



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

MINNESOTA SOIL AND WATER CONSERVATION DISTRICTS

The Board of Supervisors of the Kandiyohi Soil and Water Conservation District held its monthly meeting on Tuesday, August 15, 2023 at the Willmar USDA Service Center.

Chairperson Williamson called the meeting to order at 2:00 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, and Melanie Dickman-NRCS District Conservationist.

Chairperson Williamson led the Pledge of Allegiance.

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

Motion by Smith, second by Youngkrantz to approve the agenda with changing 8.c. to before 6.a. Discussion was held. Voting in the affirmative were Friedlein, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Smith to approve the Consent Agenda items:

- a. Draft minutes June 13, 2023
- b. List of Checks

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

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

Motion by Youngkrantz, second by Friedlein to approve the Pooling Agreement Irrigation Resources Conservation Partnership Grant. Discussion was held. Voting in the affirmative were Friedlein, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Smith to approve the RCPP Irrigation Percent Contract in the amount of \$46,031.10 using RCPP Irrigation funds. Discussion was held. Voting in the affirmative were Friedlein, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Friedlein to approve the RCPP Irrigation Flat Rate Contract in the amount of \$6,900 using RCPP Irrigation funds. Discussion was held. Voting in the affirmative were Friedlein, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Friedlein to approve Cost Share contract WP FY23-01 Well Sealing project in the amount of \$971.25 using 2023 Water Plan Funds. Discussion was held. Voting in the affirmative were Friedlein, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Youngkrantz to approve Cost Share Contract WP FY22-07 Well Sealing project in the amount of \$2,350 using 2022 Water Plan Funds. Discussion was held. Voting in the affirmative were Friedlein, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second Friedlein to approve payment for Cost Share Contract SWCD FY22-02 Conservation Cover Project in the amount of \$4,089 using 2022 Capacity funds. Discussion was held. Voting in the affirmative were Friedlein, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Smith to approve Cost Share Contract CMRWP-09 Sediment Basin Project in the amount of \$7,643.20 using CMRWP funds. Discussion was held. Voting in the affirmative were Smith, Williamson, and Youngkrantz. Abstained Friedlein. Motion carried.

Johnson led discussion on the Supervisor Appointment, and she has someone interested in the position and would like him to come to the September meeting and the Oath of Office could be given in October.

Johnson gave a Building Committee update which included: met with Perkins Lumber and have been given a design for the addition to the shed; staff and building committee have reviewed the design and discussed changes; an updated design should be available in September; and the funding for the shed was discussed at County Commissioners meeting and should be approved sometime in the fall of 2023.

Faber led discussion on the 2023 Tree Program Summary which included total tree sales, expenses, and overall profit from the program.

Peterson led discussion on the 2023 Seed Program Summary which included total seed sales, expenses, overall profit of the program, and changes for next year.

Johnson led discussion on the 2024 Draft Allocations table which included amounts for watershed-based funding, water plan, conservation delivery and cost share funds.

Johnson discussed the 2022 Audit Representation letter, and it will need signatures and then be sent to Peterson Company.

Motion by Smith, second by Friedlein to approve Professional and Technical Services for MN DNR Well Observations. Discussion was held. Voting in the affirmative were Friedlein, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Youngkrantz to approve the Ag BMP Loan Amendment to accept additional funds in the amount of \$150,000. Discussion was held. Voting in the affirmative were Friedlein, Smith, Williamson, and Youngkrantz. Motion carried.

Discussion was held on the 2022 Draft Audit and graphs were put together from the Financial Statements and were reviewed.

Dickman's NRCS Report included: starting to put together information for current and renewal Conservation Stewardship Program (CSP); have one Ag Waste left to obligate for Environmental Quality Incentive Program (EQIP) and paying completed practices; Soil Conservationist will be starting on August 28 and will be hiring an Admin Person and Soil Conservation Technician.

Johnson's District Manager Report included: various 1W1P meetings; reviewed 1W1P draft plans; attended County Commissioners 2024 Budget Workshop; worked with East Otter Tail SWCD on RCPP Agreement; met the TSA Engineer to discuss procedure of services; met with Commissioner regarding 2024 Budget; trees have been removed to accommodate future fence by shed; met with Building Committee; attended meeting for Lessard-Sams Outdoor Heritage fund; worked on Clean Water Fund application; attended workshop presented by Pheasants Forever; helped organize SWCD/WD meeting in September; summer meeting prep for Minnesota Lake Management Society; met with residents regarding Norway subwatershed and 1W1P efforts; attended retirement for Kandiyohi Drainage Inspector; making a presentation to Long Lake in October; discussed Kandiyohi County Allocation for SWCD Operations and 5 year budget projections; and list of active cost-share projects.

Faber's Staff Report included: worked on tree report; ordered trees for 2024; working with landowners to apply for grants for cover crops and grazing; working with lake shore owners on restoration projects; working with Public Works on Phase 2 of County park 5 Shoreline Project; went on shoreline visits with Area Hydrologist; continuing to work on buffer compliance monitoring; attended KC COLA meeting at PWELC; worked the booth at the fair; and attended the Train the Trainer Event.

Peterson's Staff Report included: worked on various RIM applications; staked CREP wetlands project and getting it ready for construction; 5 RIM site inspections completed; various WCA activities; worked the booth at the fair; attended NFCR TAC Meeting; working on various cost-share projects; completed seed program report; Parks to Prairie site evaluations and signs in progress; and Parks to Prairie article.

Laumer's Staff report included: worked on eLink reporting and updating program logs; received 2022 Draft Audit and updated dashboard; completed quarterly payroll taxes and sales tax; put together quarterly invoices for staff time for North Fork, Hawk Creek, and MAWQCP; working with 2 landowners on well sealing projects; went to Waite Park to pick up new Linc Pass; attended Staff Meetings; spoke with Auditors on reporting State Aid and updated Treasurer's Report; listened to PERA Legislature update webinar; worked the booth at the fair; and we will be receiving a workers comp dividend in the amount of \$749.

Discussion was held on the Kandiyohi County Fair.

Smith reported that he attended CMRWP meeting, and it was discussed whether to extend contract to Hawk Creek for services and no action was taken at this time.

Youngkrantz reported that South Fork will be having a Public Hearing on November 27 and then meeting on December 15th.

Friedlein reported that he will be having his first Chippewa Joint Powers Meeting on Friday.

Williamson reported that he attended the North Fork Meeting and Open House, and they are looking for potential projects in certain areas and it was discussed to bring projects to November 1st meeting.

Motion by Smith, second by Youngkrantz to appoint Tom Gilbertson to Supervisor Position for District 3. Discussion was held. Voting in the affirmative were Friedlein, Smith, Williamson, and Youngkrantz. Motion carried.

Discussion was held on changing the date for the next Board meeting. The next board meeting will be on Monday September 18, 2023 at 2:00 p.m.

Motion by Smith, second by Friedlein to adjourn the meeting. The meeting was adjourned at 4:20 p.m.



Steve Friedlein, Secretary 9-18-2023
Date



Donnel Williamson, Chairperson 9/18/2023
Date