



**East Otter Tail**  
Soil & Water Conservation District

## MINUTES FROM THE JANUARY 18, 2017 BOARD MEETING

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The regular monthly board meeting of the East Otter Tail Soil and Water Conservation District was held on Wednesday, January 18, 2017 at 7:30 a.m. at the USDA Service Center Conference Room at 801 Jenny Ave S.W., Perham, MN.

*The meeting was called to order by Chairperson Lyle Dittmann at 7:31a.m.*

**Members Present:**

Chairperson: Lyle Dittmann  
Vice Chairperson: Steve Inwards  
Treasurer: Dennis Reynolds  
Secretary: Terry Greenwaldt

**Members Absent:**

Public Relations: Marion Gill

**Others Present:**

County Commissioner: Doug Huebsch  
Asst Manager: Anne Oldakowski  
Administrative Secretary: Chantal Tougas  
Wadena Liaison: Nancy Benson

Oath of Office was read by all members and signed.

<b>Re-organization of the Board</b> <i>(stayed the same as 2016)</i>				
<b>Position</b>	<b>Name</b>	<b>Motion Made by</b>	<b>Seconded</b>	<b>Notes</b>
Chairperson	Lyle Dittmann	Steve Inwards	Terry Greenwaldt	Lyle abstained from voting
Vice Chairperson	Steve Inwards	Dennis Reynolds	Terry Greenwaldt	
Secretary	Terry Greenwaldt	Steve Inwards	Dennis Reynolds	
Treasurer	Dennis Reynolds	Steve Inwards	Terry Greenwaldt	
Public Relations	Marion Gill	Dennis Reynolds	Terry Greenwaldt	

Opposed: none, motion carried on all of the above.



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Motion made by Terry Greenwaldt, seconded by Steve Inwards to keep the Committee Members the same as follows. Opposed: none, motion carried.

2017 Committee Members	
Ag Advisory Committee	Steve Inwards
Awards	Dennis Reynolds
Budget	Dennis Reynolds & Marion Gill
Building	Lyle Dittmann & Terry Greenwaldt
EQIP/Local Work Group	Steve Inwards & Terry Greenwaldt
Equipment	Steve Inwards & Terry Greenwaldt
Legislative	Steve Inwards & Marion Gill
Personnel	Steve Inwards & Lyle Dittmann
Scheduler	Steve Inwards & Marion Gill
RRVSC	Lyle Dittmann (Greenwaldt, Gill, Inwards & Reynolds are backups)
Water Plan	Dennis Reynolds & Darren Newville
Wadena Liaison	Dennis Reynolds

## Agenda

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Motion made by Steve Inwards, seconded by Terry Greenwaldt to adopt the Agenda. Opposed: None, motion carried.

**Approve Board meeting Minutes:** Motion made by Dennis Reynolds, seconded by Terry Greenwaldt to approve the previous month Board Meeting Minutes as presented with one change. Lyle Dittmann change from Vice Chairperson to Chairperson at the top of the minutes. Opposed: None, motion carried.

**Treasurer's Report:** Motion made by Steve Inwards, seconded by Dennis Reynolds to approve the Treasurer's Report as presented, subject to audit. Opposed: none, motion carried. Motion made by Steve Inwards, seconded by Terry Greenwaldt to table the 2015 Final Audit for the next meeting so everyone has time to review. Opposed: none, motion carried.

**Bills Paid & Bills Payable:** Motion made by Steve Inwards, seconded by Terry Greenwaldt to approve the Bills Paid and Bills Payable as presented.



## Cost Share

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### STATE COST SHARE

**2-CSW-2016;** Carol Bernu, Newton Township, Section 24, is requesting cost share assistance for a Well Sealing. The Cost estimate is \$575.00 with the encumbered cost share amount of \$ 287.50, or 50% whichever is less. Motion made by Dennis Reynolds, seconded by Steve Inwards to approve. Opposed: none, motion carried.

**3-CSW-2016;** Doug & Susan Huebsch, Pine Lake Township, Section 7, is requesting cost share assistance for a Shoreline Buffer. Cost estimate is \$4,080.00 with the encumbered cost share amount of \$3,060.00 from 2016 State Cost Share funds, or 75% whichever is less. Motion made by Steve Inwards, seconded by Dennis Reynolds to approve. Opposed: none, motion carried.

## Agenda continued . . .

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**District Manager's Report:** See attached report as written by Darren Newville and read by Anne Oldakowski.

