TODD COUNTY SWCD BOARD MEETING AGENDA

There will be a meeting of the Todd Soil and Water Conservation District Board of Supervisors on **Thursday, August 9, 2018 beginning at 8:30 a.m.**
The meeting will take place at the Todd County Historic Courthouse (**Prairie Conference Room**) 215 1st Ave South, Long Prairie, MN 56347

Call to Order  
Pledge of Allegiance  
Act On Approving Agenda  
Secretary's Report (Minutes)  
Treasurer's Report (Financial)  
Cost Share Report  

1 Decisions Needed  
1 Approve payment of FY17 state cost share funds & FY17 Local Capacity for Oyster  
2 Approve proceeding with development of protocol for board meetings  
3 Approve 2018 Conservationist Award Recipient  
4 Approve 2018 Land Stewardship Award Recipient  
5 Approve support letter for WCTSA applying for 2019 BWSR AIG  
6 Approve final FY17 Wetland Conservation Act financial report  

2 Discussion  
1 Review grant applications concepts for BWSR projects and practices  
2 Discuss application for NWQI priority area  
3 Groundwater Event for SWCD staff and SWCD Supervisors  
4 Awards luncheon date (September or October) & location  
5 Buffer Program Update - Notice of Non-Compliance  

3 Reports  
1 Commissioner's Report  
2 Staff Report  
3 Pheasants Forever Report  
4 NRCS Report  
5 1W1P  
6 BWSR Report  
7 Local Workgroup Workshop  

4 Informational  

5 Other  

Adjourn  

The next regular SWCD board meeting will be September 13, 2018 at 8:30 a.m. at the Historic Courthouse, (**Prairie Conference Room**), 215 1st Ave South, Long Prairie, MN 56347
MINUTES FROM THE JULY 12, 2018 REGULAR BOARD MEETING

Chairman Katterhagen called the Thursday, July 12, 2018 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, Leland Buchholz and Kenny Pesta. Others present were: Tim Stieber, Division Director, Sarah Katterhagen, Program Coordinator, Deja Anton, Livestock Advisor, Shannon Wettstein, Water Planner, Lew Noska, Conservation Technician, Kevin Brown, Conservation Technician, Luke Thoma, Pheasants Forever, Russell Kleinschmidt, NRCS, Randy Neumann, County Commissioner, Gary Kneisl, County Commissioner, and Chris Pence, Board of Water and Soil Resources (BWSR).

Board Member Absent: Norman Krause

The Pledge of Allegiance was recited.

Katterhagen asked if there were any additions to the agenda. Pesta made a motion, seconded by Williamson to approve the agenda for July 12, 2018 regular board meeting with the addition of: to approve applying for grants. Affirmative: Katterhagen, Williamson, Buchholz and Pesta. Motion Carried.

Katterhagen asked if there were any additions or corrections to the minutes from the June 14, 2018 regular board meeting. Pesta made a motion, seconded by Buchholz to approve the minutes as disbursed from the June 14, 2018 regular board meeting. Affirmative: Katterhagen, Williamson, Buchholz and Pesta. Motion Carried.

Buchholz presented June’s Program Summary. S. Katterhagen noted that the starting date should be June 1, 2018, not June 10, 2018. Stieber noted approximately $176,000 of the cash balance is for cost share projects. Williamson made a motion, seconded by Pesta to accept June’s program summary with receipts totaling $18,192.72 and disbursements totaling $8,810.42. Affirmative: Katterhagen, Williamson, Buchholz and Pesta. Motion Carried.

COST SHARE REPORT: The board reviewed the cost share report. Board would like to see other projects that are being worked on.

Anton reported that she needs to leave the meeting and wants to inform the board of one thing. She reported that the Oyster project is completed, and the payment voucher needs to be completed; so the landowner can sign voucher, and hopes the board can consider approving the payment.

Anton left the meeting at 8:40 a.m.

Kleinschmidt joined the meeting at 8:40 a.m.
Katterhagen asked the staff why the payment voucher wasn’t completed. Stieber said when he left the night before at 5:00 p.m. nothing was received to complete the voucher.

Pence joined the meeting at 8:45 a.m.

Board discussed the procedure of submitting information for board meetings, specifically cost share contract information. After hearing there is no set time and since agenda items have changed or been added at almost every meeting Katterhagen asked the board if they should set a policy on the matter. Buchholz commented having one in place would not be about staff, but instead about ensuring consistency and clarity on the subject. All of the board agreed the staff is doing a great job, but a policy should be made if there is not already one. Katterhagen felt it was important to get the information in their board packets so information would be on the official posted agenda and because the SWCD board is responsible for managing public funds it is equally important it be in their packet so they can have time to consider the decision. The board again expressed their willingness to hold a special meeting in the months where they do not regularly meet if a contract needs their consideration. (Note: No policy on this was found in our files. TS)

Pesta made a motion, seconded by Williamson to have all necessary materials in board packet for board meetings at least one week prior to the board meeting. Affirmative: Katterhagen, Williamson, Buchholz and Pesta. Motion Carried.

Williamson made a motion, seconded by Pesta to table payment of FY17 state cost share funds and FY17 local capacity funds for Oyster. Affirmative: Katterhagen, Williamson, Buchholz and Pesta. Motion Carried.

Williamson made a motion, seconded by Buchholz to approve Pesta and Buchholz to attend the local led workshop on August 1, 2018. Affirmative: Katterhagen, Williamson, Buchholz and Pesta. Motion Carried.

Williamson made a motion, seconded by Buchholz to approve appreciation letter to Veteran’s Services. Discussion: With their partnership matching funds were obtained for the Motley Cemetery streambarb project. Affirmative: Katterhagen, Williamson, Buchholz and Pesta. Motion Carried.

Williamson made a motion, seconded by Pesta to apply for NWQI grant application. Affirmative: Katterhagen, Williamson, Buchholz and Pesta. Motion Carried.

Buchholz made a motion, seconded by Williamson to approve applying for BWSR projects and practices grant. Affirmative: Katterhagen, Williamson, Buchholz and Pesta. Motion Carried.

Buchholz made a motion, seconded by Pesta to approve applying for BWSR accelerated implementation grant. Affirmative: Katterhagen, Williamson, Buchholz and Pesta. Motion Carried.

The board would like to see grant proposals at August’s board meeting.

