

# 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 AUGUST 13, 2015 REGULAR BOARD MEETING

Chairman Williamson called the Thursday, August 13, 2015 meeting to order at 8:30 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: Tom Williamson, Kenny Pesta and Lee Buchholz, Dale Katterhagen and Norman Krause. Others present were: Tim Stieber, Division Director, Deja Anton, Feedlot Officer, Shannon Wettstein, Water Planner, Matt Danzl, Conservation Technician, Sarah Katterhagen, Program Coordinator, Russell Kleinschmidt, NRCS, and Randy Neumann, County Commissioner.

Staff Missing: Sabin Adams

The Pledge of Allegiance was recited.

Williamson asked if there were any additions to the agenda. **Buchholz made a motion, seconded by Pesta to accept the agenda for the August 13, 2015 regular board meeting with the addition of approving the FY16 Farm Bill Grant agreement, and removing item #1.7-the cancellation of FY14-17 MPCA Cost Share funds for Tomford, contract #3-14/319. Affirmative: Williamson, Pesta, Buchholz and Katterhagen. Motion carried.**

Krause entered the meeting at 8:35 a.m.

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

Sarah Katterhagen presented July 1, 2015 to July 31, 2015 program summary to board, **Pesta made a motion, seconded by Katterhagen to accept the District's receipts in the amount of \$10,826.00 and total disbursements in the amount of \$152,144.07 for July.**

**Discussion:** S. Katterhagen added that we have spent over 50% of the FY13-15 Livestock funds, and have requested to receive 40% of the grant. **Affirmative: Williamson, Pesta, Buchholz, Katterhagen and Krause. Motion carried.**

**Motion by Buchholz, seconded by Krause to approve the FY16 Farm Bill Grant Agreement. Affirmative: Williamson, Pesta, Buchholz, Katterhagen and Krause. Motion carried.**

**Krause made a motion, seconded by Buchholz to make the following changes to the Todd SWCD and Todd County Service Agreement:**

1. 9C—Change County Administrator
2. 10—Update the chain

and requested Stieber to present the service agreement with the changes at the next work session.

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

**Katterhagen made a motion, seconded by Pesta to host the awards luncheon after the regular Soil and Water board meeting on September 10, 2015 at the Hub Supper Club. Affirmative: Williamson, Pesta, Buchholz, Katterhagen and Krause. Motion carried.**

**The Soil and Water board's consensus to pass this year on the Governance 101 Training on September 16 & 17, 2015.**

**Buchholz made a motion, seconded by Katterhagen to approve all board members to attend the AREA II Meeting on September 23, 2015 at ElmerZ in Sauk Centre. Affirmative: Williamson, Pesta, Buchholz, Katterhagen and Krause. Motion carried.**

**The Soil and Water board's consensus to have all board members attend the Decision Maker Workshop on October 7, 2015 if they can make it.**

**Katterhagen made a motion, seconded by Krause to approve payment in the amount of \$275.00 to William Coffill, contract #5-15 for the well sealing practice. Affirmative: Williamson, Pesta, Buchholz, Katterhagen and Krause. Motion carried.**

**Katterhagen made a motion, seconded by Pesta to approve amendment for additional FY14-17 MPCA cost share funds for Klimek's, cost share contract #6-11/319 in the amount of \$6,087.06 for a new total of \$31,346.79 for the stacking slab practice. Affirmative: Williamson, Pesta, Buchholz, Katterhagen and Krause. Motion carried.**

**Krause made a motion, seconded Buchholz to approve ordering T-Shirts for Enviro Fest from Browerville Embroider for presenters and staff. Affirmative: Williamson, Pesta, Buchholz, Katterhagen and Krause. Motion carried.**

**Buchholz made a motion, seconded by Katterhagen to approve FY2016 SWCD Program and Operations Grant Agreement. Affirmative: Williamson, Pesta, Buchholz, Katterhagen and Krause. Motion carried.**

**Pesta made a motion, seconded by Katterhagen to approve requesting Feedlot match dollars from the county in the amount of \$48,153.00. Affirmative: Williamson, Pesta, Buchholz, Katterhagen and Krause. Motion carried.**

**Pesta made a motion, seconded by Krause to approve requesting Wetlands Conservation Act match from the County in the amount of \$6,000.00.**

**Discussion: Stieber explained FY2016 budget line item on County side, will go back to what it was previous years. Affirmative: Williamson, Pesta, Buchholz, Katterhagen and Krause. Motion carried.**

**Pesta questioned if these transactions were completed by journal entries or check. S. Katterhagen reported the last few years it has been journal entries, but after working with the Auditor's it will be best to go back to checks.**

**Buchholz made a motion, seconded by Katterhagen to approve requesting Water Plan Levy from the County in the amount of \$4,777.00. Affirmative: Williamson, Pesta, Buchholz, Katterhagen and Krause. Motion carried.**

**DISCUSS GRANT APPLICATION PERIOD:** Motion by Katterhagen, seconded by Pesta to approve applying for Clean Water Funds.

