



**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 August 8, 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		
Dave Melby, Reporter	Adrienne Gransee		
Jim Klecker, Secretary			
Kyle Wolfe, Treasurer			

The August agenda was reviewed, no changes were made.

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

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

**OLD BUSINESS**

1. SE SWCD JPB Meeting – July 31 – Eric Gulbransen attended the meeting. He reported that the covered standard business and a review of the current financial status. There is still discussion about combining with the SE Minnesota Water Resources Board. They also discussed that the grant that funds the soil health position is coming to an end so they are looking for options to fund the position.
2. NRCS/SWCD Operational Agreement – There is an additional signature needed. There were no changes to the agreement. It had been approved at the July meeting.
3. Meeting Reports – Dan Hansen attended the Zumbro Watershed Partnership meeting in Rochester on July 13. He reported that Sarah Holger spoke about a project to get kids engaged with the outdoors. They also discussed upcoming projects and they are seeking volunteers to assist with events.

Dan Hansen also attended the Cannon 1 Watershed 1 Plan meeting. They had a presentation from the consultant that laid out the work done so far. They primarily have been focusing on data collection and organization.

**NEW BUSINESS:**

1. State Cost Share Contract Amendment – Adam Arndt presented the amendment to contract listed below. The amendment was needed to increase the cost of the project. Motion was made by Melby, seconded by Klecker, to approve the amendment. Motion carried by voice vote
  - 1-16 – Increase cost to \$1,676.50
2. Cost Share Contract Payment – Adam Arndt presented the contract listed below for payment. Motion was made by Wolfe, seconded by Klecker, to approve the payment. Motion carried by voice vote
  - 1-16, C-S \$1,257.38
3. Cover Crop C-S Cancellations – Adam Arndt presented the contracts listed below for cancellation. They need to be cancelled due to the change in the Cover Crop Cost Share program policy. Motion was made by Hansen, seconded by Klecker, to approve the cancellations. Motion carried by voice vote
  - 6-16-CC
  - 7-16-CC
4. Cover Crop Cost Share Contract Approvals – Adam Arndt presented new cover crop cost share contracts for approval. Motion was made by Wolfe, seconded by Kleckerr, to approve the new contracts. Motion carried by voice vote
  - 6B-16-CC - \$12,000
  - 7B-16-CC - \$9,600
  - 8-16-CC - \$12,800
  - 9-16-CC - \$12,800
5. RCPP Tech Assistance Sub Agreement – Eric Gulbransen presented a sub agreement for the District to accept grant funds for tech assistance on feedlot projects. Motion was made by Melby, seconded by Klecker, to approve the agreement. Motion carried by voice vote.
6. JPB Grant Match Contribution - \$854.55 – Gulbransen presented this new invoice. The funds will be used for cash match for the various JPB grants. The amount due currently is half of the total with the other half being due in January. Motion was made by Wolfe, seconded by Klecker, to approve this expense. Motion carried by voice vote.
7. BWSR Academy – November 1-3 – Gulbransen requested that the Board give approval for all 3 staff members to attend BWSR Academy again this year, including covering the cost of registration and lodging. Motion was made by Klecker, seconded by Hansen, to approve this request. Motion carried by voice vote.
8. 2017 MCIT Dividend Notice – The number listed below were presented to the Board for informational purposes.
  - Workers Comp - \$446
  - Property/Casualty - \$1,240
9. Fair Awards Program – August 15, 2 PM – Adrienne Gransee informed the Board that all of the Conservation award recipients were planning to attend the award ceremony. There was also a discussion to determine who was going to be in attendance at the fair booth on each evening of the fair.

**NEW BUSINESS:**

10. Thoughts on the Waseca/Steele agreement – There was discussion about the pros and cons of continuing this agreement into the future. There was also discussion about how the budget would be affected if the agreement was to be discontinued. For the present time staff are going to look at how some of the workload can be redistributed.
11. Other: Flood Relief Grant projects update – Gulbransen gave the Board an update on the current status of the Flood Relief grant projects. There have been 3 projects finished and paid out already. The large project in Medford has been delayed due to the frequent rain. The anticipated start date is now September 1.

Agency Reports:

James Brady reported that the county has decided to accept the responsibility of being the enforcement officer for the new Buffer Law. He also gave an update on the current status of the Ditch Inspector position.

Staff Reports:

Adrienne Gransee reported that she has been assisting with switching the Waseca payroll over to the accountant. She also has been assisting Cheri Brummund by reviewing some of the reporting for the Waseca grants. The other priority project for this month was gathering and preparing the fair booth materials.

Adam Arndt reported that he has been working on teaching Joel and Tyler how to layout waterways. He also has been surveying a RIM/WRP wetland restoration. The Cover Crop Cost Share contracts were a high priority item this month.

Eric 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 8:45 PM by Klecker, seconded by Wolfe, to adjourn the meeting. Motion carried by voice vote.

Respectfully Submitted by,



Adrienne Gransee,  
Administrative Assistant

August Bills

<b>Cedardale Dev. Co.</b>		<b>August Rent</b>			<b>\$716.40</b>
<b>Jaguar</b>		<b>Internet</b>			<b>\$54.95</b>
<b>Eric Gulbransen</b>		<b>Mileage 323 @ .535</b>			<b>\$172.81</b>
<b>SE Service Co-op</b>		<b>Annual Membership</b>			<b>\$200.00</b>
<b>Elan</b>		<b>Gas</b>		<b>\$123.43</b>	<b>\$123.43</b>
<b>Schlatter's Inc</b>		<b>Tile Probes &amp; Tips</b>			<b>\$332.01</b>
<b>Verizon</b>		<b>Data Service</b>			<b>\$45.45</b>
				<b>Total</b>	<b>\$1,645.05</b>