

MINUTES FROM THE JANUARY 16, 2018 REGULAR BOARD MEETING

Minutes of the Marshall County Soil and Water Conservation District, P.O. Box 74, Warren, Minnesota, January 16, 2018.

Chairman Bengtson called the meeting to order at 8:10 a.m.

Members Present: Chairman, Wallace Bengtson
Vice-Chairman, Carl Green
Secretary, Stuart Nordling
Treasurer, Duane Potucek
Public Relations, Brad Berg

Members Absent: None

Others Present: Technical Manager, Danny Thorstad
Administrative Assistant, Janelle Kollin
Programs Manager, Darren Carlson
District Conservationist, Matt Waterworth
Pheasants Forever, Jill Fejszes
Land and Water Office, Josh Johnston
BWSR, Matt Fischer

Re-organization – Motion by Green, seconded by Potucek to keep positions as they are.

Affirmative: Green, Nordling, Potucek and Berg
Opposed: None

Motion carried.

Motion by Berg, seconded by Nordling to accept the minutes as mailed from the December 20, 2017 board meeting.

Affirmative: Green, Nordling, Potucek and Berg
Opposed: None

Motion carried.

Treasurer's Report - Motion by Green, seconded by Berg to accept the Report.

Affirmative: Green, Nordling, Potucek and Berg
Opposed: None

Motion carried.

Pheasants Forever – see attached report

Buffer Ordinance – Josh and Matt reviewed the buffer ordinance and specifically sections 5.2; 5.3.3; 6.3.1; 6.3.2 and 6.3.6. After much discussion, the board requested that Lon Aune, County Highway Engineer attend the next meeting to discuss how he plans to enforce the buffer ordinance. The board asked the staff to visit with Lon and Josh to discuss responsibilities.

Matt Fischer left the meeting at 9:20 a.m.

Josh Johnston left the meeting at 9:50 a.m.

NRCS Report – Espe reported on the following: CSP deadline is approaching in March; federal budget deadline is January 19; staff processing 80 EQIP applications.

Mileage rate for 2018 is 54 ½ cents/mile.

Bank Designation – Motion by Green, seconded by Nordling to designate Bremer bank in Warren as the official depository. Board requested that some of the money be transferred from checking to savings. Staff will take care of this.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

Supervisor per diem maximum is still \$75/day.

Well Sealing/Buffer Cost Share Verification – Motion by Berg, seconded by Potucek to allow staff to sign off on contracts up to \$1000.00.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

Leadership Training – Carlson is scheduled to go to Washington, DC for leadership training February 11-15, 2018.

Thorstad informed the board he found a tractor in Grafton that looks promising for the drill program.

Berg requested that staff inquire to see if Myron Jesme of the Thief River Watershed District present an update at possibly our March/April board meeting.

The next meeting is scheduled for February 20, 2018 at 8:00 a.m. at the SWCD office.

The meeting adjourned at 11:15 a.m.

Secretary

MINUTES FROM THE FEBRUARY 20, 2018 REGULAR BOARD MEETING

Minutes of the Marshall County Soil and Water Conservation District, P.O. Box 74, Warren, Minnesota, February 20, 2018.

Vice-Chairman Green called the meeting to order at 8:05 a.m.

Members Present: Vice-Chairman, Carl Green
Secretary, Stuart Nordling
Treasurer, Duane Potucek
Public Relations, Brad Berg

Members Absent: Chairman, Wallace Bengtson

Others Present: Technical Manager, Danny Thorstad
Administrative Assistant, Janelle Kollin
Programs Manager, Darren Carlson
District Conservationist, Matt Waterworth
Pheasants Forever, Jill Fejszes
County Engineer, Lon Aune

Motion by Potucek, seconded by Berg to accept the minutes as mailed from the January 16, 2018 board meeting.

Affirmative: Nordling, Potucek and Berg
Opposed: None

Motion carried.

Treasurer's Report - Motion by Nordling, seconded by Potucek to accept the Report.

Affirmative: Nordling, Potucek and Berg
Opposed: None

Motion carried.

Pheasants Forever – see attached report

NRCS Report – Waterworth reported on the following: CSP deadline is March 2nd; 35 EQIP applications scored and ranked in the next couple months. Civil Rights paperwork was reviewed and signed. Nico Bennet is still in Crookston.

2017 Local Capacity – Motion by Berg, seconded by Nordling to approve payment in the amount of \$12,510 cost share to the Middle/Snake/Tamarac Watershed District for improvements to ditch 7 in Oak Park township.

Affirmative: Nordling, Potucek and Berg

Opposed: None

Motion carried.

Carlson informed the board that we have over 100 side water inlets to be surveyed.

Buffer Program – Lon Aune, County Engineer, was present and answered various questions/concerns on the buffer program. He stated that modifications concerning the SWCD on the buffer law are being worked on by Josh Johnston and will present to the board when complete. He stated the overall intent is to get people in compliance with the law and stressed the importance of coordination between the SWCD and Highway Department.

Aune left at 9:25 a.m.

Buffer Cost Share – Carlson stated the ledger of people interested in cost share to implement the buffer program needs to be submitted by March 1, 2018.

