

MINUTES FOR THE June 10th, 2021, BOARD MEETING OF THE SUPERVISORS FOR THE CLAY SOIL & WATER CONSERVATION DISTRICT, HELD AT THE COUNTY HIGHWAY DEPARTMENT, MOORHEAD, MN.

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, Natural Resources Management Technician
Robert Guetter, NRCS Team Lead
Jenna Kahly, County Commissioner

Absent: Jenny Mongeau, County Commissioner
Amanda Lewis, District Coordinator

The Pledge of Allegiance was recited.

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

MEETING AND MILEAGE FORMS COMPLETED BY SUPERVISORS.

SECRETARY'S REPORT: A draft copy of the May 13, 2021, meeting minutes was emailed to the Supervisors prior to the June meeting. **M/S/P, Schoff/Schellack, to approve the May 13th, 2021, minutes.** Motion carried.

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

APPROVE CLEAN WATER FUND CONSERVATION PRACTICE CONTRACTS REQUESTING ASSISTANCE:

CWF 21-04 W. Colbeth for a Toe-wood sod mat in the amount of \$39,232.00
CWF 21-06 S. Smith for a Toe-wood sod mat in the amount of \$36,935.00

M/S/P, Schellack/Schoff, to approve the above listed Clean Water Fund Conservation practice Contracts requesting assistance. Motion carried.

SCANNING OFFICE DOCUMENTS – PART-TIME HELP

Kevin stated that we had the discussion last year to hire office help to scan documents. We did not continue the conversation as COVID 19 closed the office for the remainder of 2020. There was a discussion held to hire Jenna Hanson to work an average of 20 hours per week and pay her \$12/hr. We put in a request to our IT people to have them come and hook up a computer and scanner for her to use. They will hopefully be here sometime next week. She will start the week of June 21st.

M/S/P, Anderson/Schoff, to hire Jenna Hanson for an average of 20 hours per week for \$12/hr. Motion carried.

APPROVE VOUCHERS PAID: The list of vouchers from Elect # 2140 - 2148 and #20894 - 20925 were reviewed, and credit given to have been paid by due date. **M/S/P, Krabbenhoft/Schellack, to approve the vouchers that had been paid as listed.** Motion carried.

MN LEGISLATIVE UPDATE: See Kevin's report. Paul added to the discussion stating that things were looking favorable at this time.

LAST MINUTE RESOLUTION TO BRING TO AREA 1 MEETING

There was a discussion held and it was decided to pursue writing a resolution pertaining to wetland communications between agencies. Staff will work on the language tomorrow.

AREA 1 MEETING: Kevin stated that the meeting will be held at the Shooting Star Casino in Mahanomen. There are 4 staff and 4 Board members registered to attend. There was a discussion held. The meeting will start at 9:00 AM. East Otter Tail is the host district.

HEALTH INSURANCE FOR 2022: See Kevin and Mandy's report.

2022 COUNTY BUDGET REQUEST: See Kevin's report.

QUICKBOOKS SOFTWARE-DOCUMENT REQUIREMENTS: See Mandy's report. Joel Hildebrandt along with the Board of Supervisors designated Amanda Lewis as the Primary Administrator for the Clay Soil and Water Conservation District's Quickbooks software, and all the information included in the software. Joel will provide a copy of his drivers license as well as a letter to be sent to Quickbooks as recommended.

M/S/P, Anderson/Schellack, to approve Amanda Lewis as the Primary Administrator for the Clay Soil and Water Conservation District's Quickbooks software. Motion carried.

ANNUAL PLAN FOR FY 2022 STATE COST SHARE GRANTS: See Kevin's report.

TSA EXECUTIVE MEETING: Carol stated that the executive committee had met and had voted to keep the TSA as is for the next fiscal year. There was a discussion held on whether we wanted to use consultants, or the TSA engineering staff. Paul made a motion for staff to use their discretion as to which engineering option, they chose Randy seconded.

CWF: See Craig's report.

BUFFER LAW: See Gabe's report.

BRR CWMP: See Kevin's report.

WRM CWMP: See Kevin's report.

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

CREP: See Tony's report.

PHEASANTS FOREVER BIOLOGIST POSITION UPDATE: Nothing new to report.

