MINUTES FROM THE JUNE 11, 2015 REGULAR BOARD MEETING

Chairman Williamson called the Thursday, June 11, 2015 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: Tom Williamson, Kenny Pesta, Lee Buchholz, Dale Katterhagen and Norman Krause. Others present were: Tim Stieber, Division Director, Shannon Wettstein, Water Planner, Matt Danzl, Conservation Technician, Sarah Katterhagen, Program Coordinator, Russell Kleinschmidt, NRCS, Sabin Adams, Pheasants Forever, Randy Neumann, County Commissioner and Dotty Smith-Jacobs, MN Corn Growers.

Staff Missing: Deja Anton, Feedlot Officer.

The Pledge of Allegiance was recited.

Williamson asked if there were any additions to the agenda. Krause made a motion, seconded by Buchholz to accept the agenda the June 11, 2015 regular board meeting. Affirmative: Williamson, Pesta, Buchholz, Katterhagen and Krause. Motion carried.

Williamson asked if there were any additions or corrections to the minutes from the April 9, 2015 regular board meeting. Katterhagen made a motion, seconded by Krause to approve the minutes as distributed from the April 9, 2015 regular board meeting. Affirmative: Williamson, Pesta, Buchholz, Katterhagen and Krause. Motion carried.

Sarah Katterhagen presented January 1, 2015 through May 31, 2015 program summary to board. Buchholz made a motion, seconded by Pesta to accept the District’s receipts in the amount of $47,687.42 and total disbursements in the amount of $82,337.94 for January through May and requested for July’s meeting to get a copy of budget versus actual report. Discussion: S. Katterhagen reported since the last board meeting the Auditor’s office completed the journal entries from 2014 Audit. Affirmative: Williamson, Pesta, Buchholz, Katterhagen and Krause. Motion carried.

INTRODUCTION OF MATT DANZL: Danzl reported he is originally from the Rockville area in Stearns County, a graduate from St. Cloud State with a B.S. in Ecology and Field Biology, currently pursuing his masters from North Dakota State, and recently moved back to the area.

Buchholz made a motion, seconded by Krause to approve encumbering FY15 Cost Share funds for Rebecca Levine, contract #4-15 in the amount of $3,245.00 for the Shoreline Restoration practice. Discussion: Haasen reported Levine’s project is on Moose Lake and will be doing a Native Planting. Affirmative: Williamson, Pesta, Buchholz, Katterhagen and Krause. Motion carried.
Pesta made a motion, seconded by Katterhagen to approve payment of FY4 and FY15 State Cost Share funds for Jim Hobbs, contract #5-14 and #2-15 in the amount of $3,688.50 and $961.00 for a total of $4,649.50 for the cattle crossing practice. Affirmative: Williamson, Pesta, Buchholz, Katterhagen and Krause. Motion carried.

DISCUSS BUFFERS: Stieber reported nothing has been passed, but in the future SWCD’s could potentially receive more funds to implement a program. Stieber also noted that it could be chaotic and will be looking at completing an inventory system.

Stieber and Neumann shared a letter from Rinke Noonan addressing Governor’s Dayton’s Grass Buffer Initiative.

DISCUSS AREA II MEETING: Krause reported Freshwater Society gave a presentation on Buffers, and SWCD’s will be the organization that encourages and pushes buffers. SWCD’s will be responsible for looking at maps and determining where buffers need to be implemented. Also, at meeting this discussed that compliance will be complaint base. Pesta reported they voted to remove term limit of board members for AREA II Board Members.

DISCUSS HOSTING AREA II MEETING: Board consensus to hold in a central location, such as ElmerZ in Sauk Centre. Currently waiting to hear back from Mike Jorgenson to see what dates will work for the AREA II Meeting in September.

DISCUSS TREE PROGRAM/PLANT SALE: See handout. S. Katterhagen reported that we heard good feedback from landowners about the tree program. Just minor changes for the 2016 season include, removing a few varieties and adding some different varieties.

DISCUSS RIVER AND LAKE DAY: Wettstein reported the Annual River and Lake Day was held on May 22, 2015 at the Hub Supper Club from 1:00 to 3:30. The main topic for the event was AIS.

