



**STEELE COUNTY**  
Soil and Water Conservation District

235 Cedardale Drive SE  
Owatonna MN 55060  
507-451-6730 Ext. 3  
www.steeleswcd.org

The regular monthly meeting of the Steele County Soil and Water Conservation District Board of Supervisors was called to order by Dan Hansen at 4:30 PM on Thursday December 9, 2021 at the Steele County SWCD Office, 235 Cedardale Drive SE, Owatonna MN, 55060.

<b><u>SWCD Supervisors Present:</u></b>	<b><u>SWCD Staff Present:</u></b>	<b><u>Others Present:</u></b>	<b><u>Absent:</u></b>
Mark Ihlenfeld, Reporter	Eric Gulbransen	Dave Copeland, BWSR (via conference call)	Mike Klecker
Dan Hansen, Chairman	Adrienne Gransee		
Dave Melby, Treasurer	Adam Arndt		
Mark Ditlevson			

The December agenda was reviewed. No changes or additions were made

The November minutes were distributed to the Supervisors prior to the meeting. No changes were required. Motion was made by Melby, seconded by Ditlevson, to approve the minutes as presented. Motion carried by voice vote.

The November Treasurer’s Report was read by Melby. Motion was made by Ditlevson, seconded by Ihlenfeld, to approve the October Treasurer’s Report. Motion was carried by voice vote.

Bills: (See attached) Motion was made by Melby, seconded by Ditlevson, to approve paying the bills. Motion was carried by voice vote.

**OLD BUSINESS:**

1. Meeting Repots – Mark Ihlenfeld attended a RC&D meeting on November 29. He reported that the new Director has applied for a large Federal multi-county grant and is also working on grants at the local and state levels as well.
2. Other – Adrienne Gransee reported that QuickBooks has changed to an annual subscription rather than allowing users to renew as they desired.

**NEW BUSINESS:**

1. Ditch Inspector Agreement – Eric Gulbransen presented the 2022 Ditch Inspector contract. There were no changes made to the contract. It was presented for renewal with the same hourly and annual amounts as the previous year. Motion was made by Ihlenfeld, seconded by Ditlevson, to approve the contract. Motion carried by voice vote.

**NEW BUSINESS:**

2. Easement Specialist Agreement – The agreement was presented by Eric Gulbransen with no changes made from the 2021 contract. Motion was made by Melby, seconded by Ihlenfeld, to approve the agreement for services. Motion carried by voice vote.
3. NRCS Cooperative Agreement – Eric Gulbransen presented this information to the Board members. In exchange for computer seats and phone service the District provides NRCS with \$12,000 in services to NRCS annually through assisting with general office services and completing CRP plans.
4. Steele Co. Water Plan Extension – 2026 – Eric Gulbransen informed the Board that the Steele County water plan was extended through 2026 and presented a resolution to adopt the County plan. The vote to adopt the plan was unanimous.
5. BWSR Board Nominations – Gulbransen informed the Board that the BWSR Board is accepting nominations for new member. If any of them are interested contact the office for more information.
6. Environmental Quality Board Nominations – Gulbransen informed the Board that the Environmental Quality Board is accepting nominations for new member. If any of them are interested contact the office for more information.
7. No-Till Drill – Gulbransen presented the cost for a new Truax no-till drill, model FLX2812. There was a discussion about the adjustments that could be made depending on which accessories were included. The Board and staff also discussed getting a price quote on a Great Plains drill. They also discussed the timing of when each would be available. There was discussion about the sale or trade of the existing no-till drill. Waseca SWCD has expressed interest in purchasing the drill with the understanding that Steele would keep it until the new drill was available for landowner use. Motion was made by Ihlenfeld, seconded by Melby, to offer the existing drill to Waseca SWCD for purchase. Motion passed by voice vote. Motion was made by Melby, seconded by Ditlevson, to purchase the Truax FLX2812 for spring delivery. Motion carried by voice vote.
8. Fireproof Filing Cabinets – Adrienne Gransee presented the information about the fireproof cabinets for approval. The total cost for 3 cabinets is \$13,782.00. Of that amount \$11,769.05 will be used from the FY19 Local Capacity grant and the remainder will come from District funds. Motion was made by Ihlenfeld, seconded by Ditlevson, to approve the purchase. Motion passed by voice vote.
9. Medical Insurance – Gransee presented the Board with the available option from Blue Cross which included renewing the existing plan. The existing plan had an increase to the premium but no other changes. There will be one less employee requiring medical coverage for 2022 so over all there will be a decrease in the premium expense. Motion was made by Melby, seconded by Ihlenfeld, to approve renewing the same plan for 2022. Motion carried by voice vote.