**DISCUSS 2018 TREE AND PLANT SUMMARY:** Stieber presented the summary to the board.

**DISCUSS PROPOSED PRICE CHANGE FOR 2019 TREE AND PLANT SALE:** Pesta made a motion, seconded by Williamson to accept the proposed changes on the prices. In bundles of 25, tree price will go from $1.25/tree to $1.50/tree; in small packets of 15 trees, tree price will go from $1.50/tree to $1.75/tree; one gallon potted stock will go from $8.00/tree to $9.00/tree, and kits will go from $45.00/kit to $50.00/kit. Those prices do not include sales tax. Affirmative: Katterhagen, Williamson, Buchholz and Pesta. Motion Carried.
DISCUSS TODD SWCD’S 2019 BUDGET: Stieber reviewed the draft budget. The final budget doesn’t need to be approved until late fall.

DISCUSS 2018 CONSERVATIONIST AWARD: Board consensus to interview the following: John Petron, Stelling Farm, Marcus Meiners and Joe Pansch.

DISCUSS 2018 LAND STEWARDSHIP AWARD: Board consensus to interview Clarissa Ballroom (Jim and Becky Pratt).

DISCUSS THE UPDATE ON NRCS REORGANIZATION: Kleinschmidt reported a new state conservationist will be starting. In the future there will be one team lead (formally known as District Conservationist (DC) for Todd, Wadena and Morrison Counties. The goal is to make sure each office has two resource conservationists. NRCS, FSA and RMA will be located in one office in the future.

REPORTS:

Commissioner Report: Kneisl reported seven applications for the coordinator position have been received so far and the County is working on their 2019 budget. Neumann reported the County board was made aware of issues with the expo building and Courthouse rock wall. Neumann thanked Stieber and Anton for representing Todd County at the Bruce Township meeting and for their professionalism.

Staff Reports: Board asked Stieber what is the status on Elliott’s violation. Stieber reported his is working with Elliott on the restoration order, and will be making a site visit soon. Brown reported that he is working on the remaining registrations from the 2017 inventory and on the Ag Water Quality program. Wettstein reported there was a recent press release on the sampling results from last year. Noska reported the FY2019 groundwater monitoring (ob well) contract was approved. S. Katterhagen noted the financial statements are not always completed prior to board packet deadline due do when month end is completed with the Auditor’s office and the time.

The board discussed in the future may be changing the meeting dates. After discussion it was decided 2nd Thursday is the best time for right now, since it falls between the weeks between the Commissioner’s meetings.

Pheasant Forever Report: Thoma reported he is working with landowners to get them enrolled in the CREP program, and working on CRP contracts and enrollments.

NRCS Report: Kleinschmidt reported Alan Lepp is the new area Supervisor. In their office they are working on cleaning up old files, and CSP contracts.

1W1P Report: Williamson reported at the previous 1W1P SRWD meeting the contractor’s presented their proposals. They were able to narrow it down to two contractors. At the next meeting those contractor’s will come back and do another presentation, and then a decision will be made.

BWSR Report: Pence reported BWSR grant application period is open until August 31, 2018. Red Eye Watershed submitted an application for 1W1P. Nine applications were received, and BWSR is hoping to fund seven of the nine applications. Local Capacity funding will be the same as the previous fiscal year, and match documentation will need to be submitted e-link by January 15, 2019. BWSR is in the process of updating their website along with the SWCD handbook.

INFORMATIONAL:

USDA Anti-Harassment Policy: Kleinschmidt reviewed the policy.
Civil Rights Policy Statement: Kleinschmidt reviewed the policy.

Chairman Katterhagen adjourned the meeting at 10:52 a.m.

The next meeting of the Todd SWCD Board of Supervisors will be held on Thursday, August 9, 2018 beginning at 8:30 a.m. at the Todd County Historic Courthouse (Prairie Conference room), Long Prairie, MN 56347.

__________________________________  ____________________
Sarah Katterhagen, Minute Prepare              Date

__________________________________  ____________________
Tim Stieber, Division Director               Date

__________________________________  ____________________
Tom Williamson, Secretary                   Date
## TODD SOIL & WATER CONSERVATION DISTRICT
### SWCD TREASURER'S MONTHLY REPORT
### PROGRAM SUMMARY

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TOTAL $790,522.10 $4,422.17 $6,376.81 $788,567.46

Prepared by: Sarah Katterhagen, Program Coordinator

Reviewed by: Tim Stieber, Division Director

Leland Buchholz, District Treasurer

*Completed before month end was completed*
ACCOUNT ACTIVITY REPORT

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**Todd County**

**ACCOUNT ACTIVITY REPORT**  
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<td>07/06/2018</td>
<td>333</td>
<td>75.00</td>
<td>6/14 SW Bd Mtg- Per Diem</td>
</tr>
<tr>
<td>DI</td>
<td>DI</td>
<td>9450- WILLIAMSON/ THOMAS</td>
<td>07/2018</td>
<td>49251</td>
<td>07/06/2018</td>
<td>333</td>
<td>75.00</td>
<td>6/14 SW Bd Mtg- Per Diem</td>
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**Total**: 525.00

| DI | DI  | 9948- WEST CENTRAL MASWC- AREA | 07/2018 | 232097 | 07/02/2018 | 333 | 350.00 | Annual Dues - 2018- T |

**Total**: 350.00

| DI | DI  | 5981- KATTERHAGEN/ DALE | 07/2018 | 49211 | 07/06/2018 | 333 | 15.26 | 6/14 Mileage |
| DI | DI  | 11309- KRAUSE/ NORMAN H | 07/2018 | 49214 | 07/06/2018 | 333 | 15.26 | 6/14 Mileage |
| DI | DI  | 16080- PESTA/ KENNETH | 07/2018 | 49235 | 07/06/2018 | 333 | 15.26 | 6/14 Mileage |
| DI | DI  | 16080- PESTA/ KENNETH | 07/2018 | 49235 | 07/06/2018 | 333 | 15.26 | 6/14 Mileage |
| DI | DI  | 9450- WILLIAMSON/ THOMAS | 07/2018 | 49251 | 07/06/2018 | 333 | 15.26 | 6/14 Mileage |
| DI | DI  | 9450- WILLIAMSON/ THOMAS | 07/2018 | 49251 | 07/06/2018 | 333 | 15.26 | 6/14 Mileage |
| DI | DI  | 9450- WILLIAMSON/ THOMAS | 07/2018 | 49251 | 07/06/2018 | 333 | 15.26 | 6/14 Mileage |
| DI | DI  | 9450- WILLIAMSON/ THOMAS | 07/2018 | 49251 | 07/06/2018 | 333 | 15.26 | 6/14 Mileage |
| DI | DI  | 9450- WILLIAMSON/ THOMAS | 07/2018 | 49251 | 07/06/2018 | 333 | 15.26 | 6/14 Mileage |
| DI | DI  | 9450- WILLIAMSON/ THOMAS | 07/2018 | 49251 | 07/06/2018 | 333 | 15.26 | 6/14 Mileage |

