



# MINNESOTA SOIL and WATER CONSERVATION DISTRICTS

## *Minutes of the September 12, 2019 Board Meeting Martin Soil and Water Conservation District Fairmont, Minnesota*

**Meeting called to order by Cowing at 9:00 am  
The Pledge of Allegiance**

Members present: Larry Cowing – Chair, Linda Meschke – Vice Chair, and Tyler Ask – member

Absent: Judy Beckman – member and Clair Schmidt – member

Others present: Ashley Brenke – District Manager, Greg Johanson – Farm Bill Technician, and Dustin Benes – Technician

### **Changes or Additions to Agenda**

#### **New Business**

#### **BWSR Academy Donation from ISG**

A motion was made by Ask to approve the additions to the agenda, second by Meschke. Motion carried unanimously.

### **Secretary's Report**

A motion was made by Meschke to approve the August 8, 2019 Secretary's Report with one addition, second by Ask. Motion carried unanimously.

### **Treasurer's Report**

A motion was made by Meschke to approve the Treasurer's Report, second by Ask. Motion carried unanimously.

### **Bills to Pay**

An invoice from the Martin County Star for \$66.00 – Ad for the Martin County Fair

A motion was made by Meschke to approve payment for \$66.00 for the Martin County Star ad, second by Ask. Motion carried unanimously.

### **Cost-Share Programs**

#### State Cost-Share

#### *Completed Projects*

CS #21-18

Linda Will

Township:

East Chain

Project: Well Sealing  
Project Bid Amount: \$3,335.00  
Cost Share Requested: \$1,000.00  
Eligible Project Cost: \$3,290.00  
Cost Share Due: \$1,000.00

A motion was made by Meschke to approve payment of \$1,000.00 for CS #21-18, second by Ask.  
Motion carried unanimously.

CS #5-19 Donald Tietje  
Township: Silver Lake  
Project: Well Sealing  
Project Bid Amount: \$1,495.00  
Cost Share Requested: \$235.00  
Eligible Project Cost: \$755.27  
Cost Share Due: \$235.00

A motion was made by Ask to approve payment of \$235.00 for CS #5-19, second by Meschke. Motion carried unanimously.

*New Projects*

CS #1-20 Tim Holm  
Township: Lake Fremont  
Project: Well Sealing  
Project Bid Amount: \$2,000.00  
Cost Share Requested: \$1,000.00

A motion was made by Meschke to encumber \$1,000.00 for CS #1-20, second by Ask. Motion carried unanimously.

CS #2-20 Tim Holm  
Township: Lake Fremont  
Project: Well Sealing  
Project Bid Amount: \$900.00  
Cost Share Requested: \$450.00

A motion was made by Ask to encumber \$450.00 for CS #2-20, second by Meschke. Motion carried unanimously.

CS #3-20 Tim Holm  
Township: Lake Fremont  
Project: Well Sealing  
Project Bid Amount: \$900.00  
Cost Share Requested: \$450.00

A motion was made by Ask to encumber \$450.00 for CS #3-20, second by Meschke. Motion carried unanimously.

CS #4-20 Rick Benson  
Township: Rutland  
Project: Well Sealing  
Project Bid Amount: \$725.00  
Cost Share Requested: \$362.00

A motion was made by Meschke to encumber \$362.00 for CS #4-20, second by Ask. Motion carried unanimously.

CS #5-20                                Bruce & Linda Thiesse  
Township:                               Silver Lake  
Project:                                   Well Sealing  
Project Bid Amount:                 \$1,181.76  
Cost Share Requested:               \$590.00

A motion was made by Ask to encumber \$590.00 for CS #5-20, second by Meschke. Motion carried unanimously.

### **GBERBA Cover Crops**

#### *Completed Projects*

46-04                                        Larry Cowing  
Township:                                Center Creek  
Project:                                    Cover Crops  
Project Bid Amount:                 \$3,750.00  
Cost Share Requested:               \$1,875.00  
Eligible Project Cost:               \$2,430.00  
Cost Share Due:                         \$1,215.00  
Slippage:                                 \$660.00

A motion was made by Ask to approve payment of \$1,215.00 for 46-04, second by Meschke. Cowing abstained. Motion carried unanimously.

