

# Lac qui Parle Soil and Water Conservation District



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Madison MN 56256  
320-598-7321, Ex. 3

*The mission of the Lac qui Parle Soil and Water Conservation District is to take available technical, financial and educational resources, whatever their source, and focus or coordinate them so that they meet the needs of the local land user to help him/her protect Lac qui Parle's natural resources.*

## Minutes April 2, 2009

The Lac qui Parle Soil and Water Conservation District Board of Supervisors held their April meeting on Thursday, April 2, 2009, in the Farm Service Center conference room, Madison, Minnesota. Board Supervisors present: Jeff Johnson, Ed Radermacher, Bob Ludvigson, John Rebehn and LeRoy Schuelke. SWCD Staff present: Terry Wittnebel, Curt Nordaune, and Deborah Hoffman. NRCS Staff present: Burton Hendrickson. Also present, was Graylen Carlson, County Commissioner. Rebehn called the meeting to order at 8:05 am.

### **Minutes:**

Johnson made a motion to approve the Minutes from the March 5, 2009 board meeting as amended, to include Cost Share Contract Numbers for the contracts approved at that meeting. Ludvigson seconded the motion. All in favor, motion carried.

### **Financial Report:**

Schuelke made a motion to approve the March Financial Report, subject to audit, and pay the bills. Johnson seconded the motion. All in favor, motion carried.

### **Review Agenda:**

Ludvigson made a motion to approve the Agenda as presented. Schuelke seconded the motion. All in favor, motion carried.

### **Old Business:**

- Website Honorarium: Radermacher made a motion to present Sonja Farmer with an Honorarium, for her part in the creation of the District website. Johnson seconded the motion. All in favor, motion carried.
  - Mention was made that the district website address of <http://lacquiparleswcd.org/> should be added to the District letterhead, and other forms of correspondence that generally include contact information.
- Budget Committee: The Budget Committee met following the March meeting. They stated that they had no recommendations to make at this time, other than to allow things to remain the same, pending specific budget reduction information.
- Copy Machine: Johnson made a motion to authorize Wittnebel to collect the additional information concerning the contract proposals, and to determine from that, which service contract to accept. Radermacher seconded the motion. All in favor, motion carried.
- Tree Program Assistant: The board discussed the need for more than one individual to assist Kvidera with the heavy workload this spring. It was brought to the attention of the board by Commissioner Carlson, that the Work Force out of Montevideo might have some funding available to help defer the costs. Radermacher made a motion to leave it up to the discretion of the District Staff, for the number of individuals hired, and who is hired. It was also stated that the Staff should not hesitate to contact the Personnel Committee, should there be any questions. Schuelke seconded the motion. All in favor, motion carried.

## **New Business:**

- Review Annual Plan: Pages of the Annual Plan showing first Quarter activities were distributed. Wittnebel reviewed the different events and projects that have taken place from January through March of this year.
- Freedom of Information Act and Privacy Act: Hendrickson gave a presentation on the FOIA, the Freedom of Information Act, Privacy Act, and Section 1619 of the Farm Bill. He recently participated in a teleconference in Montevideo, where the above were discussed at length. Section 1619 concerns information gathering and sharing of that client information. There are specific limits on what is public information and what can be shared and the process for possible sharing; federal and state of MN rules are not the same. This impacts even how NRCS can share information with its partners like the SWCD. This means that any employee of the USDA, or any contractor, cooperator or partner of the Department (SWCDs) shall not disclose any information provided by an agricultural producer or owner of agricultural land concerning the agricultural operation, farming or conservation practices, or the land itself. NRCS is asking SWCD employees and partners to agree to these limits by signing Attachment C. Hendrickson covered the information that may, or may not, be made public. He also talked about the steps to be taken, should someone request information that is not already public.
- Cost Share:
  - Johnson made a motion to extend the completion date until November 30, 2009, for the following two Cost Share Projects. Schuelke seconded the motion. All in favor, motion carried.
    - CS 02 (06-07) Duane Sandage WASCB
    - CS 04 (06-07) Ron Larson WASCB
  - Ludvigson made a motion to approve the following Cost Share Project. Radermacher seconded the motion. All in favor, motion carried.
    - CS 16 (07-08) David Kriese Farmstead windbreak \$ 357.00
  - Radermacher made motion to approve the following Cost Share Project. Johnson seconded the motion. All in favor, motion carried.
    - CS 15 (07-08) John Sather Shelterbelt \$ 2,582.00
  - Schuelke made a motion to approve the following Cost Share Project. Radermacher seconded the motion. All in favor, motion carried.
    - CS 5 (08-09) John & Mari Plathe Farmstead windbreak \$ 565.00
  - Ludvigson made a motion to approve the following Cost Share Project. Johnson seconded the motion. All in favor, motion carried.
    - CS 6 (08-09) Eric Lund Farmstead windbreak \$ 2,770.00
- LqP SWCD Logo Change: The Board discussed the possibility of changing the District Logo from the unique county logo, to a variation of a state logo used by other Soil and Water Conservation Districts. There will be no changes at this time.
- Personnel: Johnson made a motion to contract with Steve Olson for lawn mowing services. Schuelke seconded the motion. All in favor, motion carried.