DISCUSS SUMMER TOUR AND 50 YEAR CELEBRATION: The summer tour will be held on July 29 and following the tour will be the 50 year celebration at Thunder Lodge from 2:30 to 5:00 pm. Wettstein reviewed that we will be visiting sites in the southern part of the county.

DISCUSS CONSERVATIONIST AND STEWARDSHIP AWARD: The Board and staff discussed potential candidates for the awards. The board asked the staff to write up paragraph on the nominees. The board will vote for the award recipient at the July board meeting.

DISCUSS DATE FOR LIAISON MEETING: Stieber reported that he sent an e-mail to Krause, Buchholz, Commissioner Kneisl and Commissioner Neumann about having a liaison meeting on July 1 or July 2. Discussion items for the meeting include the agreement between the Soil and Water and the County and Greg’s position.

COMMISSIONER REPORT: Commissioner Neumann reported he attended the River and Lake on May 22, 2015, and he thanked Wettstein for putting on the event. Neumann added he talked with an AIS inspector at Battle Point, and the inspector noted that people are aware with what is going on with AIS. Neumann also noted that he is the liaison between SRWD and the County board and is looking forward to working with the new staff in the Soil and Water office and the Planning and Zoning office.

STAFF REPORTS: (See attachment). Stieber reported that he is working on personnel issues.
S. Katterhagen reported that Anton was at TEMPO training for the feedlot program, and that she attended the training with Anton on Tuesday and Wednesday. S. Katterhagen asked the board if they had any questions on Anton's report. The board questioned about Borntreger's feedlot registration. S. Katterhagen reported Anton was able to go to site, count the animals, and since she is the feedlot officer; she is able to sign the feedlot registration on behalf of the landowner if they choose not to sign. The Board asked about the Hauer site. S. Katterhagen reported the engineer's plans were finalized and now waiting for Hauer to get in his final bids. The board asked the status of Tri-County's Feedlot. Stieber reported Anton attended a meeting at the facility, and S. Katterhagen added currently the issue is in MPCA's hands.

Wettstein reported she presented at the Middle Sauk River Watershed educational event in Sauk Centre.

Danzl reported that he has been reviewing the Wetland Rules and has been working with Cade Steffenson from BWSR.

S. Katterhagen reported she recently signed the Clean Water Partnership grant for the Swan River Watershed area. Williamson questioned about the Smokey Timbers project in Douglas County. S. Katterhagen noted that Mr. Haggenmiller told her that it would be completed end of June and that it should be ready for payment in July. Buchholz questioned about Septic Inventory Grant. Stieber reported that it's an ongoing grant for the Planning and Zoning office.

PHEASANTS FOREVER REPORT: (See attachment) Adams reported CRP rates have been updated and now in line with other counties, general CRP deadline is in December. Adams added end of June he is hosting a youth plant day at Fairy Lake.

NRCS REPORT: (See attachment) Kleinschmidt reported Cathee Pullmon is the new State Conservationist and she started work on May 17, 2015, and their office hasn't been out in the field much as they are busy with paperwork. Kleinschmidt added the local work meeting will be July 22, 2015.

S. Katterhagen reminded Pesta that he is the Chairperson for the Local Work Group meeting.

Other: The Annual Breakfast on the Farm will be held on June 13, 2015 at the Zigan Dairy.

Chairman Williamson adjourned the meeting at 10:25 a.m.

The next meeting of the Todd SWCD Board of Supervisors will be held on July 9, 2015 beginning at 8:30 a.m. at the Todd County Historic Courthouse (Prairie Conference room), Long Prairie, MN 56347.
### TODD SOIL & WATER CONSERVATION DISTRICT
### TREASURER'S MONTHLY REPORT
### PROGRAM SUMMARY

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*Modified Accrual

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District Treasurer, Dale Katterhagen

6/11/2015

Date
April and May Staff Report
Tim Stieber, Division Director

Meetings & Coordination
• Participated in a division meeting and SWCD staff meetings.
• Prepared materials for four BOC meetings and one SWCD meeting.
• Participated in River and Lake Day.
• Attended Airport Zoning meeting to learn about upcoming changes in state statutes.
• Attended P&Z Administrators legislative training information session.

