

MINUTES FOR THE JUNE 8, 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
Richard Menholt, Reporter

Others present:

Kevin Kassenborg, District Manager
Amanda Lewis, District Coordinator
Gabe Foltz, District Technician/CFO
Tony Nelson, Natural Resources Management Technician
Alyssa Schill, District Technician/CAI
Kyle Little, District Technician
Jenny Mongeau, County Commissioner
Paul Krabbenhoft, County Commissioner
Brett Arne, BWSR Board Conservationist

Absent:

The Pledge of Allegiance was recited.

APPROVE AGENDA:

M/S/P, Schellack/Schoff, to approve the June agenda. Motion carried.

INTRODUCTIONS:

Kyle gave a brief introduction of himself. SWCD and County Board members and Staff introduced themselves to Kyle.

Meeting and mileage forms completed by Supervisors.

SECRETARY'S REPORT: A draft copy of the May 11th, 2023, meeting minutes was emailed to the Supervisors prior to the June meeting.

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

TREASURER'S REPORT:

Mandy sent out the report.

M/S/P, Butenhoff/Schoff, to approve the Treasurer's Report. Motion carried.

APPROVE BUFFALO-RED WATERSHED 1W1P PROJECTS REQUESTING ASSISTANCE:

R & M Hough BRR1W1P-CC2203 for a Cover Crop Planting in the amount of \$7,500.00

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

APPROVE BUFFALO-RED 1W1P PROJECTS REQUESTING PAYMENT:

M & J Farms BRR1W1P-2108 for a Water and Sediment Control Basin in the amount of \$9,224.33

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

APPROVE VOUCHERS PAID: The list of vouchers from 2362-2372 and QuickBooks #21604-21629 was reviewed and credit given to have been paid by the due date.

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

SWCD OFFICE – FULLY STAFFED:

Kevin stated that the office being at full staff (6 employees) could potentially cause issues for vehicles. There was a discussion held and a suggestion made to contact the County to see if we could use their leasing option. More to come.

BWSR BC BRETT ARNE -LEGISLATIVE UPDATE:

Brett gave an update on how the 2023 legislative session is going to impact SWCD's throughout the state. Brett touched on new programs and how old programs will be affected.

REVISIT TSA AMENDED JOINT POWERS AGREEMENT – CAROL:

Carol discussed the June meeting. There was a discussion held on the agreement.

M/S/P, Schoff/Schellack, to approve signing the TSA Joint Powers Agreement. Motion carried.

LAKES COUNTRY SERVICE COOPERATIVE – FY 24' TECHNOLOGY SERVICES CONTRACT:

Kevin stated that they provide our IT Support for our computing network. There was a discussion held on the increase to the contract.

M/S/P, Schellack/Butenhoff, to approve signing the FY 24' Contract. Motion carried.

MASWCD AREA 1 MEETING- RESOLUTIONS, WHO'S ATTENDING:

There was a discussion on the upcoming meeting. There will be 3 Board Members and 5 staff attending the meeting.

MASWCD LEADERSHIP PROGRAM:

Tony and Mandy will attend the session that will be held at the Eagle Bluff Camp in Lanesboro, MN June 13-15th. The 2023-2024 Leadership Program is now accepting applications.

2024 COUNTY BUDGET REQUEST:

Kevin stated that he received a letter on June 2 from the County Administrator, S. Larson requesting us to submit our 2024 County Budget Proposal by June 16th. There was a discussion held on the potential budget request.

BRR1W1P:

Kevin stated that there has been one construction project completed this spring. The next Planning Meeting is scheduled for June 26th.

WR-M1W1P – UPDATE:

There is a potential Water & Sediment Control Basin project in the works. The next meeting is planned for June 26th.

CREP:

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

CRESTWOOD POLLINATOR SITE:

Tony stated that River Keepers, a family of volunteers, the Sentence to Serve Crew & Janelle Cheney, and our staff hand planted 300 trees to complete the 2nd phase of the Crestwood project.

OUTSTANDING CONSERVATIONIST:

Kevin stated that the Outstanding Conservationist will be chosen from Richard Menholts area for 2023.

NRCS ITEMS: See Sharon's report.

COUNTY COMMISSIONER:

Commissioner Mongeau and Krabbenhoft discussed projects going on in the county.

MASWCD:

Randy touched briefly on the Legislative Session and upcoming Area 1 meeting.

PLANNING COMMISSION:

Joel gave an update on projects.

TSA UPDATE:

See the above report.

URBAN CONSERVATION:

Mandy reported that the 2023 workshop season is complete except the last Pollinator Workshop that will be held on July 26th and August 2nd. She discussed the workshops outcome for 2023 as well as barrel issues for 2024 workshops.

CFO/TREE/NO-TILL DRILL PROGRAMS:

Gabe reported that the tree/matting season is nearing completion and that the no-till drills are still being called for.

CAI UPDATE:

Gabe and Alyssa commented on the numerous pest tests we have proctored thus far and the upcoming annual conference to be held in Crookston in July.

WCA/LWM/AIS UPDATE:

Tony gave an update on current projects involving the Wetland Conservation Act.

UPCOMING EVENTS:

- June 13 - 15 – Leadership Program – Lanesboro, MN
- June 19 – Juneteenth – Office Closed
- June 20 – MASWCD Area 1 Meeting – Shooting Star Casino, Mahnomen
- June 26 – BRR 1W1P Planning Meeting – Barnesville - Morning Meeting
- June 26 – WR-M 1W1P Meeting – Ada – Afternoon Meeting
- July 4 – Independence Day - Office Closed
- July 13 – 16 – Clay County Fair

ADDITIONAL ITEMS:

There was a discussion held on ideas for a retirement party for Paul.

NEXT MEETING DATE: July 13th, 2023 @ 3:00 pm.

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

BY: Amanda Lewis
District Coordinator

Jerry Butenhoff Signature after approved
Secretary Treasurer

Date