

MINUTES FOR THE February 9, 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
 Robert Anderson, Reporter

 Others present: Kevin Kassenborg, District Manager
 Amanda Lewis, District Coordinator
 Gabe Foltz, District Technician/CFO
 Tony Nelson, Natural Resources Management Technician
 Jenny Mongeau, County Commissioner (arrived at 4:05)

Absent:

The Pledge of Allegiance was recited.

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

Meeting and mileage forms completed by Supervisors.

SECRETARY’S REPORT: A draft copy of the January 12, 2023, meeting minutes was emailed to the Supervisors prior to the February meeting.

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

TREASURER’S REPORT:

Mandy discussed the report.

M/S/P, Anderson/Schellack, to approve the Treasurer’s report. Motion carried.

APPROVE EMPLOYEE HANDBOOK:

There was a discussion held on the handbook.

M/S/P, Schoff/Anderson, to approve the Employee Handbook. Motion carried.

APPROVE STATE COST-SHARE CONTRACTS REQUESTING ASSISTANCE:

D. Tangen CS23-01	Field Windbreak	\$2,100.00
H. Grani CS23-02	Field Windbreak	\$2,343.90
L. Stuhaug CS23-03	Field Windbreak	\$3,509.92
D. Green CS23-04	Field Windbreak	\$3,574.50
R. Stetz CS23-05	Field Windbreak	\$2,061.45
M. Haugen CS23-06	Field Windbreak	\$2,613.82
C. West CS23-07	Field Windbreak	\$2,949.60

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

APPROVE SOIL HEALTH STATE COST-SHARE PROJECTS REQUESTING ASSISTANCE:

P. Loegering CSSH23-05	Farmstead Windbreak	\$ 847.53
B. Schmidt CSSH23-01	Farmstead Windbreak	\$ 997.14
J. Somers CSSH23-02	Farmstead Windbreak	\$3,173.07
K. Schultz CSSH23-03	Farmstead Windbreak	\$2,069.26
K. Just CSSH23-04	Farmstead Windbreak	\$1,065.30
A. Chisholm CSSH23-07	Farmstead Windbreak	\$2,015.62

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

APPROVE VOUCHERS PAID: The list of vouchers from 2327-2332 and QuickBooks #21490 - 21528 was reviewed and credit given to have been paid by due date. **M/S/P, Anderson/Schoff, to approve the vouchers that had been paid as listed.** Motion carried.

DISTRICT TECHNICIAN/COUNTY AG INSPECTOR POSITION:

Kevin gave a brief update on the position and interviews that are setup for February 13th. There was a discussion held to allow Board Member interviewers the authority to make an offer to the applicants at the time of the interview contingent on full board approval.

M/S/P, Butenhoff/Anderson, to approve the above discussion. Motion carried.

SNAKEY CREEK CLEAN WATER FUND PROJECT:

Kevin stated that Gabe, Mandy, and he met with BRRWD & Houston Engineering staff to develop the workplan for the grant. Mandy submitted the workplan to BWSR on February 7th and we are waiting for approval.

MASWCD/SWCD AID LEGISLATIVE ZOOM MEETING:

Randy discussed the meeting.

UPCOMING MEETINGS:

Joel stated that he would like to set a policy for Board Members who are attending meetings. He would like the policy to be that all Board Members that attend meetings, give a report on the meeting attended at the next SWCD Board Meeting.

There was a discussion held on the Day at the Capitol. Randy, Carol, Kevin, and Tony plan on attending the Day at the Capitol. Kevin stated that the next Area 1 meeting is scheduled for March 21st at Shooting Star Casino in Mahanomen. He will meet with Randy to discuss the Agenda.

Kevin stated that the RRVFDRWG Annual Conference will be held February 21st and 22nd at the Marriott in Moorhead, there is a \$25 registration fee.

MASWCD LEADERSHIP PROGRAM:

Mandy and Tony attended a webinar on February 7th. The topics that were discussed were Influence, Power, and Persuasion. They will attend the next session that will be held March 14-16th in St. Paul, MN where they will be meeting with Legislators and sitting in on Committee sessions.

SEN. KLOBUCHAR FARM BILL LISTENING SESSION:

Kevin and Tony attended the session held on February 1st. Kevin gave an update on the session.

