

MINUTES FOR THE April 13, 2023, BOARD MEETING OF THE SUPERVISORS FOR THE CLAY SOIL & WATER CONSERVATION DISTRICT, HELD AT THE DISTRICT OFFICE IN MOORHEAD MN.

The meeting was called to order by Supervisor Hildebrandt at 3:00 p.m.

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

 Others present: Kevin Kassenborg, District Manager
 Amanda Lewis, District Coordinator
 Gabe Foltz, District Technician/CFO
 Tony Nelson, Natural Resources Management Technician
 Paul Krabbenhoft, County Commissioner
 Michael Leaser, Assistant County Attorney
 Jenny Mongeau, County Commissioner

Absent:

The Pledge of Allegiance was recited.

DECLARATION OF VACANCY OF BOARD SEAT: Joel stated that there was a resolution Declaring the District 1 Board Seat Vacant due to R. Anderson not living and never did live within the geographic boundaries of the district he was elected to represent. This makes him ineligible for the District 1 Seat, therefore making the seat vacant.

M/S/P, Schellack/Schoff, to approve the above resolution. Motion carried.

APPOINT NEW DISTRICT 1 BOARD MEMBER:

There was a discussion held. Joel asked for a nomination to fill the vacancy. Randy Schellack made the motion to nominate R. Menholt for the District 1 vacancy to serve out the remainder of the term until 11/2024. C. Schoff seconded the nomination. The nomination was carried for R. Menholt to serve as District 1 Supervisor until 12/2024.

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

Meeting and mileage forms completed by Supervisors.

SECRETARY'S REPORT: A draft copy of the March 9, 2023, meeting minutes was emailed to the Supervisors prior to the April meeting.

M/S/P, Schoff/Schellack, to approve the above-listed meeting minutes. Motion carried.

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TREASURER'S REPORT:

Mandy discussed the report.

M/S/P, Butenhoff/Schellack, to approve the Treasurer's report. Motion carried.

ADOPT OTTER TAIL RIVER COMPREHENSIVE WATERSHED MANAGEMENT PLAN:

Kevin reported that Brett Arne, is asking each office he oversees for a copy of their local plan adoption resolutions for each of the 1W1P watershed areas, Buffalo-Red River Watershed (BRRWD), Wild Rice-Marsh Watershed (WRM), and the Otter Tail Watershed (OTW). The WR-MW and the BRRW have been sent. However, the OTW is one that we originally opted out of taking an active role due to approximately only 2 sections of land in Clay County falling in the OTW. To eliminate the need for a county water plan, the entire county must be covered by 1W1P, thus the need for the resolution.

M/S/P, Schellack/Schoff, to approve the above-listed resolution. Motion carried.

U OF M TILLAGE RESEARCH PROJECT:

Gabe stated that he was contacted again to conduct the Residue Cover on 200 points throughout Clay County. This will be the 6th year we have been asked to complete this task. Gabe discussed the project.

M/S/P, Butenhoff/Schellack, to approve completing the Tillage Research Project. Motion carried.

APPROVE STATE COST-SHARE PROJECTS REQUESTING ASSISTANCE:

D. Berg CSF 23-11 for a field windbreak in the amount of \$5,000.00

N. Stattelmann CSF 23-12 for a field windbreak in the amount of \$2,461.00

S. Opatril CSF 23-10 for a field windbreak in the amount of \$622.50

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

APPROVE VOUCHERS PAID: The list of vouchers from 2342-2354 and QuickBooks #21553-21582 was reviewed and credit given to have been paid by the due date. **M/S/P, Schellack/Schoff, to approve the vouchers that had been paid as listed.** Motion carried.

DISTRICT TECHNICIAN/COUNTY AG INSPECTOR POSITION – UPDATE:

Kevin stated that the job was offered to A. Schill and that she will be starting on April 24th. There was a discussion held to continue searching for a 6th employee (District Technician). Kevin stated that there are two interviews set up for April 14th. We will run a job application for a 6th employee after the interviews are conducted if neither applicant works.

SWCD AID UPDATE:

Randy gave an update on the SWCD Aid. Currently there is no new news with the Legislators just returning from Easter Break. He mentioned the importance of reaching out to our legislators.

MASWCD AREA 1 MEETING:

Kevin stated that the meeting was held on March 21st at the Shooting Star Casino in Mahanomen, MN. Carol, Randy, and Jerry gave brief reports on the meeting.

MASWCD LEADERSHIP PROGRAM:

Tony and Mandy reported that they attended the last leadership session that was held March 14-16 in St. Paul. They met with Senator Rob Kupec, and Representative Jim Joy. They also heard from Sara Strommen, Commissioner, MN DNR, LeAnn Buck, MASWCD Executive Director, Elizabeth Emerson, Vice President Public Affairs, Goff Public and Bree Maki, Executive Director, Office of Broadband Development. They also had a meeting with Representative Paul Torkelson and attended a committee meeting. The last day there was a panel on leadership from LeAnn Buck, Troy Daniel, State Conservationist NRCS, and John Jaschke, Executive Director, BWSR.

2020 BUFFALO GRADE STABILIZATION PROJECT (CLEAN WATER FUND) BWSR RECONCILIATION PROCESS:

Mandy stated that Jeanette Austin emailed her to let her know that she would be conducting the reconciliation. Mandy sent in all the things she requested for the reconciliation. More to come.

OUTSTANDING CONSERVATIONIST:

Kevin stated that the Outstanding Conservationist will be from Area 1. R. Menholt will choose a landowner.

