

# Soil & Water Conservation District

215 1<sup>st</sup> Avenue South, Long Prairie, MN 56347 Phone: 320-732-2644 Fax: 320-732-4803

## MINUTES FROM THE MARCH 13, 2014 REGULAR BOARD MEETING

Chairman Norman Krause called the Thursday, March 13, 2014 meeting to order at 8:27 a.m.

The meeting was held at the Historic Courthouse, 215 1<sup>st</sup> Ave South, Long Prairie, MN 56347. Board members present were: Norman Krause, Tom Williamson, Leland Buchholz, Kenny Pesta and Dale Katterhagen. Others present were: Tim Stieber, Division Director, Ed Uhlenkamp, WCA/Feedlot Administrator, Greg Ostrowski, Conservation Technician, Amy Warnberg, Water Planner, Sarah Katterhagen, Office Coordinator, Russell Kleinschmidt, NRCS, Randy Neumann, County Commissioner, Sabin Adams, Pheasants Forever, and Mark Kulig, NRCS.

Members Absent: None.

The Pledge of Allegiance was recited.

Krause asked if there were any additions to the agenda. **Pesta made a motion, seconded by Williamson to accept the agenda. Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

**Katterhagen made a motion, seconded by Williamson to approve the minutes as distributed from the January 9, 2014 regular board meeting. Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

Sarah Katterhagen presented the program summary to board. **Buchholz made a motion, seconded by Katterhagen to accept the District fund balance totaling \$547,129.35 dated February 28, 2014. Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

**COMMISSIONER REPORT:** Randy Neumann added Sauk River Watershed District had a manager resign and will have another one resign in June, and if we know of anyone in that watershed that would be interested in applying; we should let him know. Neumann also added the County is still working on the Union contracts.

**STAFF REPORTS:** (See attachment) Stieber added he will be going on the radio monthly and if anyone has topic ideas they should let him know. Stieber also reported a company has bought out verso. Ostrowski added the Amish meeting will be held on April 8, 2014 at the Browerville Community Center. The meeting will include presenters from Planning & Zoning, County Feedlot Officer, Sheriff and DNR officer. Ostrowski noted project signs should be completed by May. Uhlenkamp discussed Stelling's expansion for beef, Hauer is interested in cost share funding for scrape alleys. Buchholz complemented Ed for training new CFO's at a recent training. Warnberg added she attended a meeting regarding the One Watershed, One Plan for the Mississippi-River Brainerd Watershed. The counties located in the watershed are interested in the pilot project proposal for the One Watershed, One Plan. The grant would require no match dollars, they would be utilizing the Crow Wing model, and the grant would also include staff time. Sarah Katterhagen added that she will be

completing the budget for AgBMP Loan program. Kleinschmidt added the Farm Bill has been signed, 1026 back log have been caught up, and they are currently working on contract management and reviews. Carissa Benning is their new Administrative Assistant for the office. Kleinschmidt also added March 20, 2014 there will be a soil health meeting. Adams added that he has sent out letters regarding the CRP and RIM program; and he has been comparing photos from past to current to see land changes.

**Katterhagen made a motion, seconded by Buchholz to approve Mark Berscheid eligibility to apply for AgBMP loan funding the amount of \$60,000.00 for the Ag Waste practice.**

**Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

**Buchholz made a motion, seconded by Williamson to extend Sheryl Zargaros (Contract #9-13) until June 1, 2014 for the well sealing practice.**

**Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

**Pesta made a motion, seconded by Katterhagen to encumber FY13 State Cost Share funds for Brenda Miller (Contract #13-13) in the amount of \$851.52 for shelterbelt practice.**

**Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

**Katterhagen made a motion, seconded by Pesta to encumber FY13 State Cost Share funds for Dan Ziegler (Contract #14-13) in the amount of \$53.93 for native buffer practice.**

**Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

**Katterhagen made a motion, seconded by Williamson to encumber FY14 State Cost Share funds for Dan Ziegler (Contract #1-14) in the amount of \$2,854.57 for native buffer practice.**

**Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

**Williamson made a motion, seconded by Katterhagen to encumber FY14 State Cost Share funds for James Hiltner (Contract #2-14) in the amount of \$5,790.84 for native buffer practice.**

**Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

**Buchholz made a motion, seconded by Pesta to approve closeout of FY12 State Cost Share funds and the return of \$2,220.43 of unspent funds.**

**Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

**Katterhagen made a motion, seconded by Williamson to approve closeout of FY13 Rim Delivery funds.**

**Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

**Williamson made a motion, seconded by Katterhagen to approve closeout of FY13 Conservation Delivery funds.**

**Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

**Pesta made a motion, seconded by Katterhagen to approve cost share rates for the 2014 MPCA/319 grant.**

**Discussion:** The grants requires 45% match, no federal funds can be used at match.

**Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

**Williamson made a motion, seconded by Pesta to approve Stieber and Sarah Katterhagen as authorized representatives for grant agreements and closeouts.**

**Discussion:** Stieber and/or Sarah Katterhagen would send notification via e-mail prior to signing.

**Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

**Motion made by Williamson, seconded by Katterhagen to approve One Watershed, One Plan letter of support.**

**Discussion:** Warnberg added this proposal would include four counties for \$95,000, no match is required, and about \$15,000 would come back to the office for GIS data work and staff wages. The money can also be used for the water plan update.

**Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

**DISCUSS 2013 AUDIT REPORT: Williamson made a motion, seconded by Pesta to approve 2013 Audit Report.**

**Discussion:** Sarah Katterhagen noted recommendations from the Auditor were to add interest to the budget, and codes for levy, county, and match dollars. Krause added there is no concern for fraud.

**Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

**DISCUSS ELECTIONS:** Discussed the filing period. **Motion made by Pesta, seconded by Williamson to continue to follow past election process.**

**Affirmative: Krause, Williamson, Buchholz, Pesta and Katterhagen. Motion carried.**

**DISCUSS STAFF EVALUATIONS:** Stieber explained the board can write letter or verbally tell him, if they have any comments for staff evaluations. Stieber added his evaluation would be different as it would be with the county board, and that he would let the board know when that would take place so they can be present.

**DISCUSS SWCD AND COUNTY WORKING ARRANGEMENT:** See handout provided by Stieber. Stieber addressed the handout. The board consensus to leave the working agreement between SWCD and County as is.

**DISCUSS SWCD FUNDING INITIATIVE:** See handout. Stieber discussed having a levy.

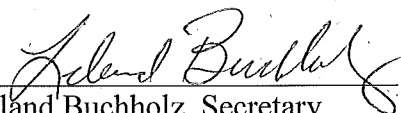
**ANNUAL CIVIL RIGHTS AND EQUAL OPPORTUNITY:** See handout. Kleinschmidt discussed.

**NRCS:** Kulig discussed personnel changes in their office, Farm Bill was signed, it's on hold, but they are still accepting applications. He also discussed watershed focus, grassland initiative and the honey bee initiative, and all easements are under new program called "ACEP".

**OTHER:** Any resolutions for this year will need to be brought to the April board meeting. Katterhagen provided Stieber with letter from Bee Hive Company.

Chairman Krause adjourned the meeting at 10:41 a.m.

The next meeting of the Todd SWCD Board of Supervisors will be a **held on April 10, 2014 beginning at 8:30 a.m. at the Todd County Historic Courthouse (Prairie Conference room), Long Prairie, MN 56347.**

  
Leland Buchholz, Secretary

4/10/14  
Date