

# Lac qui Parle Soil and Water Conservation District



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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 January 5, 2012

The Lac qui Parle Soil and Water Conservation District Board of Supervisors met on Thursday, January 5, 2012, in the Farm Service Center conference room, Madison, Minnesota. Board Supervisors present: Jeff Johnson, Paul Schwendemann, Ed Radermacher, and Bob Ludvigson. LeRoy Schuelke was absent. SWCD Staff present: Terry Wittnebel, Curtis Nordaune, Les Kvidera and Deborah Hoffman. NRCS Staff present: Burt Hendrickson. Radermacher called the meeting to order at 8:02 am.

### **Minutes:**

Johnson made a motion to approve the Minutes from the December 2011 board meeting, as presented. Schwendemann seconded the motion. All in favor, motion carried.

### **Financial Report:**

Hoffman noted points of interest in the Financial Reports. Copies of the checks issued in December were available for review, as were all disbursements and transactions from the preceding months. Hoffman reminded the Supervisors that they may review the books at any time. Hoffman stated that the Financial Reports presented did not include the year-end Journal Entries, which will be completed soon, as part of closing out the 2011 Calendar Year. Ludvigson made a motion to approve the Financial Reports, subject to audit, and pay the bills as presented, totaling \$ 5,510.76. Johnson seconded the motion. All in favor, motion carried. A detailed list of approved bills is available upon request, from the District office.

### **Review Agenda:**

The Agenda was approved as presented, with the addition of Printer Dysfunction, listed under New Business.

### **Old Business:**

- 2011 Progress Report: Copies were distributed and reviewed.
- 2012 Annual Plan: Copies of the draft version were distributed and reviewed.
- Clean Water Fund Grants: Wittnebel announced that two of the three Clean Water Fund Grants that she had applied for, received approval. The approved Grants include: Floodplain Well Pits Retrofit and Level Three Feedlot Inventory, which would be working in conjunction with the Lac qui Parle Environmental Office.

### **new Business:**

- Printer Dysfunction: Wittnebel informed the Supervisors that the small printer used for printing checks, was no longer operable. The Board directed her to use her discretion in purchasing a replacement, and encouraged her to purchase locally if feasible.
- Reorganization:
  - Offices, Committees/Representation, Authorizations, Approval Authority, and Meeting Date and Time: Johnson made a motion that all Offices, Committees/Representation, Authorizations, Approval Authority, and Meeting Date and Time for 2012, remain the same, with the exception of adding Committee Representation/Assignment for the Lac qui Parle Resource Commission.

Ludvigson seconded the motion. All in favor, motion carried. Reorganization positions will be as follows:

- Offices for 2012:
  - Chairman: Ed Radermacher
  - Vice-Chairman: Jeff Johnson
  - Secretary: LeRoy Schuelke
  - Treasurer: Bob Ludvigson
  - PR&I: Paul Schwendemann
- Committee/Representation for 2012
  - Budget: Ludvigson & Schwendemann
  - Planning: Johnson & Schwendemann
  - Personnel: Radermacher & Schuelke
  - Legislative: Ludvigson & Schuelke
  - LqP Resource Commission: Ludvigson & Radermacher (alt)
  - SW Prairie Technical Service Area: Johnson & Schwendemann (alt)
  - Prairie Country RC&D: Nordaune & Kvidera (alt)
- Authorizations for 2012:
  - Designated Depositories: KleinBank; United Prairie Bank; MinnWest Bank; State Bank of Bellingham
  - Depository Authorization Designees: Ludvigson & Hoffman
  - Data Practices Responsible Authority: Wittnebel
  - DPRA Back-up and Compliance Official: Hoffman
- Technical Approval Authority for 2012:
  - CREP; RIM; CRP; CRP; EQIP & Vegetative Management: Kvidera & Wittnebel
  - Ecological Practices: Kvidera
  - Engineering Authority: Nordaune “with NRS approval”
  - AG BMP Authorized Representative: Wittnebel
- Meeting Date and Time:
  - First Thursday of the month, at 8:00 am
- Per Diem (Supervisor Compensation):
  - \$75.00 per meeting
- Per Diem (Mileage):
  - Current 2012 IRS Rate
- MCIT Coverage Renewal: Wittnebel informed the Board that the SWCD received a certificate of excellence for no loss ratio under 50%, and the premium decreased by \$238 from last year. No action was needed for the renewal, as it was included with the list of bills included in the financial report.
- Dues and Memberships:
  - Johnson made a motion to approve the following 2012 Dues and Memberships as presented. Ludvigson seconded the motion. All in favor, motion carried:
    - NACD 2012 Dues: \$387.50
    - MASWCD 2012 Dues: \$1895
    - SWMASWCD 2012 Dues: \$400
    - Pheasants Forever 2012 Sponsorship: \$280
    - SW Prairie Technical Service Area 2012 Local Match: \$1000
    - National Arbor Day Foundation 2012: \$25
- FY2011 Audit: Ludvigson made a motion to approve Kinner & Company LTD to conduct the FY2011 Audit. Schwendemann seconded the motion. All in favor, motion carried.