BRR1W1P:

Kevin stated that there was a Planning Committee Meeting held on March 14th. He and Gabe attended the meeting. They will put together a presentation of current projects for the Policy Committee Meeting.

Randy stated that he and Kevin attended the virtual Policy Committee Meeting that was held on March 22nd. Kevin stated that the meeting was held to update the Policy Committee members on the progress of practices installed. Each office gave a presentation of the projects they are working on. They discussed FY 2024 funding and that a new workplan will be needed for those funds. The Policy Committee gave authority to the Planning Committee to pursue the next round of funding.

WR-M1W1P – UPDATE:

Kevin stated that he and Jerry attended the Screening Committee Meeting that was held on March 27th one hour prior to the Policy Committee Meeting. Jerry stated that he and Kevin attended the Policy Committee Meeting that was held following the Screening Committee Meeting. Kevin stated that each SWCD and WRWD updated the Committee on projects/practices that have been completed. Brett Arne discussed the process for a grant extension. The next meeting is set for November 27th at 10 AM.

CREP:

Tony discussed current projects and where they are in the process.

ECOSYSTEM SERVICES MARKET CONSORTIUM (ESMC):

Kevin stated that the NACD is working with Houston Engineering Inc. (HEI) and ESMC on a Carbon Market Project. HEI has sent out a “participation survey” for 2024. There was a discussion held on the project. Currently the board does not want to participate.

2023 ANNUAL DEPARTMENT UPDATE TO THE COUNTY BOARD:

Kevin stated that he gave the update on March 14th.

HAZARDOUS WEATHER DAY POLICY:

Kevin made a recommendation to amend the current policy to remove the consensus of NRCS and FSA requirement and add The SWCD District Manager will consult with Staff and make the decision for the office due to NRCS and FSA starting to make their own office decisions without consulting SWCD. M/S/P, Schellack/Schoff, to approve the above amendment. Motion carried.

CCATO MEETING:

Gabe reported that he and Kevin attended the meeting that was held on March 20th. They gave a presentation and discussed the Emerald Ash Borer being found in Moorhead.

CAI WORKSHOPS:

Gabe stated that he held the CAI Workshop following the CCATO Meeting. There were approximately 25 people in attendance.

BEGINNING FARMER MEETING:

Gabe stated that he and Kevin attended the meeting that was held on March 29th. He gave a presentation at the meeting. There were approximately 15 landowners in attendance.

RURAL CITIES AND COUNTY MEETING:

Kevin reported that the Biennial Meeting that is held with Rural City Officials (mayors, and city councils), County Board, and Departments was held on March 29th. Representatives from the city of Barnesville, Dilworth, Glyndon, Hawley, and Sabin attended and gave updates on what is “happening” in their cities. Clay County Commissioners and Department individuals spoke on programs that are offered.

AMERICORPS COMMUNITY FORESTRY INITIATIVE:

Kevin stated that a representative contacted us about potentially housing an employee to inform rural communities about Emerald Ash Borer (EAB) since it was recently found in Moorhead. The City of Moorhead is presently working with AmeriCorp. There was a discussion held on the position. Kevin stated that he would contact Corey Bang with the County to see if there was the potential to split the position with the County. More to come.

NRCS LOCAL WORK GROUP:

Joel attended the meeting held on March 23rd in Detroit Lakes. He gave a brief update on the meeting.

NRCS ITEMS: See Sharon’s report.

The Clay SWCD Board and Staff reviewed the Memorandum of Agreement (MOA) & Civil Rights Policy.

COUNTY COMMISSIONER:

Jenny stated that the county is busy with water issues. Paul stated that he and Jenny attended the Buffalo-Red River Watershed District meeting on Monday April 10th where flooding was the highlight of the meeting. Paul discussed a presentation that was held by Mike Pritchard, Moorhead Public Waters on a Surface water management plan.

MASWCD:

Randy stated that the previous meeting was cancelled. The meeting was rescheduled for April 19th.

PLANNING COMMISSION:

Joel gave an update on projects.

TSA UPDATE:

Carol stated that the meeting was rescheduled for April 27th.

URBAN CONSERVATION:

Mandy gave an update on the upcoming workshops and the number of people that have registered so far.

CFO/TREE/NO-TILL DRILL PROGRAMS:

Gabe stated that there are 30 planting jobs to complete with 63,000 feet of matting to install. There has been approximately 15,000 trees sold. Gabe discussed the tree delivery schedule.

CAI UPDATE:

Gabe stated that the CAI funding bill was not included in the Ag Omnibus Bill. He attended the District 1 meeting on April 3rd. He and Kevin attended an Emerald Ash Borer listening session on March 16th.

WCA/LWM/AIS UPDATE:

Tony gave an update on current projects in the Wetland Conservation Act as well as promotional items for the AIS program.

UPCOMING EVENTS:

- April 18 – Compost Tumbler Workshop
- April 20 – Junkyard Brewing “Pollinator Night”
- April 27 – Tentative Tree Delivery
- April 27 – RRV TSA Meeting– Mahnomen
- May 2 – Rain Barrel Workshop
- May 3 – Senior Envirothon – Detroit Mountain
- May 10 – Rain Barrel Workshop

ADDITIONAL ITEMS:

NEXT MEETING DATE: May 11th, 2023 @ 3:00 pm.

ADJOURN: Supervisor Hildebrandt called for a motion to adjourn the meeting. **M/S/P, Schellack/Schoff, to adjourn the meeting at 5:03.**

BY: Amanda Lewis
District Coordinator

Jerry Butenhoff Signature after approved
Secretary Treasurer

Date