



**MINNESOTA  
SOIL AND WATER CONSERVATION DISTRICTS**

KANDIYOHI  
**SWCD**  
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 20, 2022 at the Willmar USDA Service Center.

Chairperson Hanson called the meeting to order at 2:32 p.m.

Present at the meeting were Ron Dilley, Doug Hanson, Brandon Smith, Donnel Williamson, and Jane Youngkrantz. Also present were Ellie Faber, Conservation Technician, Margaret Johnson, District Manager, Sandy Laumer, Office Manager, and Ryan Peterson RIM Coordinator.

Chairperson Hanson led the Pledge of Allegiance.

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

Motion by Smith, second by Williamson to approve the agenda with the change of moving 10b to after 8f. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

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

- a. Draft minutes, November 7, 2022
- b. Covid-19 Office Policy-no update

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

Smith read through the bills for reviewal and payments, the Treasurer's Report, and the Outstanding bills as listed on the agenda. Motion by Dilley, second by Williamson to approve the Treasurer's Report. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

No NRCS report was given.

Johnson handed out an updated project list and we currently have 28 cost share projects on the list.

Motion by Smith, second by Williamson to approve payment of contract CS-FY-22-02 well sealing project in the amount of \$500 using funds from 2022 Cost Share. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Dilley, second by Youngkrantz to approve payment on contract WP 1FY22 well sealing project in the amount of \$712.50 using funds from 2022 Water Plan. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Williamson, second by Youngkrantz to approve partial payment on contract NF-FY20-35 Basin Project in the amount of \$20,916.74 using funds from 2020 Water plan, 2021 Water Plan, 2021 State Cost Share, and North Fork funds. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Dilley to approve amendment on Contract WP-FY-20-06 Waste Facility Closure for the change of install date, amount authorized, and contract number change. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Williamson to approve payment on contract WP-FY-20-06 Waste Facility Closure in the amount of \$13,935 using funds from 2020 Water Plan, 2020 SWCD Capacity, and 2021 State Cost Share. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Smith to approve payment on contract WP-FY-21-1 Norway Games Lake Association Lakeshed Report in the amount of \$2,700 using funds from 2021 Water Plan. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

The meeting was closed to discuss personnel reviews and staff raises.

Motion by Youngkrantz, second by Dilley to approve the following staff grade and step increases:

- Peterson to Grade 11 Step 7
- Faber to Grade 8 Step 2
- And Johnson to Grade 12 Step 8

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

Discussion was held on the MASWCD Convention and included: Staff and Board Legislature platform; good breakout sessions; having Renewable Energy projects on RIM resolution failed; and MASWCD dues will be increased next year.

Discussion was held on updating the policy for MDA Weed grant to increase flat rate for labor and 75% of equipment costs.

Motion by Dilley, second by Williamson to approve the updated weed grant policy. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Smith led discussion that the Hawk Creek- Central Mid MN River is requesting that Joint Power Board Partners contribute \$5,000 each a year for 3 years have funds available for the last 10% match of the grant.

Motion by Smith, second by Youngkrantz to contribute \$5,000 a year for 3 years to the Central Mid Minnesota River. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Williamson to change board meeting date to Third Tuesday of the month. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz.

Johnson led discussion on the Chippewa River Comprehensive Watershed Management Plan and gave update on where we are at with Lake Prioritization and the restored, enhanced, and protected lakes.

Johnson discussed the letter she received from BWSR regarding the completed 2019-2020 Cost Share Project Audit.

Youngkrantz led discussion on Legacy funds from 2010-present and electric cars and concern of disposal of batteries.

Youngkrantz left the meeting at 3:30 p.m.

Johnson's District Manager report included: attended various 1W1P meetings; submitted Capacity workplan; forwarded all non-compliance buffer notices to Public Works; met with BWSR on JAA; attended MASWCD Convention; attended partnership meeting; had informal meeting with County Commissioners in Atwater; City of Willmar Council reached out regarding stormwater; met with Meeker SWCD about shared services; met with CDSA regarding benefits; watched session on Community Planning grant and stormwater; discussed corn row cost share with staff; attended 2 website trainings; completed board workshop on Nov 15; had staff meetings; reviewed indicators for ELink with staff; brainstormed with Peterson on Parks to Prairie; had staff project training with BWSR; completed staff reviews; worked on several project contracts; MCIT Webinar on Managing Performance with positive communication; attended Executing Teams Strategies and Goals at MASWCD Convention; court is scheduled for Feb 2023 for subpoena; upcoming commitments and events; discussion on SWCD Aid; 2023 prioritized objectives from workshop; reviewed maps of Chippewa River Watershed; and spreadsheet of Kandiyohi SWCD Comprehensive Watershed Planning.

Faber's staff report included: working with landowner on MAWQCP FA grant and assessments; working on buffer checks; had a meeting with the county regarding non-compliant buffers; attended South Fork TAC Meeting; sent out a tree open house mailer; was on Conservation Conversation about tree program; processing tree orders and working on tree plans; completed weed grant project; working on 2 shoreline projects; year-end review with Johnson; attended Earth Day meeting; attended website training and working on website; attended AIS meeting ; attended Happy Hour with Commissioners; attended BWSR staff training; conducted well checks; and working on Newsletter.

Peterson's staff report included: completed RIM site inspections; worked on RIM boundary issues with landowner; CREP site visit with landowner; RIM survey on failing project; working on Grasslands Application with landowner; LGRWRP project cancelled; working on various WCA reviews; attended MASWCD Convention; attended Commissioner meeting; attended 1W1P meetings; worked on various cost share projects: working on 2023 seed orders; attended BWSR training; Parks to Prairie site reviews; registered Kandiyohi SWCD as a member of Keep it Clean MN; and vehicle maintenance on F250.

Laumer's Staff report included: received 2022 MCIT Dividend payment in the amount of \$1,396; completed 2022 Census of government Survey of Local Government Finances; attended website trainings and working on website; teams meeting with Wright SWCD on procedure to submit invoices; completed Ag Learn Trainings; attended Area 2 Envirothon meeting; attended staff meetings and tree

planning meeting; attended Partnership meeting; attended Happy Hour with Commissioners; submitted final report for 2020 State Cost Share; Employee review with Johnson; meeting with Johnson on Parks to Prairie Grant; went to Waite Park to update Linc Pass; met with new Property Manager on building concerns; sent gift cards and log sheets to rain gauge monitors; attended BWSR Project Folder Training; listened to session on Community Planning Grants for Stormwater; attended the MASWCD Convention; will be completing pay equity report this year; and helped Faber with tree open house mailer.

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

  
Jane Youngkrantz, Secretary

1-17-23  
Date