### **Grant Programs**

Buffer Cost Share program has ended and we will be sending back \$844.00.

A motion was made by Meschke to approve the final financial report for the Buffer Cost Share program, second by Ask. Motion carried unanimously.

### **Old Business**

#### **Outstanding Conservationist**

Krusemark Farms have been nominated for Outstanding Conservationist. Walters has interviewed Brad and Rochelle Krusemark and is working on their application.

#### **Future One Watershed, One Plans**

There is a policy meeting on September 30 about the Operational Agreement for the Watonwan Watershed One Watershed, One Plan. All Supervisors are invited to attend.

### **New Business**

#### **BWSR Academy**

Two staff will be attending the BWSR Academy on October 29-31. Walters is one of the presenters at the Academy. His topic is on "How to Sell Conservation." Cost for the two staff is \$595.00.

A motion was made by Meschke to approve cost and expenses for two staff, second by Ask. Motion carried unanimously.

#### **Donation from ISG**

ISG received a permit violation from the DNR. The penalty is a \$30,000 donation to Martin SWCD towards a restoration project if approved by the DNR. Location of the project should be in the northwest part of Martin County. We have concerns about getting a project done this year. Currently we are having trouble finding contractors. Possible project sites were discussed. Brenke will talk with the DNR again.

#### **Audit Representation letter**

A motion was made by Meschke to approve the audit representation letter from Peterson & Company, second by Ask. Motion carried unanimously.

**Natural Resource Block Grant (NRBG) Match**

Currently we receive an NRBG Grant and the County matches funds for the Water Plan and WCA programs. NRBG is no longer requiring matching funds from the County but they do still need to fully fund the programs.

**Capacity Funds Match – County Allocation**

In the past, BWSR would match dollar for dollar on additional funds the County allocates to Districts. BWSR will not match this year’s County allocation funds this year, but will use them in future allocations.

**Public Drainage System Projects**

We are promoting water storage on public drainage systems. GBERBA has funding for projects.

**Office Furniture**

Staff are interested in stand up desks. Brenke received a quote from Riverbend Business of \$736.00 for four stand up desks.

A motion was made by Meschke to approve purchasing four stand up desks, second by Ask. Motion carried unanimously.

**Reports**

***District Manager Report – Brenke***

Brenke handed out staff quarterly reports, see handout.

***Water Plan Advisory Committee***

The next water plan meeting will be held at the SWCD office on September 19, 2019 at 7:00 pm.

***SCTSA***

The next SCTSA meeting will be held on September 17, 2019.

***GBERBA – Ask***

The next Policy meeting is Friday September 13, and the next Technical meeting will be held on September 27, 2019.

**Adjourn**

A motion was made by Ask to adjourn the meeting, second by Meschke. Motion carried unanimously.

Meeting was adjourned at 10:05 am.

Respectfully submitted,

*October 10, 2019* Date Approved *Austin Benes* Secretary

Jesse Walters

3<sup>rd</sup> Quarter – June 13 – September 12, 2019

### **CREP**

Met with landowners interested in CREP, mapped out potential easement areas, provided information on the program. Worked through the application process with 18 new applicants. Continued through the application, mapping, deeds, title work, conservation plan, easement agreement etc. stage of existing applications. Completed 20 conservation plans for new CREP applications. Attended landowner meeting for a construction project involving a County Ditch. Completed restoration (tile block and removal) of a floodplain wetland restoration site (Grefe). With approved and applied CREP we are at about 1,200 acres so far.

### **CRP**

Completed 20 CRP conservation plans for new CREP applications.

### **RIM**

Worked with landowners on existing RIM sites, managed water levels according to the Conservation Plan provided. Provided program information including haying and grazing planning. Updated RIM ownership change documentation. Completed BWSR assigned RIM site checks and sent results to landowners. Met with landowners regarding the results of the inspection. Met with TSA on RIM sites to discuss and plan repairs on existing RIM wetland restoration sites.

### **Cover Crops and Conservation Tillage**

Continued to work with soil health teams to plan this year's soil health event. Assist landowners with cover crop and conservation tillage contracts.

### **Miscellaneous**

Attended meetings including: Martin County Corn and Soybean Growers meeting, conservation club meetings, FLF, PF, MCCC. This included a dedication ceremony for the Maday Parcel near Granada.