- Affiliate Program: Schwendemann made a motion to continue with the Affiliate Program. Ludvigson seconded the motion. All in favor, motion carried. Fliers and packets will be completed and made ready for distribution.
- Inventory Technical Approval Authority Levels: Wittnebel informed the Board that technical approval skill level will be inventoried by BWSR, and entered into eLINK as each project is reported.
- 2012 Walk-In Access Agreement: Schwendemann made a motion to authorize entering into an agreement with BWSR for the 2012 Walk-In Access Program consisting of a \$2,000 Base Grant and a maximum of \$7,200, with Wittnebel authorized to sign the agreement upon receipt. Ludvigson seconded the motion. All in favor, motion carried.
- Cost Share:
  - 2010 State Cost Share Closeout: Johnson made a motion to approve and sign the Final Financial Report State Cost-Share Program for 2010 State Cost Share, and to authorize return of funds of \$8.75 to BWSR, as required. Schwendemann seconded the motion. All in favor, motion carried.
  - State Cost Share: Schwendemann made a motion to approve the following State Cost-Share contract. Ludvigson seconded the motion. All in favor, motion carried:
 

<u>Contract #</u>	<u>CS Year</u>	<u>Name</u>	<u>Practice</u>	<u>Amount</u> (Not to exceed 65%)	<u>Priority</u> Watershed
CS 2012-02	2012	Borstad, Mike	380	\$ 898.00	22023
  - Water Plan Well Sealing: No activity
- Personnel:
  - Legislative Day at the Capitol: Johnson made a motion to approve appropriate supervisors and staff to attend the event February 15-16, 2012. Schwendemann seconded the motion. All in favor, motion carried.

## Reports:

- District Manager's report:
  - Currently working on annual plans and reports.
  - Submitted CC apprentice grant application.
  - Website was down for a week, but has been restored.
  - Will be sending out a letter to cancel a cost-share contract that did not meet the extended completion deadline.
  - Agricultural Wetland Mitigation Bank training coming soon.
- Water Plan:
  - To view Wittnebel's report, *see attachment at end of minutes.*
- Technical Report:
  - Copies of Kvidera's report were distributed. To view Kvidera's report, *see attachment at end of minutes.*
- Education/Outreach Report:
  - To view Wittnebel's report, *see attachment at end of minutes.*
- District Conservationist Report:
  - Copies of Hendrickson's report were distributed. To view Hendrickson's report, *see attachment at end of minutes.*
- Meeting/Training Report:
  - SW Prairie Technical Service Area Meeting: Johnson gave a detailed overview of the meeting he attended on Wednesday, January 5, 2012. He shared a list of projects that included started, completed, and pending projects.
  - Near-Channel Sediment Source Mgt Forum: Kvidera reported on the forum.

