

MINUTES FOR APRIL 10, 2025, 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 8:00 AM

ROLL CALL: Members present: Joel Hildebrandt, Chairperson
Randy Schellack, Vice Chairperson
Brady Fuglie, Reporter
Jerry Butenhoff, Treasurer
Richard Menholt, Secretary (arrived at 8:05 AM)

Others present: Kevin Kassenborg, District Manager
Amanda Lewis, District Coordinator
Gabe Foltz, District Technician/CFO
Alyssa Schill, District Technician/CAI
Dylan Jeral, District Technician
Travis Doeden, NRCS District Conservationist
Paul Krabbenhoft, County Commissioner
Ezra Baer, County Commissioner

Absent: Tony Nelson, Natural Resources Management Technician

The Pledge of Allegiance was recited.

APPROVE AGENDA:

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

TREASURER'S REPORT:

Mandy sent a report earlier discussing the current financials.

M/S/P, Schellack/Fuglie, to approve the Treasurer's report. Motion carried.

APPROVE VOUCHERS PAID:

The list of vouchers from Elect # 2585 – 2600 and Quick Book checks #22388 - 22417 was reviewed and credit given to have been paid by due date.

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

APPROVE COST-SHARE CONTRACTS REQUESTING ASSISTANCE:

W. Offerdahl for a Farmstead Windbreak in the amount of \$712.50

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

APPROVE EXTRA COST-SHARE CONTRACTS REQUESTING CANCELLATION:

C. Bailey for a Farmstead Windbreak in the amount of \$1,310.97.

M/S/P, Schellack/Fuglie, to approve the cancellation of the above-mentioned contract. Motion carried.

APPROVE EXTRA COST-SHARE CONTRACTS REQUESTING ASSISTANCE:

C. Bailey CSXT25-07 for a Farmstead Windbreak in the amount of \$1,364.92

S. Manston CSXT25-08 for a Farmstead Windbreak in the amount of \$547.12

C. Brendemuhl CXT25-09 for a Farmstead Windbreak in the amount of \$540.75

H. Grani CSXT25-04 for a Field Windbreak in the amount of \$ 299.35

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

APPROVE BRR1W1P PROJECTS REQUESTING ASSISTANCE:

T. Schauer BRR1W1P-2501 for a Water & Sediment Control Basin in the amount of \$34,538.40

S. Wavra BRR1W1P-2504 for a Water & Sediment Control Basin in the amount of \$17,393.59

Kasin Farm BRR1W1P-2505 for a Water & Sediment Control Basin in the amount of \$2,649.00

There was a discussion held.

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

APPROVE WETLAND REPLACEMENT PLAN:

Tony sent out a report earlier describing the Kennelly Pit 177 replacement plan and the process for the plan. He is recommending the board approve the replacement plan. Once the comments come back from TEP the plan will move forward with a decision document that will then need to be signed by the Clay SWCD Board Chairperson, Joel Hildebrandt.

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

DISCUSSION ITEMS:

2026 COUNTY BUDGET REQUEST:

Kevin stated that he received a letter from Clay County expressing concerns with the upcoming 2026 budget requests. There was a discussion held. More to come.

2025 UNIVERSITY OF MINNESOTA RESIDUE DATA COLLECTION REQUEST:

Kevin stated that we received a request to participate in the residue data collection program again for 2025. We have been assisting with the program since 2018 with approximately 300 “points” gathered in Clay County. There was a discussion held on the program.

M/S/P, Schellack/Fuglie, to approve signing the above-mentioned request. Motion carried.

BRR 1W1P UPDATE:

Gabe gave an update on the current projects as well as the potential for future projects. Kevin discussed the funding available as well as prioritizing the projects that are coming in. Kevin also stated that there was a Planning Committee Meeting held on March 24th where they reviewed the first round of grant funding and the projects that were completed, compared proposed results vs. actual results, discussed the potential 4th round of funding for some time after July 1 depending on the State Budget approval, and the request of an additional \$25,184 from the second round of funding to cost-share with an approved EQIP manure pit closure.

