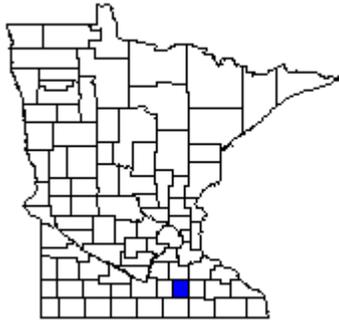


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**MINNESOTA  
 SOIL and WATER CONSERVATION DISTRICTS**

The regular monthly meeting of the Steele County Soil and Water Conservation District Board of Supervisors was called to order by Chairman Mark Ihlenfeld at 7:00 p.m. on Tuesday December 12, 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	
Jim Klecker, Secretary	Adrienne Gransee	Jim Smith, NRCS	
Kyle Wolfe, Treasurer		Roger Wasek, Community Member	
Dave Melby, Reporter			

The December agenda was reviewed, no changes were made.

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

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

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

**OLD BUSINESS:**

- MASWCD Annual Convention – Mark Ihlenfeld attended both Monday and Tuesday. He reported that he greatly enjoyed the keynote speaker. She was an advocate for implementing sustainable farming practices in order to better feed the worlds growing population. He also reported on the update that Doug Thomas gave on the Soil Health Initiative. Eric Gulbransen, Adrienne Gransee, Jim Klecker and Kyle Wolfe joined mark for the events on Tuesday. The supervisors attended the Resolutions session. There were 20 resolutions that passed. Gransee attended a session that broke down the major tasks and events that place over the course of a year for an administrative assistant. Gulbransen spent the time developing valuable connections with other SWCD staff. All attended the awards luncheon with the 2017 Conservation Farmer, Thomas and Dee Polacek.
- Governer’s 25x25 Meetings – Gulransen presented an overview of the program and provided the supervisors with the written report outlining the goals and results of the meetings that have taken place.

**OLD BUSINESS Cont:**

3. Meeting Reports – Mark Ihlenfeld attended the RC&D meeting on November 27<sup>th</sup>. He reported that the meeting consisted of a financial report and an update of the status of current projects.

**NEW BUSINESS:**

1. Civil Rights & Equal Opportunity Review – Noel Frank presented our rights and responsibilities and the Civil Rights policy. He also reviewed Title 6 and 7. Motion was made by Hansen, seconded by Klecker, to sign the acknowledgment form. Motion was carried by voice vote.
2. Shared CREP Position – Gulbransen presented the Board with information about a grant that is available to fund a CREP position. The position would be shared with Freeborn SWCD. The District would be providing a match to the grant. The Board expressed support for pursuing further investigation of this possibility.
3. Advanced Soil Health Training – Gulbransen presented an advanced soil health training that he wants to attend in February. He stated that he has applied for, and received, a scholarship that will cover the majority of the cost. Motion made by Wolfe, seconded by Hansen, to approve the training and the balance of the cost for him to attend. Motion carried by voice vote.
4. MCIT Dividend – Gransee informed the Board that the dividend from MCIT has been received.
5. Fish and Wildlife Wetland Restoration – Payment – Thomas Wavrin received cost share through a Fish and Wildlife grant to complete a wetland restoration. The cost share payment totaled \$4,392.64. Motion was made by Melby, seconded by Klecker, to approve payment on this project. Motion carried by voice vote.
6. Meeting with the County – Additional Duties for the SWCD – Eric Gulbransen met with Scott Goldberg to discuss the possibility of the District taking on some additional duties currently being covered by the county. The ones that are being considered are WCA and taking over the water planner position. At this time the District is comfortable taking full responsibility for WCA but will be looking into more details regarding the workload that would be required for the water plan position.
7. Steele/Waseca Annual Agreement for Services – The agreement was updated to remove the administrative duties and the technical duties were reviewed and adjusted to fit the current needs of the Waseca SWCD. Motion was made by Melby, seconded by Klecker, to approve and sign the agreement. Motion carried by voice vote.
8. RC&D At-Large Member – Bruce Kubicek has been the RC&D At-Large member for the last 2 years. He submitted this voucher to Adrienne Gransee and she presented it to the Board for payment. She also informed the Board that Kubicek would not be able to continue as the At-Large member in 2018 due to another commitment. There was discussion about finding a new At-Large member. Motion was made by Wolfe, seconded by Melby, to approve the payment and table finding a replacement member. Motion carried by voice vote.

