

MINUTES FOR THE MARCH 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

Absent:

The Pledge of Allegiance was recited.

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

Meeting and mileage forms completed by Supervisors.

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

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

TREASURER’S REPORT:

Mandy discussed the report.

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

APPROVE 2023 budget:

There was a discussion held.

M/S/P, Schoff/Anderson, to approve the 2023 Budget. Motion carried.

APPROVE SOIL HEALTH STATE COST-SHARE CONTRACTS REQUESTING ASSISTANCE:

P. Braseth CSSH23-00 Farmstead Windbreak..... \$1,172.06

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

APPROVE STATE COST-SHARE PROJECTS REQUESTING ASSISTANCE:

ND Retriever Club CSF23-09 Field Windbreak \$1,522.50

C. Erickson CSF23-08..... Field Windbreak..... \$5,304.36

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

APPROVE BRRWD 1W1P COST-SHARE CONTRACTS REQUESTING ASSISTANCE:

Anderson Family RLT BRR1W1P-2108..... Water and Sediment Control Basin \$9,9428.53

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

APPROVE VOUCHERS PAID: The list of vouchers from 2334-2340 and QuickBooks #21533-21552 was reviewed and credit given to have been paid by due date. **M/S/P, Anderson/Butenhoff, to approve the vouchers that had been paid as listed.** Motion carried.

REVISE MEETING ATTENDANCE POLICY ESTABLISHED LAST MONTH

There was a suggestion made to follow the County's policy which states that employees are encouraged to use the SWCD's vehicles when traveling for business purposes. Mileage reimbursement rates for use of a personal vehicle for authorized business travel are as follows:

- If there is no SWCD vehicle available, the reimbursement rate shall be equal to the current IRS rate.
- If a SWCD vehicle is available and an employee chooses to use his/her personal vehicle the reimbursement rate shall be \$0.50 cents per mile
- Mileage will be recorded beginning and ending at the office unless total mileage would be less when recorded from home. Department Head approval is required in all instances where a personal vehicle is used for business travel. Approval Must be obtained prior to commencement of travel.

There was a discussion held on the policy.

M/S/P, Schoff/Anderson, to approve following the County's Policy for Meetings. Motion carried.

DISTRICT TECHNICIAN/COUNTY AG INSPECTOR POSITION – UPDATE:

There was a discussion held on the two interviews that were conducted on February 13th. The Board has decided to continue searching for the position to be filled due to inexperience with agriculture background from these two applicants.

LEGISLATIVE DAY AT THE CAPITOL:

Kevin, Randy, Carol, and Tony attended the session and gave a brief update on the session. There was a discussion held on the meetings that were scheduled with Senators Mark Johnson and Rob Kupec as well as Representatives Heather Keeler, Jim Joy, and Deb Kiel.

SNAKEY CREEK CLEAN WATER FUND PROJECT – UPDATE:

Kevin stated that the workplan was approved by BWSR on February 10th. A 50% payment has been sent to us and we can start charging towards the grant. We will be working closely with Houston Engineering on the projects.

BRR 1W1P – UPDATE:

The Planning Committee will hold an in-person meeting on March 14th where they will be planning the presentation to the Policy Committee. There was a discussion held on Streambarbs vs. J-Hook designs (MN DNR's preference is now J-Hooks.) Gabe stated that The Anderson Water and Sediment Control Basins approved earlier is one of the projects we have going on with BRRWD as well as the potential for another project for 8 Water and Sediment Control Basins that are not going through the EQIP process like the Anderson's project is. There will be a Policy Committee meeting held in-person on March 22nd.

WR-M1W1P – UPDATE:

Kevin stated that the workplan was approved and the 2023 grant agreement was signed. There was a discussion held on grant funds.

MASWCD AREA 1 MEETING:

Kevin stated that the meeting will be held on March 21st at the Shooting Star Casino in Mahanomen. Robert, Randy, Jerry, Carol, Kevin, Tony, and Mandy plan on attending. There was a discussion held on the Future Meeting Location Survey that was sent out. The Board stated that we would go with the majority of the area as far as where the future meetings would be held.

MASWCD LEADERSHIP PROGRAM:

Tony and Mandy stated that they will attend the next meeting that will be held in St. Paul March 14th – 16th where they will be meeting with Legislators and Representatives.

RRV TSA:

Carol stated that the next meeting is planned for April 6th, 2023, in Mahanomen. They will be discussing the TSA Joint Powers Agreement as well as a DRAFT set of By-Laws.

CCATO MEETING:

Kevin stated that Clay SWCD has been invited to attend the Spring Meeting that is being held March 20th at the Clay County Resource Recovery Center. Staff will be making a presentation to the Township Officials. Gabe stated that the annual local weed inspector training session will be held following the meeting.

