

WHERE THE FOREST MEETS THE PRAIRIE

**Todd County**

• MINNESOTA • EST. 1855 •

**SOIL AND WATER CONSERVATION DISTRICT**

215 1<sup>st</sup> Avenue South, Suite 104

Long Prairie, MN 56347

Phone: 320-732-2644 Fax: 320-732-4803

## **MINUTES FROM THE MAY 11, 2023 REGULAR BOARD MEETING**

Chairperson Williamson called the Thursday, May 11, 2023 meeting to order at 8:31 a.m.

The meeting was held in person at the Historic Courthouse located at 215 1<sup>st</sup> Ave S, Long Prairie, MN 56347.

The Pledge of Allegiance was recited.

Call for Introductions.

Board members present in person were: Tom Williamson, Leland Buchholz, Wayne Wendel and Dale Katterhagen.

Board members absent: Barb James.

Others present in person were: Deja Anton, District Manager, Adam Ossefoort, Division Director, Sarah Katterhagen, Program Coordinator, Jason Weinerman, BWSR, Randy Neumann, Commissioner, and Barb Becker, Commissioner.

Weinerman introduced himself. He is a Board Conservationist with BWSR, and next month we will have a new Board Conservationist.

Williamson asked if there were any additions or corrections to the agenda. Katterhagen made a motion, seconded by Buchholz to accept the revised agenda for the regular May 9, 2023 meeting with the following of revisions:

- Add – Review and approve recipient of Teach of the Year Award
- Add – Update on Annual CFO Report

Affirmative: Williamson, Buchholz, Wendel, and Katterhagen. Motion Carried.

No action taken on approving minutes from April 13, 2023. The draft minutes will be available at June's meeting for review and approval.

Williamson asked the board to review April's 2023 Treasurer's Report. Buchholz made a motion, seconded by Katterhagen to accept April's 2023 Treasurer's Report with receipts totaling \$2,779.42 and disbursements totaling \$144,712.65. Affirmative: Williamson, Buchholz, Wendel and Katterhagen. Motion Carried.

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

REPORTS: No Reports



WHERE THE FOREST MEETS THE PRAIRIE

**Todd County**

• MINNESOTA • EST. 1855 •

**SOIL AND WATER CONSERVATION DISTRICT**

215 1<sup>st</sup> Avenue South, Suite 104

Long Prairie, MN 56347

Phone: 320-732-2644 Fax: 320-732-4803

## DECISIONS:

Board consensus any Supervisors who are available can attend the AREA II Meeting on June 6, 2023 and should let the office know by May 17, 2023.

Katterhagen made a motion, seconded by Buchholz to approve resolution, #20230511-3.2 establishing project assurances through abstract record, pending final review with County Attorney's office. Affirmative: Williamson, Buchholz, Wendel and Katterhagen. Motion Carried.

Anton recommended the board to table item 3.3-as she hasn't heard back from the County Attorney's office.

Board consensus to table item 3.3 – Consideration of a resolution requiring cost share recipients to owe no back taxes.

Discussion was held it's not the District's responsibility to know if landowners can afford project or not. Board consensus to create a pre-cost share application questionnaire form for landowners to fill out. It was recommended to see what questions FSA has on their forms, review questions on Ag Water Programs app, and to keep the questionnaire short and simple. The goal of the form is to protect tax payers' dollars. Buchholz recommended discussing with other AREA's at the AREA II meeting to see if what our SWCD's are doing.

Wendel made a motion, seconded by Buchholz to approve JAA for Dylan Pratt in NRCS Code 360-Waste Facility Closure, (Lev. 3), Code 442-Sprinkler System (Lev. 4,-, 4), Code 449-(and Irrigation Water Management (Lev 4), and Code 340 Cover Crop Species and Practice (Lev. 3). Affirmative: Williamson, Buchholz, Wendel and Katterhagen. Motion Carried.

Buchholz made a motion, seconded by Wendel to approve JAA for Tim Ebnet in NRCS Code 360-Waste Facility Closure, (Lev. 3), Code 442-Sprinkler System-(Lev. 4,-, 4), and Code 449-Irrigation Water Mgmt (Lev 4), Code 590- Nutrient Mgmt (Lev 3,2,2), Code 393- Filter Strip Area and Slope (Lev.1), Code 345- Reduced Till (Lev. 1), Code 329- No (Till Lev. 1), and Code 340- Cover Crop, Species and Practice (Lev. 3), Code 328- Conservation Crop Rotation. Affirmative: Williamson, Buchholz, Wendel and Katterhagen. Motion Carried.

Wendel made a motion, seconded by Buchholz Approve JAA for Deja Anton in NRCS Code 360-Waste Facility Closure, (Lev. 3), 660 Tree Shrub Pruning (2,1,1), 612 Tree Shrub Establish. (2), 575 Trails & Walkways (2,2,1), 528 Prescribed Grazing-Method, Livestock type, Operational size (1,-,-), 512 Pasture & Hay (2,1,1), 511 Forage Harvest Mgt. (1), 490 Tree/Shrub Site Prep (2), 484 Mulching (2,1,1), 472 Access Control (2), 386 Field Border (2,1,1), 382 Fence, Type & Species (2,1,1), 380 Windbreak (1), 341 Crit. Area Planting, Site Prep & Slope (2), Code 393- Filter Strip Area and Slope (Lev.1), Code 345- Reduced Till (Lev. 2,1,1), Code 329- No (Till Lev. 2,1,1), Code 340- Cover Crop, Species and Practice (Lev. 1), Code 328- Conservation Crop Rotation (2); 327 Conservation Cover (2,1,1); 315 Herbaceous Weed (2,1,1), and 314 Brush Mg. (2,1,1). Affirmative: Williamson, Buchholz, Wendel and Katterhagen. Motion Carried.

