

**Minutes of the regular meeting of the Renville County Soil & Water Conservation District Board of Supervisors held on Thursday, August 14, 2014 at the Ag Services Building in Olivia MN.**

**Present:**            **Kathryn K Kelly**  
                         **Kevin Kokesch**  
                         **Mark Koenig**  
                         **Jim Hebrink**

**Absent:**            **Marc Iverson**

**Also Present:** John Stahl, Renville County Board; Tom Kalahar, Trent Brenny & Karen Flom, Staff.

**Meeting was called to order by Chair Kelly at 7:30 a.m. She led the group in the Pledge of Allegiance.**

**MSC (Kathryn, Mark) to approve the minutes of the July 17, 2014 Regular Meeting.**

**MSC (Mark, Jim) to approve the July Treasurer's Report subject to audit and the bills as presented.**

**Acting NRCS District Conservationist, Dave Voigt and Assistant State Conservationist Gary Watson joined the meeting.**

**Dave reported** that 1026 tiling requests are being processed as they come in either by the local staff or the area office staff.

EQIP had 11 contracts funded or selected for funding this fiscal year for a total of \$203,942. Two eligible applications remain unfunded at this time.

CSP had 18 contracts funded or selected for funding this fiscal year for an annual payment of \$577,344 and covering 22,575 acres. All the eligible applications in Renville County were funded. The 2010 participants were notified of the potential to renew their contracts.

Dave reported that Ryan Allen is working on a couple animal mortality facilities.

The Local Work Group met on July 28<sup>th</sup> and set local priorities.

Dave attended Hydric Soil Training the week of August 5-14.

WRP Monitoring has been completed

The Ultima contract position has been posted as a 20 hour/week position.

**Gary Watson reported** that there was only one application for the District Conservationist position so the position has been posted a second time with a closing date of August 20<sup>th</sup>.

Gary reviewed the USDA Policy for working "off site" on RIM/WRP wetland restoration projects. Any decisions on specific projects in Minnesota will need to come directly from Don Baloun.

Dave & Gary left the meeting to attend the Redwood SWCD Board Meeting in Redwood Falls.

## **Staff Reports:**

**Karen gave a brief summary of her written report.** The CPA firm who conducted the financial audit submitted their draft copy to the Office of the State Auditor for review. Karen reported that the auditor moved some income/expenses to different categories but the totals remained unchanged.

Karen attended the SW/WC insurance meeting on August 11<sup>th</sup>. The Renville County SWCD will see a 7.5% decrease in premiums for the year beginning January 1, 2015. Total annual savings will be \$2,400. Don Buckhout from BWSR will be attending the September meeting and will give the results of the PRAP study. Adam Beilke, BWSR BC also plans to attend.

MCC Intern Ben Trochlil will be ending his summer with the SWCD on August 15<sup>th</sup>.

**Trent reported** that the results of the RIM application period were disappointing with no Renville County apps funded. Statewide there were 214 applications with only 19 funded.

Trent will continue to work with the Prairie Plan group as they received \$2.5 million for projects.

CRP has been the majority of the workload for the past month with the re-enrollment deadline at the end of September. Trent's goal is to get all the landowners in by the end of August. He also has about a dozen new contracts to develop and get approved. Trent has been getting new CCRP applications over to FSA for state approval as landowners come in to apply.

Trent worked at the SWCD Booth at Farmfest one afternoon.

**Tom had just returned from vacation and gave a verbal report** including the number of feedlots inspected and the easement workload. Easement spot-checks are nearly complete and will be sent to BWSR well before the deadline.

Tom presented the Ditch 77 draft proposal that was prepared by the INS Group. The process for these types of projects was discussed and Supervisors who were interested received copies of the proposal.

**Ryan Clark was at Leadership Training in Moorhead but left a written report.**

The report included an update on current WCA workload including a violation in Winfield Twp. The WCA Restoration order has been sent with a deadline of Sept. 15, 2014.

Ryan issued a WCA exemption for maintenance of a private ditch in Wang Twp. He has had several WCA questions that may develop into actual applications. The month had a heavy WCA workload.

Ryan will be putting together a BWSR Clean Water Fund grant application for a bank stabilization project on Lake Allie. The South Central TSA (SCTSA) did a preliminary cost estimate to fix about 200 feet of lakeshore.

Ryan attended the EQIP Local Work Group and a continuous living cover workshop.

## **State Cost-Share:**

**MSC (Mark, Kevin) for final approve and payment of \$8,119.50 (53%) for Contract #02-13 for Lynn Johnson Grade Stabilization Structure (practice 410) in Sec. 29, Wang Twp. Payment to the SCTSA for Technical Assistance of \$2,029.** Ryan Jones, TSA Engineer was the TAA. All payments were based on a total cost of \$15,427.85. The Hawk Creek Watershed Project provided additional funding.

Karen presented the Joint Power Agreement with DNR for the Walk-In Access program. **MSC (Mark, Kevin) to enter into the WIA JPA.**

### **Personnel Committee:**

**Kathryn reported that she conducted a review with Trent Brenny on August 11<sup>th</sup>.** Trent completed his six-month probationary period in May and at that time was given permanent full-time status. Kathryn reported that Trent is to be commended for the amount of work he has completed and the quality of that work. She discussed training needs with him. The Personnel Committee recommended that Trent's salary be changed from \$17.00/hr to \$18.00/hr. **MSC (Kevin, Jim) to increase Trenton Brenny's salary to \$18.00 based on his performance.**

**Kathryn reviewed the proposed District Manager Position.** The Personnel Committee met to review the job description and to prepare a job offer to Karen Flom. She read portions of the job offer, including the requirement of updating personnel policies and all job descriptions and developing orientation and exit policies. The offer would also require a six-month notice of retirement to allow the SWCD to review the success of the District Manager position and to determine if the Board wants to fill that position in its current format or to restructure the SWCD staff at that time. **MSC (Mark, Kevin) to offer the position of District Manager to Karen Flom at a salary of \$26.50/hr.**

A Sept. meeting date was discussed. There is a conflict with the regular meeting date as Mark & Kathryn plan to attend the MASWCD Supervisor Training being held on Sept. 10 & 11. Decision was to move the **September meeting date to the 18<sup>th</sup> at the regular time and place.**

### **Board Reports:**

Kathryn indicated that she and Mark had met as the Personnel Committee throughout the month. She also attended the SW/WC Insurance Meeting on August 11<sup>th</sup>.

**Meeting was adjourned.**

**Next meeting – Thursday, Sept. 18, 2014**