



**MINNESOTA  
SOIL AND WATER CONSERVATION DISTRICTS**



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The Board of Supervisors of the Kandiyohi Soil and Water Conservation District held its monthly meeting on March 20, 2018.

Chairman Smith called the meeting to order at 10:03 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, Melanie Dickman, District Conservationist, Tara Ostendorf, BWSR Board Conservationist, Linda Donnay, BWSR Grants Compliance Specialist, and Kevin Bigalke, BWSR Central Region Manager.

Chairman Smith led the Pledge of Allegiance.

Vouchers were prepared.

Secretary's Report was presented. Motion by Schaefer, second by Dilley to approve the minutes of the regular meeting on February 20, 2018. Voting in the affirmative were Dilley, Schaefer, Smith, and Youngkrantz. Motion carried.

Bigalke entered the meeting at 10:05 a.m.

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

Merten entered the meeting at 10:10 a.m.

Merten's report included: working on Conservation Reserve Program (CRP) eligibility and have 17 Wetland Reserve Program (WRP) easements to monitor.

Merten left the meeting at 10:14 a.m.

Motion by Schaefer, second by Youngkrantz to approve buffer cost share contract BC 12FY18 Myron Macik in the amount of \$2,186. Discussion was held. Voting in the affirmative were Dilley, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Dilley to approve buffer cost share contract BC 13FY18 Brad Melberg in the amount of \$1,680. Discussion was held. Voting in the affirmative were Dilley, Schaefer, Smith, and Youngkrantz. Motion carried.

Dickman entered the meeting at 10:20 a.m.

Dickman's NRCS report included: have 32 general Conservation Stewardship Program (CSP) applications; 25 CSP renewals; 7 contracts preapproved for Environmental Quality Incentive Program (EQIP); and will be getting Pathway Student this summer.

Dickman left the meeting at 10:25 a.m.

Motion by Schaefer, second by Dilley to approve buffer cost share contract BC 14FY18 Deb & Loren Carlson in the amount of \$638. Discussion was held. Voting in the affirmative were Dilley, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Dilley, second by Schaefer to approve buffer cost share contract BC 15FY18 Joel Ruschen in the amount of \$2,361. Discussion was held. Voting in the affirmative were Dilley, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Schaefer, second by Dilley to approve buffer cost share contract BC 16FY18 Marlo Macik in the amount of \$2,027. Discussion was held. Voting in the affirmative were Dilley, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Schaefer to approve buffer cost share BC 17FY18 Dennis Garberich in the amount of \$1,772. Discussion was held. Voting in the affirmative were Dilley, Schaefer, Smith, and Youngkrantz. Motion carried.

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

Motion by Youngkrantz, second by Schaefer to amend cost share contract SWCD 5FY17 Dan Kallevig contract expiration date to 9/30/18. Discussion was held. Voting in the affirmative were Dilley, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Dilley, second by Schaefer to amend cost share contract SWCD 6FY16 Marilee Druskin the total cost estimate is higher than the original estimate. Discussion was held. Voting in the affirmative were Dilley, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Schaefer, second by Youngkrantz to accept \$12,000 amendment for 2018 Capacity Grant. Discussion was held. Voting in the affirmative were Dilley, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Dilley, second by Schaefer to accept CREP Outreach and Implementation Grant in the amount of \$121,876. Discussion was held. Voting in the affirmative were Dilley, Schaefer, Smith, and Youngkrantz. Motion carried.

Bigalke discussed the letter BWSR sent which included: non-compliance issues were found while cost share audit was conducted; BWSR will work with staff on proper documentation and get files corrected; discussed additional training that will need to be completed; should annually review technical job

approval; discussed we have been working with BWSR on our billable rates; and a plan needs to be written to BWSR.

Donnay's BWSR report included: introduced herself; discussed financial statement analysis she prepared; shared graph of months the fund balance will support district operations; and discussed analysis of BWSR grants awarded and unspent.

Hanson entered the meeting at 11:00 a.m.

Ostendorf's BWSR report included: discussion on net position on 2017 financial statements; suggested board should be reviewing grant workplans; discussed eLINK reporting due Feb 1; suggested board review eLINK all details report for grants; shared graphs of total BWSR grants compared to total spent on projects; discussed prioritizing dollars to projects; and led discussion on Kandi Creek Grant.

Donnay left the meeting at 11:40 a.m.

Motion by Schaefer, second Dilley to designate Hanson to be Kandiyohi SWCD representative to attend North Fork 1W1P meetings. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Hanson, second by Schaefer to designate Dilley to be Kandiyohi SWCD representative to attend Chippewa Watershed meetings. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Reimer's Managers Report included: attended 1W1P meeting; working on Biennial Budget Request (BBR); working on eLINK reporting; attending Bonanza Valley meeting; attended Managers meeting; attended Chippewa Technical meeting; attended DNR permit meeting; 9 windbreak visits; 7 shoreline visits; attended Willmar Lakes meeting; met with landowners and operators on Kandi Creek projects; was on Radio; 5 Wetland Conservation Act (WCA) visits; have buffer meeting with the county tomorrow; listened to Individual Development Plan (IDP) webinar; discussion on lift station and rain garden by shed; have FAC meeting this week; and attended Area 2 meeting.

Peterson's District report included: attended Hawk Creek Annual Meeting; working on bids for wetland restoration projects; attended Mamre township meeting for Holmberg project; seed came in last week; will be placing another seed order; will be getting equipment ready for seeding; and will be helping at Earth Day Celebration at Prairie Wood Environmental Learning Center.

Dittes District Report included: have 53 buffer cost share contracts totaling over \$50,000; attending County Buffer meeting tomorrow; attended Hawk Creek Soil Health and Annual Meetings; attended Annual Township meeting; attended Area 2 Meeting; helping with Area 2 Envirothon; and will be attending Plant Course, Soil Mechanics, and Side Inlet training.

Motion by Dilley, second by Youngkrantz to contribute \$350 for Area 2 Dues. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Laumer's District Report included: submitted 2017 Financial Statements to BWSR and will need audit; updated reports on website; listened to NRCS/SWCD Agreement webinar; attended Area 2 meeting in Morris; have meeting March 29 in Morris to plan Summer Admin Session; helping with Area 2

Envirothon on April 18; have 1 scholarship application at this time; and will be updating Quickbooks for new sales tax starting April 1<sup>st</sup>.

Ostendorf discussed board members should bring MASWCD Self- Assessment Tool home and complete it and should be discussed at next meeting.

Motion by Schaefer, second by Hanson to start next board meeting at 9:00 a.m. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Hanson, second by Youngkrantz to have staff write letter to BWSR and have Smith review and sign letter then send copies to other board members. Discussion was held. Voting in the affirmative were Dilley, Hanson, Schaefer, Smith, and Youngkrantz. Motion carried.

Motion by Schaefer, second by Youngkrantz to adjourn the meeting. The meeting was adjourned at 12:23 a.m.

Terry Schaefer      4-17-18  
Terry Schaefer, Secretary      Date