**Total**: 118.81

| DI | DI  | 12414- PHEASANTS FOREVER | 07/2018 | 232128 | 07/09/2018 | 333 | 3,097.40 | FY18 Match- PheasantsForever |
| DI | DI  | 9496- AMERICAN HERITAGE | 07/2018 | 232188 | 07/23/2018 | 333 | 25.00 | Dairy Queen: Education |

**Total**: 3,122.40

| DI | DI  | 1087- AMERICAN HERITAGE BANK | 07/2018 | 232098 | 07/09/2018 | 333 | 358.00 | 2nd Qtr S&W Sales Tax |
| DI | DI  | 12414- PHEASANTS FOREVER | 07/2018 | 232128 | 07/09/2018 | 333 | 902.60 | FY18 Match- PheasantsForever |

**Total**: 1,260.60

**PROGRAM 000 Total**: 5,074.64

| RE | RE  | STATE OF MN - DD (DNR OMB) | 07/2018 | 114216 | 07/31/2018 | 222 | 3,120.00 | OBWELL - TODD |

**PROGRAM 571 Total**: 5,074.64

Copyright 2010-2017 Integrated Financial Systems
### ACCOUNT ACTIVITY REPORT

**Todd County**

**Fund 79 - TODD SOIL & WATER AGENCY FUND**

<table>
<thead>
<tr>
<th>Tran</th>
<th>Type</th>
<th>Vendor</th>
<th>G/L</th>
<th>Month</th>
<th>Receipt/Warrant</th>
<th>Seq #</th>
<th>AMOUNT</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
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<td>Typ</td>
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<td>G/L</td>
<td>Month</td>
<td>Number</td>
<td>Date</td>
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<td><strong>1,954.64</strong></td>
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**Page 3**

Copyright 2010-2017 Integrated Financial Systems
<table>
<thead>
<tr>
<th>FUND</th>
<th>Range</th>
<th>From 79</th>
<th>Thru 79</th>
</tr>
</thead>
</table>

**Todd County**

Treasurer's Cash Trial Balance - SWCD

As of Date: 07/2018

Save Report: N

Comment:

**** Todd County ****
## Treasurer's Cash Trial Balance - SWCD

**As of 07/2018**

### TODD SOIL & WATER AGENCY FUND

<table>
<thead>
<tr>
<th>Fund</th>
<th>Beginning Balance</th>
<th>This Month</th>
<th>YTD</th>
<th>Current Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>79 TODD SOIL &amp; WATER AGENCY FUND</strong></td>
<td>777,808.20</td>
<td>4,422.17</td>
<td>119,537.81</td>
<td>788,547.46</td>
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<tr>
<td>Receipts</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disbursements</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Journal Entries</td>
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<tr>
<td><strong>Fund Total</strong></td>
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<td><strong>10,739.26</strong></td>
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<td><strong>788,547.46</strong></td>
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### All Funds

<table>
<thead>
<tr>
<th>Fund</th>
<th>Beginning Balance</th>
<th>This Month</th>
<th>YTD</th>
<th>Current Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Todd Soil &amp; Water Agency Fund</td>
<td>777,808.20</td>
<td>4,422.17</td>
<td>119,537.81</td>
<td>788,547.46</td>
</tr>
<tr>
<td>Receipts</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disbursements</td>
<td></td>
<td></td>
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<tr>
<td>Journal Entries</td>
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</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,954.64</strong></td>
<td><strong>10,739.26</strong></td>
<td></td>
<td><strong>788,547.46</strong></td>
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As of Date: 07/2018
Report Basis: 2
1 - Cash
2 - Modified Accrual
3 - Full Accrual
Save Report: N
Comment:

FUND Range From 79 Thru 79
### Todd County

**Trial Balance-SWCD**  
As of 07/2018  
Report Basis: Modified Accrual

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<tr>
<th>Account</th>
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<tr>
<td>1001 CASH</td>
<td>801,564.20</td>
<td>1,954.64-</td>
<td>13,016.74-</td>
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<td>1024 CHANGE FUND (TS&amp;W)</td>
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<td>1280 DUE FROM OTHER GOVERNMENTAL UNIT</td>
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<td><strong>829,026.20</strong></td>
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<td><strong>40,458.74-</strong></td>
<td><strong>788,567.46</strong></td>
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<tr>
<td><strong>Liabilities</strong></td>
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<tr>
<td>2020 ACCOUNTS PAYABLE</td>
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<td>2240 DEFERRED REVENUE - UNEARNED</td>
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<td>2241 DEPOSITS ON TREE SALES- UNEARNED</td>
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<td><strong>502,979.00</strong></td>
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<td><strong>Fund Balance</strong></td>
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<td>2881 ASSIGNED, FUND BALANCE</td>
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<tr>
<td><strong>Total Liabilities and Balance</strong></td>
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<td><strong>1,954.64-</strong></td>
<td><strong>40,458.74-</strong></td>
<td><strong>788,567.46-</strong></td>
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Copyright 2010-2017 Integrated Financial Systems
<table>
<thead>
<tr>
<th>Name of Project</th>
<th>Type of Project</th>
<th>Deadline Date</th>
<th>Amount</th>
<th>Notes</th>
<th>Tech Lead</th>
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</thead>
<tbody>
<tr>
<td>Noska</td>
<td>Buffer</td>
<td>11/1/2018</td>
<td>To be added</td>
<td></td>
<td>Lew</td>
</tr>
<tr>
<td>Brown</td>
<td>Buffer</td>
<td>11/1/2018</td>
<td>To be added</td>
<td></td>
<td>Lew</td>
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<tr>
<td>Statena</td>
<td>Buffer</td>
<td>11/1/2018</td>
<td>To be added</td>
<td></td>
<td>Lew</td>
</tr>
<tr>
<td>Bromelimg/Baxter</td>
<td>Pit Closure</td>
<td>12/1/2018</td>
<td>To be added</td>
<td></td>
<td>Deja</td>
</tr>
<tr>
<td>Bakke</td>
<td>Access Control</td>
<td>12/1/2018</td>
<td>To be added</td>
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<td>Kevin</td>
</tr>
<tr>
<td>Kehrbach</td>
<td>Tree Planting</td>
<td>12/1/2018</td>
<td>To be added</td>
<td></td>
<td>Shannon/Lew</td>
</tr>
<tr>
<td>Rinde</td>
<td>Ag Waste</td>
<td>12/1/2018</td>
<td>To be added</td>
<td></td>
<td>Deja</td>
</tr>
<tr>
<td>Wiese</td>
<td>Pit Closure</td>
<td>12/1/2018</td>
<td>To be added</td>
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<td>Deja</td>
</tr>
<tr>
<td>Oyster</td>
<td>Pit Closure</td>
<td>12/1/2018</td>
<td>To be added</td>
<td></td>
<td>Deja</td>
</tr>
<tr>
<td>Middendorf</td>
<td>Ag Waste</td>
<td>12/1/2019</td>
<td>To be added</td>
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<td>Deja</td>
</tr>
<tr>
<td>Overman</td>
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<td>12/1/2018</td>
<td>To be added</td>
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<td>All</td>
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<tr>
<td>Drayna</td>
<td>Pipe</td>
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**Waiting for Estimates**