Operations
• Participated in two Dept. Head meetings to discuss county issues.
• Developed and submitted Farm Bill Assistance Program grant for one year of funding.
• Assisted with Wetlands Program including case resolution, TEP meetings, discuss cases with landowners.
• Arranged for cubicle wall extensions to be installed.
• Worked to acquire new-used vehicle to replace a 1996 P&Z truck that needs repairs.

Field Projects and Activities
• Developed and presented SWCD and P&Z presentation at annual Todd county Township meeting. Also made this presentation to the Sauk Centre Lions Club which has members that live in Todd County.
• Went on 1400 AM in April to discuss AIS.
• Developed and made presentation to Osakis Lake Association.
• Continued to learn more about the new buffer rules being developed and waiting passage.
• Met with affected landowners along Almond Drive to look over design developed by WCTSA that would help solve the soil erosion problem there. Also had 2 staff work on a similar issue along Lake Osakis.
• Worked extensively on AIS program, lining up training for AIS inspectors, for sheriffs officers, and to get watercraft inspection program started throughout the county.

Planning & Zoning
• Completed Planning Commission cases (5) including site reviews, staff reports, and presentations.
• Completed Board of Adjustment site reviews for cases (8) and developed staff reports and presentations.
• Met with MPCA municipal waste treatment specialists to discuss unincorporated areas of county.
• Followed up on 3 complaints submitted to office for P&Z ordinance violations.
• Worked with several landowners on land use cases and follow-up after PC and BOA hearings.

Staff Management
• Advertise, develop interview materials, and select candidate for wetlands position. Matt Danzl will start employment June 1. Also worked to better define the position duties.
• Advertise, develop interview materials, and select candidate for Planning and Zoning Specialist position. Hope to have person in position by the third week of June. Also worked to better define the position duties and worked to cover work previously completed by Linda Bleess.
• Participated in staff discussions related to their individual activities throughout the month.
June 3, 2015

To: SWCD BOARD MEMBERS

I have informed the Todd County Human Resources office and Tim Steiber, per union labor policy two week notice, that effective June 5th, 2015 I have retired.

Take care.

Greg O.
Soil & Water Conservation District

215 1st Avenue South, Suite 104, Long Prairie, MN 56347 Phone: 320-732-2644 Fax: 320-732-4803

Feedlot Staff Report for April 2, 2015 to June 11, 2015

Site visits (53 total):

Wendt- Stockpile resolution
Holt- Assistance- LMSA setback and NRCS reqs
Floy/ Jason and Marie Fellings- Registration Inspection; Transfer of Ownership; update registration
Stutzman- Update Registration
Dennis Paul- Close Out Inspection
Barry Bauer- site condition review/compliance
Richard Adamietz- Compliance Inspection
Pete Berscheit- Technical Assistance; Producer Initiated Assistance/ Compliance Inspection
Paul Roering- Compliance Inspection; Level II Records Review
Rinde Farms- Technical Assistance; Producer Initiated Assistance/ Compliance Inspection
Buderus Stockyard (North Site)- Soil Borings
Jim Hobbs- (1) Pre-Con; (2) Construction Inspections/Site Visits
Lindell- New Feedlot County Inspection; new barn siting; well setbacks, and County Registration
John Kunstleben/ Lois Thelen- (1) Pre-Con; (2) Stakeouts; (4) Construction Inspections/ Site Visits
Vetsch Farms- Technical Assistance; Producer Initiated Assistance/ Compliance Inspection
Tri-Country Livestock/ Tri-County Cattle Co.- Enforcement w/ MPCA; Engineers; Owners; and NRCS
Enos Borntrager- (1) Registration Inspection; (1) Follow up Site Visit pertaining to resistance on account of religion
Todd Pollema- Technical Assistance/ Funding/ Assistance Inspection
Wiese- New Feedlot County Inspection/Site Visit
Mark Wiese- Registration Inspection; Update and Clarify Registration Information
Gode/ Bryan & Kripa Reese- Registration Inspection; Transfer of Ownership; Registration Update
Chad Twardowski- Close Out
Mike Stine- Deactivation of Feedlot registration
Carla Fritz Farm- New Feedlot County Inspection; New Registration
ABCD Dairy (Clasemann)- CSF Permit Expiration -Final Compliance Inspection
DID Dairy (Hinnenkamp)- Level III- Stockpile Inspection and Follow Up
Wolbeck- Close Out Inspection
Lance Quam- CSF Permit Expiration- Final Compliance Inspection and SWCD Spot Check (training with Greg)
Mike Olander- Registration Inspection; Update Registration
Hauer Farms- Engineer, Owner; SWCD; Feedlot Meeting on site to finalize Plans and Specs
Alvin Moen- Registration Inspection
Brian Perish- Registration Inspection
Mark Anderson- Registration Inspection
Gary Prather- Registration Inspection
Mike Lovelace- Close Out Inspection
Ray Brasel- Registration Inspection; Update Registration
Tom Ahrens- Close Out Inspection
Alicia Holmquist- Registration Inspection; Update registration
John Karnes- Close Out
Kelly Holmquist- Compliance Inspection

