

WEST POLK SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM THE JANUARY 21st, 2021 REGULAR BOARD MEETING

The meeting was called to order at 7:02 am by Vice chairman Peterson, via conference call.

Roll Call: Peterson, McWalter, and Cournia

APPROVAL OF AGENDA:

{Motion #01-2021} Motion by Cournia and seconded by McWalter to approve the January 21st, 2021 agenda.

Affirmative: Peterson, McWalter, and Cournia

Opposed: None

Motion: Pass

Swearing in of new Supervisor, Christian Pester.

Supervisors Present: Vacant, Chairman
Derek Peterson, Vice Chairman
Chris Cournia, Treasurer
Mark McWalter, Secretary
John Sorenson, PR & I

District Employees Present: Nicole Bernd, District Manager
Aaron Habermehl, District Technician
Morgan Torkelson, District Technician

Others Present: Jillian Fejszes, Farm Bill Biologist
Christian Pester, New Supervisor

Absent: Luther Newton, NRCS Team Lead

REORGANIZATION FOR 2021:

Officers will as follow:
Chairman – Chris Cournia
Vice Chairman – Derek Peterson
Secretary – Mark McWalter
Treasurer – Christian Pester
PR&I – John Sorenson

{Motion #02-2021} Motion by Sorenson and seconded by Peterson to approve the West Polk SWCD Board of Supervisors positions for the year of 2021.

Affirmative: Peterson, McWalter, Cournia, Sorenson and Pester

Opposed: None

Motion: Pass

District Representatives for 2021 will be as follows:

- Oversight Com/Personnel (2 members): McWalter, Peterson
- Equipment Committee (2 members): Sorenson, Pester
- RRVCSA/TSA Rep (1 member): Peterson, Alternate-Cournia
Red River Valley Conservation Service Area/Technical Service Area
- Red Lake River One Watershed One Plan (1 member with alternate): McWalter, Alternate Peterson
- Wild Rice-Marsh One Watershed One Plan (1 member with alternate): Cournia, Alternate Sorenson
- Middle Snake-Tamarac Rivers One Watershed One Plan (1 member with alternate): Peterson; Alternate Pester
- Area 1 Meeting (2 members): McWalter, Peterson, Alternates-Cournia, Pester and Sorenson

{Motion #03-2021} Motion by Cournia and seconded by Sorenson to approve the West Polk SWCD Board of Supervisors committee representatives for 2021.

Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None

Motion: Pass

SECRETARY'S REPORT:

{Motion #04-2021} Motion by Peterson and seconded by Pester to approve the minutes from the regular board meeting held December 17th, 2020.

Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None

Motion: Pass

The December financial reports were reviewed. Motion by McWalter and seconded by Cournia to approve the financial reports, subject to audits and revisions.

TREASURER'S REPORT:

{Motion #05-2021} Motion by McWalter and seconded by Cournia to approve the treasurer's reports.

Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None

Motion:

Staff reported the designation of bank accounts as of January 1, 2021 as follows:

Checking Accounts:	Northern Sky Bank	Acct. #XXX224
Savings Account:	Northern Sky Bank	Acct. #XXX569

Certificates of Deposits: American Federal Bank
 24 Month Acct. #XXXXXXX6360
 Money Market Acct. #XXXXXXX6310
 Safe Deposit Boxes: Bremer Bank

{Motion #06-2021} Motion by Pester and seconded by Cournia to approve the designation of bank accounts.

Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None Motion: Pass

Staff requests a motion to approve the Board of Supervisors and District Manager the power to transact business at Northern Sky Bank, American Federal Bank and Bremer Bank of Crookston MN.

{Motion #07-2021} Motion by Cournia and seconded by Sorenson to approve the Board of Supervisors and District Manager the power to transact business at Northern Sky Bank (United Valley Bank), American Federal Bank and Bremer Bank of Crookston MN

Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None Motion: Pass

Staff requests approval of the 2021 District budget.

{Motion #08-2021} Motion by Peterson and seconded by Cournia to approve the 2021 District budget.

Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None Motion: Pass

COST SHARE REPORT:

Staff requests approval to submit the remaining FY19 State Cost Share grant, in the amount of \$7,710.65 to BWSR.

{Motion #09-2021} Motion by Cournia and seconded by Sorenson to approve submitting the remaining FY19 State Cost Share grant, in the amount of \$7,710.65 to BWSR.

Affirmative: Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None Motion: Pass

District Staff is requesting approval to cancel the listed State Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
CS-19-01	410	4,000.00	3,000.00	Steinbrink

CS-19-02	410	4,000.00	3,000.00	Steinbrink
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{Motion #10-2021} Motion by Sorenson and seconded by Cournia to approve amendment(s) for the listed State Cost Share contract(s).

Affirmative: Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None

Motion: Pass

Priority cost share practices for state cost money shall be designated for the year 2021.
Discussion.

1. Buffers and Soil Loss
2. Grade Stabilization
3. Unused Well Sealing/\$5000.00 spending limit
4. Streambank Stabilization
5. Field Windbreak installation and maintenance (matting/tubes)

OLD BUSINESS

Crookston USDA Service Center outside doors are open due to Phil Thompson & Associates resuming full customer service. FSA has reverted to Phase I by locking internal doors and conducting appointments only by phone and email. NRCS and WPSWCD continue to keep internal doors closed, appointments only via phone/email/parking lot/out in the field. Masks required (Governor's Executive Order 20-81).

MN Campaign Finance Board – due after Jan 1st, 2021, no later than Jan 25th, 2021.

Degraded Buffer Compliance Policy (attached document)

Lease

Red River Valley Technical Service Area: Discussion

- Staffing Issues
- TSA Board
- Need for Technical Staff
- Restructuring Options

NEW BUSINESS

Staff requests approval for the District Manager to have authority to sign governmental and non-governmental grant proposals and applications.

{Motion #11-2021} Motion by Cournia and seconded by Peterson to approve the district manager authorization to sign on grant proposals.

Affirmative: Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None

Motion: Pass

Staff requests approval for the District Manager to have authority to sign Board of Water and Soil Resources grant financial reports subject to audit.

{Motion #12-2021} Motion by Cournia and seconded by Sorenson to approve the district manager authorization to sign grant financial reports subject to audit.

Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None

Motion: Pass

Staff request approval to pay MASWCD 2020 dues in the amount of \$2,982.40.

{Motion #13-2021} Motion by Cournia and seconded by Sorenson to approve payment to MASWCD 2020 dues in the amount of \$2,982.40.

Affirmative: Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None

Motion: Pass

IRS Mileage Rate for 2021 is \$.56/mile. Effective January 1, 2021.

The Board discussed the designation of a district newspaper.

(Motion #14-2021} Motion by Cournia and seconded by Pester to designate the Crookston Times as the official district newspaper.

Affirmative: Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None

Motion: Pass

The board made the following motion to designate the day of the month, time of day and location of the monthly board meetings.

{Motion #15-2021} Motion by Cournia and seconded by Pester to designate the third Thursday of each month as the official board meeting day. The meetings shall start at 7:00am and will be held through via conference call, virtual and/or at a conference room located at the USDA Service Center, Crookston MN.

Affirmative: Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None

Motion: Pass

Staff requests approval to change the charge for survey and design by West Polk SWCD to \$250 for the first side water inlet, \$100 per additional.

{Motion #16-2021} Motion by Cournia and seconded by Sorenson to approve change in the charge for survey and design by West Polk SWCD to: \$250 for the first side water inlet, \$100 per additional.

Affirmative: Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None

Motion: Pass

Bernd requests approval to change policy of a check amount requiring two signatures to \$5,000 and over.

Checks and Payables

1. *Only Board Members, District Manager and Accounting Agent will have the authority to transfer money from the savings account to the checking account. The District will require all checks of \$2,500.00 and over have two signatures of bonded District Employee (Manager) and Board Treasurer.*

{Motion #17-2021} Motion by Sorenson and seconded by Cournia to approve changing the check amount requiring two signatures to \$5,000 or more.

Affirmative: Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None

Motion: Pass

Staff requests approval for the new Cell Phone Usage/Reimbursement Policy. Discussion.

{Motion #18-2021} Motion by Cournia and seconded by Sorenson to approve the new Cell Phone Usage/Reimbursement Policy.

Affirmative: Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None

Motion: Pass

MEETING REPORTS

Attended Meetings/Trainings

HOLIDAY/Christmas

OFFICE CLOSED

HOLIDAY/New Years

OFFICE CLOSED

Middle-Snake-Tamarac River 1W1P, WebEx

Bernd

NACDE Meeting, Microsoft Teams

Staff

Crookston Twp. Project Meeting, Microsoft Teams

Staff

MSTR 1W1P meeting with Consultants, WebEx

Bernd

AgBMP Loan Program meeting, ZOOM

Bernd

MSTR 1W1P Steering Committee meeting, WebEx

Bernd

RLR 1W1P Planning Group meeting WebEx

Bernd

Technical Service Area Managers meeting, WebEx

Bernd

RLR 1W1P Policy Committee Meeting, WebEx

Bernd

Sand Hill River 1W1P meeting, ZOOM

Bernd

Northern TSA Managers meeting, WebEx

Bernd

Wild Rice-Marsh 1W1P Steering Committee meeting, Microsoft Teams

Bernd

MSTR 1W1P Steering Committee meeting, WebEx

Bernd

Upcoming Meetings/Trainings

MSTR 1W1P Policy Committee meeting, WebEx	Peterson/Staff
AgBMP Loan Program meeting, ZOOM	Staff
TSA Job Approval meeting, WebEx	Staff
NACDE Winter meeting, ZOOM	Staff

DISTRICT EMPLOYEE'S REPORTS:

Bernd

1W1P:

Staff requests approval to support the participation in the Sand Hill River 1W1P planning grant application process. This effort is towards the development of a comprehensive watershed management plan for the Sand Hill River 1W1P.

{Motion #19-2021} Motion by Cournia and seconded by Sorenson to approve staff participation in the planning grant application process.

Affirmative: Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None

Motion: Pass

Staff requests approval to adopt and implement the Wild Rice-Marsh One Watershed One Plan.

{Motion #20-2021} Motion by Sorenson and seconded by Pester to approve to adopt and implement the Wild Rice-Marsh One Watershed One Plan

Affirmative: Affirmative: Peterson, McWalter, Pester, Sorenson and Cournia

Opposed: None

Motion: Pass

Coordinating meetings consisting of reviewing consultant proposals and completing required documents for the Middle Snake-Tamarac Rivers (MSTR) One Watershed One Plan. First policy committee meeting will be January 28th, 2021.

AgBMP Loan Program

Prioritize categories and practices. Discussion.

Other:

Elink reporting

Recorded a presentation on the virtual NW Mn Water Festival for the National Conservation District Employees Association and National Conservation Planning Partnership Symposium to be held Feb. 10th, 2021.

Newsletter mailed 1/19/2021

Habermehl

Technician Habermehl Report 01/21/2021

WCA:

- TEP: 01/20/2021 annual reporting completed 01/20/2021.

- RLRCEP: EGF projects portfolio. emailed applicant 01/14/2021.
- Brandt 23: proposed coulee cleanout RLWD# 20-26; TEP reviews 01/13, 01/14/2021.
- Belgium 11: gravel mining; awaiting drill log.
- Crookston 26: pond excavation; Joint App. sent 01/19/2021.
- Crookston 15: WCA analysis, compile potential violation evidence.
- Liberty 21: elevation shots & ditch improvement evidence required.
- Epitome Energy: complete application received 08/12/2020, NOA issued 08/19/2020, NOD issued 09/23/2020. Mitigation pending.
- Ag Innovation Campus: complete application received 08/17/2020, NOA issued 09/02/2020, NOD issued 10/14/2020. AIC groundbreaking ceremony 10/28/2020. WCA LGU requires no further Application 01/12/2021.

Buffer Initiative:

SWCD staff meet 01/19/2021, P&Z telephone (conservation tillage), attached PW maps & NONs to BuffCAT, update BuffCAT, field telephone/email inquiries.

Other: GNSS rover demo., Newsletter USPS, Volunteer Climatology mailed 01/13/2021, RLR Crookston 34, EJAA meeting 02/09/2021, NACDE winter 02/17/2021, drain tile h2o, etc.

Torkelson

Technician Report 1/22/2021

Buffers:

- Finished field checks on newly compliant APO-enforced parcels
- Submitted formal notification to Polk County P&Z to stop enforcement on these parcels. 28 COCs handed over out of 39 APOs issued on 11/13/2020
- Submitted 30 NONs to Polk County P&Z for parcels found to be out of compliance during 2020 monitoring (will be mailed to landowners on 1/25/2021 to start a rational timeline for enforcement)
- Updating BuffCAT with maps, enforcement paperwork, photos
- Compiling monitoring notes, compliance history, location/ditch info, alternative practice information and owner/operator correspondence for every buffer parcel in one spreadsheet
- Wrote buffer monitoring update article for SWCD newsletter

Tree Program:

- Taking orders for 2021 tree sale
- Working with landowners to plan windbreak plantings for spring/2021
- Advising landowners on tree care and making recommendations for new plantings
- Wrote two articles for SWCD newsletter
 - Tree Program Species Highlights
 - Dealing with Spruce Needle Cast

Training:

- Attended online seminars for 2020 ISA conference (fulfilled CEU requirements – certified through 2023)
- District technicians met with Wes Schneider of Frontier Precision to demo new GPS rover for potential purchase

NRCS DISTRICT CONSERVATIONIST'S REPORT

January 21, 2021
NRCS Board Report
CSP –

- Finishing up FY 20 CSP payments/mods

EQIP –

- Pending letters sent to applicants to request planning information by Jan 29 or they will be ineligible.

RCPPEQIP

- Same as EQIP
- 11 applications for OWOP FY 21

CONTRACT MANAGEMENT –

- Continually working on modifications, planning, and contract maintenance.

OTHER

- COVID-19 – Phase 0! Limited to only 2 staff but each office varies by circumstance
- CRP General Sign-up (56) January 4 – February 12

MEETINGS AND ACTIVITIES-

- All employee Team Meeting – Jan 5
- CRP Training Teams – Jan 6
- Producer CRP Training FSA – Jan 12 & 20
- West Polk SWCD Board Meeting – Jan 21

Respectfully submitted,
Luther Newton IV
NRCS Acting Team Lead

CORRESPONDENCE:

Publications:

Forestry Notes

Conservation Brief

Conservation Views

Crookston Daily Times

MPCA Feedlot Update

ENotes for NACD

Waterline

River Monitor

Shade Tree Advocate

Minnesota Environment

Other:

January 2021 Report

Jillian Fejszes, Farm Bill Biologist

Trainings/Meetings:

- 12/15- Pennington and Marshall SWCD Board Meetings
- 12/17- West Polk SWCD Board Meeting-Call
- 12/21- Pennington CWMA Meeting -Zoom
- 12/24-1/4- Off for Holidays
- 1/6- General CRP Signup Webinar
- 1/12- West Polk FSA CRP Webinar

Ongoing Work:

- Talked to 5 landowners

- Going through information on the new CRP signup, updated my CRP presentation from last year for the West Polk FSA's CRP webinars. First one had 1 participant, hoping more sign up for the second.
- Wrote CRP article and sent it in for SWCD newsletters, as well as working with Donna to post on FaceBook about the CRP signup.
- Completed 11 CRP eligibilities for West Polk, also completed 2 CRP revisions.
- Watching some webinars for the Red River Basin conference
- Working on compiling documents for conservation planner, starting to look at what I want to do for last plan as well as learning some of the required programs.
- Completed activity reporting
- Lots of webinars!

Upcoming:

- 1/20- W Polk FSA CRP Webinar
- 1/20- BWSR Seed mix Stakeholder Meeting
- 1/21- Red River Basin Virtual Conference
- 1/21- West Polk SWCD Board Meeting
- 2/8- Pennington WRAC Meeting

Minutes, Agendas, and Annual Reports:

BWSR	Wild Rice Watershed
Sand Hill Watershed	Red Lake Watershed
Polk County Board	MCIT

The next meeting was scheduled for February 18th, 2021 at 7:00 am.

With no further business, Vice Chairman Peterson adjourned the meeting at 8:58 am.

Respectfully submitted,

Secretary
MM\nb

WEST POLK SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM THE FEBRUARY 18th, 2021 REGULAR BOARD MEETING

The meeting was called to order at 7:02 am by Chairman Cournia, via conference call.

Roll Call: Peterson, Pester and Cournia

APPROVAL OF AGENDA:

{Motion #21-2021} Motion by Peterson and seconded by Pester to approve the February 18th, 2021 agenda.

Affirmative: Peterson, Pester and Cournia

Opposed: None

Motion: Pass

Supervisors Present:

Chris Cournia, Chair
Derek Peterson, Vice Chairman
Christian Pester, Treasurer
John Sorenson, PR & I

District Employees Present:

Nicole Bernd, District Manager
Aaron Habermehl, District Technician
Morgan Torkelson, District Technician

Others Present:

Jillian Fejszes, Farm Bill Biologist
Luther Newton, NRCS Team Lead

Absent:

Mark McWalter, Secretary

SECRETARY'S REPORT:

{Motion #22-2021} Motion by Peterson and seconded by Cournia to approve the minutes from the regular board meeting held January 21st, 2021.

Affirmative: Peterson, Pester and Cournia

Opposed: None

Motion: Pass

The January financial reports were reviewed. Motion by Pester and seconded by Peterson to approve the financial reports, subject to audits and revisions.

