

MINUTES FOR JUNE 12, 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
Jerry Butenhoff, Treasurer
Brady Fuglie, Reporter

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

Absent: Richard Menholt, Secretary

The Pledge of Allegiance was recited.

APPROVE AGENDA:

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

Meeting and mileage forms completed by Supervisors.

SECRETARY'S REPORT: A draft copy of the May meeting minutes was emailed to the Supervisors prior to the June 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 financial situation.

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

APPROVE VOUCHERS PAID:

The list of vouchers from Elect # 2612 - 2623 and Quick Book checks #22443 - 22475 was reviewed and credit given to have been paid by due date.

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

APPROVE BRR1W1P COST-SHARE CONTRACTS REQUESTING PAYMENT:

C. Brendemuhl BRR 1W1P-2409 for a Streambank and Shoreline Protection project in the amount of \$10,629.00.

Nelson/Heiraas/Johnson BRR 1W1P-2410 for a Streambank and Shoreline Protection project in the amount of \$13,303.80.

M/S/P, Schellack/Fuglie, to approve the above projects for payment. Motion carried.

APPROVE BRR1W1P COST-SHARE CONTRACT REQUESTING ASSISTANCE:

M. Kasin C227130-01 for a Waste Facility Closure in the amount of \$25,158.94.

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

APPROVE RCPP COST-SHARE CONTRACTS REQUESTING ASSISTANCE:

City of Sabin SHRCPP-2501 for a conservation cover project in the amount of \$600.00

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

APPROVE RCPP COST-SHARE CONTRACT REQUESTING PAYMENT:

T. Schauer for replacement trees in the amount of \$136.73

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

DISCUSSION ITEMS:

MN LEGISLATIVE ITEMS:

Kevin gave an update on the legislative session. According to Sheila Vanney, the outcome was not very favorable for SWCD's. There was a discussion held on potential reductions in SWCD grants. No final numbers have been given out yet. More to come.

PAID LEAVE UPDATE:

Kevin discussed the amount that Clay SWCD may have to pay for the employer portion of the leave. He stated that the County budget request reflects the tentative minimum amount required for employers to pay. More to come.

2026 BUDGET REQUEST:

Clay County has requested our 2026 County Budget proposal by tomorrow June 13th. There was a discussion held on the budget.

BRRWD PROJECT TEAM REPORT:

Randy stated that there was a meeting held on May 20th where they discussed possible water retention sites.

BRR 1W1P UPDATE:

Kevin stated that the 3rd round of funding is becoming short. The Planning Committee met June 3rd to start planning for the 4th round of funding. The FY '26 funding should be about the same as the 3rd round but not sure until August. Fiscal Year reporting is going on presently.

WRM 1W1P UPDATE:

Kevin stated that there is one project bid submitted at this time with the potential of 2 more waiting for cost estimates.

BWSR RCPP:

Kevin stated that BWSR recommended we hold off on having a signup until after July 1. More to come.

SOIL HEALTH PRACTICES GRANT UPDATE & VIRTUAL MEETING:

Kevin stated that this is just an FYI for a meeting that will be held on June 17th, the same day as the Area 1 meeting. Tony and Alyssa will try to attend.

WEST CENTRAL MN RCPP UPDATE:

Alyssa stated that she had a meeting on Wednesday June 11th where they were told there would be more reporting to complete for the Red River Basin Commission than what we originally thought. Signups are on going but we have no new contracts, just the ones that were already active. She has been entering information into the Regrow software for our no till and reduced till contracts. Payments should go out sometime in July.

RCPP IRRIGATION FUNDING PROPOSAL:

Kevin stated that a request confirming our participation in the project was sent out from East Otter Tail. An email was returned confirming our agreement.

MASWCD AREA 1 MEETING:

There was a discussion held about who would attend the meeting. Joel, Randy, Jerry, Brady, Kevin, Dylan, and Alyssa plan on attending the session.

The board reviewed the Resolutions that are being brought to the Area 1 meeting. There was a discussion held.

MASWCD SPONSORED SWCD GOVERNANCE 101:

Kevin stated that the training session is primarily held for new Supervisors & Staff. There was a discussion held about the session and who might be interested in attending. The registration and agenda will be sent out in the next couple of weeks.

CWF “SNAKEY CREEK PROJECT” – EXTENSION REQUEST:

Approximately \$65,000 remains of the original \$400,000 grant received. A request to Brett Arne, BWSR BC, for a one-year extension has been made and approved.

CWF FUTURE:

Kevin stated that Brett Arne, BWSR BC reports that the next round of funding for individual WBIF (Watershed Based Implementation Funding) amounts will stay roughly the same and new funding requests won't be available until August.

NACD SURVEY REQUEST:

Kevin stated that NACD asked Conservation Districts to complete a survey to help NACD understand Conservation Districts overall footprint and the potential impacts of lease terminations. Twenty percent of Districts responded. Kevin discussed the results of the survey.

AG BMP LOAN INTEREST:

Kevin stated that there has been one new applicant for a septic system upgrade and potential new well.

