

MINUTES FOR THE FEBRUARY 11, 2021, BOARD MEETING OF THE SUPERVISORS FOR THE CLAY SOIL & WATER CONSERVATION DISTRICT, HELD ELECTRONICALLY THROUGH ZOOM. The Clay Soil and Water Conservation District (SWCD) held the February 11, 2021 meeting via “Zoom” according to Minnesota Statutes 13D.021, subdivision 1. The Clay SWCD will return to in-person meetings when allowable and safe. In the meantime, the Clay SWCD will continue to hold meetings via telephone or other electronic means if the conditions of this section are met.

The meeting was called to order by Supervisor Hildebrandt at 4:00 p.m.

ROLL CALL: Members present: Joel Hildebrandt, Chairperson
Paul Krabbenhoft, Vice Chairperson
Carol Schoff, Treasurer
Randy Schellack, Secretary
Robert Anderson, Reporter

Others present: Kevin Kassenborg, District Manager
Craig Halverson, District Technician/CFO
Gabe Foltz, District Technician/ CAI
Tony Nelson, PF Biologist
Jenny Mongeau, County Commissioner
Robert Guetter, NRCS Team Lead
Matt Jacobson, Clay County Planning Director

Absent: Amanda Lewis, District Coordinator

The Pledge of Allegiance was recited.

APPROVE AGENDA: M/S/P, Schellack/Anderson, to approve the February agenda. Motion carried.

Meeting and mileage forms completed by Supervisors.

SECRETARY’S REPORT: A draft copy of the January 14, 2021, meeting minutes was emailed to the Supervisors prior to the February meeting. **M/S/P, Anderson/Schoff, to approve the January 14, 2021 minutes.** Motion carried.

TREASURER’S REPORT: See Mandy’s report.
M/S/P, Krabbenhoft/Schellack, to approve the treasurer’s report. Motion carried.

BUFFALO-RED RIVER CWMP MOA FOR SIGNATURE: See Kevin’s report. There was a discussion held.
M/S/P, Schellack/Krabbenhoft, to approve signing the MOA. Motion carried.

WILD RICE-MARSH RIVER CWMP MOA FOR SIGNATURE: See Kevin’s report. There was a discussion held.
M/S/P, Krabbenhoft/Anderson, to approve signing the MOA. Motion carried.

APPROVE STATE COST SHARE CONTRACTS REQUESTING ASSISTANCE:

CS 21-02 P. Nystuen for a Field Windbreak in the amount of \$1,539.00
CS 21-01 M. Valan for a Field Windbreak in the amount of \$2,224.00
CS 21-04 M. Perkins for a Field Windbreak replacements in the amount of \$75.85

M/S/P, Anderson/Schellack, to approve the above listed cost-share contracts for assistance. Motion carried.

APPROVE VOUCHERS PAID: The list of vouchers from Elect # 2107 -2113 and #20782 – 20815 were reviewed, and credit given to have been paid by due date. **M/S/P, Anderson/Schoff, to approve the vouchers that had been paid as listed.** Motion carried.

2021 CLAY COUNTY COMPREHENSIVE & TRANSPORTATION PLAN: Guest Matt Jacobson, Clay County Planning Director, discussed the updates and details of the plan. There was a discussion held. He asked that a staff member take part of the committee for the plan. Matt made a request to the Board to have Kevin Kassenborg added to the study group as an informal member.

PERSONNEL UPDATE: There was a discussion held on filling an open position with the district. More to come.

CWF: Craig stated that he is waiting for Erik Jones, Houston Engineering, to finalize costs for the projects.

BUFFER LAW: See Gabe's report.

COVER CROP COST SHARE PROGRAM: See Gabe's report.

BRR 1W1P COMMITTEE REPORTS: See Kevin's report.

WR-M 1W1P COMMITTEE REPORTS: See Kevin's report.

TSA DISTRICT MANAGER'S MEETING: See Kevin's report.

COVID 19 – Update: See Kevin's report. Discussion held.

CLAY COUNTY 52nd ANNUAL INTERGOVERNMENTAL RETREAT: See Kevin's report.

SWCD'S ANNUAL UPDATE TO COUNTY BOARD: See Kevin's report.

MN LEGISLATIVE SESSION: See Kevin's report.

Paul had staff construct a brochure describing the District and its programs. He gave the brochure to newly elected representative, Heather Keeler.

AREA 1 SPRING MEETING: Paul stated that the meeting will be held virtually on March 16th from 9am-noon. There was a discussion held on Area 1 positions.

“VIRTUAL” DAY AT THE CAPITOL: The meeting will be held March 18th. Registrations are due March 12th.

CRESTWODD POLLINATOR HABITAT PROJECT: See Mandy and Tony's reports.

CREP: See Tony's report.

JOB APPROVAL AUTHORITY MEETING: See Kevin's report.

NRCS – See Sharon's report

ROBERT GUETTER REPORT: Discussed the Job Approval Authority training sessions and alternative options if trainers are not available. Discussed programs and deadlines. There was a discussion held on the MOA and the verbiage issues the Clay SWCD Board has addressed. Bob sent a draft, with comments, addressing questions the SWCD Board has pertaining to the MOA. Kevin stated that Troy Daniell would like to attend our April Board meeting.

REPORTS:

COUNTY COMMISSIONER:

Jenny discussed the Comp plan and COVID-19. Gave a reminder to check our website for past minutes.

MASWCD: Paul discussed the future of District Capacity Funding and the District Supervisor Compensation.

PLANNING COMMISSION: Joel stated that Ray Reading, realtor, was looking for approval of another subdivision near Hawley. Discussed problems with a local company that is having issues with permitting and zoning.

CFO PROGRAM UPDATE: See Craig's report.

TREE PROGRAM UPDATE: See Craig's report.

URBAN CONSERVATION: See Mandy's report.

CAI UPDATE: See Gabe's report.

PF UPDATE: See Tony's report.

WCA/LWM/AIS: See Kevin and Tony's reports.

UPCOMING EVENTS:

February 15th – President's Day – Office closed

February 17th – NACDE Winter Zoom Meeting

March 3rd, 10th, 17th, 24th – Local Work Group Training Sessions – More to Follow

ADDITIONAL ITEMS:

No tree week this year.

NEXT MEETING DATE: March 11, 2021 @ 4:00PM

ADJOURN: Supervisor Hildebrandt called for a motion to adjourn the meeting. **M/S/P, Anderson/Schoff, to adjourn the meeting at 5:40 p.m.** Motion carried.

BY: Amanda Lewis
District Coordinator

Randy Schellack
Secretary

Signature after approved

Date