

**CASS SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
JANUARY 7, 2010**

Meeting was called to order by Chairman James Ballenthin at 10:04 am.

**Present were:** Chair.-James Ballenthin, Vice Chair.-J. David Harder, Secretary-Willard Pehling, Treasurer-Thomas Kuschel, Member-Kenneth LaPorte, Retiring Dist. Man.-John Sumption, New Dist. Man.-John Ringle, Dist. Clerk-Brenda Davis, NRCS-Richard Schossow, Lee Westfield of Pro-West, John Powers and Josh Stevenson of the Cass County Land Department.

**M/S Willard Pehling/Thomas Kuschel to approve the Rotation of Officers. Motion carried.**

**Rotation of Officers is as follows:**

<b>Chairman-J. David Harder</b>	<b>Vice Chairman-Willard Pehling</b>
<b>Secretary-Thomas Kuschel</b>	<b>Treasurer-Kenneth LaPorte</b>
<b>Member-James Ballenthin</b>	

**M/S Willard Pehling/Thomas Kuschel to approve the agenda with the following additions: Area VIII Meeting, Grazing Workshop Update, Add Cass County Land Departments Draft or the Long Range Management Plan. Motion carried.**

**M/S Thomas Kuschel/James Ballenthin to approve the consent agenda as presented. Motion carried.**

**Josh, John & Lee/Cass County Land Department:**

Josh stated that the land department had decided to change the trail posting system. Right now the policy is that the trails are closed unless posted open. The new posting system will be open unless posted closed. This would be easier for the land department to enforce. He asked for any further comments to the draft version before it goes to the public. Jim Ballenthin had a few comments. One item that was discussed was who can use what type of vehicle and when on the trails. Certain items can't be determined though. Such as any climate change effect and what effect the Emerald Ash Borer will have. The State Auditor has actually recommended that other counties manage their county lands using the Cass County Land Resource Management Plan.

**M/S Willard Pehling/James Ballenthin to move forward with the Cass County Long Range Resource Management Plan as proposed but to include the comments made by James Ballenthin. Motion carried.**

**John Sumption & John Ringle Report:**

John Sumption's last day with Cass SWCD/ESD is tomorrow (01/08/2010). He mentioned how strange it is that for most of his term, either a Sumption or a LaPorte has been on or working for the SWCD/ESD. It's hard leaving but it is time. He reminded the SWCD that being autonomous is no longer such a good idea and he commended Cass SWCD for being a leader in that area.

John Ringle wanted to thank John S. for his continued tutelage this past three months. John S. will be a tough act to follow but he is excited to get started. In response to John S's words....it is interesting to see other counties/districts following suit.

### **NRCS – Rick Schossow Report:**

Rick explained a date needed to be set for the Local Work Group. It was decided that January 28, 2010 at 10:00 am would work for everyone. There is no direct funding for counties this year. All counties will compete for funding. Rick has processed 19 EQIP apps this year. Just a reminder, according to the Freedom of Information Act, no private info can be made public.

**M/S Thomas Kuschel/Kenneth LaPorte to approve and sign the Freedom of Information Act. Motion carried.** John S. wanted to know if there was a release form and Rick stated that there was. The mailing list of the ag producers in the Lake Margaret Watershed was made available. The list must stay in house but can be used to notify/identify the producers. There were 70 producers identified. There are 40 people registered for the Leader Lions Winter Workshop.

### **Supervisor's Reports:**

**M/S Willard Pehling/Kenneth LaPorte to approve the mileage rate at the current IRS mileage rate of .50. Motion carried.**

HOP questionnaires need to be finished ASAP. Please fill out the forms and return to Brenda so she can send them to the Initiative Foundation. Once the questionnaires have been reviewed, Cass SWCD needs to hold another Visioning Session to complete our HOP.

The supervisors liked the Cooperative Effort letter that was sent out to the neighboring SWCD's. Let's wait until after January 18<sup>th</sup> to hold the meeting for those that respond. The district managers plus two supervisors from each district should attend. John R., J. David Harder and James Ballenthin will attend from Cass SWCD.

Jim informed the supervisors that he had informed the Cass County Commissioners of his appointment to the PAC/BOA board and of Ken's appointment to represent Cass SWCD and WesMin RC&D.

Just a reminder....a Liaisons Meeting needs to be set up ASAP.