Outreach for MAWQCP.

Assisted with interns, including a native aquatic vegetation planting on Amber Lake.

Attended multiple meetings.

Attended multiple trainings, including a legal description training.

Assisted with the Martin County Farm Tour. Presented at the Chase Crawford site and spoke on the panel at the night event.

Provided assistance to Visit Fairmont for their Governor Hunt application.

Met with landowners with various requests, including a WRP site maintenance and education request.

Submitted Outstanding Conservationist narrative, pictures and application.

**Benes 3<sup>rd</sup> quarter report  
6/8/2019 – 9/8/2019**

- I assisted customers with cost share and Ag BMP programs. Site checks were completed on two stream bank restorations prior to a DNR audit.
- I worked on projects for the seeding program, assisting customers with the drills. I worked with the Martin County Drainage authority in seeding parts of three ditch systems
- I continue to work on administrative duties, mileage reports, board meeting minutes, and bank deposits.
- Construction projects and surveying. I assisted one landowner with surveying his CRP lines. Currently I am working with BWSR to repair one CREP embankment, surveying and drawing up plans. Next step after design approval is to work with the contractor. I attended two preconstruction meetings; one with NRCS engineer and one with SCTSA, both are for grassed waterways. I have worked with the Drainage authority on county drainage tile locations in relation to where grassed waterways are proposed. I assisted the NRCS engineer on a waterway stakeout and returned days later to survey in the county tile line located by the contractor, survey was then sent to the NRCS engineer. I assisted the SCTSA on a grassed waterway with surveying in the county tile location and depth.
- Water sampling; I continue to sample elm creek and download stream information. Robert's wetland, I have been assisting the University of MN with a grant they received through the MDA. Sampling is being done to review the benefits from cover crops. Dutch creek is being sampled on a regular basis. Through the MDA, I am assisting with the surface water pesticide monitoring program. Dutch creek is also sampled after heavy rainfall amounts. I take care of getting all samples to the testing labs on time so holding times are not exceeded.
- I continue to work with the MN DNR on projects. I check thirteen DNR ground water observation wells quarterly. I am assisting the DNR with stream seechi readings. Lake levels are read at two sites once a month.
- I continue to lead on the aquatic invasive species program. I have worked as an ambassador at lake launches and set up a booth and worked at the Martin County Fair. I constructed a bean bag board game for give away at the Fair and designed products to hand out. I coordinated with the Prairie Ecology Bus and sponsored their presence at the Martin County Fair. I repainted the clean in clean out logos at three launch sites in Fairmont giving them a fresh look. I continue to check lakes for early monitoring and detection. I use the local radio and newspapers for prevention messages. Products were given to FLCL tournament contestants and I worked with Wildlife Forever in purchasing products, changed out a billboard display in August, and sponsored Cabin Cast ads on KARE 11 television. I attended a Commissioner meeting and gave an update with what is being done and discussed the AIS budget.
- I continue to work on the Wetland Conservation Act (WCA). During this period I have reviewed four applications, three DNR permits, three possible wetland banking sites, four 1026's, and two hog barn permits. I have completed and sent out two Notice of Decisions. I have assisted two contractors and have attended two TEP meetings at sites.
- I attended two trainings. One was a two day construction basics and a one day construction inspection for wetland restorations.
- I have worked on the LCCMR project; collecting native local ecotype seeds, worked on weed control on a portion of land that is planted to local ecotype on the Caron WMA addition and also weed control on the Sisseton Shoreline and Lincoln Park rain garden. Information was gathered from other LCCMR 13 county partners and worked on the semiannual report.

**Hannah Neusch, Conservation Planner**  
**Quarterly Update**  
**Q3 2019**

**Training**

- Pest Management and Water Quality Implications
- Soil Health Part 1 and Part 2
- National Heritage Information System Training
- Review of the Conservation Planning Process
- Additional Considerations in the Planning Process
- Soil Health Training
- Pest Management and Water Quality Implications
- Soils 101
- Conservation Planning Training
- CRP/Toolkit Training with Lindsey in Freeborn County
- Low disturbance manure application and cover crops
- Cover Crop Logistics

