



**MINNESOTA
SOIL AND WATER CONSERVATION DISTRICTS**



1005 High Avenue
Willmar, MN 56201
320-235-3906, Ext 3
www.kandiyohiswcd.org

The Board of Supervisors of the Kandiyohi Soil and Water Conservation District held its monthly meeting on Tuesday, April 18, 2023 at the Willmar USDA Service Center.

Chairperson Williamson called the meeting to order at 3:00 p.m.

Present at the meeting were Steve Friedlein, Brandon Smith, Donnel Williamson, and Jane Youngkrantz. Also present were Ellie Faber - Conservation Technician, Margaret Johnson - District Manager, Sandy Laumer - Office Manager, Ryan Peterson - District Technical Coordinator, Tom Odens - Kandiyohi County Chief Deputy Auditor, and Jason Weinerman, BWSR Board Conservationist. Also present from a remote location Doug Hanson.

Chairperson Williamson led the Pledge of Allegiance.

Kandiyohi County Chief Deputy Auditor Tom Odens administered the Oath of Office to Steve Friedlein.

Chairperson Williamson read the Mission Statement: Our mission is to encourage the wise use of land and water and to treat these resources in accordance with their needs for protection and improvement.

Motion by Smith, second by Youngkrantz to approve the agenda with the additions of 10.f Tractor Lease Agreement, 10.g Letter of support for Kanati, and 10.h. Shoreland Policy. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Hanson, second by Youngkrantz to approve the consent agenda items:

- a. Draft Minutes March 21, 2023
- b. List of Checks
- c. Directory Update

Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Williamson to approve the Treasurer's Report. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Hanson to approve Cost Share Contract WP FY22-05 well sealing project in the amount of \$500 from 2022 Water Plan funds. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Hanson to approve Cost Share Contract CS FY22-03 well sealing project in the amount of \$500 from 2022 State Cost Share. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Smith to approve the Cost Share Contract SH FY23-03 Windbreak project in the amount of \$1,050 from the 2023 Soil Health Cost Share. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Youngkrantz to approve Cost Share Contract SWCD FY22-02 Critical Area Planting Project in the amount of \$4,490 from 2022 SWCD Capacity. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Hanson, second by Smith to approve the Cost Share Contract SH FY23-04 Tree/shrub site prep/conservation cover project in the amount of \$619 from 2023 Soil Health Cost Share. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Youngkrantz to approve Cost Share Contract WP FY22-02 Critical Area Planting Project in the amount of \$3,318 from 2022 Water Plan Funds. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Hanson to approve the Cost Share Contract CMRWP07 Raingarden project in the amount of \$6,789.37 from CMRWP FY22/23 WBIF (Central Minnesota River Watershed Partnership – Watershed Based Implementation Funding). Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Hanson to approve Cost Share Contract CMRWP02 Stormwater project in the amount of \$130,819.50 from CMRWP FY22/23 WBIF (Central Minnesota River Watershed Partnership – Watershed Based Implementation Funding). This project will move to the Joint Powers Board for approval in May. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Friedlein to approve Cost Share Contract SWCD FY22-01 Critical Area Planting Project in the amount of \$5,000 from 2022 SWCD Capacity. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Hanson to approve Cost Share Amendment for Contract CS 1FY22 from \$950 to \$1,250. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Johnson led discussion on our office space which included: Johnson met with the landlord to discuss paying rent on more space than we currently occupy; our lease will be month to month after July 2023; and would like to form a building committee to explore remodeling or adding office space to the shed. Friedlein and Youngkrantz will be on the building committee.

Motion by Smith, second by Youngkrantz to appoint Friedlein to the Secretary Position. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Hanson to appoint Friedlein to Chippewa River Watershed Association Joint Powers Board as the District Representative. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Hanson, second by Smith to approve the MN DNR Walk IN Access Agreement. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Hanson, second by Youngkrantz to approve 50% up to \$25,000 of the total proposal for feasibility study for stormwater BMPs at Uptown Willmar. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Johnson reviewed the Policy Handbook with the Personnel Committee and went over the changes that were discussed and will have an updated copy at the next meeting.

