

EAST POLK SOIL AND WATER CONSERVATION DISTRICT
BOARD MEETING MINUTES
December 20, 2018

Board members present: Al Bauer, Ken Pederson, Larry Vettleson, Scott Balstad,
Others present: Lisa Erickson, Kelsey Hedlund, Rachel Klein, Joan Lee, County Commissioner,
Jenny Burrack, NRCS, Luke Klawitter, NRCS, David Kicker

Meeting called to order at 8:30 a.m.

Motion to approve agenda: Vettleson, Second: Pederson, Approve: All.

Motion to approve the November 28, 2018 minutes as written: Vettleson, Second: Pederson,
Approve: All

Motion to approve September 2018 financial reports: Pederson, Second: Vettleson, Approve:
All

NRCS report: CSP payments for 2018 have went out. Equip signup deadline is January 19, 2019.
There will be a second round of EQUIP with a signup deadline in April 2019. CRP rates will be
going down. Burrack attended a DC meeting. There will be a new DC starting January 7, 2019
and he will be located in Crookston.

Member reports:

Vettleson – no report.

Balstad – no report.

Pederson – Attended the State Convention in St Paul. He talked to an Enbridge Representative
and they will be coming around to the counties and districts. W. Polk got a reward from DNR for
the fish passage project they did. He also attended a policy meeting and brought back some
informational sheets for when the district reviews their policies. Dan Wilkens will be retiring at
the end of the year and April Swenby was hired for the Administrator position.

Bauer – Attended an AIS meeting in Crookston where the purchase of a decontamination unit
was discussed.

Staff reports:

Erickson – Attend the WRAC and AIS meetings in Crooksothn. Has eLink reporting done and all
year end wrapped up. Budget and policy manuals are also completed and ready for the Annual
Meeting in February.

Motion to authorize Kelsey Hedlund to sign checks: Vettleson, Second: Pederson, Approve: All.

Hedlund – Attended the Basic Hydrology training and did Arc Map training with Mary Steinlicht.
Also attended the WRAC and AIS meeting. Will be doing a rain barrel demonstration and will
have a rain barrel on display at the We-R-Water event that will be held at UMC in Crookston
starting at the end of January and going for 6 weeks. Has been attending the 1W1P meetings

for the Wild Rice River Watershed. There will be a MOA and the final MOA will be sent out in January. The board will need to review this and sign by January 31, 2019.

Klein – Attended the Basic Hydrology Training and also did Arc Map training. Attended the TEP meeting and Managers meeting. WCA is still busy with violations, banking sites, inquiries. 7 feedlot inspections were completed and entered in Tempo. The requirement for the county is 6 inspections. The county wants the public water buffer list in January and will be sending out letters of noncompliance. The landowner would then have 60days to be in contact with the SWCD. If after 60days there still has been no contact a Corrective Action letter will be mailed. When that letter is received the landowner has 11 months to get in to compliance. Our compliance monitoring plan is also in place.

Old Business:

Budget Committee - Tabled

Full-time position policy – Tabled

New Business:

Reviewed Shane Munter's cost share vouchers for water and sediment control basins. Motion to approve payment at a rate of 75% cost share for CS-01-17 totaling \$20,923.42: Pederson, Second: Balstad, Approve: All.

Travis Fuchs water and sediment control basins, application number CWF 15-06, contract amendments CWF 15-06-1. Motion to amend contract CWF 15-06 to change the install dates to 11-30-2019 and move the cost share funds from the CWF 2015 to Targeted Watershed Grant with an estimated cost share amount of \$6,286.58: Balstad, Second: Vettleson, Approve: All.

Reviewed Vance Kaypang's cost share vouchers for water and sediment control basins. Motion to approve payment at a rate of 75% cost share for CWA 14-21 totaling \$31,650.38: Balstad, Second: Vettleson, Approve: All.

Reviewed Isaac Ness's cost share vouchers for water and sediment control basins. Motion to approve payment at a rate of 75% cost share for CWA 14-20 totaling \$14,176.91: Pederson, Second: Vettleson, Approve: All.

Reviewed Steve Ness's cost share vouchers for water and sediment control basins. Motion to approve payment at a rate of 75% cost share for CWA 14-19 totaling \$9,862.50: Balstad, Second: Vettleson, Approve: All.

Reviewed Jeff Morvig's cost share vouchers for water and sediment control basins. Receipts were received that were previously forgotten in their previous payment. Motion to approve payment at a rate of 75% cost share for CWA 14-08 totaling \$4,003.92, CWA 14-09 totaling

\$8,137.50, and CWA 14-13 totaling \$2,512.50 for a total payment of \$14,653.92: Balstad, Second: Vettleson, Approve: All.

Staff Reviews: went well and all staff were found to be doing a satisfactory job.

District Manager Resignation: exit interview was done at the staff reviews. Last day is December 20, 2018. Motion to approve Lisa Erickson's resignation: Balstad, Second: Pederson. Approve: All.

Scott Balstad has submitted an AgBMP Loan application for \$20,000 for a Case IH Ecolo-Tiger 9300. This will be used to reduce tillage and increase residue. Motion to approve the AgBMP loan for \$20,000: Vettleson, Second: Pederson. Approve: All.

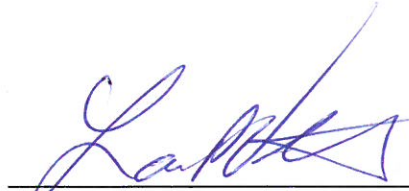
Office Lease is due and is \$2773.80 per year. Motion to approve payment of \$2773.80 to the City of McIntosh for lease: Vettleson, Second: Balstad. Approve: All.

Discussed authorizing Rachel Klein to sign checks. Motion to authorize Rachel Klein to sign checks: Vettleson, Second: Pederson. Approve: All.

Discussed having Rachel Klein be the Interim District Manager until position can be filled. Motion to appoint Klein as the Interim District Manager: Balstad, Second: Pederson. Approve: All.

Next meeting will be held January 17, 2019

Meeting Adjourned at 10am.


Secretary

12-17-19

Date