

**EAST POLK SOIL AND WATER CONSERVATION DISTRICT BOARD MEETING MINUTES
AUGUST 15TH, 2019**

Board members present: Al Bauer, Ken Pederson, and Dave Kiecker

Others present: Rachel Klein, Kelsey Hedlund, Marea Schommer, Bob Guetter, Jenny Burrack, and Joan Lee

Meeting called to order at 8:30am by Chairman Bauer

Motion to approve the August 15th, 2019 Agenda: Pederson, second: Kiecker, approve: all

Motion to approve the July 24th, 2019 Regular Board Meeting Minutes: Pederson, second: Kiecker, approve: all

Motion to approve the July 2019 Financial Report: Pederson, second: Kiecker, approve: all

New Business:

Motion to approve cost share at 50%, not to exceed \$310.00, for Mike Altepeter's well sealing: Keicker, second: Pederson, approve: all

Motion to approve cost share at 50%, not to exceed \$2,875.00 for Tom Quirk's shoreline restoration project: Pederson, second: Keicker, approve: all

Motion to set Shoreline and Rain Garden cost share guidelines with the revision of allowing riprap when approved by SWCD: Keicker, second: Pederson, approve: all

Motion to approve Marea Schommer's full time employment, retroactive to August 12th, 2019 with starting wage of \$17/hour: Keicker, second: Pederson, approve: all

Brett Arne (BWSR): East Polk SWCD's general service grants, conservation delivery, state cost share, capacity, and buffer implementation, are being held by BWSR until Myhre Tax Services has completed restructuring QuickBooks for 2018 and our audit can be completed. The Targeted Watershed Grant expiration date is June 30th, 2020. This grant is written into legislation so getting an extension is not as easy as other grants. There may be some options, but we will have to look into those.

April Swenby (SHRWD): Not present. Rachel provided an update that the Carlson Coulee project is out for bids and the approximately start date is September 1st, 2019 and the estimated completion date is November 30th, 2019.

Motion to approve budget for Annual County Board Budget meeting on August 20, 2019: Pederson, second: Keicker, approve: all

Old Business:

Myhre Tax Service/Audit update: Josie is still working on getting our 2018 QuickBooks restructured and corrected. This process has been more complicated than she anticipated but she has been working with Michael Peterson, auditor, and Janette Austin, BWSR, to make sure everything is corrected in the way

that is best for them. Josie does the West Polk SWCD financials and both Michael Peterson and BWSR are very happy with her work.

Policy Meeting to Update Policy Handbook/Employee Handbook: Tabled

Reports:

NRCS- Jenny Burrack: EQIP 2019- 53 ranked applications, 23 funded \$700,620: 1 tree planting, 1 CNMP, 5 pollinators, 3 grazing, 9- 340&327, and 4 erosion/340. CSP 2019- 4 ranked applications, 3 funded: all 5 years of contract- \$629,806. FSA: CRP update from Katelyn, 187 coming out this call, 38 not going back in, 11 continuous, 17 TIP, 80- 1 year extensions. MFP report from Courtney: 12/6/19 sign up deadline. Bob Guetter: Technician position announcement is closed, still waiting to interview and hire. Hopefully by the end of October someone can be hired.

Board Members-

Ken Pederson: Going to the County Board Meeting and personnel committee met to talk to Marea about full time employment.

Dave Keicker: No Report

Al Bauer: Went to AIS Meeting and met with Marea about full time employment.

Staff Reports:

Rachel- Meetings: Scheduled a meeting with Dain Erickson from Red Canoe Cre8tive to redo our website and do some other promotional handouts for us. He has been hired through the TSA to provide these services for us. (He did the banners we have on display in the office.) AIS Meeting. WRAC Meeting.

Buffers: Been in contact with Darren Meyers about getting the needs review parcels changed to either compliant or noncompliant. Our goal is to get BuffCat updated by the end of the year. Any buffers not seeded by the end of 2019 will be sent to the county for enforcement. Lake Monitoring: Been in contact with SHRWD about adding Union Lake and Lake Sarah to our lake monitoring. Provided her with a proposal, included in board packet, to include the two lakes. Her board approved Option B. Other: Been working on our financials with Josie and providing her with the information she needs to get our 2018 QuickBooks updated. She's also been in contact with BWSR when she needs clarification that we can't provide. Trinity Creek Ranch Field Day in Red Lake County

Kelsey- Meetings: Meet with Dain from Red Canoe for our website Trainings: 2 day prairie plant ID training in Twin Valley at Scientific Natural Area. OB Well training for Mentor, Gully, and Trail Well that we monitor. Shoreline Restorations: Tom Quirk approval for Cost Share \$5750.00 been calling other counties and doing a lot of research for more information to create a "Shoreline Landscaping, Pollinator Planting, & Rain Garden Manual. Completed the cost share guidelines after contacting Kelly Voigt.

Other: AIS- Contacted Sorenson's and Crookston welding for a quote on fabricating a machine like the CD3, also contacted 3 counties that use the CD3 machine and Landa for opinions- Hennepin County and S. Saint Louis love theirs and think it was a good investment. They also believe the Landa is a good investment for better AIS control (Hot water pressure decontamination station that requires level 2 inspectors). Becker has the Landa and likes it but has to fix it weekly. Been working with Josie to correct financials and get QuickBooks going, she is almost finished.

Marea- Trainings: 2 day prairie plant ID training in Twin Valley at Scientific Natural Area. OB Well training for Mentor, Gully, and Trail Well that we monitor. Pollinator Training. Other: All the county ditch records from the shed have been scanned in and are now electronically stored on our server. Trinity Creek Ranch Field Day in Red Lake County. Stream monitoring. Been locating wells for the MN Geological Atlas survey.

Other/Open Discussion:

Motion to approve cost share at 50%, not to exceed \$3350, for Loren Abel's shoreline restoration:
Keicker, second: Pederson, approve: all

Next meeting September 19th, 2019 at 8:30 am.

Motion to adjourn at 9:35 am: Pederson, second: Keicker, approve: all

Al Bauer

Chairman

10-3-19

Date