**Discussion:** Wettstein reported she is working on grant for the Silver Creek area located near West Union, for Erosion BMP's—and also is considering writing a grant for modeling.

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

**DISCUSS LIAISON MEETING MINUTES:** Motion by Krause, seconded by Pesta to accept the minutes from the Liaison meeting.

**Discussion:** It was recommended that Stieber presents the minutes at the next work session meeting.

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

**DISCUSS VEHICLE PLAN:** See Stieber's handout. The plan covers the Soil and Water office and the Planning and Zoning's office. The budget line item would be in the County budget in the 605 budget. Neumann requested Stieber to present the same information to County work session meeting.

**DISCUSS SUPPORT LETTER FOR TWO COMMISSIONERS TO ATTEND SOIL AND WATER BOARD MEETING:** Commissioner Neumann reported he will be taking the letter of support to the Commissioners meeting on August 18, 2015:

**DISCUSS AREA II MEETING:** S. Katterhagen reported she received the estimate from ElmerZ—and if 75 people would attend in would be \$32.00/ person. She is waiting to hear back from Mike Jorgenson to see how many legislatures are attending, and who covers their meal expense.

**DISCUSS 2016 DRAFT BUDGET:** Stieber and S. Katterhagen noted there will be some adjustments in the budget, including reducing NRBG amounts as those have decreased, also, if the District receives an agreement prior to the end of the year for \$100,000, which will be added to the budget. Stieber noted there may be additional funds in amount of \$20,000 for buffer program and \$6,000 for the Ag Quality Certification program. The final 2016 budget will presented at September's board meeting for final approval.

**DISCUSS IRRIGATION PROGRAM WITH EAST OTTER TAIL SOIL AND WATER:** Stieber went to East Ottertail to help develop some grant ideas. He reported that EOT will be the grant lead for a 5 county grant that will promote better irrigation scheduling techniques. They are also interested in promoting more adoption of fertigation which they believe is not used by many landowners. Norm indicated that everyone that irrigates uses fertigation. Tim indicated he would discuss further with Darren. Norm added that he would like to see them support variable nozzle rates on irrigators as he feels everyone is already doing fertigation.

**DISCUSS PROPOSED PLAN FOR \$100,000 FORTHCOMING TO SWCD:** See handout from Stieber. The handout also includes additional information if the District receives additional funding beyond the \$100,000.00. With the \$100,000 Stieber proposed using those funds for new Conservation Technician Position, buffer support, pheasant's forever support, irrigation scheduling program, stalk nitrate program, and contingency to be used for cost share funds. For the additional funding beyond the \$100,000 Stieber proposes using those funds to support GIS work for buffer layers.

**DISCUSS BUFFER PROGRAM:** See Stieber's summarized notes from Building a Successful Buffer Program from the Fresh Water Society from the last AREA II meeting and see handout from Stieber on the Buffer Initiative. Lengthy discussion ensued.

**COMMISSIONER REPORT:** Commissioner Neumann thanked the staff and the board for hosting the tour and the 50<sup>th</sup> Celebration. The park board is looking at increasing their FY16 budget to help cover maintenance. Solid Waste also is looking at an increase in their budget and the rest of the County departments are also

working on their budgets. Ron Kresha will be at the Commissioner's board meeting on August 18, 2015. Curt Deters is the County's Ditch buffer attorney.

**STAFF REPORTS:** (See attachment). Stieber noted his goal is to get on the radio at least once per month and Loren Miller has filled Linda Bleess' position so P&Z is fully staffed.

Anton reported the goal has been met for compliance inspections and land applications. Next she will be working on Soil and Water cost share spot checks, and later this fall she will be working on the open lot agreements.

Pesta left the meeting at 10:55 a.m.

Wettstein reported that she was recently notified by the Department of Agriculture about completing well nitrate sampling in a few selected townships; everyone in those townships would receive the water testing kit to have their water tested; and by next month's meeting she should have some form of agreement. Wettstein also reported the tour and 50<sup>th</sup> celebration was a great success and that we have been hearing good comments about the events.