## **Reports:**

### **District Manager Report:**

- The office closed at 9:30 on Tuesday, 03.31.09, due to inclement weather.
- LincPass Enrollments are underway for Kvidera and Hoffman. Wittnebel's enrollment has been delayed due to data entry errors by the NRCS, followed by inaccessibility to the enrollment workstation in Fargo (due to floods).

**Water Plan Management Report:**

- The Resource Commission Meeting on March 25 went very well. Criteria to prioritize the order in which wells will be sealed, was discussed. The need to add an expiration date to the well sealer's quoted price was discussed.

**Technical Report:**

- Copies of Kvidera's Technical Report were distributed. Within his report, he noted that the number of tree projects for this spring is 28, with a projected revenue of \$ 51,587. *See attachment at end of minutes.*

**Education/Promotion Report:**

- Wittnebel gave her Education/Promotion Report, which included the Environmental Fair update, ECFE Celebrating Families Expo, her presentation for the Kiwanis Club. For more information, *see attachment at end of minutes.*

**District Conservationist Report:**

- Hendrickson passed out copies of his DC report, in which he updated the Board on EQIP, CRP-FSA, and wetlands. To view his full report, *see attachment at end of minutes.*

**Meeting/Training Report:**

- New Supervisor/Staff Orientation, Marshall, 3.25.09
  - Hoffman and Kvidera attended. Representatives from BWSR, NRCS, and MASWCD gave overviews of their programs. Hoffman stated that it was interesting to see how all of the agencies work together.
- TEAM Meeting, Madison 03.03.09
  - Wittnebel noted that Mary Homan reported to the Committee, that the Clean Water Partnership Continuation Grant had been reduced from a three-year grant to two and one-half years, and that her dollar amount had been reduced.
  - Wittnebel stated that the TMDL meetings previously scheduled in March and April, were cancelled
- Resource Commission Meeting, Madison 03.25.09
  - Rebehn reported that the Commission discussed the County Water Plan
  - The Clean Water Partnership Report was shared.
- Southwest Prairie TSA Joint Powers, Marshall, 04.01.09
  - Johnson, Rebehn, and Wittnebel all attended. The three felt that it was an excellent meeting, with good representation of the districts involved.
  - Upon review of the Joint Powers Agreement, it was determined that the phrase "joint powers" should be stricken from the title, leaving it as simply Southwest Prairie TSA.

**Correspondence:****Thank You's**

- From the Kiwanis, for Wittnebel's presentation on 03.24.09
- From the Parent Expo committee and Prairie Five Head Start, for participation in the 12<sup>th</sup> Annual Parent Expo on 03.26.09.

**Emails forwarded to supervisors beginning March 5, 2009:**

- Biomass Workshop in Morris, 03.19.09
- Clean Water Commentary from MASWCD, 03.09.09
- eNotes Weekly News Briefs, 03.10.09
- Area II Board Minutes, February 2009
- MASWCD Legislative Update, 03.06.09
- MASWCD Board meeting Announcement, 03.24.09
- Minnesota's General Fund Pie charts
- MASWCD Bids of Tidbits, February/March 2009
- eNotes, 03.14.09
- eNotes, 03.24.09

**Copies in Supervisors' Folders:**

- 2009 MASWCD board of Directors & Committee Assignments
- MASWCD Minutes, 02.23.09
- MN General Fund Pie Charts
- Senate File 1913 & House File 2128
- MASWCD Legislative Update
- eNotes, March 31, 2009

**Upcoming:**

- Soil & Water Stewardship Week, 04.26 – 05.03
- Earth Day, 04.22.09
- MN Arbor Day, 04.24.09
- SWCD Board Meeting, 05.07.09
- Hazardous Waste Collection, 05.07.09

**Items of Interest:**

- 52 years ago today (04.02.09), Curt Nordaune was hired by the Lac qui Parle SWCD.
- 15 years ago yesterday (04.01.09), Curt Nordaune retired from the Lac qui Parle SWCD

**Adjourn:**

The meeting adjourned at 11:52 a.m..