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<th>Source of C/S</th>
<th>Amount</th>
<th>Notes</th>
<th>Tech Lead</th>
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</thead>
<tbody>
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<td>Shoreline</td>
<td>Riparian AID, State Cost Share, Local Capacity</td>
<td>TBD</td>
<td></td>
<td>Shannon</td>
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<tr>
<td>Pesta</td>
<td>Well Sealing</td>
<td>State Cost Share</td>
<td>TBD</td>
<td></td>
<td>All</td>
</tr>
<tr>
<td>Scharmann</td>
<td>Well Sealing</td>
<td>State Cost Share</td>
<td>TBD</td>
<td></td>
<td>All</td>
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<tr>
<td>Othner</td>
<td>Pit Closure</td>
<td>Local Capacity</td>
<td>TBD</td>
<td>Waiting to hear from landowner</td>
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<tr>
<td>Larson</td>
<td>Ag Waste-Small fix</td>
<td>Performance Credit Funds</td>
<td>TBD</td>
<td>Getting bids, goal to be ready for Sept.</td>
<td>Deja</td>
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</table>

**Planning Stages**

<table>
<thead>
<tr>
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<th>Source of C/S</th>
<th>Amount</th>
<th>Notes</th>
<th>Tech Lead</th>
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</thead>
<tbody>
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<td>Schmitz</td>
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<td>Riparian AID, State Cost Share, Local Capacity</td>
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<td></td>
<td>Deja</td>
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<tr>
<td>Judd</td>
<td>Ag Waste</td>
<td>MPCA 319 Lake Osakis, State Cost Share, Local Capacity</td>
<td>TBD</td>
<td></td>
<td>Deja</td>
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<tr>
<td>Stelling</td>
<td>Ag Waste</td>
<td>MPCA 319 Lake Osakis, State Cost Share, Local Capacity</td>
<td>TBD</td>
<td>Waiting for Grant Agreement-March</td>
<td>Kevin/Deja</td>
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<tr>
<td>Alexander</td>
<td>Pit Closure</td>
<td>2019-MPCA Partridge River</td>
<td>TBD</td>
<td>Waiting for Grant Agreement-March</td>
<td>Kevin/Deja</td>
</tr>
<tr>
<td>Helie</td>
<td>Pit Closure</td>
<td>2019-MPCA Partridge River</td>
<td>TBD</td>
<td>Waiting for Grant Agreement-March</td>
<td>Kevin/Deja</td>
</tr>
<tr>
<td>Villard Township</td>
<td>Streambarb</td>
<td>2019-MPCA Streambarb</td>
<td>TBD</td>
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<td>Shannon</td>
</tr>
<tr>
<td>Motley Cemetery</td>
<td>Streambarb</td>
<td>2019-MPCA Streambarb</td>
<td>TBD</td>
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<td>Shannon</td>
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**Other Projects**

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<th>Name of Project</th>
<th>Type of Project</th>
<th>Notes</th>
<th>Tech Lead</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bauer</td>
<td>Wayne</td>
<td>Stream project. Other source of funding</td>
<td>Funded through SRWD. Demonstration site</td>
</tr>
<tr>
<td>Vetsch</td>
<td>Loren</td>
<td>Feedlot Project. Other source of funding</td>
<td>Other source of funding</td>
</tr>
<tr>
<td>Panek</td>
<td>Tom</td>
<td>Feedlot Project. Other source of funding</td>
<td>Other source of funding</td>
</tr>
<tr>
<td>Eischelid</td>
<td>Feedlot Project</td>
<td>Other source of funding</td>
<td>Other source of funding</td>
</tr>
<tr>
<td>Anderson</td>
<td>Wesley</td>
<td>Shoreline</td>
<td>Shannon</td>
</tr>
<tr>
<td>Lannuga</td>
<td>Jason</td>
<td>Feedlot Project</td>
<td>Looking for funding</td>
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<tr>
<td>Larmi</td>
<td>Corey</td>
<td>Feedlot Project</td>
<td>Deja</td>
</tr>
<tr>
<td>Riewitzer</td>
<td>Matt</td>
<td>Feedlot Project</td>
<td>Deja</td>
</tr>
<tr>
<td>Julig</td>
<td>James</td>
<td>Feedlot Project</td>
<td>Deja</td>
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<tr>
<td>Rock</td>
<td>Jason</td>
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<td>Deja</td>
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<td>Kreamer</td>
<td>Jason</td>
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<td>Other source of funding</td>
</tr>
<tr>
<td>Gray</td>
<td>Tom, Kate, Ted</td>
<td>Feedlot Project</td>
<td>Other source of funding</td>
</tr>
<tr>
<td>Keppers</td>
<td>Tom</td>
<td>Feedlot Project-fix</td>
<td>Looking for funding</td>
</tr>
<tr>
<td>Johnson</td>
<td>Jim</td>
<td>Feedlot Project-fix</td>
<td>Looking for funding</td>
</tr>
<tr>
<td>Buderus</td>
<td>James</td>
<td>Feedlot Project. Other source of funding</td>
<td>Other source of funding</td>
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<tr>
<td>Henrich</td>
<td>Tom</td>
<td>Feedlot Project. Other source of funding</td>
<td>Other source of funding</td>
</tr>
<tr>
<td>Berscheidt</td>
<td>Pete</td>
<td>Feedlot Project. Other source of funding</td>
<td>Other source of funding, looking to piggy back</td>
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<tr>
<td>Hauer</td>
<td>Josh</td>
<td>Feedlot Project. Other source of funding</td>
<td>Other source of funding</td>
</tr>
</tbody>
</table>

*Well Sealing projects may skip Planning Stages and jump right into encumbering*

*List doesn’t include all projects, only projects that are top priority and funding is available.

*Projects are not in any order*

Last updated: July 19, 2018
Joeb (Kalob) 2017- 2018 Oyster Pit Closure  Parcel ID 01-0019500

Board Approved: Fall 2017  Final Payout Request Reviewed & Submitted: July 9- 12, 2018-DCA
Pit located in Partridge River shoreland in SW/SE qtr.; Section 19 Bartlett TWP

Estimated Reductions:  E. coli:  68,148,000 CFU per day (<1 acceptable drinking standard);
N= 284 mg/L & P = 7mg/L-daily plume after heavy rain/snow event based on downgradient area

Original Bid  $12500.00

Mr. Oyster did much of his own work, and provided his own seeding and mulch job.