YEAR-END GRANT REPORTING:

Kevin stated that the grant reporting has been completed in e-link.

CFO 2022 YEAR-END REVIEW:

Gabe stated that he completed the reporting, had the year-end review, and that Clay County has been removed from probation. He will need to attend a County Board Meeting to have them sign the Annual Report.

RRV TSA:

Kevin, Mandy, and Tony met with Becker SWCD staff to discuss the TSA restructure, how it will impact us, as well as tracking and reporting requirements, and future funding for Technical/Engineering assistance.

NEXT PAY EQUITY REPORT:

Kevin stated that the next report will be due January 31st, 2024.

BRR 1W1P:

Kevin gave an update on the Policy Committee and the Planning Team future meetings.

WR-M 1W1P:

No report.

CREP:

Tony gave an update on current projects and where they are at in the process.

CLAY COUNTY CROPS UPDATE:

Kevin and Gabe attended the meeting that was held at the TAK Music Venue in Dilworth on January 17th. Gabe gave a Powerpoint presentation to the group.

CLAY COUNTY INTERGOVERNMENTAL RETREAT

Kevin gave an update on the retreat.

2023 DEPARTMENT HEADS UPDATE TO COUNTY BOARD

Kevin stated that the update is scheduled for March 14th.

MAWQCP APPLICATION:

Kevin stated that a “New” area farmer filled out an application for the program. Currently the process is on hold until the land purchase is finalized.

BECKER SWCD 75th ANNIVERSARY INVITATION:

There was a handout passed out at the meeting. There was a discussion held on the celebration.

SUPERVISOR KRABBENHOFT “FAREWELL” SUPER:

There was a discussion held on the event. Randy will follow up with Supervisor Krabbenhofs to discuss dates for the event.

NRCS ITEMS: See Sharon’s report.

Bob Guetter, NRCS Team Lead- Bob discussed the EQIP ranking period, funding potential, and the Local Work Group meeting. He is currently looking for a host for the work group as well as a venue for the meeting.

COUNTY COMMISSIONER:

Jenny discussed the potential for a paid family leave act as well as the plans for the Detox Center.

MASWCD:

Randy discussed the SWCD Aid funds and the importance of getting it into the budget.

PLANNING COMMISSION:

Joel gave an update on projects.

TSA UPDATE:

There was a discussion held on the current issues with the TSA restructure.

URBAN CONSERVATION:

Mandy stated that the workshops were advertised in the Moorhead Community Education book that went out to area residents. She stated that she has May 25th planned to complete the tree planting at Crestwood for the 2nd stage of the project. She is working with Kim to get volunteers to assist with that.

CFO/TREE/NO-TILL DRILL PROGRAMS:

Gabe stated that there are 16 planting jobs so far, 6 of them are Cost-share Farmstead Windbreaks through the Soil Health Grant, 8 are State Cost-Share Field Windbreaks/wildlife plantings, and 2 are non-Cost-share. There is one tilling/matting job that the landowner will handplant the trees. There are around 8,900 trees sold and 40,500 feet of matting.

CAI UPDATE:

Gabe discussed the CAI funding bill and its progress. He completed the workplan for 2022. A new Noxious Weed list came out. There were nine new weeds added to the list for a total of 57 weeds. Pest Testing has begun.

WCA/LWM/AIS UPDATE:

Tony gave an update on current projects in the Wetland Conservation Act. He is currently working with Wildlife Forever for billboard ads.

UPCOMING EVENTS:

- February 20 – President’s Day – Office Closed
- February 27 – NACDE Annual *Virtual* Meeting

- February 28 – Last Day to CANCEL Tree Orders
- March 7 – *Bigg Dogg Agg* Soil Health Workshop – Midtown Tavern
- March 7/8 – Legislative Day at the Capitol
- March 8 – MACAI Meeting – St. Cloud

ADDITIONAL ITEMS:

NEXT MEETING DATE: March 9th, 2023 @ 3:00 pm.

ADJOURN: Supervisor Hildebrandt called for a motion to adjourn the meeting. **M/S/P, Schoff/Anderson, to adjourn the meeting at 4:47.**

BY: Amanda Lewis
District Coordinator

Jerry Butenhoff Signature after approved
Secretary Treasurer

Date