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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 Monday, September 13, 2021 at the Kandiyohi SWCD Shed.

Chairperson Hanson called the meeting to order at 2:30 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, Sandy Laumer, Office Manager, Melanie Dickman, NRCS District Conservationist, and Jeremy Maul, BWSR Board Conservationist.

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 the needs for protection and improvement.

Vouchers were prepared.

Motion to Smith, second by Dilley to approve the agenda with the addition of the Watershed Based Implementation Funding Grant Subcontract Policy and Procedure and approval of Deb Weckman Rain Garden Project. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Williamson to approve the Secretary's Report of the Regular Meeting on August 10, 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, the Treasurer's Report, and Outstanding Bills as listed on the agenda. Motion by Dilley, second by Youngkrantz to approve the Treasurer's Report. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Williamson to approve the Watershed-based Implementation Funding Grant Subcontract Policy and Procedure. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Dickman's NRCS Report included: starting Conservation Stewardship Program (CSP) payments on October 1st; have 28 CSP renewals; no new deadlines for Environmental Quality Incentive Program (EQIP); one RCPP-LM-MAWQCP application is moving toward obligation; and customers can come in the office by appointment and waiting on guidelines for mandatory vaccines that was announced last week.

Faber led discussion on potential projects which included: working with landowner on a manure pit closure that should be completed this year; meeting with the County on a shoreline project, and working with another landowner on a shoreline project that will be completed in phases next year.

Motion by Dilley, second by Youngkrantz to pay cost share contract 3FY19 Steve Friedlein for wetland restoration in the amount of \$1,443.50 with slippage of \$100. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Williamson to pay cost share contract 5FY19 Elaine Engle for well sealing in the amount of \$300. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Williamson, second by Dilley to approve cost share contract WP 3FY20 Lonnie Wentworth for well sealing in the amount of \$300. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Youngkrantz to amend the rain garden policy to fund 75% of the cost of project with maximum of \$3,000. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Dilley to approve cost share contract WP4FY20 Deb Weckman for rain garden project in the amount of \$3,000. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Laumer reported that there was a new matrix sent out regarding COVID-19 quarantine guidelines for staff to follow and led discussion on where to have future regular board meetings. After discussion the next regular meeting will be in the shed and then future meetings will be held at the Lake Andrew Town Hall.

Kandiyohi County Fair recap included: ax throwing game went well; discussion on having Plinko game in the future; having 2 booths to have more space available; having coloring books and comic books available for kids; and having more pictures next year.

Fall Newsletter discussion included: staff is putting together articles; discussion on new tree order form; and updating the mailing list for the newsletter.

Discussion was held on the District Shed parking lot resurfacing and would like to have bid to fill cracks sealed at the next meeting.

The District Administrator Job Description was reviewed, and basic qualifications will be added, and suggested changes will be made. Laumer will follow up with writing a PRAP Grant to help fund a compensation analysis, review of job descriptions, consultant fees, and revising the employee handbook.

Motion by Smith, second by Youngkrantz to approve the 2022/2023 Conservation Delivery and State Cost Share Grant Agreement. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Youngkrantz to have Laumer represent as District Administrator till the position is filled. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Dilley to approve renewal of 2022 SW/WC Health Insurance Renewal. Discussion was held. Voting in the affirmative were Dilley, Hanson, Smith, Williamson, and Youngkrantz. Motion carried.

Laumer handed out the Quarterly Review of the Annual Plan.

Faber's Staff Report included: continuing to work on buffer compliance checks; worked with landowner to sign up for MAWQCP funding; conducted farm visits and MAWQCP assessments; created new tree order form and should have

prices next month; working with landowners on shoreline projects; reaching out to other districts and getting information on shoreline programs; working with landowner on manure pit closure; working with landowner on rain garden project; attended Policy & Steering Team meeting for Central MN River Watershed; have South Fork Watershed meeting on Sept 23rd; attending North Fork Meeting in September 13th; had informational table at Prairie Pothole Day; working on Newsletter; and attending Area 2 meeting tomorrow.

Laumer's Staff Report included: worked at the booth at the fair; discussed MCIT 2022 contributions amounts; 2020 Audit is being done remotely this week; attended Lead Contacts meeting; completed 2022/2023 Cost share and Conservation Delivery Grant workplans; put together 2022 request for MAWQCP funds; put together staff meeting minutes; spoke to MCIT on Open Meeting Laws and got advice on future meeting locations; spoke with IT about ordering new computer for new staff; attending Area 2 meeting tomorrow; spoke with compensation consultants on process and costs; and the County approved the budget and our 2022 Allocation will be \$155,800.

Dilley reported that the Chippewa River 1W1P application was approved.

Smith reported that the Central MN River Project logo was approved and final changes to the agreement are being made and will be ready next month.

Hanson's report from the North Fork Policy meeting he attended included: demonstration on software program; funds for staff time working on project administration is available; discussed approved updated resolution, alternates should be getting meeting minutes, and will get information on Foot Lake meeting on Wednesday.

Maul's BWSR Report included: the Biennial Budget is not required anymore but workplans for grants are now required; Capacity Grant should be processed soon; BWSR has only one person working on grants now; all 1W1P applications were funded; BWSR staff will be teleworking the rest of the year; BWSR Academy will be held virtually this year; and should review grants and file an extension if needed.

Motion by Smith, second by Youngkrantz to adjourn the meeting. The meeting was adjourned at 4:49 p.m.

	
Jane Youngkrantz, Secretary	Date