**District Conservationist's Report:** See attached report as written by Alan Lepp, ready by Chantal Tougas.

### **County Commissioner Report:**

- ◆ Will be speaking to the United Way
- ◆ Last legislative session didn't go as well as we hoped. We need to take care of ourselves and solve our own problems on a county level first.
- ◆ Tentative meeting scheduled for Tuesday, February 21, 2017 with County Commissioners and both EOT SWCD and WOT SWCD.

*8:45 a.m. County Commissioner Doug Huebsch left the meeting.*

## Old Business

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**Department of Ag Update:** We are done with the Guided Stalk Sampling.

**TSA Update:** Nothing to report



## New Business

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### **Meetings and Trainings:**

- ◆ Midwest Soil Health Summit, Fergus Falls on February 15-16, 2017. Tom Schulz, Wadena Supervisor is attending. This is informational only.
- ◆ SWCD Day at the Capital on March 20-21, 2017. Motion made by Steve Inwards, seconded by Dennis Reynolds to approve expenses for those going to this convention. Opposed: none, motion carried.
- ◆ *Just a note for those who obtained a ticket and are attending the Town Hall Summit in Morris, MN. If you cannot attend there is a place to send the ticket back to as there are limited tickets.*

**Federal Mileage Rate:** Motion made by Steve Inwards, seconded by Terry Greenwaldt to accept the decrease in the federal mileage rate. Opposed: none, motion carried.

**Per Diem:** Current per diem is \$75.00. Motion made by Steve Inwards, seconded by Terry Greenwaldt to keep the current per diem. Opposed: none, motion carried.

**Official Newspaper:** Motion made by Steve Inwards, seconded by Terry Greenwaldt to keep the current Official Newspaper. Opposed: none, motion carried.

**Official Financial Institution:** Motion made by Terry Greenwaldt, seconded by Steve Inwards to keep United Community Bank as our Official Financial Institution. Opposed, none: motion carried.

### **2017 Dues**

- ◆ Motion made by Steve Inwards, seconded by Dennis Reynolds to approve the 2017 MASWCD Dues of \$2,972.21. Opposed: none, motion carried.
- ◆ Motion made by Steve Inwards, seconded by Terry Greenwaldt to approve the 2017 NACD Dues of \$775.00. Opposed: none, motion carried.
- ◆ Motion made by Terry Greenwaldt, seconded by Steve Inwards to approve the 2017 Area I Dues of \$150.00. Opposed: none, motion carried.

**Envirothon Donation:** Motion made by Terry Greenwaldt, seconded by Steve Inwards to donate \$200.00 for the Envirothon. Opposed: none, motion carried.

**Yearly Meeting Schedule:** To be posted on the website. Motion made by Steve Inwards, seconded by Dennis Reynolds to approved the Yearly Board Meeting Schedule for 2017. Opposed: none, motion carried.

### **BWSR Grants:**

- ◆ Motion made by Steve Inwards, seconded by Terry Greenwaldt to approve Darren Newville to sign the 2017 District Capacity Grant Agreement. Opposed: none, motion carried.
- ◆ Motion made by Terry Greenwaldt, seconded by Dennis Reynolds to approve Darren Newville to sign the Approval of Grant Financial Statement. Opposed: none, motion carried.

**Public Comments:** None



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**Adjourn:** 9:26 a.m. Motion made by Steve Inwards, seconded by Dennis Reynolds to adjourn the meeting.  
Opposed: none, motion carried.

Meetings and Training			
<b>EOT SWCD Board Meeting</b>	Perham	December 21	
<b>Nitrogen Smart Training</b>	Staples	January 4, 2017	
<b>BWSR Grants Workshop</b>	DL or Brainerd	Jan 5 or 9 <sup>th</sup>	
<b>Adaptive Ag</b>	Parkers	January 10, 2017	
<b>Adaptive Ag</b>	Perham	January 12, 2017	
<b>Holiday – MLK</b>	Holiday	January 16, 2017	All Staff
<b>Ottertail Cohort</b>		January 19, 2017	Darren & Ben
<b>MnSTAC Board Meeting</b>	St. Paul	January 19, 2017	Anne
<b>SWCD Forestry Assoc Mtg</b>	McGregor	January 19, 2017	Tom
<b>Forest Health Workshop</b>	Walker	January 31, 2017	Anne
<b>Irrigation Clinic</b>	Thumper Pond	February 2, 2017	
<b>Staff Development Day</b>		February 14, 2017	All Staff
<b>Holiday – President’s Day</b>	Holiday	February 20, 2017	All Staff