10. Cover Crop Cost Share Payments – Adam Arndt presented the cover crop payments listed below for approval. The contracts represent 1,440 acres of cover crops that were planted this year. Motion was made by Ditlevson, seconded by Melby, to approval payment on the contracts. Motion carried by voice vote.

- 1-19-CC, Shane Wagner, \$6,400
- 3-19-CC, Aaron Schroht, \$6,400
- 4-19-CC, Randy Schroht, \$6,400
- 1-20-CC, Wayne Schelljegerdes, \$6,400
- 2-20-CC, Alex Wayne, \$2,400
- 5-20-CC, Scott Arndt, \$2,400
- 6-20-CC, Frank Springer, \$2,400
- 7-20-CC, Bill Hartle, \$2,400
- 8-20-CC, Thomas Polacek, \$2,400
- 9-20-CC, Jesse Starks, \$2,400
- 10-20-CC, Schmity Holsteins LLC, \$2,400
- 1-21-CC, Todd Hansen, \$2,400
- 2-21-CC, Dustin Wayne, \$2,400
- 3-21-CC, Dan Roemhildt, \$3,200

11. Annual Reviews – The Personnel committee met with each staff member prior to the Board meeting. They reported to the Board and made their recommendations for staff raises based on their reviews. The Board also discussed the annual COLA. It was agreed that Eric Gulbransen would move up to step 11 on the pay scale approved previously in the year, Adrienne Gransee would move to step 8, and Adam Arndt would take the position of Resource Conservationist and begin on step 5 of that pay scale. No COLA was granted for 2022. Motion was made by Melby, seconded by Ihlenfeld, to approve the changes as discussed. Motion carried by voice vote.

12. Other – Water Sampling for 1W1P – 6 sites – Gulbransen told the Board that there is an opportunity for the District to do some water sampling through the Cannon 1W1P. Detailed information is still being gathered about monitoring and the 6 sites that are on the plan.

**Agency Reports**

There were no agency reports made

**Staff Reports**

No staff reports were made

Motion to Adjourn: Motion was made by Klecker, seconded by Melby, to adjourn the meeting. Motion carried by voice vote.

Respectfully Submitted by,



Adrienne Gransee,  
Administrative Assistant

December Bills

<b>Cedardale Dev Co</b>		<b>December Rent</b>		<b>\$716.40</b>
<b>MetroNet</b>		<b>Internet</b>		<b>\$54.95</b>
<b>MCIT</b>		<b>Policy Audit</b>		<b>\$87.00</b>
<b>Elan</b>		<b>Gas</b>	<b>\$300.11</b>	
		<b>Meal</b>	<b>\$36.00</b>	
		<b>Convention Registration</b>	<b>\$2,425.00</b>	
		<b>Ranger</b>	<b>\$235.62</b>	
		<b>Phone</b>	<b>\$84.26</b>	
		<b>Tablet</b>	<b>\$876.19</b>	
		<b>Postage</b>	<b>\$6.48</b>	<b>\$3,963.66</b>
<b>MN DVS</b>		<b>Trailer registration</b>		<b>\$20.25</b>
<b>Freeborn SWCD</b>		<b>Easement Specialist 3rd &amp; 4th Qtr</b>		<b>\$940.00</b>
			<b>TOTAL</b>	<b>\$5,782.26</b>