Newsletter – Staff informed the board that the newsletter is being prepared at the Warren Sheaf and should be mailed out Monday. Approximately 3300 newsletters will be mailed out.

AgBMP Loans – Carlson informed the board that area banks have been referring landowners to the SWCD for loans as interest rates are climbing. Interest rates are 3% or less up to \$150,000 for 10 years.

Area I Meeting – The meeting is scheduled for March 20, 2018 at UMC.

The next meeting is scheduled for March 27, 2018 at 8:00 a.m. at the SWCD office.

The meeting adjourned at 9:45 a.m.

Secretary

MINUTES FROM THE APRIL 18, 2018 REGULAR BOARD MEETING

Minutes of the Marshall County Soil and Water Conservation District, P.O. Box 74, Warren, Minnesota, April 18, 2018.

Chairman Bengtson called the meeting to order at 8:15 a.m.

Members Present: Chairman, Wallace Bengtson
Vice-Chairman, Carl Green
Secretary, Stuart Nordling
Treasurer, Duane Potucek
Public Relations, Brad Berg

Members Absent: None

Others Present: Technical Manager, Danny Thorstad
Administrative Assistant, Janelle Kollin
Programs Manager, Darren Carlson
District Conservationist, Matt Waterworth
Board Conservationist, Matt Fischer

Motion by Green, seconded by Potucek to accept the minutes as mailed from the February 20, 2018 board meeting.

Affirmative: Green, Nordling, Potucek and Berg
Opposed: None

Motion carried.

Treasurer's Report - Motion by Berg, seconded by Nordling to accept the Report.

Affirmative: Green, Nordling, Potucek and Berg
Opposed: None

Motion carried.

Pheasants Forever – see attached report

NRCS Report – Waterworth reported on the following: 2 EQIP applications have been accepted to date with 4 million dollars in application submitted, working on workload analysis report, highly erodible and wetland determinations; CRP – 325 contracts expiring this fall on 18,000 acres – waiting to see on the Farm Bill with CRP, CSP, EQIP, etc; FPAC – combining NRCS and FSA.

Conservation Corps Apprentice – Veronica Lundquist, student from UMC will be starting the end of May. She will be sharing time working with Bill Craig, Extension Service, working on noxious weeds and septic systems inventory.

Buffer Program Cost Share – Carlson informed the board we have received some signed contracts back. The SWCD has more buffer acres and side water inlets signed up for cost share assistance than what money is available. Staff plans to survey side water inlets this spring, get a design cost estimate this summer and install practices this fall or 2019. The possibility of hiring additional staff was brought up.

Motion by Potucek, seconded by Nordling to approve 2018 buffer cost share to Van Hapka, in Alma, section 28. Total cost is \$1536.00 with 75% cost share being \$1152.00.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

2017 SWCD Local Capacity Services – Motion by Green, seconded by Berg to approve cost share for two side water inlets in Moylan – 29 for Tim Prestebak. Total cost is \$7315.00 with 75% cost share being \$5486.25.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

Audit – Kollin informed the board the SWCD is scheduled for an audit for the 2017 year. Peterson auditors estimate one day field work at an estimated cost of \$2175.00

Envirothon is scheduled for April 25th at Agassiz National Wildlife Refuge.

Supervisor Elections – Potucek, Bengtson and Berg's areas are up for re-election. Filing dates are May 22 – June 5 with a filing fee of \$20.00. Waterworth discussed diversity on the board.

Tree Program/Seed Program/Buffer Seeding – Thorstad informed the board the SWCD will be planting approximately 4000 trees on 10 sites. Trees will be delivered on May 2nd. Tree pickup days will be May 4-5. Jon and Don will be back to help with tree planting. Thorstad informed the board we have 20 CRP plantings to complete between May 15-June 30th, approximately 500 acres with 40 from last fall. Thorstad informed that the SWCD has approximately 75 buffer cost share seedings. Seeding dates are April 1 – June 15 and July 15-September 1st.

Equipment – Thorstad reviewed the following information concerning equipment to possibly be purchased:

Seeder – 8 foot 3 point seeder from Gandy with a cost of \$5,268.00

Trailer – 20 foot trailer with a cost of \$4900.00

Tractor – 4610 Massey at \$25/hour with a guarantee of 300 hours from Nelson Equipment in Thief River Falls. Could also do a 3-5 year lease deal at \$7500/season

Pickup – Look into replacing 2000 Chevy pickup, Quotes ranged in price from \$30,250 - \$36,629.

After hearing the information, the board agreed that the trailer and seeder should be the top priority and find out with the tractor lease what happens if we go over 300 hours. It was also discussed to look into a deck over trailer with heavy duty tires and look into purchasing a winch. Motion by Green, seconded by Potucek to amend the 2018 SWCD Local Capacity Services work plan to reflect amounts needed to make projects work with purchase of a trailer and seeder at a maximum purchase price of \$15,000.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

Motion by Green, seconded by Potucek to rent a tractor from Nelson Equipment once all the questions have been answered concerning the hours. With motions/decisions to be brought up at the next board meeting, most board members would like information emailed to them pertaining to purchase/rental of tractor and other equipment.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

Discussion was held concerning the importance of having regularly scheduled monthly meetings and the importance of a quorum.

