

**Minutes of the regular meeting of the Renville County Soil & Water Conservation District Board of Supervisors held on January 9, 2014 at the Ag Services Building in Olivia MN.**

**Present:**        **Marc Iverson**  
                 **Dave Guggisberg**  
                 **Kathryn Kelly**  
                 **Mark Koenig**

**Absent:**        **Jim Hebrink**

**Others Attending:**        John Stahl, Renville County Board; Jeff Kjorness, NRCS District Conservationist; Tom Kalahar, Trent Brenny, Chris Gehrig & Karen Flom, staff.

**Meeting was called to order by Chair, Marc Iverson at 7:00 a.m.**

**Karen indicated that the following items should be added to the Agenda:**

1. 2013 Feedlot Report to Renville County
2. Approval of the 2014 Budget
3. Appointment of Ryan Clark as WCA Coordinator
4. Due Payment

**MSC (Kathryn, Dave) to approve the minutes of the December 12, 2014 regular meeting.**

**MSC (Dave, Kathryn) to approved the preliminary December Treasurer's Report and the December bills as presented.** Before the motion, Karen notified the Supervisors that she would present the final 2013 Treasurer's Report after she completes the 2013 Final Financial Reports.

**Staff Reports:**

\*Karen reported that a revision to the USFWS Foundation was requested and approved. The grant period will be 3/1/2014-2/29/2016.

\*Beginning of the year and anniversary adjustments have been done for the 2014 payroll. Karen also began work on year end reporting after the Dec. 26, 2013 payroll. She updated Supervisors on the required reporting and the timelines. She indicated that both the FY14 Conservation Delivery & Easement Delivery grants were spent by the end of the year. Final reports and close-out will need to be approved at the next meeting.

\*Payment was received from BWSR for Buffer Easement processing and from MASWCD for Contribution Agreements for CRP & CCRP. Also received the remainder of funds from the LiDar grant and the Native Buffer Grant. Karen is checking on status of other invoices.

\*Signed and approved Supervisor Election District Resolution was received from BWSR. Currently at the Auditor/Treasurer's office for recording.

\*Attended the County staff development session.

Tom reported on easement workload. New RIM payment rates aren't out yet but should be soon. With no Farm Bill and therefore no CRP program, no new CRP contracts or buffer apps submitted. Tom continues to train the new Farm Bill Techs.

\*Tom updated the Supervisors on the Conservation Easement Valuation issues and his plan to meet with Senator Koenen and Rep. Falk and encouraged Supervisors to attend that meeting to discuss changing or repealing that new law.

\*Tom presented the 2013 Feedlot Report that will be forwarded to Renville County. There were no large problems/issues associated with the 2013 inspections.

\*Tom met with Scott Refsland to set up the 2014 feedlot inspection program. They've scheduled 67 feedlot inspections for 2014. A new information gathering form will be used to document assistance to landowners that the current feedlot program does not capture. This is technical assistance that goes beyond compliance determinations. Time spent with the operation discussing improvements & management will not be recorded.

\*Tom spent time working with Ryan on WCA field investigations of two wetland violation sites.

\*Tom attended the Minnesota River Board meeting at Max's on the 16<sup>th</sup> of December.

\*Trent reported that Jason Beckler had been over to the Olivia office to go over CRP and RIM paperwork.

\*Currently working on preparing plans for the Prairie Plan meeting on the 13<sup>th</sup>.

\*Will be attending the Farm Bill Biologist winter meeting on the 17<sup>th</sup>.

\*Continuing to learn the easement process as well as the tools needed for process and for developing quotes for new easements.

\*Chris reported that he attended the Renville County Staff Development meeting.

\*Chris has been spending his time familiarizing himself with RIM Easement and CRP information. He also worked with Jason when he was in the office and will be attending the meeting on the 17<sup>th</sup> with Trent.

\*Chris has been working on quotes for landowners who are waiting for the farm bill to be passed so they can apply for CRP.

\*Chris reported that he and Trent are working on an article for the Renville County Messenger as a Q&A on the RIM Buffer Easement Program.

