



# East Otter Tail

Soil & Water Conservation District

## MINUTES FROM THE JANUARY 15, 2020 BOARD MEETING

The regular monthly board meeting of the East Otter Tail Soil and Water Conservation District was held on Wednesday, January 15, 2020 at 7:30 a.m. at the USDA Service Center Conference Room at 801 Jenny Ave S.W., Perham, MN.

*The meeting was called to order by Chairperson Lyle Dittmann at 7:34 a.m.*

Oath of Office was read by everyone out loud.

Nomination by Wayne Enger, seconded by Steve Inwards for Lyle Dittmann to remain Chairperson. Opposed: none, motion carried. All other positions will remain the same. Motion made by Steve Inwards, seconded by Wayne Enger. Opposed: none, motion carried.

**Members Present:**

Chairperson: Lyle Dittmann  
 Vice Chairperson: Steve Inwards  
 Secretary: Terry Greenwaldt  
 Treasurer: Dennis Reynolds  
 Public Relations: Wayne Enger

**Others Present:**

BWSR Board Conservationist: Pete Waller  
 Acting District Conservationist: Ed Musielewicz  
 District Manager: Darren Newville  
 Administrative Secretary: Chantal Tougas  
 Wadena Liaison: Nancy Benson

Motion made by Terry Greenwaldt, seconded by Steve Inwards to approve the following Committee appointments. Opposed: none, motion carried.

Committee	Member	Member	Member
<b>Ag Advisory Committee</b>	Steve Inwards		
<b>Awards</b>	Dennis Reynolds		
<b>Budget</b>	Dennis Reynolds	Wayne Enger	
<b>Building</b>	Lyle Dittmann	Terry Greenwaldt	
<b>County Planning</b>	Darren Newville	Lyle Dittmann	Steve Inwards
<b>EQIP/Local Work Group</b>	Steve Inwards	Terry Greenwaldt	
<b>Equipment</b>	Steve Inwards	Terry Greenwaldt	
<b>Legislative</b>	Steve Inwards	Wayne Enger	
<b>Personnel</b>	Lyle Dittmann	Steve Inwards	
<b>Irrigation Scheduler</b>	Steve Inwards	Wayne Enger	
<b>RRVSC</b>	Lyle Dittmann		
<b>Water Plan</b>	Dennis Reynolds	Darren Newville	
<b>Wadena Liaison</b>	Dennis Reynolds		



## Agenda

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Motion made by Terry Greenwaldt, seconded by Steve Inwards to adopt the Agenda with the following addition: 26a Intern. Opposed: None, motion carried.

**Approve Board Meeting Minutes:** Motion made by Dennis Reynolds, seconded by Wayne Enger to approve the previous month Board Meeting Minutes as presented. Opposed: None, motion carried.

**Treasurer's Report:** Motion made by Dennis Reynolds, seconded by Terry Greenwaldt to approve the Treasurer's Report as presented, subject to audit. Opposed: none, motion carried.

- Motion made by Terry Greenwaldt, seconded by Wayne Enger to approve the Yearly dues listed on the Agenda. Opposed: none, Motion carried.
- Motion made by Wayne Enger, seconded by Steve Inwards to renew the CD that matured on January 5 for 18 months. Opposed: none, motion carried.

**Bills Paid & Bills Payable:** Motion made by Wayne Enger, seconded by Terry Greenwaldt to approve the Bills Paid and Bills Payable as presented.

### STATE COST SHARE

**2020-01,** Randy Carow, authorization to encumber funds for a Well Sealing with a total cost estimate of \$ 2,000.00 and cost sharing not to exceed \$ 300.00 or 50% whichever is less in Gorman Township, Section 24. Motion made by Steve Inwards, seconded by Wayne Enger to approve. Opposed: none, motion carried.

**District Manager's Report:** See attached report as written by Darren Newville.

#### **District Conservationist's Report:**

- CSP – 118 payments done in the week of the last board meeting
- CSP – 8 applications waiting to be signed for 2020
- CRP – Sign up through the end of February
- CSP & EQIP – no cut off dates yet
- EQIP – changes to payments coming

**County Commissioner Report:** Not present

**BWSR:** Discussion of PRAP Level 2 completed last year.



## Old Business

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**Department of Ag Update:** An update was given. Nathan is working on a producer survey in Parkers Prairie Township.

**TSA Update:** The next board meeting has not been set yet. Engineering services were discussed at the last meeting.

## New Business

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### **Meetings/Trainings:**

- Legislative Days – March 24-25, 2020 in St. Paul. Motion made by Terry Greenwaldt, seconded by Steve Inwards to approve those wishing to attend. Opposed: none, motion carried.

**Federal Mileage Rate:** The federal mileage rate has decreased from 58 to 57.5 cent per mile. No vote is needed.

**Per Diem:** Currently set at \$75.00. Motion made by Terry Greenwaldt, seconded by Wayne to keep the current per diem rate. Opposed: none, motion carried.

**Official Newspaper** – Motion made by Wayne Enger, seconded by Steve Inwards to use the Perham Focus as our official newspaper. Opposed none, motion carried.

**Official Financial Institution** – Motion made by Steve Inwards, seconded by Terry Greenwaldt to use Bremer Bank as our official financial institution. Opposed none, motion carried.

**Environthon Donation** – Motion made by Terry Greenwaldt, seconded by Steve Inwards donate \$500 to Environthon. Opposed none, motion carried.

**Yearly Meeting Schedule** – Motion made by Steve Inwards, seconded by Wayne Enger to approve the 2020 meeting schedule. Opposed none, motion carried.

**Audit** – Motion made by Wayne Enger, seconded by Terry Greenwaldt to sign the engagement letter for the 2019 audit. Opposed none, motion carried.

**Safety Deposit Box** – Motion made by Wayne Enger, seconded by Steve Inwards to allow Wadena SWCD to store important papers in the EOT SWCD safety deposit box. Opposed none, motion carried.

**Data Practice Policy** – Motion made by Wayne Enger, seconded by Dennis Reynolds approve the data practices policy. Opposed none, motion carried.

**Ag Certainty Endorsements** – Information only



**Non-Structural Mgmt Planning Policy** – Motion made by Wayne Enger, seconded by Terry Greenwaldt to approve this policy. Opposed, none: motion carried. Motion made by Lyle Dittmann, seconded by Steve Inwards to ask for an extension on this grant. Opposed, none: motion carried.

**Intern** – Motion made by Steve Inwards, seconded by Wayne Enger to post a position for a summer intern. Opposed: none, motion carried.

**Public Comments:** None

**Adjourn:** 10:02 a.m. Meeting adjourned.

\* *Acronyms*

- ◆ MAWQCP – Minnesota Ag Water Quality Certification Program
- ◆ EQIP – Environmental Quality Incentives Program
- ◆ CSP – Conservation Stewardship Program
- ◆ CRP – Conservation Reserve Program
- ◆ RCPP – Regional Conservation Partnership Program
- ◆ NRCS – Natural Resources Conservation Service