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Approved

Date

The Lac qui Parle Soil and Water Conservation District is an equal opportunity service provider and employer.

## TECHNICAL REPORT

April 2, 2009

### Trees

Many inquiries about farmstead shelterbelts are still coming in with a mixture of State Cost Share and EQIP projects for spring 2010 planting. The number of tree projects for this spring is at 28, of those three are EQIP for \$3,433, four are CRP for \$10,734, three are WHIP for \$11,110, nine are State Cost Share for \$12,774, and nine are own their own with no cost share assistance for \$6,817. The total dollar amount the 28 projects is \$51,587 which includes 67,320' of fabric mulch. The trees, mulch, and staples have all been ordered and should start arriving the second week in April. The water and electricity have been turned on at the tree building and everything looks ready for tree season, just still waiting for the last snow to melt.

### Meetings

I attended the WCA advanced training in Marshall on the 19<sup>th</sup> on changes in WCA rules and what to watch for. On the 25<sup>th</sup> Deb and I attended the new employee's workshop and on the 23<sup>rd</sup> I also attended the Township Meeting at the VFW on the 23<sup>rd</sup> and gave a presentation about shelterbelt replacement, living snow fences and native buffer cost share. Thursday April 2<sup>nd</sup> I will be attending the Invasive First Detector training in Farmington.

I will be attending the Conditional Use Permit public notice on the 13<sup>th</sup> of April when Mark sand and Gravel will be applying for a permit for mining, crushing, washing and processing of rock and gravel on the 160 acres they own in Agassiz 16. The area contains about 34 acres of granite outcrops and several acres of wetlands and I will be attending to see what there future plans are and technical information about the area if needed.

I continue to work with NRCS on EQIP statue revues and with JP calibrating the District's and NRCS's engineering equipment.

Leslie Kvidera  
LqP SWCD Tech.

activities during  
**March 2009**

Terry Wittnebel

### **Education/Promotion Report**

**Environmental Fair** registrations have been sent to schools, & are starting to come back in. It took a little more of my time than I'd planned because I had to rework the brochure that is sent to the schools.

**ECFE Celebrating Families Expo** I was running short of time, so changed the topic to safe alternative cleaners – I used material from an classroom workshop used quite a few years ago. I had a medical appointment come up, so Deb did the booth.

I was asked to speak about our programs for **Kiwanis** – comments that day & since then about the variety of programs we have.

**Soil & Water Stewardship Week** is april 26-May 3. I have materials ready to send out as soon as I get a cover letter written.

We developed a list of potential articles for a **newsletter** which should go mid April, and I've worked with Mary & Jenny on some topics for our radio program.

DC Report  
April 2, 2009  
Burton Hendrickson

FSA Update –

EQIP – No announced signup yet. We have completed some requirements for the quarterly audit that will become an ongoing thing. Some issues that came up were getting waivers asked for on agreements that have not had a practice installed within 12 months of the obligation date.

CRP – FSA had submitted a request to Washington to be granted some more acres for the SAFE program. This is the practice in the continuous CRP that is also called the Back Forty Pheasant Habitat Practice. We have used up the allotment of acres that was given us when this practice was announced last year. The request was denied, so at this time, this practice is no longer available to us. We have completed and gotten signed 3 new CRP contracts. Two of them involve farmstead windbreak plantings.

Wetland issues – We have processed 18 1026 requests in the past month. We also had a training session on doing wetland determinations on Wednesday, April 1. This involved a few changes to how we document our determinations and a refresher on the appeal process. It was emphasized to document, document, document. The 3 criteria for wetlands are hydric soils, wetland vegetation, and hydrology. We have forms for each of these items, and each site is to be documented with the forms to support the determination that is issued.

Administrative Items –

FOIA – Freedom of Information Act and Privacy Act Issues – The 2008 Farm Bill has put some very specific language in about sharing of information between USDA and our partners. As part of this roll out of new information I am to give you a presentation from our Net Conference that was held in Montevideo last month. You need to be aware of how NRCS and the SWCD are going to approach this issue.

Review of Mutual Agreement between USDA and the SWCD – It is time for our annual review. I have printed a copy of the agreement for you to look over. Our mutual goal is to have cooperation and assistance between the parties to achieve common natural resource goals and objectives. The parties will be in compliance with the nondiscrimination provisions contained in Titles VI and VII of the Civil Rights Act of 1964 plus the other statutes listed. I will go over the agreement together and try to answer any questions related to this.

Upcoming Items - I will not be hear for the next Board meeting as I have requested and been approved for annual leave to go camping and turkey hunting in southeast MN. I am hoping for good weather for that week.