**Conservation Planning Work**

- Continuing to gather and fill out 052's, Implementation requirements, standards, and Job sheets.
- Working within Customer Toolkit, GIS, RUSEL2, WEPS, WN-PST, and WHES
- Have established an office visiting schedule with Jackson, Martin, Faribault, Freeborn, and Blue Earth SWCDs to better serve producers in those counties.
- Planning Watershed Conservation Planner meeting with watershed NRCS DCs, SWCD managers, and BWSR staff.
- Attended SWCD board meetings in Martin, Freeborn, Faribault, Blue Earth, and Jackson Counties.
- Two additional Conservation plans in progress.
- I expect to attain Certified Planner status by the end of 2019
- Outreach at the Martin County Fair
- Planning outreach with Faribault county in conjunction with their 319 Grant
- Meeting with landowners continues
- Assisted with The prevent plant/cover crops application process

Greg Johanson

Quarterly June July August 2019

## **WORKLOAD**

**RIM, RIM/WRP** Site inspections and associated paperwork for 89 contracts

**CRP** Worked with landowners and operators on new CRP sites including site inspections. Completed 11 conservation plans on new CRP enrollments.

**CREP** Worked with landowners on signing up for CREP and looked at sites. Reviewed older sites that have wetland structures that need repairs. Develop plans for sites with issues

**AG BMP** Worked with operators on ag bmp loans

**NRCS** worked on various programs such as EQIP, WRP, CSP and issues relating to their programs.

**FSA** worked with FSA on CRP program issues and landowner questions on new contracts and old contracts.

**RAIN GAUGE NETWORK** Entered information on website for our rain gauge readers

## **OUTREACH**

**Fair Booth** Attended the fair booth

**KSUM Radio** 3 times on various programs/issues

**Soil Health Syposium** Attended soil health event in Redwoodfalls

## **MEETINGS/TRAINING/OTHER**

**Area 6** New Ulm

**CREP** Training

**Vehicles and Equipment** schedule oil changes and repair, and maintain SWCD field equipment Worked with C & B operations on ordering new tractor. Worked with Yeager Impl on ordering new seeder. Worked with Octain sports on ordering a new motor for vicon.



**Martin Soil & Water Conservation District**  
**Treasurer's Financial Report**  
**9/30/2019**

<b>A. Balance on Hand August 31, 2019</b>		\$ 533,994.56
Total Receipts ending 9/30/19	\$	43,011.97
Less Total Expenditures ending 9/30/19	\$	(72,098.06)
	<u>\$</u>	<u>504,908.47</u>

**B. Accounts Payable**

City of Lakes Media - AIS ads		750.00
Hy-Vee - Ice for water samples		4.98
Martin County Recorder - CREP easements		124.00
Gerald Lorenz - Plants (LCCMR grant)		7,500.00
Dustin Benes - Expense reimbursement		7.00
Ashley Brenke - Expense reimbursement		94.58
Visual Identity Vault - AIS outreach materials		50.00
River Bend - Office supplies		869.42
Fleet & Farm - Field supplies		35.40
Fairmont Ford - Oil changes		143.65
Khimaira - Website hosting		120.00
Verizon Wireless		125.58
Frontier Communications		295.12
Fairmont Photo Press - Outreach materials		261.82
MVTL Laboratories - Water samples		134.60
Martin Co Hwy Dept - Fuel		215.30
	<u>\$</u>	<u>10,731.45</u>

**C. Accounts Receivable**

Minnesota DNR - Walk In Access		250.00
	<u>\$</u>	<u>250.00</u>

**Bills paid as of 9/30/19**

#11374	C&B Operations - Tractor	22,922.00
#11375	Arthur Andrews Properties, LLC	2,962.53
ACH	Further - HSA	1,000.00
ACH	U.S. Treasurer	6,116.06
ACH	PERA	1,354.86
#11376	Greg Johanson - net wages	1,694.01
#11377	Dustin Benes - net wages	1,254.53
#11378	Jesse Walters - net wages	1,258.97
#11379	Hannah Neusch - net wages	1,167.53
#11380	Ashley Brenke - net wages	1,617.48
ACH	PERA	1,354.86
#11381	Breezy Point Resort - BWSR Academy	342.52