COVID 19 – Update: See Kevin's report.

OUTSTANDING CONSERVATIONIST FOR 2022. Kevin stated that since there was no Outstanding Conservationist selected for 2020. Randy Schellack will choose the 2021 conservationist.

LONG LAKE CONSERVATION CAMP SCHOLARSHIPS: See Mandy's report. There was a discussion held about the camp.

M/S/P, Schellack/Krabbenhoft, to approve 2 scholarships, up to \$850. Motion carried.

FALL TOUR: Discussion held on holding a tour with County Board Members and Legislators. Potentially to be held the end of August.

USDA's PANDEMIC COVER CROP PROGRAM: See Gabe's report.

LOCAL WORK GROUP PARTICIPATION: See Kevin's report. There was a discussion held. It was decided to hold the meeting on June 29th at the Clay County Highway Department at 9 AM.

NRCS – See Sharon's report

ROBERT GUETTER REPORT: Robert stated that a couple of EQIP Contracts have been cancelled, with the potential for a couple of more to be picked up. Discussed the CRP Status reviews.

REPORTS:

COUNTY COMMISSIONER:

No report.

MASWCD: Paul and Randy stated that they are waiting for the special session to begin on June 14th.

PLANNING COMMISSION: Joel stated there were a couple of building permits passed as well as a couple of feedlot permits.

CFO PROGRAM UPDATE: See Craig's report.

TREE PROGRAM UPDATE: See Craig's report.

NO-TILL DRILL PROGRAM: See Craig's report.

URBAN CONSERVATION: See Mandy's report.

CAI UPDATE: See Gabe's report. Gabe stated that the County Landfill contacted us for spraying Leafy Spurge.

WCA/LWM/AIS: See Tony's report. Tony stated that there are problems with coordinating efforts with jurisdictional responsibility. This will be addressed in our resolution.

CONGRESSWOMAN FISCHBACH MEET & GREET: See Kevin's report.

UPCOMING EVENTS:

June 15 – Rain Barrel Workshop – MB Johnson Park
June 15 – Area 1 Meeting – Shooting Star Casino Mahanomen
June 24 – TSA Board meeting – Shooting Star Casino Mahanomen
July 5th - Independence Day Observed – Office Closed
July 14th – Wilkin SWCD Soil Health Field Day

ADDITIONAL ITEMS:

James Kruize request for assistance in spreading the word about upcoming County Committee elections. There was a discussion to hold the next meeting at the Clay County Highway Department.

NEXT MEETING DATE: July 8, 2021 @ 4:00 PM tentatively at the Clay County Highway Department.

ADJOURN: Supervisor Hildebrandt called for a motion to adjourn the meeting. **M/S/P, Schoff/Schellack, to adjourn the meeting at 6:25 p.m.** Motion carried.

BY: Amanda Lewis
District Coordinator

Randy Schellack
Secretary

Signature after approved Date

Mandy's June 2021 Report

Financial Reports – I have added the financial reports for the year through the end of May The Profit and Loss – this shows what has been spent. The Balance sheet – this shows what we have left to spend, and the Budget vs. Actual – This will show where we are at in comparison to our budget. Please remember that we cannot account for the funds from the County or State until they are spent, this is where the Balance sheet will help to show what each one of those grants has available in it. I received a letter from the IRS stating that the \$14,087.04 that we received for the COVID pay from the 4th quarter in 2020 will need to be returned to the IRS. Specifications to the COVID pay reimbursement were released and we do not qualify for the assistance due to us being a government agency. I called Amy on the matter, and she said that when we filed there was not a lot of specifications on who could receive the assistance so she figured we might as well try it. I am currently waiting to see how the IRS wants us to handle the situation.