WRM 1W1P UPDATE:

Gabe gave an update on the current projects as well as the potential for future projects. Kevin stated that there was a Policy Committee Meeting held on March 24th where they brought new committee members up-to-speed on 1W1P programs/process, reviewed FY21 (first round of funding) program and projects, reported on 2024 completed projects, updated committee on 2025 proposed projects, and discussed changing the eligibility criteria for the CRP incentive program, after the discussion it was decided to keep it as it is. Clay County Commissioner Ezra Baer and Becker County Commissioner Phil Hansen attended the meeting for the first time.

BWSR RCPP: PHASE III SOIL HEALTH PRACTICES GRANT:

Kevin and Gabe gave an update on the grant. Kevin stated that the work plan for the grant is still waiting to be submitted to BWSR. There continues to be issues with JAA for the grant. Gabe stated that we are not signing anyone up for the grant as we are unclear of the federal fund's status at this time.

WEST CENTRAL MN RCPP UPDATE:

Kevin and Gabe reported on the program. Kevin stated that there are problems arising with Carbon Credit issues and that Wilkin SWCD's board has decided to terminate the independent contractor agreement. There was a discussion held. More to come.

RCPP IRRIGATION FUNDING PROPOSAL:

Nothing new to report.

MASWCD LEGISLATIVE ITEMS:

Kevin gave a legislative update. There was a discussion held.

PAID LEAVE PROGRAM:

Kevin gave an update on the program. There was a discussion held. More to come.

MASWCD AREA 1 SUMMER MEETING:

Kevin stated that the next meeting is scheduled for June 17th in Mahanomen, MN.

MASWCD 2025 CALL FOR RESOLUTIONS:

Chairperson Hildebrandt stated that any resolutions need to be submitted to MASWCD by the July 21st deadline. There was a discussion held.

AgBMP LOW INTEREST LOAN ACTIVITY:

Kevin stated that we currently have 2 landowners at different stages in the process. He gave an update on the funds for the loans as well as what will remain if both loans are approved.

RIM UPDATE:

Tony gave an update on the program.

CLAY COUNTY ASSOCIATION OF TOWNSHIP OFFICERS (CCATO) SPRING MEETING:

Kevin stated that the CCATO Spring Meeting was held on March 17th. Staff attended the session and introduced the new Clay SWCD employee Dylan to the crowd as well as giving an update on some of his duties. Tony and Alyssa also gave updates on the CAI and WCA programs. Alyssa reported that she held the annual weed training course after the township meeting. There were 21 people in attendance. She also reported that she emailed her presentation out to the cities asking if they would share it with employees that dealt with noxious weeds. She stated that she was asked at the meeting for a smaller flip book that could be used to ID noxious weeds in the county. She is currently researching resources where she could either buy or develop something that she could share with each township to hopefully help them with identifying weeds in their townships.

26th ANNUAL RRVWMBFDR CONFERENCE:

Kevin, Tony, and Randy attended the conference. Each one gave a brief update on the conference.

COUNTY AG INSPECTOR (CAI) DISTRICT 1 SPRING MEETING:

Alyssa stated that she attended the meeting through zoom where she was made aware that the Noxious Weed Grant will not be in the budget for the next two years. She also stated that the annual short course will be in Mankato this year with potential tour stops including a winery, a hobby farm, a county park where they use goats for weed control, and a non-native Phragmites site.

CLAY COUNTY COMPLIANCE "KICK-OFF" MEETING:

Kevin stated that he was invited to be part of the County's Department Compliance Committee with the first meeting being held on March 25th where they had an overview of the Government Data Practices Act

(Public/Private/ Confidential), discussed regulatory compliance issues – Records Retention, and Credit Card Policies that the County follows. He stated that there are quarterly meetings scheduled with the next meeting being in June. There was a request to compile all existing compliance, policy, and procedure documents from each department.

MINNESOTA ASSOCIATION OF COUNTY FEEDLOT OFFICERS (MACFO) CONFERENCE:

Gabe and Dylan attended the conference that was held in Detroit Lakes on March 25 -27. They both gave a brief update on the conference.

SPRING RURAL CITIES AND COUNTY MEETING:

Kevin gave an update on the meeting that was held on April 3rd. He stated that these meetings are held twice yearly where Rural City Mayors/Council members meet with County Board and Department Staff.

