

MINUTES OF THE BENTON SOIL AND WATER CONSERVATION DISTRICT
USDA SERVICE CENTER
FOLEY, MINNESOTA
January 16, 2008

I. Meeting was called to order by Chair Joe Jordan at 8:31 A.M.

Attendance:

Chairperson:	Joe Jordan	Other: Gerry Maciej, District Manager
Vice Chair:	Rod Bemboom - Absent	Other: Pam Kuhn, Program Assistant
Secretary:	Duane Tadych	Other: Pat Gehling, NRCS District Conservationist
Treasurer:	Mike Gans	
Member:	Phil Grosland - Absent	

II. Approve Agenda

Gerry Maciej requested the following additions: Add **V. (F)** Jayme Timm – Low Interest Loan Application: septic, new well and sealing existing well, **VIII. (A)2.** Chandler Manure Spreader Scheduling & Maintenance, **VIII. (B) 4.** Request TAA review from NRCS, **VIII. (B) 5.** NACD Membership Dues. Mike Gans made a motion to approve the agenda with additions. Duane Tadych seconded the motion. All were in favor. **The motion passed.**

III. Minutes of Previous Meetings

Duane Tadych made a motion to approve the December 19, 2007 board meeting minutes. Mike Gans seconded the motion. All were in favor. **The motion passed.**

IV. Treasurers' Report

Gerry reviewed the Money Market Account, Account Quick Report, Manure Spreader Account and December Treasurer's Report with the board. Mike Gans made a motion to approve the Money Market Account, Account Quick Report, Manure Spreader Account and the December Treasurer's report. Duane Tadych seconded the motion. All were in favor. **The motion passed.**

Gerry reviewed Accounts Payable report with the board. Mike Gans made a motion to approve the Accounts Payable report. Duane Tadych seconded the motion. All were in favor. **The motion passed.**

V. Conservation Plans

- A. Report on EQIP and CRP plans approved by SWCD staff in December** – Gerry approved 3 CCRP Plans. 1) Debbie Brambrink – CCRP wetland restoration and tree planting for 3.7 acres. 2) Chad Barone – Shelterbelt. 3) Tom Barone – Shelterbelt. Pat handed out a DC Report and EQIP Report with all who signed up. EQIP conservation plans for the following individuals were approved by SWCD staff since the last board meeting; Dennis Popp, Fred Fleck, Robin Midas, Russ Kath, Mark Kaschmitter, John Bemboom, Jack Happe, Tom Hoffman, Jack Happe/John Hoffman, Loris VanHooser, Jim and Darleen Cassidy. He also reviewed who has not signed and what each contract holder will be doing for a practice and where the project is as of right now. Wildlife Habitat Incentives Program – Pat explained to the board there are two people interested in planting native grasses wild flowers. We are expecting a limited amount of WHIP funding in the near future.
- B. Robert Lentner – Clean Water Legacy CWL- 09 New Contract and Incentive Payment Request** – Mike Gans made a motion to approve cost share contract CWL-09 in the amount of \$150.00. Duane Tadych seconded the motion. All were in favor. **The motion passed.**

Duane Tadych made a motion to approve payment for incentive CWL-09 in the amount of \$150.00. Mike Gans seconded the motion. All were in favor. **The motion passed.**

C. Jeff Montag – Clean Water Legacy CWL- 19 New Contract and Incentive Payment Request –

Mike Gans made a motion to approve cost share contract CWL-19 in the amount of \$150.00. Duane Tadych seconded the motion. All were in favor. **The motion passed.**

Duane Tadych made a motion to approve payment for incentive CWL-19 in the amount of \$150.00. Mike Gans seconded the motion. All were in favor. **The motion passed.**

D. Maurice Ryberg – Clean Water Legacy CWL-18 New Contract Request – Mike Gans made a motion to approve cost share contract CWL-18 in the amount of \$450.00 for 3 manure management test plot incentives. Duane Tadych seconded the motion. All were in favor. **The motion passed.**

E. Bernie Janson – Clean Water Legacy CWL- 20 New Contract and Incentive Payment Request – Mike Gans made a motion to approve cost share contract CWL-20 in the amount of \$150.00. Duane Tadych seconded the motion. All were in favor. **The motion passed.**

Duane Tadych made a motion to approve payment for incentive CWL-20 in the amount of \$150.00. Mike Gans seconded the motion. All were in favor. **The motion passed.**