Brenda mentioned that the final audit report is not ready yet but that the audit firm did a very thorough job on the audit. Some of their comments to the two John's and to Brenda were as follows: Cass SWCD needs to diversify their banking institutions and spend some money!

Dan Steward was in the office and performed a final cost share audit on three years.

Jim provided a schedule for the next year's worth of Area VIII meetings. We need some discussion items for the meetings.

**M/S Willard Pehling/Thomas Kuschel to approve the Drought Assistance Final Financial Report. Motion Carried.**

### **Cost-Share Application:**

ERS Retta Freeman has approved all erosion control and revegetation planting as this time. Amount that was approved for cost-share was \$3,607.50.

**M/S James Ballenthin/Kenneth LaPorte to approve payment of CS136(09) Bryce & Cathy Norelius as submitted. Motion carried.**

### **Vouchers:**

**M/S Willard Pehling/Thomas Kuschel to pay vouchers as presented. Motion carried.**

### **Adjourn:**

**M/S James Ballenthin/Willard Pehling to adjourn. Motion carried.**

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Secretary, Board of Supervisor's

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Date

**CASS SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
FEBRUARY 4, 2010**

Meeting was called to order by Chairman J. David Harder at 10:07 am.

**Present were:** Chair.-J. David Harder, Vice Chair.-Willard Pehling, Secretary-Thomas Kuschel, Treasurer-Kenneth LaPorte, Member-James Ballenthin. Dist. Man.-John Ringle, Dist. Clerk-Brenda Davis, and NRCS-Richard Schossow.

**M/S Willard Pehling/Kenneth LaPorte to approve the agenda with the following additions: Area VIII Meeting, Forestry Meeting and WesMin RC& D Report. Motion carried.**

**M/S Willard Pehling/Thomas Kuschel to approve the consent agenda as presented. Motion carried.**

**John Ringle Report:**

John reported that all of HOP surveys are in to the Initiative Foundation. Once Cathy Hartle has reviewed the surveys and lets John know everything is OK.....then we can set up the exit meeting. If everything can be worked out, we will schedule the exiting meeting for the afternoon of March 4<sup>th</sup>.

John has never met with Pat Schuett but Jim B. has. Pats letter to the SWCD states that he would like to do his thesis based on the SWCD's woodlot program. Pat Welle, the BSU professor from BSU has had a good working relationship with Cass County and Cass SWCD. No one knows at this point how much money would be involved (if any) and how many hours it would take Pat S. to complete his thesis. John will contact the various associations that are connected to the woodlot program and see if they have any objections to the possibility that their names may get mentioned in the thesis and will then contact Professor Welle and Pat Schuett.

The final 2006 audit is not complete yet. The auditor is waiting for the preliminary approval from the State Auditors office. They did mention three areas of concern: 1.Need a stamp to put on the back of the checks, 2.We need to move some of our money to other financial institutions because we have too much in First National, 3.Supervisors should hold their offices longer than one year.

Jim wanted to know if the SWCD supervisors' positions actually had job descriptions? Brenda will check into this and report at the March meeting.

John Sumption usually prepared the SWCD budget because it was needed for the County/District budget meetings. All supervisors would like to have some say in the final budget. John R. and Brenda will prepare a preliminary budget for review at the next SWCD meeting.

No future JPB meeting scheduled and no new information to distribute.

There has been no 3 county meeting scheduled at this time. Beltrami and Crow Wing SWCD's are interested in getting together though. It was decided that February 11<sup>th</sup> or 12<sup>th</sup> would work good for Dave and Jim to attend. John will try to set it up.

We are still expecting a start date for Kelly Condiff to be May 1<sup>st</sup>. The Shoreland Grants that Cass County applied for were not approved. Kelly has been guaranteed money from DNR though. Some of the cost-share funds should be able to be used in some way as well.

Cost-share money is available for well sealing. This is not something Cass has used in the past but it would work good with the non compliant sewers that need to be upgraded. **M/S James Ballenthin/Willard Pehling to add well sealing to the list of eligible projects through the**

**Cass Soil and Water Conservation District and the approved Board of Water and Soil Cost-share rates for well sealing. Motion carried.**

John has a meeting scheduled with DNR this next week. The main topic will be shoreland protection and shoreland restoration. Kelly may attend with John.

**NRCS – Rick Schossow Report:**

Rick has had a lot interest in EQIP so far this year. The WHIP program hasn't been too bad either.