The next meeting is scheduled for May 1, 2018 at 8:00 a.m. at the SWCD office.

The meeting adjourned at 11:10 a.m.

Secretary

MINUTES FROM THE MAY 1, 2018 REGULAR BOARD MEETING

Minutes of the Marshall County Soil and Water Conservation District, P.O. Box 74, Warren, Minnesota, May 1, 2018.

Chairman Bengtson called the meeting to order at 8:05 a.m.

Members Present: Chairman, Wallace Bengtson
Vice-Chairman, Carl Green
Treasurer, Duane Potucek
Public Relations, Brad Berg

Members Absent: Secretary, Stuart Nordling

Others Present: Technical Manager, Danny Thorstad
Administrative Assistant, Janelle Kollin
Programs Manager, Darren Carlson
District Conservationist, Matt Waterworth
Pheasant's Forever, Jill Fejszes

Minutes - Motion by Potucek, seconded by Berg to accept the minutes as mailed from the April 18, 2018 board meeting.

Affirmative: Green, Potucek and Berg

Opposed: None

Motion carried.

Pheasants Forever – Jill reported on WRP monitoring ownership changes

NRCS Report – Waterworth reported on the following: 5 EQIP contracts have been funded to date; CSP training

Tree Program – Thorstad informed the board the plugs and bareroot trees are here. Tree pickup days will be May 4-5. Start planting on Monday, May 7th. Tree planter getting repaired.

Seed Program – Thorstad informed the board there are 20 CRP plantings; the Gandy 3 point 8 foot drill is ordered and should be here in 2-3 weeks.

Equipment – Thorstad informed the board the tractor at Nelson Equipment was bought by someone else, he's looking at Titan out of Crookston about lease options. He stated the current John Deere should work with the Gandy. The best price for a trailer is \$7900 from Galaxy Auto in Thief River Falls. Thorstad stated we could rent a tractor from Scott Peters again for \$25/hour.

The board stated we should hang on to the current tractor for at least two years. There was discussion to look into funding options to purchase a tractor. The board also asked to look into John Deere leasing as a back up plan.

State Cost Share – Motion by Berg, seconded by Potucek to approve cost share for a field windbreak for Keith Szczepanski. Total cost is \$1272.00 with 75% cost share being \$954.00.

Affirmative: Green, Potucek and Berg

Opposed: None

Motion carried.

Drill Rental Policy – Motion by Berg, seconded by Potucek to rent out the Marshall SWCD under the following conditions: \$200/trip fee and \$35.00/acre charge, however, the Marshall SWCD has first priority to use.

Affirmative: Green, Potucek and Berg

Opposed: None

Motion carried.

Seasonal Staff – Seeding - Discussion on hiring someone to help with buffer seeding. The board agreed to hire someone for buffer seeding at a rate of up to \$18.00/hour.

Affirmative: Green, Potucek and Berg

Opposed: None

Motion carried.

Carlson stated that \$4500 could be moved to 2018 Local Capacity seasonal staff out of the 2018 Local Capacity Marshall SWCD Cost Share Program.

Administrative Session – Kollin stated the session is June 27-28 and she would like to attend.

Carlson stated we received an additional \$40,000 in buffer cost share dollars. There is still not enough for requests received.

The next meeting is scheduled for June 12, 2018 at 8:00 a.m. at the SWCD office.

The meeting adjourned at 13:30 a.m.

Secretary

MINUTES FROM THE JUNE 19, 2018 REGULAR BOARD MEETING

Minutes of the Marshall County Soil and Water Conservation District, P.O. Box 74, Warren, Minnesota, June 19, 2018.

Chairman Bengtson called the meeting to order at 8:10 a.m.

Members Present: Chairman, Wallace Bengtson
Vice-Chairman, Carl Green
Secretary, Stuart Nordling
Treasurer, Duane Potucek
Public Relations, Brad Berg

Members Absent: None

Others Present: Technical Manager, Danny Thorstad
Programs Manager, Darren Carlson
District Conservationist, Matt Waterworth
Pheasant's Forever, Jill Fejszes

Minutes - Motion by Berg, seconded by Potucek to accept the minutes as amended from the May 1, 2018 board meeting.

Affirmative: Green, Nordling, Potucek and Berg
Opposed: None

Motion carried.

Treasurer's Report – Berg inquired about Allstream and Bengtson asked about CD's. Motion by Green, seconded by Potucek to accept and approve the Treasurer's Report.

Affirmative: Green, Nordling, Potucek and Berg
Opposed: None

Motion carried.

Pheasants Forever – Jill reported on the following: Soils Health event and wondering if the SWCD would like to make a donation to help sponsor the event. Motion by Nordling, seconded by Potucek to give a \$250 donation.

Affirmative: Green, Nordling, Potucek and Berg
Opposed: None

Motion carried.

Jill also reported on WRP monitoring and working with Knife River on a gravel pit restoration to hopefully start in August.

NRCS Report – Waterworth reported on the following: attended soil health training; two CSP applications were approved out of 30 applications; new NRCS state conservationist is from Texas and the new local boss is from Perham.