TREASURER'S REPORT:

{Motion #23-2021} Motion by Pester and seconded by Peterson to approve the treasurer's reports.

Affirmative: Peterson, Pester and Cournia

Opposed: None

Motion: Pass

COST SHARE REPORT:

No report.

OLD BUSINESS

Crookston USDA Service Center outside doors are open due to Phil Thompson & Associates resuming full customer service. FSA has reverted to Phase I by locking internal doors and conducting appointments only by phone and email. NRCS and WPSWCD continue to keep internal doors closed, appointments only via phone/email/parking lot/out in the field. Masks required (Governor's Executive Order 20-81).

NEW BUSINESS

Bernd requests approval to proceed with Peterson Company engagement letter for an audit ending in December 31st, 2020.

*Sorenson entered the meeting at 7:10am

{Motion #24-2021} Motion by Peterson and seconded by Sorenson to approve the engagement letter from Peterson Company for an audit ending December 31st, 2020.

Affirmative: Peterson, Pester and Sorenson

Opposed: None

Motion: Pass

The District's 2021 insurance premiums from MN County Intergovernmental Trust (MCIT) are due in the total amount of \$7,955.00 for Workman's Compensation and Property/Causality.

{Motion #25-21} Motion by Sorenson and seconded by Peterson to approve the payment to Minnesota Counties Intergovernmental Trust in the amount of \$7,955.00

Affirmative: Peterson, Pester and Sorenson

Opposed: None

Motion: Pass

MEETING REPORTS

Attended Meetings/Trainings

MSTR 1W1P Policy Committee meeting, WebEx	Peterson/Staff
WRM 1W1P Policy Committee meeting, Microsoft Teams	Cournia/Staff
AgBMP Loan Program meeting, ZOOM	Staff
Sand Hill River 1W1P meeting, ZOOM	Bernd
MSTR 1W1P Steering Committee meeting, WebEx	Bernd
WRM 1W1P Steering Committee meeting, Microsoft Teams	Bernd
RSDP Natural Resource Work Group meeting, ZOOM	Bernd
NACDE Winter meeting, ZOOM	Staff

Upcoming Meetings/Trainings

RLR RCPP meeting, ZOOM	Bernd
Northern TSA meeting, ZOOM	Staff
CWL CISMA meeting, Microsoft Teams	Bernd
MACDE Board Meeting, ZOOM	Bernd
Area 1 Technical Training Team meeting	Bernd
RRVSCA TSA meeting, ZOOM	Supervisor/Staff
Wild Rice Marsh 11P Steering Committee meeting	Bernd
Area 1 meeting, ZOOM	Supervisors/Staff

DISTRICT EMPLOYEE'S REPORTS:

Bernd

1W1P:

The Wild Rice-Marsh River 1W1P had a Policy Committee meeting Feb 3rd, 2021. Staff requests approval to participate in the Wild Rice Marsh River One Watershed One Plan (1W1P) Memorandum of Agreement (MOA) for the implementation of the plan.

{Motion #26-21} Motion by Pester and seconded by Sorenson to approve participation in the Wild Rice-Marsh River 1W1P MOA for the implementation of the plan.

Affirmative: Peterson, Pester and Sorenson

Opposed: None

Motion: Pass

The Wild Rice-Marsh Watershed has been allocated \$1,371,260 for implementation in the first biennium (2021-2022).

Staff requests approval to participate the in the Sand Hill River 1W1P Draft MOA for the participation in the pre-planning of the grant application effort.

{Motion #27-21} Motion by Pester and seconded by Peterson to approve participation in the Sand Hill River 1W1P Draft MOA for the pre-planning of the grant application effort.

Affirmative: Peterson, Pester and Sorenson

Opposed: None

Motion: Pass

The Middle Snake-Tamarac River 1W1P has its first Policy Committee meeting Jan 28th, 2021. Supervisor Peterson has been delegated as Secretary, Supervisor Pester as alternate. Advisory Committee members, bylaws, budget, workplan and timeline (with revisions) were approved. Policy Members as follows:

Entity	Delegate	Alternate
Marshall County	Rolland Miller	Jim Duckstad
Marshall SWCD	Brent Miller	Carl Green
Polk County	Mark Holy	<i>Vacant</i>
West Polk SWCD	Derek Peterson	Christian Pester
Middle Snake Tamarac	Bill Peterson	John Nelson

WD		
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Habermehl

Technician Habermehl Report 02/18/2021

WCA:

- TEP: 02/16/2021
- Pinnacle/BNSF: site visit/photos 02/17/2021, temporary impact(s).
- RLRCEP: EGF projects portfolio. emailed applicant 01/14/2021. Telephone 02/09/2021 delineations pending (3).
- Brandt 23: proposed coulee cleanout RLWD# 20-26; preliminary survey, profile/cross sections, request UMD slides pre 1984, dual decision NOD.
- Belgium 11: gravel mining; awaiting drill log(s).
- Crookston 26: pond excavation; Joint App. sent, DNR PW.
- Crookston 15: WCA analysis, compile potential violation evidence, (slides & GNSS).
- Liberty 21: elevation shots & ditch improvement (potential violation) evidence required, DNR collaboration.
- Epitome Energy: NOA, NOD, mitigation pending.

RLR 1W1P:

- identify parcel owners- grade stabilizations- compose/mail letters, share data w/TSA

Buffer Initiative:

- Plan for MSTRWD NONs Spring 2021

Other:

RLR Crookston 34 02/02/2021, EJAA meeting 02/09/2021, TSA 02/11/2021, NACDE winter 02/17/2021, drain tile h2o, etc.

Torkelson

Technician Report 2/18/2021

Buffers:

- Assisting landowners and farmers with questions about compliance status and enforcement procedures
- Updating BuffCAT with maps, enforcement paperwork, photos
- Compiling monitoring notes, compliance history, location/ditch info, alternative practice information and owner/operator correspondence for every buffer parcel in one spreadsheet

Tree Program:

- Taking orders for 2021 tree sale (\$20,000 gross handplant revenue so far)
- Working with landowners to plan windbreak plantings for spring/2021 (11 machine plants planned so far, totaling over \$10,000 gross revenue)
- Advising landowners on tree care and making recommendations for new plantings

NRCS DISTRICT CONSERVATIONIST'S REPORT

February 2021

CSP –

- FY 20 CSP payments – Feb 5
- FY 21 CSP general training – Feb 9
 - Awaiting final rule before announcement

- Will accept applications sometime in March??

EQIP –

- Currently completing assessments and rankings for FY 21 applications. – March 5
- 15 High priority applications in WP

RCPPEQIP

- Same as EQIP
- 11 applications for 1W1P FY 21

CONTRACT MANAGEMENT –

- Continually working on modifications, planning, and contract maintenance.

OTHER

- COVID-19 – Executive Order
- CRP General Sign-up (56) January 4 – February 12

CIVIL RIGHTS

- African American Heritage History Month

MEETINGS AND ACTIVITIES-

- MRBI/NWQI Training – Feb 2
- Teams Demo – Feb 4
- Mahnomen SWCD Board Meeting – Feb 16

UPCOMING MEETINGS, EVENTS, TRAININGS

- West Polk SWCD Board Meeting – Feb 18
- East Polk SWCD Board Meeting – Feb 18
- Pennington SWCD Board Meeting – Feb 18
- Red Lake Watershed RCPP – Feb 22
- Leadership CST Lead Meeting – Feb 25

Respectfully submitted,
Luther Newton IV
NRCS Acting Team Lead

CORRESPONDENCE:

Publications:

Forestry Notes

Conservation Brief

Conservation Views

Crookston Daily Times

MPCA Feedlot Update

ENotes for NACD

Waterline

River Monitor

Shade Tree Advocate

Minnesota Environment

Other:

February 2021 Report

Jillian Fejszes, Farm Bill Biologist

Trainings/Meetings:

- 1/20- BWSR State Seed Mix Stakeholder Meeting- Online
- 1/21- Red River Basin Virtual Conference
- 1/21- West Polk SWCD Board Meeting- Call
- 1/27- BWSR JAA Meeting
- 1/26-1/28- Virtual Conference- Advancing Outreach Effectiveness to Improve Conservation Practice Adoption

- 2/8- Pennington WRAC Meeting

Ongoing Work:

- Talked to 8 landowners
- Going through new CRP implementation requirements (new job sheets) and new requirements for CRP plans in Conservation Desktop.
- Completed 1 CRP plan for West Polk
- Completed 4 CRP eligibilities for West Polk, also completed 4 CRP revisions for Pennington.
- Working on seed mix for perennial cover that will be grazed/hayed after Aug 1 for the Pheasants Forever Soil Health and Habitat Program.
- Working on what I need to have completed for conservation planner- have determined practices and what land it's on.

Upcoming:

- 2/18- West Polk and Pennington SWCD Board Meetings
- 3/2- Local Technical Teams Statewide Meeting- Virtual
- 3/16-3/18- BWSR Wetland Restoration Training (Online)

Minutes, Agendas, and Annual Reports:

BWSR	Wild Rice Watershed
Sand Hill Watershed	Red Lake Watershed
Polk County Board	MCIT

The next meeting was scheduled for March 18th, 2021 at 7:00 am.

With no further business, Chairman Cournia adjourned the meeting at 7:50 am.

Respectfully submitted,

Secretary
MM\nb

WEST POLK SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM THE MARCH 18th, 2021 REGULAR BOARD MEETING

The meeting was called to order at 7:02 am by Chairman Cournia, via conference call.

Roll Call: Peterson, McWalter, Pester

APPROVAL OF AGENDA:

{Motion #21-2021} Motion by Peterson and seconded by McWalter to approve the February 18th, 2021 agenda.

Affirmative: Peterson, McWalter, Pester

Opposed: None

Motion: Pass

Supervisors Present:

Chris Cournia, Chair
Derek Peterson, Vice Chairman
Christian Pester, Treasurer
Mark McWalter, Secretary
John Sorenson, PR & I

District Employees Present:

Nicole Bernd, District Manager
Aaron Habermehl, District Technician
Morgan Torkelson, District Technician

Others Present:

Jillian Fejszes, Farm Bill Biologist
Luther Newton, NRCS Team Lead

Absent:

SECRETARY'S REPORT:

{Motion #22-2021} Motion by Pester and seconded by McWalter to approve the minutes from the regular board meeting held February 18th, 2021.

Affirmative: Peterson, McWalter, Pester

Opposed: None

Motion: Pass

The February financial reports were reviewed. Motion by Peterson and seconded by McWalter to approve the financial reports, subject to audits and revisions.

TREASURER'S REPORT:

{Motion #23-2021} Motion by McWalter and seconded by Peterson to approve the treasurer's reports.

Affirmative: Peterson, McWalter, Pester

Opposed: None

Motion: Pass

COST SHARE REPORT:

District Staff is requesting approval for the listed District Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
CS-20-09	380	613.00	460.00	Torkelson

{Motion #24-2020} Motion by Peterson and seconded by McWalter to approve the listed District Cost Share contract(s).

Affirmative: Peterson, McWalter, Pester

Opposed: None

Motion: Pass

OLD BUSINESS

Crookston USDA Service Center outside doors are open due to Phil Thompson & Associates resuming full customer service. FSA has reverted to Phase 2 (?) assisting customers through walk-up window inside the building. Internal doors and conducting appointments only by phone and email is still conducted. NRCS and WPSWCD continue to keep internal doors closed, appointments only via phone/email/parking lot/out in the field. Masks required (Governor's Executive Order 20-81).

Red River Valley Conservation Service Area/Technical Service Area (RRVCA/TSA) discussion.

Lease update

NEW BUSINESS

No report

MEETING REPORTS

Attended Meetings/Trainings

RLR RCPP meeting, ZOOM	Bernd Staff
Northern TSA meeting, ZOOM	Staff
CWL Cisma meeting, Microsoft Teams	Bernd
MACDE Board Meeting, ZOOM	Bernd
Area 1 Technical Training Team meeting	Bernd
RRVSCA TSA meeting, ZOOM	Supervisor/Staff
Wild Rice Marsh 1W1P Steering Committee meeting	Bernd
Area 1 meeting, ZOOM	Supervisors/Staff

Upcoming Meetings/Trainings

MASWCD Day at the Capitol, ZOOM	Staff
Wild Rice-Marsh 1W1P Steering Committee meeting, MicTeams	Bernd

BWSR Spring Training, ZOOM	Staff
Technical Service Area (TSA) board meeting, ZOOM	Staff/Peterson
Wild Rice-Marsh 1W1P Policy Committee meeting, MicTeams	Bernd/Cournia
Middle Snake-Tamarac Rivers 1W1P Steering Committee MicTeams	Bernd
Red Lake River 1W1P Policy Committee meeting, ZOOM	Bernd/McWalter

DISTRICT EMPLOYEE'S REPORTS:

Bernd

1W1P:

Wild Rice-Marsh 1W1P – Memorandum of Agreement and resolutions have been signed and approved by all participating entities to implement the plan. Policy Committee meeting April 7th to approve revised workplan and submit funding request to BWSR.

Middle Snake-Tamarac 1W1P – The 60-day notice of the Middle-Snake-Tamarac Rivers Watershed One Watershed, One Plan effort is currently being reviewed by the Steering Committee in order to be sent to stakeholders.

BUFFERS:

As of 3/1/2021, \$336,600 of Buffer Compliance Cost Share has been paid to West Polk County landowners/operators consisting of 73 cost share contracts; \$66,800 of this total is T/E (technical and engineering) retained by the district.

OTHER:

Bernd has been elected MN Association of Conservation District Employees (MACDE) President. This is a two-year term.

Habermehl

Technician Habermehl Report 03/18/2021

WCA:

- TEP: 03/03/2021, 03/09/2021
- Polk County Landfill: revised/modified Application report & supporting materials received 03/04/2021, 03/11/2021- telephone conversation Polk Environmental Services Admin. 03/03/2021.
- Sullivan 12: site visit & Utilities Exemption pending.
- Belgium 20: WCA Scope letter to Polk P&Z & site visit/photos 03/17/2021, Public Hearing 03/26/2021.
- Pinnacle/BNSF: site visit/photos 02/17/2021, temporary impact(s) x2.
- RLRCEP: EGF projects portfolio. delineations pending (3).
- Brandt 23: proposed coulee cleanout RLWD# 20-26; preliminary survey, profile/cross sections, request UMD slides pre-1984, NO LOSS NOD pending. WCA LGU on-site for project work.
- Gentilly 25: temporary impact notification sent 03/03/2021.
- Belgium 11: gravel mining; awaiting drill log(s).
- Crookston City: pre-Application consultation 03/08/2021.
- Crookston 26: pond excavation; Joint App. sent, DNR PW.
- Crookston 15: WCA analysis, compile potential violation evidence, (slides & GNSS).
- Liberty 21: elevation shots & ditch improvement (potential violation) evidence required, DNR collaboration.
- Epitome Energy: NOA, NOD, mitigation pending.

ECWM:

- 6 (outstanding) well decommissioning inquiries
- Buffer Initiative:
- Plan for MSTRWD NONs Spring 2021, ready for buffer establishment/resolution reactions.

Other:

Staff meet 03/16/2021, Area meet 03/16/2021, AIS meet 03/17/2021, drain tile h2o, upcoming trainings, etc.

Torkelson

Technician Report 3/18/2021

Buffers:

- Assisting landowners and farmers with questions about compliance status and enforcement procedures
- Updating BuffCAT with maps, enforcement paperwork, photos
- Compiling monitoring notes, compliance history, location/ditch info, alternative practice information and owner/operator correspondence for every buffer parcel in one spreadsheet

Tree Program:

- Taking orders for 2021 tree sale (\$23,000 gross handplant revenue so far)
- 11 confirmed machine plants, several tentative
- Working with landowners to plan windbreak plantings for spring/2021
- Advising landowners on tree care and making recommendations for new plantings

Meetings/other:

- Planning a virtual Arbor Day presentation for Crookston 4th grade class
- TSA staffing meeting 3/3/21
- Area 1 meeting 3/16/21

Steinbrink

Technician Report 3-18-21

Drafting plans, Swi design for Mike Skaug Public water project.

NRCS DISTRICT CONSERVATIONIST'S REPORT

March 18th, 2021

NRCS Board Report

CSP –

- FY 21 CSP general app acceptance – March 26
- FY 21 CSP renewal app acceptance – March 31

EQIP –

- Currently completing assessments and rankings for FY 21 applications. – March 26
- 15 High priority applications in W Polk
- 25 High Priority application in East Polk

RCPPEQIP

- Same as EQIP
- 11 applications for 1W1P FY 21

CONTRACT MANAGEMENT –

- Continually working on modifications, planning, and contract maintenance.

