



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 Tuesday October 12, 2021 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	Dave Copeland, BWSR (via conference call)	Adam Arndt
Dan Hansen, Chairman	Adrienne Gransee	Kelly Burke (via conference call)	
Dave Melby, Treasurer	Adam Arndt		
Mark Ditlevson			
Mike Klecker			

The October agenda was reviewed. No changes were made

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

The September Treasurer’s Report was read by Melby. Motion was made by Ihlenfeld, seconded by Klecker, to approve the September 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 Repots – Area 7 SE MASWCD Fall Meeting – Welch, MN – September 22 – Mark Ihlenfeld, Dave Melby, Eric Gulbransen, and Adrienne Gransee attended this meeting at Clear Springs Farm. The meeting began with a tour of the yak operation and a chance to interact with a couple of the animals. The meeting continued with a presentation from the Department of Agriculture outlining some changes to the invasive weed listings. There were also presentations from NRCS and a legislative update from Leann Buck.

Cannon 1 Watershed 1 Plan meeting – Dan Hansen reported on this meeting. He stated that they have cancelled the planned aerial imaging for the time being. He also reported on a decision made by the Executive Board that caused some conflict with the larger group. The issue was discussed and resolved.

NEW BUSINESS:

1. Meeting day & time – 2022 – The Board discussed various options for meeting days and the times. It was decided to move the meetings to the 2nd Wednesday of the month so that they no longer would conflict with the County Board meetings. Meetings will be held at 7pm April through August and at 5pm the remainder of the year. Motion was made by Melby, seconded by Klecker, to approve this schedule. Motion passed by voice vote.
2. FY22/23 Programs and Operations Grant Agreement – Gransee presented the grant agreement to the Board. There was a discussion about how each of the grants can be utilized as well as the amount for each grant. Motion was made by Ihlenfeld, seconded by Ditlevson, to sign the agreements and return them to BWSR. Motion passed by voice vote.
3. Tech Option for State Cost Share – Gransee informed the Board of the new procedure for requesting to use cost share grant funds for technical assistance hours. Motion was made by Klecker, seconded by Ihlenfeld, to request to use 100% of the State Cost Share grant funds for technical assistance hours. Motion carried by voice vote.
4. FY22 Buffer Law and Local Capacity Grant Agreement – Gransee presented the agreement for the FY22 Buffer Law and Local Capacity Grants. Motion was made by Melby, seconded by Ditlevson, to sign and return the grant agreement to BWSR. Motion carried by voice vote.
5. Resolution Packet – Packets were distributed to Supervisors prior to the meeting. There were a few questions about completing the ballot. It was requested that they return completed ballots to the office by October 23.
6. 1W1P Cost Share Project Contract – Gransee and Gulbransen presented the contract listed below for Board approval. There was a discussion about the type of project as well as the scale and funding. Motion was made by Ihlenfeld, seconded by Melby, to approve the contract. Motion carried by voice vote.
 - 21-ST-002, Empress Farms, \$17,436.75
7. Adjusted Pay Scale – Resource Conservationist – Gransee presented the Board with a corrected pay scale for the Resource Conservationist position. The prior one did not raise that payscale the same amount as the adjusted Manager, Technician, and Administrative Assistant scales. Motion was made by Melby, seconded by Ditlevson, to approve the corrected scale and use that when determining any pay increases after staff evaluations are complete. Motion passed by voice vote.
8. Joint SWCD/WD Managers Meeting – Nov 9-10 – Baxter, MN – Gulbransen presented thee information for the meeting and requested approval from the Board to attend. Motion was made by Klecker, seconded by Ditlevson, to approve having Gulbransen attend this meeting. Mottion carried by voice vote.
9. Other – Gransee presented an anniversary plaque and letter that were received from BWSR commemorating the District’s 75 years of service to the landowners of Steele County.

Agency Reports

Dave Copeland reminded everyone that BWSR Academy has been switched to a virtual platform this year. He then gave the Board a brief breakdown of how the Capacity funding is being distributed to each District and stated that they are looking to change the formula used in future years. He also informed the Board that he is working with the County to get an extension on the Comprehensive water plan to cover until the various 1W1P are completed.

Kelly Burke reviewed her report with the Board. Report is attached.

Staff Reports

Adrienne Gransee has been focusing on getting the 2022 Calendar ready to go to the printer. She also completed the 2nd quarter grant reporting in eLink.

Eric Gulbransen attended the final hearing for the CD4 re-route. Everything was completed and approved. The work is guaranteed for 3 years. He also stated that PT11 is in progress. In addition to the ditches he remains busy with WCA.

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

Respectfully Submitted by,



Adrienne Gransee,
Administrative Assistant

October Bills

Cedardale Dev. Co	October Rent		\$716.40
MetroNet			\$54.95
Cedardale Dev. Co	Garage Rent		\$540.00
Eric Gulbransen	Mileage 163 @ 0.56		\$91.28
Adrienne Gransee	Mileage 65 @ 0.56		\$36.40
Elan	Gas	146.68	
	Tires	554.00	
	Phone	84.53	
	Office Supplies	409.33	
	Anti-Virus Software	161.04	
	Postage	2.16	\$1,357.74
			\$2,796.77