to get seeding estimates for these easements. He is working with a handful of landowners that are interested in the CREP program.

IDP'S:

Kevin discussed the Individual Development plans (IDP's). The deadline for the plans to be submitted in E-link is Oct. 11th. Everyone has completed theirs except Mandy in which she will complete tomorrow. There was a discussion held on training opportunities and the process to get job approval authority for the districts.

AREA 1 FALL MEETING:

Paul stated that the meeting will be held on November 19th at the M-State Detroit Lakes. The agenda is being finalized with hopes of having it completed by Monday October 14. Kevin stated that Clay SWCD is the host district and that he will be completing a presentation for the meeting.

NACD ANNUAL MEETING:

Kevin stated that the meeting will be held in Las Vegas on February 8-12.

MASWCD ANNUAL CONVENTION REGISTRATION:

Mandy stated that she reserved the hotel rooms for the convention. The registrations are due to MASWCD by November 27th. Discussed the potential Manager's meeting that will be held in conjunction with the convention. There was a discussion held on the convention events.

RIVER KEEPERS CELEBRATE OUR RED:

Mandy stated that the event will be held on October 13th at the Hotel Donaldson in downtown Fargo. Mandy will be attending the event on behalf of Clay SWCD.

NRCS:

See Report

REPORTS:

COUNTY COMMISSIONER:

Jenny discussed the Buffalo-Red River Watershed District Levy request. The request was denied by the County Board. She talked about other County properties and potential ideas for those properties. There was a discussion held on the planning and zoning program.

MASWCD:

Paul stated that they are currently preparing for the convention and working legislatively to try to secure the District Capacity funding.

PLANNING COMMISSION:

No Report

CFO PROGRAM:

Craig reported he has one compliance check to perform before the end of the year. He is currently working in the Tempo program with the assistance of Gabe to get his work plan completed.

NO TILL DRILL PROGRAM:

Craig stated that the drill season has come to an end and that the drills are put away for the season. Total acres planted for this year was 2185.

URBAN CONSERVATION:

Mandy stated that she is working with River Keepers to discuss ideas for the work shops for next spring. She is working on the presentations for the workshops. She has completed site visits for potential pollinator habitats for next spring.

JUNIOR ENVIROTHON:

Mandy stated that the Junior Envirothon was held at the Prairie Wetlands Center in Fergus Falls on October 2nd. Fergus Falls took 1st, 2nd, and 3rd places.

LWM/WCA: See report

BRRWD ANNUAL TOUR:

Lynn discussed the tour and shared the pamphlet from the tour.

CAI UPDATE:

Gabe stated that the fall spraying is complete. The 2019 noxious weed grant is complete, and he will submit paper work to receive the remaining funds for the grant. He will apply for the 2020 noxious weed grant for the same amount of funding we received in 2019. He has a district meeting that will be held October 24th in Mahanomen.

PHEASANTS FOREVER:

Tony discussed the CREP program.

RURAL CITIES AND COUNTY MEETING:

Kevin stated that he attended the meeting. There are 2 of these meetings held each year throughout the County. Kevin stated that he presented programs that we are currently working on. He discussed the CAI and Lawn to Legumes programs.

UPCOMING EVENTS:

Oct. 13 – Celebrate our Red – HoDo
Oct. 15 – County Ag Partners Meeting – Barnesville
Oct. 23 – BR1W1P Meeting – Barnesville
Oct. 28 – WR1W1P Meeting – Ada
Oct. 29-31 – BWSR Academy – Breezy Point
Nov. 5 – Election Day
Nov. 6 – WR1W1P- Ada
Nov. 11 – Veteran’s Day – Office Closed
Nov. 13 – NACDE Meeting - Crookston

ADDITIONAL ITEMS:

NEXT MEETING DATE: November 14, 2019 - - - 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 6:15 p.m. Motion carried.

BY: Amanda Lewis
District Coordinator

Randy Schellack
Secretary

Signature after approved

Date