The total head count for the Leader Lions Winter Grazing Workshop was 107. There were people attending from ND, WI, and SD. Rick will actually receive an award for his efforts in setting up the workshop. The area for the exhibits was intended to be inside the meeting room but there were too many people attending so the booths had to be else where.

**Supervisor's Reports:**

No date has been set for the Liaison meeting yet. Suggested trying for the afternoon of March 4<sup>th</sup>.

Jim and Ken will attend the Legislative Day at the Capitol.

Briefly discussed the Rural Reserve Property Tax program. Our assessors department is familiar with the rural reserve and green acres requirements. Rick could do the work plan for rural reserve and green acres. Will wanted to know if there were any forms that the SWCD had to sign off on. Jim and John will check into it.

Jim and John will attend the Area VIII planning meeting for the next annual MASWCD convention which will be March 3<sup>rd</sup>. The next Area VIII meeting is scheduled for March 19<sup>th</sup> at Beltrami Electric. Registration will go in March 4<sup>th</sup>.

The letter from the Ruffed Grouse Society was good but.....the first paragraph should not have anything to do with timber sales. Small woodlot owners are not really interested in timber sales like they are in wildlife management.

Jim attended the BWSR forestry meeting. More financial cuts! Jim was somewhat discouraged that there is not much being done to stop the advancement of the Emerald Ash Borer.

Were you aware that the WesMin RC&D was one of the first three to be created in the US? Ken read aloud the projects that were financially supported in 2009.

**Vouchers:**

**M/S Kenneth LaPorte/James Ballenthin to pay vouchers as presented. Motion carried.**

**Adjourn:**

**M/S Willard Pehling/Thomas Kuschel to adjourn. Motion carried.**

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Secretary, Board of Supervisor's

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Date

**CASS SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
MARCH 4, 2010**

Meeting was called to order by Chairman J. David Harder at 10:06 am.

**Present were:** Chair.-J. David Harder, Vice Chair.-Willard Pehling, Secretary-Thomas Kuschel, Treasurer-Kenneth LaPorte, Member-James Ballenthin. Dist. Man.-John Ringle, Dist. Clerk-Brenda Davis, NRCS-Richard Schossow, and Kevin Svendsgaard of US Fish and Wildlife.

**M/S Thomas Kuschel/Willard Pehling to approve the agenda with the following additions: Small Woodlot Project, 3 county SWCD meeting, and JPB meeting. Motion carried.**

**M/S James Ballenthin/Willard Pehling/ to approve the consent agenda as presented. Motion carried.**

**John Ringle Report:**

It was decided that the district should complete the exit survey on April 1, 2010 beginning at 1:00 PM. Josh Stevenson and Dan Steward should be invited to attend. John and Brenda will get things all lined up. Donna Walberg will facilitate. The 2006 Final Audit was reviewed. The draft of the 2008 audit is still not available. Findings from the 2006 audit were minimal. The district should have an out of state travel policy, a stamp to put on the back of the checks regarding claims, and the supervisors' should hold their offices longer than one year. We no longer need to move funds out of First National Bank because we are actually insured for more than we thought.

A claims stamp is needed. Brenda has contacted Hummingbird Press to have one done. **M/S Willard Pehling/Kenneth LaPorte to approve the Final 2006 Cass SWCD Audit as submitted. Motion carried.**

Kevin Svendsgaard, with the US Fish and Wildlife Service, met with the board at this time. He wanted to let the board know that he would be interested in working with them to develop woodland management plans. DNR has been working with private land owners for some time to develop wetland restoration sites but they would like to expand to upland sites. Generally, when DNR works with private landowners to develop plans, 100% of the project is paid for by DNR as long as the private landowner signs a 10 year contract. Jim stated that Cass is contracted with Eric Eggen now. Would Kevin be willing to work with Eric to develop woodlot plans? Kevin stated that he thought some kind of partnership could be worked out. Will wanted to know if DNR does all the dirt work themselves or if they contract out. Kevin stated that they usually contract out.

