

HUBBARD COUNTY SOIL AND WATER CONSERVATION DISTRICT
MINUTES FROM February 14, 2018 REGULAR BOARD MEETING

Minutes from the Hubbard County Soil and Water Conservation District Board of Supervisors meeting at 603 Central Avenue North, Suite 100, Park Rapids, MN.

Members present: Lynn Goodrich, Chair
Don Sells, Vice-Chair
Bob Iles, Treasurer
Don Rettinger, Secretary

Absent: Marcel Noyes, PR&I

Others present: Julie Kingsley, District Manager
Annette Olson, Administrative Assistant
Jamin Carlson, Water Quality/Resource Specialist
Dan Pazdernik, District Conservationist
Ed Smith, Hubbard County Commissioner

Supervisor Goodrich opened the meeting at 8:35 a.m. and led the Pledge of Allegiance,

AGENDA AND MINUTES

Items add to the agenda – under New Business, non-action, d: MASWCD-Area 8 Meeting, March 2nd; under New Business, action item, d: Mantrap Township Veliger Sampling Contract; e: Excel Classes for Administrative Assistant; and under March Agenda b: add audit letter. **A motion was made by Supervisor Iles to accept the agenda as amended, seconded by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion passed.** Chair Goodrich announced Supervisor Noyes is absent for today's meeting.

Supervisor Sells requested to remove “handed out a” in the Treasurer’s Report sections of the minutes. **Supervisor Sells then moved to accept the minutes as amended. Supervisor Rettinger seconded. Affirmative: All. Opposed: None. Motion passed.**

TREASURER’S REPORT

Questions about items in the check register were answered and Treasurer Iles presented the Treasurer’s Report to the board, subject to the auditor’s review.

PUBLIC INPUT

Commissioner Smith: A question and discussion regarding the new speed limit on Hwy 34 and Hwy 64 to Hwy 200. Updates for the county included: interviewing for the County Coordinator position is in process, the new Solid Waste Coordinator position has been filled and the new person will start soon. The County Board will start the process of looking for a new Assistant County Engineer soon. Commissioner Smith didn’t know if the search for an AIS Coordinator had started yet. Discussion on the process of the Buffer Ordinance. The Ordinance will go to public hearing next. No new news on the state audit at this time. The County knows about the

Cenex building proposal in Todd Township. Todd Township's Monday meeting covered the land split. Another meeting is scheduled for Friday evening, February 16. The Knute Nelson Housing Project across from Itasca-Mantrap is going well. The roundabout for the intersection of Hwy 15 and Hwy 71 is scheduled for construction in 2018.

DISTRICT CONSERVATIONIST

Dan Pazdernik reported on the following:

- Information pertaining to Black History was handed out for Black History Month.
- Conservation Stewardship Program (CSP) signup deadline is March 2nd, an announcement was sent to the newspaper.
- Environmental Quality Incentives Program (EQIP) signup deadline was extended to February 2, 2018 and NRCS is now working on the rankings through March 9th.
- Regional Conservation Partnership Program applications are due by March 2nd for the Ag Water Quality Certification Program (MAWQCP). Producers expressed interests at the January 31st Grazing Workshop.
- Current Activities: starting to rank the EQIP applications, Individual Development Plans (IDPs) due February 28th, Area meeting was held on January 10th, Grazing Workshop went well on January 31st, Jennifer Sweeney is Acting Area Conservationist as of February 2nd, an all employee teleconference was held on February 8th, the Acting State Conservationist is Curtis Elke from Idaho NRCS, Hubbard/Wadena does not have an Ulma person selected yet, Local Work Group Meetings for 2018 are due by May 1st, Government funding will continue through March 23, 2018, we should receive the new President and Secretary pictures to post soon, Civil Rights Review will be the week of March 12, 2018 at selected offices.
- Attended a good groundwater workshop that was set up as a round table discussion in Osage on January 25th, hosted by East Ottertail SWCD, for the MN Department of Agriculture.

Question was asked about the new Farm Bill and the proposed 20% cut for CSP. No information was received at this time.

REPORTS ON PROJECTS AND MEETINGS

Chair Goodrich: Attended the Grazing Workshop and thought it went well, attended the Leech Lake 1W1P meeting and there will be an Advisory Meeting Friday, February 16, at 9:00 at the LLAWF Building with the Policy Committee Meeting at 1:00 at the Cass County Court House. Supervisor Noyes will not be able to attend and we will need a replacement. Supervisor Rettinger will check into going with Supervisor Sells as a backup. Supervisor Goodrich also attended Robert Albrecht's funeral.