TREE/EQUIPMENT STORAGE FOR THE FUTURE:

Discussion held. There was no new information on the subject. Supervisors and Staff will continue to look for options.

PRESSURE WASHER PURCHASE:

Kevin stated that Dylan would like permission to purchase a gas-powered pressure washer to clean drills, rinse out barrels etc.

M/S/P, Schellack/Fuglie, approve a pressure washer purchase up to \$600.00. Motion carried.

TRACTOR DOOR ACCIDENT:

Kevin stated that one of the tractor doors opened while traveling and shattered. He submitted a claim to insurance. We will pay the deductible which in turn will be put towards our maximum deductible amount.

SOIL HEALTH BUS TOUR INVITATION:

Kevin stated that the tour will be held on July 29-31. There was a discussion held on which landowners we should invite. We will reach out to landowners this week to invite them.

RIM UPDATE: Tony's report gave an update on the program.

2025 OUTSTANDING CONSERVATIONIST(S):

Kevin reminded Brady that the 2025 Outstanding Conservationist is scheduled to come from his area. Brady discussed a few candidates he had in mind. There was a discussion held.

CONSERVATION CAMP PARTICIPANTS:

Mandy stated that we received an essay from Laken Mongeau on his interest in a scholarship to attend the Forkhorn 1 camp through Long Lake Conservation Camp in Palisade, MN on June 29-July 3.

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

CLAY COUNTY FAIR:

Kevin stated that the district will have a booth at the fair again for 2025 that will be staffed each day. We will hold a drawing for Potted Spruce trees again this year. The fair runs July 11-13.

MN AG LAND PRESERVATION PROGRAM:

Kevin gave a brief description of the program. There was a discussion held on the program.

AREA 1 ADMINISTRATIVE SESSION:

Mandy stated that she attended the session on June 2-3 at the Shooting Star Casino in Mahanomen, MN. This session was a networking roundtable session where different topics were discussed. Mandy said that there was a lot of information discussed and a possible resolution for next year. The Area is hoping to hold an annual administrative session along with the State session that is held every other year.

NRCS ITEMS: See Travis's report.

Travis gave an update on the EQIP, CRP, and CSP programs. He stated that there was a summer intern in the Moorhead office on June 2-6. He stated that he will be in Breckenridge one day a week as the acting DC. There was a discussion held on EQIP funds as well as SWCD funds that are available to piggyback with the program.

COUNTY COMMISSIONER:

Ezra gave an update on the casino project. He also discussed the paved county road projects that are scheduled for next year. There was a discussion held.

MASWCD:

Randy stated that they did not have a June meeting and that he plans on attending the NACD conference that is being held in Milwaukee, WI July 24-30.

PLANNING COMMISSION:

Joel gave an update on the meeting and the projects that were discussed at the meeting.

URBAN CONSERVATION:

Mandy gave an update on the workshops that have been held so far this spring. She and Tony will hold the last workshop this evening at the Crestwood site from 6-8:30 PM. There was a total of 37 Rain barrels, 10 Compost Tumblers, and 11 pollinator workshop attendees for the 2025 season. She also attended the Catfish Cup Golf Tournament where she assisted with the Chip into the Compost Tumbler game. There were 25 teams that attended the tournament with all but 3 partaking in the game.

CAI UPDATE:

Alyssa stated that people have been coming in to complete their pesticide applicators license test. She has had approximately 63 people test so far this year. She said that Leo Splonskowski has finished the first round of spraying which consisted of mostly leafy spurge. She has been working with Jaqueline from the County's communication department on developing a pocket-sized flipbook for weed ID in the county. She has started to compile answers from the annual township and cities report that was sent out earlier in the year. She received complete surveys from 13 townships and 3 cities.

CFO/TREE/NO-TILL DRILL PROGRAMS:

Dylan stated that he is still working through some re-registration forms as well as a new or additional feedlot registration for Four Hill Farms. He stated that there are potentially new feedlot rules being made this year as well as years to come. He said that the drills are pretty much wrapping up for the year. There were approximately 1300 acres planted so far. He said that there were 26 Tree planting jobs for 4,267 trees. Tree planting is complete with a few matting jobs left to complete yet.

WCA/LWM/AIS UPDATE:

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

UPCOMING EVENTS:

- June 13 – 2026 County Budget Proposal Due
- June 17 – MASWCD Area 1 Summer Meeting
- June 17 – BWSR RCPP *TEAMS* Meeting
- June 17 – Lil Anglers Fishing Derby – Alyssa & Dylan
- June 18 – FM Flutter Fest - Alyssa
- June 19 – Juneteenth – Holiday – Office Closed
- July 4 – Independence Day – Holiday – Office Closed
- July 11-13 – Clay County Fair

ADDITIONAL ITEMS:

NEXT MEETING DATE: July 10, 2025 @ 8:00 am.

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

M/S/P, Schellack/Fuglie, to adjourn the meeting at 10:20 am.

BY: Amanda Lewis
District Coordinator

Richard Menholt Signature after approved
Secretary

Date