John questioned the board to see what their thoughts were regarding hiring Kelly Condiff. Kelly is available to start working May 1<sup>st</sup>. He will be able to work off of some of the last DNR grant but that won't carry him through until July 1<sup>st</sup>. **M/S Willard Pehling/James Ballenthin to pay up to \$7,500 in wages for Kelly Condiff for 2010 for projects within Cass County only. Motion carried.**

John and Brenda prepared a 2010 Fiscal Budget for the district. The board briefly discussed the items and the amounts. Everything looked good except for professional expenses. Nothing had been included for the audits. **M/S Kenneth LaPorte/James Ballenthin to approve the budget as proposed but to add \$5,000 for professional services. Motion carried.**

An email letter was distributed to all supervisors. The letter was from Chris Parthun of the Beltrami SWCD. In his letter he explained the financial difficulties the district was having and the friction between the district and the county. At this time the supervisors of Beltrami SWCD need to let Chris go. Chris hopes that the efforts the district has worked so hard to install will have not been done in vain.

**NRCS – Rick Schossow Report:**

Rick has been busy preparing EQIP and WIP applications. The signup ended February 28<sup>th</sup>. Six of the applications already come to over \$40,000. He has received four feedlot applications also. Rick is retiring May 1<sup>st</sup>. Hopefully this branch office will remain open.

**Supervisor's Reports:**

Jim did not attend Legislative Days because he was ill. Ken did not attend because he was loading hay. Dave, Will, Jim and John will attend the Area VIII meeting in Bemidji on March 19<sup>th</sup>. John and Jim attended the MASWCD convention planning meeting. Area VIII is responsible for the hospitality room and breakfast. Donations are accepted. John will help with silent auction items.

All of Wes Min funds for 2010 have been pulled and that leaves them with zero funds for 2010. Ken mentioned that maybe it was time the district thought about putting some funds into CD's.

Briefly discussed Pat Schuett's thesis. **M/S James Ballenthin/Willard Pehling to approve \$1,000 for Pat Schuett's survey. Motion carried.**

Other items to mention....The JPB needs some new equipment. Chris Parthun worked tirelessly to keep the JPB up and running. Cass SWCD seldom utilized their surveying services.

The last 3 county meeting went as well as could be expected. Beltrami SWCD is really caught between a rock and a hard spot. They have a forester on staff that they would be willing to "share" with Cass SWCD. Why couldn't we give the \$200.00 that we give to Eric Eggen for completed woodlot plans to the Beltrami forester instead? The Crow Wing SWCD has already moved into the courthouse. No final MOU has been signed between Crow Wing County and Crow Wing SWCD yet though.

Brenda requested permission to attend the Spring Administrative Session to be held in Alexandria March 30<sup>th</sup> and 31<sup>st</sup>. M/S James Ballenthin/Thomas Kuschel to send Brenda and pay expenses. Motion carried.

**Vouchers:**

**M/S Thomas Kuschel/Kenneth LaPorte to pay vouchers as presented. Motion carried.**

**Adjourn:**

**M/S Willard Pehling/Thomas Kuschel to adjourn. Motion carried.**

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Secretary, Board of Supervisor's

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Date

**CASS SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
APRIL 1, 2010**

Meeting was called to order by Chairman J. David Harder at 10:02 am.

**Present were:** Chair.-J. David Harder, Vice Chair.-Willard Pehling, Secretary-Thomas Kuschel, Treasurer-Kenneth LaPorte, Member-James Ballenthin. Dist. Man.-John Ringle, Dist. Clerk-Brenda Davis, NRCS-Richard Schossow & Colleen Oestreich, and Kelly Condiff.

**M/S Willard Pehling/Thomas Kuschel to approve the agenda with the following additions: Isaac Walton League, Filing for Elections, Call for Resolutions, Budget and Transfer of monies. Motion carried.**

**M/S James Ballenthin/Willard Pehling to approve the consent agenda as presented. Motion carried.**

**NRCS – Rick Schossow/Colleen Oestreich Report:**

Rick introduced Colleen at this time. Colleen explained that Rick is retiring May 1, 2010. His position will be advertised April 19<sup>th</sup>. She feels that it will be filled with a District Conservationist instead of a District Tech. Mary Reitz of the Crow Wing office is retiring the same day. Cass County is committed to keeping NRCS representation in Walker. There had been some previous talk about combining with Crow Wing County. The NRCS office may eventually move to the “new” USDA Forest Service Office. The new structure isn’t expected to be finished until 2012. The SWCD/ESD is holding a potluck retirement party for Rick on April 28<sup>th</sup> from 11:30 – 2:30. Colleen will send out emails to the NRCS people. **M/S James Ballenthin/Willard Pehling to draft a letter stating that Cass SWCD supports filling his position with a District Conservationist. Motion carried.**

The total \$9,703 in WIP Funds has been approved already. A total of \$71,878 has been obligated for EQIP but there are computer problems today so he can’t be sure that the plans will be approved.

