

MINUTES FOR THE JULY 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
 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
 Paul Krabbenhoft, County Commissioner
 Travis Doeden, NRCS Acting District Conservationist

 Absent: Jenny Mongeau, County Commissioner

The Pledge of Allegiance was recited.

APPROVE AGENDA:

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

Meeting and mileage forms completed by Supervisors.

SECRETARY'S REPORT: A draft copy of the June 8, 2023, meeting minutes was emailed to the Supervisors prior to the July meeting.

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

.

TREASURER'S REPORT:

Mandy sent out the report.

M/S/P, Schellack/Menholt to approve the Treasurer's Report. Motion carried.

APPROVE STATE COST-SHARE PROJECTS REQUESTING PAYMENT:

M. Astrup CSW23-00 for a Well Decommissioning in the amount of \$492.50

M. Astrup CSW23-01 for a Well Decommissioning in the amount of \$642.50

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

APPROVE STATE COST-SHARE PROJECTS REQUESTING PAYMENT:

H. Grani CSF23-02 for a Field Windbreak in the amount of \$2,343.90

ND Retriever Club CSF23-09 for a Field Windbreak in the amount of \$1,469.48

C. West CSF23-07 for a Field Windbreak in the amount of \$2,418.75

D. Green CSF23-04 for a Field Windbreak in the amount of \$3,411.98

D. Berg CSF23-11 for a Field Windbreak in the amount of \$4,787.29

A. Chisholm CS23-07 for a Field Windbreak in the amount of \$2,614.69

R. Stetz CS23-05 for a Field Windbreak in the amount of \$1,807.88

S. Opatril CS23-10 for a Field Windbreak in the amount of \$622.50

D. Tangen CS23-01 for a Field Windbreak in the amount of \$1,980.30

C. Erickson CSF23-08 for a Field Windbreak in the amount of \$ 5,000.00

N. Stattelmann CS23-12 for a Field Windbreak in the amount of \$2,966.34

M. Haugen CS23-06 for a Field Windbreak in the amount of \$1,897.95

L. Stuhauug CS 23-03 for a Field Windbreak in the amount of \$2,779.65

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

APPROVE SOIL HEALTH COST-SHARE PROJECTS REQUESTING PAYMENT:

K. Schultz CSSH23-03 for a Farmstead Windbreak in the amount of \$1,629.84

P. Loegering CSSH23-05 for a Farmstead Windbreak in the amount of \$807.10

J. Somers CSSH23-02 for a Farmstead Windbreak in the amount of \$2,820.50

B. Schmidt CSSH 23-01 for a Farmstead Windbreak in the amount of \$978.39

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

APPROVE STATE COST-SHARE CONTRACTS REQUESTING CANCELLATION:

M. Astrup CSW23-02 for a Well Decommissioning in the amount of \$1,000.00

M. Astrup CSW23-03 for a Well Decommissioning in the amount of \$1,000.00

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

APPROVE BUFFER STATE COST-SHARE CONTRACTS REQUESTING PAYMENT:

BRRWD Co Ditch #17 CSB23-22 for a Buffer Planting in the amount of \$1,818.00

BRRWD Co Ditch #54 CSB23-29 for a Buffer Planting in the amount of \$2,192.70

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

APPROVE VOUCHERS PAID: The list of vouchers from 2373-2382 and QuickBooks #21630-21676 was reviewed and credit given to have been paid by the due date.

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

LEASING VEHICLES WITH CLAY COUNTY:

Kevin discussed the conversation he had with the County Facilities Director about us using the counties leasing contract. According to the County Auditor, due to “insurance liability” we are not able to use the leasing contract. Paul suggested reaching out to the insurance company to see what their thoughts are. He also stated that he would be willing to meet with the County Auditor and the County Administrator to discuss the issue. More to come.

2023 LEGISLATIVE SESSION UPDATES:

Kevin discussed the requirements for the SWCD Aid payments. He also discussed the NRBG funding allocations as well as Soil Health Funding, and Buffer Law funding.

2023 GUIDELINES ON USE OF SWCD AID PAYMENTS:

Kevin stated that there is a requirement that we post annually on our website, an SWCD board-adopted resolution with guidelines on how our district will be using the funds.

MASWCD AREA 1 MEETING-REPORT:

There was a discussion held on the meeting by those that were in attendance. Kevin stated that there was a new Area 1 Secretary/Treasurer elected to the position.

MASWCD LEADERSHIP PROGRAM:

Tony and Mandy attended the last session that was held in Lanesboro, MN June 13-15. They discussed the session. They will be attending the final session that is being held August 8-9 in Baxter MN. No one will be signing up for the 2024 program due to schedule conflicts.

TSA AMENDED JOINT POWERS AGGREETMENT FINALIZED:

Carol stated that the agreement is completed now that all SWCD’s have signed it. Carol stated that the next meeting was changed from July 27th to August 3rd. She and Kevin plan on attending the meeting.