Final Invoice from Contractor  $7791.25
Total Labor and Equipment value done by Oyster  $6061.15
Seeding and Mulching invoice  $200.50

Actual Cost of Project  $14052.90

Actual project cost came in $1552.90 higher than original contractor bid.

Because this pit had a “false bottom”, meaning the pit was actually deeper with more manure than originally believed, it is thought if the contractor hauled and land applied manure, there would be an unexpected increase for him as well.

Final determination pay out sum is for the Board to decide.

Staff recommends payment @ 75% of the actual cost $14,052.90- paid with amendment to original contract due to the above described unforeseen costs if additional funding available.

Total request for payout at 75%  $10,539.675
Board Meeting Protocol – Need for a Defined Policy

SWCD Boards make decisions related to encumbering significant amounts of funds on a regular basis and also make decisions to pay out funds when the project is completed.

SWCD Board meetings are typically more relaxed than some other governing bodies such as county board of commissioners. However, these meetings are public meetings and need to follow public meeting statutes. Staff typically have ensured that following appropriate processes are followed. With projects growing increasingly higher in cost there is pressure to encumber funds or pay out funds without following due process.

At the June 2018 SWCD Board meeting there was significant discussion about the need to provide supervisors with adequate information to make decisions in the board packet. This packet is then available if requested by the public and the meeting is advertised as required. A motion that was made and passed requested that information be sent to supervisors in advance.

There is need to define what is needed by supervisors to make important decisions and when it is appropriate to add agenda items at the SWCD meeting and other board protocols. Work on this has not been completed.

Questions in need of board feedback:

1) What do supervisors believe they need to know to encumber funds?

2) What do supervisors want to see in their packets to pay out funds?

Staff can assist with filling in these questions and the ending policy needs to be well reviewed and not passed prematurely. But a policy is needed and will be developed.
July 9, 2018

Oyster Farm
47282 Co. 23
Verndale, MN 56438

RE: Proper Pit Closure Certification
Farm Site Registration# 153-81416; Location Information- SW QTR; Section 19; Bartlett TWP

To Whom It May Concern,

This letter serves as certification of proper liquid manure pit closure that occurred on the site highlighted above on the following dates:

9/19/2017- A Pre-Con was held with landowner, contractor (Tim Bowman), SWCD technician, Deja C. Anton
12/9/2017- All manure and contaminated soils were verified as removed and correctly land applied. Transfer pipe was made non-serviceable as verified by SWCD technician, Deja C. Anton
5/30/2018- Backfill was completed and compacted- returned to original elevations/ slopes with some mounding for settling verified by SWCD technician, Deja. C Anton.
7/9/2018- Seeding and mulch was verified.

Based on these findings, I certify that the pit was closed in accordance with MN Chapter 7020 Rules and Todd County Ordinance. Please retain this letter as your records.

Sincerely,

Deja C. Anton
Todd County Feedlot Officer
Note: A search of the GIS files shows several different farms with the Petron name. KC, Tom Petron, etc.

Conservationist Award Nomination - Joel Pansch

Joel grew up on a dairy farm so has been around farming his entire life. Between 1979 and 1980, he started dairy farming at the home farm where he milked 30 Holstein cows along with his daughter who had her own little side line Jersey herd. He sold the herd in the fall of 1999 after 20 years of milking and then bought The Old Mill in Grey Eagle in 2000 where he sells bagged feed and supplements.

Currently, Joel farms about 500 acres of his own ground and rented ground. He grows mainly corn, soybeans and wheat with radishes as a cover crop in the wheat fields starting in 2010. For a few years, he raised food grade soybeans used in Tofu. He also has experimented with turnips as a cover crop but found that radishes work better. Joel says using cover crops is a continual learning experience. For example, using a drill to seed radishes. You just can’t get the grain drill tight enough. He bought some radish plates which he hopes to blend with wheat seed to get a more uniform spacing and application. In the past, he has tried a Brillion seeder, broadcasting and drills.

As far as areas of environmental concern on his acreage, he says he addresses those right away. With correct farming procedures, you can fix almost any problem whether it is erosion, soil health, etc. The way he farms, particularly using a disc and no moldboard plowing and limited chisel, using cover crops and seeding in area highly erodible, the concerns are addressed.

BMP’s he uses regularly include soil testing, cover crops, and minimal ground disturbance- just enough disking to open up for good contact. The benefits he sees from these practices are more improved soil health overall.

He was in the CSP program 10 years ago for the full duration of contract and did not remove hay until July to allow a window for bird nesting.

Joel Pansch served in the Guard for 8 years. He was also featured on the back page of The Land magazine while at his grain mill- The Old Mill in Grey Eagle. He and 6 other locals played cards there for years in the afternoons. Other non-farm activities enjoyed by Joel is spear fishing, golfing, enjoying the lake on his pontoon, and cheering on the Twins and the Vikings. He also describes himself as a fair weather hunter.

His future goal for the farm is to keep on doing what he does every day. He is happy doing what he does. He needs nothing else. When the kids get the farm, they can do with it what they want.

Conservationist Award Nomination - Tim Stelling

Tim Stelling has been farming since 1974. His current farm has been in operation since 1990. Family members involved in the operation are Tim and his two boys Eric and Nathan. Currently it is a beef and cropping operations where they farm 1500 crop acres and have three locations for cattle.

The farm has evolved and changed significantly over time. At first, it was all dairy cows. They have sold the cows and turned it into a beef operation. They have become more concerned for soil health and do soil sampling. They have switched some of their ground to organic.

Stelling’s area of concerns on the farm have been addressing the buffer issues. They have buffered all of their drainage systems. Areas of low ground that have stayed wet have been removed from crop
production and changed to hay ground. They have a couple waterways on their property as well. The Stelling’s were the 1st farmers to enroll in the CSP program.

They utilize several different practices to make the most efficient use of resources on their farm. They have been using no till and have not plowed in 8 years. They are also utilizing strip till and cover crop. The benefits from these practices are less fertilizer costs, less inputs overall, bushel increase, and organic matter has increased.

The Stelling’s have been heavily involved in the community. Tim and Nathan are on the board of Corn and Soybean Growers. Tim is also on the state board for soybeans. They are on the church council and seed sales for Gold Country. Lastly, they sponsor Jesse Waldorf’s racecar.

The future goals for the farm is to have more cattle so they have the ability to stop custom chopping.

**Note:** There is an open lot on the Stelling Farm that needs to be addressed. The process to do this has been discussed and it may be completed in the next year or two.