CAI WORKSHOP:

Gabe stated that the annual local weed inspector training session will be held following the CCATO meeting on March 20th.

CREP:

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

OAKPORT FLOOD MITIGATION CLOSEOUT PLAN:

Tony gave an update on the plan. He stated that the final close out plan decision requires board action.

M/S/P, Schellack/Butenhoff, to approve the above plan. Motion carried.

2020 BUFFALO RIVER GRADE STABILIZATION PROJECT (CLEAN WATER FUND):

Kevin stated that we were contacted by Jeanette Austin, BWSR to make us aware that she will be conducting an audit for the grant. Mandy stated she will get the things she needs sent to her within the week.

2023 ANNUAL DEPARTMENT UPDATE TO THE COUNTY BOARD:

Kevin stated that the update is scheduled for March 14th. He plans on giving a short presentation for the SWCD.

NEW & “IMPROVED” ELINK TRAINING SESSIONS:

Kevin stated that there are training sessions available for the New “improved” eLINK on March 14th and 15th. Gabe and Kevin plan on attending one of the sessions.

AG BMP LOAN PROGRAM UPDATE:

Kevin discussed the loan program as well as the funds that are available to us for the program.

RRVFDRWG ANNUAL CONFERENCE:

Kevin stated that the conference was held on February 21st and 22nd at the Marriott in Moorhead. Randy, Kevin, Tony, and Gabe attended the conference and gave a brief report of the meeting and the presentations that were held.

NACDE VIRTUAL MEETING:

Tony stated that there was a “Zoom” meeting held February 27th. Tony, Gabe, and Mandy attended the meeting and gave a brief report on the meeting and the election of officers that took place at the meeting.

SOIL HEALTH WORKSHOP:

Gabe stated that M. Fillbrandt held a soil health meeting on March 7th from 11-2 at Midtown Tavern in Moorhead, MN. He stated that we were invited as well as NRCS and others to talk about programs. There was a panel of 4 landowners to discuss the programs they are currently using or have used in the past.

MACAI BOARD MEETING:

Gabe stated that the annual Board Meeting was held March 8th where they planned the annual short course and discussed the legislative funding.

NRCS LOCAL WORK GROUP:

Kevin stated the meeting will be held on March 23rd at the Detroit Lakes Police Station Conference Room at 9:00 AM. There was a discussion held on attendance. Joel and Robert plan on attending the session.

NRCS ITEMS: See Sharon’s report.

COUNTY COMMISIONER:

No report

MASWCD:

Randy stated that there was no meeting this month due to concentration on the Legislative Day at the Capitol.

PLANNING COMMISSION:

Joel gave an update on projects.

TSA UPDATE:

See above report.

URBAN CONSERVATION:

Mandy stated that the workshops are being advertised on Facebook through River Keepers with Clay SWCD as the host.

CFO/TREE/NO-TILL DRILL PROGRAMS:

Gabe stated that there are 26 planting jobs so far with 6 of them being farmstead windbreaks and cost-shared through the soil health grant, 9 of them being state cost-share field windbreaks, 2 are CRP plantings, and 9 are non- cost share plantings. There are roughly 13,700 trees sold and roughly 52,000 feet of matting. He stated that Emerald Ash Borer has been found in Clay County. There is a virtual information meeting being held March 16th on the Emerald Ash Borer.

CAI UPDATE:

Gabe discussed the CAI funding bill and its progress. Pest Test's have been picking up.

WCA/LWM/AIS UPDATE:

Tony gave an update on current projects in the Wetland Conservation Act. Christine from River Keepers is moving forward with purchasing waterproof phone cases and rain ponchos for their canoe race.

UPCOMING EVENTS:

- March 14 – County Board Presentation
- March 14 – BRRW 1W1P Planning Committee Meeting – Barnesville
- March 14 – 16 – MASWCD Leadership Program – St. Paul
- March 16 – Emerald Ash Borer Virtual Information Meeting
- March 20 – CCATO Meeting Presentations – Regional Recycling Center
- March 20 – CAI Workshop – Regional Recycling Center
- March 21 – MASWCD Area 1 Meeting – Mahanomen
- March 21 – 23 – MACFO Annual Conference – Winona
- March 22 – BRRW 1W1P Policy Committee Presentation – Barnesville
- March 23 – NRCS LWG Meeting – Detroit Lakes Police Station Conference Room
- March 30 – County & Rural Cities Meeting - Barnesville
- April 6 – RRV TSA Meeting – Mahanomen

ADDITIONAL ITEMS:

NEXT MEETING DATE: April 13th, 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 4:55.**

BY: Amanda Lewis
District Coordinator

Jerry Butenhoff Signature after approved
Secretary Treasurer

Date