



**MINNESOTA  
SOIL AND WATER CONSERVATION DISTRICTS**



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The Board of Supervisors of the Kandiyohi Soil and Water Conservation District held its monthly meeting on Monday, August 8, 2022 at the USDA Service Center.

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

Present at the meeting were Ron Dilley, Doug Hanson, Donnel Williamson, and Jane Youngkrantz. Also present were Melanie Dickman, NRCS District Conservationist, Ellie Faber, Conservation Technician, Margaret Johnson, District Manager, Sandy Laumer, Office Manager, Ryan Peterson, RIM Coordinator, and Jason Weinerman, BWSR Board Conservationist. Absent Brandon Smith.

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.

Vouchers were completed.

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

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

- a. Minutes July 12, 2022
- b. Policy 102- Internal Control Update
- c. Covid-19 Office Policy Update- no update.

Chairperson Hanson pulled the Policy 102 from the agenda and had Johnson review for the meeting. Discussion was held. Voting in the affirmative were Dilley, Hanson, Williamson, and Youngkrantz. Motion carried.

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

Dickman's NRCS Report included: working on Conservation Stewardship Program (CSP) and 1 more contract was approved; still taking Environmental Quality Incentive Program (EQIP) applications; and 3 RCPP Irrigation Applications were preapproved.

Motion by Youngkrantz, second by Dilley to approve cost share contract CS 2FY21 Pollinator Planting in the amount of \$950. Discussion was held. Voting in the affirmative were Dilley, Hanson, Williamson, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Dilley to approve payment of cost share contract NF FY20-32 Well Sealing in the amount of \$500. Discussion was held. Voting in the affirmative were Dilley, Hanson, and Youngkrantz. Abstain Williamson. Motion carried.

Motion by Williamson, second by Youngkrantz to approve cost share contract WP 3FY21 Rain Garden Project for \$3,966.75. Discussion was held. Voting in the affirmative were Dilley, Hanson, Williamson, and Youngkrantz. Motion carried.

Discussion on the Kandiyohi County Fair Booth included: have 2 new banners for the booth; theme is Native Plants and Pollinators; will have flash card game to win prizes and guess how many species of seed in canister to win rain barrel; and will have native flowers and grasses on display in the booth.

Motion by Dilley, second by Williamson to approve MN DNR Professional Services Contract for Groundwater Monitoring. Discussion was held. Voting in the affirmative were Dilley, Hanson, Williamson, and Youngkrantz. Motion carried.

Motion by Youngkrantz, second by Williamson to approve the Jet Black Seal Coating bid including the \$250 optional crack routing. Discussion was held. Voting in the affirmative were Dilley, Hanson, Williamson, and Youngkrantz. Motion carried.

Motion by Dilley, second by Williamson to approve paying 50% of registration fee for Soil Management Summit for two Kandiyohi County landowners. Discussion was held. Voting in the affirmative were Dilley, Hanson, Williamson, and Youngkrantz. Motion carried.

Peterson led discussion on the Native Seed Program Summary.

Weinerman, BWSR Board Conservationist introduced himself and gave information on his background.

Johnson's District Manager Report included: attended various 1W1P meetings; working on 5 year budget projections; reviewed DNR well monitoring contract and Parks to Prairie Grant; Wetland Conservation Act (WCA) meeting with BWSR; meeting with County on Buffer Law and will be putting together MOU for County and SWCD on Buffers; working on Clean Water Proposals; discussion on LIDAR Acquisition meeting; will be having meeting with NRCS on Partnership Agreement; working on building lease agreement and office needs; met with County on IT services; reviewed Records retention policy and have moved files to the shed; had Bonnema survey the shed property lines; reviewed tree program summary with staff; reviewed staff job descriptions; discussion on subpoena received.

Faber's Staff report included: have 2 more farms certified in the Minnesota Ag Water Quality Certification Program (MAWQCP); sent 2 buffer non-compliance reports to County and continuing to work on buffer checks; had buffer meeting with the County; worked on rain garden project; looked at 3 potential shoreline projects; had fair grounds project meeting; rain barrels are here; prepped for the fair; reviewed position description with Johnson; 2 invasive weed visits; and assisting with website.

Peterson's Staff Report included: completed survey on RIM; completed cost share on CREP for landowner, had a couple of RIM grassland site visits; working on a couple of WCA wetland restoration orders; WCA meeting with BWSR and Johnson; attended Chippewa River 1W1P bus tour; North Fork scoring and ranking and Policy meeting; working on various cost share projects; put together seed

program summary and still having a few additional seed orders coming in; had RIM/WRP site review; helped pick up rain barrels; and put together banners for fair.

Laumer's Staff Report: going through files and tossing out files that we don't need to keep according to Records Retention Schedule; moving files saved to my computer to the shared drive; had meeting on tree profit and loss summary; completed quarterly payroll tax and sales tax; working on getting credit cards from Home State Bank and got Johnson added as signer; reviewed job description; website meeting with staff and sending info to Revize for website; had RCPP Irrigation Grant Teams meeting and will be submitting progress report for match; and discussion on Quickbooks Desktop being discontinued in 2023 and looking into Quickbooks Online version.

Williamson reported he attended the North Fork Policy meeting.

Hanson reported that we need to start thinking about the Agreement with NRCS and future needs.

Motion by Youngkrantz, second by Williamson to adjourn the meeting. The meeting was adjourned at 3:47 p.m.

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Jane Youngkrantz, Secretary      Date