Supervisor Elections – Bengtson, Berg and Potucek all filed for supervisor.

Tree Report – Thorstad reported that tree planting went well. All trees were sold. Replaced batteries in both tree planters.

Drill Report – Thorstad stated a few problems with tractors, blown tires. Seeding going well. 350 acres done with about 200 left.

Gandy Drill – Thorstad informed the drill has been brought to BIL Manufacturing in Argyle to install tines and cattle mats on back of drill to drag and compact the seed. Will use on smaller CRP fields and buffer plantings.

Equipment – Carlson reported a trailer has not yet been purchased. Waiting to purchase a tractor first. A price quote of \$68,500 has been received from John Deere in TRF for a 6120 E, 120 hp, 8600 lb, 4WD tractor that currently has 10 hours.

State Cost Share - Motion by Potucek, seconded by Nordling to approve cost share to Keith Szczepanski in the amount of \$954.00 for his field windbreak on the basis of 75%.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

The next meeting is scheduled for July 10, 2018 at 8:00 a.m. at the SWCD office.

The meeting adjourned at 10:00 a.m.

Secretary

MINUTES FROM THE JULY 24, 2018
REGULAR BOARD MEETING

Minutes of the Marshall County Soil and Water Conservation District, P.O.
Box 74, Warren, Minnesota, August 21, 2018.

Chairman Bengtson called the meeting to order at 8:05 a.m.

Members Present: Chairman, Wallace Bengtson
Vice-Chairman, Carl Green
Secretary, Stuart Nordling
Treasurer, Duane Potucek
Public Relations, Brad Berg

Members Absent: None

Others Present: Technical Manager, Danny Thorstad
Programs Manager, Darren Carlson
District Conservationist, Matt Waterworth
Pheasants Forever, Jill Fejszes
AmeriCorps, Veronica Lundquist

Minutes - Motion by Berg, seconded by Green to accept the minutes as read
from the June 19, 2018 board meeting.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

Treasurer's Report – Motion by Green, seconded by Nordling to accept and
approve the Treasurer's Report.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

Pheasants Forever – see attached

NRCS Report – Waterworth reported on the following: 80 CRP
applications; 3 new CSP apps with a new signup in August.

AmeriCorp Intern – Veronica gave an update on her background and what
she's been working on.

Engineering Tech Agreement – Carlson a new technician has been hired to work along with Jim Hest, Engineer, to learn the ropes. This agreement involves 6 SWCD's. Payment in the amount of \$4750.00 for the first year would be made from each of the SWCD's involved. After this year, the amount would be \$5,000.00. Carlson stated this money could come from the local capacity funds. The agreement runs through December 31, 2021. There was discussion about the possibility of hiring our own staff to assist with all the surveying requests. The board would like to invite Jim Hest and possibly Justin Carlson from NRCS to our next meeting. This item was tabled.

Waterworth left at 9:20 a.m.

Two Rivers Watershed District – Carlson reviewed the information received from the Two Rivers Watershed District concerning buffer compliance between Kittson and Marshall Counties. This item was tabled.

Education/Information items – Motion by Berg, seconded by Potucek to order cups, water bottles, mugs or hats for our customers.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

Well Sealing – Carlson informed the board that 20 well sealings have been completed. This is the last year that we can cost share at the 90% rate. The Marshall SWCD cost share for upcoming well sealings will be at 50%. Carlson will see if we can get additional funding from the County to increase the cost share amount.

Ag Bank – Thorstad reported that Josh Stromlund's 30 acres of credits have been sold. He has applied for 40 acres in Como township. The next step is an on-site visit of the TEP committee on August 1 to complete a wetland delineation.

Audit – Kollin informed the board the audit for the 2017-year end will be completed on July 25th.

Buffer Seed Mix – The SWCD will be using an introduced grass seed mix at a cost to the SWCD of \$40/acre.

Seed Program – Thorstad and the supervisors went out to look at the setup we have for the gandy and the hay buster drill. A trailer was again discussed. Motion by Nordling, seconded by Green to purchase a 5th wheel trailer.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

The next meeting is scheduled for August 21, 2018 at 8:00 a.m. at the SWCD office.

The meeting adjourned at 10:45 a.m.

Secretary

MINUTES FROM THE AUGUST 21, 2018
REGULAR BOARD MEETING

Minutes of the Marshall County Soil and Water Conservation District, P.O.
Box 74, Warren, Minnesota, August 21, 2018.

Chairman Bengtson called the meeting to order at 8:05 a.m.

Members Present: Vice-Chairman, Carl Green
Secretary, Stuart Nordling
Treasurer, Duane Potucek

Members Absent: Chairman, Wallace Bengtson
Public Relations, Brad Berg

Others Present: Technical Manager, Danny Thorstad
Programs Manager, Darren Carlson
District Conservationist, Matt Waterworth
Pheasants Forever, Jill Fejszes

Minutes - Motion by Potucek, seconded by Nordling to accept the minutes
as read from the July 24, 2018 board meeting.

Affirmative: Green, Nordling and Potucek
Opposed: None
Motion carried.

