

Soil & Water Conservation District

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MINUTES FROM THE NOVEMBER 14, 2013 SPECIAL BOARD MEETING

Chairman Dale Katterhagen called the Thursday, November 14, 2013 meeting to order at 8:30 a.m. The meeting was held at the Historic Courthouse, 215 1st Ave South, Long Prairie, MN 56347. Board members present were: Dale Katterhagen, Tom Williamson, Kenny Pesta, Norman Krause and Leland Buchholz. Tim Stieber, Division Director, Ed Uhlenkamp, WCA/Feedlot Administrator, Greg Ostrowski, Conservation Technician, Amy Warnberg, Water Planner, Russell Kleinschmidt, NRCS and Randy Neumann, County Commissioner, were also present.

The Pledge of Allegiance was recited.

Katterhagen asked if there were any additions to the agenda. Buchholz added item 10 to discuss topics for the Liaison Meeting following the Board Meeting. **Buchholz made a motion, seconded by Krause to accept the amended agenda. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion carried.**

Krause made a motion, seconded by Pesta to approve the minutes as distributed from the October 10, 2013 regular board meeting. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion Carried.

The overall District fund balance was presented by Stieber. **Williamson made a motion, seconded by Krause to accept the District fund balance totaling \$468,632.81 dated October 31, 2013. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion Carried.**

COMMISSIONER'S REPORT: Neumann stated that they will have eight possibly more retirees by December 31st throughout the County because of the change in policy granting three years of insurance after 20 years of service. Neumann also stated that the County is currently in mediation with all of the unions and there more than likely won't be a contract signed by January 1st.

STAFF REPORTS: (See attachments)

Stieber mentioned that Larry Holt (Contract # 5-07CWL) had contacted him about the letter sent in September regarding his contract violation. **Williamson made a motion, seconded by Krause to have Tim look into putting liens on properties where projects have been removed. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion Carried.** Williamson inquired about the land-use issue on Little Osakis, Stieber stated that a building had burnt and the property used to be owned all by family but has since been sold to different owners; Stieber is working with the landowners to resolve this issue.

Warnberg stated that a thank-you card had been received from St. John's school after attending Enviro-fest. Krause had questions regarding the possible 319 funding and on city wastewater. Warnberg stated that the

MPCA Wastewater Division will be attending the Long Prairie River Watershed Meetings to discuss the current discharge to the river. Williamson had questions on the Common Element project in Osakis and its location within the town.

Uhlenkamp mentioned that Keppers project is not completed yet, and they are waiting on the contractor to come back and finish up, the project should be completed by the December Board Meeting. The Board asked on the Nathe pit since it was installed 9.5 years ago which is within the 10 year timeframe. Uhlenkamp stated this is a federally funded project and that we had no dollars involved. The Board also had questions on the Fischbach ditch clean out. Uhlenkamp stated that he is in the Farm Program and the mediation requirements will be different for WCA than they are for the Farm Program.

Ostrowski added that the Quam project has started but is taking longer to complete because the contractor is inexperienced. The observation well levels rose for last month and that he will be working on four new irrigation plans.

Kleinschmidt added to his report that the new soil scientist has started in Fergus Falls and he will contact the SWCD when she is in the area. It was also mentioned that Jay Backowski is the new CED for FSA in Todd County and he will start November 18th.

Stieber spoke with the auditing firm CliftonLarsonAllen about completing the SWCD Audit. They stated they could have it done in time to meet the BWSR deadline. **Buccholtz made a motion, seconded by Pesta to sign the letter of intent to have CliftonLarsonAllen complete the audit. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta.**
Motion carried.

Stieber followed up last month's staffing level discussion by stating that the Counties we would want to help us don't have time since they are also busy. The second option is a shared generalist position that is still being discussed at this time. Stieber also stated that the SEP person that was scheduled to start got a permanent job. The Pheasants Forever position in the County has been filled and Sabin Adams will start on Monday, November 18th.

Pesta made a motion, seconded by Williamson to encumber \$183.00 FY 13 State Cost Share to Marlyn Hagedorn (Contract # 11-13) to renovate a windbreak. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta.
Motion carried.

Krause made a motion, seconded by Buchholz to cancel Tim Harvey's FY 12 State Cost Share Contract (#6-12) for a WASCoB in the amount of \$1,776.35 . Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta.
Motion carried.

Buchholz made a motion, seconded by Williamson to cancel Tim Harvey's FY 13 State Cost Share Contract (#5-13) for a WASCoB in the amount of \$1,823.65 . Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta.
Motion carried.

Warnberg brought up the changes to the FY 14 State Cost Share policy, most changes will impact staff and administrative requirements but only projects with the primary benefit being water quality are eligible meaning that shelterbelts and snow fences are no longer eligible.

Warnberg discussed the Water Plan Citizen Advisory Committee membership list for the previous plan, the board stated that more diverse input should be gathered and would like the staff to compile a list and present it at a future board meeting. BWSR's One Watershed, One Plan was also discussed. The Board gave directive to look further into this option for the plan update and report back to the Board, as they would like to be on the forefront.

Stieber reported that hotel and conference reservations have been made. The Board made a consensus that for Monday night's dinner they would like reservations made at Poor Richard's CommonHouse to take Pat & Jody out since they are the Area II winners.

Kleinschmidt discussed the NRCS requirements for posters to be hung at their office including the "Justice for All" poster and he mentioned to look at it there. He also mentioned the NRCS publication on board diversity. Kleinschmidt and Stieber noted that there is a MOU between the SWCD and NRCS but neither office has been able to find a hardcopy since the SWCD relocated. Kleinschmidt is going to contact the State Office to get a copy and if they don't have one, a new one will need to be signed.


Uhlenkamp and Stieber discussed with the Board the DNR's Draft Strategic Plan for Water in Minnesota. It was mentioned that it would be good for the Board members to take the online survey. Buchholz noted that this information should also be shared with the Livestock Advisory Council.

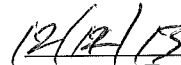
Buchholz brought up topics for the Liaison Meeting. Items the Board wanted discussed were name recognition and the ways the phones are answered and having the SWCD and P&Z answer phones specific to their department.

Katterhagen adjourned the meeting at 10:14 a.m.

Following the Soil and Water Board Meeting, the Board of Supervisors met with the Board of Commissioners for the Liaison Meeting.

The next meeting of the Todd SWCD Board of Supervisors will be a **held on December 12, 2013 beginning at 8:30 a.m. at the Todd County Historic Courthouse (Prairie Conference room), Long Prairie, MN 56347.**


Tom Williamson, Secretary


Date