

Renville County SWCD Board of Supervisors Meeting

Aug 12, 2021, 8:00 am

Renville County Office Building

105 5th St, Olivia, MN 56277, Room 313

AGENDA

- I. Call to Order
- II. Citizen Comment Period (2 minutes per person)
- III. Consent Agenda, July 2021 Meeting Minutes, Bills, and Treasurer's Report
- IV. Old Business:
 - 1. Operational items/Staff concerns
 - 2. 2022 Budget and Renville County Request
- V. New Business:
 - 1. Renville SWCD Board Per-Diem Rate
 - 2. SWCD Lease
- VI. Personnel Committee
- VII. Program Updates- All staff join the meeting 8:30am
 - 1. Cost Share Programs
 - 2. Staff Reports
 - 3. NRCS Report- Loren Clarke, DC
 - 4. Board Reports
- VIII. Other
- IX. Upcoming meetings and dates to remember
- X. Motion to adjourn.

Dates to Remember

Aug 12-14th Renville County Fair

Aug 17th, 10:20am 2022 Appropriation request meeting

**Next regular Board Meeting Sept 9, 2021, 7:30 am at 1008 W.
Lincoln Ave, Olivia, MN**

Renville County SWCD Board of Supervisors Meeting

July 8, 2021, 8:00 am,

Renville County Office Building

105 5th St, Olivia, MN 56277, Room 313 and virtually with Zoom (see page two for virtual instructions)

Attendee: Kathryn Kelly, Richard Jepson, Kevin Kokesch, Mark Koenig, Dean Schroeder
Commissioner David Harme
Staff: Hatlewick, Dahl & Richter

Minutes

- I. Call to Order
- II. Citizen Comment Period (2 minutes per person) none present
- III. Consent Agenda, June 2021 Meeting Minutes, Bills, and Treasurer's Report, **Koenig, Kelly (MSC)**
- IV. Old Business
 1. Operational items/Staff concerns, none to report
- V. New Business
 1. Preliminary 2022, Budget, Motion; approve draft budget and Authorize SWCD Administrator to adjust based on SWCD funding sources. **Koenig, Kokesch (MSC)**
- VI. Personnel Committee, Administrator Hatlewick discussed position reviews and Aug Personnel committee meeting
- VII. Program Updates- All staff join the meeting 8:30am, Kyle Richter & Ethan Dahl
 1. Cost Share Programs
 - a. CREP 65-07-19-01 petition Richter presented the project to the Board, moved to move forward with the potion for Joel Johnson's CREP restoration **Kelly, Kokesch (MSC)**
 2. Staff Reports

Hatlewick

1W1P

- Draft Plan review
- Policy Committee meeting
- South Fork Crow, MOA review with County Board

Other

- MARL, several Peer Circle virtual meetings and three days in-person meeting, Thief River Falls June 23-25th
- Area V & VI Farm Fest both planning
- Cross training staff on Soil Health and completed onsite assessments
- Working with Hawk Creek to plan joint SWCD Hawk Creek Renville County Fair Booth
- Drafting 2022, SWCD budget and County Appropriation request
- Mention district rezoning. Will update the Board when I learn more
- Provided update on remodel, nothing has started yet

Dahl

Buffer Law

- Field verifications of 1/3rd of the county. Eastside of the county. All were deemed in compliance.
- Field verifications of specific ditches Austin at the county wanted verified.
- Updating BuffCAT with new field verifications.

Agricultural Inspector

- Working with the townships on the MDA grant for the wild parsnip
- Noxious weed reports and checks for Camp 7&15, Boon Lake 23, Preston Lake 3, and Sacred Heart 8

MAWQCP

- Additional funding for Ed G. for a grassed waterway
- Finishing work on the 4 current MAWQCP applications to become certified
- 2 new applications submitted, Sue Capin and Brad Freyholtz

Other

- Coffee and Conservation Live Stream
- MNC3 Trainings
- Farm Fest meeting and coordinating schedule and website

Richter

CREP:

- '21 CREP had 5 easement applications submitted
- Had 2 hearings for public drainage reroute
- Amberg petition was not received well to the public, working with BWSR engineers to design a plan that will be better suited
- RMS constructions completed
- Worked with landowners on seed plans and other implementation goals

RIM

- Designed and got approval for a haying plan and 2 grazing plans
- Working with DNR on a combined management of 3 RIM and a WMA (burn and graze potentially)

Road Bank:

- Site visit with TEP

WCA:

- Completed 3 Notice of Applications

1W1P:

