



**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 7:00 PM on Tuesday June 9, 2020 at the SWCD office located at 235 Cedardale Drive SE, Owatonna.

<u>SWCD Supervisors Present:</u>	<u>SWCD Staff Present:</u>	<u>Others Present:</u>	<u>Absent:</u>
Mark Ihlenfeld, Reporter	Adam Arndt (attended by phone)	Dave Copeland, BWSR (attended by phone)	
Dan Hansen, Chairman	Eric Gulbransen		
Jim Klecker, Secretary	Adrienne Gransee (attended by phone)		
Kyle Wolfe, Vice-Chair (attended by phone)			
Dave Melby, Treasurer			

The July agenda was reviewed, no changes were made.

The June minutes were distributed to the Supervisors prior to the meeting. Motion was made by Melby, seconded by Klecker, to approve the minutes. Motion was carried by roll call vote.

The June Treasurer’s Report was read by Melby. Motion was made by Klecker, seconded by Ihlenfeld, to approve the June Treasurer’s Report. Motion was carried by roll call vote.

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

**OLD BUSINESS:**

1. Meeting Reports – RC&D – Mark Ihlenfeld attended a Zoom meeting for RC&D. He reported that the meeting primarily consisted of catching up on the book keeping and old business topics that needed to be addressed.

**NEW BUSINESS:**

1. Cedar 1WIP MOA – Gulbransen presented the MOA for the Cedar 1 Watershed 1 Plan. The MOA stated that the Steele SWCD will cooperate and assist as needed with projects don in the portion of the Cedar water shed that lies in Steele County. Motion was made by Ihlenfeld, seconded by Klecker, to agree and sign the MOA. Motion carried by voice vote.

**NEW BUSINESS:**

2. Night and Weekend Ditch Work – Gulbransen requested the Boards input on how they would like to handle pay for work on ditches outside of normal work hours. They talked about issue to bring up with the county attorney including if overtime pay is required and does the time need to be counted at comp time. Gulbransen will be contacting the county attorney to get more information about how to handle the issue.
3. Well Observation Contract – Gulbransen presented the new annual contract to the Board. They have requested a digital signature for the contract this year. Motion was made by Wolfe, seconded by Melby, to approve the contract and give Arndt signing authority. Motion carried by voice vote.
4. Cover Crop Contract – Bill Hartle, 7-20-CC, \$7,200 – Arndt presented the cover crop contract to the Board for approval. Motion was made by Melby, seconded by Klecker, to approve the contract. Motion carried by voice vote.
5. JAA Approval Signature – Gulbransen presented the updated job approval authority forms to the board for approval. Motion was made by Wolfe, seconded by Melby, to approve and sign the forms. Motion carried by voice vote.
6. Easement Work Orders – Digital Sign Authority – The easement work orders are switching to digital signatures. Gulbransen requested that the Board grant him signing authority so that there is one person who is the signing authority and it will be easier to coordinate a digital signature. It was recommended that this become an annual designation. Motion was made by Ihlenfeld, seconded by Klecker, to grant Gulbransen signing authority for the remainder of 2020. Motion carried by voice vote.
7. SE Area Resolution Virtual Meeting – July 21 – Gulbransen informed the Board that the resolution meeting would be held via Zoom. He stated that if any were interested in participating he would send them the information to get connected. The resolutions that were submitted were distributed to the supervisors.
8. 4-H Fair Award Contribution – Gulbransen informed the Board that 4-H is still planning to do an exhibition and distribute awards despite the county fair not happening. The Board discussed how much was contributed to the award in the past and match that amount this year. Motion was made by Klecker, seconded by Ihlenfeld, to contribute \$25 toward the awards. Motion carried by voice vote.

**Agency Reports**

Dave Copeland reported that the new 1W1P applications are in the review process and anticipated to go before the BWSR Board at the August meeting. He also stated that special attention should be paid to the special legislative session as there will be activity involving WCA funds and CREP funding.

Kelly Burkke reported that there are 4 EQIP applications that are preapproved and 1 new CSP application.

**Staff Reports**

Adrienne Gransee stated that she has been working on grant reporting for second quarter as well as keeping up with her regular duties.

Adam Arndt stated that the drills have still been in use but ditch work is taking up a significant portion of his time.

Eric Gulbransen stated that WCA and ditch work have been keeping him busy. He informed the Board that the repairs on CD 2 are currently in progress.

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

Respectfully Submitted by,



Adrienne Gransee,  
Administrative Assistant

July Bills

<b>Cedardale Dev. Co</b>		<b>July Rent</b>		<b>\$716.40</b>
<b>Jaguar</b>		<b>Internet</b>		<b>\$54.95</b>
<b>Cedardale Dev. Co</b>		<b>Garage Rent</b>		<b>\$540.00</b>
<b>Elan</b>		<b>Gas</b>	<b>\$235.12</b>	
		<b>Postage</b>	<b>\$149.80</b>	
		<b>4-H</b>	<b>\$131.19</b>	
		<b>Supplies</b>	<b>\$12.35</b>	
		<b>Cell Phone</b>	<b>\$88.35</b>	<b>\$616.81</b>
<b>MN Native Landscape</b>		<b>Native Plants</b>		<b>\$2,120.66</b>
<b>Freeborn SWCD</b>		<b>CREP Position</b>		<b>\$940.00</b>
<b>Gary Etherton</b>		<b>Tree Refund</b>		<b>\$41.60</b>
<b>Brian Wayne</b>		<b>Tree Refund</b>		<b>\$32.21</b>
<b>Multi Customer</b>		<b>Red Oak Refund</b>		<b>\$427.60</b>
<b>Eric Gulbransen</b>		<b>Mileage 55 @ .575</b>		<b>\$31.63</b>
			<b>TOTAL</b>	<b>\$5,521.86</b>