**Land Stewardship Award**

**Clarissa Ballroom**

Jim and Becky Pratt own and operate the Clarissa Ballroom. They have made donations of equipment and time for many years to the SWCD Envirofest. The Annual Feedlot Meeting has been hosted at the Ballroom several times and they have been very accommodating to work with during that event. The Ballroom has catered and hosted other events in the community such as irrigation meetings. Jim is on Board of Adjustment board, and both are involved in 4H.
August 9, 2018

Stearns Soil and Water Conservation District  
ATTN: Dennis Fuchs  
110 2nd ST S, STE 128  
Waite Park, MN 56387

Dear Stearns SWCD Board of Supervisors:

In January 2018 Todd County SWCD Board of Supervisors brought forth a concern to you for the needed for nutrient management specialist in the West Central Technical Service Area (WCTSA). This was based on reports from field staff having projects slowed due to the lack of nutrient management plans and therefore not being ready to proceed for funding through EQIP.

There is an increase in demand for nutrient management plans in Todd County. Nutrient loading is the #1 concern for our surface waters. With the additional position in the WCTSA it would provide better service for landowners. We fully support WCTSA applying for BWSR accelerated implementation grant that would provide a mechanism to complete more nutrient management plans for landowners.

Todd SWCD would be interested in housing the position within our office.

Sincerely,

Dale Katterhagen  
Chairman  
Todd County SWCD Board Supervisor  
320.732.2644
Financial Report
WCA-NRBG 2017

Grant Title: 2017 - Wetland Conservation Act - NRBG (Todd County)
Grant ID: P17-9707
Organization: Todd County

<table>
<thead>
<tr>
<th>Grant Revenue</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Total Awarded</td>
<td>$21,641.00</td>
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Grant Expenditures

<table>
<thead>
<tr>
<th>Grant Activity Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical/Engineering Assistance</td>
<td>$11,183.18</td>
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<tr>
<td>Education/Information</td>
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<td>Administration/Coordination</td>
<td>$713.80</td>
</tr>
<tr>
<td>Regulations/Ordinances/Enforcement</td>
<td>$8,086.99</td>
</tr>
</tbody>
</table>

Total Spent $21,641.00
Returned Amount $0.00
Balance Remaining $0.00
Percent Spent 100%

This is to certify that the information is a true and accurate representation of the grant program accounts for the 2017 - Wetland Conservation Act - NRBG (Todd County)- Todd County. We believe our records are complete and subject to an audit.

______________________________  __________________________
OFFICIAL SIGNATURE                  DATE

Please sign, scan, and upload this form to the attachments tab in eLINK.
If returning program funds, please use the Returned Check form.

Make checks payable and mail to:
Board of Water and Soil Resources
520 Lafayette Road N.
St. Paul, MN 55155

Report created on: 8/1/2018
GROUNDWATER IN THE SAUK RIVER WATERSHED

The Crooked Willow Event Center, Ground floor  11181 County Rd 82 SE, Osakis

November 14, 2018  9:00 – 4:00

Workshop Objectives

✓ Share current information on local hydrogeology, groundwater quality, and supply
✓ Develop a better understanding of the connection between groundwater and surface water
✓ Explore the impacts of key local land uses and Best Management Practices on groundwater quality and quantity
✓ Better understand the importance of drinking water management

9:00  Registration/coffee; view maps on walls; write your questions about maps on posted paper

9:45  Audience seated

9:50  Survey Findings on Local Government Capacity to Protect Groundwater  Sharon Pfeifer, DNR

10:10  Basic Hydrogeology of the Sauk River Watershed  Paul Putzier, DNR

10:40  Pollution Sensitivity of Groundwater in Watershed  Jim Berg, DNR

11:10  Land Use Impacts on Groundwater in the Watershed  Nicola Blake-Bradley, DNR

11:40  Naturally occurring contaminants in Groundwater  Karen Voz, MDH

12:10  LUNCH; view geologic maps on walls

1:00  Nitrate Test Results for Sauk River Watershed  Ryan Perish, MDA

1:30  Planning for Manure management to Protect Groundwater  Lea Holter, NRCS

2:00  Local Government Roles in Groundwater Protection  Stephanie Souter, Washington County

2:30  Private Groundwater Well Stewardship  Jeff Broberg, Mn Well Owners Organization

3:00  Forever Green and Clean Groundwater  Dr. Don Wyse, U of M

3:30  Reflective Question:

What did you learn today that could improve your capacity to address groundwater issues?
NOTICE    Save This Date    November 14th, 2018

UNDERSTANDING GROUNDWATER in the SAUK RIVER WATERSHED

Crooked Willow Event Center, 4 miles west of Osakis

For Local Government Staff (lunches for 30)  9:00 a.m. to 4:00 p.m.

For Locally Elected or Appointed Officials (refreshments for 20)  4:30 p.m. to 6:30 p.m.

Will the Sauk River Watershed where you live and work in have enough good quality groundwater to support the well-being of local communities in the watershed into the future?

This free informational event on groundwater is tailored for local government staff and officials in the Sauk River Watershed whose jobs involve planning for or implementing local water and land use practices and/or policies. Knowing why and how to protect your invisible groundwater resource, that might be shared in the watershed, could influence the availability and quality of this essential, life-supporting resource.

Each groundwater informational event will provide 1) a basic, scientific understanding of groundwater and its interaction with surface water, and 2) various perspectives on why, who, and how to protect this essential, shared resource.

Pre-registration is necessary or both audiences.

LGU staff register for the morning event by emailing https://mngts.regfox.com/groundwater
Local officials, register for the late afternoon event by emailing sharon.pfeifer@state.mn.us
UNDERSTANDING GROUNDWATER: AN INVISIBLE, YET ESSENTIAL RESOURCE

Crooked Willow Event Center, 4 miles west of Osakis

November 14, 2018 4:30 – 6:30

Target Audience: LOCALLY ELECTED AND/OR APPOINTED DECISION-MAKERS

To Register: Email Sharon.pfeifer@state.mn.us and copy Bernice.cramblit@state.mn.us

4:30 – 4:45 Audience Meet and Greet – Light Refreshments; Materials Review on walls

4:45 – 5:00 Welcome; Audience Introductions

5:00 – 5:15 Groundwater Perspective for the Watershed Sauk River Watershed

5:15 – 5:45 Groundwater: Why is it important? Who is responsible to protect it? Jason Moeckel, DNR

5:45 – 6:15 Groundwater Update for Sauk River watershed Paul Putzier, DNR

6:15 – 6:30 Reflection Question: What did you hear that might help improve your capacity to make groundwater decisions that affect the watershed?
Meetings, Events & Coordination
• Participated in SWCD and PZ staff meetings and NRCS-SWCD meeting.
• Prepared for BOC meetings with action forms presented on June 3 and 17 (by Loren Miller)
• Prepared materials for SWCD board meeting.
• 1W1P meeting to choose contractor.
• Presented on radio about water related activities ongoing at the district.
• Attended Land Use Planning Training in Little Falls with 5 PZ board members
• Total contacts for month included 13 for SWCD and 56 for PZ = 69 total   4 Site visits

Operations
• Met with MIS regarding electronic tools plan for staff – smart phones – lap-tops - etc
• Developed news article for PZ
• Finance meeting with AT, Commissioners
• Dept. Head meeting and 1 hr of training on personality types.

