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MINNESOTA SOIL AND WATER CONSERVATION DISTRICTS

The Board of Supervisors of the Kandiyohi Soil and Water Conservation District held its monthly meeting on March 16, 2021 at the Lake Andrew Town Hall.

Chairman Hanson called the meeting to order at 2:30 p.m.

Present at the meeting were Ron Dilley, Doug Hanson, Brandon Smith, Donnell Williamson, and Jane Youngkrantz. Also present were Ellie Faber, Conservation Technician, Sandy Laumer, Office Manager, and Rick Reimer, District Administrator.

Hanson led the Pledge of Allegiance.

Hanson 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 need for protection and improvement.

Vouchers were prepared.

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

Secretary's report was presented. Motion by Dilley, second by Williamson to approve the minutes of the regular meeting on February 9, 2021. 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 and presented the Treasurers Report and Outstanding Bills as listed on the Agenda. A motion was made by Youngkrantz, second by Williamson to approve the Treasurers Report. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Dickmans written NRCS Report included: deadline for 2022 Conservation Stewardship Program (CSP) renewals is March 31; deadline for Conservation Stewardship Program (CSP) generals is March 26; ranking deadline for Environmental Quality Incentive Program (EQIP) is March 26; and office COVID 19 policy has changed again and federal employees are at 25% staffing with no contact with customers until further notice.

No new Cost Share Assistance Forms were discussed.

Faber reported that she has written a Biomass planting policy and has sent it to BWSR to review and she will follow up on policy and project at the next meeting.

Laumer discussed that the COVID 19 Office policy has changed to phase zero and federal employees are at 25% staffing at this time.

Discussion was held on setting a vehicle and equipment schedule and included: Hanson discussed whether we need 3 trucks and possibly replacing a truck with a Ford Bronco Sport; would like to split up trucks on schedule so they are not so close together to replace; considered whether to replace vehicles after years of operation or mileage; would like to split up replacing computers on schedule and replace 1 per year; tree planter and fabric machine are in good shape and don't need replacing at this time; would like to set schedule to replace seeder in 10-14 years; and will review schedule at the next meeting.

The Power Point Presentation for County Commissioners was discussed, and Reimer reported that the presentation went well and an article on the presentation was in the West Central Tribune.

1W1P North Fork mailing was discussed and included: postcard got sent out and returned because of problem with addresses; will be resending the postcard and going to make it bigger; and will also be mailing postcard to Middle Fork residents.

Workshop/Open House was discussed and included: have open house during tree pick up dates; set up table with display and have staff available to help landowners; serve refreshments; have rain barrels on display; and have information for open house on 1W1P postcards, newspaper, and on the radio.

Financial Statements were discussed and included: unassigned fund balance and number of months in fund balance have increased in 2020; revenues and expenditures decreased in 2020; interest was lower due to rates on accounts being lower; and discussion on separating portion of district funds on reports to show designated funds to be used for larger purchases.

Reimer's District Administrator Report included: DNR shoreline zoom meeting; 2 North Fork Crow Technical meeting; 2 MnDot LSF zoom meetings; MnDot site meeting; NACD Partnering meeting; staff meetings; County Board meeting presentation; 5 windbreak site visits; Hawk Creek Steering meeting; Hawk Creek Policy meeting; Area 2 Manager meeting; South Fork Crow meeting; 2 Chippewa meetings; Office FAC meeting; met with City of Willmar on project; local work group meetings; DNR weed grant meeting; ordered rain barrels; and working on WCA banking application.

Hanson reported on 1W1P North Fork and all projects over \$50,000 needs to be approved by his committee and if committee meets 4 times a year this could be a problem to get projects approved on a timely basis.

Faber's staff report included: created postcards for 1W1P North Fork; will be sending out new postcards with open house info; sent cost share funding article to West Central Tribune, Lakes Area Review, and Lake Lillian; working on open house; Walk in Access (WIA) is open now through May 14th; outreach on Walk in Access (WIA); trainings for Walk in Access (WIA); meeting with 2 landowners on MAWQCP; working on policy for Chris Schueler Biomass Planting project; Engineer boot camp this month; wetland restoration training on March 16-18; Agronomy 101/Nutrient Management training on March 23; BWSR Spring training on March 30; attending 1W1P Hawk Creek meetings; County Board Meeting Presentation; Earth Day Committee meetings and will have hybrid event on April 24th; have 1 Scholarship Application submitted; and Linc pass has been updated.

Motion by Smith, second by Youngkrantz to approve donating a quarter acre of seed and design and technical service to Earth Day Celebration. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Laumer's staff report included: submitted paperwork to change Supervisor HCSP; bought new QuickBooks software and got it installed; completed year end adjusting entries and put together dashboard and graphs; updated website before March 15th deadline; staff meeting minutes; listening to Local Work Group webinars this month; completed MCIT Liability Risk assessment; signed up for BWSR Spring training sessions on March 30; looking into direct deposit for employees paychecks through HSB and cost would be \$30 a month; and writing receipts for tree and seed order deposits.

Dilley reported that he has been attending Chippewa Watershed meetings.

Smith reported on 1W1P Hawk Creek and there is an advisory meeting on Monday, and they will talk about next phase of the process.

Hanson led discussion on a Board Strategic Planning session, and it was decided to wait till June or July to set up a meeting.

Discussion was held on changing the day of the board meetings, and it was decided to not change the day at this time, but the location for the next meeting will be at the log cabin at the fairgrounds.

Motion by Smith, second by Williamson to adjourn the meeting. The meeting was adjourned at 4:02 p.m.


Jane Youngkrantz, Secretary,

4/13/21
Date