

Renville Soil & Water Conservation District
1008 West Lincoln, Olivia MN 56277
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MINUTES FROM THE JUNE 11, 2020 REGULAR BOARD MEETING
located at the SWCD Shed, 215 26th St North Olivia, MN

Social distance and other in person CDC recommendation apply during this meeting.

Board Members Present: Koenig, Kelly, Schroeder, Kokesch, Jepson
Staff Present: Holly Hatlewick, Melissa Edmonson, Cody Dale, Ethan Dahl
Other Present: Commissioner Schmidt, Lyle Lundstrum

- I. Call to order 7:31am
- II. Public Address to the Board (2 minutes per person): Dispensed, no citizens present
- III. Consent Agenda, Meeting Minutes, Bills, and Treasurer's Report: Approved the meeting minutes from May 14, 2020 regular meeting and bills. **(Koenig, Schroeder) MSC**
- IV. Old Business
 1. Operational items/staff concerns: Administrator Hatlewick provided an operational update related to COVID. Discussion was again had on operations and workload due to our current state of operations. Discussed the variation in task and workload of the Administrative Conservation Assistant as a result changing in operations due to COVID. Motion: to reduce the Administrative Conservation Assistant to 32 hours per week for the next 90 days, after which time this topic will be again reviewed.
(Jepson, Schroeder) MSC
Motion: to continue to provide SWCD employee benefits at the full time 40 hours per week rate to the Administrative Conservation Assistant during the next 90 days.
(Kelly, Schroeder) MSC
 2. CRP duties/Pheasants Forever Biologist Update: Administrator Hatlewick is working with the PF and NRCS leadership on this position, there is currently, no projected date an agreement will be reached.
- V. New Business
 1. 2020 Conservation Family Farm: Motion to nominate Richard and Mary Jepson for 2020. **(Kelly, Koenig) MSC**
- VI. Personnel Committee
 1. Employee Performance Reviews: Kelly presented on behalf of the Committee, Annual employee performance reviews completed by the Personnel Committee and a monetary performance increase recommendation made. Motion: Based on employees' performance approve monetary increase recommendations of the Personnel Committee . **(Kelly, Schroeder) MSC**
- VII. Program Updates
 1. Cost Share Programs: Buffer cost share and cover crop cost share for 2020, are proceeding along.
 2. Staff Reports
 - a. Cody:
 - RIM/CREP
 - 6 CREP offers submitted to June 1st batch

Supervisors: Chair/District 2 **Kevin Kokesch**, Vice Chair/District 3 **Dean Schroeder**
Treasurer/District 5 **Vacant**, District 4 **Kathryn Kelly**, District 1 **Mark Koenig**,

Staff: District Administrator **Holly Hatlewick**, WCA/Water Plan Coordinator **Cody Dale**, Administrative Assistant **Melissa Edmondson**

- Funding approved to update pollinator habitat on 35 acres of existing RIM. Farm soybeans for 1 year to remove Brome grass.
 - Wetland restoration project underway in Boon Lake Township
 - 2019 CREP receiving title insurance and consents to record easements
 - New CREP proposals
 - Wetland Conservation Act
 - Kingman Wetland Bank final application
 - Wearda Ag Bank title insurance
 - Local road bank easement sign-up. 1 offer being reviewed for funding
- b. Holly:
- 1W1P HSPF-SAM Watershed modeling scenarios for Fort Ridgely Creek
 - 1W1P Advisory Committee work on future meetings and assessing gathering options
 - COVID Prepared Readiness Plan
 - Annual Staff performance assessments
 - MNSHC School planning assistance
 - HWY14 2021, Soil Health Tour Planning meetings
 - Completed MARL Application Interview, final selections made in July 2020
 - Working on multiple alternative outreach activities
- c. Melissa:
- FFCRA leave
 - Completed my portion of the OSA Report
 - Buffer inspections
 - Mapped MAWQCP
 - RIM site inspections
 - Unpaid leave
- d. Ethan
- From Emmons Minnesota
 - Graduated with a Bachelor of Science in Geology from the University of Wisconsin River Falls in the spring of 2018
 - Had an internship over with Todd County SWCD in the summer of 2017
 - Has worked both public and private with the MN DNR and a private environmental consulting firm
 - Enjoys fishing, rock/fossil hunting, mushroom hunting, kayaking, hiking, and camping.
3. NRCS Report – Jeff Kjorness, DC: attached
4. Board Reports
- Kokesch:** Personnel committee meeting and frequent communications with Administrator Hatlewick on COVID operations.
- Kelly:** SWCD Outreach Technician interviews, multiple personnel committee meetings, and annual staff performance reviews.
- Jepson:** nothing to report
- Schroeder:** 1W1P Policy virtual meeting
- Koenig:** Area VI meeting for June has been canceled and Koenig will be working with Schnobrich to determine how the resolution process will work for 2020.

Schmidt: 1W1P Policy virtual meeting was surprised at the cost of preparing the plan. Discussed county tire collection event. County commissioners will once again be meeting in person starting June 23rd.

- VIII. Other: Administrator Hatlewick submitted two leave requests, motion to approve **(Kelly, Koenig) MSC**
- IX. Upcoming meetings and dates to remember: None at this time. July SWCD meeting will also be held at the District Shed.
- X. Motion to adjourn at 8:57 A.M. **(Schroeder, Koenig) MSC**

CHAIRMAN