



## MINUTES FROM THE OCTOBER 19, 2016 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, October 19, 2016 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 Vice Chairperson Steve Inwards at 7:34 a.m.*

**Members Present:**

Vice Chairperson: Steve Inwards  
Treasurer: Dennis Reynolds  
Secretary: Terry Greenwaldt  
Public Relations: Marion Gill

**Others Present:**

NRCS District Conservationist: Alan Lepp  
District Manager: Darren Newville  
Asst Manager: Anne Oldakowski  
Administrative Secretary: Chantal Tougas

**Members Not Present:**

Chairperson: Lyle Dittmann

### Agenda

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Motion made by Terry Greenwaldt, seconded by Dennis Reynolds to adopt the Agenda with the following changes. #13 to be moved up right after this motion. And add 4a Draft Audit. Opposed: None, motion carried.

Motion made by Dennis Reynolds, seconded by Terry Greenwaldt to enter into and sign the Engineer Agreement with WOT & Becker SWCD's. Opposed: None, motion carried.

**Approve Board meeting Minutes:** Motion made by Terry Greenwaldt, seconded by Dennis Reynolds to approve the previous month Board Meeting Minutes as presented. Opposed: None, motion carried.

**Treasurer's Report:** Motion made by Dennis Reynolds, seconded by Terry Greenwaldt to approve the Treasurer's Report as presented. Opposed: none, motion carried.

Motion made by Terry Greenwaldt, seconded by Marion Gill to reinvest CD # 56279 for 1 year. Opposed: none, motion carried.



# East Otter Tail

Soil & Water Conservation District

Motion made by Marion Gill, seconded by Terry Greenwaldt to approve the Draft Audit as presented. Opposed: none, motion carried.

**Bills Paid & Bills Payable:** Motion made by Terry Greenwaldt, seconded by Marion Gill to approve the Bills Paid and Bills Payable as presented. Opposed: None, motion carried.

## Cost Share

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### STATE COST SHARE

**13-CSW-2015;** Ryan Wacker, Pine Lake Township, Section 25, is requesting cost share assistance for a well sealing. Cost estimate is \$235.00 with cost share amount of \$117.50, or 50% whichever is less. Motion made by Terry Greenwaldt, 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.

### **District Conservationist's Report:**

*Civil Rights were read during the meeting.*

- ◆ EQIP – 45 applications for 2017 include Cover Crops, Nutrient Management Plans, Grass Plantings, Grazing, etc.
- ◆ CRP – 250 contracts
- ◆ CSP – 100 contracts, working on payments
- ◆ Ryan Antholz position is still vacant
- ◆ November 15, 2016 the State Conservationist will be releasing the plan for NRCS.

**County Commissioner Report:** Not present

## Old Business

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**Department of Ag Update:** Finishing up reports for the last quarter and will be invoicing soon.

**District Server Proposal – TSA:** SWCD's made a motion to accept the changes to the JP agreement. Motion made by Terry Greenwaldt, seconded by Dennis Reynolds to accept these changes. Opposed; none, motion carried.

Managers met, 7 districts are on board with getting a proposal from LAC for IT Services. MASWCD has been taking a look at doing IT Services Statewide. Becker SWCD has received funding to survey the need.



## New Business

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**Resolutions:** Everyone turned in their ballot for the State Convention. Please remember to bring your packets to the convention in December.

**Personnel:**

- ◆ Motion made by Terry Greenwaldt, seconded by Dennis Reynolds to provide health insurance to District Staff beginning January 1, 2017. Opposed: none, motion carried.
- ◆ Motion made by Dennis Reynolds, seconded by Terry Greenwaldt to move Ben Underhill from probationary status to permanent status. Opposed: none, motion carried.

**Meetings and Trainings:**

- ◆ Motion made by Dennis Reynolds, seconded Terry Greenwaldt to fund those going to the Annual Convention in December (hotel, registration, & misc. expenses). Opposed; none, motion carried.
- ◆ Motion made by Terry Greenwaldt, seconded by Marion Gill to approve the U of M Watershed Specialist online training for Ben Underhill. Opposed; none, motion carried.
- ◆ Motion made by Dennis Reynolds, seconded by Marion Gill to approve expenses for those attending the Area 1 Meeting, November 15, 2016, in Crookston, MN. Opposed; none, motion carried.

**Ottertail River Watershed MPCA Contract:** Motion made by Dennis Reynolds, seconded by Marion Gill to approve the contract. Opposed; none, motion carried.

**Public Comments:** None

**Adjourn:** Motion made by Dennis Reynolds, seconded by Marion Gill to close the meeting. Meeting adjourned by Steve Inwards at 9:12 a.m.