F. Jayme Timm – Low Interest Loan Application– Septic, New Well and Sealing existing well

Katie Evans entered meeting at 9:12 a.m. to give some background on the Low Interest Loan application. Katie indicated to the board that Timm needs to replace a non-compliant septic system. In doing so, the new system has to be located in a place that will not meet the minimum setback requirements for an existing well. Because of this the well will have to be sealed and a new one drilled. The cost estimates are septic \$9,000, new well \$5,000 and sealing the old well \$500.00. The board can approve the loan application for all three components if they feel that they are needed to protect water quality. Katie also reviewed Minnesota Department of Agriculture points as to what is considered water quality protection. The board felt that all three components were necessary to protect water quality. Mike Gans made a motion to approve the low interest loan application for all three components of the project up to \$20,000.00. Duane Tadych seconded the motion. All were in favor. **The motion passed.** Katie Evans left the meeting at 9:18 a.m.

VI. Permits, Applications, Certificates of Compliance –

A. None to date.

VII. Action Items

A. Old Business -

- 1) **Refund for overpayment of storage unit** - Mike Gans made a motion to discontinue the districts attempts to collect the refund due to the district. Duane Tadych seconded the motion. All were in favor. **The motion passed.**
- 2) **Chandler Manure Spreader Scheduling and Maintenance** – Tadych informed the board that he had contacted Tom Reberg and Bob Schreifels and both were not interested. Gerry contacted Terry Lewandowski and he agreed to schedule and maintain the spreader. An agreement would be made to pay Lewandowski \$30.00 each time the spreader goes out and \$50.00/hr for labor on repairs done to the spreader. Terry requested a locking mechanism to be installed and asked about preventative maintenance on the spreader prior to the spreader going out. Gerry requested to have Lewandowski make any minor repairs costing less than \$400.00. If repairs are estimated to be greater than \$400.00, Mr. Lewandowski is asked to contact the SWCD before proceeding. Mike Gans made a motion to approve having Terry Lewandowski schedule and maintain the spreader with the contract changes indicated. Duane Tadych seconded the motion. All were in favor. **The motion passed.** Gerry discussed with the board the possibility of looking for different spinner motors that are more durable. He indicated that the seals continue to go out and this has been a reoccurring problem. Discussion was held. Joe Jordan offered to look at the spreader with Gerry and report back to the board with recommendations.

B. New Business

- 1) **Assign Committees for 2008** – Mike Gans made a motion to approve committees for 2008. Duane Tadych seconded the motion. All were in favor. **The motion passed.**

COMMITTEES FOR 2008	
<u>Committee</u>	
Anoka Sand Plains	Joe Jordan, Phil Grosland
Cluster V	Rod Bemboom, Mike Gans
Commissioners	Mike Gans, Joe Jordan
Education	Joe Jordan, Duane Tadych
Finance	Mike Gans, Phil Grosland
Legislative	Duane Tadych, Phil Grosland
Personnel	Joe Jordan, Rod Bemboom
RC&D	Phil Grosland, Joe Jordan
Water Quality	Joe Jordan, Phil Grosland

- 2) **Comprehensive Plan for 2008** – Gerry recommended adopting the Benton County Comprehensive Local Water Management plan as the Districts Comprehensive plan. Mike Gans made a motion to adopt the Benton County Comprehensive Local Water Management plan as the Districts Comprehensive plan. Duane Tadych seconded the motion. All were in favor. **The motion passed.**
- 3) **Annual Plan for 2008** – Gerry reviewed a draft SWCD Annual Plan with the board. Mike Gans made a motion to approve the Annual Plan. Duane Tadych seconded the motion. All were in favor. **The motion passed.**
- 4) **Request TAA review from NRCS** – Gerry reviewed with the board that he is the only SWCD employee who has the authority to approve the design and installation of most conservation practices and that Mike McMillin is currently the only employee with authority for low cost feedlot practices with the Clean Water Legacy cost share program. Gerry recommends requesting the NRCS staff to begin process to review technical authority approval for staff. Mike Gans made a motion to request the NRCS begin the process to review technical authority approval for staff. Duane Tadych seconded the motion. All were in favor. **The motion passed.**
- 5) **NACD Membership Dues** – Mike Gans made a motion to approve payment of \$400.00 for 2008 dues. Duane Tadych seconded the motion. All were in favor. **The motion passed.**

The Board recessed for break at 9:55 a.m. and reconvened at 10:10 a.m.