**NEW BUSINESS:**

9. Cover Crop Cost Share Payment Approval – Adam Arndt presented the 4 contracts, listed below, for their 1<sup>st</sup> payment. Motion was made by Melby, seconded by Klecker, to make the first payment. Motion was carried by voice vote.
  - a. 6B-16-cc – Mike Kasper - \$3,200
  - b. 7B-16-cc – Brad Hagen - \$2,400
  - c. 8-16-cc – Tom Wayne - \$3,200
  - d. 9-16-cc – Wayne Farms LLC - \$3,200
  
10. Medford Bank Stabilization Project –
  - a. Variance – Gulbransen presented the current project expenses to the Board. The cost had gone over the estimate due to unforeseen issues with the site. Gulbransen presented a variety of options for the cost share amount, from the current 75% to 100% cost share. There was a motion made by Klecker, seconded by Melby, to set the variance to cover the project at 100% cost share. There was discussion by the Board about the project and their views on what is a fair cost share percentage. The discussion also highlighted that the landowners are not at fault for the condition of the river bank in this situation. Voice vote was taken and the motion to set the variance at 100% was passed, all in favor.
  - b. Amendments – Motion was made by Melby, seconded by Klecker, to amend all 6 contracts that are included in this project to include the 100% cost share variance. Motion passed by voice vote.
  
11. Medford Bank Stabilization Payment – Eric Gulbransen presented the vouchers, listed below, for payment. Motion was made by Wolfe, seconded by Hansen, to approve the payment. Motion carried by voice vote.
  - a. Casey Goff - \$28,783.69
  - b. Adam Shaw - \$26,676.59
  - c. Chad Langeslag - \$37,909.60
  - d. Marie Sexton - \$58,617.29
  - e. Loyal Merritt - \$10,179.46
  - f. Ronald Karow - \$35,101.35
  
12. Other – Roger Wasek spoke about a MNDOT listening session that he attended. The session was about ditch mowing regulations and the right of way. The consensus is that landowners are not happy with the current regulations. The regulations make it difficult for the landowners to control weeds, trees, and other vegetation. Wasek also told the Board about an upcoming event that he plans to attend regarding reintroducing livestock to the farming in the area.

**Agency Reports:**

James Brady reported on the SE MN Water Resources Board and Joint Powers agreement. At this time the organizations are doing better financially, there is still talk of consolidating in the future.

Jim Smith reported for NRCS. He informed the Board that Noel is going to retire the beginning of 2018. At this time there is no plan to fill his position.

At this time the Board met with the Personnel Committee to discuss annual reviews and hear their recommendations for step increases and COLA.

**NEW BUSINESS:**

13. Personnel Committee – Annual reviews and recommendations – The Personnel Committee recommended to the Board that each employee move up one step on the pay scale based on their positive performance reviews. The committee also recommended a 3% COLA, which matches the COLA that Steele County has decided on for the year. Motion was made by Klecker, seconded by Wolfe, to follow the recommendations of the Personnel Committee. Motion carried by voice vote.

Motion to Adjourn: Motion was made at 9:05 PM by Klecker, seconded by Hansen, to adjourn the meeting. Motion carried by voice vote.

Respectfully Submitted by,



Adrienne Gransee,  
Administrative Assistant

December Bills

<b>Cedardale Dev Co</b>	<b>December Rent</b>		<b>\$716.40</b>
<b>Jaguar</b>	<b>Internet</b>		<b>\$54.95</b>
<b>Verizon Wireless</b>	<b>Data Service</b>		<b>\$45.45</b>
<b>Elan</b>	<b>Gas</b>	<b>\$194.42</b>	
	<b>Meals - Academy</b>	<b>\$37.18</b>	<b>\$231.60</b>
<b>No-Till Farmer</b>	<b>Subscription - 1 year</b>		<b>\$44.95</b>
<b>Eric Gulbransen</b>	<b>Mileage 175@.535</b>		<b>\$93.63</b>
<b>Adrienne Gransee</b>	<b>Mileage 180@.535</b>		<b>\$96.30</b>
		<b>TOTAL</b>	<b>\$1,283.28</b>