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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 July 13, 2016 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>
James Klecker, Secretary	Eric Gulbransen	James Brady, Steele County Commissioner	Mark Ihlenfeld, Vice Chair
Dan Hansen, Treasurer	Adam Arndt	Noel Frank, NRCS	
Dave Melby, Chairman	Adrienne Justman	Jim Smith, NRCS	
Kyle Wolfe, Reporter			

The July agenda was reviewed, no changes were made.

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

The June Treasurer’s Report was read by Dan Hansen. Motion was made by Wolfe, seconded by Hansen, to approve the May 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. Motion was carried by voice vote.

OLD BUSINESS

1. 6-5-For Clean Water – Gulbransen presented the proposal for the Waseca SWCD and Kevin Radermacher presented the project proposal for Steele SWCD. The presentations went well. The CRWP will be contacting those whose proposals were accepted.
2. VRS Delivery – The new equipment was delivered. Adam Arndt and Tyler Polster went through a 6 hour training to become familiar with the functions available. Arndt stated that the District still needs to get a data plan set up before the VRS will be ready to use.
3. Resolutions Meeting – This meeting was held June 29 in Stewartville. Gulbransen and Ihlenfeld attended. There were 7 resolutions presented and discussed.

OLD BUSINESS

4. Meeting Reports – Wolfe attended the CRWP meeting on July 11. They have submitted the grant application for the 1 Watershed 1 Plan program for the Cannon River. Wolfe also reported that their Community Engagement representative is completing the Master Water Steward training program.

NEW BUSINESS:

1. DNR Well Agreements – Arndt presented the Board with the new DNR Well Monitoring Agreements. The District will be monitoring a group of 4 wells in the upcoming. Arndt requested that Eric Gulbransen be listed as the authorized representative in place of Dan Arndt on the agreements. Motion was made by Klecker, seconded by Wolfe, to approve the agreements and the change in authorized representative. Motion carried by voice vote.
2. Cover Crop Cost Share Contracts – Gulbransen presented the below listed cover crop contracts for approval. Motion was made by Hansen, seconded by Wolfe, to approve the contracts. Motion carried by voice vote.
 - 1(16)CC – 80 Acres - \$3,200
 - 2(16)CC – 75 Acres - \$3,000
 - 3(16)CC – 80 Acres - \$2,400
 - 4(16)CC – 80 Acres - \$2,400
3. MAWQCP Final Financial Report with returned funds – Justman presented the MAWQCP Final Financial report for Board approval. The District will be returning \$694.28 in unspent grant funds. Motion was made by Klecker, seconded by Hansen, to sign and submit the report and payment. Motion carried by voice vote.
4. Buffer Law Update – Gulbransen gave an update on the Buffer Law. He reported that the official map is not available on the DNR website. There will be updates to this map in October and January. He also reported that BWSR has released 7 policies that are now available for comment. There will be an informational meeting on the Buffer Law held in Blooming Prairie on July 28 from 1-3 pm.
5. Local Capacity Grant Supplement - \$25,337 – Gulbransen informed the Board that the District will be receiving an additional \$25,337 to supplement the Local Capacity Building Grant that has already been received. Gulbransen suggested using these funds to increase the Cover Crop program since there has been interest. Motion was made by Wolfe, seconded by Klecker, to use these funds as suggested. Motion carried by voice vote.
6. Steele County Water Plan Update – Gulbransen reported that the plan is available for comment until August 23. The updated sections are marked in red.
7. Large Format Scanner – Gulbransen presented the rental information about the large format scanner to the Board. The scanner will be used to create a digital record of tile maps housed in the office. All were in favor of moving forward with this project as soon as possible.

NEW BUSINESS:

8. Outstanding Conservation Award Nominations – The Board discussed the candidates for each of the three awards; Conservation Farmer, Outstanding Windbreak and Wildlife Conservationist. After discussion the following three were chosen;
 - Conservation Farmer – Robert Heers
 - Outstanding Windbreak – Dennis Ringhoffer
 - Wildlife Conservationist – Tim SorensonMotion was made by Wolfe, seconded by Hansen, to approve these choices. Motion carried by voice vote.

9. Teacher of the Year Application – Gulbransen presented the idea of submitting an application for the teacher of the year award. Wolfe recommended Tom Meagher, Director of the STEM program in the area as a candidate. He has been involved with the school system since 1995, was a member of the CRWP Board and is very dedicated to educating youth about the value of the sciences.

10. 2016 Steele County Free Fair – Justman requested theme ideas from the Board. It was decided that the theme for the booth this year would be cover crops. The schedule for supervisors working the fair booth was also set.

11. Other – Gulbransen informed the Board that there would be a JBP meeting held on July 27.

Agency Reports:

Jim Brady reported on the SE Minnesota Water Resources meeting that he attended. He requested that the District let him know if there were any small feedlot fixes that needed to be done because they have a grant specifically dedicated to these projects. He also reported on a community partners rain garden proposal that was discussed.

Noel Frank reported that he has been working on processing 1026 forms as well as completing easement monitoring and working with landowners to correct violations on their easements.

Staff Reports:

Adrienne Justman reported that she has been working on preparing the RIM Monitoring forms as well as completing some of the eLink reporting.

Adam Arndt has been working on completing waterway plans for summer construction. He has also been busy with the drill and answering many questions about the Buffer regulations. He completed the VRS training and has been working on the details for the tile map scanning project.

Eric Gulbransen reported on the St. Olaf shoreland reseeding project that he was involved with. He also reported that he has been working with landowners on a tile group issue.

Motion to Adjourn: Motion was made by Klecker, seconded by Hansen, to adjourn the meeting at 8:50 pm. 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

July Bills

Cedardale Dev. Co		July Rent		\$619.20
Jaguar		Internet		\$54.95
Adrienne Justman		Mileage 105@.54 & Reimburs.		\$78.53
Eric Gulbransen		Mileage 140@.54 & Reimburs.		\$95.60
Ramsey Co. Corrections		Flower packs		\$154.26
Southeast Co-op		Annual Membership Fee		\$175.00
Harland's Tire & Auto		Oil Change & Repairs		\$251.01
Audrea Horejsi		Reimbursement - office supplies		\$31.12
Elan		Gas	\$122.67	
		Field Supplies	\$11.40	\$134.07
IRS		PICCORI Fee		\$7.23
			TOTAL	\$1,600.97