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 10, 2017 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  Kenny Pesta
Pledge of Allegiance
Act on Approving Agenda
   Secretary’s Report (Minutes)  Norman Krause
   Treasurer’s Report (Financial)  Tom Williamson

1. Decisions Needed
   1. Approve Riparian Buffer Cost Share policy  Tim
   2. Approve location for Awards Luncheon on September 14, 2017  Tim
   3. Approve encumbering CWP cost share funds for City of Swanville  Tim
   4. Approve encumbering FY17 state cost share funds for Connie Davis, contract #6-17  Tim
   5. Approve payment of MPCA 319 funds for Paul Cebulla, contract #10-14/319  Tim
   6. Approve payment of MPCA 319 funds for Paul Cebulla, contract #11-14/319  Tim
   7. Approve re-encumbering MPCA 319 funds in the amount of $148.40 (project cost less)  Tim
   8. Approve encumbering additional MPCA 319 funds for Marcus Meiners  Tim
   9. Approve payment of MPCA 319 funds for Marcus Meiners, contract #12-14/319  Tim
  10. Approve payment of FY16 State cost share funds for Marcus Meiners, contract #8-16  Tim
  11. Approve payment of FY16 Local Capacity cost share funds for Marcus Meiners, contact #3-16 LC  Tim
  12. Approve payment of FY17 Local Capacity cost share funds for Marcus Meiners, contract #11-17 LC  Tim
  13. Letter of acknowledgement for service – Ethan Dahl and Hagen Gamradt  Tim

2. Discussion
   1. Discuss NACD’s 2017 invoice  Tim
   2. Discuss 2018 Annual Work Plan – Principles and Values  Tim
   3. Discuss 25 by 25 Water Quality Town Hall Meetings  Tim

3. Reports
   1. Commissioner’s Report  Gary/Randy
   2. Staff Reports  SWCD Staff
   3. Pheasants Forever Report  Sabin
   4. NRCS Report  Russell

4. Informational

To Meet the Public’s Needs by Protecting the Land and Safeguarding the Water
5. Other

Adjourn
The next regular SWCD board meeting will be September 14, 2017 beginning at 8:30 a.m. at the Historic Courthouse, (Prairie Conference Room), 215 1st Ave South, Long Prairie, MN 56347.

Following the regular board meeting on September 14, 2017 Todd SWCD Board of Supervisors will host their Annual Awards Luncheon program.
MINUTES FROM THE JULY 13, 2017 REGULAR BOARD MEETING

Chairman Pesta called the Thursday, July 13, 2017 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: Kenny Pesta, Dale Katterhagen, Norman Krause, Tom Williamson and Leland Buchholz. Others present were: Tim Stieber, Division Director, Sarah Katterhagen, Program Coordinator, Deja Anton, Feedlot Advisor, Shannon Wettstein, Water Planner, Danielle Anderson, Conservation Technician, Lew Noska, Conservation Technician, Sabin Adams, Pheasants Forever, Russell Kleinschmidt, NRCS, Gary Kneisl, County Commissioner and Lynn Nelson, SRWD.

Board Member Absent: Norman Krause.

Staff Member Absent: Sabin Adams.

Commissioner Absent: Randy Neumann.

The Pledge of Allegiance was recited.

Pesta asked if there were any additions to the agenda. Katterhagen made a motion, seconded by Williamson to accept the July 13, 2017 agenda with the additions of 1.6-Approve FY2018 State of MN Riparian Buffer Cost Share grant agreement and 1.7-Approve payment of FY14 MPCA LPR 319 cost share funds for Dylan and Sara Fletcher, contract #9-14/319. Affirmative: Pesta, Katterhagen, Williamson and Buchholz. Motion Carried.

Pesta asked if there were any additions or corrections to the minutes from the June 8, 2017 regular board meeting. Katterhagen made a motion, seconded by Williamson to approve the minutes as distributed from the June 8, 2017 regular board meeting. Affirmative: Pesta, Katterhagen, Williamson and Buchholz. Motion Carried.

S. Katterhagen and Stieber reviewed June’s Program Summary. Katterhagen made a motion, seconded by Buchholz to accept June’s program summary with receipts totaling $19,125.59 and disbursements totaling $1,309.16. Affirmative: Pesta, Katterhagen, Williamson and Buchholz. Motion Carried.

Buchholz made a motion, seconded by Williamson to approve request to cancel FY17 state cost share funds, cost share contract #2-17 for Zion Lutheran Church in the amount of $237.50 for the well sealing practice. Affirmative: Pesta, Katterhagen, Williamson and Buchholz. Motion Carried.
Buchholz made a motion, seconded by Williamson to approve re-encumbering FY17 state cost share funds in the amount of $237.50. Affirmative: Pesta, Katterhagen, Williamson and Buchholz. Motion Carried.

Katterhagen made a motion, seconded by Williamson to approve Kevin Ehnes as the recipient of the 2017 Conservationist Award. Affirmative: Pesta, Katterhagen, Williamson and Buchholz. Motion Carried.

