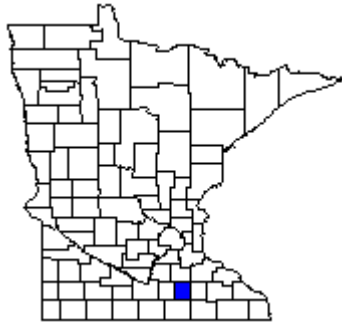


235 Cedardale Drive SE  
 Owatonna, Minnesota 55060-4417  
 Telephone (507) 451-6730 Ext. 3



**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 Mark Ihlenfeld at 7:00 p.m. on Tuesday June 13, 2017 at the Conservation Office located at 235 Cedardale Drive SE, Owatonna, MN.

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

The June agenda was reviewed, no changes were made.

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

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

Bills: (See attached) Motion was made by Melby, seconded by Klecker, to approve paying the bills. Motion was carried by voice vote.

**OLD BUSINESS**

1. Meeting Reports – Eric Gulbransen and Dave Melby attended the Cannon 1 Watershed 1 Plan open house in Faribault on May 31. The participating LGU’s had informational booths and were available to answer questions. The open house was attended by a variety of agency staff, elected officials, and some interested members of the public. There was a presentation about the watershed including some history and issues that it is facing. The consulting firm that has been hired was also in attendance.
2. Corrective Action Letter – BWSR – Gulbransen presented the corrective action letter regarding the Cover Crop Cost Share program funded through the Local Capacity grant. The letter stated that the cost share contracts need to be 3 year contracts rather than 1 year. The letter went on to state that the District will amend the policy to reflect this and make the needed changes to any existing open contracts or cancel them as desired by the producer. Motion was made by Wolfe, seconded by Klecker, to approve this plan and the letter. Motion carried by voice vote.

**NEW BUSINESS:**

1. Tree Program Results – Adam Arndt presented the 2017 Tree program results to the Board. The results were quite similar to the 2016 program. There was a slight increase in the number of trees/shrubs sold compared to 2016. Overall, it was a successful year and the program will continue in 2018.
2. 2018 Budget – Adrienne Justman presented the proposed budget for 2018 to the Board. The budget includes all of the same BWSR grants as 2017 and keeps the requested county allocation the same. It also reflects estimated expenses for 2018. Motion was made by Melby, seconded by Hansen, to approve this budget and send it to the county. Motion passed by voice vote.
3. Cost Share Contract 2-16 – Waterway and Rock Crossing 2-16 – Total - \$5,600, C-S \$4,200  
Motion was made by Wolfe, seconded by Melby, to approve the cost share contract. Motion carried by voice vote.
4. FY18 Groundwater Monitoring Contract – Arndt presented the new contract to the Board. The DNR is requesting that the District monitor a cluster of 4 wells 4 times a year. Motion was made by Wolfe, seconded by Klecker, to sign and return the contract. Motion carried by voice vote.
5. 2017 Conservation Award Winners – Gulbransen presented the current list of candidates for the Conservation awards. The winners will be chosen at the July Board meeting.
6. SE MASWCD Area 7 Ditch Resolution Meeting – 6/29 – 9-3:30 – Stewartville – Gulbransen presented the agenda for the meeting to the Board.
7. Other Waters – Arndt presented the Board with packets for each township that identified the riparian areas. Gulbransen then presented a summary of what other Districts in the area were doing in regards to their other waters suggestions. It was decided that rather than submitting a map marking the other waters it would be more efficient to write a resolution stating the criteria for other waters designation. The criteria set would include all riparian areas, seasonal flow areas and tile intakes. Motion was made by Melby, seconded by Hansen, to approve the criteria and the use of a resolution to submit the other waters recommendation. Motion carried by voice vote.
8. County Ditch Inspector Information – James Brady presented the information that he had gathered about the County Ditch inspector position. The information included the number of hours that the position has entailed in the past, pay rates for the current interim inspector, as well as how other counties have handled the ditch inspector position. Brady stated that he was not sure on when the position would be available but he will be checking on the timeline.

**Agency Reports:**

James Brady reported that the county has been given until June 28 to decide if they want to be the enforcing body for the Buffer Law. At this point there has not been a final decision.

Jim Smith reported that they have completed 158 CRP contracts for Steele county totaling over 2,200 acres. In Waseca county 148 contracts have been completed covering 1,900 acres. In addition to the CRP contracts Smith has been working on easement monitoring, a WRP project and assessing sites for potential projects next summer.

Staff Reports:

Adrienne Justman reported on the State Envirothon that was held in Stewartville at Ironwood Springs Ranch. She informed the Board that she, in conjunction with the Dodge SCD office, will be taking over the Envirothon program for the next 3 years. Justman stated that other than Envirothon her primary focus has been on getting the 2018 budget completed.

Adam Arndt reported that field work for the summer has begun. He has been surveying waterways and basins. He has also been delivering both of the seeders on a regular basis. The billion has been getting extensive use already this year.

Eric Gulbransen has been working on WCA is Waseca. There has also been discussions about the upcoming Operational Agreement with NRCS. Gulbransen stated that the last month has been heavy on paperwork and he is hoping to get out of the office more as projects progress.

Motion to Adjourn: Motion was made at 9 PM by Klecker, seconded by Hansen, to adjourn the meeting. Motion carried by voice vote.

Respectfully Submitted by,



Adrienne Justman,  
Administrative Assistant

June Bills

|                          |                                       |               |                   |
|--------------------------|---------------------------------------|---------------|-------------------|
| <b>Cedardale Dev. Co</b> | <b>June Rent</b>                      |               | <b>\$716.40</b>   |
| <b>Jaguar</b>            | <b>Internet</b>                       |               | <b>\$54.95</b>    |
| <b>Ramsey County</b>     | <b>Native Plants</b>                  |               | <b>\$412.43</b>   |
| <b>Verizon</b>           | <b>Data Service</b>                   |               | <b>\$45.45</b>    |
| <b>Eric Gulbransen</b>   | <b>149 Miles @ .535</b>               |               | <b>\$79.72</b>    |
| <b>Adrienne Justman</b>  | <b>89 miles @ .535</b>                |               | <b>\$47.62</b>    |
| <b>Elan</b>              | <b>Gas</b>                            | <b>121.38</b> |                   |
|                          | <b>Vehicle Expense</b>                | <b>10.40</b>  |                   |
|                          | <b>Office Expense</b>                 | <b>25.34</b>  |                   |
|                          | <b>Office Supplies - File Project</b> | <b>206.79</b> | <b>\$363.91</b>   |
|                          |                                       | <b>TOTAL</b>  | <b>\$1,720.47</b> |