



The Board of Supervisors of the Kandiyohi Soil and Water Conservation District held its monthly meeting on Tuesday, January 17, 2023 at the Willmar USDA Service Center.

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

Present at the meeting were Ron Dilley, Brandon Smith, Donnel Williamson, and Jane Youngkrantz. Also present were Ellie Faber, Conservation Technician, Sandy Laumer, Office Manager, Ryan Peterson, District Technical Coordinator, Melanie Dickman, NRCS District Conservationist, and Tom Odens Kandiyohi County Chief Deputy Auditor. Also present from remote location Margaret Johnson, District Manager. Absent Doug Hanson.

Vice Chairperson Williamson led the Pledge of Allegiance.

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

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

- a. Draft minutes, December 20, 2022

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

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

Motion by Dilley, second by Youngkrantz to allocate \$3,000 from 2022 Water Plan funds for Keep it Clean Campaign promotional items. Discussion was held. Voting in the affirmative were Dilley, Williamson, and Youngkrantz. Motion carried.

Dickman's NRCS Report included: 3 Conservation Stewardship Program (CSP) applications were obligated; 43 Conservation Stewardship Program (CSP) payments were paid; one Regional Conservation Partnership Program (RCPP) payment was made; 8 RCPP applications were received or rolled over for MDA and irrigation; and Matt was promoted to DC position in Sleepy Eye and are hoping to get 3-4 additional staff in Willmar.

Motion by Youngkrantz, second by Dilley to pay Minnesota Counties Intergovernmental Trust 2023 coverage in the amount of \$7,254. Discussion was held. Voting in the affirmative were Dilley, Williamson, and Youngkrantz. Motion carried.

Motion by Dilley, second by Youngkrantz to pay Minnesota Association of Soil and Water Conservation District 2023 membership dues in the amount of \$6,144.30. Discussion was held. Voting in the affirmative were Dilley, Williamson, and Youngkrantz. Motion carried.

Smith entered the meeting at 2:55 p.m.

Johnson led discussion on hiring a shared Water Plan Coordinator position with Meeker SWCD. Consensus with the board was to move forward and explore the possibility of the position.

Motion by Smith, second by Dilley to approve the Peterson Company Audit Bid in the amount of \$3,500. Discussion was held. Voting in the affirmative were Dilley, Smith, Williamson, and Youngkrantz. Motion carried.

Johnson left the meeting at 3:05 p.m.

Discussion was held on the appointments of supervisor positions and committee representation. The following appointments were made:

- Chairperson: Williamson
- Vice Chairperson: Youngkrantz
- Secretary: Dilley
- Treasurer: Smith
- Public Relations & Information: Hanson
- Personnel Committee: Smith and Youngkrantz
- Finance Committee: Smith & Williamson
- North Fork 1W1P Policy Committee Representative Primary: Hanson Alternate: Williamson
- South Fork Planning Primary: Youngkrantz Alternate: Hanson
- Central Minnesota River Watershed Partnership Joint Powers Board Representative Primary: Smith Alternate: Youngkrantz
- Chippewa River Planning Policy Committee Representative/ Chippewa River Association Joint Powers Board Primary: Dilley Alternate: Williamson

Motion by Youngkrantz, second by Smith to approve Resolution 2023-01 which includes Supervisor appointments, policies, and procedures for the calendar year of 2023. Discussion was held. Voting in the affirmative were Dilley, Smith, Williamson, and Youngkrantz. Motion carried.

Johnson's written District Manager report included: attended various 1W1P meetings: had meetings to discuss various projects using WBIF funding; attended FAC building meeting; submitted flex benefits to CDSA; attended 1W1P information training session with BWSR; met with Hanson about position proposal; attended Oath of Office for Williamson; brainstormed with Peterson on Parks to Prairie and met with County on opportunities; attended staff meetings; submitted final report for MDA weed grant; submitted 2022 Conservation partnership Legacy grant final report; worked with staff on website updates; watched 1W1P training videos with staff; and waiting to see how to proceed with Subpoena.

Peterson's staff report included: working on LGRWRP service reimbursement; updating RIM Ownership changes; have 1 ag bank initial credit release; attended State Technical Advisory Committee meeting; attended Chippewa River TAC meeting; working on cost share project paperwork; finalized seed mixes and started completing seed contracts; met with County on a Parks to Prairie Project; listened to Keep it Clean MN meeting; ordering Keep it Clean MN promo items; attended staff meeting; and started planning an Earth Day Nitrate Testing Event at GRB on April 20<sup>th</sup>.

Faber's Staff Report included: working with landowner on MAWQCP assessment; completed yearly buffer update; had tree open house and working on tree plans; finished wildlife test for Area 2 Envirothon; worked with staff on website; attended a TAC meeting for the South Fork; attended Central MN River Steering team meeting; finalized plans for 2 shoreline restorations; and will be going on leave for 8 weeks.

Odens entered the meeting at 3:30 p.m.

Odens gave the Oath of Office to Supervisor Smith.

Motion by Smith, second by Dilley to close out the 2020 Water Plan Grant, 2021 Water Plan Grant, 2020 SWCD Capacity Grant, and 2021 State Cost Share Grant. Discussion was held. Voting in the affirmative were Dilley, Smith, Williamson, and Youngkrantz. Motion carried.

Laumer's staff report included: working on eLINK reporting that is due February 1<sup>st</sup>; updating the new website; attended staff meetings; attended Partnership meeting; worked with Johnson on submitting reimbursement request for Weed Grant and Parks to Prairie Grant; completed Pay Equity Report; entered payments from tree orders; submitted 4<sup>th</sup> Quarter Sales tax; listened to Ag BMP Loan training and working with landowner on processing an application; attended CMRWP meeting on Jan 13<sup>th</sup>; worked on w-2's; working on quarterly payroll taxes; submitted quarterly invoices for CMRWP, North Fork 1W1P, and MAWQCP for staff time; discussed that board members need to file Statement of Interest requirements by Jan 31; and working on 2023 billable rates and having BWSR review them.

Motion by Smith, second by Youngkrantz to pay Area 2 Envirothon contribution in the amount of \$150. Discussion was held. Voting in the affirmative were Dilley, Smith, Williamson, and Youngkrantz. Motion carried.

Dilley discussed he will be attending Chippewa River meeting on Friday.

Laumer discussed the MASWCD Area 2 meeting will be February 7<sup>th</sup> in Little Falls and to let her know if planning on attending and she will send in registration.

Motion by Youngkrantz, second by Smith to adjourn the meeting. The meeting was adjourned at 3:40 p.m.

  
Ron Dilley, Secretary

2-27-23

Date