Treasurer's Report – Motion by Nordling, seconded by Potucek to accept
and approve the Treasurer's Report.

Affirmative: Green, Nordling and Potucek
Opposed: None
Motion carried.

Pheasants Forever – see attached

Engineering Technician Agreement – Tabled

Two Rivers Watershed District – Tabled

NRCS Report – Waterworth reported on the following: 300 CRP contracts
expired. 150 of those signed up for a one-year extension. Plans are being
completed. EQIP signup might be in October. A few more CSP contracts
were approved.

Buffer Program – Started seeding a few weeks ago. May need to do some alterations on Gandy. Per NRCS standard, September 1st is the cutoff for seeding cool season grasses, however, the Marshall SWCD is looking for an extension from BWSR to continue with buffer plantings. The trailer is working very well. A meeting is scheduled for Thursday to meet the new buffer specialist for the northern part of the state.

Buffer Cost Share Program – Motion by Nordling, seconded by Potucek to accept and approve the following buffer cost share contracts on the basis of 75%.

<u>NAME</u>	<u>PROJECT</u>	<u>LOCATION</u>	<u>75% C/S</u>
Richard Olson	4 swi	Excel Strip	\$ 7257.60
John Nelson	1 swi	Oak Park	\$ 2151.90
Reed Quern	1 swi	Oak Park	\$ 2421.90
Vaughn Quern	2 swi	Oak Park	\$ 3088.80
Rod Teigen	3 swi	Oak Park	\$ 4633.20
Neil Johnson	1 swi	Warrenton	\$ 1728.00
Elmer Rasmusson	1 swi	Cedar	\$ 1994.40
Kevin Sorter	1 swi	Cedar	\$ 2408.40

Affirmative: Green, Nordling and Potucek
Opposed: None
Motion carried.

2016 State Cost Share – Motion by Potucek, seconded by Nordling to accept and approve \$4059.99 to Virgil Wagner to install side water inlets in Cedar township – section 3.

Affirmative: Green, Nordling and Potucek
Opposed: None
Motion carried.

2017 State Cost Share – Motion by Nordling, seconded by Potucek to accept and approve cost share for one side water inlet in Cedar township, section 22 for total project expense of \$2347.20 and 75% cost share in the amount of \$1760.40 to Patrick Erickson.

Affirmative: Green, Nordling and Potucek
Opposed: None
Motion carried.

2017 State Cost Share – Motion by Potucek, seconded by Nordling to accept and approve cost share for rock rip/rap for Rod Teigen in Oak Park township, section 33 for total project expense of \$1339.20 and 75% cost share in the amount of \$1004.40.

Affirmative: Green, Nordling and Potucek

Opposed: None

Motion carried.

2016 Local Capacity Cost Share – Motion by Potucek, seconded by Nordling to accept and approve cost share to Virgil Wagner for 5 side water inlets in Cedar township, section 3 for a total cost of \$10,584.00 with 75% cost share being \$7938.00. Of this cost share amount, \$4045.99 will be from 2016 state cost share and \$3892.01 will come from the 2016 Local Capacity cost share.

Affirmative: Green, Nordling and Potucek

Opposed: None

Motion carried.

Motion by Nordling, seconded by Potucek to accept and approve cost share to Rolland Miller for 3 side water inlets in Vega township, section 9 for a total cost of \$6177.60 with cost share from the 2016 Local Capacity amounting to \$339.25 and \$4293.95 from the 2017 Local Capacity cost share program.

Affirmative: Green, Nordling and Potucek

Opposed: None

Motion carried.

2017 Local Capacity Cost Share – Motion by Nordling, seconded by Potucek to accept and approve the following 2017 Local Capacity cost share contracts on the basis of 75%.

<u>NAME</u>	<u>PROJECT</u>	<u>LOCATION</u>	<u>75% COST SHARE</u>
Doug Carlson	1 swi	Vega Strip – 6	\$ 2426.40
Mike McFarland	4 swi	Warrenton – 17	\$ 6609.60
Jason Wagner	2 swi	Cedar – 6	\$ 3304.80

Affirmative: Green, Nordling and Potucek

Opposed: None

Motion carried.

2018 Local Capacity Cost Share – Motion by Potucek, seconded by Nordling to accept and approve the following 2018 Local Capacity cost share contracts on the basis of 75%.

<u>NAME</u>	<u>PROJECT</u>	<u>LOCATION</u>	<u>75% C/S</u>
Steinhauer Farms	4 swi	Holt – 33	\$ 6393.60
Steinhauer Farms	3 swi	Excel – 3	\$ 5263.20

Affirmative: Green, Nordling and Potucek
Opposed: None
Motion carried.

Multi-Purpose Drainage Management Grant – Motion by Nordling, seconded by Potucek to accept and approve Clean Water Funds to the Middle-Snake-Tamarac Watershed District for eight side water inlets on State Ditch 3 for a total cost of \$51,940.00 with 75% being \$38,955.00.

Affirmative: Green, Nordling and Potucek
Opposed: None
Motion carried.

Motion by Nordling, seconded by Potucek to approve the following contracts once the cost estimates have been received from Jim Hest, the landowners have signed and will install as designed by Jim Hest.

