

**Agenda for the April 13<sup>th</sup>, 2017 Meeting of the Norman County  
Soil & Water Conservation District Board of Supervisors  
8:00 to 10:00 am District Office Twin Valley, Mn 56584**

- 1. Call to Order**
- 2. Roll Call – Fill out Vouchers and approve agenda**
- 3. Secretaries Report – motion**
- 4. Treasurers Report -- motion**
- 5. Speakers: NRCS, Watershed**
- 6. Unfinished Business**
  - A. Projects & Grants – report
  - B. Buffer Program – report
  - C. Pickup & Ranger Info - report
  - D. TSA Meeting – report
  - E. Office Remodel - report
  - F. Other
- 7. New Business**
  - A. Cost Share – **motion**
  - B. Audit Info
  - C. Legislative Session - report
  - D. Other
- 8. Adjourn Meeting – motion**

**Grants**

NRBG (Water Plan, Wetland, Feedlot),  
Discovery Farms, Capacity, AIS, Cost Share,  
RIM, Observation Wells, Cons Delivery  
Buffer Law Grant, MAWQCP

**Meetings & Training**

April 10 – Eken Meeting, Twin Valley  
April 11 – TSA Restructure Meeting, Bemidji  
April 12 – BWSR Committee Meeting, DL  
April 11-13 – Feedlot Conference, Moorhead  
April 13 – Board meeting  
April 16 – GENE’S BIRTHDAY!!  
April 24 – MSRS meeting at the office  
April 26 – Envirothon  
May 11 – Board Meeting

**SWCD Programs and Services**

Tree Planting and Maintenance  
Conservation Delivery Program  
Erosion Control & Water Management  
Local Water Management Plan  
Rainfall Monitoring Program  
Wetland Conservation Act  
Observation Well Monitoring  
Feedlot Program  
Aquatic Invasive Species Program  
Reinvest in Minnesota – RIM  
Buffer Law Program  
Discovery Farms Water Sampling  
MAWQCP (Certification Program)  
Ag BMP Program  
NRCS Programs  
Education Days





Minutes for the March 9, 2017, meeting of the Norman County Soil and Water Conservation District Board of Supervisors, District Office Twin Valley, Mn.

**1. Call to Order**

The meeting of the Norman County SWCD Board of Supervisors was called to order by Chairman, Ron Thorsrud at 8:00 AM.

**A motion was moved by Rockstad, second by Tufte to approve the March agenda.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

**2. Roll Call**

Members Present

- Ron Thorsrud, Chairman
- Kelly Skaurud, Vice Chairman
- Erik Rockstad, Treasurer
- Bruce Tufte, Reporter

Members Absent

- Gene Ueland, Secretary

Others Present

- Lori Thronson, District Manager
- Mark Christianson, District Technician
- Courtney Habedank, Conservation Technician
- Jessie Heitman, NRCS
- Ileane Rodriguez, NRCS
- Kevin Ruud, Watershed

**3. Secretaries Report**

**A motion was moved by Tufte, second by Rockstad to approve the February 9<sup>th</sup>, 2017 Secretaries Report.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

**4. Treasurers Report**

**A motion was moved by Rockstad, second by Tufte to approve the February Treasurers Report.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

**5. Speakers Reports:**

NRCS: Working on Continuous CRP for trees with a couple folks that need to come in and sign papers. We had 26 EQIP applications with only 2 being funded. We are still in a hiring freeze so no DC hired in Ada. Jessie is doing the work and having another DC sign off on the paperwork.

Watershed: A couple of landowners were in to talk about drainage issues they are fighting over. Kevin explained the letter the board is sending to John Jaschke, BWSR about using RIM for the establishment of the Lower Wild Rice Corridor Habitat Restoration Project. Currently there are no RIM funds available for this area of the state. Kevin also asked our board to write a letter to Jaschke in support of RIM also.

**6. Unfinished Business**

**A. Project Reports & Grants**

Working with a landowner on designing and installing sediment basins. Talked about the cost share available, EQIP, state cost share or using capacity funds. Mark and Courtney attended RUSLE2 training in Ada at the FSA office. Tim from Discovery Farms is coming on March 22 to talk to us about doing some more monitoring in the county and going over last year's results. They will also be changing out the water sampler bottles and using bags for collecting water samples. A guy from Otter Tail came to look at our lights and we will be replacing them with LED lights. We will submit the paperwork to Otter Tail for a rebate.

