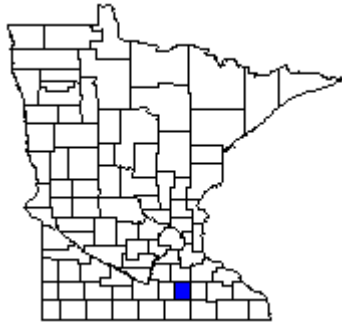


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**MINNESOTA
 SOIL and WATER CONSERVATION DISTRICTS**

The regular monthly meeting of the Steele County Soil and Water Conservation District Board of Supervisors was called to order by Chairman Dan Hansen at 7:00 p.m. on Tuesday April 16, 2019 at the Conservation Office located at 235 Cedardale Drive SE, Owatonna, MN.

<u>SWCD Supervisors Present:</u>	<u>SWCD Staff Present:</u>	<u>Others Present:</u>	<u>Absent:</u>
Mark Ihlenfeld, Reporter	Adam Arndt	Jim Smith, NRCS	
Dan Hansen, Chairman	Eric Gulbransen	Kelly Burke, NRCS	
Jim Klecker, Secretary	Adrienne Gransee	James Brady, County Commissioner	
Kyle Wolfe, Vice-Chair			
Dave Melby, Treasurer			

The April agenda was reviewed, item number 3 was changed to Credit Card Payments, the Truck Sale was added under Other as was the 2019 Cover Crop Policy.

The March minutes were distributed to the Supervisors prior to the meeting. Motion was made by Klecker, seconded by Melby, to approve the minutes as written. Motion was carried by voice vote.

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

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

OLD BUSINESS:

1. Meeting Reports – Mark Ihlenfeld reported on the Annual RC&D meeting – They discussed a review of the past year and reviewed the financial audit. Re-election of positions was completed.

Ihlenfeld also reported on the meeting that he attended at the Farm Show in Owatonna. He was quite pleased with the information presented at the Nitrogen Smart presentation. He thought that it was very educational and it was nice to see a different perspective on the topic. He was less impressed with the Cover Crop 201 meeting. He felt that it was lacking new information.

Dan Hansen reported on the Cannon 1 Watershed 1 Plan meeting that he attended on March 13. They reviewed the policy and discussed the upcoming steps and time line.

NEW BUSINESS:

1. Fair Booth - \$130 – There was discussion about if it would be worthwhile to set up the fair booth again this year. It was decided that the benefit gained from the booth was worth the expense and time invested in it each year. Motion was made by Melby, seconded by Ihlenfeld, to pay for the fair booth again. Motion carried by voice vote.
2. Updated Website option – Adrienne Gransee reported on a problem that the District is experiencing with the current website. There is limited ability to update it and what the website is capable of doing is limited. Gransee presented an option for a new website. The cost is \$20/month. The new site would be web-based so it could be edited by anyone with the access information, making it much easier to keep it up to date. It also would allow for the District to have a option for online tree sales, including payment. Motion was made by Wolfe, seconded by Melby, to approve the new website and cost. Motion carried by voice vote.
3. Credit Card Payments – Adam Arndt and Adrienne Gransee spoke with the Board about how they would like to hand the fees associated with taking credit card payments. After discussion it was decided that it was fair to call it a cost of operations and build it into our service and product costs. They Board requested that staff draft a policy regarding this.
4. Final Financial Reports – Adrienne Gransee presented the final financial reports for the grants listed below. All funds were expended from both grants. Motion was made by Ihlenfeld, seconded by Wolfe, to sign the reports and submit them to BWSR.
 - a. 2017 Easement Delivery
 - b. 2017 Buffer Law
5. Tree Day Assistance and Meal – Adam Arndt requested that the Board approve hiring 1 or 2 people to assist with tree day and the preparations during the week before. They would be compensated \$15 per hour for the time worked. It was also requested that they approve the cost of lunch for those working. Motion was made by Melby, seconded by Klecker, to approve the costs as discussed. Motion carried by voice vote.
6. Other – Truck Sale Notice – Eric Gulbraansen presented the draft truck sale notice to the Board. They suggested extended the deadline for bids till June. They also discussed where they would like to see it advertised.

2019 Cover Crop Policy – Adam Arndt presented the updated policy to the Board. There were very few changes made. The most significant one was just an update to the dates for the new year. Motion was made by Wolfe, seconded by Melby, to approve the policy. Motion carried by voice vote.

Agency Reports:

Kelly Berke reported for NRCS. She stated that they have 5 EQIP applications and the deadline for applying is Friday. CSP application will still be accepted for another 2 weeks.

James Brady reported for the County. He reported that the SE MNWRB grants have been divided up and the books are cleared. There will be one more meeting before they are official disbanded. He also stated that he will be attending the County weed meeting.

Staff Reports

Eric Gulbransen reported to the Board that his time has been divided primarily between WCA and county ditches. He reported on the Water Storage Forum that he attended. The information was very good and he would attend again in the future given the chance. He also spoke about the Environmental Initiative and the assistance that they provide forming collaborations and with outreach efforts.

Adam Arndt reported that he has been performing buffer site checks and working on county ditches. He is also working with the 4-H Extension office on a student outreach project.

Adrienne Gransee reported that she has been working on the new website, assisting with tree orders, brainstorming ideas for the fair booth and getting preparations completed for the 2019 Envirothon.

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

April Bills

Cedardale Dev. Co	March Rent		\$716.40
Goodhue SWCD	Tree Tubes		\$720.00
USPS	Bulk Mail Permit		\$235.00
Jaguar	Internet		\$54.95
Cedardale Dev. Co	Garage		\$510.00
Verizon Wireless	March		\$45.45
State of MN	State Auditor		\$112.00
Goodhue SWCD	Seed Packets		\$200.00
DeWitt	Matting		\$1,314.29
Elan	Meals	107.18	
	Gas	226.01	
	Postage	28.00	
	Parking	43.25	
	Hotel	441.66	
	Vehicle	38.73	
	Phone	446.1	
	Supplies	159.64	
	QuickBooks Update	242.56	\$1,733.13
		Total	\$5,641.22