QUICKBOOKS – In May I had a notice on my Quickbooks account that I needed to upgrade payroll before May 31st or the service would not work. I clicked the button and thought everything was handled the way it should be as this was on my Quickbooks software. I received the credit card statement for last month and noticed there were two charges on there from Quickbooks. One was for \$214.74 (this was for an online version of quickbooks that stated it was an annual fee) and one was for \$697.94 (this is the amount we pay annually for our quickbooks.) I did not want the online portion for \$214.74 so I called Quickbooks to discuss the situation, WHAT A JOKE!!! After finally reaching a human, they told me when I clicked the button on my software it downloaded an online version of my software and that all the information, I registered with that day built a new company file which then overrode my old Quickbooks software. Since I do not have access to my old email, I am not getting any invoices or updates because it is like my account never existed. Quickbooks is functioning fine, but they cannot give me access to my old account without permission, due to safety precautions. Therefore, I am requesting that there be an approval item stating that I have the administrative rights to our Quickbooks software and everything in it. I will also need a copy of Joel's driver's license as well as a signed permission letter. Like I said, what a joke. The \$214.74 was refunded to us. If you remember in the past, we have always updated to the newest version of Quickbooks every 3 years this was roughly \$400, we will be charged that amount for the 2021 version of Quickbooks. I will not have invoices for those credit card charges until this gets resolved.

Pollinator – Tony and I went out to the Crestwood site to check for weed pressure. There were a couple of patches of Leafy Spurge, so Tony went out and spot sprayed. We will continue to monitor the site, if the weeds get out of control we will mow. I placed a call into gopher one to mark for utilities where we are going to place the Crestwood Pollinator sign. We plan on putting the sign up this week sometime. We are working with a landowner on Highway 75 to complete a pollinator site. Currently he is spraying another section, once that is complete, we will wait about a week then go out and till and plant for him. We received our plants from MN Native Landscapes, the plants were put into our pollinator at the office, some were put downtown in the flower beds, and Tony and I took some home to put into our pollinator gardens. Our office Pollinator Garden looks amazing!

Office – I have spent the last couple of weeks going over our records retention schedule and trying to figure out where to start with the scanning process. I have spent a lot of time researching the quickbooks issues, the COVID pay guidelines as well as attempting to get some files set up and ready to be scanned.

Urban Conservation – It has been CRAZY!! If we do not have a class, we are prepping for a class or working on presentations for the class. Craig and I made a trip to Cass SCD, which is located on the Red River Fairgrounds, to pick up the barrels for my Compost Workshop. After stopping 10 times to rearrange the barrels we decided that a bungee net would be a wise investment! We had a Compost Workshop at Trollwood Park in Fargo on May 18th there were 10 people that attended. The wind was gusting to 30 MPH that night and made for an interesting class. We received very good feedback on the class. We had a Rain Barrel Workshop on May 25th at Trollwood Park in Fargo again the wind was gusting, and it decided to down pour, the difference was Fargo Parks moved us to an enclosed shelter, so things were much smoother with this class. We had 10 attendees. I have a class scheduled for June 8th at MB Johnson Park and a Rain Barrel Workshop on June 15th at MB Johnson Park as well. Kim approached Muscatell to see if we could use their wash bay to clean our barrels. Kim and I met there on June 2nd to complete cleaning the barrels that I have in our storage. This was an awesome set up and went well. We plan on cleaning the rest of the barrels we have in Riverkeepers storage on July 13th for a potential make and paint Rain Barrel workshop held July 29th and August 6th. We have one more pollinator workshop that will be held on August 10th and 17th.

Health Insurance – Kevin and I attended a virtual insurance meeting on Monday June 7th. Lakes Country Service Coop sent out for bids for the 2022 Health Insurance plans and Medica came back with the lowest bid. Our insurance carrier will be switching to Medica after the 1st of the year. They discussed a little bit on the lawsuit that has been filed with Blue Cross Blue Shield. It sounds like not much will change with the new carrier as far as providers that are covered. We will have access to an online portal where we can check which providers are covered as well as Pharmaceuticals. We will hear sometime around mid-August on what our increase will be for our monthly premium. More to come.

Long Lake Conservation Camp – Jenny Mongeau reached out to me early last week to discuss the camp. If you remember her son Croix had sent in an essay for last years camp season and the camp was cancelled. It looks like the camp is available again this year however, there will be no overnight campers. Jenny showed interest in the camp if it works in their schedule. The camp is being offered this year for \$300. Would you guys be interested in sponsoring Croix if the time frame and situation work for Jenny?