Katterhagen made a motion, seconded by Buchholz to approve Meryl Wegner as the recipient of the 2017 Land Stewardship award. Affirmative: Pesta, Katterhagen, Williamson and Buchholz. Motion Carried.

Buchholz made a motion, seconded by Williamson to approve the addition of other waters list to resolution #20170613-1-Local Water Resources Riparian Protection in Todd County. Affirmative: Pesta, Katterhagen, Williamson and Buchholz. Motion Carried.

Williamson made a motion, seconded by Katterhagen to approve FY2018 State of MN Riparian Buffer cost share program grant agreement. Affirmative: Pesta, Katterhagen, Williamson and Buchholz. Motion Carried.

Williamson made a motion, seconded by Katterhagen to approve payment of FY14 MPCA LPR cost share funds to Dylan and Sara Fletcher in the amount of $14,801.50, contract #9-14/319 for a streambarb project. Affirmative: Pesta, Katterhagen, Williamson and Buchholz. Motion Carried.

2018 SOIL AND WATER BUDGET PLANNING PROCESS: Stieber reported that 2018 budget planning will soon start. Board requested proposals to be brought to future meetings.

REVIEW MEMORANDUM OF UNDERSTANDING BETWEEN NRCS AND SOIL AND WATER: Board consensus to re-sign the Cooperative Agreement between NRCS and Soil and Water due to grammar errors. An operational agreement is not needed between NRCS and Todd Soil and Water as the offices are not collocated. Kleinschmidt reviewed the Memorandum of Understanding between NRCS and Soil and Water.

MASWCD GOVERNANCE 101 CONFERENCE: Board consensus is not to attend the Governance 101 Conference in September 2017.

MASWCD CONVENTION PLANNING: Buchholz volunteered to be part of the committee for planning for the convention, and Stieber noted that he would have Sarah Katterhagen from the office be part of the committee for planning for the Annual Convention.

BUFFER STATUS UPDATE: See handout. Anderson and Stieber discussed the waiver form, and Todd County will be having public hearings starting August 3, 2017 for public input about the proposed changes to county ordinance to allow full implementation of the buffer ordinance.

MDA DRAFT NITROGEN FERTILIZER RULE UPDATE: Anton attended the public meeting.

25 BY 25 2017 PUBLIC ENGAGEMENT PROCESS: Stieber presented information about the upcoming meetings indicating that the SWCD could also comment using an online survey.

SOIL HEALTH/SOIL QUALITY DISCUSSION: See handout. Staff presented that they would like to attend trainings related to soil health. Board consensus that they would like to see staff attend trainings related to soil health.
COMMISSIONER REPORT: Kneisl reported the County will be working on 2018 budgets soon.

STAFF REPORTS: (See attachment) Stieber reported Elliot’s restoration order was reviewed and the landowner still has work to do on the site.

Board asked S. Katterhagen why she has so many in the Feedlot Program. S. Katterhagen and Anton explained they are working on updating all Feedlot registrations for the next funding cycle.

Anderson reported that Todd SWCD is #4 for in the Area for having landowners certified in the Ag Water Certainty program.

Anton reported that MPCA might start charging for permits that the district largely completes.

Noska reviewed his staff report.

Wettstein reported for River and Lake Day the DNR brought in Aquatic Plants for attendees to see.

Adams was not the meeting as he was at State Technical meeting.

Kleinschmidt reported he is working on EQIP and CSP programs.

Other:

Chairman Pesta adjourned the meeting at 11:00 a.m.

The next meeting of the Todd SWCD Board of Supervisors will be held on Thursday, August 10, 2017 beginning at 8:30 a.m. at the Todd County Historic Courthouse (Prairie Conference room), Long Prairie, MN 56347.

Sarah Katterhagen, Minute Preparer

Norman Krause, Secretary
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| TOTAL                                           | $628,027.65   | $31,909.85| $21,690.22    | $638,247.28   |

Prepared by: Sarah Katterhagen, Program Coordinator

District Treasurer, Tom Williamson
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2 - Page Break by DEPT
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N - Vendor/Payer Name
T - Type Of Transaction
W - Receipt/Warrant Number

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4 - Account Totals and Subtotals by OBJECT Range
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Only This Basis?: No

Print YTD Totals: No
Type of Report:
1 1 - DETAIL
2 - ABBREVIATED

Specific Dates: From: 07/01/2017 Thru: 07/31/2017

Comment:
FUND Range From 79 Thru 79
DEPT Range From 603 Thru 603
# ACCOUNT ACTIVITY REPORT

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**Todd County**

**ACCOUNT ACTIVITY REPORT**

From: **07/01/2017** Thru: **07/31/2017**

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**PROGRAM 581 Total**

| TOTAL | 787.00 |

**DEPT 603 - SOIL AND WATER CONSERVATION (FEEDLOT) Total**

| TOTAL | 10,219.63 |

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

| TOTAL | 10,219.63 |

17 Transactions 9 Accounts Final Total 10,219.63
### Todd County

**TRIAL BALANCE REPORT**

As of 07/2017  

Report Basis: Modified Accrual

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Copyright 2010-2017 Integrated Financial Systems
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<td><strong>Total . . . .</strong></td>
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<td><strong>190,434.26</strong></td>
<td><strong>614,471.28</strong></td>
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</table>
Riparian Buffer Cost Share Program

Funding: BWSR

Intent: Policy establishes a flat-rate cost share program to bring parcels into compliance with the Buffer Law

Eligible for Cost Share: Parcels that are not in compliance

Timeline: Limited one-time funding source - sign up through February 2018.

