

# SOIL AND WATER CONSERVATION DISTRICTS



“Helping bring YOU clean water”

## Redwood SWCD

1241 E Bridge St.—Suite C  
Redwood Falls, MN 56283  
Phone: 507-637-2427 EXT 3  
Fax: 507-637-6002  
redwoodswcd.org

### Supervisors

Chair  
Mike Hewitt  
District V  
(507) 859-2406

Vice Chair  
Donald Steffen  
District II  
(507) 648-3485

Secretary  
Thomas Morley  
District I  
(507) 641-3742

Treasurer  
Joseph Plaetz  
District IV  
(507) 747-2803

PR & I  
Ralph Heiling  
District III  
(507) 249-3568

**Staff**  
Marilyn  
Bernhardson  
District  
Administrator

Kari Clouse  
Office  
Assistant

Judy Schulte  
District  
Technician

Karen  
Wilhelmi  
Education  
Coordinator

## MINUTES FROM THE OCTOBER 8, 2009 MONTHLY BOARD MEETING

The monthly meeting of the Redwood Soil and Water Conservation District was called to order at 8:00 a.m., on Thursday, October 8, 2009, by chair Mike Hewitt. The meeting was held in the meeting room of the Ag Service Center in Redwood Falls, MN.

**BOARD MEMBERS PRESENT:** Mike Hewitt – Chair  
Donald Steffen – Vice-chair  
Tom Morley – Secretary  
Ralph Heiling – PR&I

**STAFF:** Marilyn Bernhardson – District Administrator

**COUNTY COMMISSIONER:** Gary Dahms

**WAUKON RIM:** Loran Kaardal

**ADOPT AGENDA:** Motion by Heiling, second by Morley to adopt the agenda with the addition of NACD Annual Meeting. Motion carried by all voting yes.

**CHECK PRESENTATION:** Waukon RIM sold parcels of land to the DNR and the organization will be desolved. As a result of selling the land, Waukon RIM donated \$35,000 to construct a building for storage for Redwood SWCD and DNR. Loran Kaardal presented the check to the district. The board thanked Waukon RIM for the donation.

Loran Kaardal left the meeting at 8:10 a.m.

Joe Plaetz entered the meeting 8:14 a.m.

**MINUTES:** Motion by Heiling, second by Steffen to approve the minutes from the September 10, 2009 board meeting as sent. Motion carried by all voting yes.

**PUBLIC COMMENT:** None

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**STATE COST SHARE:**

*FY 2008 Clean Water Legacy*

Motion by Plaetz, second by Steffen to approve payment for the following cost share contract:

CWL-53-08	James LeClaire	Intakes	\$900.00
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Motion carried by all voting yes.

Motion by Heiling, second by Plaetz to accept the following request for cost share assistance:

CWL-72-08	Mike/David Geis	Dam	\$38,767.61
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Motion carried by all voting yes.

Area II will provide technical assistance on CWL-72-08.

*RCRCA Cost Share:* RCRCA has a request for cost sharing a Grade Stabilization Structure on Swedzinski Brothers property. Motion by Steffen, second by Heiling to recommend the cost share contract to RCRCA for their approval. Motion carried by all voting yes.

*District:* NRCS has been working with James Evans on a water and sediment control basin for several years. Recently the landowner called the office to request cost share on this project and indicated they wanted to get done this fall and then the individual left for Texas. Motion by Plaetz, second by Steffen to approve the request for cost share with the condition that the landowner sign the contract prior to the project starting.

3-09	James Evans	638	\$12,072.30
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Motion carried by all voting yes. NRCS will provide technical assistance.

**BILLS PAYABLE:** Motion by Plaetz, second by Morley to approve payment of bills through October 8, 2009 totaling \$28,061.84. Motion carried by all voting yes.

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### REPORTS:

Kari Clouse entered the meeting at 8:39 a.m.

Office Assistant – Reporting on several months of activities - 1) Printed and mailed tree invoices for 2009. 2) Edited and printed clean water legacy brochure for fair and farmfest. 3) Updated hourly wages for district and RCRCA staff. 4) Installed Redwing Payroll and Turning Point Accounting updates for RCRCA and the District. 5) Payroll, supervisor's compensation and associated reports for both entities. 6) Monthly books for entities and all reports, etc that goes with monthly reconciliation. 7) Submitted quarterly sales tax report. 8) Edited minutes of board meetings and mailed out with agendas. 9) Sent out tree replacement letter and postcards. 10) Completed Water Management financial report through September 30, 2009. 11) Made photo copies of items for environmental fair. 12) Working on putting payments in eLINK. 13) Attended insurance meeting for both District and RCRCA. 14) Monthly invoices for reimbursement from RCRCA to the District. 15) Helped RCRCA resolve rent issues. 16) Set up accounts for both RCRCA and the District for direct payment of rent to the landlord. 17) Switched deferred compensation reporting from paper to computer reporting and remittance. 18) Sent out EQIP payment notices to landowners. 19) Continue to process 1026's for NRCS. 20) Sent information to state climatologist from rain gauge holders. 21) Attend RCRCA board meetings and process items from the meeting. 22) Will be Assisting Area II to set up joint annual meeting. 23) Ran expense reports for 2008 CWL T&A. 24) Been in contact with SW/WC to resolve issue of all the junk mail that my computer receives.

Kari Clouse left the meeting and Judy Schulte entered the meeting at 8:34 a.m.