\*Chris' new computer has arrived and IT will be setting it up in the next week or two.

Ryan Clark did not attend the meeting but left a written report for the Board:

\*The WCA violation on the Doug Johnson RIM has been resolved.

\*The deadline for the violation on the Rosaasen property has passed. Ryan & the DNR CO, Larry Hanson, have talked with the renter. He will complete the restoration order in the spring and has been given an extension on the restoration order.

\*WCA reporting is due Feb. 1<sup>st</sup>. Ryan has been working on putting together the necessary information.

Ryan requested that the Board of Supervisors appoint him as the WCA Coordinator to clarify WCA administration since previous board action named Taralee Latozke. **MSC (Kathryn, Mark) to name Ryan Clark, District Technician as the Renville County WCA Coordinator.**

Ryan reported that the reporting deadline for all grants is Feb. 1<sup>st</sup>. He's been gathering information and working with Karen to compare numbers to reconcile cost-share programs.

\*Ryan has been using the GIS layers that Tara & Jason created to make a list of landowners who could have erosion issues on their property. Will begin sending letters to promote programs & get feedback.

\*The next BBR (Biennial Budget Request) started shortly. Ryan is working on a list of projects that could be funded through the competitive grants included in this process.

\*Ryan is working on scheduling a meeting to discuss an LCCMR grant app for a Limbo Creek Project.

\*Ryan created plans that landowners can use to design their own rain garden. Mark Ericson has the plans.

\*There was one new well sealing cost-share contract this month.

\*Ryan attended the Hawk Creek Project local work group meeting.

\*Ryan attended a Wetland Banking webinar.

\*He job shadowed Kane Radel (BWSR) on a complicated WCA violation in Kandiyohi County to gain more experience.

\*He has been working with Adam Bielke on eLink reporting requirements.

Ryan requested that he be allowed to use one day's annual leave during his probation period. There was discussion and the decision was left to the Personnel Committee.

**Board Reports:**

Kathryn reported that she attended the MRB meeting at Max's. The group will be disbanding but is going forward with the Ditch Viewer training project. Kathryn will also be attending a Leadership session in Alexandria on January 23 & 24 sponsored by AMC.

**Election of Officers: MSC (Dave, Mark) to approve the officers listed below:**

**Chair: Kathryn Kelly**

**Vice Chair: Mark Koenig**

**Sec/Treas: Marc Iverson**

**Meeting date/time: Second Thursday of each month at 7:30 a.m. at the Ag Services Building.**

**Kathryn Kelly chaired the remainder of the meeting.**

**2014 Committee Appointments were reviewed and are attached as part of these minutes.**

**NRCS Report:**

\*Jeff reported that he has finished up with EQIP and CSP payments. CSP landowners had a choice of which year they wanted to be paid.

\*Jeff reported that he interviewed a candidate for the technician position.

\*Jeff reviewed the Civil Rights Policy and acknowledgements

Karen reported that Citizen's State Bank is closing and has been purchased by F&M Bank. Accounts will be automatically transferred between the banks on February 7<sup>th</sup>. **MSC (Dave, Marc) to allow the automatic transfer of checking from Citizen's State Bank to F&M Bank.**

Karen reminded the Supervisors that occasionally it is necessary to open additional accounts as funds are received from various agencies. **MSC (Mark, Dave) that decisions on adding additional depositories be the decision of the Office Manager and the Sec/Treasurer.**

**MSC (Dave, Marc) to approve the 2014 Budget.**

**MSC (Dave, Marc) to approve payment of MCIT insurance premiums as billed for 2014.**

There was discussion of the 2014 dues. **MSC (Dave, Mark) to pay \$500 to NACD for 2014 dues and to pay the MASWCD as billed.**

The Personnel Committee had not met. The Committee plans to review the Personnel Policies to update and clarify them in the next few months.

**The next regular meeting will be held on Thursday, February 13, 2014 at 7:30 a.m.**

**MSC (Dave, Mark) to adjourn the meeting at 8:45 a.m.**