and

4 other documented Level III land application inspections and stockpile reviews

To Meet the Public's Needs by Protecting the Land and Safeguarding the Water
TRAINING:

➢ Level I Watercraft Inspector Training
➢ DNR AIS Training

ONGOING PROJECTS:

➢ Current/Recently Completed Projects
  o Jim Hobbs, Cattle Stream Crossing on Larson Creek
  o Kuntslaben/Thielen VTA above Big Swan
  o Pete Bauer, Lakeshore Native Planting on Horseshoe Lake
➢ Upcoming projects for approval
  o Rebecca Levine, Moose Lake
➢ Visited Cost Share Spot Checks
  o None
➢ Provided Technical Assistance
  o Central Todd County Care Center, Raingarden
  o Long Lake Association, Native Planting
  o Richard Sullivan, Beauty Lake
  o Dennis Ness, Long Lake
➢ Potential projects for Shore Land / River Restoration
  o Jeff Borch, Saukina Campground
  o Colleen Voltz, Maple Lake
➢ Aquatic Invasive Species (AIS)
  o Middle Sauk River Waterfest
  o Assisting Director with various duties
➢ RIM/WRP
  o Will be taking responsibility from Greg of doing spot checks and coordinating projects
➢ Outreach
  o Radio Show – 2
  o Newsletter Articles -1
  o Press Releases -2
  o AIS Radio Campaign

ANNUAL PROJECTS

➢ Tree Sale
  o Packaged up trees, cleaned barn
Staff Report

June 3\textsuperscript{rd} 2015

Matt Danzl

I am originally from the Rockville area in Stearns County. I am a graduate from SCSU with a B.S. in Ecology and Field Biology. I’ve worked in various positions with different agencies such as The Nature Conservancy, The Fish and Wildlife Service, MN DNR, and most recently with North Dakota State University conducting agriculture research in central North Dakota. I am currently pursuing my Masters of Science in Natural Resource Management at NDSU as well.

In my free time I enjoy hunting, summer and ice fishing, camping, traveling and spending time with my family. I look forward to continue the work Todd County SWCD has done and help protect our soil and water resources. Some of my goals for the coming year will be to organize the WCA files into a streamlined system, become a certified wetland delineator, serve on planning and zoning teams as needed for wetland checks, and help develop and become familiar with new the new buffer program.
Important Items:

- Recommended for CWP Grant (Waiting for grant agreement and will need to create work plan)
- Conservationist Award and Stewardship Award nominees will need to be voted at July’s board meeting.
- Summer Tour/50 Year Celebration—July 29, 2015—all day event! (Working out the final details)
- We host AREA II Meeting in September (need to discuss location, etc)

Administrative:

- Grant tracking, reporting, wage reporting, review account activity logs
- Cash balance was corrected/updated in the county’s accounting system
- Completed Auditor Reports on the State Auditors website and uploaded report
- Attended River and Lake Day at the Hub Supper Club
- Working with Shannon on planning Tour and 50 Year Celebration

