



**STEELE COUNTY**  
Soil and Water Conservation District

235 Cedardale Drive SE  
Owatonna MN 55060  
507-451-6730 Ext. 3  
www.steeleswcd.org

The regular monthly meeting of the Steele County Soil and Water Conservation District Board of Supervisors was called to order by Mark Ditlevson at 5:10 PM on Wednesday August 6, 2024 at the Steele County SWCD Office, 235 Cedardale Drive SE, Owatonna MN, 55060.

| <u>SWCD Supervisors Present:</u> | <u>SWCD Staff Present:</u> | <u>Others Present:</u>          | <u>Absent:</u>   |
|----------------------------------|----------------------------|---------------------------------|------------------|
| Mark Ihlenfeld, Treasurer        | Eric Gulbransen            | Jim Smith, NRCS                 | Brad Hagen, PR&I |
| Dan Hansen, Secretary            | Ian Pringle                | Rick Gnemi, County Commissioner |                  |
| Dave Melby, Vice Chair           | Adrienne Gransee           |                                 |                  |
| Mark Ditlevson, Chairman         | Adam Arndt                 |                                 |                  |
|                                  |                            |                                 |                  |
|                                  |                            |                                 |                  |

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 Hansen, seconded by Melby, to approve the minutes as presented. Motion carried by voice vote.

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

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

**OLD BUSINESS:**

1. Meeting Reports – Bus Tour – July 31 – Eric Gulbransen, Dan Hansen and Dave Melby attended this event. They reported that it was well organized and the presenters did an excellent job. They expressed that it was interesting to see a variety of operations and projects in person.

**NEW BUSINESS:**

1. MASWCD Annual Convention – December 2-4, 2024 – DoubleTree Hotel, Bloomington MN – Registration opens September 10 – Gransee gave the Board the preliminary information regarding the annual convention and took a poll of those interested in attending so that she can complete registration and book hotel rooms.
2. Fair Schedule – The Board members each choose an evening to spend in the fair booth interacting with guests and drawing the names for the annual tree give away.

**NEW BUSINESS:**

3. Cost Share Contract – 24-3, Grassed Waterway, \$540.00 – Adam Arndt presented the information for this project to the Board. It is a joint project with EQIP. Motion was made by Ihlenfeld, seconded by Melby, to approve the contract. Motion passed by voice vote.
4. SWCD Aid Resolution – Adrienne Gransee presented the resolution stating how the District will use the fund received. The resolution is based on the duties that are laid out in Minnesota state statute. Motion was made by Hansen, seconded by Ihlenfeld, to approve and sign the resolution. Motion carried by voice vote.
5. Cover Crop and Strip-till/No till funding – With the change in funding sources for the SWCD the cover crop and strip-till/no till funding have been undecided. The Board discussed the options and decided to hold off on having a 2024 signup for new contracts. They would like to make adjustments to the programs and then begin again the 2025 with the new funding source.

**Agency Reports**

Jim Smith reminded the Board about the September 6 deadline for EQIP application. He let them know that the video highlighting the Armstrong RIM/WRP easement had been released and was available on YouTube for those interested. Smith stated that he has been completing site visits for potential projects and participating in the completion of a few waterways.

Rick Gnemi gave a staffing update for the County. He also informed the Board that the HR department for Minnesota Prairie was going to be separating from the County HR in the near future in a effort to streamline both organizations.

**Staff Reports**

Eric Gulbransen let the Board know that the new employee in the shared outreach position has started. They have been spending time getting him familiar with the programs and various aspects of the county. The current plan is for him to be in the office on Tuesday and Thursday.

Ian Pringle has been spending a large portion of his time with Arndt and Smith gaining more in the field experience. He has officially completed his conservation planning training. He has also passed his wetland delineation exam and will be continuing in the field training for that as well.

Adam Arndt reported on an easement repair project that he has been working on. He has also been completing easement and CRP site visits in addition to assisting Smith with field work. Arndt informed the Board of a field day coming up on September 4 at Mark Ditlevson's farm.

Adrienne Gransee gave the Board an update on the Fair Booth preparations as well as letting them know that grant reporting for the first half of the year has been completed.

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

Respectfully Submitted by,

A handwritten signature in cursive script that reads "Adrienne Gransee".

Adrienne Gransee,  
Administrative Assistant

August Bills

|                           |                            |                 |                   |
|---------------------------|----------------------------|-----------------|-------------------|
| <b>Cedardale Dev. Co.</b> | <b>August Rent</b>         |                 | <b>\$792.00</b>   |
| <b>Spectrum</b>           | <b>Internet</b>            |                 | <b>\$89.99</b>    |
| <b>Ian Pringle</b>        | <b>480 miles @ 0.68</b>    |                 | <b>\$326.40</b>   |
| <b>Elan</b>               | <b>MASWCD Registration</b> | <b>\$515.24</b> |                   |
|                           | <b>Office Furniture</b>    | <b>\$631.87</b> |                   |
|                           | <b>Cell Phone</b>          | <b>\$87.24</b>  |                   |
|                           | <b>Gas</b>                 | <b>\$202.26</b> |                   |
|                           | <b>Vehicle Maintenance</b> | <b>\$81.08</b>  |                   |
|                           | <b>Tree Planter Repair</b> | <b>\$197.41</b> |                   |
|                           | <b>Office Expense</b>      | <b>\$7.89</b>   |                   |
|                           | <b>Postage</b>             | <b>\$2.11</b>   |                   |
|                           | <b>Monthly Payroll</b>     | <b>\$25.77</b>  |                   |
|                           | <b>Hotels</b>              | <b>\$307.86</b> | <b>\$2,058.73</b> |
| <b>Olmsted SWCD</b>       | <b>Seed Packets</b>        |                 | <b>\$256.00</b>   |
|                           |                            |                 |                   |
|                           |                            |                 |                   |
|                           |                            |                 |                   |
|                           |                            | <b>Total</b>    | <b>\$3,523.12</b> |