

**MINUTES FOR APRIL 11, 2024, 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, Reporter  
                                                  Jerry Butenhoff, Treasurer  
                                                  Richard Menholt, Secretary

Others present:                   Kevin Kassenborg, District Manager  
                                          Amanda Lewis, District Coordinator  
                                          Gabe Foltz, District Technician/CFO (arrived at 3:15)  
                                          Tony Nelson, Natural Resources Management Technician  
                                          Travis Doeden, NRCS Acting District Conservationist  
                                          Paul Krabbenhoft, County Commissioner  
                                          Jenny Mongeau, County Commissioner (arrived at 3:38)

Absent:                               Alyssa Schill, District Technician/CAI  
                                          Kyle Little, District Technician

The Pledge of Allegiance was recited.

**APPROVE AGENDA:**

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

Meeting and mileage forms completed by Supervisors.

**SECRETARY’S REPORT:** A draft copy of the March meeting minutes was emailed to the Supervisors prior to the April meeting.

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

**TREASURER’S REPORT:**

Mandy discussed the report.

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

**APPROVE BRR 1W1P COVER CROP COST-SHARE PROJECTS REQUESTING ASSISTANCE:**

|                                    |                  |            |
|------------------------------------|------------------|------------|
| C. Ogaard BRR1W1P- CC2402 .....    | Cover Crop ..... | \$7,500.00 |
| B. Bjornson BRR1W1P – CC2401 ..... | Cover Crop ..... | \$7,500.00 |

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

**APPROVE WRM 1W1P COST-SHARE PROJECT REQUESTING ASSISTANCE:**

|                                |                                       |             |
|--------------------------------|---------------------------------------|-------------|
| C. Anderson WRM1W1P-2308 ..... | Water and Sediment Control Basin..... | \$36,805.65 |
|--------------------------------|---------------------------------------|-------------|

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

**APPROVE VOUCHERS PAID:**

The list of vouchers from 2461 - 2470 and QuickBooks # 21955 - 21991 was reviewed and credit given to have been paid by due date.

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

**DISCUSSION ITEMS:****RCPP – SOIL HEALTH PROGRAMS:**

Kevin gave an update on the program. Gabe stated that interest in the program is starting to pick up. He is currently making a list of those that are interested. There is an information meeting on April 18<sup>th</sup> in Breckenridge to discuss the program. Kevin stated that we still have a few questions before we sign anyone up. BWSR approved our “shared position” request to hire an agronomist to be housed in the Fergus Falls office. The job applications closed on March 29<sup>th</sup>. There were 5 applications filed- 3 of those were interviewed April 11<sup>th</sup>.

**“SOIL IS ALIVE ON HWY 75” FIELD DAY UPDATE:**

Gabe stated that he and Kyle sent out letters to area businesses requesting sponsorship for the event. He and Tony met with the Olson’s last week to discuss the field day. Gabe discussed the potential agenda and gave an update on the planning portion for the event.

**E.O.T. SWCD’s 2<sup>nd</sup> ROUND OF RCPP IRRIGATION FUNDING PROPOSAL:**

Kevin gave an update on the proposal after it was tabled last month. He received a permit list from the DNR stating the number of irrigation systems in the county. After seeing the list and discussion with D. Newville, EOT District Manager, Kevin suggested committing to \$1,000.00 of in-kind services. He stated that if the board is interested, we would have to submit a letter of commitment.

**M/S/P, Schellack/Butenhoff, to approve writing the letter of commitment.** Motion carried.

**PRIVATE WELL PROTECTION GRANTS PROGRAM UPDATE:**

Kevin gave an update on the program. Currently it is being held up at the legislature as they are debating on whether using Clean Water Funds for this grant opportunity is constitutional. There have been 25 applications submitted. Kevin stated that the SWCD’s role would be to provide outreach and well test kit distribution locations.

**MASWCD AREA 1 SPRING MEETING:**

Kevin, Gabe, Mandy, Joel, Carol, Randy, Jerry, and Tony attended the meeting. Each attendee gave a short report on the meeting. Kevin stated that he sent out a request to all Area 1 Supervisors and Staff to submit agenda items/speakers for future meetings.

**HABITAT ENHANCEMENT LANDSCAPE PROGRAM (HELP) – RFP:**

The program was discussed at the Area meeting by BWSR Ecological Science Conservationist, Jason Beckler. Kevin discussed the program. Tony reached out to the county to discuss potential projects for the program. The application is due June 27, 2024. More to come.

**BRR 1W1P UPDATE:**

Gabe gave an update on current projects as well as potential future projects.

**WR-M 1W1P UPDATE:**

Kevin stated that the Policy Committee Meeting that was scheduled for March 25<sup>th</sup> was cancelled due to the storm and rescheduled for April 29<sup>th</sup> in Ada. They will be acting on the supplemental funds, the 3<sup>rd</sup> round of WBIF, and the CRP Incentive Program for the 1W1P. Kevin discussed the supplemental funds. Gabe gave an update on current projects as well as potential future projects.

**CWF “SNAKEY CREEK PROJECT” UPDATE:**

Kevin gave an update on the project. Construction is planned to start late June/ early July.

**U OF M TILLAGE TRANSECT SURVEY PROJECT:**

Kevin stated that we were contacted to complete the project again for the 2024 season. This will be our 7<sup>th</sup> year participating in the project.

