



## 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 Tuesday, December 17, 2019.

Chairperson Youngkrantz called the meeting to order at 2:30 p.m.

Present were Ron Dilley, Doug Hanson, Brandon Smith, Donnel Williamson, and Jane Youngkrantz. Also present were Ellie Dittes, Conservation Technician, Sandy Laumer, Office Manager, Ryan Peterson, RIM Coordinator, Rick Reimer District Administrator, and Melanie Dickman NRCS District Conservationist.

Dilley led the Pledge of Allegiance.

Vouchers were prepared.

Secretary's Report was presented. Motion by Smith, second by Hanson to approve the minutes of the regular meeting on November 12, 2019. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Smith read through the bills for reviewal and payments and presented the Treasurer's Report and Outstanding Bills as listed in the Agenda. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Hanson to re-allocate the Wersail project funds in the amount of \$3,000 to be used towards Soil Health Day event at Ridgewater College. All unspent funds will be carried over to the next year. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Dilley, second by Smith to pay buffer cost share contract BC 64FY18 Darrin Fischer in the amount of \$75. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Discussion was held on the County Water Plan Funds which included:

- the County will transfer funds to SWCD in the amount of \$12,300
- the unused funds from 2019 will also be transferred to SWCD in the amount of \$6,000
- need to decide what to spend funds on and if want to set caps on projects
- and water task force will be dissolving.

Dickman entered the meeting at 2:45 p.m.

Dickman's NRCS report included:

- working on Conservation Stewardship Program (CSP) payments
- still don't have all the funds for 2019 CSP payments

- had soil health day meeting at Ridgewater College
- team lead position is being advertised
- rules for Conservation Reserve Program (CRP) sign up will be available in January
- and FSA will be getting 2 new staff and a CED in January.

Dickman left the meeting at 3:00 p.m.

Discussion was held on the signs which included:

- cost of signs is \$300 not installed
- staff should get prices on having signs installed
- staff will look for place to put new signs east and north
- and will allocate funds in 2019 Capacity grant for signs.

Motion by Hanson, second by Smith to purchase 2 new laptops at a maximum of \$2,500 each. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Hanson to change 2019 workplan and allocate \$2,000 for new signs and \$5,000 for laptops and software. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Williamson to approve Wage Notice Policy and Employee notice form. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Discussion was held on the 2020 Capacity Grant workplan which included:

- total of grant with match is \$129,802
- will use majority of funds for staff time
- will check to see if could expense lease of tractor in grant
- will check on prices for leasing tractor
- and currently no deadline for workplan but the sooner it is approved we will receive the funds.

No BWSR report was given.

Laumer handed out the Quarterly Review of the Annual Plan.

The 2020 Annual Plan was reviewed, and changes will be made, and it will be approved at the next meeting.

The 2019 Summary of Activities will be reviewed at the next meeting.

Reimer's District Administrator Report included:

- working with Calvary Church on rain garden
- presented at Willmar High School and Ridgewater College career days
- attended the following meetings: State Revolving Fund; AIS; Hawk Creek Middle Minnesota Advisory and Steering committee; North Fork of the Crow 1W1P Technical; South Fork Crow 1W1P planning; Chippewa Local Work Group Planning; Irrigation Workshop planning; WCA TEP

Panel; Managers meeting; MASWCD Convention; Hawk Creek Middle Minnesota Policy; Bonanza Valley; Finance Committee; Willmar Lakes Shoreland

- 3 tree site visits
- 2 lakeshore visits.

Peterson's staff report included:

- cleared up 2 non-compliance issues from RIM
- finalized CREP agreement and surveyed it
- assisting with CRP signup but not all tools will be available till January
- general CRP signup deadline is February 29<sup>th</sup>
- 500-800 letters were sent out to expiring CRP contracts
- attended MASWCD Convention
- attended shoreline training and discussed different projects and software available
- and submitted article to West Central Tribune for Schueler Farms being Area 2 Outstanding Conservationist Finalist.

Dittes Staff report included:

- working with Schueler Farms on Minnesota Ag Water Quality Certification Program (MAWQCP)
- buffer cost share grant extension was approved and continuing to work with contracts not completed
- updating BuffCAT
- newsletter should be out this week
- attended Nutrient Management and Shoreline Restoration training
- attended MASWCD Convention
- attended Earth Day Committee and Soil Health Day meetings
- and finishing up well monitoring this month.

Laumer's Staff Report included:

- 2018 audit was sent to state auditor and few changes were noted and final copy sent to office
- need to complete pay equity report every 3 years and this year we will need to complete it by January 31, 2020
- spent all 2019 Conservation Delivery funds and will need financial report signed
- received letter from Minnesota Campaign Finance Board about requirement for public official to annually recertify statement of economic interest
- sent certificates and logs letters to rain gauge monitors
- met with Linda for grants reconciliation on 2018 SWCD Capacity and CREP grants and then worked together on spreadsheets for finance committee
- attended MASWCD Convention
- discussed setting up day for personnel reviews and after discussion reviews will be January 7 at 1:30 p.m.
- and discussed getting prices for internet on laptop not on NRCS network.

Motion by Hanson, second by Smith to approve the financial report for the 2019 Conservation Delivery Grant. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Smith reported that the Hawk Creek Advisory Committee is just getting started.

Dilley reported he attended Chippewa River Watershed Project meetings.

Chairperson Youngkrantz led discussion on solar panels.

Motion by Smith, second by Dilley to adjourn the meeting. The meeting was adjourned at 4:45 p.m.

*Ronald Dilley*      *1/4/20*

Ron Dilley, Secretary

Date