Technical Staff: Conservation Technician assigned to program reviews applications

Administrative Staff: Director and Program Coordinator assigned administrative functions

Approach 1: Planting of Perennial Vegetated Buffer

Rate: $300/acre

Compliance Checks: Spot checks will be conducted for 10 years

What can be planted: * Native vegetation allowed
* Approved non-native, non-invasive, perennial species
* Grazing allowed with grazing management plan

Allowable activities after establishment include haying, seed propagation, bio-energy production, and prescribed burning; if these occur outside of the nesting season of May 15 to August 1 and are included in the operation and maintenance plan. Alternative dates can be approved by the SWCD on a case-by-case basis for weed control, tree and scrub management or emergency repairs. Grazing after successful establishment is allowed with an approved grazing management plan (e.g. Prescribed Grazing practice standard 528).

Approach 2: Application of Alternate Practices

Rate: $150/acre

Compliance Checks: spot checks will be conducted for 10 years

Process
* Consult the Minnesota Board of Soil and Water Resources (BWSR) Common Alternate Practices Technical Guidance – alternative practices must provide the comparable water quality benefits as a planted buffer based on USDA RUSLE2 soil loss calculations or SWCD best professional judgement.
* Landowner must provide at a minimum a 5 year plan of practices to be used on each parcel to be considered for cost share.
* Landowner plans will be evaluated to ensure that proposed practices provide the needed benefit.
* Landowner must maintain documentation of alternative practice(s) including but not limited to: SWCD approval of practice, 5 year practice plan, installation/implementation records, and maintenance records
* If alternative practice is removed permanent buffer must be planted to the prescribed width.
* Alternative practices installed on public ditches must receive approval from county ditch authority.

_____________________________________________  __________________
District Chairman                                    Date

Board Action Tracking Number: 20170810-01
Ethan Dahl
12541 690th Ave.
Emmons, MN 56029

Mr. Dahl,

On behalf of the Todd County Soil and Water Conservation Board and Todd County we would like to express our sincere gratitude for your volunteer service to our organization from May 22nd until August 11th this year. The cumulative effort of your time was over 520 hours and provided invaluable help to the Todd SWCD office. We sincerely hope your experiences working on an array of our Todd County programs helped to develop your appreciation for SWCD’s and their partner agencies and offers you an advantage in your career search once you graduate.

We wish you the best in your future endeavors in the natural resource field.

Sincerely,

Kenneth Pesta, SWCD Board Chairperson
Rodney Erickson, Todd County Commissioner Chairperson
Hagen Gamradt  
21707 225TH AVE  
Long Prairie, MN 56347

Mr. Gamradt,

On behalf of the Todd County Soil and Water Conservation Board and Todd County we would like to express our sincere gratitude for your volunteer service to our organization from January 2017 until July 2017. The cumulative effort of your time was over 400 hours and provided invaluable input evaluating the extensiveness of abandoned pits within Todd County. This work will allow Todd SWCD to better solicit grants to support landowners in closing these un-used agricultural waste storage structures. This will ensure a safer environment for people and animals on these properties and protect ground and surface waters from contamination.

We wish you the best in your future endeavors in the natural resource field.

Sincerely,

Kenneth Pesta, SWCD Board Chairperson  
Rodney Erickson, Todd County Commissioner Chairperson
Dear District Officials,

Attached is your final invoice for NACD’s 2017 Fiscal Year (FY). Now is the time to make a payment toward your membership dues to show support for your national association.

NACD works every day for every district to provide:

**Advocacy on Capitol Hill** - NACD recently launched a new Grassroots Advocacy webpage stocked with information and templates to help you contact Congress and advocate for issues important to your conservation district.

**Stewardship and Education materials** - The NACD Stewardship and Education Committee recently announced the 2017 poster contest and 2018 stewardship week theme: *Watersheds – Our Water, Our Home.* NACD’s 2018 education and outreach materials are currently under development, but you’ll find all of the association’s previous themes and their coordinating resources for FREE download on our website.

**Conservation district grant opportunities** - In 2016, NACD awarded $2 million in grants to 42 districts in 25 states to help them build technical assistance for urban ag conservation projects. Through the same Urban Agriculture Conservation Grants Initiative, NACD will award grants to 20 districts in 2017.

**Resources** - Your membership supports the development and access to a variety of materials designed to strengthen your local board. Head over to the resources section of the website for district guides, NACD reports, recorded webinars and much more. Be sure to check back regularly for new materials and updates!