Ag BMP Loan Program:

- No applications have been received
- After August 1: Loans can be approved up to $200,000
- Loans can be used to install a new sewer system, even if there wasn’t an existing failing system

FY12-14 Feedlot Assistance Grant:

- Bercieht—Needs to be completed by December 1, 2015
- Budus-Weriting for bids—Needs to be completed by December 1, 2015
- Hauer-Weriting for bids—Needs to be completed by December 1, 2015

FY2013-2015 Livestock Management Grant:

- Hauer-Weriting for bids—Needs to be completed by December 1, 2015
- Kunstleben—Project has started—Pay out should be at the June Board Meeting

FY14-17 MPCA 319 Funds—Long Prairie River Watershed:

- P. Bauer—Shoreline Project—Will be completed during 2015 construction season
- Tomford—Feedlot Project—(Douglas SWCD)—needs to be completed by August 1, 2015
- Smokey Timbers (Douglas SWCD)—Deadline July 2015.—Per Douglas SWCD will be completed end of June
- Hauer—Waiting for bids from Landowner
- Klimek—Douglas SWCD feedlot Project
- Pollema—Todd SWCD—has expressed interest in the C/S funds.

State Cost Share Grant:

- Hobbs (FY14 & F15)—project was completed—pay out at June Meeting
- Encumbering funds for Rebecca Levine

Feedlot Program:

- TEMPO Training-June 9-11, 2015 (New reporting system for Feedlot Program)

Tree Program:

- All the trees were sold
- Successful season—just some minor changes for next year.

News/Education:

- News articles to the newspapers—Working on SWCD newsletter

County:

- Completed septic inventory vouchers/letters
- Met with Auditor’s office regarding Water Plan Levy

*May 26, 2015 was out of the office*
Staff Report
Sabin Adams
April-May 2015

- CRP has been shut down since mid-March so no CRP contracts have been done since then.
- Prepared and flagged sites for 6 CRP contracts being planted this spring.
- Approved one EQIP Honey Bee contract for payment.
- Gave Presentation at the Todd County Township Meeting
- Gave presentation at the Big Sauk Lake Association.
- Went on 14 site visits.
- Taking signups for youth pollinator planting day.
- Signed one Honey bee contract for 13 acres.
- Had two Honey bee contracts denied for the time being.
We had a total of 44 CSP applications for the 2015 sign-up. Out of these only 29 were eligible and completed the ranking (CMT) process for consideration of funding. We only received 7 preapproved applications total and all field verifications are done. We are currently making any necessary corrections and getting the contract documents developed. We hope to have all the CSP contracts signed in the next 2 weeks. We also intend to work with producer’s that are re-enrolling their farm into CSP from the 2011 CSP contracts that are expiring to update maps and start the re-enrollment process earlier. This should give us a head start this fall when we need to have the contracts developed and obligated after the final payment on the current contract.

All EQIP status reviews were completed and annual practice reminder letters were sent out by the end of April. In our first two rounds of EQIP funding we have obligated 13 contracts for a total of $163,410. We have one remaining contract to obligate if the producer wants to move ahead. In the 3rd and final round of EQIP funding we have 3 applications for consideration; 2 ag waste and 1 CAP Forestry Plan. I am fairly confident that these 3 applications will be preapproved as well, and should know by the Board meeting. Producer interested in a project need to work with us this spring/summer ahead of the September deadline for applications for FY 2016 funding consideration or they will need to wait until 2017 for funding. This point is very important for producers to understand and to get the word out.

The CRP Soil Rental Rates were recently updated and are now active. Sabin will be working on getting many new CCRP contracts developed and signed in the coming weeks with this update. The average went up significantly in the County from $58 to over $90 per acre. This change was long overdue and is more in line with surrounding counties. There is also a General CRP sign-up that has been announced for this year, and begins in December.

The new State Conservationist, Cathee Pullman also started work on May 17th. We haven’t heard much yet from her.

For the upcoming month we will continue to work on program related activities, contracting, and obligating new contracts. In addition, we will have increased field work as well to attend to as projects start construction and complete practices to be certified.