Supervisor Rettinger: Attended the Grazing Workshop and thought it went well and mentioned someone commented that they would like the state vet to speak about more diverse topics than what he has in the past. We will check into this for future workshops, there may be additional cost.

Supervisor Iles: Not able to attend the Grazing Workshop or other events he was planning to.

Supervisor Sells: Commented that the people who attended the Todd Township Meeting on Monday night were in opposition and had environmental concerns about the location of the

Cenex Prairie Lakes Coop project being so close to Portage and Fishhook Lakes. They feel that the Township Board is not recognizing the possible environmental issues. The Prairie Lakes Coop (PLC) will need to submit an application for a Conditional Use Permit (CUP) to move forward. He attended the SWCD Forester Meeting in McGregor and will forward the minutes on when he receives them before the March meeting. BWSR has hired a forester for the south and is still working on hiring someone for the northern part of Minnesota. He shared an article from the paper on the Conservation CORP.

Supervisor Noyes: Not available to report, but submitted notes on his activities. He attended the Mississippi Headwaters Board Meeting on January 25th and noted that future meetings are scheduled for the last Friday of the month going forward. The MHB board approved \$30,000 to be spent on Geo-Fencing along with funding that 7 counties put forth for the DNR lake access points. More info will follow. He also attended the MN Irrigation and Nitrogen Management Clinic on February 8th. This was a good event that covered: the impact Clean Water and Land Amendment has on everyone; Julie Blackburn presented on a new irrigation management tool; Jegge Haergaard presented on an Irrigation Scheduler Study in Pope County on the payoff with appropriate irrigation and greatest yields; and Dr. Fabian Fernandez presented on agronomic and environmental goals through corn-nitrate management, that pre-plant nitrogen application is a waste and stressed that management of nitrogen usage is a must to sustain clean water and soil and avoid unused nitrogen to turn into nitrates. He plans to attend each of six township meetings in his region during February and March and plans to share information on various activities from his area in 2017.

District Manager's Report: Julie Kingsley reported on the following:

Meetings attended:

- Jan 11th-Deerview Rd meeting at Henrietta Township.
- Jan 16th-Webinar on Sustainable Forestry Initiative Act (SFIA) changes in length of programs.
- Jan 18th-CMIC Irrigation clinic in Detroit Lakes.
- Jan 19th-Nitrogen Mgmt. and Guided Stalk sampling with Dept. of Ag/EOT SWCD.
- Jan 24th-LLAWF meeting with Camp Wilderness Boy Scout Camp – discussed easements for their property and what different sources of funding are available for easements.
- Jan 24th-Crow Wing River Healthy Waters Protection, The Nature Conservancy (TNC) Meeting – application is in, approved by BWSR, just waiting to see if funds are awarded.
- Jan 30th- LLAWF Clean Water Habitat Meeting – LLAWF received funding and is working on prioritizing 4 county easements.
- Jan 31st-Grazing Workshop.
- Feb 2nd-Robert Albrecht funeral.
- Feb 7th-MACDE Meeting – the new Area 8 Representative is now Tasha Lauer from Crow Wing SWCD, LeAnn Buck was there and had a lot of good information.
- Feb 8th-EOT Irrigation Workshop.
- Feb 13th-Wellhead Protection Meeting at Laporte-2nd draft got approved, now will go out for public comment.
- Leech Lake 1W1P – meetings included Jan 12th planning committee teleconference call meeting, Jan 25th was an Advisory Meeting, and Feb 9th-Planning committee teleconference call meeting.

- Upcoming Events: Feb 16th-LL1W1P Advisory and Policy Meetings in Walker; Feb 22nd-Crow Wing River Healthy Waters Protection meeting at the Northwoods Bank; Feb 28th-Mar 1st-MASWCD Managers workshop in St. Cloud; Mar 2nd-Area 8 Meeting at Beltrami Admin Bldg. at 9:00am; Mar 14th-SWCD Board Meeting.

Water Quality/Resource Specialist's Report: Jamin Carlson reported on the following:

- WCA – visited with county attorney about a violation and what needs to be done next, restoration order due to be completed by June 1, 2018; Notice of Decision sent to client regarding a driveway request; stop-ins with questions; Notice of Decision sent out on a client application that had expired for an excavation project; need to do a site visit for a cattle pond request in Helga TWP.
- Ditch Inventory – will show some of the data and video later during meeting.
- MARC&D – numerous meetings with landowners on Deerview Road, Area 8 Engineer and other township members to discuss options and the need to follow the timeline needing to meet. Need to figure out which trees to remove and driveway placement, etc.
- Buffers – with the new air photos posted to the county website map, 7 more parcels were determined to need a site visit to determine if in compliance or not, and letters were sent out to notify landowners that they need to set up an appointments for a site visit.
- General – meetings with Darrin H., Chad S., Jeff H., and Terry from the Hubbard TWP Board on some Clean Water Fund Grant ideas for Long Lake project(s); estimate sent to Mantrap Township for 2018 veliger sampling to be addressed in meeting; worked through the government shutdown.
- Next Month – more work with Deerview Road project with MARC&D; WCA; buffer compliance with landowners; Clean Water Fund Grant request for Long Lake; Hydrology Training on Feb 20th in Brainerd and Soil Health Training in Erskine on March 14th.