**Regional and national meetings** - These meetings offer a great opportunity for members to network and attend educational breakout sessions and skill-building seminars. NACD meetings serve to reenergize and build capacity across the conservation community at several times and locations throughout the year. Be sure to save the date for these upcoming opportunities:

- **2017 Summer Meeting & Conservation Tour**  
  **July 15 – 18**  
  Altoona, IA

- **Northeast Region Meeting**  
  **August 13 – 15**  
  Burlington, VT
South Central Region Meeting  August 2 – 4  Alexandria, LA
Southeast Region Meeting  August 6 – 9  Greenville, SC
State Association Exec Directors Conf.  August 29 – Sept. 1  Salt Lake City, UT
Southwest/Pacific Region Meeting  September 11 – 14  Tucson, AZ
2018 Annual Meeting  January 27 – 31  Nashville, TN

Also, don’t forget to sign up for NACD’s electronic publications and follow us on Facebook and Twitter! And feel free to reach out to your NACD Board Member, NACD Officer, NACD Executive Board Member, or one of our staff members to hear more about what NACD does for our members across the nation.

Sincerely,

Kim LaFleur
Secretary-Treasurer

Dues Structure & Benefits

<table>
<thead>
<tr>
<th>Membership Level</th>
<th>Benefits</th>
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<tr>
<td>Platinum*</td>
<td>$3,001+&lt;br&gt;• 2nd registration free to NACD Annual Meeting&lt;br&gt;• 2 invitations to NACD President’s Reception at Annual Meeting&lt;br&gt;• 20% off a single purchase of $100 or more from the NACD Marketplace (excluding sale/clearance items)</td>
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<td>$1,776 - $3,000&lt;br&gt;• 2nd registration half-price to NACD Annual Meeting&lt;br&gt;• 1 invitation to NACD President’s Reception at NACD Annual Meeting&lt;br&gt;• 15% off a single purchase of $100 or more from NACD Marketplace (excluding sale/clearance items)</td>
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*Full Membership Level (Gold and above)
# National Association of Conservation Districts

## CONSERVATION INVESTMENT

Customer #: 38590

**Investment Date:** July 1, 2017

Todd SWCD  
215 1St Ave S Ste 104  
Long Prairie, MN 56347-1450

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**Investment Total** $  
**Taxes** $ 0.00  
**Amount Paid** $  

**Please Pay** $

---

## PLEASE DETACH AND REMIT WITH YOUR PAYMENT

**Conservation Investment FY17 (check one)**

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**Payment**

- Final Payment  
- Installment ____ of ____  
- Check #  
- Visa  
- MasterCard  
- Discover  
- Card No.  
- Exp. Date  
- Name on Card  
- Signature  

Customer #: 38590

Todd SWCD  
215 1St Ave S Ste 104  
Long Prairie, MN 56347-1450

- check here for change of address (see back for details)  

**Mail check and form to:**  
National Association of Conservation Districts  
509 Capitol Court NE  
Washington, DC 20002

**Fax credit cards and form to:** 202-547-6450
Change of Address

Please Check the box on the reverse side and print information clearly below.

Effective Date: _________/_______/__________
Account Name: __________________________________________________________
Street Address: __________________________________________________________
City: __________________________ State: __________ Zip: __________
Contact Name: __________________________ Phone Number: __________________
E-mail Address: _________________________________________________________
Todd SWCD Planning

**Vision Statement** – “where we want to be”

Meeting the public’s needs through soil and water resource conservation.

**Mission Statement** – “how we plan to achieve or work toward the vision”

Conserve, restore, and protect Todd County’s natural resources by providing conservation leadership, technical, financial, and educational assistance to landowners, local governments, and businesses.

**Organizational Guiding Principles and Values** – important to frame the entire plan, who we are, where we are located in the state, our history, our cultural heritage – these factors shape the principles and values – in turn determining what is important and the approaches used. If proposed actions are not consistent with organizational principles and values they will not be a good fit for the organization.

**From 2013-2018 Strategic Plan**
Support education as opposed to enforcement approaches (principle & value)
Support incentives to encourage conservation and behavior change (principle)
Focus on Soils (value)
Work directly with landowners and are solution oriented and not compliance oriented (principle)
Partnerships with USDA-NRCS (principle)
Co-location within the Todd County organization

**Proposed Guiding Principles**

Todd SWCD is an independent, self-governing, non-political entity focused on conservation.

Todd SWCD works directly with landowners seeking voluntary commitments to conservation that are solution oriented and not compliance driven whenever possible.

Todd SWCD forms strategic partnerships to maximize our work and minimize duplication with our partners. Maintenance of these relationships and the continued success of our partners is important to supervisors and staff. Ultimately the close relationship between district staff and other agencies provides better service to landowners and opens opportunities for project funding.

Todd SWCD provides staff and board training to maintain technical skills and science based knowledge to better serve our constituents, maximize our credibility, and increase success of on-the-ground conservation.