Motion by Smith, second by Friedlein to approve the Tractor lease Agreement. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Hanson, second by Youngkrantz to approve Johnson to write a letter of support for Kanati for applying for a NRCS Grant. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Johnson led discussion on updating the shoreline policy and offering 75% or up to \$5,000 on projects in the priority areas and on non-priority lakes offering technical assistance. No action was taken at this time.

Motion by Youngkrantz, second by Smith to suspend the Policy 507 Recording Conservation Practices on deeds at this time. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Johnson led discussion on updating Policy 502 District Cost Share Practices for well sealing and setting priority and non-priority areas, changing percentage and maximum amount per contract, and using county funds for projects. No action was taken at this time.

Faber's Staff report included: back from maternity leave as of April 10th; continuing to work on cost share projects with various landowners; met with contractor to go over projects; set up tree drop off dates and pick up dates; assisted with tree pick up dates; have 10 tree plantings for this spring; set up cooler for trees; interviewed landowner for MAWQCP certification; prepped for Envirothon; and wrote Tree Press Release for West Central Tribune and Lakes Area Review.

Dickman's written NRCS Report included: finished last Conservation Stewardship Program (CSP) payment and will be helping Swift and Big Stone Applications; 9 Environmental Quality Incentive Program (EQIP) were preapproved: Inflation Reduction Act EQIP applications will be ranked if they have Climate Smart Practices; assisting Swift County with Regional Conservation Partnership Program (RCPP) irrigation; and Grassland Conservation Reserve Program (CRP) is open through May 26th.

Weinerman's BWSR report included: BWSR is prepping for after Legislature Session and he will be here April 25th for staff training.

Johnson's District Manager Report included: Watershed base funding table; spreadsheet on current projects; helped organize Chippewa Outreach events; attended various 1W1P meetings; helped with 1W1P reimbursements; worked on various projects; visited with Smith on Treasurer training items; provided NRCS with option for Unfunded Cooperative Agreement; worked with DNR on new Walk in Access Agreement; will be working with BWSR on upcoming projects and funding ideas; attended Area Team Lead Meeting; met with Willmar City Administrator to discuss ideas and partnerships; reviewed applications for shared position with Meeker SWCD and hiring committee is working through the process; completed paperwork for the new truck; prepped for Spring show at the Civic Center; completed updates for policy handbook; organized transition for vacancy for supervisor position; worked with staff on tree and rain barrel sales; met with landowners regarding CD27, CD29, and Norway Lake; met with staff on office needs and policies; reviewed RFP for LSOHF with landowners; court is scheduled for end of April for subpoena; and discussion on notable upcoming events.

Peterson's staff report included: working on cost share projects with landowners; working on upcoming nitrate clinic; will be seeding 800 acres on 45 sites; and have been working on tree planting plans.

Laumer's staff report included: working with landowner on Ag BMP Loan Application and currently have \$216,133.69 in funds; worked on 2 well sealing contracts; helping with tree orders, updating tree inventory and tree pick up date letters; worked on monthly eLink reporting and website updates; listened to BWSR Spring Training on March 30th; had RCPP zoom meeting and working on RCPP Match report that is due on April 25th; working on updating Cost Share Inspection List; completed MCIT Electronic Data Processing Inventory Sheet; submitted quarterly payroll and sales tax; put together quarterly bills for staff time for North Fork, Hawk, and CREP; submitted report to State Auditor; attended staff meetings on April 6th and 18th; and will be at Area 2 Envirothon tomorrow.



Smith reported that he attended the BWSR Treasurer's Training.

Chairperson Williamson reported that he attended the South Fork meeting and helped with interviews on April 11th.

Motion by Smith, second by Friedlein to change the time of the regular meeting to 2:00 p.m. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Hanson to adjourn the meeting at 5:10 p.m. Discussion was held. Voting in the affirmative were Friedlein, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

The meeting was adjourned at 5:10 p.m.

	5-16-2023
Steve Friedlein, Secretary	Date
	5/16/2023
Donnell Williamson, Chairperson	Date