Rick will be working with the Leader Lions fall/summer/winter workshops for a while. Mostly because he is interested in the projects.

**Kelly Condiff Reports:**

Kelly explained that Hubbard SWCD has sent out a notice stating that money is available for Shoreland Restoration Projects in Cass, Crow Wing, Aitkin, Hubbard, Wadena and Morrison Counties. The applicants must be “approved” and a design will be put together by Kelly. The funds for all projects will come from DNR. Not the entire project is paid for by DNR however. Jim stated that because of liability issues, Kelly would not be allowed to “hire” anyone to work with him unless he was willing to pay them. Or...the landowner could “contract/pay” them.

**John Ringle Reports:**

John has received a request from the Isaac Walton League for a donation of \$250.00 to help sponsor the Shoreland Buffer Zone Expo 2010 to be held at Deep Portage this summer. **M/S James Ballenthin/Willard Pehling to donate \$250.00 towards the expense of the Shoreland Buffer Expo 2010. Motion carried.**

John received a request from Pat Schuett for any donation to help defray the cost of postage for a brochure he needs to send out to finish his thesis. Pat is sending out 400 brochures to landowners that he thinks may be interested in forest management. He is hoping for a 50% response to the brochure. Pat has done some work for the SWCD in regards to Small Woodlot Project. **M/S Kenneth LaPorte/James Ballenthin to donate \$200.00 to Pat Schuett to be used to defray the cost of postage for mailing out the brochure. Motion carried. M/S James Ballenthin/Willard Pehling to withdraw the previous motion of the March 4<sup>th</sup> meeting to pay \$1,000 towards his thesis completion based on the fact that the SWCD will not benefit as much from the mailing of the brochure as expected. Motion carried.**

A meeting is scheduled for May 5, 2010 at the Cloquet Forestry Center to discuss populations for migratory and resident birds. Any one that is interested may attend.

John explained that he had been working with Brenda to further break down the proposed budget and he provided a copy at this time. The Final 2006 Audit and the Final 2009 Financial Statements have been posted on the SWCD website.

### **Supervisor's Reports:**

Dave, Will, John R, Jim Demgen, Jim Dowson , Rick, and Josh Stevenson attended the Liaison Meeting. Will and Dave thought the meeting went very well. The commissioners assured the SWCD that what funds were dedicated to the SWCD would not be withdrawn. The board decided to request 50% increase in the next County SWCD budget request to help defray the costs for the SWCD audits.

The March Area VIII meeting was very good. The minutes of the meeting were included in this months board packets. The next Area VIII meeting is scheduled for June 4<sup>th</sup>. This is the resolution meeting so if Cass has any resolutions they need to be submitted to AREA VIII by then.

Ken stated that there wasn't much to report regarding WesMin RC&D except that the Leader Lions had been approved for some funding.

The City of Pine River has expanded their well head protection program.

Jim participated in a Webnair Survey on attitudes regarding MN Forests. It was a very interesting process.

Discussed moving some money out of the checking account to CD's of varying maturity dates.

**M/S James Ballenthin/Willard Pehling to have Ken, John R. and Brenda decide how much to move and into what type of CD/s. As much as \$30,000 could be moved. Motion carried.**

### **Cost-Share Final Financial Report:**

The Final Financial Report for FY 2008 was reviewed, approved, and signed. **M/S Kenneth LaPorte/Willard Pehling to return \$12, 395.00 of unspent FY 2008 Cost-Share Funds to the State of MN. Motion carried.**

### **Vouchers:**

**M/S Kenneth LaPorte/Thomas Kuschel to pay vouchers as presented. Motion carried.**

### **Adjourn:**

**M/S Willard Pehling/James Ballenthin to adjourn until 1:00 today and reconvene at that time to complete the Cass SWCD HOP process. Motion carried.**

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Secretary, Board of Supervisor's

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Date

**CASS SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
May 6, 2010**

Meeting was called to order by Chairman J. David Harder at 10:04 am.

**Present were:** Chair.-J. David Harder, Vice Chair.-Willard Pehling, Secretary-Thomas Kuschel, Treasurer-Kenneth LaPorte, Member-James Ballenthin. Dist. Man.-John Ringle, Dist. Clerk-Brenda Davis, NRCS-Jim Peindroy & Russ Kleinschmidt, and Josh Stevenson – Cass County Land Department.