**BUFFALO RIVER STREAMBANK EROSION UPDATE:**

Kevin gave an update on the program. He stated that NRCS is sending up a “probe” truck to perform a soil investigation (potentially 8 NRCS employees attending including State Geologist). Matt Jacobson, Planning Director, is involved and plans to attend.

**2024 SUPERVISOR ELECTIONS:**

Kevin stated that the supervisor elections will be held this year for Area 1 (Richard), 2 (Carol), and 5 (Joel). Filing dates are May 21<sup>st</sup> – June 4<sup>th</sup>. He stated that MASWCD will soon be sending out the 2024 Supervisor Election Guidebook.

**CREP UPDATE:**

Tony gave an update on current projects as well as the CRP incentive program being offered through the watershed districts.

**AG BMP LOAN PROGRAM:**

Kevin gave an update on the program.

**WCA TECHNICAL EVALUATION PANEL (TEP) TRAINING:**

Tony stated that he and Kevin attended the training that was held on April 9<sup>th</sup>. They discussed the training.

**RURAL CITIES COUNTY MEETING:**

Kevin stated that the meeting will be held on April 18<sup>th</sup>. They meet twice yearly, Rural City Mayors/Council members meet with County Board & Department Managers to discuss items of interest and anything happening in rural cities and the county.

**CCATO MEETING:**

Kevin stated that the meeting was held on March 18<sup>th</sup> at the Dilworth Community Center. Staff attended and updated township officials on SWCD programs.

**CAI WORKSHOP FOR LOCAL AG INSPECTORS:**

In her report Alyssa stated that she presented her first noxious weed update to Township officials at the meeting.

**MACFO ANNUAL CONFERENCE:**

Gabe reported that he attended the conference that was held the last week of March at the Mystic Lake Casino. He discussed the conference.

**EMERALD ASH BORER WORKSHOP:**

Kevin stated that he attended the workshop on March 26<sup>th</sup> and Alyssa and Kyle attended the workshop on March 27<sup>th</sup>. The workshop was onsite in Dilworth where attendees were able to see a boulevard planting of Green Ash Trees with EAB infestation and identify “marks” on the trees. There was a discussion held.

**NRCS ITEMS: See Travis’s report.**

Travis stated that he was officially offered the position of District Conservationist on April 7, 2024. He gave an update on EQIP, CRP, and CSP.

**COUNTY COMMISSIONER:**

Paul gave an update on things happening at the County level. Jenny gave an update on the 11<sup>th</sup> St. underpass project. She stated that the load restrictions have been lifted off one side of most roads and that more than likely the other side will be lifted next week sometime. There was a discussion held on a wetland issue that was addressed with Paul. Paul discussed the feedlot report that Gabe presented to the commissioners.

**MASWCD:**

Randy gave an update on MASWCD events. He stated that Chuck Rau, MASWCD President gave an Economic Impact presentation at the MASWCD meeting. He stated that the MASWCD is using a template for Area meetings that they based off our Area.

**PLANNING COMMISSION:**

Joel gave an update on projects.

**URBAN CONSERVATION:**

Mandy gave an update on urban conservation efforts in the area. She discussed the Pint Night event being held on April 25<sup>th</sup> at Junkyard Brewing in Moorhead, MN.

**CFO/TREE/NO-TILL DRILL PROGRAMS:**

Gabe reported that he attended the County Board Meeting on Tuesday to request approval of the 2023 Annual Report. He stated that he has started to receive calls on the No-Till Drill and that it should start moving any day. The new drill is here, and all the funding has been cleared up and we have received our trade in funds as well. He stated that most of the trees came in yesterday, April 10<sup>th</sup> as well as the matting that we ordered. There are 23 planting jobs and 24 matting jobs scheduled. We have sold 15,000 trees and 61,804 feet of matting.

**CAI UPDATE:**

In her report Alyssa stated that she is continuing to administer Pest Tests as they come in. Gabe stated that he and Alyssa will have a spraying meeting with Leo Splonskowski and Justin Sorum, Highway Department Engineer on April 24<sup>th</sup>.

**TECHNICIAN UPDATES:**

In her report Alyssa gave an update on training and meetings that she has attended in the past month.

**WCA/LWM/AIS UPDATE:**

Tony gave an update on current projects involving the Wetland Conservation Act, as well as CREP, WIA, and AIS.

**UPCOMING EVENTS:**

- April 18 – Rural Cities – County Meeting – 4-6 PM
- April 18 – RCPP Informational Meeting – Breckenridge
- April 18 – Buffalo River Streambank Erosion – Soil Investigation
- April 23 – Compost Workshop – MB Johnson Park
- April 25 – Pollinator Pint Night – Junkyard Brewing Moorhead
- April 30 – Rain Barrel Workshop – MB Johnson Park
- April 29 – May 1 – Tree Pick-up

**ADDITIONAL ITEMS:**

Kevin stated that Tara Jensen, WRWD Manager, is looking for someone from the SWCD to sit on a citizen advisory committee. There was a discussion held. He also stated that we were emailed the resolution packets today.

**NEXT MEETING DATE:** May 9th , 2024 @ 3:00 pm.

**ADJOURN:** Supervisor Hildebrandt called for a motion to adjourn the meeting.

**M/S/P, Schellack/Butenhoff, to adjourn the meeting at 5:23.**

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BY: Amanda Lewis  
District Coordinator

Richard Menholt Signature after approved  
Secretary

Date