- Hawk Creek Middle Minnesota helping Holly as needed
- South Fork of Crow 1W1P draft plan submitted on June 11

State Cost Share:

- Ed Gaasch preconstruction meeting

Soil Health

- Completed soil assessments at Susan Chapin-Strikes
- Completed soil assessments at Prairie Producers hemp facility

- a. Drone update- Ethan, discussed with the Board how useful it's been and times we have needed it
- 3. NRCS Report- Loren Clarke, DC, see attached report, no NRCS present
- 4. Board Reports
 - a. Kelly, 1w1p Policy meeting on June 17th
 - b. Koenig, TSA meeting late June
 - c. Jepson, some conversation about getting Renville growers together to have erosion conversation
 - d. Kokesch, nothing to report
 - e. Schroeder, 1w1p Policy meeting June 17th, discussed the development of the Board structure going forward and drafting the JPA. Next meeting on July 14th
 - f. Commissioner Hamre mentioned the Hawk Middle MN 1w1p plan is out for a 30 day review. No other comments

VIII. Other

- 1. Review of Open Meeting Law, talk about Aug meeting Board wishes to continue to meet at county through Nov or until their new meeting room is ready. A Personnel committee will be at the SWCD office on Aug 12th, after the regular Board meeting.
- 2. Increased in stream bank erosion- Kyle, discussed concerned of customers for erosion and what policy changes and legislation are needed to make change. Kathryn, do we look at a resolution, and engage other counties with this, can we get U of MN involved, ask MASWCD if we can do anything to make this policy change. The office will discuss with other SWCD's and partners and report back at a later date.

IX. Upcoming meetings and dates to remember

- 1. Land Use Conference July 21 & 22, Kathryn will attend

X. Motion to adjourn 9:53am, **Kokesch, Kelly (MSC)**

Dates to Remember

Farm Fest Aug 3-5, 2021

Sept 14th Renville Hawk Creek Soil Health Field event

Next regular Board Meeting Aug 12, 2021, 8:00 am at 105 5th St, Olivia, MN 56277, Room 313

Renville County SWCD is inviting you to a scheduled Zoom meeting.

Topic: Renville SWCD Monthly Board Meeting

Time: Jul 8, 2021 08:00 AM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84628162179?pwd=SUk5Rmd3MWFoRUk0RzJ3SDZqNm5BUT09>

Meeting ID: 846 2816 2179

Passcode: 406079

One tap mobile

+13017158592,,84628162179#,,,,*406079# US (Washington DC)

+13126266799,,84628162179#,,,,*406079# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

Meeting ID: 846 2816 2179

Passcode: 406079

Find your local number: <https://us02web.zoom.us/j/kcK1gdsob>

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AGENDA , Notes

- I. Call to Order
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- III. Consent Agenda, July 2021 Meeting Minutes, Bills, and Treasurer's Report
- IV. Old Business:
 1. Operational items/Staff concerns, none reported
 2. 2022 Budget and Renville County Request, budget submitted to the county prior to the deadline.
- V. New Business:
 1. Renville SWCD Board Per-Diem Rate, Per MASWCD email on July 14th, SWCD could raise their per- diem rate up to \$125.00 per day. (see attached email)
 2. SWCD Lease, the planned construction completion date, is 9/1/21. With that, we will need a new lease. A draft is being prepared and will be sent to the Board for review prior to the meeting.
- VI. Personnel Committee, looking at position descriptions and reviewing SWCD handbook a their 8/12, meeting.
- VII. Program Updates- All staff join the meeting 8:30am
 1. Cost Share Programs, general report will be provided at the meeting
 2. Staff Reports, see attached
 3. NRCS Report- Loren Clarke, DC, see attached
 4. Board Reports
- VIII. Other
- IX. Upcoming meetings and dates to remember
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Lincoln Ave, Olivia, MN**

From: [employees](#) on behalf of [Sheila Vanney](#)
To: [Sheila Vanney](#)
Subject: FW: Change to SWCD Supervisor Per Diem Rate Maximum - \$125 effective August 1, 2021
Date: Wednesday, July 14, 2021 12:16:40 PM
Attachments: [image001.png](#)

Folks - Sorry for the typo in the sample policy. Corrected version below.
Statutes are different than Statutes.

From: Sheila Vanney <sheila.vanney@maswcd.org>
Sent: Wednesday, July 14, 2021 11:54 AM
Subject: Change to SWCD Supervisor Per Diem Rate Maximum - \$125 effective August 1, 2021



Minnesota Association of Soil and Water Conservation Districts



SWCD Per Diem Rate Maximum \$125 Effective August 1, 2021

One element of MASWCD's successful legislative efforts this year includes an update of the SWCD Supervisor Per Diem Rate Maximum. The new per diem rate cap of \$125 per day (up from \$75 per day) is effective August 1, 2021. That means it can apply to meetings, events, and other SWCD business occurring on or after August 1, 2021, after acted on by your SWCD board.