Field Projects and Activities
• Met with staff about Buffer Compliance.
• Met with staff to look at prioritized field projects for upcoming grant writing efforts.
• Met with BWSR to go over grant ideas.
• Visited the Elliott Big birch violation site, prepared a summary, and sent to landowner.
• Visited a difficult Shoreland site that was the location of several violations by previous landowners and worked with current landowners on options to resolve the runoff hazards.

Planning & Zoning
• Met with Bruce Township related to coordination between township and County.
• Worked with Big Swan Campground on their attempt to modify their CIC.
• Prepared for Planning Commission meeting, prepared staff report, presented cases, follow-up.
• Prepared for Board of Adjustment meeting, prepared staff report, presented cases, follow-up.
• Worked on multiple violation cases during the month.

Staff Management
• Reviewed timesheets and reporting records
• Worked with Ben Guell on 3 month goals
• Met with staff one-on-one as needed during the past month.

Signatures
• Signed vouchers for SWCD and P&Z Expenses during the month.
• Signed WCA decisions for the month prepared by Lew.
• Approved Planning and Zoning permits.
Staff Report for July 5- July 26, 2018
Leave Request: July 27-August 10, 2018

Site visits by Deja (13)-some in conjunction with Kevin Brown:
- Kreemer- Construction Inspection
- Rowe- assistance visits (2)
- Peyton- Site Inspection
- Lamusga- Feedlot Assistance Inspection
- Larson- Tile survey
- Drayna- Assistance Visit/ Conservation Delivery
- Stelling- Conservation Interview
- Pansch- Registration Visit, Site Inspection, Conservation Interview
- Bertram- Feedlot Inspection
- Yoder- Permitting Inspection
- Kniesl- Registration Visit (2)

In Office Meetings (1) Berscheit 7/26/2018

Complaints: (2)
- Horses in Residential Zoning--not a threat to water quality- referred to P&Z
- Buffer degradation & cattle in water- inspection conducted per request of MPCA- referred to Buffer Program. High nutrient density and algal growth in water evidenced.

Producer/Citizen Assistance- Counter and Phone Calls until June 2 (Feedlot Related): (40)

Meetings/ Trainings: Bruce Township Board Meeting- Topic: Feedlots (7/9); Right To Know Training (7/22); Division Meeting (7/13); SWCD Staff Meeting (7/23); CFO Web-Map Tool Ex (7/24); Whole Staff Grant Meeting (7/26)

Other:
- Feedlot Registration, Reviews for Staff, and Data Entry (15 hrs.)
- AgBMP loan assistance and outreach-5 customers;
- SWCD Quarterly Reporting (.5 hrs.);
- MinnFarms-Schmidt; Lamusga, Statema
- Ag Water Quality Assistance and Reporting- (2 hrs.) 3 new sign- ups & 2 more interested
- MPCA 319 Grant hours- Middendorf- 1 hr.
- MPCA Mid-year Evaluation
- Buffer assistance and Tree Planting/ Sales Assistance
- Addendum to Drayna Conditions of Contract
- Hershberger Variance: Findings of Fact submitted to Planning & Zoning

See Back Page for Status Review per Request of Board

Report Submitted this 26th day of July, 2018 by Deja Anton- SWCD Livestock Advisor

To Meet the Public’s Needs by Protecting the Land and Safeguarding the Water
Top Feedlot and Farm conservation Focus- not in any particular order:

1. **Vetsch**- Permit- Barn Update completed. Application for Construction of Pit for Fall 2018 into Spring 2019
2. **J-V Feeders**- Nutrient Management Plan Complete- Waiting for engineer for approved design for feedlot fix
3. **Middendorf**- Under Permit- Pre-Construction meeting Completed- waiting for break in weather – August 2018 Start date planned
4. **Schmidt**- Request for WCTSA and tech low cost fix ideas for proposed expansion under 300AU
5. **Berscheit**- Nutrient Management Plan Complete- Construction slated for Spring 2019
6. **Yoder**- Under Permit- reduced lot usage for minimal impact until fix complete
7. **Eischeid**- Nutrient Management Plan Complete- Requesting Interim permit- reviewing final design
8. **Bertram**- Tech assistance and SWCD contract requested
9. **Rewitzer**- Nutrient Management Plan complete- working on designs- Construction slated for 2019
10. **Henrich**- Nutrient Management Plan Complete- Construction slated for 2019
11. **Kreemer**- 2018 Construction near complete
12. **Gray**- developing Nutrient Management Plan and working on acceptable design
13. **Buderus**- Refer to Planning & Zoning for CUP Review- no action
14. **Judd**- Preliminary design
15. **Julig**- Nutrient Management Plan Complete- final design- construction on hold
16. **Lamm**- Waiting for nutrient management plan; design in preliminary stages
17. **Panek**- Under permit- Barn complete- waiting for contractor for Fall 2018 Construction
18. **Lamusga**- waiting for Nutrient Management plan- preliminary design
19. **Hauer**- Nutrient management plan complete- design complete- P&Z referred entered into County agreement- - minimum action
20. **Oyster**- Pit Closure Completed- **waiting since July 9 for Board approval for payment**
21. **Wiese**- Pre-Con Completed- late summer- fall 2018 closure planned
22. **Baxter**- Brommeling- Pre-Construction Meeting scheduled for August 10, 2018 Fall Closure planned
23. **Bakke**- technician design complete- Fencing up- mid construction 2018
24. **Schmitz**- Low cost fix design- Under Permit
25. **Larson**- technician design complete-waiting for bids
26. **Kraemer**- Final inspection scheduled
27. **Rinde**- Under permit- mid-construction
28. **Drayna**- new conditions set on contract- on hold for time being
29. **Johnson**- plan complete- construction on hold for better markets
30. **Keppers**- waiting for SWCD contract to come available
31. **Tomsche Dry Cow**- Project complete-Final Construction Inspection needed- permit expired
32. **Black Pines Angus**- request for SWCD assistance for livestock exclusion fencing; waiting for SWCD contract to come available
33. **Johnson**- Pit closure request; waiting for SWCD contract to come available
34. **Bock**- Nutrient Management Plan needs completion- preliminary design
35. **Stelling**- preliminary design complete- on hold
36. **Dittbener**- notification of cost share available for pit closure by office staff. Acceptance pending.