OTHER

- COVID-19 – Executive Order
- CRP General Sign-up (56) January 4 – ?
- CIVIL RIGHTS
- Women’s History Month

MEETINGS AND ACTIVITIES-

- LWG Training - March
- Norman SWCD Board Meeting
- UPCOMING MEETINGS, EVENTS, TRAININGS
- West Polk SWCD Board Meeting – March 18
- East Polk SWCD Board Meeting – March 18
- Pennington SWCD Board Meeting – March 18

Respectfully submitted,

Luther Newton IV

NRCS Acting Team Lead

CORRESPONDENCE:

Publications:

Forestry Notes

Conservation Brief

Conservation Views

Crookston Daily Times

MPCA Feedlot Update

ENotes for NACD

Waterline

River Monitor

Shade Tree Advocate

Minnesota Environment

Other:

March 2021 Report

Jillian Fejszes, Farm Bill Biologist

Trainings/Meetings:

- 2/17- Webinar for Bee and Butterfly Fund
- 2/18- West Polk and Pennington SWCD Board Meetings
- 2/24- Glacial Ridge LTT CISMA Meeting
- 3/2- Statewide LTT Leads Meeting

Ongoing Work:

- Talked to 7 landowners
- Assisted landowners with CRP questions. Also contacted a few landowners I had talked to last year who were interested in pollinator plantings and referred them to the Bee and Butterfly fund webinar
- Completing some Aglearn courses and lots of webinars
- Working on West Polk eligibilities for contracts coming out this year.
- Assisted NRCS and SWCD with an EQIP plan
- Looking into requirements for tree CRP and who can do the planning
- Working on what I need to have completed for conservation planner- working on documentation required and learning practice standards and learned Wind Erosion Prediction System (WEPS) with help from Nico.

- Working with Alex Wardwell to plan LTT meetings for Glacial Ridge and Tallgrass Aspen Parklands as a way for local agency people to get to know what everyone does and how we can help each other
- Starting to work on some landowner outreach plans as I have not heard much back for CRP.

Upcoming:

- 3/16- 3/18- BWSR Wetland Restoration Training
- 3/17- Pennington CWMA Meeting
- 3/18- West Polk and Pennington SWCD Board Meetings
- 3/23- Agronomy 101 Training with Centrol Crop Consulting
- 3/30- BWSR Spring Training

Minutes, Agendas, and Annual Reports:

BWSR	Wild Rice Watershed
Sand Hill Watershed	Red Lake Watershed
Polk County Board	MCIT

The next meeting was scheduled for April 15th, 2021 at 7am .

With no further business, Chairman Cournia adjourned the meeting at 7:53 am.

Respectfully submitted,

Secretary

MM\nb

WEST POLK SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM THE APRIL 15th, 2021 REGULAR BOARD MEETING

The meeting was called to order at 7:01 am by Chairman Cournia, via conference call.

Roll Call: Peterson, McWalter, Pester

APPROVAL OF AGENDA:

{Motion #25-2021} Motion by McWalter and seconded by Peterson to approve the March 18th 2021 agenda.

Affirmative: Peterson, McWalter, Pester

Opposed: None

Motion: Pass

Supervisors Present: Chris Cournia, Chair
Derek Peterson, Vice Chairman
Christian Pester, Treasurer
Mark McWalter, Secretary

District Employees Present: Nicole Bernd, District Manager
Aaron Habermehl, District Technician
Morgan Torkelson, District Technician

Others Present: Jillian Fejszes, Farm Bill Biologist
Luther Newton, NRCS Team Lead

Absent: John Sorenson, PR & I

SECRETARY'S REPORT:

{Motion #26-2021} Motion by McWalter and seconded by Peterson to approve the minutes from the regular board meeting held March 18th, 2021.

Affirmative: Peterson, McWalter, Pester

Opposed: None

Motion: Pass

The March financial reports were reviewed. Motion by Peterson and seconded by McWalter to approve the financial reports, subject to audits and revisions.

TREASURER'S REPORT:

{Motion #27-2021} Motion by McWalter and seconded by Pester to approve the treasurer's reports.

Affirmative: Peterson, McWalter, Pester

Opposed: None

Motion: Pass

COST SHARE REPORT:

District Staff is requesting approval for the listed District Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
CS-20-10	351	698.00	349.00	Habermehl

{Motion #28-2021} Motion by Pester and seconded by Peterson to approve the listed District Cost Share contract(s).

Affirmative: Peterson, McWalter, Pester

Opposed: None

Motion: Pass

OLD BUSINESS

Crookston USDA Service Center outside doors are open due to Phil Thompson & Associates resuming full customer service. FSA has reverted to Phase 2 assisting customers through walk-up window inside the building. Internal doors and conducting appointments only by phone and email is still conducted. NRCS and WPSWCD continue to keep internal doors closed, appointments only via phone/email/parking lot/out in the field. Masks required (Governor's Executive Order 20-81).

Polk County Interim Use Permit Request: Asphalt Batch Plant

NEW BUSINESS

West Polk SWCD Flyer to legislators (flyer included)

MEETING REPORTS

Attended Meetings/Trainings

MASWCD Day at the Capitol, ZOOM	Bernd
Wild Rice-Marsh 1W1P Steering Committee meeting, MicTeams	Bernd
BWSR Spring Training, ZOOM	Staff
Technical Service Area (TSA) board meeting, ZOOM	Staff/Peterson
Wild Rice-Marsh 1W1P Policy Committee meeting, MicTeams	Bernd/Cournia
Middle Snake-Tamarac Rivers 1W1P Steering Committee MicTeams	Bernd
Red Lake River 1W1P Policy Committee meeting, ZOOM	Bernd

Upcoming Meetings/Trainings

Area Managers meeting, MicTeams	Bernd
MSTR 1W1P Policy Committee meeting, MicTeams	Bernd/Peterson
Area Technical Training Team meeting, MicTeams	Bernd
MSTR 1W1P Steering Committee meeting, MicTeams	Bernd

DISTRICT EMPLOYEE'S REPORTS:

Bernd

1W1P:

- Wild Rice-Marsh 1W1P – Policy Committee met April 7th and approved the workplan in order to submit the funding request to BWSR. Funding to be received in May.
- Middle Snake-Tamarac 1W1P – The 60-day notice of the Middle-Snake-Tamarac Rivers Watershed One Watershed, One Plan was sent out to stakeholders and State Agencies. Next Policy Committee Meeting will be at the April 21st at the Marshall County Courthouse with virtual attendance available.
- Red Lake River 1W1P: Policy Committee was held April 14th WPSWCD reported planned projects for the upcoming year.
- Sand Hill River 1W1P – Planning group will be working on the application in the next few weeks. RFP for the planning grant is due June 6th, 2021.

OTHER:

On behalf of MACDE, Bernd has been moderating the BWSR/NRCS listening sessions for SWCD's in all 8 MASWCD Areas. These sessions consists of updates from the BWSR Executive Director and NRCS State Conservations and time for questions/answers from those attending.

Strip Till inquiry

Habermehl

Technician Habermehl Report 04/15/2021

WCA:

- TEP: 04/14/2021, RLWD permits.
- Polk County Landfill: revised/modified Application report & supporting materials received 03/04/2021, 03/11/2021- telephone conversation Polk Environmental Services Admin. 03/03/2021. Agent 04/07/2021, TEP 04/14/2021, TEP reconvene ~2 weeks, meet with Agent & Applicant (TEP Findings).
- Sullivan 12: site visit 04/07/2021; Utilities Exemption.
- Vineland 25 (Climax bridge): site visit, communication with KLJ engineering (& MN DNR) 03/29/2021.
- Andover 06: site visit 04/07/2021 RLWD# 21034.
- Huntsville 17: asphalt plant, landowner/P&Z communication, Public Hearing 04/23/2021.
- Belgium 20: WCA Scope letter to Polk P&Z & site visit/photos 03/17/2021, Public Hearing 03/26/2021.
- RLRCEP: EGF projects portfolio. delineations pending (3).
- Brandt 23: proposed coulee cleanout RLWD# 20-26; preliminary survey, profile/cross sections, NOD issued 04/14/2021, WCA LGU on-site for project work.
- Belgium 11: gravel mining; awaiting drill log(s).
- Crookston 15: WCA analysis, compile potential violation evidence, (slides & GNSS).
- Liberty 21: elevation shots & ditch improvement (potential violation) evidence required, DNR collaboration.
- Epitome Energy: NOA, NOD issued, mitigation pending.

- ECWM:
- 6 (outstanding) well decommissioning inquiries. Lowell 29 erosion inquiry.
- Buffer Initiative:
- MSTRWD NONs Spring 2021 with WD Board cover letter, buffer establishment/resolution reactions.

Other:

- Staff meet 04/08/2021, MN Certified Wetland Delineator training 04/15/2021, 04/29/2021, tree stock 04/22/2021, tree planting 04/30/2021, etc.

Torkelson

Technician Report 4/15/2021

Buffers:

- Assisting landowners and farmers with questions about compliance status and enforcement procedures
- Updating BuffCAT with maps, enforcement paperwork, photos
- Compiling monitoring notes, compliance history, location/ditch info, alternative practice information and owner/operator correspondence for every buffer parcel in one spreadsheet

Tree Program:

- Taking orders for 2021 tree sale (almost \$25,000 gross handplant revenue so far)
- 12 confirmed machine plants 7 scheduled so far
- Working with landowners to plan windbreak plantings for spring/2021
- Advising landowners on tree care and making recommendations for new plantings

Meetings/other:

- Planning a virtual Arbor Day presentation for Crookston 4th grade class

Steinbrink

Technician Report 4-14-21

- Drafting plans, SWI design for Mike Skaug Public water project.
- Met with Craig Engelstad to discuss Sediment Basin design and Cost share for grade stab str.
- Site check project for Ed Boushee. Grade stab. Structure. Roy Holmes NRCS surveyed and designed.
- Site check project for Madeline Hangsleben. Grade stab. Structure. Roy Holmes NRCS surveyed and designed.

NRCS DISTRICT CONSERVATIONIST'S REPORT

NRCS Board Report

April 2021

Conservation Stewardship Program

- General/Classic Signup
 - Assessment and Ranking deadline – May 28, 2021
 - 13 High priority applications in the Crookston CST – 9 Pennington, 3 Mahnomen, 1 East Polk
- Renewal Signup

- Application Acceptance deadline – April 7, 2021

Environmental Quality Incentive Program

- Signup 1 – 26 Preapprovals
 - 14 – Mahanomen
 - 4 – Norman
 - 3 – Pennington
 - 2 – East Polk
 - 1 – West Polk
 - 4 – RCPP (3-Pennington, 1-Red Lake)
- Signup 2 – workload prioritization deadline – April 23, 2021

Other

- COVID-19 – Service Centers open to the public by appointment – April 12, 2021
 - Will use sparingly for the next few months. Will still meet on location or in parking lot as much as possible.

Civil Rights

- No special emphasis for April

Meetings and Activities

- West Polk SWCD Board Meeting – March 18, 2021
- East Polk SWCD Board Meeting – March 18, 2021
- Pennington SWCD Board Meeting – March 18, 2021
- Agronomy 101 – Tech Talk Training – March 23, 2021
- Locally Led Conservation Training – March 3, 10, 17, 24
- Norman SWCD Board Meeting – April 8, 2021
- Red Lake County SWCD Meeting – April 12, 2021

Upcoming Meetings, Events, Trainings

- West Polk SWCD Board Meeting – April 15, 2021
- East Polk SWCD Board Meeting – April 15, 2021
- Pennington SWCD Board Meeting – April 15, 2021
- GovDelivery Local Topic Administrator Training – April 15, 2021
- Pennington County LWG Meeting – April 15, 2021
- Crookston Customer Service Team Meeting – April 21, 2021
- Norman County LWG Meeting – April 22, 2021
- East Polk County LWG Meeting – April 28, 2021
- 1010 Transition Discussion – May 5, 2021

Luther Newton IV

NRCS Acting Team Lead

CORRESPONDENCE:

Publications:

Forestry Notes

Conservation Brief

Conservation Views

Crookston Daily Times

ENotes for NACD

Waterline

River Monitor

Shade Tree Advocate

Other:

April 2021 Report

Jillian Fejszes, Farm Bill Biologist

Trainings/Meetings:

- 3/16- 3/18- BWSR Wetland Restoration Training
- 3/17- Pennington CWMA Meeting
- 3/18- West Polk and Pennington SWCD Board Meetings
- 3/23- Agronomy 101 Training with Centrol Crop Consulting
- 3/30- BWSR Spring Training

Ongoing Work:

- Talked to 9 landowners
- Had our first CRP contract of the year for Pennington- 132 acres. The contract started April 1.
- Had 3 site visits
- Completed some CRP eligibilities for West Polk
- Completed 20 CRP revisions for Pennington and West Polk CRP contracts
- Completed 1 Aglearn Course and lots of webinars
- Got documentation together for Conservation Planner certification and sent it on to ARC.
- Working with seed vendors and landowner to plan a seed mix for her CRP
- Have a date set- July 14- for a grazing tour and training as part of PF's "Train the Trainer" trainings they will be doing all over the state this year. These trainings will be for local staff. This will be touring the TNC and DNR land in Kittson County where grazing and burning is being done on over 4000 acres
- Still planning some outreach and hope to get some letters sent out soon.

Upcoming:

- 4/8- Pennington SWCD Planning Meeting
- 4/8- Glacial Ridge LTT Meeting
- 4/12- Pennington WRAC Meeting
- 4/15- Pennington and West Polk SWCD Board Meetings

Minutes, Agendas, and Annual Reports:

BWSR

Wild Rice Watershed

Sand Hill Watershed

Red Lake Watershed

Polk County Board

MCIT

The next meeting was scheduled for May 20th, 2021 at 7am .

With no further business, Chairman Cournia adjourned the meeting at 7:54 am.

Respectfully submitted,

Secretary

MM\nb

WEST POLK SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM THE MAY 20th, 2021 REGULAR BOARD MEETING

The meeting was called to order at 7:06 am by Chairman Cournia, at the District Tree Shed, 1514 South Main, Crookston and via conference call.

Roll Call: Peterson, McWalter, Sorenson and Pester

APPROVAL OF AGENDA:

{Motion #29-2021} Motion by Peterson and seconded by McWalter to approve the April 15th 2021 agenda.

Affirmative: Peterson, McWalter, Sorenson and Pester

Opposed: None

Motion: Pass

Supervisors Present: Chris Cournia, Chair
Derek Peterson, Vice Chairman
Christian Pester, Treasurer
Mark McWalter, Secretary
John Sorenson, PR & I

District Employees Present: Nicole Bernd, District Manager
Aaron Habermehl, District Technician
Morgan Torkelson, District Technician

Others Present: Jillian Fejszes, Farm Bill Biologist
Luther Newton, NRCS Team Lead

Absent:

SECRETARY'S REPORT:

{Motion #30-2021} Motion by Peterson and seconded by Sorenson to approve the minutes from the regular board meeting held April 15th, 2021.

Affirmative: Peterson, McWalter, Sorenson and Pester

Opposed: None

Motion: Pass

The April financial reports were reviewed. Motion by _____ and seconded by _____ to approve the financial reports, subject to audits and revisions. Will be reviewed at the June meeting.

TREASURER’S REPORT:

{Motion #31-2021} Motion by Sorenson and seconded by Pester to approve the treasurer’s reports.

Affirmative: Peterson, McWalter, Sorenson and Pester

Opposed: none

Motion: Pass

COST SHARE REPORT:

District Staff is requesting approval for the listed State Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
CS-21-01	351	3000.00	500.00	Habermehl

{Motion #32-2021} Motion by Pester and seconded by Sorenson to approve the listed District Cost Share contract(s).

Affirmative: Peterson, McWalter, Sorenson and Pester

Opposed: None

Motion:Pass

District Staff is requesting approval for the listed District Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
DF(RLWD)	410	8500.00	6375.00	Steinbrink

{Motion #33 -2021} Motion by Peterson and seconded by Sorenson to approve the listed District Cost Share contract(s).

Affirmative: Peterson, McWalter, Sorenson and Pester

Opposed: None

Motion: Pass

OLD BUSINESS

Crookston USDA Service Center/West Polk SWCD - COVID update

RRVSCA/TSA proposed budgets: Discussion

NEW BUSINESS

MASWCD Resolutions: Deadline to submit is July 21st .

USDA Service Center Emergency Committee

MEETING REPORTS

Attended Meetings/Trainings

Area Managers meeting, MicTeams	Bernd
MSTR 1W1P Policy Committee meeting, MicTeams	Bernd/Peterson
Area Technical Training Team meeting, MicTeams	Bernd
MSTR 1W1P Steering Committee meeting, MicTeams	Bernd
MN Tech. Training Certification Program meeting, MicTeams	Bernd
Clean Water Council meeting, ZOOM	Bernd

Upcoming Meetings/Trainings

MSTR 1W1P Steering Committee meeting, MicTeams	Bernd
Flood Damage Reduction Workgroup meeting, MicTeams	Bernd
Area 1 Meeting, Mahnomen	Supervisors/Staff
MSTR 1W1P Policy/Advisory meeting, Warren/MicTeams	Bernd/Peterson
MSTR 1W1P Public Kick Off meeting, New Folden/MicTeams	Staff/Supervisors
State Managers Meetings, Brainerd	Bernd

DISTRICT EMPLOYEE'S REPORTS:

Bernd

1W1P:

- Middle Snake-Tamarac 1W1P – Policy/Advisory Committee met May 19th. Advisory Committee members were introduced and gave an overview of the issues they see to address in the plan.
- Sand Hill River 1W1P – continue working on the application. RFP for the planning grant is due June 6th, 2021.

OTHER:

- Strip Till inquiry: General Mills
- District received an inquiry pollinator plot cost share. Area is ~ 1 acre located in Crookston.
- The District's last year's intern, Brook Thompson, has returned as a seasonal employee for the summer months.