Terry Greenwaldt  
EOT Supervisor: Secretary

**District Managers Report**  
**January, 2017**  
**Submitted by Darren Newville**

1. **Tree Program** – As of the time I wrote this report we had over 7,000 trees sold. Orders continue to come in on a daily basis. Mitch already has 5 sites lines up for custom planting.
2. **Forest Stewardship** – Anne completed one plan and Anne is working on writing another one. She has 6 more landowners interested in plans. Mitch Lundeen (SWCD N Region Forester) has provided us with a spreadsheet of what each SWCD is charging for plans. We should have a discussion (form a small committee) on this in the near future to see if we want to change our rates.
3. **Buffer Program** – In the near future we will need to meet with County Boards in each County to talk about who will be taking in the enforcement of the law, and start a discussion on the identification of other waters.

On a local level, in EOT Liz and Mitch will be sending out the second letter to those (88 landowners) we have not documented as being in compliance very soon. Letters will contain a postage paid postcard that has some options as to what the landowner is thinking about the buffers. We are hoping that this will get them to install their buffers soon.

Tyler and Wade have reviewed aerial photos in Wadena County and have compiled the list of landowners. We will be sending letters to them in the next few weeks.

4. **Irrigation Scheduler Program** – Staff continue to work on planning for the winter meeting, advertising and promotion, and contacting possible vendors. The Annual Irrigation clinic will be held on **Thursday, February 2nd** at Thumper Pond in Ottertail. Registration is open. We are also planning on having a presence at the CMIC and IAM annual meetings.
5. **Adaptive Ag Program** – Winter producer meetings were held on January 10<sup>th</sup> in Parkers Prairie and January 12<sup>th</sup> in Perham. They had a great turnout at the meetings. It sounds like Nathan and Luke did a great job presenting the material, and our staff worked well together to put these events on. Nathan is taking signups for the program for the 2017 growing season.
6. **MAWQCP** – Jim continues to make his rounds to meet with the District Managers and District Conservationists in his work area. He has put together a power point presentation and is starting to make presentation on the program. He gave a quick 5-minute presentation at each of our Adaptive Ag Winter meetings and has presentations at a few more producer meetings scheduled. Jim has also started getting out to meet with those producers who have signed up.

7. **Shoreland Program** – Aimee and Liz continue to work on plans for next year. We are also working with Jerry Horgen, OTC COLA, on plans for a spring lakeshore owner seminar/workshop on May 6<sup>th</sup>. We have Steve Woods, Executive Director for the Freshwater Society, lined up as our keynote speaker.
8. **County Ag Inspector** – Aimee and Tyler are working on collecting annual reports from the Township local weed inspectors. They will both be planning for the annual weed meetings in the near future.
9. **Water Planning** – Staff continue to work on locating wells for the Otter Tail County Geological Atlas.

Ben continues to participate in One Watershed One Plan (1W1P) efforts. We will be meeting with the other LGU's in the Red Eye watershed to discuss a future application for doing a plan for the Red Eye Watershed on January 23<sup>rd</sup>. He is also participating in efforts in the Pomme de Terre Watershed.

Ben and I continue to participate in the Otter Tail Watershed Civic Engagement Cohort. Ben, Brittney, and I met with staff from the MPCA last week to talk about the work plan for us to develop a contract to do work on the Watershed Restoration and Protection Strategies work for the Otter Tail River Watershed. We hope to have something drafted for the February meeting.

10. **Clean Water Fund Grants** – We have been notified of the grants that were funded and will be completing work plans as soon as our eLINK reporting is done.
11. **Reporting** – eLINK reporting is going very well in both Districts'. Our plan is to have it mostly completed by mid-week next week. This is a multi-staff effort as they staff are working well together to get the reporting accomplished.
12. **Staff Development Day** – I am planning a staff development day for all the SWCD/NRCS/FSA staff. This will be held on February 14<sup>th</sup> at the Lakes Café in Perham. We will be working with Denise Stromme, U of M Extension, to walk through an exercise to learn about each of our individual strengths and how that affects how we work together.
13. **Supervisor/Staff Retreat and Planning Session** – Just a reminder to put these dates on your calendar. The Wadena session will be on February 22<sup>nd</sup> and the EOT session will be on February 23<sup>rd</sup>.