Joe Pierce – 3 swi in Boxville Strip – 12 - Buffer Cost Share
Duane Potucek – 1 swi in Comtock – 6 – 2018 Local Capacity
Brad Blawat – 1 swi in Comtock – 1 – 2018 Local Capacity
Kelly Dahl – 4 swi in New Solum – 21 – Buffer Cost Share
David Stusynski – 6 swi in Lincoln – 6 – Buffer Cost Share
Joey Potucek – 5 swi in Lincoln – 15 – 2018 Local Capacity
Mark Robertson – 1 swi in Middle River – 10 – 2018 Local Capacity

Affirmative: Green, Nordling and Potucek
Opposed: None
Motion carried.

Audit – Kollin informed the board the audit was completed on July 24th. No final draft has been received yet.

Aquatic Invasive Species – Thorstad reviewed what we have done in the past with the funds received. This last year the SWCD has worked with Curt Quinell with his social media postings and appearing in local parades. Motion by Potucek, seconded by Nordling to spend the dollars towards education of the program.

Affirmative: Green, Nordling and Potucek

Opposed: None

Motion carried.

Thorstad informed the board he has ordered the following potted stock from Schumacher's:

1000 – 1 Gallon Black Hills Spruce

400 – 2 Gallon Black Hills Spruce

150 – 2 Gallon Black Hills Spruce

Thorstad reported that he has been working on the Josh Stromlund Ag Wetland Bank in Como township, section 5. The TEP review was just completed on the site.

The next meeting is scheduled for September 17, 2018 at 8:00 a.m. at the SWCD office.

The meeting adjourned at 10:45 a.m.

Secretary

MINUTES FROM THE SEPTEMBER 20, 2018
REGULAR BOARD MEETING

Minutes of the Marshall County Soil and Water Conservation District, P.O. Box 74, Warren, Minnesota, September 20, 2018.

Chairman Bengtson called the meeting to order at 8:05 a.m.

Members Present: Chairman, Wallace Bengtson
Vice-Chairman, Carl Green
Treasurer, Duane Potucek
Public Relations, Brad Berg

Members Absent: Secretary, Stuart Nordling

Others Present: Technical Manager, Danny Thorstad
Programs Manager, Darren Carlson
District Conservationist, Matt Waterworth
Pheasants Forever, Jill Fejszes

Minutes - Motion by Green, seconded by Potucek to accept the minutes as read from the July 24, 2018 board meeting.

Affirmative: Green, Potucek and Berg

Opposed: None

Motion carried.

Treasurer's Report – Motion by Berg, seconded by Potucek to accept and approve the Treasurer's Report.

Affirmative: Green, Potucek and Berg

Opposed: None

Motion carried.

Engineering Technician Agreement – Tabled

Two Rivers Watershed District – Motion by Berg, seconded by Green to not sign until information has been received from Marshall County and the Middle/Snake/Tamarac River Watershed District.

Affirmative: Green, Potucek and Berg

Opposed: None

Motion carried.

Drill Program – Thorstad informed it's going good. The SWCD is seeding for people who have requested. Thorstad stated the last day for fall seeding is today. The next date to seed will be mid-October.

Thorstad left at 8:20 a.m.

2019 Local Capacity – Carlson stated that we need to start thinking of proposals/ideas for these dollars. It was discussed we should have a separate meeting to go through this.

Pheasant's Forever Report – see attached

2017 Local Capacity – Motion by Potucek, seconded by Berg to approve payments as follows:

Dexter Gonsorowski	Viking-11	2 swi	\$2610.00
Gwen Gonsorowski	Marsh Grove-34	2 swi	\$3096.00
Tim Prestebak	Moylan-29	2 swi	\$5486.25

Affirmative: Green, Potucek and Berg

Opposed: None

Motion carried.

Buffer Cost Share – Motion by Potucek, seconded by Berg to approve payments as follows:

Dick Olson	Excel Strip-1	4 swi	\$6844.79
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Affirmative: Green, Potucek and Berg

Opposed: None

Motion carried.

Cost Share Amendment – Motion by Green, seconded by Potucek to approve a one year extension to Eugene Larson for his two side water inlets from the 2017 Local Capacity cost share.

Affirmative: Green, Potucek and Berg

Opposed: None

Motion carried.

SWCD Brochure – Kollin informed the board that the SWCD is working with area SWCD's in putting together an information brochure.

Discussion on what to give to producers – Board agreed to give LED flashlights and coffee mugs with the SWCD logo.

NRCS report – Waterworth reported on the following: He has a new area boss; the new state conservationist will be in Marshall County on October 11th; Possible EQIP signup in February; payments made on cover crop; and 100 CRP contracts completed.

2019 Budget – Staff presented budget to Commissioners. We will be getting the same amount as last year.

Floyd Hanson Drill Planting – Due to a field boundary discrepancy by the Farm Service Agency, the SWCD billed Hanson for 3.89 acres that were not seeded and he is requesting a re-imbursement. Motion by Potucek, seconded by Green to reimburse Floyd Hanson for the 3.89 acres.

Affirmative: Green, Potucek and Berg

Opposed: None

Motion carried.