Habermehl

Technician Habermehl Report 05/20/2021

WCA:

- TEP: 04/14, 05/06/2021
- RLWD Permits (x4 pattern tile plans). CRP Wetland Banking.
- Onstad 15: WCA violation. Site visit 05/03/2021, RPN issued 05/04/2021, met with property owner on-site 05/18/2021.
- Polk County Landfill: revised/modified Application report & supporting materials received 03/04/2021, 03/11/2021- telephone conversation Polk Environmental Services Admin. 03/03/2021. Agent 04/07/2021, TEP 04/14/2021, TEP 05/06/2021, remote meeting with Agent 05/06/2021, sent TEP Findings to Agent 05/17/2021.
- Liberty 05: potential WCA violation; site visit 05/12/2021 not under SCOPE.
- RLRCEP: EGF projects portfolio. delineations pending (3). Conversation w/Applicant 04/19/2021.

- Brandt 23: proposed coulee cleanout RLWD# 20-26; preliminary survey, profile/cross sections, NOD issued 04/14/2021, WCA LGU on-site for project work. Applicant stated work late May. Sullivan 12: site visit 04/07/2021; Utilities Exemption 05/11/2021.
- Vineland 25 (Climax bridge): site visit, communication with KLJ engineering (& MN DNR) 03/29/2021.
- Belgium 11: gravel mining; awaiting drill log(s).
- Liberty 21: elevation shots & ditch improvement (potential violation) evidence required, DNR collaboration.
- Epitome Energy: NOA, NOD issued, mitigation pending.

ECWM:

- 7 (outstanding) well decommissioning inquiries. Lowell 29 erosion; no action.

Buffer Initiative:

- MSTRWD, staff meeting 05/17/2021.

Other:

MN Certified Wetland Delineator training 04/15/2021, 04/29/2021, tree stock 04/22/2021, tree planting 04/30/2021, 05/14/2021, h2o testing, update iPad, etc.

Torkelson

Technician Report 5/20/2021

Buffers:

- Conducting field checks for routine buffer monitoring and verifying compliance of parcels in APO enforcement.
- Assisting landowners and farmers with questions about compliance status and enforcement procedures
- Compiling monitoring notes, compliance history, location/ditch info, alternative practice information and owner/operator correspondence for every buffer parcel in one spreadsheet

Tree Program:

- Finished tree sale (over \$26,000 in gross revenue)
- 12 machine plants completed (4500 trees planted)
- Working with landowners to plan windbreak plantings for spring/2021
- Advising landowners on tree care and making recommendations for new plantings
- Working on newspaper article to inform people how and when to water their trees to promote strong establishment and reduce the chances of winter burn on evergreens

Meetings/other:

- Put together a virtual Arbor Day presentation for Crookston 4th grade class showing kids the importance of wildlife habitat

Steinbrink

Technician Report 5-20-21

- Sent cost share application for Ed Boushee Grade stabilization Structure.
- Sent cost share application for Hangsleben/Useldinger Project for a grade stabilization Structure.
- Request from Troy Newhouse for gully erosion project. Has been surveyed and waiting for design etc.

- Request from John Sorenson for gully erosion project.
- Request from Kristal Abrahamson for gully erosion project. Survey completed. Waiting for design and cost est.

NRCS DISTRICT CONSERVATIONIST'S REPORT

NRCS Board Report

May 2021

Conservation Stewardship Program

- General/Classic Signup
 - Assessment and Ranking deadline – May 28, 2021
- Renewal Signup
 - Application Acceptance deadline – April 7, 2021

Environmental Quality Incentive Program

- Signup 1 – 26 Preapprovals
 - 14 – Mahnomen
 - 4 – Norman
 - 3 – Pennington
 - 2 – East Polk
 - 1 – West Polk
 - 4 – RCPP (3-Pennington, 1-Red Lake)
- Signup 2 – Assessment and ranking deadline – May 28, 2021

Other

- COVID-19 – Service Centers open to the public by appointment – April 12, 2021
 - Will use sparingly for the next few months. Will still meet on location or in parking lot as much as possible.

Civil Rights

- Asian Pacific American Heritage Month

Meetings and Activities

- West Polk SWCD Board Meeting – May 20, 2021
- East Polk SWCD Board Meeting – May 20, 2021
- Pennington SWCD Board Meeting – May 20, 2021
- Red Lake County SWCD Meeting – May 10, 2021

Upcoming Meetings, Events, Trainings

- 1010 Transition Discussion – May 24, 2021
- Clearwater River 1W1P Advisory Committee – May 26, 2021
- Crookston Customer Service Team Meeting – May 26, 2021
- Mahnomen County LWG Meeting – May 28, 2021
- West Polk SWCD Board Meeting – June 17, 2021
- East Polk SWCD Board Meeting – June 17, 2021
- Pennington SWCD Board Meeting – June 17, 2021

Luther Newton IV

NRCS Acting Team Lead

CORRESPONDENCE:

Publications:

Forestry Notes
Conservation Brief
Conservation Views

ENotes for NACD
Waterline
River Monitor

Other:

May 2021 Report

Jillian Fejszes, Farm Bill Biologist

Trainings/Meetings:

- 4/8- Pennington SWCD Planning Meeting
- 4/8- Glacial Ridge LTT Meeting
- 4/12- Pennington WRAC Meeting
- 4/13- Agassi Beach Ridge Partnership Meeting
- 4/15- Pennington and West Polk SWCD Board Meetings

Ongoing Work:

- Talked to 10 landowners
- Completed 2 CRP plans for Marshall County.
- Met with one landowner on site to discuss possible EQIP pollinator
- Completed some CRP eligibilities for West Polk
- Completed 19 CRP revisions for Pennington CRP contracts
- Completed outreach letter for Pennington and sent to 17 landowners. Only heard back from one person. CRP rental rates are quite low relative to land rental rates.
- Got some feedback regarding conservation planner and a list of requirements. Have been working in Aglearn to complete those webinars.
- Assisting landowners with questions on CRP seeding and interseeding
- Helped to get some EQIP folders put together for NRCS
- Got a new computer and spent time getting everything set up on that
- Got information on CRP coming out in 2022. Starting to make maps and look at sites to visit this summer.

Upcoming:

- 5/20- West Polk and Pennington SWCD Board Meetings
- 5/31- Memorial Day

Minutes, Agendas, and Annual Reports:

BWSR

Wild Rice Watershed

Sand Hill Watershed

Red Lake Watershed

Polk County Board

MCIT

The next meeting was scheduled for June 17th, 2021 at 7am.

With no further business, Chairman Cournia adjourned the meeting at 8:05 am.

Respectfully submitted,

Secretary

MM\nb

OUTLINE/AGENDA
WEST POLK SOIL AND WATER CONSERVATION
DISTRICT

MINUTES FROM THE JUNE 17th, 2021 REGULAR BOARD
MEETING

The meeting was called to order at 7:06 am by Chairman Cournia, at the District Tree Shed, 1514 South Main, Crookston and via conference call.

Roll Call: Pester, Peterson and McWalter

APPROVAL OF AGENDA:

{Motion #34-2021} Motion by Pester and seconded by McWalter to approve the April 15th 2021 agenda.

Affirmative: Pester, Peterson, Sorenson and McWalter

Opposed: None

Motion: Pass

Supervisors Present:

Chris Cournia, Chair
Derek Peterson, Vice Chairman
Christian Pester, Treasurer
Mark McWalter, Secretary
John Sorenson, PR & I

District Employees Present:

Nicole Bernd, District Manager
Aaron Habermehl, District Technician
Morgan Torkelson, District Technician
Brook Thompson, Seasonal Employee

Others Present:

Jillian Fejszes, Farm Bill Biologist

Absent:

Luther Newton, NRCS Team Lead

SECRETARY'S REPORT:

{Motion #35-2021} Motion by Pester and seconded by McWalter to approve the minutes from the regular board meeting held May 20th, 2021.

Affirmative: Pester, Peterson, Sorenson and McWalter

Opposed: None

Motion: Pass

The May financial reports were reviewed. Motion by Sorenson and seconded by Pester to approve the financial reports, subject to audits and revisions.

TREASURER’S REPORT:

{Motion #36-2021} Motion by McWalter and seconded by Sorenson to approve the treasurer’s reports.

Affirmative: Pester, Peterson, Sorenson and McWalter

Opposed: None

Motion: Pass

COST SHARE REPORT:

District Staff is requesting approval for payment of the listed State Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
CS-20-10	351	698.00	325.00	Habermehl

{Motion #37-2021} Motion by Sorenson and seconded by Peterson to approve the listed District Cost Share contract(s).

Affirmative: Pester, Peterson, Sorenson and McWalter

Opposed: None

Motion: Pass

District Staff is requesting approval for the listed District Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
DF(RLWD) 02-21	410	9800.00	7350.00	Steinbrink

{Motion #38 -2021} Motion by McWalter and seconded by Sorenson to approve the listed District Cost Share contract(s).

Affirmative: Pester, Peterson, Sorenson and McWalter

Opposed: None

Motion: Pass

OLD BUSINESS

Crookston USDA Service Center/West Polk SWCD - COVID update

NEW BUSINESS

Open Meeting Law, MCIT: Discussion

SWCD Supervisor Orientation: Handout

2021 County Allocation. Discussion

Sorenson left the meeting at 8:05 am.

MEETING REPORTS

Attended Meetings/Trainings

MSTR 1W1P Steering Committee meeting, MicTeams	Bernd
Flood Damage Reduction Workgroup meeting, MicTeams	Bernd
Area 1 Meeting, Mahnomen	Staff
MSTR 1W1P Policy/Advisory meeting, Warren/MicTeams	Bernd/Peterson
MSTR 1W1P Public Kick Off meeting, New Folden/MicTeams	Staff/Supervisors

Upcoming Meetings/Trainings

Buffer Compliance Cost Share meeting, MicTeam	Staff
MN Tech. Training Team meeting, MicTeams	Bernd
MACDE Board Meeting, ZOOM	Bernd
State Managers Meetings, Brainerd	Bernd

DISTRICT EMPLOYEE'S REPORTS:

Bernd

1W1P:

- Middle Snake-Tamarac 1W1P – Advisory Committee met June 16th. Review and prioritization of the draft issues of concerns.
- Red Lake River 1W1P – Planning Group presented at the MASWCD Area 1 meeting in Mahnomen
- Sand Hill River 1W1P – Planning grant application submitted June 6th. Selection of awardees by BWSR will be this late summer, early fall.

BUFFER:

- FY18 Buffer Compliance Cost Share agreement extension request

OTHER:

- Student Worker, Kristine Bernd, started at the District June 16th.
- Farmer collaboration request, University of MN: Handout

Pester left the meeting at 8:10am.

Habermehl

Technician Habermehl Report 06/17/2021

WCA:

- TEP: 05/06/2021, TBD.
- RLWD Permits (x2 pattern tile plans). CRP Wetland Banking.
- Onstad 15: WCA violation. Site visit 05/03/2021, RPN issued 05/04/2021, met with property owner on-site 05/18/2021, Certificate of Satisfactory Restoration issued 06/01/2021.
- Polk County Landfill: revised/modified Application report & supporting materials received 03/04/2021, 03/11/2021- TEP 05/06/2021, sent TEP Findings to Agent 05/17/2021, clay borrow Replacement 06/02,06/11, 06/14/2021.
- Crookston 31: PCHS meeting 06/11/2021, bridge inspection/WCA analysis.
- Lowell 25: RLWD survey, ditch maintenance record(s), No-Loss.
- RLRCEP: EGF projects portfolio. delineations pending (3). Conversation w/Applicant 04/19/2021.

- Brandt 23: proposed coulee cleanout RLWD# 20-26; preliminary survey, profile/cross sections, NOD issued 04/14/2021, WCA LGU on-site for project work. Applicant stated work summer 2021.
- Vineland 25 (Climax bridge): site visit, communication with KLJ engineering (& MN DNR) 03/29/2021.
- Belgium 11: gravel mining; awaiting drill log(s).
- Epitome Energy: NOA, NOD issued, mitigation pending.

ECWM:

- 6 (outstanding) well decommissioning inquiries. Assist survey SWIs 05/30/2021.
- Buffer Initiative:
- MSTRWD. BuffCAT/BWSR meeting 06/09/2021.

Other:

(8) Polk County tax forfeiture parcels 06/02/2021, Area meeting 06/15/2021, GNSS training 06/16/2021, TSA meeting 06/24/2021, update iPad, etc.

Torkelson

Technician Report 6/17/2021

Buffers:

- Conducting field checks for routine buffer monitoring and verifying compliance of parcels in APO enforcement.
- Assisting landowners and farmers with questions about compliance status and enforcement procedures
- Compiling monitoring notes, compliance history, location/ditch info, alternative practice information and owner/operator correspondence for every buffer parcel in one spreadsheet

Tree Program:

- Phone calls and site visits to landowners with tree problems, advising cultural practices to maintain tree health
- Working with landowners to plan windbreak plantings and replants for spring/2022
- Submitted op-ed to Crookston Times talking to readers about watering and caring for newly planted trees (will be submitting topical articles periodically in the future)

Meetings/other:

- Highland elementary 4th grade teachers said their students really liked my virtual Arbor Day presentation and requested that I do it in person in the future

Steinbrink

No report.

Thompson

Seasonal Employee Report

Buffer Monitoring:

- Using ArcGIS Survey 123, I created a more efficient way to monitor parcels that are being moved out of compliance.
- We take a survey in field using the app
- Data Collected includes:
- Parcel #

- Date
- Map Location
- Picture
- After we are done for the day, we are able to come back to the office and create a report through Survey 123
- Report displays all data we collected in the field and creates a word document with the data.

CRP Visits:

- Jill invited me to go with her on CRP Monitoring throughout West Polk last week. This was a great learning experience, especially with defining different species of plants and native grasses found in the CRP.

NRCS DISTRICT CONSERVATIONIST'S REPORT

NRCS Board Report

No report.

Luther Newton IV

NRCS Acting Team Lead

CORRESPONDENCE:

Publications:

Forestry Notes

Conservation Brief

Conservation Views

Crookston Daily Times

MPCA Feedlot Update

ENotes for NACD

Waterline

River Monitor

Shade Tree Advocate

Minnesota Environment

Other:

June 2021 Report

Jillian Fejszes, Farm Bill Biologist

Trainings/Meetings:

- 5/20- West Polk and Pennington SWCD Board Meetings
- 5/31- Memorial Day
- 6/9- Glacial Ridge LTT CWMA Meeting

Ongoing Work:

- Talked to 12 landowners
- Completed 2 CRP revisions for Pennington CRP contracts. Everything for CRP is on hold now as we wait for soil rental rates to be updated. Offers that were in have been deleted so landowners will have to resubmit if they still want to be in. We don't have new rates yet.
- Have successfully completed the requirements for Apprentice Conservation Planner, now I will be working toward Certified Conservation Planner.
- Made maps for CRP coming out in 2022, as well as a spreadsheet for sites that I need to visit. Will be visiting these sites this summer as well as 2021 sites I didn't get to in the fall. I started West Polk and got through 10.
- Talked to 2 landowners about possible EQIP pollinator. One is interested and I will get back to him.

- I will be helping to coordinate two events this summer- the grazing tour on July 14 and now Glacial Ridge LTT CWMA is working to plan a workshop on invasive species to be held near Fertile in August.
- Submitted newsletter article about CRP
- Had some CRP seed mix questions from seed vendors. Working on making generic mixes to handout especially since seed mixes have slightly changed.
- Assisted NRSC with CSP by helping a landowner stake out some areas for pollinator plots and a tree planting
- Got information together on past projects I have done and will be going out this summer to see how the sites look and what is growing vs what was planted.

Upcoming:

- 6/15- SWCD Area 1 Meeting
- 6/17- West Polk and Pennington SWCD Board Meetings
- 7/2-7/9- Taking some time off. We will be moving into a new house soon and it's been a long process!

Minutes, Agendas, and Annual Reports:

BWSR

Wild Rice Watershed

Sand Hill Watershed

Red Lake Watershed

Polk County Board

MCIT

The next meeting was scheduled for July 13th , 2021 at 7:00am.

With no further business, Chairman Cournia adjourned the meeting at 8:20am.

Respectfully submitted,

Secretary

MM\nb

WEST POLK SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM THE JULY 13th , 2021 REGULAR BOARD MEETING

The meeting was called to order at 7:08 am by Chairman Cournia, at the District Tree Shed, 1514 South Main, Crookston and via conference call.

Roll Call: Peterson, Pester, Sorenson, McWalter

APPROVAL OF AGENDA:

{Motion #39-2021} Motion by Peterson and seconded by Sorenson to approve the July 13th 2021 agenda.

Affirmative: Peterson, Pester, Sorenson, McWalter

Opposed: None

Motion: Pass

Supervisors Present: Chris Cournia, Chair
Derek Peterson, Vice Chairman
Christian Pester, Treasurer
Mark McWalter, Secretary
John Sorenson, PR & I

District Employees Present: Nicole Bernd, District Manager
Aaron Habermehl, District Technician
Morgan Torkelson, District Technician
Brook Thompson, Intermittent Employee

Others Present: Jillian Fejszes, Farm Bill Biologist
Luther Newton, NRCS Team Lead

Absent:

SECRETARY'S REPORT:

{Motion #40-2021} Motion by Sorenson and seconded by Peterson to approve the minutes from the regular board meeting held June 17th , 2021.

Affirmative: Peterson, Pester, Sorenson, McWalter

Opposed: None

Motion: Pass

The June financial reports were reviewed. Motion by Sorenson and seconded by Peterson to approve the financial reports, subject to audits and revisions.

TREASURER’S REPORT:

{Motion #41-2021} Motion by Sorenson and seconded by Peterson to approve the treasurer’s reports.

