

MINUTES FOR THE October 11, 2018, 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
Lynn Foss, Water Resource Management Technician
Gabe Foltz, District Technician/ CAI
Amanda Lewis, District Coordinator
Tony Nelson, PF Biologist
Jim Haney, County Commissioner
Stephen Larson, County Administrator

Absent: Jenny Mongeau, County Commissioner
Craig Halverson, District Technician/CFO

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 13, 2018, meeting minutes was emailed to the Supervisors prior to the October meeting.

M/S/P, Schoff/Hildebrandt, to approve September 13, 2018 minutes. Motion carried.

TREASURER’S REPORT:

Mandy discussed the financials.

M/S/P, Schellack/Hildebrandt, to approve the Treasurer’s Report. Motion carried.

APPROVE STATE COST SHARE CONTRACTS REQUESTING PAYMENT:

CS 19-02 M. Beckett..... Well Decommissioning.....618.46

M/S/P, Hildebrandt/Schoff, to approve the above State Cost-Share contract for payment. Motion carried.

APPROVE STATE BUFFER STATE COST SHARE CONTRACTS REQUESTING PAYMENT:

CS B17-04 D. Butenhoff..... Buffer Planting..... 600.00

M/S/P, Schellack/Menholt, to approve the above Buffer State Cost-Share contract for payment. Motion carried.

APPROVE VOUCHERS PAID:

The list of vouchers from Elect #18-64 – 18-75 and Quick books checks #19858-19890 was reviewed and credit given to have been paid by due date.

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

INTRODUCE COUNTY ADMINISTRATOR STEPHEN LARSON:

Steve introduced himself and gave a brief description of his background. The SWCD Supervisors were introduced and the respective areas they represent were shown to Steve. Pau also discussed the 1W1P process and where we are currently at in the process.

BUFFER LAW:

Gabe discussed the meeting that was held on October 10 to discuss the enforcement portion of the Buffer Law. Stephen Larson, County Administrator, Frank Gross, County Commissioner, Jenny Mongeau, County Commissioner, Brett Arne, BWSR, Darren Mayers, BWSR Buffer and Soil Loss Specialist Randy Schellack, Clay SWCD Supervisor, Kevin, Lynn, and himself were in attendance. He discussed the guidelines that were released by Darren Mayers. The decision was made that the Clay SWCD will monitor one-third of the parcels every year with extra monitoring for cost share programs and alternative practices. The SWCD will submit invoices to the County for their time spent to enforce the buffer law. Darren suggested having a written document for the ordinance portion.

2019 MDA NOXIOUS WEED GRANT:

Gabe discussed the 2018 grant which ends the middle of November. There is the opportunity to apply again for 2019 with the application deadline of October 15, 2018. The grant will focus on Wild parsnip, Common Tansy, and Spotted Knapweed education and training. He stated he will fill out the application requesting \$12,700.00.

LOCAL CAPACITY MATCHING FUNDS:

Kevin stated that we received an invoice from Kirk Rosenberger, County Solid Waste. The 2018 matching funds for the District Capacity Grant will be spent after paying this invoice. He discussed the potential for 2019 matching funds.

2019 HEALTH INSURANCES:

Kevin discussed the insurance increase from Lakes Country for 2019. He stated that we met with Justin Kroeger, President of Public Employees Insurance Program (PEIP). He discussed the PEIP plans. Supervisor Schellack, and Schoff will meet with staff and Mr. Kroeger to go over the plans.

2019 TREE PROGRAM:

Kevin recommended the prices for 2019. Bare root trees will increase \$0.05 each with potted remaining the same price as 2018. The matting application will increase to \$70/per 100’.

M/S/P, Hildebrandt/Schellack, to approve the above prices for the 2019 tree season. Motion carried.

CLAY COUNTY POLLINATOR HABITAT:

Tony stated that we borrowed a disc from Steve Thompson and a chisel plow from Mark Anderson to work up the ground. Staff has been on site working up the ground. Staff will continue to work the ground while weather permits. The County will be on site sometime this winter to burn debris piles. Discussed the plan for next spring.

MASWCD STATE CONVENTION ROOMS:

Mandy stated that the rooms have been reserved for the annual convention December 9-11 at the Double Tree in Bloomington. All Supervisors plan on attending.

