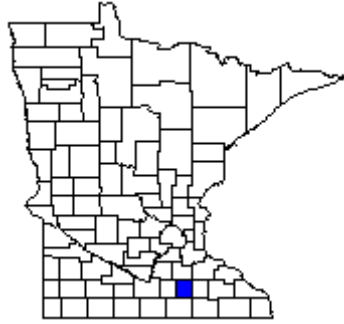


STEELE SOIL AND WATER CONSERVATION DISTRICT

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**MINNESOTA
SOIL and WATER CONSERVATION DISTRICTS**

The regular monthly meeting of the Steele County Soil and Water Conservation District Board of Supervisors was called to order by Chairman Dave Melby at 7:00 p.m. on Wednesday April 8, 2015 at the Conservation Office located at 235 Cedardale Drive SE, Owatonna, MN.

<u>SWCD Supervisors Present:</u>	<u>SWCD Staff Present:</u>	<u>Others Present:</u>	<u>Absent:</u>
Dave Melby, Chairman	Dan Arndt	Jim Brady, Steele County Commissioner	Noel Frank, NRCS
Mark Ihlenfeld, Vice Chair	Adrienne Justman	James Smith, NRCS	
James Klecker, Secretary	Eric Gulbransen		
Dan Hansen, Treasurer			
Kyle Wolfe, Reporter			

The April agenda was reviewed with no additions.

The March minutes were distributed to the Supervisors prior to the meeting. Motion was made by Wolfe, seconded by Ihlenfeld, to approve the minutes as written. Motion was carried by voice vote.

The March Treasurer’s Report was read by Dan Hansen. Motion was made by Ihlenfeld, seconded by Klecker, to approve the March Treasurer’s Report. Motion was carried by voice vote.

Bills: (See attached) Motion was made by Hansen, seconded by Wolfe, to approve paying the bills as written. Motion was carried by voice vote.

OLD BUSINESS

1. RC&D Meeting – March 23 – Ihlenfeld attended the RC&D meeting on March 23. Ihlenfeld reported that there was discussion during the meeting about grants including that the RC&D had been asked to administer a large grant that will generate \$85,000 per year in funds. They also discussed possible upcoming projects but they have not been approved yet.

NEW BUSINESS:

1. Tree Distribution – Tree distribution will be April 24 at the Steele County Fairgrounds. Gulbransen requested that a person be hired to assist during the week. The pay would be \$15 per hour. There was also discussion about the District providing lunch for staff and volunteers that day. Motion was made by Klecker, seconded by Ihlenfeld, to approve these costs. Motion carried by voice vote.

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2. CCRP Contribution Agreement – Arndt presented information about an offer from NRCS to have the District assist in preparing up to 75 CCRP plans. The District would be receiving \$480 per plan. Gulbransen would be receiving additional training on plan development and ToolKit to be able to complete these plans. A motion to approve sending a letter of intent to participate was made by Wolfe, seconded by Klecker. Motion carried by voice vote.
3. 2015 Easement Implementation Grant Agreement – Justman presented the grant agreement to the Board. The agreement needs to be signed before grant funds can be released by BWSR. Motion was made by Klecker, seconded by Ihlenfeld, to sign the grant agreement.
4. Direct Deposit Option – Justman requested that the Board approve offering a direct deposit option for employees who wish to receive their paychecks in that method rather than as a paper check. Motion was made by Klecker, seconded by Wolfe, to make this option available to employees.
5. Student Tree Planting Day – Arndt presented the information about the Student Tree Planting day that is scheduled. The dates will be May 5th and 7th. There will be approximately 360 students participating. The plan is to have about 90 students at the site at a time and split them into group of 8-10 to plant the trees. Arndt said that any of the supervisors that wish to participate are welcome to attend.
6. Envirothon – May 6th – Envirothon is being held at Farmer’s Park in Lewiston, MN this year. There are currently 13 teams registered, 2 from Medford. The oral presentation topic for this year is Urban Forestry.
7. CRWP Annual meeting & 25th Anniversary – May 7th – Arndt presented the information about this meeting to the Board. It is being held in Northfield and there will be a speaker as well as a meal.
8. Soil Health Tour – Burleigh County – August 4-6 – Arndt presented the information about this tour to the Board. The tour is being planned by Rice County SWCD and is open to staff as well as area farmers. The total cost for the trip, including transportation and hotel, will be \$250 -\$300. Gulbransen expressed interest in going and bringing any of the interested local farmers as well. There was a motion made to approve the cost of sending Gulbransen and one Supervisor. Motion was made by Wolfe, seconded by Ihlenfeld. Motion carried by voice vote.
9. NACD Soil Health Champions Network – Arndt presented this information. NACD is looking for nominations for candidates to be part of a national Soil Health Champions Network. After discussion it was decided that Mark Dittlevson would be a good candidate. Motion was made by Klecker, seconded by Hansen, to contact Dittlevson and submit his name if he was willing. Motion carried by voice vote.

Agency Reports:

Jim Brady reported that he has been assigned to the Weed Management Association. He also spoke about the Pratt sewer project and the cost that it is going to take to bring those homes into compliance. He also provided an update of the Public Works building.

Jim Smith spoke about the new State Conservationist for NRCS, Cathy Pollman. He also said that they are in the process of finalizing Equip projects and there are 3 being funded in Steele County. He has also been working on CRP seeding plans.

Staff Reports:

Adrienne Justman stated that her time has been spent assisting with tree orders. She attended the SE MACE meeting on March 26 and gave a brief report on the events of the meeting.

Eric Gulbransen has been working on a variety of projects and attending soil health meetings in both Rice and Freeborn counties. He spoke about the differences between the way the two soil health groups are run and the difference in membership.

Dan Arndt reported that there are currently 12 people signed up to use the no-till drill. He also reported there there is going to be a new Technician at the Waseca SWCD.

Motion to Adjourn: Motion was made by Klecker, seconded by Hansen, to adjourn the meeting. Motion carried by voice vote.

Respectfully Submitted by,

A handwritten signature in cursive script that reads "Adrienne Justman". The signature is written in black ink and is positioned below the text "Respectfully Submitted by,".

Adrienne Justman,
Administrative Assistant

April Bills

Cedardale Dev.	April Rent		\$619.20
Jaguar	Internet		\$39.95
Elan	Office Supplies	36.76	
	Gas	142.49	
	Waseca - Office Supplies	11.12	
	Waseca - Cabelas Gift Card	35.00	\$225.37
H.S.A.	April Employer Contribution		\$331.26
Eric Gulbransen	Mileage - 50 Miles @ .575		\$28.75
Adrienne Justman	Mileage - 61.2 @ .575		\$35.19
Supervisor Compensation	1st Quarter		\$1,466.58
Supervisor Expenses	1st Quarter		\$294.40
		Total	\$3,040.70