



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 5:00 PM on Wednesday January 11, 2023 at the Steele County SWCD Office, 235 Cedardale Drive SE, Owatonna MN, 55060.

<u>SWCD Supervisors Present:</u>	<u>SWCD Staff Present:</u>	<u>Others Present:</u>	<u>Absent:</u>
Mark Ihlenfeld, Reporter	Eric Gulbransen	Jim Smith, NRCS	Mike Klecker
Dan Hansen, Chairman	Adam Arndt	Rick Gnemi, County Commissioner	
Dave Melby, Treasurer	Adrienne Gransee	Teddy Moreno-Santos, NRCS	
Mark Ditlevson, Vice Chair		Dave Copeland, BWSR	
		Roger Wacek	

The January agenda was reviewed, no changes were made.

The December minutes were distributed to the Supervisors prior to the meeting, 2 corrections were noted. Motion was made by Ditlevson, seconded by Ihlenfeld, to approve the minutes with the noted corrections made. Motion carried by voice vote.

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

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

OLD BUSINESS:

1. Meeting Reports – Soil Health Team meeting – Mark Ditlevson, Adam Arndt and Eric Gulbransen attended this meeting. The primary focus of the meeting was planning for the soil health event that will be held on February 21. The event will consist of 2 speakers and a custom operators panel.

NEW BUSINESS:

1. Reorganization of the Board of Supervisors – There was discussion about the traditional rotation of the roles and if people thought of that rotation. It was decided to continue with the rotation already set in place. Motion was made by Ihlenfeld, seconded by Melby, to approve new Board positions as listed below beginning in February. Motion carried by voice vote.
 - Chairman – Mark Ditlevson
 - Vice Chair – Mike Klecker
 - Secretary – Dave Melby
 - Treasurer – Mark Ihlenfeld
 - PR&I – Dan Hansen

NEW BUSINESS:

2. Committees and Appointments – The Board discussed who was currently on each committee and who should be on them moving forward. Motion was made by Melby, seconded by Ditlevson, to approve the committees and appointments as listed below. Motion carried by voice vote.
 - Personnel – Ditlevson & Ihlenfeld
 - Budget & Planning – Ihlenfeld & Melby
 - SE Joint Powers – Ihlenfeld
 - RC&D – Ihlenfeld
 - CRWJPB – Hansen
 - Zumbro 1W1P - Hansen
3. Annual Approvals and Designations – The Board reviewed the current designations and made no changes. Motion was made by Ditlevson, seconded by Melby, to approve the designations as listed below. Motion carried by voice vote.
 - Primary Financial Institution – United Prairie Bank
 - Official Newspaper – Steele County Times
 - Official Radio Station – KOWZ
 - Authorized Grant Signer – Eric Gulbransen
4. County Ditch Agreement 2023 – Eric Gulbransen presented the updated agreement. The hourly rate was increased to \$47, all other details remained the same. Motion was made by Ihlenfeld, seconded by Ditlevson, to approve the agreement. Motion carried by voice vote.
5. Legislative Day at the Capital – March 7-8 – The Board was provided with the available information regarding the Day at the Capital. There was also a discussion about the date for the monthly Board meeting, which conflicted with the event. Motion was made by Melby, seconded by Ditlevson, to move the meeting to March 9 at 5PM. Motion carried by voice vote.
6. Dues & Contribution – Motion was made by Ditlevson, seconded by Melby, to approve the dues and contributions as listed below. Motion carried by voice vote.
 - MASWCD - \$6,244.30
 - JPB – \$3,000.00
 - CRWJPB - \$5,000.00
 - Envirothon - \$175.00
7. Final Financial Reports – Gransee presented the Final Financial reports for the three completed grants listed below. Motion was made by Ihlenfeld, seconded by Ditlevson, to submit the final financial reports. Motion carried by voice vote.
 - FY21 Buffer Law
 - FY21 Cost Share
 - FY23 Conservation Delivery
8. IRS Mileage Rate – 2023 - \$0.655 – Gransee informed the Board of the IRS approved mileage rate for 2023.

NEW BUSINESS:

9. Winter Workshop – Soil Health Tour – February 21, Torey’s 8:30am-2pm - Adam Arndt presented the Board with the flyer detailing the information for the upcoming soil health event being held in Owatonna.
10. Audit Quote – Peterson Company, \$3,850 – Gransee presented the quote for the 2022 audit that was provided by Peterson Company. There was discussion about how audits performed by them had gone and if there were any concerns. Motion was made by Ditlevson, seconded by Melby, to approve the quote for the 2022 audit. Motion carried by voice vote.

Agency Reports

Dave Copeland informed the Board that there will be the potential for a significant amount of Federal funding available in the future and it would be good to begin looking for ways to utilize it within Steele county. He also said that they are still pushing to get the Capacity funding moved from the Clean Water Fund to the general fund during this legislative session.

Rick Gnemi reported that the County is already discussing the property taxes for next year. The significant changes will be primarily to farmland as opposed to residential as it has been in past years.

Teddy Moreno-Santos stated that a new Technician has started in the Dodge office. He stated that the EQIP application ranking is in process and there are 11 applications in Steele county currently. He let the Board know that the deadline for CSP applications will be February 10. He also told the Board about a conference in LaCrosse scheduled to take place February 23-25.

Jim Smith has been primarily working on getting the new Technician settled and beginning training. He has also been finalizing projects.

Staff Reports

Eric Gulbransen reported on the meeting that he attended for the Governor’s Pheasant Opener event. They want to secure 2500-3000 acres of land for hunting by July 1st with approximately 300 acres of that being private land.

Adam Arndt has been working on grant reporting as well as managing the tree program. He also attended the pheasant opener meeting. He reported that they are looking for people with dogs to be hunter hosts and guide the hunts during that weekend. They are also brain storming other events that could be paired with the hunting opener.

Adrienne Gransee reported that her time has been primarily focused on completing the year end grant reporting. She has also begun the annual financial for 2022

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

Respectfully Submitted by,



Adrienne Gransee,
Administrative Assistant

January Bills

Cedardale Development Co.	January Rent		\$792.00
Cedardale Development Co.	1st Quarter Garage Rent		\$600.00
Adrienne Gransee	Mileage 154 @ 0.655		\$100.87
Elan	Convention Registration	\$2,472.00	
	Meals	\$177.31	
	Hotel	\$907.04	
	Gas	\$129.05	
	Phone	\$84.01	
	Postage	\$120.00	
	Office Supplies	\$28.00	\$3,917.41
No-till Farmer	Annual Subscription		\$26.85
Tri-M Graphics	Mailing Services		\$251.41
MCIT	2023 Coverage		\$6,098.00
		Total	\$11,786.54