2024 COUNTY BUDGET REQUEST:

Kevin discussed the DRAFT budget. He will present the budget to the County Board on August 1st.

FY 2024 DNR OBSERVATION WELL MONITORING CONTRACT:

Kevin stated that he received the contract for the 2024 season. Kevin discussed the contract.

CLAY COUNTY FAIR:

Kevin stated that we will have a booth in the Conservation Building at the fair again this year, July 14th - 16th. Staff will take shifts from 2:00 - 5:00 PM and 5:00 - 8:00 PM each day.

MACAI ANNUAL CONFERENCE:

Gabe stated that he and Alyssa will be attending the conference that is being held in Crookston July 17th-19th.

OUTSTANDING CONSERVATIONIST:

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

BRRWD PROJECT TOUR INVITATION:

Kevin stated that Kristine Allrichter, BRRWD Administrator sent an invitation to SWCD Board Members and Staff to attend the tour on August 16th, you must RSVP by August 1st to reserve your spot.

BRR1W1P:

Kevin discussed a joint (EQIP & BRR1W1P) construction project. He stated that there was a Planning Committee meeting held on June 26th where each office discussed where they are at regarding projects and remaining funds in both grant programs.

WR-M1W1P – UPDATE:

Kevin stated that there was a Steering Committee Meeting held on June 26th where each office discussed where they are at regarding projects and remaining funds in both grant programs.

CRP STATE INCENTIVES PILOT PROGRAM:

Kevin discussed the pilot program and the watersheds that are included in the program as well as the funding for each watershed.

RIM:

Tony gave an update on the program, as well as the CREP program. He stated that there is a potential for Pheasants Forever, NRCS, and BWSR to try to fund new positions throughout the state for the next few years. Tony discussed current projects and where they are in the process.

RCPP “POTENTIAL PROJECT”:

Kevin discussed the project as well as the potential partners for the project. He stated that there will be a meeting held with interested partners on July 17th. More to come.

CONSERVATION CAMP APPLICANT:

Mandy stated that J. Beckerleg sent in an essay to be chosen for a camp scholarship to attend the Forkhorn Youth Camp on August 6 -11th. She will give a presentation about her time at camp to the full board at our Board Meeting being held on September 14th.

NRCS ITEMS: See Travis’s report.**COUNTY COMMISSIONER:**

Commissioner Krabbenhoft stated that he will be attending the Clay County Fair this year for each of the days. Paul gave an update on the Extension office and the staff changes that are happening, as well as the Buffalo Red River Watershed Board position changes. He discussed the transfer station planting project and the potential for other projects with Clay County for plantings. He gave an update on the DMV.

MASWCD:

At the last MASWCD Board Meeting, Randy stated that Sheila Vanney, gave an update on the Area meeting discussions and that John Jaschke gave an update on BWSR programs and funding.

PLANNING COMMISSION:

Joel gave an update on projects.

TSA UPDATE:

See the above report.

URBAN CONSERVATION:

Mandy reported that she and Tony will host their last Pollinator Workshop for the 2023 season on July 26th with the second session being held on August 2nd. She stated that area businesses have been donating barrels and hopes to have enough for the 2024 workshop season. Carrs Tree Service was out to the Crestwood site to remove some troublesome poplar trees.

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:

Alyssa gave an update on the Pesticide tests that have been done so far. She stated that she has been working alongside Gabe in the field identifying weeds as well as spraying techniques. Gabe discussed the short course that is being held July 17-19th in Crookston. He stated that there have been a few weed complaints that have come in. They have been out to spray the landfill and other small spots on the County roads. He gave an update on some Noxious Weeds that have started to show up in the county.

TECHNICIAN UPDATES:

Kyle gave an update on tasks he's been doing as well as trainings and meetings that he has attended. He stated that he and Alyssa went out with Gabe to learn how to conduct RIM Easement inspections. He will be conducting these inspections for the next month or until he gets them all completed.

WCA/LWM/AIS UPDATE:

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

UPCOMING EVENTS:

- July 14 – 16 – Clay County Fair
- July 17 – RCPP Meeting Breckenridge
- July 17 – 19 – MACAI Annual Meeting – Crookston
- July 26 – Pollinator Workshop
- August 1 – County Board Budget Presentation
- August 2 – Pollinator Workshop
- August 3 - TSA Board Meeting – Mahanomen
- August 8-9 – MASWCD Final Leadership Session

ADDITIONAL ITEMS:

There was a discussion held on ideas for a retirement party for Paul. Staff and Supervisors will work together to plan a party for September 14th after the Board Meeting.

NEXT MEETING DATE: August 10th, 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 PM.**

BY: Amanda Lewis
District Coordinator

Jerry Butenhoff Signature after approved
Secretary Treasurer

Date