OLD BUSINESS

- Grazing Workshop review – SWCD and NRCS staff had a debriefing and found that the evaluations turned in were all positive. Discussion on tagging of producers' animals, and that it will be mandatory soon.
- Additional Personnel Policy updates – items in question on Article 13, 19 and addition of Article 30 were reviewed. **Supervisor Iles moved to accept all the amendments to the Personnel Policy as presented. Supervisor Sells seconded. Affirmative: All. Opposed: None. Motion passed.** Electronic copies will be sent out to supervisors upon completion of update and a paper copy will be available for their binders.

NEW BUSINESS

- Strategic Planning-set meeting date/time – scheduled for February 23rd at 8:30 am in the USDA Conference Room.
- District Self-Assessment Tool – this item will be discussed at the Strategic Planning Meeting.
- MASWCD Area 8 meeting-March 2 at 9:00 am – Supervisor Goodrich, Iles and Sells indicated that they plan to attend. Supervisor Rettinger will not be able to attend, and staff will check with Supervisor Noyes, then send in registration.
- View Ditch Inventory footage – Jamin showed several clips of the ditch inventory taken from a helicopter, boat and drone and recently presented a thumb drive copy to the County. Our copy will be available for supervisors to check out if interested in viewing.

- MN Lakes & Rivers Advocates donation – staff indicated that membership dues of \$100 had been paid years 2014-2017. **Supervisor Sells moved to continue the MN Lakes & Rivers Advocates Donation annual membership dues of \$100. Supervisor Iles seconded. Affirmative: All. Opposed: None. Motion passed.**
- First-Class Presort fee (Bulk Rate fee \$225.00/year) – staff indicated our bulk rate fee is due in March. **Supervisor Rettinger moved to renew the first class, presort, bulk rate fee of \$225. Supervisor Iles seconded. Affirmative: All. Opposed: None. Motion passed.**
- Mantrap Township Veliger Sampling Contract – staff presented the contract drafted for the 2018 fee to do veliger sampling. **Supervisor Iles moved to accept the contract with Mantrap Township to do their veliger sampling again this year. Supervisor Sells seconded. Affirmative: All. Opposed: None. Motion passed.**
- Consumer Price Index (cost of living increase) – staff presented the federal cost of living increase posted on FedSmith.com website. **Supervisor Sells moved to approve a 2.0% cost of living increase for the employees per annual COLA increase. Supervisor Iles seconded. Affirmative: All. Opposed: None. Motion passed.** This will start the next full payperiod.
- Excel Classes for Admin. Asst. – Microsoft Excel 2 day class will be available in Fargo on May 21 & 22nd for \$128 for two classes. **Supervisor Goodrich moved to allow Administrative Assistant to attend the 2-day Excel training course. Supervisor Rettinger seconded. Affirmative: All. Opposed: None. Motion passed.**

CORRESPONDENCE

- MASWCD Legislative Briefing & Day at the Capitol – staff will check with Supervisor Noyes to see if he is available to attend.
- CMIC – newsletter from irrigators was presented.
- BWSR sent out a survey and shutdown procedures as a guide for SWCD federal shutdowns.
- Aquatic Invaders Summit III on February 28-March 1, 2018.
- MCIT has webinar available to view on coverage and changes, geared for SWCD's. Curt Beckstrom, President of MASWCD-sent a thank you note regarding Water Quality Town Hall Meetings this past summer.
- Staff announced that the Local Capacity Workplan has been submitted.

NEXT MEETING: The next regular board meeting of the Hubbard County Board of Supervisors will be on Wednesday, March 14, 2018, at 8:30 a.m. in the office at 603 Central Avenue North, Park Rapids, MN. Items on the agenda include: Area 8 Meeting, Annual Report and audit letter to go out, Spring Newsletter; Summer Nitrate Clinics and refreshments will be by Marcel Noyes.

ADJOURNMENT: Motion by Supervisor Sells to adjourn the meeting; meeting adjourned at 11:17 am.

APPROVED: 3-14-2018
Date

SECRETARY Don Rettinger
Don Rettinger, Secretary