

East Polk Soil & Water Conservation District November 20th, 2025 Board Meeting Minutes

Board Members Present: David Kiecker, Scott Balstad, and Ken Pederson.

Other's Present: Rachel Klein, Jenna Simonson, Gabby Rodriguez, Laura Schnapp, and Joan Lee.

Meeting called to order at 8:40 am by Chairman Pederson

Approve the November 20, 2025 Agenda. Motion by Balstad, Seconded by Kiecker.

Secretary's Report:

Approve the October 16th, 2025 Regular Meeting Minutes. Motion by Kiecker, Seconded by Balstad.

Financials:

Approve the October 2025 Financial & Treasurer's Reports, subject to revisions. Motion by Balstad, Seconded by Kiecker.

Old Business:

RCPP Soil Health Funds – Cost share application using federal funds can process payments again. The applications that we have will be paid once necessary documentation has been finalized.

New Business:

Approve Cover Crop Payments: State Funds

- CS-25-01: Brian Anderson, \$2400 – Soil Health Delivery Grant 2025
- CS-25-02: Jason Voxland, \$15,000.
 - o \$7514.31 – Soil Health Delivery 2025
 - o \$487.50 – Conservation Contracts 2024
 - o \$5205.63 – State Cost Share 2023
 - o \$1792.56 – Soil Health Incentive 2023
- CS-25-13: 60A-1-4, \$6984.67 – Soil Health Delivery 2025
- CS-25-23: 60A-1-11, \$300 – Soil Health Incentive 2023
- CS-25-28: David Kiecker, \$7680 – Soil Health Delivery 2025
- CS-25-34: L&L Farms, \$600 - Soil Health Incentive 2023
- CS-25-22: Travis Nelson,
 - o \$1351.30 – Soil Health Incentive 2023
 - o \$2008.70 – Conservation Contracts 2025
- CS-25-31: Shayne Munter, \$15,000 – Soil Health Delivery 2025
- CS-25-33: Craig Sander, \$7620 – Conservation Contracts 2025

Motion to approve payments by Motion by Balstad, Seconded by Pederson.

Approve payment for Randy Rue's well sealings, CS-25-38. Total project was \$2400, 50% is \$1200. Total encumbered amount for this contract was \$1800. This project is funded by Cost Share 2023. Two wells were sealed and the third well will not be sealed this year. Motion by Balstad, Seconded by Kiecker.

Approve payment for Don Magnusson's Rain Garden, CS-24-14. Total project cost was \$11,097.81. Total encumbered amount was \$7,950.00 (\$10,600.00 total project cost). This application is funded by SHR 1W1P. Motion by Balstad, Seconded by Kiecker.

Approve final payment for Jan Cronquist's Shoreline Restoration, CS-24-23. Final invoice was for \$4,295. Remaining amount available for cost share is \$2,972.34. Total project cost was \$8,056.88. Total encumbered amount was \$5,793.75 (\$7,725.00 total project cost). This application is funded by Soil Health Delivery 2025. Motion by Balstad, Seconded by Kiecker.

Approve final payment for Rebecca Moe's Shoreline Restoration, CS-24-01. Final invoice was for \$4,295. 75% cost share is \$3,221.25. Total project cost was \$8,028.19. Total encumbered amount was \$10,065. (\$13,420 total project cost). This application is funded by Soil Health Cost Share 2023. Motion by Balstad, Seconded by Kiecker.

Cancel well sealing contract CS-25-09 for Branden Clark. The well will not get sealed before the end of the year. Motion by Balstad, Seconded by Kiecker.

Cancel well sealing contract CS-24-19 for John Schmelbach. The well will not get sealed before the end of the year. Motion by Balstad, Seconded by Kiecker.

Approve encumbering funds for CS-25-39. A well sealing for Al Bauer. Total cost is \$1260.00 and 50% is \$630.00. Motion by Balstad, Seconded by Kiecker.

Approve WCA Replacement Application for the City of Fosston, .284 wetland credits, for the Fosston Trail that is being constructed. Motion by Kiecker, Seconded by Balstad.

Schedule Employee Reviews: December 15th at 10am.

Reports:

NRCS: Office is open!

Member Reports

Kiecker: No Report

Balstad: No Report

Pederson: SHR 1W1P Policy Meeting & Area 1 Meeting

Staff Reports

Rachel:

Meetings/Training:

- BWSR Academy
- Clearwater River 1W1P Policy Meeting
- Area 1 Meeting
- SHR 1W1P Steering Committee and Policy Meeting
- Private Well Workshop

Admin:

- Payroll, month end, bills, and deposits
- Board meeting prep

- Soil Health Admin & eLink Reporting

WCA:

- Inquires
- Two Notice of Decisions (NOD) for Delineation Concurrence Applications on Union Lake
- NOD for City of Fosston Replacement Plan – Board Approval
- Two TEP Meetings with Steve

Feedlot:

- 2026/2027 Delegation Agreement
- Reviewed Annual Policies
- Feedlot Newsletter
- Inspections

Jenna:

Meetings/Trainings:

- Feedlot CFO Webex
- UM Aquatic Invasive Species Webinar
- BWSR Academy
- Area 1 Meeting
- Well Workshop/webinar

Buffers:

Water Quality:

- Sandhill Watershed Data Review
- SWAG Data Review
- Stream Monitoring Data Submission

Feedlots:

- Registration Notices
- Newsletter
- Updating registrations

Other:

- Fall Newsletter
- No Till Sign Design

Gabby:

Meetings/Trainings:

- BWSR Academy
- MASWCD Area 1 Meeting
- Soil Health Work Group Meeting

Soil Health:

- Cover Crop Projects
- No Till Projects
- Field Checks

Water Quality:

- Lake Levels
- DNR OB Wells

Other:

- Soil Health and Shoreline/Rain Garden Newsletter Article

AgBMP Report: Back to a wait list.

Open Discussion: Rachel talked with the landowner of the Cameron Lake outlet. She had a good conversation, and all options were considered. The landowner is not interested in having the outlet restored at this point without compensation.

Next Meeting December 18th, 2025 at 8:30am

Motion to adjourn at 10:15 am by Kiecker, Seconded by Balstad.

	<u>Dec 22, 2025</u>
Secretary	Date