



## MINNESOTA SOIL AND WATER CONSERVATION DISTRICTS



1005 High Avenue  
Willmar, MN 56201  
320-235-3906, Ext 3  
[www.kandiyohiswcd.org](http://www.kandiyohiswcd.org)

The Board of Supervisors of the Kandiyohi Soil and Water Conservation District held its monthly meeting on January 16, 2018 in the Ag Service Center.

Chairman Smith called the meeting to order at 10:00 a.m.

Present were Ron Dilley, Doug Hanson, Terry Schaefer, Brandon Smith, and Jane Youngkrantz. Also present were Ellie Dittes, Conservation Technician, Rick Reimer, District Manager, Ryan Peterson, RIM Coordinator, Sandy Laumer, Office Coordinator, Laura Merten, Pheasants Forever Farm Bill Biologist, and Melanie Dickman, NRCS District Conservationist.

Chairman Smith led the Pledge of Allegiance.

Vouchers were prepared.

Secretary's Report was presented. Motion by Hanson, second by Dilley to approve the minutes of the regular meeting on December 19, 2017. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Hanson read the bills for reviewal and payments and presented the Treasurer's Report. Motion by Youngkrantz, second by Schaefer to accept the Treasurer's Report and pay the outstanding bills as listed in the agenda. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Schaefer for all board members to remain in the same position for 2018. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Discussion was held about 3 SWCD Supervisors being on the County Water Plan Committee. Even though 2 of the Supervisors represent other organizations when voting on SWCD projects they should consider abstaining from voting.

Chairman Smith and Youngkrantz will continue to serve on the personnel committee.

Chairman Smith led a discussion on volunteers to serve as our representative to other organizations. Following is a list for 2018:

- CROW River Organization of Water (CROW) – Youngkrantz (South), Schaefer (North)
- Hawk Creek Watershed Project (HCWP) – Smith
- Chippewa River Watershed Project (CRWP) – Dilley
- Middle Fork Crow Watershed District (MFCWD) – Hanson
- Water Plan Task Force – Hanson

Motion by Schaefer, second by Dilley to approve cost share contract SWCD 6FY17 Larry Pompe for shoreline stabilization in the amount of \$2,500. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Hanson, second by Dilley to approve cost share contract SWCD 7FY17 Emery Holom for shoreline stabilization in the amount of \$5,000. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Schaefer, second by Youngkrantz to approve cost share 1FY18 Dave Triplett for shoreline stabilization in the amount of \$5,000. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Dilley, second by Youngkrantz to approve cost share contract SWCD 8FY17 Big Kandi Lake Association in the amount of \$1,000. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Hanson, second by Youngkrantz to use same day as County board sets for the North Fork Crow Water Planning Partnership 60 day review. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Schaefer, second by Hanson to approve 2018 Annual Plan. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Reimer's Managers Report included: hand out of map for Buffalo Creek Watershed District; attended Aquatic Invasive Species (AIS) meeting; discussed 1W1P 60 day plan review; 1W1P teleconference tomorrow; 4 Wetland Conservation Act (WCA) visits; completed end of year WCA report; attended WCA Tep Panel review; updating cost share folders; 4 windbreak visits; attended Irrigators Conference; working with Kandiyohi Co Highway Dept; attending SWCD Manager meeting in Waite Park; attended County buffer meeting; attended Chippewa Technical meeting; attended Big Kandi Lake meeting; attended storm water meeting; and County Lands Review.

Dittes's District Report included: sending postcards to landowners about buffers; attended County Buffer meeting; have a new redetermination map; working with new County Buffer Enforcement staff; have teleconference this week on Walk In Access (WIA) program; attending Farm Bill meeting Friday; and attending buffer training session next week.

Motion by Schaefer, second by Dilley to designate Home State Bank as main depository. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Hanson, second by Dilley to designate West Central Tribune as main newspaper. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Hanson to use 2018 federal mileage rate of \$0.545. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Schaefer, second by Youngkrantz to pay 2018 MCIT Premiums in the amount of \$6,923. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion to contribute \$400 to Earth Day at Prairie Woods Environmental Learning Center. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Laumer's District Report included: shared copy of BWSR Financial Reconciliation Checklist; MCIT webinar this week; attending Area 2 Envirothon committee meeting; having problems with printer that use with Quickbooks; completed various year end reports; will be working on eLINK reporting and MCIT Payroll reports; will be starting year end financials reports soon; and handed out Supervisor's W-2s.

Merten's report included: report on CRP statistics; putting together estimates for 2018 contracts; Walk In Access (WIA) sign up starts next week; have WIA teleconference tomorrow; and 9 WIA contracts will be expiring this year.

Dickman's NRCS report included: working on planning Environmental Quality Incentive Program (EQIP) projects; possibly new Conservation Stewardship Program (CSP) sign up starting next week; working on CSP payments; still behind on 1026's; construction projects are getting complete on all Wetland Reserve Easement (WRE) projects; no word yet on when will get ASES or Ultima Employee, and local workgroup meeting will be February 20<sup>th</sup> at 8:30 a.m.

Dickman and Merten left the meeting at 11:02 a.m.

Peterson's District report included: working on putting together seed orders; will be seeding 1,400 acres on 51 sites; worked on 4 Conservation Reserve Easement Program (CREP) proposals; will be going over both drills when it gets nice out; will be sending out bid proposals for spring construction projects; and will be going on radio in February to promote CREP.

Dittes, Laumer, Peterson, and Reimer left the meeting at 11:10 a.m. while personnel reviews were discussed.

Dittes, Laumer, Peterson, Reimer entered the meeting at 11:30 a.m.

Smith led discussion on the personnel reviews which included: the supervisors are pleased with staffs work; would like to get more training for Dittes which would include shadowing Reimer; discussed having monthly staff meetings and Supervisors would sit in on; and will review job descriptions, personnel handbook, and policies at next meeting.

Motion by Dilley, second by Hanson to approve step increase for Laumer, Peterson, and Reimer. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Hanson led discussion on the One Watershed One Plan for North Fork of the Crow River rules and regulations document and discussed priorities.

Motion by Hanson, second by Schaefer to adjourn the meeting. The meeting was adjourned at 11:55 a.m.

Terry Schaefer      2-20-18  
Terry Schaefer, Secretary      Date