# East Otter Tail

Soil & Water Conservation District

## Meetings and Training

<b>BWSR Academy</b>	Brainerd	October 24-26	All Staff
<b>Otter Tail River Cohort</b>	TBD	November 10	Darren, Ben
<b>Area I Meeting</b>	Crookston	November 15	
<b>EOT SWCD Board Meeting</b>	Perham	November 16	
<b>MARL</b>	Willmar	November 16-18	Darren
<b>Wadena SWCD Board Meeting</b>	Wadena	November 21	
<b>Thanksgiving Holiday</b>		November 24-25	
<b>Otter Tail River Cohort</b>	TBD	December 1	Darren, Ben
<b>MASWCD Annual Convention</b>	Bloomington	December 4-6	
<b>MARL</b>	Marshall	December 14-16	Darren
<b>Wadena SWCD Board Meeting</b>	Wadena	December 19	
<b>EOT SWCD Board Meeting</b>	Perham	December 21	

Terry Greenwaldt  
EOT Supervisor: Secretary

**District Managers Report**  
**October, 2016**  
**Submitted by Darren Newville**

- 1. Water Plan** – Anne and Ben put in a great effort to make edits on the Wadena Water Plans final draft after we received comments from the State Agencies. We met with the Northern Region Committee on October 12<sup>th</sup> in Detroit Lakes. Anne put together a great presentation that we presented to the committee. They had some great questions and positive feedback on the plan and our past efforts. Jim Hofer was there to represent the County Board and show their support. The committee recommended approval of the plan and will bring that recommendation to the full BWSR board at their October meeting. We will be getting on the County Board agenda in the near future to have them formally adopt the plan.
- 2. Tree Program** – We received our confirmations from our vendors and will be setting prices and putting together our order form soon. Mitch indicated he has had several landowners requesting site visits to talk about tree plantings for next spring.
- 3. Irrigation Scheduler Program** – Irrigation staff are in the process of creating final reports for each of their fields. They will be sending them out in the near future with a brief survey of the participants. Nathan and Wade will be conducting maintenance on the weather stations in the next week or so. We are also starting to plan for the winter irrigation workshop, it is tentatively set to be held on February 9<sup>th</sup>.
- 4. Adaptive Ag Program** – Nathan coordinated the collection of stalk samples on the 43 fields we have enrolled in the program this year. They finished that sampling early last week. We have already started planning for the winter meetings which are tentatively set for January 10<sup>th</sup> and 11<sup>th</sup>. Nathan is also working with producers on scheduling the harvesting the NMI plots.
- 5. MAWQCP** – Brittney certified three more producers and received one new application. She currently is working on four applications that have taken a backseat due to harvest. We will be working on promotion of the program more in the near future.
- 6. Farm Bill Assistance Program** – With the CRP workload lightening up a little, Mitch has had time to work with the other staff to conduct our annual cost-share and RIM site inspections.

- 7. Cost-Share Program Spot Check** - BWSR staff conducted a spot-check on the cost share program and files for both SWCD's on October 4<sup>th</sup>. Pete Waller, Maggie Leach and Jeannette Austin conducted the spot checks. With the exception of a few minor things all seemed to be in order. It was a great opportunity to have our staff look at the files to see what needs to be in them. Ben, Chantal, Aimee and Anne all worked together to make sure we had what we needed for the spot-check.
- 8. Shoreland Program** - Three more sites were installed about a week ago with one rain garden still possibly going in this week. They had a lot of help from all of the staff and a few of the WOT SWCD staff. Aimee and Liz have also been conducting site inspections on past projects.
- 9. Buffer Program** – We met with the WOT SWCD staff to make sure we were all on the same page and continue to coordinate efforts. Round 2 of letters on protected waters will be going out in mid-November in Otter Tail County. I will be meeting with Wade and Tyler this week to get the process started in Wadena County.
- 10. Feedlot Program** – Tyler has completed an additional feedlot inspection. This brings the total to 12 for the year. He is also working with a producer on a manure management plan to get him in compliance.
- 11. County Ag Inspector** – I will be presenting at the EOT Township annual meeting on October 25<sup>th</sup>. Aimee is putting together some handouts on the best times to spray common noxious weeds. Aimee and Tyler will be starting to compile end of year CAI statistics from the townships soon.
- 12. Education and Outreach** – Chantal assisted with the Jr. Envirothon in Fergus Falls on October 5<sup>th</sup>. The Wadena office staff held the Wadena Conservation Days on October 5<sup>th</sup> and 6<sup>th</sup>. 330 students from 6 different schools attended the event. Brittney, Liz, and Nathan will be at the New York Mills School on Oct. 18<sup>th</sup> and the Perham Middle School on October 19<sup>th</sup> for the annual Nitrate Clinic for the 8<sup>th</sup> grade science classes.
- 13. Staff Reviews** – I will be starting the review process with all of the staff in the first part of November. I conducted Ben's probationary review last week.
- 14. Staff Training** – All of the staff will be attending the BWSR Academy next week.