Breakdown of Funds – The board asked for a more thorough breakdown of SWCD programs/funds to be discussed at a special meeting at a later date. This could be done after fall harvest is completed.

The next meeting is scheduled for October 16, 2018 at 8:00 a.m. at the SWCD office.

The meeting adjourned at 10:45 a.m.

Secretary

MINUTES FROM THE OCTOBER 16, 2018
REGULAR BOARD MEETING

Minutes of the Marshall County Soil and Water Conservation District, P.O. Box 74,
Warren, Minnesota, October 16, 2018.

Chairman Bengtson called the meeting to order at 8:05 a.m.

Members Present: Chairman, Wallace Bengtson
Vice-Chairman, Carl Green
Secretary, Stuart Nordling
Treasurer, Duane Potucek
Public Relations, Brad Berg

Members Absent: None

Others Present: Technical Manager, Danny Thorstad
Programs Manager, Darren Carlson
Administrative Assistant, Janelle Kollin
District Conservationist, Matt Waterworth
Pheasants Forever, Jill Fejszes

Minutes - Motion by Berg, seconded by Green to accept the minutes as mailed from the
September 20, 2018 board meeting.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

Treasurer's Report – Motion by Nordling, seconded by Potucek to accept and approve the
Treasurer's Report.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

Pheasant's Forever – see attached report

NRCS Report – Waterworth reported on the following: year-end payments for EQIP and
CSP being completed; state conservationist came for a tour last week; FPAC (the new
combined FSA and NRCS) agency might merge in 2022; mailing out conservation plans
for CRP; Nico Bennett will be coming back to the Warren field office; received word that
the fall dormant seeding could start October 15th.

2017 Capacity – Vouchers mailed out have not yet been received.

Buffer Cost Share – Vouchers have not yet been received.

Buffer Program Monitoring Schedule – BWSR is asking each SWCD to post on their website how they will monitor the buffer parcels. Carlson passed out an example to review. Carlson also stated there is discussion to change the process on how much SWCD's receive to implement the buffer program where Marshall SWCD could possibly receive more funding. After much discussion, motion by Green, seconded by Potucek to post example provided on the website as the Marshall SWCD proposal.

Affirmative: Green, Nordling and Potucek

Opposed: Berg

Motion carried.

2019 Local Capacity – Example ideas were reviewed. This item was tabled to be discussed at the next board meeting.

Clean Water Funds – Carlson reviewed the contract with the Middle/Snake/Tamarac Watershed District for funding on State Ditch 3 corridor. Project is to install 8 side water inlets plus 2 rock shoots. Motion by Potucek, seconded by Nordling to approve funding for payment to the Watershed District.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

The Resolutions were reviewed and voted on.

The fall Area I meeting is scheduled for November 20th at UMC in Crookston. Kollin will email agenda to supervisors when received.

The next meeting is scheduled for November 27, 2018 at 8:00 a.m. at the SWCD office.

The meeting adjourned at 10:10 a.m.

Secretary

MINUTES FROM THE NOVEMBER 27, 2018
REGULAR BOARD MEETING

Minutes of the Marshall County Soil and Water Conservation District, P.O. Box 74,
Warren, Minnesota, November 27, 2018.

Chairman Bengtson called the meeting to order at 8:05 a.m.

Members Present: Chairman, Wallace Bengtson
Vice-Chairman, Carl Green
Secretary, Stuart Nordling
Treasurer, Duane Potucek
Public Relations, Brad Berg

Members Absent: None

Others Present: Technical Manager, Danny Thorstad
Programs Manager, Darren Carlson
Administrative Assistant, Janelle Kollin
BWSR Board Conservationist, Matt Fischer
Pheasants Forever, Jill Fejszes

Minutes - Motion by Potucek, seconded by Green to accept the minutes as mailed from the
October 16, 2018 board meeting.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

Treasurer's Report – Motion by Nordling, seconded by Potucek to accept and approve the
Treasurer's Report.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

Pheasant's Forever – see attached report

Area Meeting Report – Thorstad reported on the NRCS re-organization. He also talked
about the proposed combining of NRCS and FSA to become FPAC.

Buffer Program – Thorstad reported that there could be a potential increase in funding to
SWCD's with a high workload; reviewed buffer seedings completed this fall; equipment
has been serviced and put away for the year; ordered ball for the Dodge to be able to pull
trailer; possible need for pickup and new ATV.

It was brought up whether the SWCD should send a letter out this winter to remind people of the rules of the buffer program. After lengthy discussion, it was decided to have staff put news releases in newspapers this winter about the buffer law. Alternative practices were also discussed.

Potucek left a 9:30 a.m.

AGBMP – Reviewed information of how the northwest area compares to the rest of the state.

2019 Local Capacity – Work plan items need to be developed. Suggestions as follows: cost share assistance, equipment, engineering assistance, advertizing/promotion, cover crop, border strip, hiring staff.

There was discussion on the possibility of hiring a person at the SWCD to assist with One Watershed One Plan. There is possible funding available for hiring staff after the approval of the 1W1P.

State Ditch 3 – Carlson informed the board that the 9 side water inlets and 2 rock outlet project has been completed and cost share will be paid at the December board meeting.