Affirmative: Peterson, Pester, Sorenson, McWalter

Opposed: None

Motion: Pass

COST SHARE REPORT:

District Staff is requesting approval for the listed State Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
CS-21-02	351	977.00	489.00	Habermehl

{Motion #42-2021} Motion by Peterson and seconded by Sorenson to approve the listed State Cost Share contract(s).

Affirmative: Peterson, Pester, Sorenson, McWalter

Opposed: None

Motion: Pass

District Staff is requesting approval for the listed District Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
DF(SHWD)-03-21	638	32,000.00	25,000.00	Steinbrink
DF(SHWD)-04-21	410	38,500.00	8,950.00	Steinbrink

{Motion #43-2021} Motion by Sorenson and seconded by Peterson to approve the listed District Cost Share contract(s).

Affirmative: Peterson, Pester, Sorenson, McWalter

Opposed: None

Motion: Pass

OLD BUSINESS

Crookston USDA Service Center/West Polk SWCD - COVID update

NEW BUSINESS

2022 County Allocation request

Notice received, MNDNR Decreasing groundwater levels

MN Farm Bill Assistance Local Partners Agreement – supports Farm Bill Biologist position to continue to assist NRCS, Pennington, Marshall and West Polk SWCD’s in delivering conservation programs. Staff requests a motion to support this position and contribute to the required in-kind match in the amount of \$2,166.00.

{Motion #44-2021} Motion by Sorenson and seconded by Peterson to approve the position and contribute to the required in-kind match in the amount of \$2,166.00.

Affirmative: Peterson, Pester, Sorenson, McWalter

Opposed: None

Motion: Pass

MEETING REPORTS

Attended Meetings/Trainings

Buffer Compliance Cost Share meeting, MicTeam	Staff
MN Tech. Training Team meeting, MicTeams	Bernd
MSTR 1W1P Public Kick off meeting, Warren MN	Bernd
MACDE Board meeting, ZOOM	Bernd
TSA Board meeting, Mahnommen/MicTeams	Habermehl/Bernd
RLR 1W1P planning group meeting, MicTeams	Bernd
State Managers meetings, Brainerd	Bernd
MSTR 1W1P Steering Committee meeting, MicTeams	Bernd
WRM 1W1P Steering Committee meeting, Ada/MicTeams	Bernd

Upcoming Meetings/Trainings

West Polk County Local Work Group, Crookston	Staff/Supervisors
RLR 1W1P Policy meeting, RLWD/MicTeams	Bernd/McWalter
RLR 1W1P Planning Group meeting, RLWD	Bernd
MSTR 1W1P Steering Committee meeting, MicTeams	Bernd
MSTR 1W1P Policy Committee meeting, Warren	Peterson

DISTRICT EMPLOYEE'S REPORTS:

Bernd

BUFFERS:

Staff requests a motion to approve the FY18 Buffer Compliance Cost Share (BCCS) grant agreement P18-9517 amendment of expiration date May 31, 2023.

{Motion #45-2021} Motion by Peterson and seconded by Sorenson to approve the FY18 BCCS grant agreement P18-9517 amendment of expiration date May 31, 2023.

Staff requests a motion to approve FY18 Buffer Cost Share (BCS) Grant Pooling Agreement #2 contract entered into with the Red Lake County SWCD.

{Motion #46-2021} Motion by Sorenson and seconded by McWalter to approve FY18 Buffer Cost Share (BCS) Grant Pooling Agreement #2 contract entered into with the Red Lake County SWCD.

Affirmative: Peterson, Pester, Sorenson, McWalter

Opposed: None

Motion: Pass

Buffer Implementation program expense review. Discussion
1W1P:

MSTR 1W1P

Public kick off meeting

Steering Committee meeting: Prioritization of Issues of Concerns prioritization by planning region

WRM 1W1P

Steering Committee meeting: Implementation process, i.e., cost share contracts, projects lists, tracking, etc.

RLR 1W1P

Planning Group meeting: financial update, project updates, new project requests
Project - Crookston Township, section 34; streambank failure/MPCA 319 Grant

Policy Committee meeting July 14th at the RLWD office @ 9:30 am

CISMA:

An invasive weed education event has been scheduled for August 17th, Mentor Community Center. Planning group is confirming presenters, food and other arrangements.

Habermehl

Technician Habermehl Report 07/13/2021

WCA:

- TEP: TBD (BWSR Wetland Specialist Hofstad return 07/12/2021).
- MWPCP: BWSR training (3 credits) (2 submittals pending).
- RLWD Permits (x5 pattern tile plans). CRP Wetland Banking.
- Fairfax 22: WCA investigation 06/21/2021; no violation.
- Polk County Landfill: revised/modified Application report & supporting materials received 03/04/2021, 03/11/2021- TEP 05/06/2021, sent TEP Findings to Agent 05/17/2021, clay borrow Replacement 06/02,06/11, 06/14/2021- WCA Determination Cert. of Sat. Replacement.
- Crookston 31: PCHS meeting 06/11/2021, bridge inspection/WCA analysis.
- Lowell 25: RLWD survey, ditch maintenance record(s), No-Loss/Drainage Exemption 06/22/2021.
- RLRCEP: EGF projects portfolio. (WP WCA LGU) delineations pending x3.
- Brandt 23: proposed coulee cleanout RLWD# 20-26; preliminary survey, profile/cross sections, NOD issued 04/14/2021, WCA LGU on-site for project work. Applicant stated work summer 2021.
- Epitome Energy: NOA, NOD issued, mitigation pending.

ECWM:

- 5 (outstanding) well decommissioning inquiries. Assisted tech. Steinbrink survey SWIs 06/28, 07/14/2021. GNSS training.

Buffer Initiative:

- MSTRWD monitoring, etc.

Other:

TSA meeting 06/24/2021, staff meeting 07/12/2021, RRBC bus tour 07/21/2021, AIS, update iPad, etc.

Torkelson

Technician Report 7/12/2021

Buffers:

- Wrapping up field checks for county ditch buffer monitoring (northernmost three tiers of townships) and verifying compliance of parcels in APO enforcement
- Will begin conducting field checks on public waterway parcels this week
- Assisting landowners and farmers with questions about compliance status and enforcement procedures
- Compiling monitoring notes, compliance history, location/ditch info, alternative practice information and owner/operator correspondence for every buffer parcel in one spreadsheet

Tree Program:

- Phone calls and site visits for landowners with tree problems, advising cultural practices to maintain tree health
- Working with landowners to plan windbreak plantings and replants for spring/2022
- Planning another op-ed for Crookston Times talking to readers about preparing newly planted trees for winter survival

Meetings/other:

- Upcoming (7/21/21) meeting with Sarah Mielke (Polk County P&Z) and EPSWCD staff to discuss enforcement timeline for NONs from 2021 buffer monitoring campaign

Steinbrink

No report.

Thompson

Thompson Employee Report

Buffers:

- First few test trials of using Survey 123 for parcels that are being pulled out of compliance have been successful! We have begun to save them both in a file online and in a paper file as well.
- Along with that, I have been working with Morgan & Aaron during field checks, taking notes as we drive along ditches. Once we come back to the office, we enter our data into the spreadsheet. Aaron and I have been working on the MSTRWD ditches, Morgan and I have been focusing on the county ditches in the northern tier of the district.

NRCS DISTRICT CONSERVATIONIST'S REPORT

NRCS Board Report

July 2021

- Conservation Stewardship Program
- General/Classic Signup
- Obligation deadline – July 30, 2021
- Renewal Signup
- Screening worksheet – deadlines TBD

Environmental Quality Incentive Program:

- Signup 1 – Obligation deadline – July 23, 2021
- Signup 2 – Obligation deadline – August 13, 2021
- Climate Smart Agriculture & Forestry
 - Application Deadline – July 9, 2021

Other:

Civil Rights

- No special emphasis in July

Meetings and Activities

- Clearwater River 1W1P Advisory Committee Meeting – June 23, 2021
- Red Lake County SWCD Meeting – July 12, 2021
 - LWG Meeting
- West Polk SWCD Meeting – July 13, 2021
 - LWG Meeting

Upcoming Meetings, Events, Trainings

- Crookston Customer Service Team Meeting – July 28, 2021
- Team Lead Weekly Teleconference – July 13, 2021

Luther Newton IV

NRCS Acting Team Lead

CORRESPONDENCE:

Publications:

Forestry Notes

ENotes for NACD

Conservation Brief

Waterline

Conservation Views

River Monitor

Crookston Daily Times

Shade Tree Advocate

MPCA Feedlot Update

Minnesota Environment

Other:

July 2021 Report

Jillian Fejszes, Farm Bill Biologist

Trainings/Meetings:

- 6/15- SWCD Area 1 Meeting
- 6/17- West Polk and Pennington SWCD Board Meetings
- 7/1- Glacial Ridge LTT CISMA Meeting
- 7/2-7/9- Taking some time off
- 7/12- Pennington WRAC Meeting
- 7/13- West Polk SWCD Board Meeting
- 7/14- PF Grazing Tour- Nature Conservancy land in Kittson County

Ongoing Work:

- Talked to 10 landowners
- Completed 7 CRP revisions for Pennington and Red Lake CRP contracts.
- Completed 6 eligibilities for West Polk CRP.
- The CRP signups are back open and have deadlines of 7/23 for General and 8/6 for Continuous. Rates have increased in many areas and incentives have also increased. Will be looking at offers submitted once I get them and have been looking at sites coming out this year and next for eligibility.
- Started doing CRP site visits and have made good progress. Across Pennington, West Polk and Marshall I have visited over 80 sites.
- Completing activity reporting- gets more time consuming as I do site visits.
- Working on making some generic CRP mixes

Upcoming:

- 7/15- Pennington SWCD Board Meeting

- 8/17- Glacial Ridge CISMA Invasive Plant Workshop- Mentor

Minutes, Agendas, and Annual Reports:

BWSR

Sand Hill Watershed

Polk County Board

Wild Rice Watershed

Red Lake Watershed

MCIT

The next meeting was scheduled for August 19th , 2021 at 7am.

With no further business, Chairman Cournia adjourned the meeting at 8:30am.

Respectfully submitted,

Secretary

MM\nb

WEST POLK SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM THE AUGUST 19th , 2021 REGULAR BOARD MEETING

The meeting was called to order at 7:05 am by Chairman Cournia, at the District Tree Shed, 1514 South Main, Crookston and via conference call.

Roll Call: Peterson, Pester and Sorenson

APPROVAL OF AGENDA:

{Motion #47-2021} Motion by Pester and seconded by Peterson to approve the August 19th 2021 agenda.

Affirmative: Peterson, Pester and Sorenson

Opposed: None

Motion: Pass

Supervisors Present: Chris Cournia, Chair
Derek Peterson, Vice Chairman
Christian Pester, Treasurer
John Sorenson, PR & I

District Employees Present: Nicole Bernd, District Manager
Aaron Habermehl, District Technician
Morgan Torkelson, District Technician

Others Present: Jillian Fejszes, Farm Bill Biologist

Absent: Mark McWalter, Secretary
Luther Newton, NRCS Team Lead

SECRETARY'S REPORT:

{Motion #48-2021} Motion by Peterson and seconded by Pester to approve the minutes from the regular board meeting held July 13th , 2021.

Affirmative: Peterson, Pester and Sorenson

Opposed: None

Motion: Pass

The July financial reports were reviewed. Motion by Peterson and seconded by Pester to approve the financial reports, subject to audits and revisions.

TREASURER'S REPORT:

{Motion #49-2021} Motion by Sorenson and seconded by Pester to approve the treasurer's reports.

Affirmative: Peterson, Pester and Sorenson

Opposed: None

Motion: Pass

COST SHARE REPORT:

District Staff is requesting approval for payment for the listed State Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
CS-21-02	351	977.00	362.00	Habermehl

{Motion #50-2021} Motion by Peterson and seconded by Sorenson to approve payment for the listed State Cost Share contract(s).

Affirmative: Peterson, Pester and Sorenson

Opposed: None

Motion: Pass

District Staff is requesting approval for the listed State Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
CS-21-03	351	819.00	410.00	Habermehl
CS-21-04	410	2,500.00	1,875.00	Steinbrink

{Motion #51-2021} Motion by Sorenson and seconded by Peterson to approve the listed State Cost Share contract(s).

Affirmative: Peterson, Pester and Sorenson

Opposed: None

Motion: Pass

District Staff is requesting approval for cancellation of the listed Buffer Compliance Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
BC-18-62	410	3,000.00	2,250.00	Steinbrink

{Motion #52-2021} Motion by Sorenson and seconded by Peterson to approve cancellation of the listed Buffer Compliance Cost Share contract(s).

Affirmative: Peterson, Pester and Sorenson

Opposed: None

Motion: Pass

OLD BUSINESS

Crookston USDA Service Center/West Polk SWCD - COVID update

County Board Meeting: 2022 Budget Proposal Discussion

NEW BUSINESS

2021 MASWCD Outstanding Conservationist, Community Conservationist Forest Steward and Teacher Award application deadline Sept. 17, 2021

DNR New Release: Domestic well issues in Polk and Red Lake Counties

Interagency meeting regarding current drought conditions in the Red Lake Basin

MEETING REPORTS

Attended Meetings/Trainings

West Polk County Local Work Group, Crookston	Staff/Supervisors
RLR 1W1P Policy meeting, RLWD/MicTeams	Bernd/McWalter
RLR 1W1P Planning Group meeting, RLWD	Bernd
MSTR 1W1P Steering Committee meeting, MicTeams	Bernd
MSTR 1W1P Policy Committee meeting, Warren	Peterson?
FDRWG Communications meeting, Ada	Bernd
MSTR 1W1P Steering Committee meeting, MicTeams	Bernd
Natural Resource Work Group meeting, ZOOM	Bernd

Upcoming Meetings/Trainings

RRVCSA TSA Board meeting, Mahanomen	Staff/Supervisor
Polk County Board meeting, Crookston	Staff/Supervisors
FDRWG Communications meeting, Ada	Bernd
MSTR 1W1P Advisory Committee meeting, Warren	Bernd

DISTRICT EMPLOYEE'S REPORTS:

Bernd

RLR 1W1P:

Streambank failure Crookston township, section 34: Proposals sent to and received back by HDR Engineering and Terracon Geotechnical Services Proposals will be reviewed by RLR 1W1P Planning group for final decision. Discussion.

CWL:

- Glacial Ridge LTT CISMA Invasive Weed Workshop, 8/17/2021

Other:

- Seasonal employee, Brook Thompson, last day was August 13th. Student worker Kristine Bernd last day was August 18th.
- Collaboration with Polk County Historical Society for Ox Cart Days, 8/19/2021-8/21/2021
- MCIT Dividend Notice – Workman's Comp \$2,191.00, Property/Casualty \$203; Total \$2,394
- RRVCSA TSA: Proposal to hire an engineer. Discussion
- Preparing for the 2020 Audit the week of August 23rd.

Habermehl

Technician Habermehl Report 08/19/2021

WCA:

- TEP: 08/18/2021 (Liberty 21)
- MWPCP: BWSR training (3 credits) (2 submittals pending). RLWD permits (0). SHRWD permits (discuss).
- CSAH 46 (LGRWRP): Application incomplete- transmit to DNR, USACE- discussion.
- Brislet 14: site visit 07/28/2021. Public Water: DNR permit (omit from Joint App.) WCA: analysis
- Helgeland 32: site visit 07/28/2021- analysis
- Polk County Landfill: revised/modified Application report & supporting materials received 03/04/2021, 03/11/2021- TEP 05/06/2021, sent TEP Findings to Agent 05/17/2021, clay borrow Replacement 06/02,06/11, 06/14/2021.
- Crookston 31: PCHS meeting 06/11/2021, bridge inspection/WCA analysis.
- Lowell 25: RLWD survey, ditch maintenance record(s), No-Loss/Drainage Exemption 06/22/2021. (delete)
- RLRCEP: EGF projects portfolio. (WP WCA LGU) delineations pending x3. Site visit 07/15/2021.
- Brandt 23: proposed coulee cleanout RLWD# 20-26; preliminary survey, profile/cross sections, NOD issued 04/14/2021. Main channel work completed 07/2021- north ditch pending.
- Epitome Energy: NOA, NOD issued, mitigation pending. AIC: earthmoving.

ECWM:

- 4 (outstanding) well decommissioning inquiries.

Buffer Initiative:

- MSTRWD monitoring, etc.

Other:

- RRBC bus tour 07/21/2021, drought meeting 07/23/2021, CO Hutchins 07/23/2021, staff meet 08/04/2021, PCHS 08/05, 08/16, 08/20/2021, TSA GIS 08/16/2021, etc.

Torkelson

Technician Report 8/19/2021

Buffers:

- Conducting field checks on public waterway parcels throughout the district
- Preparing noncompliance documentation to send to P&Z for enforcement
- Assisting landowners and farmers with questions about compliance status and enforcement procedures
- Updating buffer spreadsheet with compliance information from field checks and buffer seeding

Tree Program:

- Phone calls and site visits for landowners with tree problems, advising cultural practices to maintain tree health
- Working with landowners to plan windbreak plantings and replants for spring/2022

Meetings/other:

- 7/21/21 - Meeting with Sarah Mielke (Polk County P&Z) and EPSWCD staff to establish enforcement timeline for NONs

- Upcoming meeting with P&Z to discuss course of action for noncompliant parcels that are going back into enforcement after having been seeded and field checked in 2020.
 - Large, unforgiveable fines may not be appropriate in all cases
 - A courtesy letter might require less work and be more effective at dealing with noncompliance's resulting from a misunderstanding

Steinbrink

Technician Report 8-19-21

- Assist NRCS with construction inspection on Capistran project.
- Surveyed and designed Swi for Jon Carlson.
- Received plans for Mike Skaug Project.

