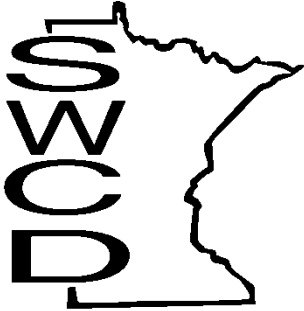


# SOIL AND WATER CONSERVATION DISTRICTS

“Helping People Help the Land”



Murray SWCD

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## Supervisors

### Chair

**Shannon Cohrs**

District III  
(507) 380-0997

### Vice Chair

**Mona Henkels**

District IV  
(507) 360-6348

### Secretary

**Paul Posthuma**

District I  
(507) 879-3102

### Treasurer

**Karen Hurd**

District V

### PR & I

**Gary Brinks**

District II  
(507) 763-3775

## Staff

### District Administrator

**Shelly Lewis**

### Program Manager

**Craig Christensen**

### District Technician

**Travis Radke**

## Members Present:

Shannon Cohrs- Chairman

Mona Henkels-Vice Chairman

Karen Hurd-Treasurer

Gary Brinks-P.R.&I.

## Member Absent:

Paul Posthuma-Secretary

## Others Present:

Shelly Lewis-District Administrator

Craig Christensen-Program Manager

Travis Radke-District Technician

Brian Christiansen-BC

The meeting was called to order at 1:33 p.m.

**Additions to Agenda:** The chairman asked if there were any additions to the agenda.

The performance evaluation for Radke & Approve FY17& FY18 grants will be added to the agenda.

**Minutes of August 10, 2017:** A motion was made by Hurd seconded by Henkels to approve the August 10, 2017 Minutes.

Affirmative-Unanimous

Opposed-None

Motion carried.

The monthly Statement of Treasurer was read and filed for audit.

**Salaries:** A motion by Brinks seconded by Hurd to approve Supervisor's vouchers and Murray SWCD salaries for August 2017.

Affirmative-Unanimous

Opposed-None

Motion carried.

**DC Report:**

ENGINEERING: 2 basin project through EQIP this fall.

EQIP: EQIP payment deadline is 9/22/17. 2018 EQIP eligibility deadline is 1/19/18. We have 28 applications to date.

1026/spot-checks: New policy on processing 1026's. 1026's are not sent to the AO anymore. 1026's without certified determinations go to region C for evaluation. Minnesota has been broken up into wetland compliance regions.

CRP:

Conservation Stewardship Program (CSP): 34 2017 CSP applications were obligated. We have 19 2018 CSP renewal. We'll start bringing producers in next week. 10/27/17 is 2018 CSP application deadline. 11/7/17 is field verification deadline. 12/1/17 is obligation deadline.

Will be worked on after the 2017 general sign-up is completed. We have 19 renewal applications. Deadline is 9/15/17 for 2018 renewal eligibility.

Postage: using the expire at will still NRCS is going to stamps.com and is no longer postage meter. The postage meter lease will the end of September. I talked to FSA and they be using the postage meter.

Staffing: No ultima for at least 6 months. There will be 12 ASSIS in the state. No new hires over GS-9. Work load shows 340 staff needed but SRA shows 180 staff needed.

Cooperative agreements: Coming out after 10/1/17

Civil Rights: Hispanic Heritage Month

Client Gateway: Sign-up for Client Gateway is strongly encouraged.

**Governors 25BY25 Meeting:** Lewis and Christensen attended the Governors 25 by 25 Regional Water Quality Improvement Goals meeting on August 17, 2017 in Marshall, MN. There were breakout sessions with discussions on what goals could be established to improve water quality by 25 percent in Southwestern Minnesota. Also reviewed what actions are needed to get to these goals and the next steps needed to move the actions forward.

**Governance 101 Training:** Lewis, Christensen, and Radke attended the Governance 101 Training on September 14-15 in Bloomington, MN. An update was given by the Employees. All Employees thought the training was well worth it and advise all Supervisors to attend the next training.

**QuickBooks Training Catalogs:** A motion was made by Brinks seconded by Henkels to purchase the online quickbooks training catalogs.

Affirmative-Unanimous

Opposed-None

Motion carried.

**Murray SWCD erosion control & water management program policy:** The Board reviewed the Murray SWCD erosion control & water management program policy. A motion was made by Hurd seconded by Henkels to approve the Murray SWCD erosion control & water management program policy-State Cost-Share Policy.

Affirmative-Unanimous

Opposed-None

Motion carried.

**Work Order Contract:** The Board reviewed the Work Order Contract for Easement Delivery. A motion was made by Henkels seconded by Brinks to approve the Work Order Contract for Easement Delivery.

Affirmative-Unanimous

Opposed-None

Motion carried.

**FY15 & FY16 Minnesota Flood Relief Grant Extensions:** The contractors available to do the projects on the FY15 & FY16 Minnesota Flood Relief Grant are booked up for the fall of 2017. Lewis asked BWSR to extend the date of FY15 & FY16 Minnesota Flood Relief Grants to December 31, 2018. A motion was made by Henkels seconded by Brinks to approve the extension of FY15 & FY16 Minnesota Flood Relief Grants.

Affirmative-Unanimous

Opposed-None

Motion carried.

**Capacity Cost-Share:** A motion was made by Henkels seconded by Brinks to approve the following application for Murray SWCD FY17 Capacity Grant Cost-Share:

Gene Stoel    FY17                      Waterway    75% C-S                      \$12,316.09  
SWPTSA-Technical  
Affirmative-Unanimous  
Opposed-None  
Motion carried.

**Quarterly County Commissioner Meeting:** Henkels will not be able to attend the quarterly County Commissioner meeting on September 26, 2017 due to Leadership training. A motion was made by Henkels seconded by Brinks to have Hurd attend the meeting on September 26, 2017.

Affirmative-Unanimous  
Opposed-None  
Motion carried.

**Buffer State Cost-Share:** The Board discussed the Buffer State Cost-Share program. A motion was made by Henkels seconded by Hurd to cost-share 75% not to exceed \$300/Acre on perennial grass and or Forbes.

Affirmative-Unanimous  
Opposed-None  
Motion carried.

**Buffer Program Update:** Christiansen updated the Board on the Buffer Program. He is working on maps and letter to send out to around 300 landowners regarding the Buffer Program.

**Radke Performance Evaluation:** The personnel committee met for the performance evaluation of the District Technician-Travis Radke. A motion was made by Henkels seconded by Hurd to move Radke from step 1 to step 2 on the pay scale.

Affirmative-Unanimous  
Opposed-None  
Motion carried.

**FY18 & FY19 Murray SWCD Grant Agreements:** A motion was made by Brinks seconded by Henkels to approve the FY 2018 & 2019 State of Minnesota Board of Water and Soil Resources SWCD Programs & Operations Grant Agreement as follows:

2018-SWCD Local Capacity Services	\$100,000
2018-Buffer Law	\$30,000
2018-Conservation Delivery	\$18,235
2018-State Cost-Share Fund	\$10,884
2019-Conservation Delivery	\$18,235
2019-State Cost-Share Fund	\$10,884

Affirmative-Unanimous

Opposed-None

Motion carried.

**Bills:** A motion by Henkels seconded by Hurd to pay 18 Murray SWCD bills for \$8,553.98 for September and 4 Murray SWCD bills for \$492.50 from August.

Affirmative-Unanimous

Opposed-None

Motion carried.

The Chairman adjourned the meeting at 2:42 p.m.

**Next Meeting:** October 12, 2017.

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Approved by Paul Posthuma, Secretary of District Supervisors

Date