**Proposed Guiding Values**

Clean water is vital for Todd County’s future.

Productive soil is a life-sustaining, nonreplicable resource essential to the economy of Todd County.

Animal agriculture is a necessary and important part of life in Todd County.

Educated and informed citizens general make good land use decisions. Todd SWCD works to provide excellent customer service and provides education and outreach venues to best reach landowners.

Wildlife are valuable to the people of Todd County and will benefit secondarily from SWCD conservation efforts focused on water and soil resources.

Last updated: August 2, 2017
Resource Initiatives and Focus Areas
These are the broad areas that the organization seeks to improve, protect, enhance, etc. These are inclusive of all previously stated goals in 5 year strategic plan.

A. For each put together supporting background, state the importance to the public, mention current trends or data, what has traditionally been done to address this resource concern including mentioning current or recent work. This is also termed a needs or justification statement.

B. A plan organized in this manner will break up work that may have previously been stated in work plans in a different manner. For example, Feedlot work will be listed under surface water, ground water, and maybe other areas within the final plan.

C. Under each initiative there are listed multiple organizational goals – statements of how the initiative will be worked on or addressed. Objectives listed under listed under the goals need to be SMART (specific, measurable, achievable, relevant, timeframe).

D. Under the objectives – list the approach to be used Technical Assistance, then Financial Assistance, then Education and Outreach. It should be clear what approach will be used.

Maintain and Improve District Operations and Leadership
Types of Activities Included: planning efforts such as 1W1P, TMDL, Water Planning, partnerships, project prioritization, professional standards, financial processes, customer service, developing relationships

Protect and improve surface water resources
Types of Activities Included: buffer program, MAWQP, stream barb projects. Feedlot runoff, manure management, animal exclusion, erosion control, maintaining and protecting wetlands, water monitoring.

Protect and improve ground water resources
Types of Activities Included: groundwater monitoring, irrigation scheduling, groundwater nitrate, pit closures, irrigation management conservation plans, drinking water management plan

Ensure continued soil productivity and farm sustainability
Types of Activities Included: soil erosion control and practices to promote, MAWQP, Precision Ag, cover crops, grazing management, nutrient management, soil health and soil quality

Enhance the quality and extent of Todd County forest lands and natural areas.
Types of Activities Included: Tree and shrub plantings, FBAP support of private lands wildlife habitat, forest stewardship and forestry as a land management option,

Protect Public Lands and Waters
Types of Activities Included: AIS program for protecting ecology of lakes, enhanced lake association work and outreach, I/E efforts

Last updated: August 2, 2017
Minnesota Association of Soil and Water Conservation Districts

The Minnesota Association of Soil & Water Conservation Districts will share a series of weekly success stories of how additional investments are being put to good use in Soil & Water Conservation Districts (SWCDs) around the state. Here is the latest story....

“Water Quality Town Hall Meetings”
Opportunity to Highlight the SWCD Mission

To: Minnesota SWCD Supervisors and Staff
From: Kurt Beckstrom, MASWCD President

As many of you know, Governor Mark Dayton has announced a series of Water Quality Town Hall meetings beginning in late July.

According to the Governor’s press release: “The town halls will offer Minnesotans an opportunity to discuss the water quality challenges facing their communities and our state, learn from experts, and engage with policymakers.... Earlier this year, Governor Dayton announced a new goal to improve Minnesota’s water quality 25 percent by 2025. Without additional action, the quality of Minnesota’s waters is expected to improve only 6 to 8 percent by 2034.”

This is an opportunity for Soil and Water Conservation Districts Supervisors and staff to advocate for the SWCD mission of voluntary private lands conservation.
MASWCD encourages SWCDs to

- Be there
- Be vocal
- Be visible

Here are a few talking points for your consideration.

- SWCDs are local government units that are part of a broader system, bringing programs from the federal and state levels into your communities to help landowners make a difference on the landscape on a voluntary basis.

- SWCD are technical experts -- “boots on the ground” – we understand our specific communities’ needs and help landowners navigate voluntary conservation programs from start to finish.

- Engaging citizens in water quality and soil health issues isn’t new for SWCDs. To address the 25 by 25 goal, the State of Minnesota will need the technical expertise of SWCDs to advance water quality and soil health. Districts are an integral part of the solution.

- Local solutions are already identified in our local comprehensive water plan (or 1W1P). (Note: You will want to share those priorities during your regional town hall meeting e.g. soil health, forestry health, cover crops, wetland restorations, water retention, geographical priorities, etc.)

- Continued investments in SWCDs will be needed to advance those activities outlined in our local plans.

The town hall meetings will also be attended by key members of Governor Dayton’s Cabinet.