VIII. Progress Reports

- A. SWCD/NRCS Project List
- B. Gerry Maciej – Manager
- C. Annie Felix – Water Plan Technician
- D. Katie Evans – Technician
- E. Mike McMillin – District Technician
- F. Pam Kuhn – Program Assistant
- G. Dan Martens – U of M Extension – not in attendance to present a report.
- H. Pat Gehling – NRCS District Conservationist
- I. Barb Zeroth – NRCS Soil Conservation Technician

IX. Information Items

A. Committee Reports

- 1) **Central Minnesota SWCD’s JPA 5 Meeting (Rod)** – Gerry indicated the JPA 5 provided assistance with 216 projects in 2007 which included site visits, surveying, designs and construction. JPA 5 assisted Benton County with 6 wetland and 2 shoreline projects. All 8 counties were assisted by the JPA 5 in 2007. Gerry indicated that Stearns County has LIDAR available and it has increased the amount of preliminary work the JPA can complete. This is due to the fact that in most cases a survey is no longer needed. Stearns County paid approximately ½ million dollars to have this done. LIDAR cuts down on staff going out for site visits. Wright and Sherburne counties are discussing the possibility of doing a LIDAR. Dennis Fuchs of Stearns SWCD and Helen McLennan from Morrison SWCD applied for and received a challenge grant for equipment such as a vehicle, computers and digital cameras.

- 2) **Update on Little Rock Lake TMDL Project** – Gerry informed the board that Bill Walker has verbally committed to the project. He is requesting another year of water quality data collection from Little Rock Lake and samples from the bottom of the lake to help assess internal phosphorous loading.
- 3) **Update on Elk River Watershed Projects** – Gerry informed the board that he and Mark Basiletti completed the first full draft of the proposal to send out to a list of consultants. They are giving consultants 30 days to prepare proposals. Also, Sherburne County is providing funding towards a watershed coordinator position in the same amount as Benton County therefore the TMDL contract with the MPCA is the final piece of funding that needs to be secured for the position.

B. Old Business

- 1) **FY2006 Audit Report** – The board agreed to have Gerry schedule a phone call with Mayer, Porter, Beinhorn & Rowe, Ltd. for the February board meeting.

C. New Business

- 1) **W-4 Forms for 2008** - Supervisors in attendance completed and handed in their W-4 forms to Pam.
- 2) **New computers ordered for the district** – Gerry informed the board that 2 computers were ordered for him and Pam and a laptop for the Little Rock Creek TMDL project.
- 4) **Benton SWCD website update** – Gerry provided website update and is requesting to use NACD to host website. Mike Gans made a motion to approve NACD to host website. Duane Tadych seconded the motion. All were in favor. The motion passed. A preview of the new website will be made immediately following the meeting.
- 5) **Choose tree species for Soil and Water Stewardship Week** – A tree listing was handed out for the board to review. The board was in favor of the Black Hills Spruce for the tree specie for 2008.
- 6) **Discuss the Districts environmental education program** – Gerry indicated he would like the district to begin rebuilding its environmental education program. The program had undergone severe cutbacks several years ago when the district was facing budget and staff cutbacks. Discussion was held with the board as to how to proceed with rebuilding the District's education program. The board discussed concerns with staff time constraints and available funding. The board directed Gerry to have the District staff & NRCS hold a meeting and come up with ideas. The board directed any ideas to be routed through the education committee for review.
- 7) **Registration for MASWCD Legislative Day at the Capital** – Registration fee increased from \$50.00 to \$55.00 this year. Discussion was held on the registration fee and what was all included in the fee. The board recommended to have Gerry make appointments with the legislatures and figure out who will be attending at the next board meeting.

X. Correspondence

- A. **MASWCD Letter about BWSR board appointments** – No one was interested at this time to fill the SWCD position on the BWSR board.

- B. **WRAC September Minutes** – No comments

- XI. **Adjourn** Duane Tadych made a motion to adjourn the meeting. Mike Gans seconded the motion. All were in favor. The motion passed. The meeting was adjourned at 10:52 a.m.

Respectfully submitted by Pam Kuhn.

Secretary, Board of Supervisors

Date

Calendar of Future District Activities:

January 22, Water Resources Advisory Committee Meeting, Benton County Courthouse
January 28, Elk River Watershed Association Meeting, USDA Service Center, Foley
February 7, MMM RC&D Meeting, USDA Service Center, Waite Park
February 18, (Tentative) Elk River Watershed Association Meeting, Palmer Town Hall
February 20, Benton SWCD Board Meeting, USDA Service Center, Foley
February 26, SWCD Day at the Capital