**B. Buffer Program**

We had a buffer meeting in Halstad on March 6<sup>th</sup>. Over 40 landowners were there. There were lots of questions on where to measure the buffer from the bank, who will do the enforcing, when the deadline is, etc. We showed some landowners their maps on the computer to see if they are in compliance.

**C. County Commissioner Meeting**

Courtney gave her feedlot annual report and the commissioners signed it, Mark talked about the buffer program and our office will be sending out letters to all the landowners along public waterways. The Commissioners talked about who should do the enforcing of the buffer program, no decision was made.

**D. Water Plan Hearing**

Lori gave a presentation to the Commissioners and the advisory group about the history of the water plan and the changes that have been made throughout the years. There was no one from the public that attended the hearing.

**E. Area 1 Meeting**

Roger Hemphill from DNR gave a report on the buffer map and changes they might make to it. Kathy Pullman, NRCS talked about how the state will be divided in bigger areas with less staff. LeAnn Buck, MASWCD gave a legislative update. There were around 60 folks that attended the meeting.

**F. Other**

None

**7. New Business**

**A. Cost Share**

**A motion was moved by Skaurud, second by Tufte to approve the following cost share contract not to exceed 75%.**

**Affirmative: 4 Yays    Opposed: 0 Nays**

**Motion Carried**

**#5-17      Bob Dahlen                  Field Windbreak                  \$400                  75%**

**A motion was moved by Rockstad, second by Skaurud to approve the following cost share payment not to exceed 50%.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

**#3-17      Jerry Hanson                  Well Sealing                  \$487.50                  50%**

**B. Approve Expenses for the Feedlot Conference**

**A motion was moved by Skaurud, second by Rockstad to approve paying expenses for the staff to attend the Feedlot Conference in Moorhead.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

**C. Master Joint Powers Agreement**

**A motion was moved by Rockstad, second by Tufte to approve signing the Master Joint Powers Agreement with BWSR for RIM.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

**D. Pickup and Ranger Info**

The staff talked with the board about updating our Chevy Pickup, updating our trailer and updating the Ranger, getting new desks for Mark and Courtney. We will put the 95 Chevy Pickup out on bids. The staff will get some quotes for the board and bring to the next meeting.

**E. Other**

None

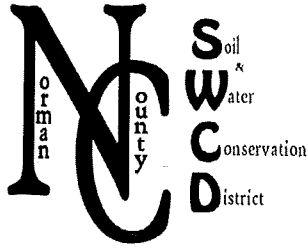
**8. Adjourn meeting at 9:45**

**A motion was moved by Rockstad, second by Tufte to adjourn the meeting.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

**Dated \_\_\_\_\_ Respectfully Submitted:**

**Gene Ueland, NCSWCD Board Secretary**



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Minutes for the March 20, 2017, special meeting of the Norman County Soil and Water Conservation District Board of Supervisors, District Office Twin Valley, Mn.

**1. Call to Order**

The meeting of the Norman County SWCD Board of Supervisors was called to order by Chairman, Ron Thorsrud at 8:00 AM.

**A motion was moved by Skaurud, second by Tufte to approve the March special meeting agenda.**

**Affirmative: 3 Yays    Opposed: 0 Nays  
Motion Carried**

**2. Roll Call**

Members Present

Ron Thorsrud, Chairman

Kelly Skaurud, Vice Chairman

Bruce Tufte, Reporter

Members Absent

Gene Ueland, Secretary

Erik Rockstad, Treasurer

Others Present

Lori Thronson, District Manager

Courtney Habedank, Conservation Technician

**3. Approval of Labor and Materials Estimate for Office Remodel**

**A motion was moved by Skaurud, second by Tufte to approve the labor cost estimate from Thronson Construction, LLC of approximately \$6,000 and the materials cost estimate of approximately \$7,000 to finish remodeling of the office.**

**Affirmative: 3 Yays    Opposed: 0 Nays  
Motion Carried**

Minutes for the March 20<sup>th</sup>, 2017 SWCD board meeting

**4. Adjourn Meeting at 8:25**

**A motion was moved by Skaurud, second by Tufte to adjourn the meeting.**

**Affirmative: 3 Yays    Opposed: 0 Nays  
Motion Carried**

**Dated \_\_\_\_\_ Respectfully Submitted:**

\_\_\_\_\_  
**Gene Ueland, NCSWCD Board Secretary**