From the Governor’s website....
Ten town hall meetings have been scheduled in communities across Minnesota. These town hall meetings are free to attend and open to the public. Each town hall meeting will run from 6:30-8:30 p.m. with registration beginning at 6:00 p.m. No advance registration is necessary. A complete list of dates and locations is available online: https://www.eqb.state.mn.us/Townhalls

**Rochester – Water Quality Town Hall**
Monday, July 31, 2017 – 6:30-8:30 p.m.
Registration opens at 6:00 p.m.
Rochester Community and Technical College - Heintz Commons
1926 Collegeview Rd SE

**Mankato – Water Quality Town Hall**
Wednesday, August 16, 2017 – 6:30-8:30 p.m.
Registration opens at 6:00 p.m.
Minnesota State University, Mankato
Centennial Student Union - 620 S Road

**Marshall – Water Quality Town Hall**
Crookston – Water Quality Town Hall  
Tuesday, September 5, 2017 – 6:30-8:30 p.m.  
Registration opens at 6:00 p.m.  
University of Minnesota – Crookston  
Bede Ballroom – Sargeant Student Center, 2900 University Ave.

St. Cloud – Water Quality Town Hall  
Wednesday, September 6, 2017 – 6:30-8:30 p.m.  
Registration opens at 6:00 p.m.  
St Cloud Community and Technical College Cafeteria, 1540 Northway Drive

Ely – Water Quality Town Hall  
Tuesday, September 12, 2017 – 6:30-8:30 p.m.  
Registration opens at 6:00 p.m.  
Grand Ely Lodge, 400 North Pioneer Road

Bemidji – Water Quality Town Hall  
Wednesday, September 13, 2017 – 6:30-8:30 p.m.  
Registration opens at 6:00 p.m.  
Bemidji State University  
American Indian Resource Center, 1500 Birchmont Dr. NE

Minneapolis – Water Quality Town Hall  
Tuesday, September 26, 2017 – 6:30-8:30 p.m.  
Registration opens at 6:00 p.m.  
Minneapolis Urban League, 2100 Plymouth Avenue North

Burnsville – Water Quality Town Hall  
Wednesday, October 4, 2017 – 6:30-8:30 p.m.  
Registration opens at 6:00 p.m.  
Diamondhead Education, 200 W Burnsville Pkwy.

Stillwater – Water Quality Town Hall  
Thursday, October 5, 2017 – 6:30-8:30 p.m.  
Registration opens at 6:00 p.m.  
Stillwater High School, 5701 Stillwater Blvd N.

Minnesota Association of Soil and Water Conservation Districts  
www.maswcd.org
Meetings & Coordination
- Participated in SWCD & PZ staff meetings as needed – generally 1X per week.
- Prepared for BOC meetings with action forms presented on July 5th and July 18th. Presented on lot split legislation implementation at BOC work session.
- Prepared for and participated in a SWCD board meeting.
- Participated in meeting organized by Shannon with Dr. Joe Magner re: Latimer and Long Lakes.
- Participated in TEP meeting and discussed cases with Lew as needed.
- Met with staff regarding grant development ideas.

Operations
- Began working on options to enhance Riparian Protection using funds made available to the county. Developed a plan for funds to cover a variety of activities.
- Accepted bid for vehicle and prepared BAF for approval by Commissioners to purchase vehicle.
- Attended 1 Department Head meeting.
- Presented on radio with Danielle speaking about buffers and ag water quality program.
- Worked with Sarah on 2018 budget preparation. Discussed with finance committee.
- Continued development of annual work plan and new format for the plan.

Field Projects and Activities
- Worked with Emergency Management Coordinator on response plan questionnaire.
- Participated in staff appreciation day.

Planning & Zoning
- Met with County Recorder and coordinated a plan to put forward a lot split resolution.
- Attended Gordon township meeting to discuss mining permit along roadway.
- Worked with staff on SSTS forms and backup requested by MPCA related to privys.
- Worked with Danielle and a model ordinance from BWSR to draft and submit a section of ordinance for review to allow buffer plan implementation and enforcement.
- Prepared materials, presentations, and follow-up for cases for Planning Commission and Board of Adjustment meeting.

Staff Management
- Participated in team training for SWCD staff and other departments (June 6th).
- Met with staff one-on-one as needed during the past month.
- Started mid-year progress meetings with staff and compiling training needs.
- Developed several coaching memo’s and reviewed with staff during the month
- Met with Brian from Conservation Corps and UW Advisor for Ethan (our intern).
- Participated in supervisor training provided by HR Department.