Gabe's June 2021 Board Meeting Notes

CAI:

- Leo started spraying last week. Poison hemlock sites and common tansy has been sprayed.
- Lots of leafy spurge around, it is really liking the dry weather. Have not seen much for wild parsnip or spotted knapweed yet.
- Cass County Vector Control just got contracted with the City of Moorhead for mosquito control, so we have had several testers coming in. They need to test 20+ people total.
- MACAI Board meeting in Clearwater was on Wednesday
- Meeting on the 23rd about Level 2 Noxious Weed Grant. Emilie Justen with MDA is coming to meet with us and go out to look at some sites.
- CAI Short Course scheduled for July 19-21 in Chanhassen
- Have had a few requests for leafy spurge beetles so far, may do a collection with Monika Chandler with MDA in the next couple weeks

Buffer:

- Met with one other landowner near Hawley. Mistake was made on the buffer map where we thought this part of the waterway was a part of County Ditch 16, but it is actually a Public Water.
- Cost-share contracts from 2018 and 2020 need to be monitored, have done a couple so far.
- BRRWD has a number of ditch buffers being planted this year that we have cost-share contracts for, so once those are completed, they can be paid.

Cover Crops:

- Still no commitments for cover crop cost-share for this year, except for the contract we approved last month. There are still a few farmers who have interest but haven't signed up yet.
- Pandemic Cover Crop Program: USDA just announced this program that consists of providing producers a \$5/acre premium support on their crop insurance premium for acres which cover crops are planted during 2021 crop year. Acres of cover crops have to be reported to FSA by June 15th to be eligible. Can be cover crops planted last Fall or this Spring.

UMN Tillage/Residue Project:

- Collecting is done. About 150 data points between two agroecoregions within the County.

RIM Spot Checks:

- Have started doing some of these spot checks, about 40 total to do this year. These will get done between Craig, Tony and I.

CWF:

- Greg Johnson, Bill Colbeth, Sidney Smith and Dave Watt (2 projects) want to proceed. Erik Jones will be putting the projects out for bids
- Bill Colbeth came in last week to sign cost-share form, Sindy Smith signed up Monday
- Bennet Uhler, with Houston Engineering has contacted Rodger Hemphill about DNR permitting for the projects.

Craig's June report

Trees- We have one planting job left that we are planning on trying to get to in the next couple of days. The cooler was shut off on June 2nd after River Keepers trees were delivered to them for the re-forest the Red event. All the matting jobs have been completed. There was a total of 12,805 trees sold with very little left over.

CFO – re-registration is still ongoing.

No Till Drills – The drills are moving for a total of 1,802 acres so far.

CWF – We are currently working on getting 3 of the 5 landowners to sign a Cost-share application, 2 have signed to have a toe-wood sod mat installed. Once this process is completed Eric will be informed and the remaining work will be completed through Houston Engineering and the contractors.

Kevin's Report – June 10, 2021

Discussion Items

- **MN Legislative Update** – The 2021 session deadline of May 17th, came and went without any agreement. A special session is scheduled to convene next Monday, June 14th.
 - **BWSR BC, Darren Mayers** – with nothing being settled, Darren asked if he could attend next month's (July) board meeting at which time he hopes to have something to report.
- **Call For Resolutions -**
 - Last Chance, any ideas? – We would need to have a resolution ready to present at the Area 1 meeting next Tuesday, June 15th.
- **Area 1 Meeting- Tuesday June 15 – Shooting Star Casino, Mahanomen** – 4 Board members and 4 staff registered to attend. Meeting starts at 9:00 with registration. East Otter Tail SWCD is host district.
- **Health Insurance for 2022** – Lakes Country Service Cooperative (LCSC) is transitioning from Blue Cross/Blue Shield (BC/BS) to Medica. Why Medica? Evidently – Savings, Commitment to the Public Sector, & medical/pharmacy like what we presently have. LCSC personnel touched briefly on BC/BS problems with some upper-level management questions & also has a \$2.5B class action lawsuit against them. Premium estimate for 2022 from our insurance representative, Justin Kroeger, recommended we plan for a 5.9% increase over 2021 rates. This has been figured into our 2022 County Budget Proposal.
- **2022 County Budget Request** – On June 7th, I received a letter from Steve Larson, Clay County Administrator requesting our *best estimate* for our 2022 Budget Proposal needs to be submitted by June 18th. With the 2021 Legislative Session not yet finalized, I was encouraged to use the same figures that we received from the state last year.
- **Annual Plan for FY 2022 State Cost Share Grants** – Starting in Fiscal Year 2022 (July 2021), BWSR will no longer be requiring SWCD's to submit a Biennial Budget Request (BBR) for cost share funds. In its place, BWSR will be replacing the BBR with "work plans" that will need to be submitted through eLINK. BWSR BC's will be providing training to District staff soon.
- **BRR 1W1P** – We are starting to meet with landowners who have potential projects eligible for 1W1P funds. 2 landowners presently approved for EQIP, will be contacted, with plans to partner federal funds with 1W1P funds for Water and Sediment Control Basins (WASCB's). Also, we were out last week with Houston Engineering staff to 2 streambank erosion sites along the Buffalo River. One will not be eligible, but the other site has promise for a Stream Barb project.
- **WRM CWMP** – Becker SWCD, who will be coordinating the Wild Rice Marsh 1W1P, received the Grant Agreement on 6/7/21. We can now officially start charging time to this grant.