Danzl reported that he is still leaning the Wetlands program.

S. Katterhagen reminded the board members if they were interested in the Ag Quality Certification program or if they knew of any landowners that would be to let the office know.

**PHEASANTS FOREVER REPORT:** (See attachment) No report.

**NRCS REPORT:** Kleinschmidt reported their office is working on renewals, CSP contracts and field inspections. NRCS is looking for volunteers—for example Soil and Water's precipitation network is considered as volunteers.

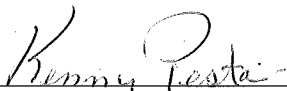
**S. Katterhagen noted in the board's folder there was information about a free groundwater workshop held in St. Cloud—and that board members are welcomed to attend.**


**S. Katterhagen added MN National Bank gave the District a plant for celebrating 50 years in Conservation and passed around a thank you card to be signed.**

**S. Katterhagen also passed around a get-well card for Jeff Rohde who was injured in a farm accident.**

Chairman Williamson adjourned the meeting at 11:23 a.m.

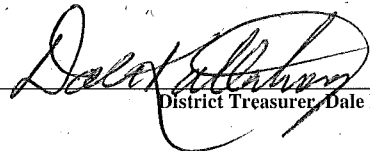
The next meeting of the Todd SWCD Board of Supervisors will be **held on September 10, 2015 beginning at 8:30 a.m. at the Todd County Historic Courthouse (Prairie Conference room), Long Prairie, MN 56347.**

  
Kenny Pesta, Secretary

  
Date

**TODD SOIL & WATER CONSERVATION DISTRICT  
TREASURER'S MONTHLY REPORT  
PROGRAM SUMMARY**

PROGRAM	CASH			CASH
	BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
	07/01/15			07/31/15
District Savings Account	\$269,309.11	\$134.30		\$269,443.41
Change Fund	\$20.00			\$20.00
District Operations	(\$9,228.50)		\$1,152.10	(\$10,380.60)
Misc Revenue	\$13,739.81	\$7,572.30	\$10,438.10	\$10,874.01
Tree Program	\$11,073.08		\$5,741.25	\$5,331.83
NRCS Federal Agreement	\$17,452.47		\$879.25	\$16,573.22
Farm Bill	\$26,756.00		\$23,403.66	\$3,352.34
NRBG Feedlot Funds	\$66,190.60		\$21,736.31	\$44,454.29
NRBG Water Plan Funds	\$9,648.12		\$1,468.71	\$8,179.41
NRBG WCA Funds	\$19,922.69		\$9,654.69	\$10,268.00
FY13 & FY14 BWSR Cost Share Fund	\$1,102.28		\$1,102.28	\$0.00
FY14 Conservation Delivery	\$0.00			\$0.00
FY15 Conservation Delivery	\$5,034.11		\$125.00	\$4,909.11
FY15 Easement Delivery	\$0.00			\$0.00
FY15 State Cost Share Fund	\$15,297.08		\$240.25	\$15,056.83
2012-2014 Feedlot Quality Assistance - Cost Share	\$11,408.80			\$11,408.80
2012-2014 Feedlot Quality Assistance - Admin	(\$315.00)			(\$315.00)
2012-2014 Feedlot Quality Assistance- PD	(\$5,211.00)			(\$5,211.00)
2012-2014 Feedlot Quality Assistance T/A	\$2,644.49		\$1,885.74	\$758.75
2013-2015 Livestock Management-Cost Share	\$65,000.00		\$57,872.88	\$7,127.12
2013-2015 Livestock Management-Admin	(\$141.10)		\$98.90	(\$240.00)
2013-2015 Livestock Management-T/A	\$3,911.24		\$2,208.52	\$1,702.72
2013-2015 Livestock Management-PD	(\$9,700.00)			(\$9,700.00)
2014-2017 MPCA 319 Grant - Admin	(\$100.00)		\$200.00	(\$300.00)
2014-2017 MPCA 319 Grant - Cost Share	\$0.00		\$10,551.60	(\$10,551.60)
2014-2017 MPCA 319 Grant - Technical Assistance	(\$300.00)		\$300.00	(\$600.00)
Ob Well Program	(\$35.17)	\$3,120.00	\$3,084.83	\$0.00
<b>TOTAL</b>	<b>\$513,479.11</b>	<b>\$10,826.60</b>	<b>\$152,144.07</b>	<b>\$372,161.64</b>

  
District Treasurer, Dale Katterhagen

8/13/2015  
Date