Signatures
- Signed vouchers for SWCD and P&Z Expenses during the month.
- Signed WCA decisions for the month.
- Signed Planning and Zoning permits and decisions.
Feedlot Staff Report for July 3, 2017 to August 9, 2017

Site visits (29 total):

- **Meiners**: Construction Inspections (2) and Final Compliance Inspection/ SWCD contract inspection (1)
- **Buderus Stockyard**: Construction Inspection (1) and assistance to contractors
- **Baum**: Feed Storage Final Compliance Inspection (1)
- **Rewitzer**: WCTSA Facility Assessment (1)
- **Greenwaldt**: Tentative: WCTSA Facility Assessment (1)
- **Cebulla**: Pre- Con Inspection and registration Update (1); Construction Inspections (10); and Final Compliance/ SWCD Contract Inspection (1)
- **Hollerman Family Dairy**: Assistance/ Conservation Delivery Visit (1)
- **Varner/ Rowe Farm**: Return to Full compliance Feedlot Inspection and SWCD Spot Check (1)
- **Margaret Tomsche**: Dry Cow Facility- CSF Permit Construction Inspection for Milkhouse Waste system and calf hutch site (1)
- **Thom**: Registration Inspection (1)
- **Kraemer**: CSF Construction inspection and Registration visit (1)
- **Middendorf**: WCTSA Facility Assessment (1)
- **David Holmquist**: WCTSA Facility Assessment (1)
- **Steve Katterhagen**: Stake Out and Pre- Con (1)
- **Noska**: Assistance/ Low Cost Fix visit (1)
- **Curt Judd**: Tentative: WCTSA Facility Assessment (1)

In Office Producer Meetings (2):

- **7/10** - Rowe
- **8/4** - Schmitz Red Angus

Complaints: (1) Feedlot Conditions on Lake; unsubstantiated by rule but L/O made voluntary resolution

Air quality exemptions (1)

Producer/Citizen Assistance (Feedlot Related): (51)

Meetings/ Trainings: SWCD Staff Meetings (7/24&31); Division Meeting (8/1); Livestock Advisory Meeting (7/19); SWCD Board meeting (7/13); Feedlot/NRCS Meeting (8/2); Draft Fertilizer Rule- Wadena (7/11); R&B labs Presentation (7/6); Meyer Dairy Extension Tour (8/1); Dirt rich: Soil Health Training (8/8 & 9)

Other: J-V Feeders Web Soil Survey, Facility Assessment & Permit Issued; Panek MinnFarm; Douglas County Mentorship; 319 data Collection for 319 grant (2 hrs); MPCA Mid- year reporting (6.5 hrs.); SWCD Quarterly Reporting (3.5 hrs.) Registrations (29 hrs.); AgBMP loan assistance; County feedlot/Zoning Assistance for customers purchasing property; Todd County Feedlot Tour Preparations; Review of Receipts/ SWCD 319 Contracts for meiners & Cebulla and SWCD Board Presentation Preparation; BWSR Grant Research (13.5 hrs.); Feedlot Registration Processing (to 8/2 = 17 hrs.); TEMPO Inspection Entry (9hrs.)

Submitted by Déjà C. Anton- SWCD Livestock Advisor, CFO — August 2, 2017

To Meet the Public’s Needs by Protecting the Land and Safeguarding the Water
Board meeting date: August 10th, 2017

Meetings, Training, Events & Outreach
- AgSolver Informational Meeting 7/10/2017
- RUSLE2 Training 7/11/2017

Buffers
- County Buffer Resolution
- Analyzing data and compliance
- Working with landowners to identify buffer needs
- Working in BWSR’s BuffCAT (Buffer Compliance and Tracking Tool)
- Submitted “Other Waters” Resolution to BWSR
- Assist at counter
- Open Mic radio show
- Cost-share program
- Mailed waiver applications to 129 landowners
- Site visits/buffer flagging – 1

MAWQCP
- 13 applications being processed
- 11 certified producers
- Site visit/meetings
  - Peyton

Feedlots
- Assisting Deja with Registrations and Site Visits
- Site visits – 2

Trees
- Assist with tree selection for specific sites/conditions
- Site visits – 2

Cost Share

Potential Project Site Visits
- Jay Noska – clean water diversion, exclusion fencing
Training
- None

Projects
- Current/Recently Completed Projects/Upcoming projects for approval
  - Swanville City Park, Pillsbury Lake
- Visited Cost Share Spot Checks
  - None
- Provided Technical Assistance & Potential projects for Shore Land / River Restoration / Erosion *
  - Long and Latimer Lake Association
  - Kittelson, Long
  - Sinnen and Wolters, Big Swan
  - Disher, Sauk
  - Bauer, Ashley Creek*
  - Motley Cemetery
  - Pine Island Residents (6)
  - Ziebarth, Bass
- Aquatic Invasive Species (AIS)
  - Reviewed watercraft inspection data
  - Planning on Starry Stonewart BioBlitz Day
  - Replaced two tablets for watercraft inspectors
  - Reported inspector harassment to the Todd County Sheriff’s Department
  - Veliger sampling
  - Press releases and advertising
- RIM/WRP
  - None
- Mississippi River Brainerd Watershed
  - Lake sampling in 11 lakes for July
  - Press Releases
- Outreach
  - Pine Island Lake Association Annual Meeting with Ethan Dahl
  - Arranged for two additional MPCA water quality readers on Bass and Pine Island Lakes
  - Todd County Fair booth set-up and take-down
- Meetings
  - SWCD Staff Meeting
  - NRCS Joint Meeting
  - Grant Meeting Discussions
- Funding
  - Applying for CWL funding through BWSR – Pit Closures along the Partridge River Watershed (Parts of Germaina, Bertha, Wykeham, Bartlett and Stowe Prairie)
- Other
  - MN Conservation Corp prep, shadowing and reviews
  - University of MN Professor Joe Magner evaluation of Long and Latimer Lakes
  - Enviro-Fest Planning
  - Reporting for SWAG
Reporting Dates: July 2017

**Trainings attended:** RUSLE2 Soil Erosion Training

**Upcoming trainings to attend:** September-Wetland Delineation, November-BWSR Academy

**WCA:**

New Applications received:
- Enos Borntreger – Eagle Valley Twp.
- Mike Marquardt – Iona Twp.