Voucher Payments – Motion by Berg, seconded by Green to approve the following cost share not to exceed cost share percentage approved:

<u>Contract #</u>	<u>Name</u>	<u>Location</u>	<u>C/S Not to Exceed</u>
ENG 17-07	Steve Holte	Eckvoll – 32	\$1233.00
ENG 17-06	Steve Holte	Valley -19	\$1512.00
SCS 17-01	Mark Robertson	Middle River – 10	\$1890.00
MCBCS-70	Daniel Haack	Valley – 30	\$1152.00
MCBCS-71	Daniel Haack	Eckvoll – 23	\$1800.00
MCBCS-72	Daniel Haack	Eckvoll – 26	\$2151.00
ENG 17-04	Eugene Larson	Viking – 11	\$2952.00
SCS 17-03	Jason Wagner	Cedar – 6	\$3304.80
SCS 16-04	Virgil Wager	Cedar – 3	\$4170.55
SCS 17-04	Virgil Wagner	Cedar – 3	\$1393.60
WELL 16-52	Virgil Wagner	Cedar – 3	\$2373.85
MCBCS-82	Neil Johnson	Warrenton – 35	\$1728.00
MCBCS-20	John Nelson	Oak Park – 29	\$2151.90
MCBCS-38	Vaughn Quern	Oak Park – 17	\$3088.80
MCBCS-39	Reed Quern	Oak Park – 17	\$2421.90

Affirmative: Green, Nordling and Berg

Opposed: None

Motion carried.

Carlson informed the board he met with the Red Lake Watershed District to request help with paying for engineering assistance to complete design, checkout and construction inspections of side water inlets and other AgBMP structural practices.

Data Practices Policy – Kollin informed the board the county attorney reviewed our Data Practices Policy and said everything looked in order. Motion by Nordling, seconded by Berg to adopt the Marshall County Soil and Water Conservation District Data Practices Policy.

Affirmative: Green, Nordling and Berg

Opposed: None

Motion carried.

Matt Fischer gave a BWSR update.

TSA Engineering Assistance Agreement – The engineering contract with the TSA concerning the shared engineering staff was again discussed. The payment for these services is \$5,000/year. The contract runs through 12/2021. This item was tabled.

The next meeting is scheduled for December 18, 2018 at 8:00 a.m. at the SWCD office.

The meeting adjourned at 10:45 a.m.

Secretary

MINUTES FROM THE DECEMBER 18, 2018
REGULAR BOARD MEETING

Minutes of the Marshall County Soil and Water Conservation District, P.O. Box 74,
Warren, Minnesota, December 18, 2018.

Chairman Bengtson called the meeting to order at 8:05 a.m.

Members Present: Chairman, Wallace Bengtson
Vice-Chairman, Carl Green
Secretary, Stuart Nordling
Treasurer, Duane Potucek
Public Relations, Brad Berg

Members Absent: None

Others Present: Technical Manager, Danny Thorstad
Programs Manager, Darren Carlson
Administrative Assistant, Janelle Kollin
District Conservationist, Matt Waterworth

Minutes - Motion by Potucek, seconded by Berg to accept the minutes as corrected from
the November 27, 2018 board meeting.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

Treasurer's Report – Motion by Green, seconded by Nordling to accept and approve the
Treasurer's Report.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

Pheasant's Forever – see attached report

NRCS Report – Waterworth informed on the following: EQIP signup ends on January 18;
working on last payments for CSP; new Farm Bill has been signed; \$20,000 cap for EQIP;
Nico will be back in the Warren Field Office but will fill in at other offices.

Engineering Technician Agreement – Darren talked with current technician, Zack and he thought it wouldn't be a problem to complete 15-20 side water inlets. Jim Hest is going to be here until July. He stated he would be willing to help out and has his own equipment so we'd have to pay mileage and an hourly rate. Darren will contact Zack to see what his numbers are for each County/SWCD.

Campaign Finance Board – Thorstad reported he received a letter.

ConCon Funds – Thorstad approached Gary Kiesow about the possibility of using these funds to plant trees in each city due to the emerald ash borer.

Thorstad reported he is working on the tree order.

Stromlund Ag Bank – This is located in Como – 5. BWSR recommends changes to modify the current plan. A TEP meeting was held and recommendations were made: legal survey for accurate acres, re-interseed native grasses. The next step is to wait for Josh to submit revisions.

Thorstad reported on a couple prices from Hubert's for a Ranger. The board asked that we also get prices from John Deere and Hamm's Repair in Warren. It was discussed about the possibility of working out an agreement with NRCS to use their trailer.

Drainage Management Grant – The state ditch 3 project is now complete. The cost share comes from the Clean Water Funds Grant. Motion by Nordling, seconded by Berg to approve cost share in the amount of \$40,000.00.

Affirmative: Green, Nordling, Potucek and Berg

Opposed: None

Motion carried.

Employee Reviews – Supervisors asked to meet privately. This item was tabled.

The next meeting is scheduled for January 22, 2019 at 8:00 a.m. at the SWCD office.

The meeting adjourned at 10:45 a.m.

Secretary