

**East Polk Soil & Water Conservation District
October 3rd, 2019 Board Meeting Minutes**

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

Other's present: Rachel Klein, Marea Schommer, Jenny Burrack, and Brett Arne

Meeting called to order at 8:31am by Chairman Bauer

Motion to approve the October 3rd, 2019 Agenda: Kiecker, second: Balstad, approve: all.

Motion to approve the August 15th, 2019 Regular Board Meeting Minutes: Balstad, second: Pederson, approve: all.

Motion to approve the August 2019 Financial Report: Balstad, second: Pederson, approve: all.

New Business:

Motion to approve final payment for Mike Altepeter's well sealing, CS-18-1, from State Cost Share 2018. Total bill was \$475. Cost share at 50% = \$237.50: Balstad, second: Kiecker, approve: all.

Motion to cancel Tom Quirk's shoreline restoration cost share contract, SHOR-19-3, requested by the landowner: Balstad, second: Pederson, approve: all.

Motion to approve Davin Swanson's well sealing contract, CS-18-2, and encumber \$295 from State Cost Share 2018. Estimate total was \$590. Cost share at 50% = \$295. Balstad, second: Kiecker, approve: all.

Motion to approve final payment for Eric and Christine Johnson's grade stabilization project, CS-17-1, from State Cost Share 2017. Total bill was \$5,284.27. Cost share at 75% = \$3,963.20: Balstad, second: Kiecker, approve: all.

Motion to approve payment made to Houston Engineering for invoice #43850 for \$8,680.25 for Carlson Coulee Project.

Motion to approve payment to Houston Engineering for invoice #44309 for \$3,152.75 and #44771 \$2,068.50 for Carlson Coulee Project. Total Payment = \$5,221.25. Pederson, second: Balstad, approve: all.

Motion to approve signing of the grant agreements for 2020 & 2021 SWCD Programs & Operations Grants (cost share and conservation delivery) and 2020 SWCD Local Capacity Services & Buffer Law. Kiecker, second: Balstad, approve: all.

Motion to approve removing Kelsey Hedlund from having the authority to sign checks and adding Marea Schommer to have authority to sign checks. Balstad, second, Peterson, approve: all.

Old Business:

Myhre Tax Service/Audit update: Pederson's came back Wednesday, September 25th to get additional documents and go through QuickBooks for 2018 provided by Myhre Tax Service. Audit was complete but

we have not received finalized report. We did show a loss last year and Josie will be coming to the next meeting to provide an update on her process and the audit.

Policy Meeting to Update Policy Handbook/Employee Handbook: Tabled

Reports:

NRCS- Jenny Burrack: Cover Crop deadline was September 15th but that has been extended due to the wet conditions. WRP's are being resurveyed. The Technician position is still open and they are waiting to get a the full panel of applicants.

Board Members-

Ken Pederson: Attended a Budget Committee Meeting.

Dave Keicker: No Report

Al Bauer: Zebra mussels have been found in Red Lake. This is concerning and the AIS committee is going to need to figure out how we are going to prevent the spread of zebra mussels to the lakes and waters in Polk County that are currently not affected.

Scott Balstad: No Report

Staff Reports:

Rachel: Attended the County Board Meeting for our budget request. We requested to receive the same allocations as last year which is also what West Polk requested. Trainings: Eagle View Training for new Imagery Software, Wetland ½ Day Soils Workshop, Governance 101 Conference, and WCA Regional Training. WCA: Four site visits (one inquiry, one violation, one delineation review, and one restoration order follow up), one landowner meeting at the office, one Notice of Decision sent out for a delineation concurrence for Fosston Airport, working on two restoration orders, and multiple inquires.

Feedlots: Inspection letters went out and I have completed 5 out of the 6 inspections that are required for Polk County so far. Admin: Submitted a grant for Water and Sediment Control Basins in the Red Lake Watershed District. Worked with Corey, RLWD, and Brett, BWSR, on this application. Won't find out until Jan/Feb 2020 if it will get funded. Did new employee orientation with Marea and got her converted over to a full-time employee. Attended the Water Festival for 4th graders in Fertile.

Marea: Attended 1W1P Meeting in Ada. Trainings: Eagle View Training for new Imagery Software and ATV Safety Training. Education: Pennington Education Day in Thief River Falls and Water Festival in Warren and Fertile. Other: Orientation with Rachel for the full-time position. Locating wells for the MN Geologic Atlas Survey. Entering rainfall data into the MNgage archive. Lake monitoring and stream monitoring were finished up for the year. Shoreline/Rain Garden Projects: Bruce Roed has completed his shoreline restoration project and rain garden project.

Other/Open Discussion:

Some discussion was had at the possibility of the SWCD looking into a three-point mower to rent out for buffer strip maintenance. Due to the risks and potential repairs and maintenance the mower would require it was decided that it isn't a good option. Scott will talk to Titan Machinery to see if they have a mower that can be rented if landowners are looking for one.

Discussion was had about what to do when Rachel goes on maternity leave at the end of November. Brett suggested contacting other area SWCD's manager to see if they would be interested in contracting