Notice of Decisions:
- Pete Bosl – Reynolds Twp.
- Kimberly Stach – Iona Twp.
- Enos Borntreger – Eagle Valley Twp.
- Mike Marquardt – Iona Twp.

Ongoing cases and Violations:
- Mose Miller – Eagle Valley Twp.
- Olaf Dahlgren C/O Josh Discher – Germania Twp.
- Eric Denny – Reynolds Twp.
- Dennis Thiel – Germania Twp.
- Tim Pesta – Long Prairie Twp. – Restoration Order

Customer outreach:
- 12 Site visits
- 30 Phone calls, office visits, etc.

**SWCD:**
- DNR OB Wells
- Unpermitted Pits
- Todd County Fair Display
- Survey and calculations for Stream Restoration Grant
- Lake Monitoring

**County:**
- Attended County Picnic
Financial/Administrative:
- Met with Tim regarding County budgets.
- S&W Budget planning has not started, due 2nd quarter reporting isn’t completed
- Reviewed July’s activity logs. 2nd quarter wages are not reflected in report, as staff are still completing timecards for Tim to review
- Provided comments/suggestions to Tim and Danielle about S&W Buffer Cost Share program
- Submitted request for reimbursement to Stearns SWCD for Ag Quality program
- Worked with Tim on the S&W Board agenda

Feedlot Program:
- Continue to work on registrations
- Updated PIT closure list with sites that should close their pit

Funding:
- MPCA 319 Grant will be closing out on August 31, 2017. Final payment will be approved during board meeting
- Worked with landowner on a cost share contract for a well sealing project. (Stowe Prairie)
- 1 potential AgBMP Loan application coming through for a septic system install

Meetings/Trainings:
- Attended Soil and Water staff meetings
- Attended NRCS/S&W Meeting

Upcoming Meeting/Trainings:
- BWSR Academy-End of October
- Point and Pay-(for credit card payments)
- Will be taking notes for BOA and PC Meetings while a staff member is out of the office

County Programs:
- Assisted in Septic Cost Share program and inventory program. (paperwork)
- Assisted Planning & Zoning in their septic inventory program
- Planning and Zoning vouchers and deposits
- Assisted at front counter when needed.
- Provided comments to Tim about County Riparian Funds
- Provided comments about Budgets

AIS Program:
- Updated tracking sheets

Upcoming Events:
- Enviro Fest—September 21, 2017
OVERVIEW

1. General Program Work
   - Wetland Meeting 07/11/17
   - Todd County Geology Research
   - Site visit from Minnesota Conservation Corps. Program Coordinator Brain Hubbard on 07/17/17

2. Training
   - GIS feedlot project
   - Zebra mussel veliger sampling

3. AIS Program
   - New AIS sign installments on Fairy and Cedar Lake

4. GIS
   - Feedlot Project for Todd County

5. Feedlot Program
   - Site Inspection visits with Deja Anton on 07/12/17 and 07/21/17.

6. Tree & Plant Surveys
   - Tree inspection sites with Forester Jason Kern

7. Erosion Control
   - Erosion bank inspection with Lew Noska on 07/28/17.
   - Multiple shoreline site visits on lakeshore management

8. Community Outreach
   - Pine Island Lake Association meeting on 07/22/17

9. Water Quality Sampling
   - Observation Wells with Lew Noska 07/25/17
   - Meeting with U of M professor Joe Magner on possible lake projects on 07/11/17.
   - Zebra mussel villager sampling at Pine Island and Big Swan with Shannon Wettstein.
   - Initial lake site inspection with U of M professor Joe Magner at Lake Latimer and Long Lake on 07/26/17.
   - Lake quality sampling at Pine Island, Little Sawm, Mary, Trace, Beauty, Bass, Lady, Twin, Long, Moose, Buck, Mons, and Bass Lake with Shannon Wettstein.
• Signed 10 CRP Cons. Plans
  o 16.7 acres buffers
  o 163 acres Upland
  o 15.3 acres wetland
  o 20 acres pollinator
• Conducted NRCS WRP monitoring.
  o Becker County
  o East Polk County
• Continuing AgSolver Precision Ag Program
  o Two of Five Subscriptions gone. Stelling Land and Cattle, Cornerstone Farms.
  o Looking for recommendations.
• Finishing up RIM Wild Rice Easement.
  o One left. Blake Dirks Little Fish Trap Lake.