NRCS DISTRICT CONSERVATIONIST'S REPORT

NRCS Board Report

August 2021

Conservation Stewardship Program

- General/Classic Signup
 - Obligation deadline – July 30, 2021
- Renewal Signup
 - Screening worksheet – deadlines TBD
 - 1 application – West Polk

Environmental Quality Incentive Program

- Climate Smart Agriculture & Forestry
 - Application Approvals – August 20, 2021
 - Obligation Deadline – September 29, 2021

Other- COVID Polk County Level of transmission – HIGH?

- 50% staffing
- Mandatory masks in all common areas??
 - Vaccinated or not

Civil Rights

- August is Women's Equality special emphasis month

Meetings and Activities

- Board Meetings – Red Lake, WPolk, Pennington, EPolk etc

Upcoming Meetings, Events, Trainings

- Clearwater River OWOP Advisory Committee – August 25, 2021
- Compliance Team Training – August 26, 2021
- Crookston Customer Service Team Meeting – August 31, 2021
- Team Lead Weekly Teleconference – Weekly

Luther Newton IV

NRCS Acting Team Lead

CORRESPONDENCE:

Publications:

Forestry Notes

Conservation Brief

Conservation Views

Crookston Daily Times

ENotes for NACD

Waterline

River Monitor

Shade Tree Advocate

Other:

July 2021 Report

Jillian Fejszes, Farm Bill Biologist

Trainings/Meetings:

- 6/15- SWCD Area 1 Meeting
- 6/17- West Polk and Pennington SWCD Board Meetings
- 7/1- Glacial Ridge LTT CISMA Meeting
- 7/2-7/9- Taking some time off
- 7/12- Pennington WRAC Meeting
- 7/13- West Polk SWCD Board Meeting
- 7/14- PF Grazing Tour- Nature Conservancy land in Kittson County

Ongoing Work:

- Talked to 10 landowners
- Completed 7 CRP revisions for Pennington and Red Lake CRP contracts.
- Completed 6 eligibilities for West Polk CRP.
- The CRP signups are back open and have deadlines of 7/23 for General and 8/6 for Continuous. Rates have increased in many areas and incentives have also increased. Will be looking at offers submitted once I get them and have been looking at sites coming out this year and next for eligibility.
- Started doing CRP site visits and have made good progress. Across Pennington, West Polk and Marshall I have visited over 80 sites.
- Completing activity reporting- gets more time consuming as I do site visits.
- Working on making some generic CRP mixes

Upcoming:

- 7/15- Pennington SWCD Board Meeting
- 8/17- Glacial Ridge CISMA Invasive Plant Workshop- Mentor

Minutes, Agendas, and Annual Reports:

BWSR

Wild Rice Watershed

Sand Hill Watershed

Red Lake Watershed

Polk County Board

MCIT

The next meeting was scheduled for 9/16/2021, 2021 at 7:00am.

With no further business, Chairman Cournia adjourned the meeting at 9:00am.

Respectfully submitted,

Secretary

MM\nb

WEST POLK SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM THE SEPTEMBER 16th, 2021 REGULAR BOARD MEETING

The meeting was called to order at 7:07 am by Chairman Cournia, at the Carnegie Library, 110 N Ash Street, Crookston, MN and via conference call.

Roll Call: Pester, Peterson and Cournia

APPROVAL OF AGENDA:

{Motion #53-2021} Motion by Pester and seconded by Peterson to approve the September 16th, 2021 agenda.

Affirmative: Pester, Peterson and Cournia

Opposed: None

Motion: Pass

Supervisors Present: Chris Cournia, Chair
Derek Peterson, Vice Chairman
Christian Pester, Treasurer

District Employees Present: Nicole Bernd, District Manager
Aaron Habermehl, District Technician
Morgan Torkelson, District Technician

Others Present: Jillian Fejszes, Farm Bill Biologist

Absent: Luther Newton, NRCS Team Lead
Mark McWalter, Secretary
John Sorenson, PR & I

SECRETARY'S REPORT:

{Motion #54-2021} Motion by Pester and seconded by Peterson to approve the minutes from the regular board meeting held August 19th, 2021.

Affirmative: Pester, Peterson and Cournia

Opposed: None

Motion: Pass

The August financial reports were reviewed. Motion by Peterson and seconded by Pester to approve the financial reports, subject to audits and revisions.

TREASURER'S REPORT:

{Motion #55-2021} Motion by Pester and seconded by Peterson to approve the treasurer's reports.

Affirmative: Pester, Peterson and Cournia

Opposed: None

Motion: Pass

COST SHARE REPORT:

District Staff is requesting approval for an amendment for the listed State Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
CS-21-03	351	819.00	500.00	Habermehl

{Motion #56-2021} Motion by Pester and seconded by Peterson to approve the listed State Cost Share contract(s).

Affirmative: Pester, Peterson and Cournia

Opposed: None

Motion: Pass

District Staff is requesting approval for the listed Buffer Compliance Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
BC-18-85	410	3,400.00	2,550.00	Steinbrink

{Motion #57-2021} Motion by Pester and seconded by Peterson to approve the listed Buffer Compliance Cost Share contract(s).

Affirmative: Pester, Peterson and Cournia

Opposed: None

Motion: Pass

OLD BUSINESS

Crookston USDA Service Center/West Polk SWCD - COVID update

Meeting with Polk County Commissioner: Discussion

Meeting dates to meet with Polk County/PECS: Discussion

Office Lease

NEW BUSINESS

Staff requests approval of the FY22-23 SWCD Programs & Operations Grant Agreement in the amount of \$64,484. FY22 funds will be distributed in one installment after execution of grant agreement; FY23 funds will be distributed as soon as practicable, after the start of FY23.

{Motion #58-2021} Motion by Pester and seconded by Peterson to approve the FY22-23 SWCD Programs & Operations Grant Agreement in the amount of \$64,484.

Affirmative: Pester, Peterson and Cournia

Opposed: None

Motion: Pass

Staff requests approval of the FY22 CWF Buffer Implementation Supplemental Program Grant Agreement in the amount of \$50,000. This agreement expires June 30, 2023.

{Motion #59-2021} Motion by Pester and seconded by Peterson to approve the FY22 CWF Buffer Implementation Supplemental Program Grant Agreement in the amount of \$50,000

Affirmative: Pester, Peterson and Cournia

Opposed: None

Motion: Pass

Bernd request a motion to establish a District Budget Committee consisting of 2 Supervisors. This committee will represent the District for State and local budget proposals, reviews, and revisions.

{Motion #60-2021} Motion by Pester and seconded by Peterson to approve the establishment of a District Budget Committee consisting of 2 Supervisors.

Affirmative: Pester, Peterson and Cournia

Opposed: None

Motion: Pass

Staff requests a motion for approval of the Work from Home Policy (handout) with edits.

{Motion #61-2021} Motion by Pester and seconded by Peterson to approve the Work from Home Policy.

Affirmative: Pester, Peterson and Cournia

Opposed: None

Motion: Pass

MEETING REPORTS

Attended Meetings/Trainings

Polk County Board meeting, Crookston	Staff/Supervisors
RRVCSA TSA Board meeting, Mahnomon	Staff/Supervisor
FDRWG Communications meeting, Ada	Bernd
WRM 1W1P Steering Committee meeting, Ada	Bernd
MSTR 1W1P Advisory Committee meeting, Warren	Bernd
RLR 1W1P Planning Group meeting, ZOOM	Bernd
RLR 1W1P Planning Group Meeting, ZOOM	Bernd
MSTR Advisory/Steering Committee meeting, Warren	Bernd

Upcoming Meetings/Trainings

Glacial Ridge CISMA meeting, MicTeams	Bernd
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NW MN Water Festival, Fertile & Warren
 TSA Board Meeting, Mahanomen
 FDRWG Mediation Agreement meeting, Ada
 MSTR 1W1P Steering Committee meeting, Warren
 RLR 1W1P Policy Committee meeting, RLWD

Staff
 Staff/Supervisor
 Bernd
 Bernd
 Bernd/Supervisor

DISTRICT EMPLOYEE'S REPORTS:

Bernd

1W1P:

- RLR 1W1P: Streambank failure Crookston 34:
- MRST 1W1P: Timeline; Advisory Committee meeting 9/14/2021
- SHWD 1W1P: Awarded planning grant 08/26/2021

Bernd is requesting approval for the listed RLR 1W1P Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
RLR 1W1P-WP-18-02	410	20,000.00	15,000.00	Steinbrink

{Motion #62-2021} Motion by Peterson and seconded by Pester to approve the listed RLR 1W1P Cost Share contract(s).

Affirmative: Pester, Peterson and Cournia

Opposed: None

Motion: Pass

Other:

- Bank Failure: Tynsid 36
- Interviews: NWROC Soils Research/Outreach Impacts.
- NW MN Water Festival: Warren 9/21, Fertile 9/22

Habermehl

Technician Habermehl Report 09/16/2021

WCA:

- TEP: 08/18/2021, TBD
- Liberty 04, 08: drain tile installation 09/15/2021
- CSAH 46 (LGRWRP): Application incomplete- sent LGU attach E 09/13/2021
- Brislet 14: site visit 07/28/2021. Public Water: DNR permit (omit from Joint App.)
WCA: analysis, Application materials received 09/13/2021
- Helgeland 32: site visit 07/28/2021- analysis, Application materials received 09/13/2021
- Polk County Landfill: revised/modified Application report & supporting materials received 03/04/2021, 03/11/2021- TEP 05/06/2021, sent TEP Findings to Agent 05/17/2021, clay borrow Replacement 06/02,06/11, 06/14/2021.
- Crookston 31: PCHS meeting 06/11/2021, bridge inspection/WCA analysis.
- RLRCEP: EGF projects portfolio. (WP WCA LGU) delineations pending x3. Site visit 07/15/2021.

- Brandt 23: proposed coulee cleanout RLWD# 20-26; preliminary survey, profile/cross sections, NOD issued 04/14/2021. Main channel work completed 07/2021- north ditch pending.
- Epitome Energy: NOA, NOD issued, mitigation pending. AIC: earthmoving.

ECWM:

- 5 (outstanding) well decommissioning inquiries. Assist Marshall County

Buffer Initiative:

- MSTRWD monitoring, transmit NONs to WD

Other:

- Polk County meeting 08/24/2021, BWSR core competency, assist survey 1W1P, etc., staff meeting 08/31/2021, NRCS survey training 09/29/2021, NW Water Fest 09/21, 09/22, etc.

Torkelson

Technician Report 9/16/2021

Buffers:

- Finished field checks for all parcels to be checked before September, '21 enforcement deadline agreed upon by WPSWCD and P&Z
- Prepared and handed over 29 NONs to P&Z for violations found in '21 monitoring
- Assisting landowners and farmers with questions about compliance status and enforcement procedures
- Updating buffer spreadsheet with compliance information from field checks and buffer seeding
- Preparing alternative practice plans for eligible parcels from '21 monitoring

Tree Program:

- Working with four landowners (so far) to plan windbreak/wildlife plantings for spring/'22
- Phone calls and site visits for landowners with tree problems, advising cultural practices to maintain tree health

Meetings/other:

- 8/24/21 – County board meeting to request increase in county appropriation and additional (riparian aid) funding for buffer implementation
- 8/30/21 - Meeting with Sarah Mielke and Jake Snyder (Polk County P&Z) regarding handling repeat buffer violations (previous APO enforcement)
- 9/2/21 – Met with Polk County Commissioner Mark Holy to explain buffer implementation process and discuss funding options for WPSWCD's buffer efforts

Steinbrink

Technician Report 9-16-21

- Filled out DNR MPARS forms for Mike Skaug Project.
- Cost share application for Mike Skaug SWI
- Construction completed for the Madeline Grade Stabilization Str.
- Construction completed for the Ed Boushee Grade Stabilization Str.

NRCS DISTRICT CONSERVATIONIST'S REPORT

NRCS Board Report

September 2021

Conservation Stewardship Program

- Renewal Signup
 - Screening deadline – September 30
 - 1 High Screened application – West Polk

Environmental Quality Incentive Program

- FY payments

Other- COVID Polk County Level of transmission – HIGH?

- 50% staffing
- Mandatory masks in all common areas??
 - Vaccinated or not

Civil Rights

- September is Hispanic Heritage special emphasis month

Meetings and Activities

- Board Meetings – Red Lake, WPolk, Pennington, EPolk etc

Upcoming Meetings, Events, Trainings

- Nutrient Management Admin Review Training – September 17
- Crookston Customer Service Team Meeting – September 28, 2021
- Team Lead Weekly Teleconference – Weekly

Luther Newton IV

NRCS Acting Team Lead

CORRESPONDENCE:

Publications:

Forestry Notes

Conservation Brief

Conservation Views

Crookston Daily Times

MPCA Feedlot Update

ENotes for NACD

Waterline

River Monitor

Shade Tree Advocate

Minnesota Environment

Other:

September 2021 Report

Jillian Fejszes, Farm Bill Biologist

Trainings/Meetings:

- 8/24- Central Crop Consulting Precision Ag Webinar
- 9/16- West Polk and Pennington SWCD Board Meetings

Ongoing Work:

- Talked to 11 landowners
- CRP signups are closed and waiting to get all the plans. Landowners still have a little time to say if they want to do the General CRP or not. We will have beyond 9/20 to finish plans if needed.
- I have been working on plans for West Polk (31), Pennington (4), Marshall (23) and Red Lake (3). Have completed 61 plans so far. Have at least 15 more to do but will likely get some more before the deadline.
- 4 of the plans completed were for CRP SHIPP- Soil Health Income Protection Program. This is for marginal areas of fields where contracts are 4-6 years and rental rate is fairly low.

- Also completing all the paperwork involved with each plan- seeding plans, 052s, signature pages, getting job sheets together and doing some eligibilities for practices that didn't need one prior to enrolling.
- Working on an article about seeding for the PF online journal
- Checking a few sites for CRP eligibility as they come up

Upcoming:

- 9/20- CRP deadline for continuous plans
- 10/5-6- PF Minnesota State Meeting- Grand Rapids
- 10/7-15- Taking time off to visit Michigan

Minutes, Agendas, and Annual Reports:

BWSR

Wild Rice Watershed

Sand Hill Watershed

Red Lake Watershed

Polk County Board

MCIT

The next meeting was scheduled for October 21st, 2021 at 7:00 am.

With no further business, Chairman Cournia adjourned the meeting at 8:13 am.

Respectfully submitted,

Secretary

MM\nb

WEST POLK SOIL AND WATER CONSERVATION DISTRICT

SPECIAL BOARD MEETING, OCTOBER 12th 2021.

The meeting was called to order at 7:02 am by Chairman Cournia via conference call.

Roll Call: Peterson, Pester, Cournia

APPROVAL OF AGENDA:

{Motion #63-2021} Motion by Peterson and seconded by Pester to approve the October 12th, 2021 special meeting agenda.

Affirmative: Peterson, Pester, Cournia

Opposed: None

Motion: Pass

Supervisors Present:

Chris Cournia, Chairman
Christian Pester, Treasurer/Secretary
Derek Peterson, Vice Chairman

District Employees Present:

Nicole Bernd, District Manager
Duane Steinbrink, District Technician
Aaron Habermehl, District Technician

Absent:

John Sorenson, PR & I

COST SHARE:

District Staff is requesting approval of the listed State Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
CS-21-05	410	7,500.00	5,625.00	Steinbrink
CS-21-06	410	2,000.00	1,500.00	Steinbrink

{Motion #64-2021} Motion by Pester and seconded by Peterson to approve the listed State Cost Share contract(s).

Affirmative: Peterson, Pester, Cournia

Opposed: None

Motion: Pass

District Staff is requesting approval of the listed amended District Cost Share Contract(s) to use District (LSF) funds to cover cost increases.

Contract#	Practice	Amended Approved Project	Amended additional Cost	Technical Approval Authority
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		Cost	Share Amount	
DF(RWLD) 01-21	410	11,294.00	1,121.00	Steinbrink
DF(RLWD) 02-21	410	8,654.00	116.00	Steinbrink

{Motion #65-2021} Motion by Pester and seconded by Peterson to approve the listed amended District Cost Share contract(s) to use District (LSF) funds to cover cost increases.

Affirmative: Peterson, Pester, Cournia

Opposed: None

Motion: Pass

District Staff is requesting approval of the listed District Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
DF(RLWD) 05-21	410	12,000.00	9,000.00	Steinbrink
DF(RLWD) 06-21	410	7,000.00	5,250.00	Steinbrink

{Motion #66-2020} Motion by Pester and seconded by Peterson to approve the listed District Cost Share contract(s).

Affirmative: Peterson, Pester, Cournia

Opposed: None

Motion: Pass

District Staff is requesting approval of the listed FY18 Buffer Compliance Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
BC-18-86	410	10,000.00	7,500.00	Steinbrink
BC-18-87	410	4,000.00	3,000.00	Steinbrink

{Motion #67-2020} Motion by Peterson and seconded by Pester to approve the listed FY18 Buffer Compliance Cost Share contract(s).

Affirmative: Peterson, Pester, Cournia

Opposed: None

Motion: Pass

District Staff is requesting approval of the listed RLR 1W1P Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
RLR 1W1P-WP-18-02	410	40,000.00	30,000.00	Steinbrink

{Motion #68-2020} Motion by Pester and seconded by Peterson to approve the listed State Cost Share contract(s).

