MINUTES FROM THE OCTOBER 10, 2019 REGULAR BOARD MEETING

Chairman Williamson called the Thursday, October 10, 2019 meeting to order at 8:35 a.m.

The meeting was held at the Historic Courthouse, 215 1st Ave South, Long Prairie, MN 56347. Board members present were: Tom Williamson, Leland Buchholz, Kenny Pesta, Dale Katterhagen and Dan Whitney. Others present were: Deja Anton, SWCD District Manager, Sarah Katterhagen, Program Coordinator, Reba Van Beusekom, Conservation Technician, Tim Ebnet, Nutrient Management Planner, Luke Thoma, Pheasants Forever, Russell Kleinschmidt, NRCS, Gary Kneisl, County Commissioner, Dave Kircher, County Commissioner, Loren Fellbaum, Todd County Engineer, Chris Pence, Board Conservationist, and community member, Anita Sunderman.

Introductions were made.

The Pledge of Allegiance was recited.

Williamson asked if there were any additions to the agenda. Katterhagen made a motion, seconded by Pesta to approve the revised agenda for the regular October 10, 2019 board meeting with the additions of approve encumbering additional MPCA Lake Osakis cost share funds in the amount of $3,982.67, approve encumbering FY2019 Local Capacity funds in the amount of $995.67 for the Middendorf Ag Waste project (6A) and to approve re-encumbering FY2019 Local Capacity cost share funds in the amount of $273.00 (16); and to remove (12) – Approve encumbering state cost share funds for Glenn Pesta as bids have not been provided. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

Williamson called for conflict of interest. No conflict of interest.

Williamson asked if there were any additions or corrections to the minutes from the September 12, 2019 regular board meeting. Pesta made a motion, seconded by Katterhagen to approve the minutes as disbursed from the September 12, 2019 regular board meeting. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

D. Katterhagen presented September’s Program Summary report. Katterhagen made a motion, seconded by Pesta to accept September’s program summary with receipts totaling $2,200.00 and disbursements totaling $7,317.48. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

REPORTS:

Public: Community member Anita Sunderman asked for an update on Animal Neglect site. Anton reported the Todd County Sheriff’s department has ordered the animals to be offsite and MPCA will be visiting the site.

Commissioner Report: The Commissioner’s reported that the County has approved 2020 preliminary budget.
The board went to decision needed items on the agenda.

DECISIONS NEEDED:

Buchholz made a motion, seconded by Whitney to approve SWCD 2020 budget as presented. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

Buchholz made a motion, seconded by Katterhagen to approve the 2020 SWCD Local Capacity and Buffer Law Implementation Grant agreement. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

Katterhagen made a motion, seconded by Whitney to approve the request for extension on buffer cost share contract for Steve and Randee Kleinfchtn, contract #9-18 BUFF until December 1, 2019. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

Katterhagen made a motion, seconded by Pesta to approve payment of FY2018 Buffer cost share, contract #8-18 for John Petron for Buffer Planting in the amount of $114.00. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

Buchholz made a motion, seconded by Whitney to approve payment of FY2019 Local Capacity cost share, contract #LC2019-09-12 for Sandy Shores shoreline project in the amount of $2,730.00. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

Katterhagen made a motion, seconded by Whitney to approve encumbering additional MPCA Lakes Osakis funds in the amount of $3,982.67 and FY2019 Local Capacity funds in the amount of $995.67 for Nate/Denise Middendorf Ag Waste project. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

Buchholz made a motion, seconded by Katterhagen to approve payment of MPCA Lake Osakis cost share funds in the amount of $66,932.17, FY2018 State Cost Share funds in the amount of $1,242.93, FY2018 Local Capacity cost share funds in the amount of $6,539.95, and FY2019 Local Capacity cost share funds in the amount of $8,950.17 for a total of $83,665.22 for the Nate/Denise Middendorf Ag Waste project. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

Katterhagen made a motion, seconded by Pesta to approve encumbering FY2018 Partridge River cost share funds for Helle, contract #2-18 PR-2 in the amount of $11,240.88 and FY2019 Local Capacity cost share funds, contract #6-19LC in the amount of $2,810.22 for a total of $14,051.10. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

Pesta made a motion, seconded by Katterhagen to approve SWCD Supervisors attending MASWCD Annual Convention. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

Katterhagen made a motion, seconded by Pesta to approve Conservation Award Recipients attending MASWCD Annual Convention. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.
Pesta made a motion, seconded by Katterhagen to approve 2020 Fee Schedule. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

Buchholz made a motion, seconded by Whitney to accept Enviro Fest donations to date in the amount of $2,500.00. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

Buchholz made a motion, seconded by Whitney to approve encumbering FY2019 state cost share funds for well sealing for Caleb Silgjord, contract #5-19 in the amount of $612.50. 
**Discussion:** The cost estimate is higher – as contactors will have to dig to get to the well. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

Anton presented on the Fairy Lake Project. Water levels are increasing on the lake -- Pesta made a motion, seconded by Katterhagen to approve SWCD to move forward as the lead for Fairy Lake Collaborative project. **Discussion:** County Engineer Fellbaum –expressed concerns about culvert on County Road 95 flooding. Whitney expressed concerns that it might be too much for Anton to take on—especially if she already is working over 60 hours per week. Affirmative: Williamson, Buchholz, Pesta, Katterhagen. Opposed: Whitney. Motion Carried.

Katterhagen made a motion, seconded by Buchholz to hold an Annual Plan Goal setting during a work session November 14, 2019. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

Buchholz made a motion, seconded by Katterhagen to approve re-encumbering FY2019 Local Capacity cost share funds in the amount of $273.00. Affirmative: Williamson, Buchholz, Pesta, Katterhagen and Whitney. Motion Carried.

**DISCUSSION:**

**Review 2019 Resolution Packet:** SWCD Board reviewed 2019 Resolution Packet.

**Individual Development Plan Tool (IDP).** Technicians are working on obtaining Job Approval Authority (JAA).

**AREA II Meeting – October 16, 2019:** Todd SWCD will open with a Welcome and a slideshow.

**1W1P Index Card:** Meetings in December with key partners to discuss the Long Prairie River Watershed.

**Meetings Procedures – Ways to Improve Efficiency** – It was suggested to have board approval before having presenters at the meetings, suggested to set up clearer timeframes and follow them, staff don’t need to read their staff reports.
2019 Audit: S. Katterhagen reported she will get a bid from Clifton Larson Allen for 2019 Audit and information will be brought to December’s board meeting.

AIS Year End Meeting – November 18, 2019: The Year-end meeting for AIS project will be November 18, 2019.

Chairman Williamson adjourned the meeting at 10:40 a.m.

Following the board meeting – the board hosted the Annual Awards Luncheon at Dragon Willow, Long Prairie, from 11:00 a.m. to 1:00 p.m.

Todd SWCD Board of Supervisors will hold a work session on November 14, 2019 beginning at 8:30 a.m. at the Todd County Historic Courthouse (Prairie Conference room), Long Prairie, MN 56347.

The next meeting of the Todd SWCD Board of Supervisors will be held on December 12, 2019 beginning at 8:30 a.m. at the Todd County Historic Courthouse (Prairie Conference Room), Long Prairie, MN 56347.

Sarah Katterhagen, Minute Prepare

Deja Anton, SWCD District Manager

Kenny Peña, Secretary

12-12-19
Date

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Date

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Date