- **Pheasants Forever Biologist Position** – Nothing new to report.
- **COVID 19** –
 - All SWCD staff vaccinated,
 - USDA still requires front doors to be locked,
 - We are still not at 70% herd immunity; thus, CDC is still recommending those unvaccinated to wear masks and maintain 6’ distance from others.
- **Outstanding Conservationists for 2021 – Randy’s Area** – no selection made in 2020 (we can help with names if you want, Randy)
- **Fall Tour** – at the April meeting, this was briefly touched on. Thoughts, ideas?
- **Local Work Group Meeting** – Bob Guetter will be chairing this year’s meeting. Supervisors and staff, if available, are encouraged to attend. Meeting date options: **June 21-30, Time – yet to be determined.** Come to our board meeting with dates/times that will work for you. Thanks.
- **Congresswoman Fischbach – Meet & Greet** – Last Thursday, Congresswoman Fischbach was in Clay County and met with the County Board and Department heads. Steve Larson also included me with the invitation. Questions asked of the Congresswoman centered around agriculture, passing on the family farm, rural broadband, childcare, COVID-19 funding, & unemployment fraud. Thanks to the County Board and County Administrator for the invitation.

Tony’s June SWCD Report

Re- Invest In Minnesota Projects - Ongoing

- Thompson, Robert – **No Change** - Mowing for MCM, Posted, need RIM signs
- Thompson, Steve – **No Change** Need posting
- Herbranson, Dave – **No Change** Land for sale, working w/ landowner to complete removal of old equipment and clean up farm sites, Need posting
- Hough, Ryan – **No Change** - Grazing plan for RIM Management
- Thompson, Jake – **Haying/Grazing plan for RIM**
- **Working on RIM Site Inspection**

CREP III –

- **No Change - Batching period for CREP suspended until FSA/NRCS can complete details for sign-up (Batching period (21-01) of calendar year 2021 original dates April 12 – April 30, 2021)**
-New projects:
 - Jennen-Wilkin Co – **No Change** - Working w/ landowner to complete mortgage subordination; sent documents to BWSR for review; working w/ engineers to complete wetland restoration plans

- E.Askegaard – Received signed easement agreement from BWSR; beginning title search/insurance process
- Completed invoice process for Hess acquisition and reimbursable expense services

-Ongoing projects:

- G. Hess – Waiting on seeding completion confirmation
- M. Halverson – Waiting on seeding completion confirmation
- J. Butenhoff – No Change - Wetland Restoration needs spot check by area engineer? Project Complete?? (Needs Posting)
- J. Wang – No Change - Working w/ FSA to complete state C/S documents for submission

-Applications:

- No Change - K. Olson – Hawley – Placed on hold until new CRP/CCRP details complete; Project Development and application assistance

-Future CREP:

- No Change - Working w/ BRRWD to explore options for Stoney Creek restoration project on the north end of Barnesville TWP

-CREP Outreach/Implementation RFI

- Waiting on results from BWSR

WIA Program

- No new enrollments

Pollinator

- Completed Workshop – Phase 2 – Field Trip; 11 May
- Received Crestwood sign – assistance from county to install ?
- Weed Control, mowing and spraying areas

1W1P

- BRRWD – No Change – executing work plan
- WRWD – Becker Co Grant Agreement executed