Wendel made a motion, seconded by Buchholz to approve resolution, #20230511-3.7- T.A. Well Decommission authorizing Anton to sign off on cost share contracts and cost share vouchers as authorized technician. Affirmative: Williamson, Buchholz, Wendel and Katterhagen. Motion Carried.



WHERE THE FOREST MEETS THE PRAIRIE

**Todd County**

• MINNESOTA • EST. 1855 •

**SOIL AND WATER CONSERVATION DISTRICT**

215 1<sup>st</sup> Avenue South, Suite 104

Long Prairie, MN 56347

Phone: 320-732-2644 Fax: 320-732-4803

Discussion: Board asked why all staff can't be listed as technical sign off for well sealings and other practices. Anton reported little training available for the practice of well decommissioning. This was a procedural decision. Weirnerman noted SWCD could have the certified well driller sign the cost share application and the payment voucher form. Anton added while well drillers have the job approval authority, to try to chase them down to sign as technical agent on the contract and voucher would be very difficult. Their signature is received on the invoice. The Manager, with Board approval, will sign the contract and voucher form in lieu of the well driller. This signature identifies that the Manager conducted a due diligence review of the application and assures the well driller did sign the required documents.

Concerning other technical staff receiving job approval authority on other practices: the NRCS is the entity that assigns job approval authority to those technicians trained in on those practices. This JAA belongs to the technician, personally, not the position, so names are required to be listing when authorizing JAA.

Katterhagen made a motion, seconded by Wendel to approve resolution, #20230511-3.8 Authoring named staff to complete cost share spot checks. Affirmative: Williamson, Buchholz, Wendel and Katterhagen. Motion Carried.

Katterhagen made a motion, seconded by Buchholz to approve resolution, #20230511-3.9 authorizing management team signature authorization. Affirmative: Williamson, Buchholz, Wendel and Katterhagen. Motion Carried.

Wendel made a motion, seconded by Katterhagen to approve SWCD Manager to sign LCCMR Forestry/Tree Planting Agreement with East Ottertail (EOT) SWCD for the Long Prairie River Watershed. Affirmative: Williamson, Buchholz, Wendel and Katterhagen. Motion Carried.

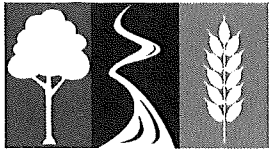
Buchholz made a motion, seconded by Wendel to approve board signature on the LCCMR Forestry/Tree Planting Agreement for EOT for the Red Eye Watershed. Affirmative: Williamson, Buchholz, Wendel and Katterhagen. Motion Carried.

Wendel made a motion, seconded by Katterhagen to nullify the following outdated resolutions:

- #20210610- Well Decommission due to updated resolution
- #20210610-01-R- Spot checks due to updated resolution
- #20200109-01 – Lew Noska no longer with us
- #20190314-06- Signatures due to updated resolution
- #12/16/2010- Contractor List- obsolete
- #08/19/2010- Ag BMP- obsolete
- 06/17/2010- Nutrient Mgt.-obsolete

Affirmative: Williamson, Buchholz, Wendel and Katterhagen. Motion Carried.

The board reviewed the four nominees for the Teacher of the Year Award. No action was taken. Board consensus to bring forward next month for approval.



WHERE THE FOREST MEETS THE PRAIRIE

# Todd County

• MINNESOTA • EST. 1855 •

SOIL AND WATER CONSERVATION DISTRICT

215 1<sup>st</sup> Avenue South, Suite 104

Long Prairie, MN 56347

Phone: 320-732-2644 Fax: 320-732-4803

## DISCUSSION:

The Board recommended to have the new County attorney review the Service Agreement between Todd SWCD and Todd County.

The board reviewed the nullified resolution on tree replacement plans. Anton reminded the board cost share funds for tree planting through the LCCMR grants will come directly from DNR. Board would like to know if the DNR has a process on tree replacement plans; for example, if a landowner loses trees because of a drought.

## INFORMATIONAL:

Stearns SWCD already brought forth a resolution for DNR to increase payments for Observation well readings.

Luke Thoma, from the NRCS office will be reaching out to the Supervisors to discuss his role with the NRCS office and potential ways for the SWCD and NRCS to partner.

The Annual CFO report was approved by the MPCA and will be presented to the County Commissioner's on May 16, 2023.

Commissioner Neumann asked if we knew exact number of operating dairy farms in Todd County. SWCD will reach out to Extension for that information. Anton said recent numbers obtained from Extension was around 122- 126. That information was verified as correct.

The next SRWD policy meeting will be May 18, 2023.

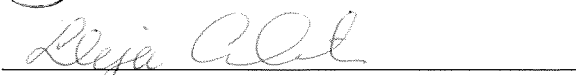
The Local Work Group Tour is scheduled for June 13, 2023.


The Public Hearing meeting for Mississippi River -Brainerd will be June 27, 2023 at Camp Ripley.

The next regular Todd Soil and Water board supervisor meeting will be held on Thursday, June 8, 2023 at the Historic Courthouse in the Commissioner's Board room. The meeting will start at 8:30 a.m.

Chairperson Williamson adjourned the meeting at 9:48 a.m.

  
Sarah Katterhagen, Minute Prepare

  
Deja Anton, SWCD District Manager

  
Wayne Wendel, Secretary

6-8-2023  
Date

6-8-2023  
Date

6-08-23  
Date