KANDIYOHI
SOIL & WATER CONSERVATION DISTRICT
SWCD

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The Board of Supervisors of the Kandiyohi Soil and Water Conservation District held its monthly meeting on Tuesday, June 18, 2024, at the Kandiyohi County Public Works Building.

Chairperson Williamson called the meeting to order at 2:00 p.m.

Present at the meeting were Tom Gilbertson, Brandon Smith, Donnel Williamson, and Jane Youngkrantz. Also present were Ellie Faber-Conservation Technician, Margaret Johnson-District Manager, Sandy Laumer-Office Manager, Ryan Peterson-District Technical Coordinator, and Will Lee-NRCS District Conservationist. Also present remotely was Steve Friedlein.

Chairperson Williamson led the Pledge of Allegiance.

Chairperson Williamson 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 needs for protection and improvement.

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

Motion by Youngkrantz, second by Gilbertson to approve the Consent Agenda items:

a. Draft Minutes May 21, 2024
b. List of Checks

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

Motion by Gilbertson, second by Youngkrantz to approve the Treasurer's Report. Discussion was held. Voting in the affirmative were Friedlein, Gilbertson, Smith, Williamson, and Youngkrantz. Motion carried.

Discussion was held on the completed projects and pictures and information on the projects were reviewed.

Lee's NRCS Report included: staffing update; information on sign-up for Conservation Reserve Program (CRP) Grasslands; working on obligating Environmental Quality Incentive Program (EQIP) contracts; no Conservation Stewardship Program (CSP) applications were funded; and have 2 RCPP applications submitted.

Johnson handed out the bid tabulation sheet from Engan for the shed addition and discussed 7 contractors submitted bids. Engan has reviewed all the bids and the timeline and budget were discussed.

Motion by Youngkrantz, second by Smith to approve Resolution 2024-05 Accepting Bid & Award Construction Contract. The Kandiyohi Soil and Water Conservation District accepted the bid and award construction contract to Arrow Construction for $674,143 and authorized the board chair to sign contractual documents that follow American Institute of Architects Agreements for contracting in partnership with the District's hired architect Engan. Discussion was held. Voting in the affirmative were Friedlein, Gilbertson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Youngkrantz to approve Resolution 2024-06 Construction Financing. The Kandiyohi Soil and Water Conservation District would like to finance $300,000 with Home State Bank and permit the board Chair and Treasurer to sign contractual documents starting August 1, 2024. Discussion was held. Voting in the affirmative were Friedlein, Gilbertson, Smith, Williamson, and Youngkrantz. Motion carried.

Motion by Smith, second by Youngkrantz to approve the Unrestricted Fund Balance Policy. Discussion was held. Voting in the affirmative were Friedlein, Gilbertson, Smith, Williamson, and Youngkrantz. Motion carried.

Johnson led discussion on the MASWCD call for Resolutions and the resolutions need to be brought to Area 2 Meeting in June so we will have to submit any ideas next year.

Johnson's District Manager Report included: attended subcommittee meeting for Chippewa 1W1P; working on work plans and projects for various 1W1P; submitted 2025 allocation request to County; coordinated grant agreements with Williamson; attended Lakes Seminar; attended FAC Meeting; worked with Engan on various items for shed addition; completed application for soil health phase II; attending Alliance technical committee meetings; completed work planning for Alliance; submitted work plan for South Fork WBIF; attended and completed follow up items for bid opening; staff meeting with Faber; assisted staff on cost share projects; had project update meeting with NRCS and staff; organized meetings to discuss soil health opportunities; discussed upcoming events and meetings; and funding update.

Peterson's Staff Report included: worked on various Easement Agreements; worked on various Wetland Conservation Act (WCA) activities; working with landowners on cost share projects; seeding update; and discussion on project on MN Dot land.

Faber's staff report included: working on buffer compliance checks; finalizing cost share contracts for MAWQCP; completed tree plantings and fabric; all the trees are gone, and cooler has been shut off; working with landowners on cost share projects; helped with the Lake Seminar Event; had quarterly meeting with Johnson; attended staff meeting; and went to bid opening for shed addition at Engan.

Laumer's staff report included: updated program logs and elink reporting; worked on voucher test for auditors; sending tree planting and seed invoices as they are completed; helped at Lakes Seminar; attended Local Work Group Meeting; listened to BWSR Outreach webinar; attended staff meeting; attended Area 2 Team Lead Meeting; listened to Alliance Partners and District Staff Kick

helped organize a lake event for MN Lakes Management Society; had project update meeting with NRCS; discussed upcoming dates and events; and funding update.

Peterson's Staff Report included: worked on various Easement Agreements; submitted RIM Wetlands application; worked on various WCA activities; worked at Healthy Earth Healthy Kids Activities Event; helped at Home Expo booth; attended 1W1P North Fork TAC Meeting; worked on various cost share projects; seeding update; attended State Technical Committee; and had 4 pollinator site visits.

Faber's staff report included: working on buffer complaints and status reviews; organized tree pick up dates; completed 7 tree plantings; working on cost share projects; helped at Area Envirothon; gave presentation at Long Lake Association meeting; attended staff meeting; attended partnership meeting; helped at Earth Day; and working on Lake Seminar meeting.

Laumer's staff report included: worked on updating program logs and elink reporting; completed MCIT Payroll Estimates and EDP Inventory Reports; sending invoices for completed tree plantings and seedings; assisted with tree pick updates; helped at Area 2 Envirothon and State Envirothon; listened to TTCP Onboarding webinar on JAA; attended bimonthly meeting with Johnson; attended partnership meeting with NRCS; sent out agenda and put press release in paper for Local Work Group Meeting; Auditor will be here on August 22 for in person Audit; signed off on Ag BMP application for landowner to get funding for a new well; and completed paperwork for cost share contract for well sealing payment.

Smith attended the Central MN River Watershed Partnership (CMRWP) meeting and discussed projects funded and funding available.

Youngkrantz attended 1W1P South Fork meeting and Resolution 2024-05 South Fork Agreement to Implement Plan were reviewed. Youngkrantz also led discussion on selling compost containers.

Motion by Smith, second by Youngkrantz to adjourn the meeting. The meeting was adjourned at 4:00 p.m.

Steve Friedlein, Secretary — Date 7-16-24

Donnel Williamson, Chairperson — Date 6/18/2024