SWCD boards should officially take action at a board meeting to approve what rate will get used going forward, at any amount up to \$125 per day. It is recommended that this action be by way of updating your board's operating policy or expenses and per diems policy. Here is a sample expenses policy that your SWCD could adopt, and again, your SWCD has the flexibility of setting the rate at anything up to \$125 per day. The sample policy uses much of the actual language of the statutory provision on SWCD Supervisor Compensation, Minnesota Statutes, section 103C.315, subdivision 4.

- **Per Diem and Reimbursement of Travel Expenses Incurred on Behalf of the SWCD. A**

supervisor shall receive compensation for services of \$125 per day, and may be reimbursed for expenses, including traveling expense, necessarily incurred in the discharge of duties. A supervisor may be reimbursed for the use of the supervisor's automobile in the performance of official duties at a rate up to the maximum tax-deductible mileage rate permitted under the federal Internal Revenue code. (Minnesota Statutes, section 103C.315 Subd.4.) Approval must be obtained from the Board for all out-of-state travel. All reimbursements for travel related expenses require the appropriate receipts.

For reference, the [current IRS approved standard mileage rate](#) for business miles drive is 56 cents per mile.

Minnesota Association of Soil and Water Conservation Districts
www.maswcd.org

Renville County SWCD Staff Reports

Aug. 2021

Holly Hatlewick

1W1P

- Draft Plan review
- Policy Committee meeting prep

Other

- MARL, several Peer Circle virtual meetings and three days in-person meeting. New London July 21 & 22nd tours and meeting
- Area V & VI Farm Fest both planning, prep, setup and staffed
- Working with Hawk Creek to plan joint SWCD Hawk Creek Renville County Fair Booth
- Drafting 2022, SWCD budget and County Appropriation request
- Seeding Soil Health plots seeding and fall field day planning
- County Board meetings
- Evaluating SWCD handbook and position descriptions
- Renville and Hawk Creek fall field day planning event

Ethan Dahl

Buffer Law

- Updating BuffCAT with new field verifications

Agricultural Inspector

- Working with the townships on the MDA grant for the wild parsnip
- Noxious weed reports and checks for Norfolk 21, Camp 9, Preston Lake 3, Martinsburg 8 & 5, Boon Lake 4
- MACAI Conference in Chanhassen

MAWQCP

- Finishing work on current MAWQCP applications, looks like 2 more will be approved.
- Initial site visits with Sue Capin and Brad Freyholtz

Other

- Farm-Fest Coordination and website editing
- Video editing
- MNC3 Trainings
- Ag Learn Trainings
- Conservation Planning Course
- Soil Health Field day Assistance in Redwood County

Kyle Richter

CREP:

- '21 CREP had 5 easement applications submitted
- Had 2 hearings for public drainage reroute
- Amberg petition was not received well to the public, working with BWSR engineers to design a plan that will be better suited
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State Cost Share:

- Ed Gaasch preconstruction meeting

Soil Health

- Completed soil assessments at Susan Chapin-Strikes
- Completed soil assessments at Prairie Producers hemp facility



**Soil and Water Conservation District Board Meeting
August 2021
NRCS District Conservationist Report**

- Cody Dale and Michaela Nelson started as Soil Conservationists in Redwood Falls on August 2, 2021.

EQIP

- Redwood had 2 Climate Smart Ag EQIP applications preapproved. Applications are for the following practices: reduced till, cover crops, nutrient management and pollinator planting.
- Redwood County had 1 MAWQCP RCPP application preapproved. Application is for the following practices: WASCOB, grade stabilization structure and pollinator planting.
- Renville County received 2 MAWQCP RCPP applications. Application is for the following practices: no till, cover crops, nutrient management and pollinator planting.
- Brown, Redwood and Renville County currently have 48 active EQIP contracts.

CSP

- Workload prioritization worksheet has been released for 2022 CSP Renewals. In order to be high priority application needs land within a Source Water Protection Area or be a historically underserved participant. Brown County has 0 2022 renewal applications. Redwood County has 10 renewal applications. Renville County has 13 renewal applications.
- Brown, Redwood and Renville County currently have 82 active CSP contracts.

CRP

- We are working on writing CRP plans for continuous sign-ups.