Affirmative: Peterson, Pester, Cournia

Opposed: None

Motion: Pass

With no further business, Chairman Cournia adjourned the meeting at 7:12 am.

Respectfully submitted,

Christian Pester, Treasurer/Secretary
cp/nb

WEST POLK SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM THE OCTOBER 21st, 2021 REGULAR BOARD MEETING

The meeting was called to order at 7:08 am by Chairman Cournia, at the Carnegie Library, 110 N Ash Street, Crookston, MN and via conference call.

Roll Call: Peterson, Pester and Cournia

APPROVAL OF AGENDA:

{Motion #69-2021} Motion by Pester and seconded by Peterson to approve the October 21st, 2021 agenda.

Affirmative: Peterson, Pester and Cournia

Opposed: None

Motion: Pass

Supervisors Present:

Chris Cournia, Chair
Derek Peterson, Vice Chairman
Christian Pester, Treasurer
John Sorenson, PR & I

District Employees Present:

Nicole Bernd, District Manager
Aaron Habermehl, District Technician
Morgan Torkelson, District Technician

Others Present:

Jillian Fejszes, Farm Bill Biologist

Absent:

Luther Newton, NRCS Team Lead

SECRETARY'S REPORT:

{Motion #70-2021} Motion by Pester and seconded by Peterson to approve the minutes from the regular board meeting held September 16th, 2021.

Affirmative: Peterson, Pester and Cournia

Opposed: None

Motion: Pass

{Motion #71-2021} Motion by Pester and seconded by Peterson to approve the minutes from the special board meeting held October 12th, 2021.

Affirmative: Peterson, Pester and Cournia

Opposed: None

Motion: Pass

The September financial reports were reviewed. Motion by and seconded by to approve the financial reports, subject to audits and revisions.

TREASURER’S REPORT:

{Motion #72-2021} Motion by Peterson and seconded by Pester to approve the treasurer’s reports.

Affirmative: Peterson, Pester and Cournia

Opposed: None

Motion: Pass

COST SHARE REPORT:

District Staff is requesting approval for payment for the listed District Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
DF(RLWD) 01-21	410	8,654.00	6,491	Steinbrink

{Motion #73-2021} Motion by Pester and seconded by Peterson to approve payment of the listed District Cost Share contract(s).

Affirmative: Peterson, Pester and Cournia

Opposed: None

Motion: Pass

OLD BUSINESS

Crookston USDA Service Center/West Polk SWCD - COVID update

Budget meetings with Polk County/PECS: Discussion

John Sorenson arrived 7:22 am.

NEW BUSINESS

MCIT: Changes to auto coverage deductibles in 2022

FY22 SWCD Capacity Program update. Discussion

Staff requests approval of the FY22 Clean Water Fund SWCD Capacity Program & Buffer Law Implementation Grant Agreement in the amount of \$166,388. FY22 SWCD Capacity = \$127,888 and FY22 Buffer Implementation Grant = \$38,500.

{Motion #74-2021} Motion by Pester and seconded by Sorenson to approve the FY22 Clean Water Fund SWCD Capacity Program & Buffer Law Implementation Grant Agreement in the amount of \$166,388.

Affirmative: Peterson, Pester and Sorenson

Opposed: None

Motion: Pass

MASWCD Resolutions

Audit – Management Prestation letter

Staff requests approval to of the 2020 Audit by Peterson Company.

{Motion #75-2021} Motion by Peterson and seconded by Pester to approve the 2020 Audit by Peterson Company.

Affirmative: Peterson, Pester and Sorenson

Opposed: None

Motion: Pass

Bernd requests approval for payment to BNSF Railway Company in the amount of \$2,975.13 for the land lease (tree shed) at 1514 South Main, Crookston.

{Motion #76-2021} Motion by Pester and seconded by Sorenson to approve payment to BNSF Railway Company in the amount of \$2,975.13 for the land lease (tree shed) at 1514 South Main, Crookston.

Affirmative: Peterson, Pester and Cournia

Opposed: None

Motion: Pass

Secretary's position for the West Polk SWCD Board of Supervisors and appointment procedures.

FY2022 and FY2023 BWSR NRBG grant agreement has been submitted to the County Administrator for approval at the November 2nd , County board meeting.
FY2022 – WCA - \$21,641; LWM - \$13,468, same amounts for FY2023.

MEETING REPORTS

Attended Meetings/Trainings

Glacial Ridge CISMA meeting, MicTeams	Bernd
NW MN Water Festival, Fertile & Warren	Staff
TSA Board Meeting, Mahnomen	Staff/Supervisor
FDRWG Mediation Agreement meeting, Ada	Bernd
MSTR 1W1P Steering Committee meeting, Warren	Bernd
RLR 1W1P Policy Committee meeting, RLWD	Bernd/Supervisor

Upcoming Meetings/Trainings

TSA Staff/SWCD Managers meeting, Mahnomen	Bernd
MSTR 1W1P Policy/Advisory Committee meeting, Warren	Bernd/Peterson
Riverbank sluff (Tynsid twp.) meeting, MicTeams	Staff
Sand Hill River 1W1P Steering Committee meeting, MicTeams	Bernd
SWCD/Watershed District Managers meeting, Baxter	Bernd
Area 1 meeting, Mahnomen	Staff/Supervisors
MSTR 1W1P Advisory/Tiling & Ground Water Recharge meeting	Bernd/Peterson
Sand Hill Watershed District Project Team meeting, Fertile	Staff
HOLIDAY, Thanksgiving, 11/25-11/26	OFFICE CLOSED

DISTRICT EMPLOYEE'S REPORTS:

Bernd

TSA

PRAP/Workload analysis update and previous TSA meeting responses. Needed Supervisor representation at the Nov. 4th meeting in Mahanomen.

1W1P:

RLR 1W1P

- Policy Committee meeting
- FY18 RLR financial report

MSTR 1W1P

- Policy and Advisory meeting
- Tiling and Ground Water meeting

SHWD 1W1P

- WPSWCD will be facilitating the planning process

1W1P Focus Group - BWSR has contracted with Management Analysis and Development (MAD) to conduct an external program evaluation.

Habermehl

Technician Habermehl Report 10/28/2021

WCA:

- TEP: TBD (remote)
- RLWD permits x5, SHRWD (Liberty 04, 08)
- Climax Bridge: boundary/type concurrence Joint App. received 10/18/2021, site visit 10/20/2021, NOA, NOD
- CSAH 46 (LGRWRP): Application incomplete- sent LGU attach E 09/13/2021
- Brislet 14: site visit 07/28/2021. Public Water: DNR permit (omit from Joint App.) WCA: analysis, Application materials received 09/30/2021. NOA issued 10/14/2021 NOD in progress
- Helgeland 32: site visit 07/28/2021- analysis, Application materials received 09/30/2021. NOA issued 10/14/2021 NOD in progress
- Polk County Landfill: revised/modified Application report & supporting materials received 03/04/2021, 03/11/2021- TEP 05/06/2021, sent TEP Findings to Agent 05/17/2021, clay borrow Replacement 06/02,06/11, 06/14/2021.
- Crookston 31: PCHS meeting 06/11/2021, bridge inspection/WCA analysis, PCHS Board?
- RLRCEP: EGF projects portfolio. (WP WCA LGU) delineations pending x3. Site visit 07/15/2021.
- Epitome Energy: NOA, NOD issued, mitigation pending. AIC: earthmoving.

ECWM:

- 6 (outstanding) well decommissioning inquiries. Assist Marshall County (410 training, multiple days), ArcGIS Marshall County
- Buffer Initiative:
- MSTRWD monitoring, transmit NONs (2) to MSTRWD

Other:

NRCS survey training 09/29/2021, NW Water Fest 09/21, 09/22, assist tech. Steinbrink 410s, BWSR IDP, BWSR Academy 10/26, 10/27, 10/28, County Meetings, etc.

Torkelson

Technician Report 10/27/2021

Buffers:

- Assisting landowners and farmers with questions about compliance status and enforcement procedures
- Staking buffers along public waters for farmers as requested
- Updating buffer spreadsheet with compliance information from field checks and buffer seeding
- Preparing alternative practice plans for eligible parcels from '21 monitoring

Tree Program:

- Using remote imagery and soil analysis to help landowners plan spring plantings
- Phone calls and site visits for landowners with tree problems, advising cultural practices to maintain tree health
- Writing articles for SWCD newsletter (will also be uploaded to website)

RIM:

- Submitted 2021 site inspection lists to BWSR
- Will be contacting RLWD to discuss weed control plan for Grand Marais channel restoration area

Meetings/other:

- 10/20, 10/25 – Met with Polk County staff/administrator to discuss additional funding for buffer program
- 10/26-28 – BWSR Academy

Steinbrink

Technician Report 10-21-21

- Eric McWalter Survey, design, cost share 8 swi's,
- John Sorenson Cost share 2 grade stabilization structures
- Hangsleben project completed. Cost share 1 grade stabilization structure
- Boushee project completed. Cost share 1 grade stabilization structure
- Troy Newhouse. Cost share.
- Jim Coauette project. Cost share 2 grade stabilization structures.

NRCS DISTRICT CONSERVATIONIST'S REPORT

NRCS Board Report

September 2021

Conservation Stewardship Program

- Renewal Signup
 - Assessment and Ranking Deadline – November 5
 - FY 21 payments

Environmental Quality Incentive Program

- FY 22 Signup – Application Acceptance deadline - November 19, 2021

Other- COVID Polk County Level of transmission – HIGH?

- 50% staffing
- Mandatory masks in all common areas??
 - Vaccine Mandate
- Alan Lepp – left the agency – Kelly Heather is Acting A

Civil Rights

- October is National Disability Awareness month

Meetings and Activities

- Board Meetings – Red Lake, WPolk, Pennington, EPolk etc

Upcoming Meetings, Events, Trainings

- Team Lead Weekly Teleconference – Weekly

Luther Newton IV

NRCS Acting Team Lead

CORRESPONDENCE:

Publications:

Forestry Notes

ENotes for NACD

Conservation Brief

Waterline

Conservation Views

River Monitor

Crookston Daily Times

Shade Tree Advocate

MPCA Feedlot Update

Minnesota Environment

Other:

October 2021 Report

Jillian Fejszes, Farm Bill Biologist

Trainings/Meetings:

- 9/15- Marshall SWCD Board Meeting
- 9/16- West Polk and Pennington SWCD Board Meetings

Ongoing Work:

- Talked to 16 landowners- Contacted quite a few to sign their CRP plans.
- In total I completed 128 CRP plans this year. All but 3 were done in the past month or so! A very busy month. In total the contracts were for over 4,000 acres. I completed- 71 plans for West Polk- 1636 acres, 40 plans for Marshall- 1707 acres, 9 plans for Pennington- 568 acres, and 8 plans for Red Lake- 185 acres. Had plans to do until the 29th. I did not complete all the Marshall plans as the NRCS also did them, so don't know what their total enrollment was.
- There was good CRP enrollment this year and it looks like in every county more went in than came out. I think more people will hear about the new rates and show interest in the future.
- Completed all the paperwork for CRP as well as 16 eligibilities for CRP and 2 CRP contract revisions.
- Completed 7 seeding certifications for CRP that was seeded this year. Spent some time getting to know the seeding checkout and certification spreadsheets.
- Was able to get out at the end of the month to visit some Marshall CRP sites coming out next year to check vegetation- checked 14 sites. Will be out checking what I can of the last 100 this fall.

Upcoming:

- 10/5-6- PF Minnesota State Meeting- Grand Rapids
- 10/7-15- Taking time off to visit Michigan
- 10/20- Marshall SWCD Board Meeting
- 10/21- West Polk and Pennington SWCD Board Meetings
- 10/26-28-BWSR Academy- Online

Minutes, Agendas, and Annual Reports:

BWSR
Sand Hill Watershed
Polk County Board

Wild Rice Watershed
Red Lake Watershed
MCIT

The next meeting was scheduled for November 18th , 2021 at 7am.

With no further business, Chairman Cournia adjourned the meeting at 8:20 am.

Respectfully submitted,

Secretary
cp\nb

WEST POLK SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM THE NOVEMBER 18th , 2021 REGULAR BOARD MEETING

The meeting was called to order at 7:03 am by Chairman Cournia, at the Carnegie Library, 110 N Ash Street, Crookston, MN and via conference call.

Roll Call: Cournia, Pester and Peterson

APPROVAL OF AGENDA:

{Motion #77-2021} Motion by Pester and seconded by Peterson to approve the November 18th 2021 agenda.

Affirmative: Cournia, Pester and Peterson

Opposed: None

Motion: Pass

Supervisors Present: Chris Cournia, Chair
Derek Peterson, Vice Chairman
Christian Pester, Treasurer

District Employees Present: Nicole Bernd, District Manager
Aaron Habermehl, District Technician
Morgan Torkelson, District Technician

Others Present:

Absent: John Sorenson, PR & I
Jillian Fejszes, Farm Bill Biologist
Luther Newton, NRCS Team Lead

SECRETARY'S REPORT:

{Motion #78-2021} Motion by Peterson and seconded by Pester to approve the minutes from the regular board meeting held October 21st , 2021.

Affirmative: Cournia, Pester and Peterson

Opposed: None

Motion: Pass

The October financial reports were reviewed. Motion by Peterson and seconded by Pester to approve the financial reports, subject to audits and revisions.

TREASURER'S REPORT:

{Motion #79-2021} Motion by Peterson and seconded by Pester to approve the treasurer's reports.

Affirmative: Cournia, Pester and Peterson

Opposed: None

Motion: Pass

COST SHARE REPORT:

District Staff is requesting approval for payment for the listed District Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
DF(RLWD) 02-21	410	11,294.00	8,471.00	Steinbrink
DF(LSF) 06	327	1,023.00	404.00	Bernd

{Motion #80-2021} Motion by Pester and seconded by Peterson to approve payment of the listed District Cost Share contract(s).

Affirmative: Cournia, Pester and Peterson

Opposed: None

Motion: Pass

OLD BUSINESS

Crookston USDA Service Center/West Polk SWCD - COVID update

Polk County Commissioners and West Polk SWCD MOU for the West Polk County Buffer Implementation.

{Motion #81-2021} Motion by Peterson and seconded by Pester to approve the Polk County Commissioners and West Polk SWCD MOU for the West Polk County Buffer Implementation with edits, additions and corrections.

Affirmative: Cournia, Pester and Peterson

Opposed: None

Motion: Pass

TSA Supervisors meeting - Pester

NEW BUSINESS

MASWCD Convention

Personnel committee presented their recommendations to the board for the following employee evaluations of District Manager and District Technicians.

Motion made by the Personnel Committee to approve 2022 wages of:

\$28.50/hr. for District Manager Bernd

\$23.50/hr. for District Technician, Habermehl.

\$20.50/hr. for District Technician, Torkelson

\$28.00/hr. for District Technician Steinbrink

Motion {#81-2021} Motion by Peterson and seconded by Pester to approve recommended wages for 2022.

Affirmative: Cournia, Pester and Peterson

Opposed: None

Motion: Pass

MEETING REPORTS

Attended Meetings/Trainings

TSA Staff/SWCD Managers meeting, Mahnomen	Bernd
MSTR 1W1P Policy/Advisory Committee meeting, Warren	Bernd/Peterson
Riverbank sluff (Tynsid twp.) meeting, MicTeams	Staff
Sand Hill River 1W1P Steering Committee meeting, MicTeams	Bernd
SWCD/Watershed District Managers meeting, Baxter	Bernd
Area 1 meeting, Mahnomen	Staff
MSTR 1W1P Advisory/Tiling & Ground Water Recharge meeting	Staff/Peterson

Upcoming Meetings/Trainings

HOLIDAY, Thanksgiving, 11/25-11/26	OFFICE CLOSED
MACDE Board meeting, ZOOM	Bernd
MSTR 1W1P Steering Committee meeting, MicTeams	Bernd
FDRWG Board meeting, Prairie Grains Conf.	Bernd
MASWCD Convention	Bernd
RLR 1W1P Advisory/Policy Committee meeting, RLWD	Bernd
FDRWG Communications meeting, MicTeams	Bernd
HOLIDAY, Christmas, 11/24/2021 (?)	OFFICE CLOSED

DISTRICT EMPLOYEE'S REPORTS:

Bernd

1W1P:

- RLR 1W1P: Planning Group meeting, 11/17/2021; 2018 updates, grant reporting, project updates; 2022 Annual Plan draft
- MRST 1W1P: Steering Committee meeting, 11/3/2021; Policy/Advisory meeting, 11/17/2021; Tile and Groundwater Discussion, 11/17/2021
- SHWD 1W1P: Steering Committee meeting 11/8/2021; West Polk SWCD will facilitate the planning process

Other:

SWCD/WD Managers Meeting

Presented MACDE Update at the Area 1 meeting, Mahnomen

Speaking at MASWCD Convention – COVID 19 impacts to SWCD's

Habermehl

Technician Habermehl Report 11/18/2021

WCA:

- TEP: TBD (remote)
- RLWD permits x2, SHRWD tiling sites (Hubbard, Liberty)
- Climax Bridge: boundary/type concurrence Joint App. received 10/18/2021, site visit 10/20/2021, NOA issued 11/01/2021, NOD pending
- CSAH 46 (LGRWRP): Application incomplete- sent LGU attach E 09/13/2021

- Brislet 14: site visit 07/28/2021. Public Water: DNR permit (omit from Joint App.) WCA: analysis, Application materials received 09/30/2021. NOA issued 10/14/2021 NOD issued 11/15/2021
- Helgeland 32: site visit 07/28/2021- analysis, Application materials received 09/30/2021. NOA issued 10/14/2021 NOD issued 11/15/2021
- Retain on report:
- Polk County Landfill: revised/modified Application report & supporting materials received 03/04/2021, 03/11/2021- TEP 05/06/2021, sent TEP Findings to Agent 05/17/2021, clay borrow Replacement 06/02,06/11, 06/14/2021.
- Crookston 31: PCHS meeting 06/11/2021, bridge inspection/WCA analysis, PCHS Board?
- RLRCEP: EGF projects portfolio. (WP WCA LGU) delineations pending x3. Site visit 07/15/2021.
- Epitome Energy: NOA, NOD issued, mitigation pending. AIC: earthmoving.

