

Renville Soil & Water Conservation District  
1008 West Lincoln, Olivia MN 56277  
Phone: 320-523-1550 ext. 3 Fax: 320-523-2389



**MINUTES FROM THE AUGUST 13, 2020 REGULAR BOARD MEETING**  
**located at the SWCD Shed, 215 26<sup>th</sup> St North Olivia, MN**

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

Board Members Present: Koenig, Kelly, Schroeder  
Staff Present: Holly Hatlewick  
Other Present: Lyle Lundstrum, County Commissioner Schmidt

- I. Call to order 7:30am
- II. Public Address to the Board (2 minutes per person): Dispensed, no citizens present
- III. Consent Agenda, Meeting Minutes: Approved the meeting minutes from July 2020 regular meeting and bills. **(Kelly, Koenig) MSC**. No bills or Treasurer's Report were provided at the meeting.
- IV. Old Business
  1. Operational items/staff concerns: none brought forward
  2. Budget update: Administrator Hatlewick provided an update on the SWCD 2021 county allocation request. Discussed pesticide container collection portion of the Ag Inspector Agreement and proposed collection for 2021.
- V. New Business
  1. NRCS- MOA, motion to accept. **(Kelly, Koenig) MSC**
- VI. Personnel Committee
  1. Staffing: Motion to extend the 4-day work week for the Administrative Conservation Assistant an additional 90 days past the current expiration of 9/3/20, which is based on the 6/11/20 motion. **(Kelly, Koenig) MSC**
- VII. Program Updates
  1. Cost Share Programs: Buffer cost share and cover crop cost share for 2020 are proceeding along. Discussed requesting an extension from BWSR for 2018 Buffer Cost Share for structural alternative practices. Board directed Administrator Hatlewick to look into.
  2. Staff Reports
    - a. Holly Hatlewick:
      - CREP:
        - 9 contracts- worked on existing easements managements
        - 18 new agreement- worked on all stages of legal and contract work, varied by agreement
      - Human Resources: advertised and screening applicants for Water Resource Technician
      - 1W1P- Steering meeting and modeling
      - MN Coalition School: assisted in planning legists
      - Ag Inspector duties- jug collection and bailing
      - Meeting with County Administrator
    - b. Melissa Edmondson:

**Supervisors:** Chair/District 2 **Kevin Kokesch**, Vice Chair/District 3 **Dean Schroeder**,  
Treasurer/District 5 **Richard Jepson**, District 4 **Kathryn Kelly**, District 1 **Mark Koenig**,  
**Staff:** District Administrator **Holly Hatlewick**, Administrative Assistant **Melissa Edmondson**, Buffer  
Specialist/Agricultural Inspector **Ethan Dahl**

- Printed deeds off at recorder's office
  - Sent deeds & ownership change documents to BWSR
  - QuickBooks online training
  - FFCRA Leave option 1-3
  - Prepped the CREP reconciliation materials
  - Update Cover Crop and Reduce Till Cost Share spreadsheets and folders
  - Update CREP work order spreadsheet
  - Unpaid leave
- c. Ethan Dahl:
- Buffer Law
- 276 County Buffer Parcel Inspections for the mass mailing that went out about cost share
  - Updating cost share files of those who either called or returned the mailings we sent out
  - Worked with Randy Buboltz on his multiple cost shares
  - Worked through the multiple questions Paul Erdmann (BWSR) had on the county's status on Validations of Compliance, Corrective actions, and different parcel's current status
- Agricultural Inspector
- Pesticide Jug Collection Day (7/22/2020) good success but had to update our terms and conditions
  - Mysterious China Seeds program assistance with the MDA
  - Annual Ag Inspector meeting (online)
  - Noxious weed inspections on thistle or wild parsnip: Birch Cooley, Lake Allie, and Norfolk
  - Warren Klammer had his thistle sprayed, now resolved
- MAWQCP
- Additional endorsements meant to recognize those producers who are going above and beyond in the areas of soil health, integrated pest management, and wildlife.
  - Attended an Online Training Program
- Other
- Tea-Bags weekly weigh ins and started phase two of the experiment in which they will stay buried for multiple months without disturbance.
  - Twitter and Facebook writeups
  - Trail Camera SD swaps and photo downloads
  - Article write ups on Soil Porosity and Teabag experiment
  - Training with Greg on using Trimble
3. NRCS Report – Jeff Kjorness, DC: attached
4. Board Reports
- Kelly:** Some BWSR meetings and behind the scenes work. Learned the state is talking about a 7% budget reduction for 2021.
- Schroeder:** 1W1P meeting cancelled, no other items to report
- Koenig:** Area VI TSA phone personnel interviews. Would like to see area meeting reduced to 2 per year and is curious how the rest of the area feels about this. Would like to see a Staff/Board shed cleanup day to trim trees and do maintenance,

scheduled for 9/2/20 at 5pm. Staff will be asked to adjust their work schedule that day to accommodate.

**Schmidt:** Working on county budget requests. RRRSWA is busy and productive.

- VIII. Other: DNR Public Waters update: Discussed the 90-day comment period is open for 4 locations in Renville County that are being considered for adding back to the Public Waters Inventory.
- IX. Upcoming meetings and dates to remember: August 18<sup>th</sup> County Commissioner Budget Meeting (Holly & Kevin, Zoom), MN Soil Health Coalition School in Marshall September 10<sup>th</sup> & 11<sup>th</sup>
- X. Motion to adjourn at 8:38 A.M. (**Koenig, Kelly**) MSC

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**CHAIRMAN**