

## **East Polk Soil and Water Conservation District Regular Board Meeting Minutes November 18<sup>th</sup>, 2021, at 8:30am**

Board Members present: Ken Pederson, Dave Kiecker, Kory Sonsteli, Larry Vettleson, And Scott Balstad.

Other's Present: Rachel Klein and Jenna Wiersma.

Meeting called to order at 8:36 am by Chairman Pederson .

Motion to approve November 18<sup>th</sup>, 2021 Agenda. Motion by Kiecker, Second by Vettleson.

### **Secretary's Report:**

Approve October 21<sup>st</sup>, 2021 Regular Meeting Minutes. Motion by Vettleson, Second by Sonsteli.

### **Financials:**

Approve October 2021 Financial Report. Motion by Sonsteli, Second by Kiecker.

Approve October 2021 Treasurer's Report. Motion by Balstad, Second by Vettleson.

### **Old Business:**

Vesledahl Wetland Bank – No update.

Area 1 TSA Update – Rachel and Ken attended separate meetings, one for staff and one for supervisors, for the PRAP process held by Houston Engineering. At these meetings the goals and mission of the TSA were discussed and data from the survey that went out to staff prior was reviewed. Next meeting is February 2, 2022 at 10am in Mahanomen.

Approve per diem increase for supervisor pay from \$75 to \$100 per meeting effective January 1, 2022. Motion by Balstad, Second by Vettleson.

### **New Business:**

Approve payment for Cost Share Contract, CAP-19-02, for Barb Seeger from Capacity 2019. Total Rain Garden project cost = \$2,450.00. 50% cost share and encumbered amount = \$1,225.00. Motion by Balstad, Second by Vettleson.

Approve payment for Cost Share Contract, CAP-19-03, for Barb Seeger from Capacity 2019. Total Shoreline Buffer project cost = \$5,070.00. 50% cost share and encumbered amount = \$2,535.00. Motion by Balstad, Second by Vettleson.

Approve payment for Cost Share Contract, CS-19-01, for Mike Grandbois from State Cost Share 2019, \$4,004.60, and State Cost Share 2020, \$7,245.40. Total WASCOD Buffer project cost = \$23,064. Approved cost share amount = \$22,500. 50% cost share and encumbered amount = \$11,250. Additional 25%, equaling \$5,625, will be requested from the SHRWD. Motion by Balstad, Second by Sonsteli.

Approve Jenna to be an authorized with the First National Bank to sign checks. Motion by Vettleson, Second by Kiecker.

Survey Equipment – Rachel gave a report on the survey equipment that Marea has priced out. We have \$12,500 from the TSA that we can use by the end of the year to help fund the purchase of equipment. Clearwater SWCD has also expressed interested in a potential agreement for services if we had equipment. The board has requested that Rachel reach out to other neighboring SWCD's to see if there would be in additional interest or need for this type of services.

Approve payment of \$2,775.00 to Peterson Company for Audit. Motion by Vettleson, Second by Kiecker.

**Reports:**

NRSC Report- No Report

Member Reports:

Ken: Attended the TSA PRAP meeting for supervisors and the Area 1 meeting.

Kory: No report

Dave: No report

Scott: No report

Larry: No Report

**Staff Report:**

**Rachel:**

Meetings/Training:

- BWSR Academy
- Clearwater 1W1P Meeting (x2)
- TEP Meeting with Steve
- TSA PRAP Manager Meeting
- AgBMP Meeting
- Area 1 Meeting

WCA:

- Two Notice of Applications (NOA) sent out for delineation concurrence
- One incomplete application – missing data sheets and incorrect data sheets
- Three site visits
- 2 new applications – delineation concurrence

Admin/Other:

- Month end
- 3<sup>rd</sup> Quarter Supervisor Pay
- 3<sup>rd</sup> Quarter MAWQCP Invoice
- New employee paperwork

- Audit Completed
- DNR Ob wells and Lake Levels
- SWAG (surface water agreement grant) with MPCA for 7 additional stream monitoring sites on the Sand Hill River.

**Marea:**

Meetings/Trainings:

- TSA Area 1 Meeting
- BWSR Academy
- WASCOB Webinars
- SWAG Monitoring Meeting
- Red River of the North Bank Sluff Meeting
- Area 1 Meeting

Buffers

- 1 site visit
- 1 validation of compliance letters

WASCOB

- 1 site visit in Columbia Township

Shoreline/Rain Gardens:

- 1 inquiry on Maple Lake

Other

- Newsletter

**Jenna:**

Meetings/Trainings:

- BWSR Academy
- WCA – Online / Webinar
- SWAG Web Meeting (x2)
- West Polk Landslide Webinar
- TSA Meeting (online)
- Clearwater 1W1P Meeting

Buffers:

- 1 site visit with Marea

Trees:

- Preorder numbers set and order placed
  - o Waitlisted for handful of species
- New order form created and put on website
  - o Small price adjustment
  - o Waitlist trees displayed on order form
- Yearly comparison of tree amounts ordered

Other:

- Rainfall Data
- Lake Levels
- Newsletter – Designing
- Area 1 presentation
- OB Wells

AgBMP Report: No report

Other/Open Discussion

**Next Meeting December 21<sup>st</sup>, 2021 at 8:30am**

Adjourn 10:01 am. Motion by Sonsteli, Second by Balstad.

---

Secretary

---

Date

DRAFT