ECWM:

- 6 (outstanding) well decommissioning inquiries. Assist Marshall County (410 training, multiple days), ArcGIS Marshall County, NRCS watershed tool installation/training

Other:

- Area 1 meeting 11/16/2021, MSTRWD drainage/groundwater meeting 11/17/2021, employee/manager evals., assist tech. Steinbrink 410s, etc.

Torkelson

Technician Report 11/17/2021

Buffers:

- Assisting landowners and farmers with questions about compliance status and enforcement procedures
- Staking buffers along public waters for farmers as requested
- Updating buffer spreadsheet with compliance information from field checks and buffer seeding
- Preparing alternative practice plans for eligible parcels from '21 monitoring

Tree Program:

- Using remote imagery and soil analysis to help landowners plan spring plantings
- Phone calls and site visits for landowners with tree problems, advising cultural practices to maintain tree health
- Writing articles for SWCD newsletter (will also be uploaded to website)

Meetings/other:

- 11/16 Area 1 meeting
- 11/17 Drain Tile / Ground Water Discussion meeting
- 11/18 KROX radio interview with U of M Extension row crop Educator promoting windbreaks for soil loss prevention, crop protection and wildlife habitat

Steinbrink

Technician Report 11-18-21

Eric McWalter 8 swi's (***Project completed.***)

Eric McWalter 2 swi's (***Project completed.***)

Eric McWalter 1 swi's (***Project completed.***)

John Sorenson Cost share 2 grade stabilization structures. (***Project completed.***)

Troy Newhouse. Cost share. **(Project completed.)**

Jim Coauette project. Cost share 2 grade stabilization structures. **(Carried into 2022)**

NRCS DISTRICT CONSERVATIONIST'S REPORT

September 2021

Conservation Stewardship Program

- Renewal Signup
 - 5 preapproved Renewal applications in Polk County
 - Approval Deadline – November 26
 - FY 21 payments

Environmental Quality Incentive Program

- FY 22 Signup – Application Acceptance deadline - November 19, 2021

Other- All USDA employees fully vaccinated by Nov 22

Civil Rights

- October is National Disability Awareness month

Meetings and Activities

- Board Meetings – Red Lake, WPolk, Pennington, EPolk etc
- SWCD Area Meeting
- Crookston CST Meeting

Upcoming Meetings, Events, Trainings

- Team Lead Weekly Teleconference – Weekly

Luther Newton IV

NRCS Acting Team Lead

CORRESPONDENCE:

Publications:

Forestry Notes

ENotes for NACD

Conservation Brief

Waterline

Conservation Views

River Monitor

Crookston Daily Times

Shade Tree Advocate

MPCA Feedlot Update

Minnesota Environment

Other:

November 2021 Report

Jillian Fejszes, Farm Bill Biologist

Trainings/Meetings:

- 10/21- Pennington SWCD Board Meeting
- 10/26-10/28- BWSR Academy (Virtual)
- 10/28- West Polk SWCD Board Meeting

Ongoing Work:

- Talked to 15 landowners
- Was able to get out a lot and visit CRP sites coming out next year. Have visited 83 sites in the past few weeks. On 3 of the sites I met up with landowners. Have 22 sites left to visit for Marshall- not sure if I'll get to any after hunting is over- many of the sites left are hard to access.
- Completed 7 CRP contract revisions

- Made CRP landowner folders for Pennington CRP. Ten were made and given to FSA to send to landowners with their CRP paperwork.
- Developed seed mix for CRP in new impoundment. Checked with seed vendors and got a decently cost mix. During this time got an email from BWSR for seed mix stakeholders and there was an impoundment mix- have been in contact with BWSR about developing a seed mix that would work for CRP cost share and work in impoundments.
- Met landowners on site of a nearly 400-acre CRP in West Polk and walked the site. They want to do some extra enhancements on the CRP and would want to pay for some of it.
- Starting to watch some webinars and looking at resources I did not have time to look at during the summer/fall when they were offered.

Upcoming:

- 11/18- West Polk, Marshall and Pennington SWCD Board Meetings
- 11/25-26- Thanksgiving Holiday
- 11/30- East Central MN Sharptail Grouse Habitat Team Meeting (Teams)

Minutes, Agendas, and Annual Reports:

BWSR	Wild Rice Watershed
Sand Hill Watershed	Red Lake Watershed
Polk County Board	MCIT

The next meeting was scheduled for December 16th , 2021 at 7am.

With no further business, Chairman Cournia adjourned the meeting at 8:18 am.

Respectfully submitted,

Secretary
cp\nb

WEST POLK SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM THE DECEMBER 17th, 2020 REGULAR BOARD MEETING

The meeting was called to order at 7:01 am by Chairman Solheim, via conference call.

Roll Call: Solheim, Peterson and Cournia

APPROVAL OF AGENDA:

{Motion #84-2020} Motion by Cournia and seconded by Peterson to approve the December 17th, 2020 agenda.

Affirmative: Solheim, Peterson and Cournia

Opposed: None

Motion: Pass

Supervisors Present: Elliott Solheim, Chairman
Derek Peterson, Vice Chairman
Chris Cournia, Treasurer

District Employees Present: Nicole Bernd, District Manager
Aaron Habermehl, District Technician
Morgan Torkelson, District Technician

Others Present: Jillian Fejszes, Farm Bill Biologist
Luther Newton, NRCS Team Lead
Christian Pester, Public

Absent: Mark McWalter, Secretary
John Sorenson, PR & I

SECRETARY'S REPORT:

{Motion #85-2020} Motion by Peterson and seconded by Cournia to approve the minutes from the regular board meeting held November 17th, 2020.

Affirmative: Solheim, Peterson and Cournia

Opposed: None

Motion: Pass

The November financial reports were reviewed. Motion by Cournia and seconded by Peterson to approve the financial reports, subject to audits and revisions.

TREASURER'S REPORT:

{Motion #86-2020} Motion by Peterson and seconded by Cournia to approve the treasurer's reports.

Affirmative: Solheim, Peterson and Cournia

Opposed: None

Motion: Pass

COST SHARE REPORT:

District Staff is requesting approval of an amendment of the listed Buffer Compliance Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
BC-18-54, 18-55, 18-68	410	34,036.57	25,527.43	Steinbrink
BC-18-63	410	5,100.00	3,825.00	Steinbrink

{Motion #87-2020} Motion by Peterson and seconded by Cournia to approve amendment(s) for the listed Buffer Compliance Cost Share contract(s).

Affirmative: Solheim, Peterson and Cournia

Opposed: None

Motion: Pass

District Staff is requesting approval of payment for the listed Buffer Compliance Cost Share Contract(s).

Contract#	Practice	Approved Project Cost	Cost Share Amount	Technical Approval Authority
BC-18-10	410	7,500.00	4,919.21	Steinbrink
BC-18-19	410	4,000.00	2,370.27	Steinbrink
BC-18-53	410	10,000.00	6,063.48	Steinbrink
BC-18-54,18-55, 18-68	410	34,036.57	25,527.43	Steinbrink
BC-18-63	410	5,100.00	3,811.90	Steinbrink
BC-18-57	410	3,000.00	483.22	Steinbrink
BC-18-67	410	2,000.00	1,280.33	Steinbrink

{Motion #88-2020} Motion by Cournia and seconded by Peterson to approve payment for the listed Buffer Compliance Cost Share contract(s).

Affirmative: Solheim, Peterson and Cournia

Opposed: None

Motion: Pass

OLD BUSINESS

Crookston USDA Service Center outside doors are open due to Phil Thompson & Associates resuming full customer service. FSA has reverted to Phase I by locking internal doors and conducting appointments only by phone and email. NRCS and WPSWCD continue to keep internal doors closed, appointments only via

phone/email/parking lot/out in the field. Masks required (Governor's Executive Order 20-81).

Governor Walz extended the peacetime emergency through January 14th, 2021.

MASWCD Resolution ballot results.

MN Campaign Finance Board – due after Jan 1st, 2021, no later than Jan 25th 2021.

NEW BUSINESS

Economic Relief Package - \$114.8 million for counties to administer to businesses and nonprofits effected by COVID-19 restrictions (MASWCD)

MEETING REPORTS

Attended Meetings/Trainings

Area 1 Meeting, ZOOM	Staff/Supervisors
Sand Hill Watershed District Project Team Meeting, ZOOM	Staff
Middle-Snake-Tamarac River 1W1P, WebEx,	Bernd
HOLIDAY/Thanksgiving	OFFICE CLOSED
BWSR Northern Regional Meeting, ZOOM	Bernd
MACDE Meeting, ZOOM	Bernd
FDRWG Meeting, WebEx	Bernd
Natural Resource Workgroup Meeting, ZOOM	Bernd

Upcoming Meetings/Trainings

HOLIDAY/Christmas	OFFICE CLOSED
Middle-Snake-Tamarac River 1W1P, WebEx	Bernd
NACDE Meeting, Microsoft Teams	Staff
Crookston Twp. Project Meeting, Microsoft Teams	Staff
RLR 1W1P Policy Meeting, WebEx	Bernd
HOLIDAY/New Year's Day	OFFICE CLOSED

Sorenson joined meeting at 7:28 am.

DISTRICT EMPLOYEE'S REPORTS:

Bernd

1W1P:

Presented the Wild Rice 1W1P plan to the BWSR Northern Regional board meeting, Dec 2nd. Approval of the plan was received and will be presented at the BWSR Board meeting Dec 17th for State approval. Attendance record was set from those who attended on behalf of the Policy and Steering Committee.

Coordinating meetings and working on the workplan for the MSTR 1W1P planning process. Marshall SWCD will act as fiscal agent and West Polk SWCD will act as the coordinator.

Buffers:

Completing and submitting buffer compliance cost share amendments and vouchers for signatures, approval and payments.

McWalter joined meeting at 7:30 am.

Several meetings with the Middle Snake-Tamarac River Watershed District, BWSR and Marshall SWCD regarding Buffer Law administration/duties.

Degraded Buffer Compliance: Discussion/Motion

West Polk SWCD staff will verify newly seeded buffers until evidence of seeding is obscured by snow cover. If a deficient buffer does not require seeding (new buffer is expected to "fill in" from adjacent existing perennial vegetation or degraded existing buffer is expected to regrow), buffer compliance will be determined by verifying that appropriate buffer width has been left between the top of the constructed channel (or cutbank/normal water level for public waters) and the edge of the cash crop. If a buffer does not require reseeding, compliance can only be verified after the cash crop has been planted.

{Motion #89-2020} Motion by Cournia and seconded by Sorenson to approve revision of the stated West Polk SWCD Degraded Buffer Compliance policy.

Affirmative: Solheim, Peterson, Cournia, McWalter and Sorenson

Opposed: None

Motion: Pass

Newsletter: January 2021

Habermehl

Technician Habermehl Report 12/17/2020

WCA:

- TEP: 12/02/2020- WCA inquiries- RLWD drain tile permit analyses (x14 sets)- annual reporting due
- Brandt 23: proposed coulee cleanout RLWD# 20-264; Joint App. sent 10/20/2020. Conducted preliminary survey (TEP discussion) 12/09-12/11/2020 w/ photo points (beaver activity); conversation w/applicant 12/11/2020.
- Belgium 11: proposed project-telephone conversation 10/08/2020 WCA LGU requested drill log
- Crookston 15: WCA analysis, compile potential violation evidence; telephoned Mr. Henry 11/12/2020.
- Liberty 21: site visit 09/29/2020, TEP 12/02/2020 (elevation shots & improvement evidence required).
- Epitome Energy: complete application received 08/12/2020, NOA issued 08/19/2020, NOD issued 09/23/2020. Mitigation pending.
- Soy Innovation Campus: complete application received 08/17/2020, NOA issued 09/02/2020, NOD issued 10/14/2020. AIC groundbreaking ceremony 10/28/2020.

Buffer Initiative:

- SWCD staff meet 12/15/2020, MSTRWD/SWCD buffer MOA pros/cons (2nd meeting required). Attach PW maps & NONs to BuffCAT, update BuffCAT, field telephone/email inquiries.

Other:

SHRWD policy committee 11/19/2020, Annual convention/MACDE 12/08/2020, TSA Trimble Unit (testing & develop procedural docs.), newsletter article(s), BWSR hydrogeology 12/10/2020, wetland delineator/BWSR hydrology training 12/14-12/16/2020, Area 1 meeting 11/17/2020, etc.

Torkelson

Technician Report 12/17/2020

Buffers:

- Doing field checks on newly compliant APO-enforced parcels
- Submitting formal notification to Polk County P&Z to stop enforcement on these parcels. So far 20 COCs handed over out of 39 APOs issued on 11/13/2020
- Updating BuffCAT with maps, enforcement paperwork, photos
- Compiling monitoring notes, compliance history, location/ditch info, alternative practice information and owner/operator correspondence for every buffer parcel in one spreadsheet
- Working on buffer article for SWCD newsletter

Tree Program:

- Working with landowners to plan windbreak plantings for spring/2021
- Advising landowners on tree care and making recommendations for new plantings
- Writing articles for SWCD newsletter
- Working on 2021 tree list

Training:

ISA conference December 7-11 (will be viewing recorded seminars to earn CEUs – did not have time to attend live conference)

Steinbrink

Technician Report 12-17-20

Acquiring signatures etc. to complete eligible costs for cost share payouts on side water inlet structures (SWI)

Construction is done for 2020.

Survey for Mike Skaug was completed to acquire DNR permit to clean 6400 ft of watercourse. TSA engineer tech. is completing profile and cross sections.

Merry Christmas and Happy New Year

NRCS DISTRICT CONSERVATIONIST'S REPORT

December 2020

NRCS Board Report

CSP –

- FY2020 Payments – 12/28/20 if paid in 20

- CSP Renewals – very few dollars

EQIP –

- November 20 – Application acceptance 2021 signup 1
- Busy assisting staff where needed to complete workload.
- Working with team to implement local ranking questions, the Crookston CST will have \$800k to utilize within the team for crop, pasture pools

RCPPEQIP

- **CONTRACT MANAGEMENT –**
 - Continually working on modifications, planning, and contract maintenance.

OTHER

- COVID-19 – Phase 0 – back to the drawing board only 2-3 staff in office
- FSA Phase 0 implemented

MEETINGS AND ACTIVITIES-

- **UPCOMING MEETINGS, EVENTS, TRAININGS**
 - SLT/TL Teams meeting – Jan 13

Respectfully submitted,
Luther Newton IV
NRCS Acting Team Lead

CORRESPONDENCE:

Publications:

Forestry Notes	ENotes for NACD
Conservation Brief	Waterline
Conservation Views	River Monitor
Crookston Daily Times	Shade Tree Advocate
MPCA Feedlot Update	Minnesota Environment

Other:

December 2020 Report
Jillian Fejszes, Farm Bill Biologist

Trainings/Meetings:

- 11/17- Pennington SWCD Board Meeting- Zoom
- 11/17- West Polk SWCD Board Meeting- Call
- 11/17- SWCD Area 1 Meeting- Zoom
- 11/26 & 11/27- Thanksgiving Holiday
- 11/30- PF/DNR Sharptail Grouse Management/Outreach- Zoom

Ongoing Work:

- Talked to 7 landowners
- Completed 9 CRP revisions, compiled notes from field visits, completed eligibility info for every CRP site coming out in 2021. Will plan to share info with all 3 counties- shared with Marshall so far. In total there are 5 contracts (193 ac) coming out in Pennington, 58 contracts (995 ac) and 49 contracts (3,994 ac) coming out in Marshall in 2021.
- Working on a CRP seed mix for a landowner

- Completed 2 Aglearn courses. Working on completing what is needed for conservation planner certification.
- Beginning to look at technical skills needed to complete my conservation planner certification since I stopped working on it in May when CRP got busy.
- As many things get cancelled into the new year due to Covid, working on outreach ideas for CRP and landowner outreach. The general CRP signup opens runs January 4 to February 12. The continuous signup will be available until August and CRP grasslands signup runs from March 14- April 23

Upcoming:

- 12/15- Pennington and Marshall SWCD Board Meetings
- 12/17- West Polk SWCD Board Meeting-Call
- 12/21- Pennington CWMA Meeting -Zoom
- 12/24-1/4- Off for Holidays

Minutes, Agendas, and Annual Reports:

BWSR	Wild Rice Watershed
Sand Hill Watershed	Red Lake Watershed
Polk County Board	MCIT

The next meeting was scheduled for January 21, 2021 at 7:00 am.

With no further business, Chairman Solheim adjourned the meeting at 8:28 am.

Respectfully submitted,

Secretary
Mark McWalter\nb