## Correspondence:

- Shared:
  - Letter from Big Stone County Board of Commissioners
- Emails Forwarded to Supervisors Beginning December 1, 2011:
  - eNotes – December 6, 2011
  - eNotes – December 13, 2011

**Upcoming**

• Meetings and Events:

- LqP SWCD monthly meeting, February 2, 2012
- Pheasants Forever Banquet, February 4, 2012
- Great Western MN Get Together, February 11-12, 2012
- Legislative Day at the Capitol, February 15-16, 2012

**Adjourn:**

With no further business, the meeting was adjourned at 10:20 am.

*Paul Schwendemann*

*February 2, 2012*

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Approved

Date

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

# Water Plan Report

January 5, 2012

Terry Wittnebel

- Resource Commission recommendation list sent to County Commissioners – I didn't have time to call yesterday for the results. Will call a meeting probably February to develop work plan & 2012 budget (which you have done the last couple years)
- received our portion of the NRBG from County ... missing the small levy match for NRBG – will send letter of request this month

## Technical Report

January 5, 2012

Leslie Kvidera

### Trees

The first tree orders went in last week.

I also sent out a tree mailing in December with order forms to previous tree customers.

I also ordered 60 rolls of fabric with Yellow Medicine County, we went together to get a discount with the volume ordered.

### Easements

The Granite Outcrop Easements continue and both should be paid out this month.

### Equipment

Truck and van have had recent oil changes. The truck will need new tires this year as there is not much tread left. The van continues to hang in there with no more issues than the usual. The fabric machine and tree planter are in the tree barn with the drill remaining outside. The drill will need a few bearing replaced and the hydraulic cylinder still needs to be worked on.

### NRI

I helped NRCS by collecting crop history data for NRI (National Resource Inventory). I recorded crop history on 54 different tracts with 17 of those requiring 5 year history and 34 points needing 2 year crop history.

### Near – Channel Sediment Source Management Forum

While there is much research being done no one had any good answers on what actually needs to be done to cure the problem. Short term fixes on river banks and slowing down the rate at which the water enters the rivers seem to be the main direction to address the problem.

# Education/Outreach

January 5, 2012

Terry Wittnebel

- news release promoting Discovery Farm participation
- working on Area Envirothon
- considering Great Western MN Get Together – potential topics might be the new grants (1 or both)

DC Report  
January 5, 2012  
Burton Hendrickson

## FSA Update –

EQIP/CSP – Deadlines for applying for 2012 funding are announced. CSP signup must be by January 13, and first round of EQIP funding by January 27. There have been articles in Ag papers and we should have one in the local papers this week. We will try to accommodate anyone who asks, but there has not been a lot of information coming out on new enhancements or changes for CSP. Gary has been preparing some estimates and got some sites looked at for possible engineering stuff. We are still waiting for the actual payment rate printouts for this year's EQIP.

CRP – FSA has sent nearly 70 files over asking for review for possible re-enrollment of expiring CRP into CCRP. There will be some options for some, but we have already used up the state's allotment of acres for CP23A.

1026's – This workload keeps getting bigger. We have a backlog of over 140 tracts right now. Soil Conservationists from Morris and possibly Fergus will be coming to help do some of the slide reviews starting tomorrow and into the next couple weeks for sure.

Administrative Items – We now have GPS tracking systems on the NRCS vehicles in Madison. They were installed yesterday. We have been told that this trial is to see if we can save money by being more efficient in our driving, and also safer. The reports resulting from the GPS systems will tell if people are driving recklessly, wasting gas with long idles, speeding, if routes are direct to locations etc. We now have an eye in the sky looking over our driving, but so far no chips installed in our foreheads.

I did get a couple of weeks of leave in and this outstanding weather let me get a lot of work in on the buckthorn in my grove. If I live to be a hundred, I might get a handle on it. The break was good for me, but with all the items to do it is difficult to come back and did right in.

Upcoming Items – WRP training teleconference, January 17.