#11382	BWSR - BWSR Academy	225.00
#11383	MN PEIP - Health insurance	3,404.24
#11384	Martin County - Summer intership program	500.00
#11385	Frontier Telephone	289.19
#11386	Verizon Wireless	125.54
#11387	Fleet & Farm Supply	1.26
#11388	Boekett Building Supply - AIS boards	58.05
#11389	Minnesota Valley Testing Labs - Water samples	207.60
#11390	River Bend Business Products - Office supplies	71.50
#11391	Dustin Benes - Expense reimbursement	101.40
#11392	Fairmont Photo Press - Outreach materials	249.46
#11393	Prairie Ecology Bus Center - AIS program	1,200.00
#11394	City of Lakes Media - AIS ads	150.00
#11395	Don Tietje - State CS	235.00
#11396	Linda Will - State CS	1,000.00
#11397	NCPERS - Life insurance	16.00
#11398	Lake County SWCD - LCCMR	5,682.97
ACH	MN Revenue	947.00
#11399	Marco	5.00
#11400	Martin Co Hwy Dept - Fuel	256.01
#11401	Martin County Star - Fair ad	66.00
#11402	Heritage Acres - Environmental Awareness Day	200.00
#11403	Octane Power Sports - Seeder motor	1,198.00
#11404	BWSR - Buffer cost share	844.00
#11405	Yaeger Implement - Seeder	2,200.00
#11406	Environmental Systems Research Inst. - GIS software	1,472.11
ACH	PERA	1,354.86
#11407	Greg Johanson - net wages	1,694.01
#11408	Dustin Benes - net wages	1,254.53
#11409	Jesse Walters - net wages	1,258.97
#11410	Hannah Neusch - net wages	1,167.53
#11411	Ashley Brenke - net wages	1,617.48
		<hr/>
		\$ 72,098.06
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Receipts as of 9/30/19

GBERBA - Financial coordinator	282.00
Seedings	1,655.10
Drill rental	522.00
Martin County Allocation & NRBG	34,699.50
PCA - Elm Creek monitoring	5,379.36
Profinium Financial - LISA account interest	319.47
State Bank of Fairmont - checking account interest	154.54
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	\$ 43,011.97
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**Treasurer's Monthly Report**  
**Program Summary**  
**9/30/2019**

Fund Account	Cash Balance 8/31/2019	Receipts	Disbursements	Cash Balance 9/30/2019
District Funds	\$ 39,821.44	\$ 8,312.47 j.e. 250.00 j.e. 58.75	\$ 1,119.33 j.e. 0.25	\$ 47,323.08
County Funds	-	34,699.50	30,199.50	4,500.00
BWSR Service Grant	47,707.00	-	-	47,707.00
BWSR - Farm Bill/CREP Grant	(3,552.00)	-	8,834.00	(12,386.00)
BWSR - Capacity Services T & A	162,313.30	-	24,183.26	138,130.04
BWSR - Blue Earth WCPI T & A	83,225.18	-	-	83,225.18
BWSR - CREP/RIM Grant	(10,251.00)	-	-	(10,251.00)
BWSR State Cost Share FY18 T & A	5,692.50	-	1,000.00 j.e. 250.00	4,442.50
BWSR State Cost Share FY19 T & A	16,327.50	-	235.00 j.e. 58.75	16,033.75
BWSR State Cost Share FY20 T & A	17,945.00	-	-	17,945.00
BWSR - CWMA FY16 T & A	(2,180.79)	-	-	-
BWSR - Flood T & A	92,219.15	-	-	92,219.15
BWSR - Buffer Funds T & A	55,341.18	-	-	55,341.18
LCCMR	(95,457.65)	-	5,682.97 j.e. 2,180.79	(103,321.41)
BWSR - Buffer Cost Share T & A	843.75	-	844.00 j.e. 0.25	-
BWSR - Well Sealing Grant T & A	5,000.00	-	-	5,000.00
BWSR - Dutch Creek Grant T & A	119,000.00	-	-	119,000.00
Totals	\$ 533,994.56	\$ 43,011.97	\$ 72,098.06	\$ 504,908.47

Use of Cash	8/31/2019	9/30/2019
Checking Account	<u>383,027.96</u>	<u>353,622.40</u>
Profinium L.I.S.A. Account	150,966.60	151,286.07
	<u>\$ 533,994.56</u>	<u>\$ 504,908.47</u>