*Technical Report:* Schulte 1) Participated in the scoring of rock outcrop applications. Continue to receive new interest in the program. 2) Attended a farm bill meeting. 3) Measured wells and submitted report. 4) Continue to work on WCA issues. 5) Worked at environmental fair one day and helped Karen get ready. 6) Prepare and send out CRP proposals. 7) Tree visits and designs. 8) First living snow fence with MNDOT in county. 9) Attended RUSLE II training to show how it links to eLINK reporting. 10) GPS'ed and put up posts on a couple of CREP sites. 11) Looked at potential rain garden site. 12) Attended Minnesota River Basin meeting. 13) Working on final items for Cooperative Weed Management Grant. 14) Working on brochure for buckthorn. 15) We will be sending letters to all RIM landowners asking if they would like to upgrade the cover on their land. Once we find the interest we will submit a small grant request to the Lessard-Sam small grant program. 16) Looking at ordering tree mats and staples for tree matting machine with multi-SWCDs.

Judy Schulte left the meeting and Karen Wilhelmi entered the meeting at 9:00 a.m.

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*Education Report:* Wilhelmi 1) Continue to update website. 2) Spent many hours preparing for and working at environmental fair where 1,717 students attended. Also did some follow up after the fair. 3) Ecology bus will be coming to Redwood County tomorrow; will be with St. Michaels and Cedar Mountain students. Also scheduling the bus for next year. 4) Working on RIM mailing list and straightening out the folders. Once all RIM folders are completed will be working on CREP folders. When they are all organized will be alphabetizing all the contracts. 5) Contacted SWROC about State Convention.

Karen Wilhelmi left the meeting at 9:06 a.m.

*District Administrator:* Bernhardson 1) Attended Clean Water Council and Work Group Meetings. 2) Rectified all cost share programs. 3) Worked one day at the environmental fair. 4) Attended a LiDAR meeting in Marshall. 5) Went on site for a possible rain garden installation. 6) Attended MASWCD legislative committee meeting. 7) Attended Minnesota River Meeting. 8) Submitted farm bill report to BWSR. 9) Staff discussed ideas for request for proposal for Clean Water Funds. 9) Staff also discussed possible locations for projects to submit grant application for Lessard-Sam small grants program. 10) Sent several RIM landowner changes to St. Paul. 11) Responded to Sanborn City well head protection plan. 12) Got rent agreement completed and signed by lessor. 13) Prepared and sent letters to Secretary of State Office informing them that Redwood SWCD is a part of the SW Prairie TSA. 14) Prepared Legislative report for MASWCD. 15) Attended BWSR sponsored clean water funding informational meeting.

*RCRCA:* Steffen reported on the September 21, 2009 meeting.

*NRCS:* Neither NRCS staff is available to report. Administrator handed out copies of NRCS report - Redwood Falls field office goal summary. Reported that EQIP totals were 13 contracts for 3,077.51 acres totaling \$381,470.76. WHIP totals were 2 contracts for 66.60 acres totaling \$5,709.00. Conservation Stewardship Program sign up that just ended - had 39 inquiries and 22 individuals signed up. Interviews of the 22 will be held in October.

Presented the letter from Nathan Blankers outlining that both NRCS and the partners are to provide equitable service to all without discrimination.

*County Commissioner:* Dahms - 1) Departments of the county are all moved into the new government center. 2) The whistle stop tour for the railroad was lifting up the need for continued funding. 3) Midwest Community college located in the government center will be holding an open house tomorrow.

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**RIM-ROCK OUTCROP:** Redwood County received funding for 4 of our 11 applications under the second LCCMR grant. A third grant request has been submitted to LCCMR. Motion by Heiling, second by Plaetz to accept the following RIM/Rock Outcrop Applications:

64-01-09-07	Luann Kern	132.5 acres
64-02-09-07	Vilo Dahmes	21.6 acres
64-03-09-07	Haas Trust	50.0 acres
64-04-09-07	Robin Stegner	46.4 acres

Motion carried by all voting yes.

**BUILDING:** Now that the check has been received we can move forward with the plans for building the storage building. Steffen and Plaetz outlined the discussions that they have had with several companies.

Will continue working on developing a bid sheet and will postpone the construction until spring.

**STATE CONVENTION:** Details of the state convention were discussed. Those attending from our District will be Heiling, Bernhardson and Wilhelmi. Registrations are due November 5, 2009.

Motion by Plaetz, second by Steffen, in lieu of paying part of expenses for conservation farmer to attend the convention, the district will donate \$100 to Southwest Research and Outreach Center. Motion carried by all voting yes.

Resolutions were voted on and will be forwarded to MASWCD.

**NACD ANNUAL MEETING:** Annual meeting will be held in Orlando, Florida January 31 – February 2, 2010.

**PERSONNEL COMMITTEE:** Personnel Committee reported on an incident that had occurred in the office.

Motion by Steffen, second by Plaetz to close the board meeting at 11:32 a.m. Motion carried by all voting yes.

Don Steffen left the meeting at 12:30 p.m.

Motion by Plaetz, second by Heiling to reopen the meeting at 12:37 p.m. Motion carried by all voting yes.

Personnel committee will meet with county attorney.

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**OTHER BUSINESS:** None

**NEXT MEETING:** The next meeting of the Redwood Soil and Water Conservation District will be held November 12, 2009 at 8:00 a.m. in the meeting room of the Ag Service Center in Redwood Falls, MN.

**ADJOURNMENT:** Meeting was adjourned at 12:40 p.m.

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Supervisor