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.

AUDIT UPDATE:

Mandy stated that Amy Roggenbuck, Accountant was at the office to perform the 2017 audit on Oct. 10. She will send a draft copy of the financial statements that we will look over. Once we approve, she will send the statements onto the State Auditor for review.

CREP UPDATE:

Tony discussed the program. There are no CRP applications being accepted at this time due to there being no current Farm Bill. BWSR released guidelines for things that can be done with CREP during this time. Tony stated that he has 4 CREP contracts approved, three of them are waiting on easement agreements from BWSR.

1W1P's:

Kevin stated that the BRRWD held a “kick-off” meeting on Sept. 28th. Houston Engineering, Inc (HEI) has been selected as the consulting firm put in charge of putting the plan together. To keep the plan on schedule, monthly meetings have been set. The

following Supervisors and Staff members have been selected to these committees: Policy Committee- Paul; Planning committee – Kevin; and Technical/Advisory Committee -Lynn and Tony.

NRCS SOIL HEALTH PROJECT UPDATE:

Kevin discussed the project. The plan is for NRCS Staff to go out Wednesday, October 17, to collect samples on the site.

AREA 1 MEETING:

The next meeting will be held at UMC on November 20th. There will be a planning meeting Monday Oct. 15 to discuss the agenda.

REPORTS:

COUNTY COMMISSIONER: Jim stated that there was a discussion held on driver's license testing in Clay County, being conducted 5 days instead of 3. This is not possible due to lack of examiners. The process to change the days available for testing would have to go through the Legislature. They are currently working on the budget. Discussed the jail night event.

MASWCD: No report.

PF UPDATE:

Tony stated that Pheasant hunting opener for ND was Oct. 6 and will open the 13th for Minnesota residents. The Clay County Chapter will hold their annual youth hunt Oct. 20 with registration and a refresher course kicking the day off at the Mainline in Downer, MN. He will be attending the Fall meeting Oct 24-25 in Aitkin, MN.

CFO PROGRAM:

Kevin stated that Craig has 6 compliance checks left to complete. The No-Till Drills are in storage for the winter.

URBAN CONSERVATION:

Mandy stated that the Junior Envirothon was held at the Prairie Wetlands Center in Fergus Falls on Oct. 3. There were 199 kids in attendance with 38 teams. Lake Park took first place, Fergus Falls 2nd, and Ashby took 3rd. There was a discussion held on number of teams per school. There is a pollinator workshop scheduled for March 19th and 26th through Moorhead Community Ed. She stated that she had been in contact with Bill Gottenborg, Hawley Community Ed, to hold a rain barrel workshop in Hawley, tonight, Oct. 11th but due to the weather no one registered. She will advertise a rain barrel workshop with Hawley Community Ed for the Spring of 2019.

LWM/WCA: See report

PLANNING COMMISSION:

Randy stated that they voted to accept a new renewable energy policy.

RRVCSA: No report. There is a meeting scheduled for Nov. 15th.

CAI UPDATE:

Gabe discussed the Noxious Weed Grant. He will attend the District Meeting held on Oct. 23 in Mahnommen.

NRCS: See report

RURAL CITIES AND COUNTY MEETING:

Kevin stated that he was invited by Stephen Larson, County Administrator to attend the meeting held on October 1st. He discussed the meeting. There are 2 of these meetings held each year.

UPCOMING EVENTS:

- October 15 – Area 1 Planning Committee Meeting – Crookston
- October 23 – District CAI Meeting – Mahnommen
- October 23 – Area 1 MACDE Meeting – Erskine
- October 24 – BRRWD 1W1P Planning Committee Meeting – Barnesville
- October 24-25 – MN PF Team Meeting – Aitkin
- October 29-31 BWSR Academy – Breezy Point

November 7 – WRWD 1W1P Meeting - Ada

ADDITIONAL ITEMS:

NEXT MEETING DATE: November 8, 2018 - - - 4:00 p.m.

ADJOURN: Supervisor Krabbenhoft called for a motion to adjourn the meeting.

M/S/P, Schoff//Hildebrandt, to adjourn the meeting at 6:20 p.m. Motion carried.

BY: Amanda Lewis
District Coordinator

Randy Schellack
Secretary

Signature after approved

Date