



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 5:00 PM on Wednesday September 13, 2023 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	
Dan Hansen, PR&I	Adam Arndt	Teddy Moreno-Santos, NRCS	
Dave Melby, Secretary	Adrienne Gransee	Tom Karnauskas, Steele County Emergency Management	
Mark Ditlevson, Chairman		Kristen Sailer, Steele County Emergency Management	
Mike Klecker, Vice Chair			

The Pledge of Allegiance was recited.

The September agenda was reviewed, no changes were made.

The August minutes were distributed to the Supervisors prior to the meeting. Motion was made by Ihlenfeld, seconded by Ihlenfeld, to approve the minutes as presented. Motion carried by voice vote.

The August Treasurer’s Report was read by Ihlenfeld. Motion was made by Hansen, seconded by Klecker, to approve the August 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 – There were no reports to make.
2. Fair Recap – Mark Ihlenfeld stated that he spoke with a variety of people who expressed interest in getting more information about the annual tree program.

NEW BUSINESS:

1. Steele County Emergency Management – Kristen Sailer and Tom Karnauskas – Sailer spoke to the Board about the Hazzard Mitigation plan that Steele County has in place. They are in the process of making updates and wanted to review where the SWCD was involved. She went through those bullet points with the Board and gave the Board the opportunity to make comments and/or recommendations.

NEW BUSINESS:

2. Cost Share Contract – 2-22, Basins, \$3,000 – Adam Arndt presented this project. These basins will be added to a set that has already been completed. Motion made by Klecker, seconded by Hansen, to approve the cost share contract. Motion carried by voice vote.
3. Steele Co. Times – Pheasant Opener Advertisement opportunity – Adrienne Gransee presented the information about the advertising options available in the Pheasant Opener section that Steele Co. Times is going to be publishing. After discussion the Board decided that a half-page ad would be the best option. Motion was made by Melby, seconded by Klecker, to approve the \$449 expense for a half-page advertisement. Motion carried by voice vote.
4. Area Employee Meeting – September 19 – Northfield – The Board discussed the schedule for the meeting. There were 5 people interested in attending.
5. Le Sueur 1W1P – Eric Gulbransen presented the Board with the intent to participate from the Le Sueur 1W1P. The final sign on for the plan will be coming in the near future. Motion was made by Ihlenfeld, seconded by Melby, to approve participation in the Le Sueur 1W1P. Motion carried by voice vote.
6. New Tires – Ford – Adam Arndt presented the estimate for the new tires to the Board. The current tires are not worn out but are not of the quality that they want in regards to traction. Motion was made by Klecker, seconded by Hansen, to approve the purchase of new tires. Motion carried with voice vote.
7. Technician Position – Update – Eric Gulbransen gave the Board an update. The conducted 8 interviews by video and called 4 back for in person interviews which are scheduled for the following day. The Board discussed the best way to move forward with the process and decided that the Personnel Committee should be able to offer the position to the best qualified candidate. Motion was made by Hansen, seconded by Melby, to grant the Personnel Committee the authority to offer the position to chosen candidate. Motion carried by voice vote.
8. BWSR Academy – October 24-26 – Gransee presented the information about Academy to the Board and requested approval for registration and hotel room reservations for those planning to attend. Motion was made by Melby, seconded by Klecker, to approve the costs associated with having staff attend BWSR Academy for training. Motion carried by voice vote.
9. 4H award winner – Thank you – Gransee presented the thank you letter received from the 4H Fair Award winner to the Board.

Agency Reports

Teddy Moreno-Santos gave the Board an update on the CED position that was open in the FSA office. They have hired Emily Johnson to fill the position. He stated that CRP plans are done for the year. Also CSP and EQIP planning is complete. The deadline for FY24 EQIP applications is October 6. He did not have any new information about the upcoming Federal programs but is expecting to have more information after their area meeting on October 24.

Agency Reports

Jim Smith spoke about some planning that he is doing for potential projects and meetings that he is having with producers. He is also in the process of gathering the documentation for the cover crop contracts that are being seeded.

Staff Reports

Adrienne Gransee is nearly finished with water monitoring for the season, only one set of samples left to collect. In addition to her regular duties she has also been assisting as needed with the applications and contacting candidates.

Adam Arndt has completed all of the RIM easement inspections that were required for this year. He has been spending his time making site visits and estimates for potential projects. He also completed the DNR well monitoring for the year.

Eric Gulbransen has been focused on getting the applications and candidates processed as well as addressing WCA concerns and attending to the county ditches.

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

Respectfully Submitted by,



Adrienne Gransee,
Administrative Assistant

September Bills

Cedardale Dev. Co	September Rent		\$792.00
Cedardale Dev. Co	Garage Rent		\$600.00
Elan	Meals	\$52.50	
	Vehicle Maintenance	\$147.39	
	Gas	\$467.80	
	Hotel	\$268.06	
	Phone	\$84.01	
	Field Supplies	\$38.30	
	Fair Supplies	\$42.25	\$1,100.31
Spectrum	Internet		\$64.99
			\$2,557.30