Lots of delays due to weather patterns and poor markets with other potential projects

To Meet the Public’s Needs by Protecting the Land and Safeguarding the Water
Staff Report:
Kevin Brown
7/01/2018-7/31/2018

- Feedlot Registrations:
  1. Gordon, Little Elk, Kandota, and Grey Eagle townships have been completed

- Completed Glen Middendorf Interim Permit Application completed

- Site Inspections:
  1. Guadalupe – Shoreland concern of Long Prairie River
  2. Jason Kraemer

- Site visits:
  1. Virgil Schmidt – possible project in near future, surveyed
  2. Glen Middendorf- pre – con meeting
  3. Rasinski
  4. Row
  5. Danny Payton
  6. Jason Lamusga – possible project in near future, surveyed
  7. Sheldon Larson – surveyed, hoping to have project ready for board next month
  8. John Bertram – site have been ranked and hoping to do a project in near future
  9. John Bakke

- Conservation of the Year Award:
  1. Have conducted interviews for Marcus Meiners, Stellings, and Joel Panch

- County Fair:
  1. Helped set up and take down booth.

- Field Day Morrison County
Board Meeting, August 2018

Training
- None

Projects
- Current/Recently Completed Projects/Upcoming projects for approval
  - None
- Visited Cost Share Spot Checks
  - None
- Provided Technical Assistance & Potential projects for Shore Land / River Restoration / Erosion
  - Ardlol, Charlotte
  - Gmerick, Trees
  - Meyers, Trees
  - Sullivan, Little Birch
  - Pine Island Lake Association
  - Younglove, Long
  - Habeck (Bjornebo), Maple
  - Bauer, Ashley Creek
  - Central Todd County Care Center
- Aquatic Invasive Species (AIS)
  - Second round of veliger sampling started with volunteers
  - Decal placed at Big Swan landing “Clean In Clean Out”
  - Hosted demonstration of CD3 Waterless Cleaning for AIS Committee
  - Starry Trek organization on August 18
- RIM/WRP/CREP
  - None
- Mississippi River Brainerd Watershed
  - Civic Engagement planning for Open House
- Outreach
  - Newsletter
  - Todd County Fair – Materials at booth
- Meetings
  - SWCD Staff Meetings
  - NRCS/SWCD Meeting
  - Local Workgroup Meeting
- Funding
  - Working on prioritization for upcoming BWSR grant
  - 319 Small Watershed Funding Meeting for Long Lakeshed Application
- Other
  I have accepted a position with Morrison SWCD starting August 13th to serve as the District Manager. Helen McLennan is retiring after 32 years. A retirement party is scheduled for November 13th from 4-6 PM at Camp Ripley and will be a shared event with the retirement of Marvin Stangl who has been on the board for 34 years.
Reporting Dates: July 2018

**Trainings/Meetings attended:**

**WCA:**

New Violations:
- Bearson – Fill in Type 2 within shoreland protection zone Lake Osakis
- Parnell-Savoy – Fill in Type 2/6 within shoreland protection zone

New Applications received:
- Harren – Non-perf tile with open inlet
- May – Private lateral of CD18 Maintenance

Notice of Decisions:
- Harren – Non-perf tile with open inlet

Ongoing Violations/ Upcoming Projects:
- Future Cty 19 delineation
- Kahout – 2,665 sq. ft. fill in Type 3 wetland

**WCA Customer outreach:**
- 14 Site visits
- 26 Phone calls, office visits, etc.

**SWCD:**

- Buffer Technical Assistance (and site visits) and State Compliance Tracking
- DNR Wells
- Cost Share Tree Plantings
- Cost Share Spot Checks
- OHW Surveys for landowners

**County:**

- Front Desk Assistance
- SWCD County Fair Booth Materials/Setup
Financial/Reporting/Administrative:
- Prepared for Board Meetings—packets
- Prepared minutes from board meetings
- Financial keeping/preparing vouchers
- July Program summary completed. Month ended hasn’t closed. (8/1/2018, so I don’t have the cash reports)
- PP#9-14 Wage reimbursement completed—April 1, 2018-June 23, 2018 (7/31/2018)

Grant Programs
- Grant tracking
  - Updating grant sheets
  - Will start midyear e link reporting after reimbursements are processed.
- Program review with Tim

Feedlot Program:
- Reviewing registrations as they come in.
- Assisted landowners with registration form (over phone and at counter)
- Mapping tool webinar
- 2nd notice mailings to landowners that have not returned registration forms.

Meetings/Trainings:
- Staff meetings—Attended
- NRCS/S&W staff meeting—cancelled
- BWSR Meeting with BC (Chris Pence).

County Programs:
- Financials
- Septic Cost Share review
- PP#9-14 Wage reimbursement completed—April 1, 2018-June 23, 2018 (7/31/2018)

AIS Program:
- Financials
- PP#9-14 Wage reimbursement completed—April 1, 2018-June 23, 2018 (7/31/2018)

I will not be at the next board meeting. Lew Noska will be taking minutes on my behalf.
CRP: Continuous CRP Reenrollment site visits and mapping. I have been busy going through expiring contracts determining which are eligible for reenrollment. This consists of looking at aerial images and onsite evaluations. Currently have one CP23a practice waiting to be approved and we will be having multiple CP21 and CP22 reenrollment offers soon. We have had a few 2018 seeding contracts that did not get seeded by the July 15th seeding date extension. Those contracts were passed onto the county comity and approved for fall dormant seedings or seeding dates for spring of 2019. In the mean time we are requiring them to seed a temporary cover crop of small grains (Oats or Barley) before September 1st on whatever CRP acreage they did not get planted. This has involved a lot of phone calls, in office visits and back and forth with landowners. Otherwise I have been busy providing technical assistance to landowners with CRP contracts requesting help in dealing with all aspects of their contracts.

WRP: I have completed my WRP monitoring for Polk, Norman, and Becker counties. This involved 2.5 long days of onsite evaluations and numerous hours of prep and paperwork to follow. In total I monitored 14 sites and roughly 7000 acres. It’s been a big relief to have the monitoring done.

CREP: BWSR extended the batching periods for all CREP applications and practices. I currently have one application done and waiting for the CRP portion to be approved before I upload it to BWSR. There are 2 other applications in process and should be signed by landowners in the near future.

EQIP: Assisted a handful of landowners with their HBP monitoring for the month of July. They will be required to do August and September’s monitoring on their own. I went out and site checked 4 other other EQIP projects to approve them for their PPWGRP payment through EQIP.