WRWD CITIZEN'S ADVISORY COMMITTEE MEETING:

Supervisor Brady Fuglie gave an update on the meeting that was held at the WRWD office on April 7th. There was a discussion held.

BUFFER COMMITTEE MEETING:

Kevin stated that he and staff attended the meeting that was held on April 8th where they reviewed and answered the Buffer Jurisdiction Questionnaire that was sent out by BWSR at the previous meeting that was held on January 14th. He stated that the questions were primarily about compliance issues we may have had in the past year. There was a discussion held at the meeting about the Legislative concerns with the Riparian Aid funds. There will be a proposal presented to the County Board on allocating these funds to protect and manage the county's vital water resources.

NRCS ITEMS: See Travis's report.

Travis gave an update on the EQIP and CSP applications. He stated with him having 3 staff on board this year he will not be requesting assistance from the SWCD for CRP work. He gave an update on staffing through MN as well as discussed, the deferred resignation program and Voluntary Early Retirement Authority. He stated that there will be a Wind Erosion Prediction System (WEPS) Training that will start on April 21st.

COUNTY COMMISSIONER:

Commissioner Krabbenhoft gave an update on Property Tax statement. He also stated that the County Board will have a meeting on April 22nd with White Earth Tribal members to discuss a proposal for land that was purchased in Moorhead. There was a discussion held.

MASWCD:

Randy gave an update on his trip to Washington DC with MASWCD.

PLANNING COMMISSION:

Joel gave an update on projects.

URBAN CONSERVATION:

Mandy gave an update on the number of registrations Moorhead Community Ed has received so far for the workshops she will hold this spring with River Keepers. She stated that the 7th annual Pollinator Pint Night will be held on April 22nd at Junkyard in Moorhead.

CFO/TREE/NO-TILL DRILL PROGRAMS:

Gabe - reported that re-registrations have been coming in and that he and Dylan will be doing an inspection sometime Thursday afternoon and that he will show Dylan how to enter information into Tempo after that. He stated that so far there has been approximately 10,400 trees sold with 42,102 feet of matting. He also stated that there are 24 plantings planned for this spring with 4 of them being EQIP plantings and the rest SWCD Cost-Share plantings. There is 1 matting job with handplants as well. Dylan and Gabe met with Bill Martodam to look over the new drill. Gabe gave an update on the new drill and the warranty as well as the old drill. He stated that there are a few landowners on the list for Spring already.

Dylan – reported that he has been working with Gabe to learn about the Feedlot program and that he attended the MACFO training in DL. He also stated that he had a training session with Taylor from the MPCA on April 9th. He reported that he has also been working with Alyssa and Gabe on well inspections and entering the data that was recorded. He has been assisting Gabe and Alyssa with equipment maintenance.

CAI UPDATE:

Alyssa stated that she will have a meeting with Leo Splonskowski from L&M and Justin from the County to discuss the roads that will need to be sprayed for 2025. She also stated that she is hoping to get some county buyout properties on the spray list this year. She has been working on making a few GIS maps that show the county properties to make it easier for L&M to find. She has been working with Kate from NRCS on a presentation they will be giving at Concordia on April 23rd. Their topic is on native prairies in Clay County. After the presentation they will be having a table with information on pollinator garden options in urban areas, a rain barrel display, and a seed planting station like the one we have at the Pint Night event.

WCA/LWM/AIS UPDATE:

Tony gave an update on current Wetland Conservation Act projects as well as current RIM contracts.

UPCOMING EVENTS:

- April 15 – Tree Delivery
- April 22 – *EARTH DAY* & Annual Pollinator “Pint Night” – Junkyard Brewery
- April 23 – Concordia College Conservation Presentation
- April 23 – Compost Tumbler Workshop
- April 28 – Rain Barrel Workshop
- May 7 – Senior Envirothon
- May 7 – Rain Barrel Workshop
- June 17 – MASWCD Area 1 Summer Meeting

ADDITIONAL ITEMS:

Kevin stated that there will be a BRRWD Project Team Meeting held on May 20th.

NEXT MEETING DATE: May 8, 2025 @ 8:00 am.

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

M/S/P, Butenhoff/Schellack, to adjourn the meeting at 10:12 am.

BY: Amanda Lewis
District Coordinator

Richard Menholt Signature after approved
Secretary

Date