MN Wetland Conservation Act

-Board Decision Items

- Mortenson Bank Site – Notice of Decision sent - Amendment to grazing plan
- West Central Ag – Track Expansion – Notice of Decision sent - Adding spur to the east of the existing track, along Hwy 32, Ulen TWP Sec 34, Goose Prairie TWP, Sec 3, 10 and 15

-WCA Ongoing

- Received application from BRRWD for Glyndon East Tributary Restoration Project, located within Moland, Glyndon, and Riverton Townships
- Spring Prairie Prairie Solar Project – Spring Prairie Sec 3; Delineation Concurrence application, incomplete, sent information forward; awaiting response
- Oakport Creation Site 1 – Audubon changed proposal for excavation and cattail management; meeting to follow
- Steve Opatril Replacement Site – Weather conditions and results of Site visits to determine COA moving forward

- USACOE Red River Flood Mitigation – Adaptive Management & Mitigatiuon Plan meeting; developing process for completion and approval of plan
- Howard Pender – Site Visit and seed mix certification for Wetland Bank Deposit process
- Greg Zillmer – Hagen 3 Ditch Relocation Project – original application incomplete, re-evaluated COAs and went w/ original plan; ditch and non-perforated pipe
- Keene 34 Holte WPA - Water level control project; concern with MN DNR, BWSR and USFWS; Site Visit w/ TEP and CO; Will require survey to determine specifications for work complete; scheduled for next week

-Wetland Conservation Act Certification Virtual Training Completed

- 1 Day Certification planned for late July (Alexandria)

Aquatic Invasive Species

- Completing coasters deliver to local establishments
- 2 Billboard up, Hwy 10 Glyndon, E. Moorhead I-94

Conservation Technical Assistance

- N/A

News/Meetings/Presentations (Completed)

- N/A

Upcoming events News/Meetings/Presentations

- No Change

Pheasants Forever

- **No Change** - No word on PF FBB replacement
- **No Change**- Banquet cancelled – 4 wheeler Raffle tickets for sale

Seasons

- Wild are done ! Playoff Hockey
- Fishing

NRCS Report

June 10, 2021

For Clay County SWCD Board Meeting

EQIP

There are 5 applicants that have signed required forms to be approved for obligation. The applications have not been obligated at this time in which money has not been placed into the contracts. I have one application cancelled because the organization was not ready to deal with a contract. They plan to reapply for 2022. The other application has not signed his paperwork to be approved. Two letters were sent in which to sign the paperwork or the application will be cancelled. There are still 11 applications left to fund. If not funded, the application will be deferred to Fiscal Year 2022.

I completed two EQIP field reviews for Residue Management – No Till. One of the reviews showed that the producer tilled the fields and will not be paid this year.

I made two EQIP payments. One was for Livestock Pipeline and the other for Residue Management – No Till. I completed 3 EQIP status reviews and completed 5 cover crop worksheets.

CSP

Moorhead has one CSP renewal application. NRCS has not set deadlines to complete work on the renewal application.

I completed one CSP modification and waiting for the producer to the sign the modification.

CRP

I completed 4 CRP modifications. I completed five certifications on a grass seeding. I am reviewing proposed changes to seeding plans sent to me by seeding companies and CRP contract holders.

I have sent out the last 3 CRP producer folder from 2020 as FSA has completed the modifications.

I will start status reviews on 2022 expiring contracts on 6/7/2021. There are 36 CRP contract to be reviewed. I sent letters to the landowners letting them know I will be reviewing their contracts. Once that is completed, I will try to complete one-half of the 2023 expiring CRP contracts and that would be 33 contracts.

Office

FSA and NRCS offices are still locked down to customers because of COVID-19.

Other items

-I completed 33 new AD 1026 due to tract splits and completed HEL determinations on some of the tracts. I received 59 AD 1026 so far for 2021.

-We are currently changing the filing system for the wetland and HEL determination. They will not be filed by tract numbers but moved to township and section folders.

-Completed three trainings – Reasonable Accommodation & Personal Assistance Service, MN RCPP 2021 Land Management Training and USDA Records Management.

-NRCS is having one Clay County producer to be interview on Soil Health and I will be interviewed about working with the producer. This will create an informational sheet.