**M/S James Ballenthin/Willard Pehling to approve the agenda with the following additions: Change June Mtg Date, Request from Area VIII Envirothon, Transfer of Funds, 2008 Final Audit Report. Motion carried.**

**M/S James Ballenthin/Willard Pehling to approve the consent agenda as presented. Motion carried.**

**M/S Thomas Kuschel/James Ballenthin to move the June SWCD Meeting from June 3 to June 10, 2010. Motion carried.**

**John Ringle Reports:**

John distributed a list of Private Forest Managers. The list was state employees only. John stated that the list was provided because there is a possible grant application that ESD/Land Department may apply for. John will discuss this matter in full once Josh gets here.

Pat Schuett would like to put the results of his thesis on the ESD or SWCD website. Once the results are reviewed the SWCD Board will decide if they should go on the website or not.

John distributed a copy of the schedule for the BWSR Academy that will be held sometime in October. Last year the sessions were very good and very well attended.

Information regarding the Sustainable Forest Stewardship Plan was provided. A forest plan must be submitted and approved by the SWCD and then you must meet with the assessors department. Jim qualified some of his acreage and for anything that was certified in 2008, payable in 2009, the rate was \$8.30 per acre. Jim and Russ stated that several acres in Wadena and Ottertail counties have been certified.

The U of M is requesting a donation of \$200.00 to go towards the Shoreland Buffer Expo that Kelly Condiff will be helping with on June 4th expo. **M/S Willard Pehling/James Ballenthin to contribute \$200.00 toward the expo. Motion carried.** There will be a \$5.00 charge to all that attend but no assurance of who will be refunded if all expenses are met.

John discussed Kelly's wages at this time. The SWCD has budgeted \$7,500 for Kelly's wages. Kelly received \$14.00 an hour last year. He would like \$17.00 per hour this year. Kelly feels that the difference can be billed through the DNR grant. **M/S James Ballenthin/Kenneth LaPorte to pay Kelly \$17.00 per hour and that the maximum that the SWCD will pay for his wages is \$7,500 period. Motion carried.**

John met with Jerry Lerom of the Long Lake Association yesterday. The association should have the \$1,500 loan to the association from the SWCD settled by next month.

MECA is applying for a grant. If MECA is approved for funding they must do a demo/expo. They are requesting a donation from the district to help fund the demo/expo. The money could be in kind. Ken stated that he had attended some of their demo/expos and they are very good, however....funding should have been settled before they applied for any grant. **M/S James**

**Ballenthin/Kenneth LaPorte to provide up to \$1,500 by in kind, in the form of staff and space if needed but no cash money. Motion carried.**

John needs to complete the final HOP report and request the balance of the grant funds.

### **NRCS – Jim and Russ:**

Jim stated that the new State Conservationist had been appointed. Once he gets settled into his new position, he wants to visit all Area and Field Offices.

Jim distributed a copy of his proposed work schedule for the Walker office. He has working on pasture planning and CRP certification.

Watch for a flyer that will distributed soon for the Leader Workshop. The fee for the workshop will be \$10.00 per person.

The office position has not been opened yet. The acting state conservationist did not want to make the decision. The new State Conservationist will make the decision on how it will be filled.

### **Supervisor's Reports:**

Jim, Dave, Will, Ken and Brenda will attend the Area VIII meeting on June 4<sup>th</sup> in Bemidji. **M/S Willard Pehling to pay the registration for all attending. Motion carried.**

**Reviewed the two resolutions prepared by Cass SWCD at this time. M/S James Ballenthin/Willard Pehling to forward the Insuring Clean, Healthy and Sustainable Water Resources and the Agricultural Land Essential for Economic and Environmental Health and Safety to Area VIII for consideration at this time. Motion carried.**

Ken stated he had not attended the WesMin RC&D meeting so he had nothing to report at this time.

Ken and John did get to the bank this morning and withdrew all but \$5.00 from the Savings Account and withdrew \$47,320 from the checking and put the \$50,000 into a 14 month CD. The interest rate is 1.9 percent.

Reviewed the final 2008 Audit report. **M/S James Ballenthin/Kenneth LaPorte to pay the audit firm the \$5,000.00 as billed. Motion carried.**

### **Josh Stevenson Reports:**

Josh stated that no one attended the public hearings on the Cass County Long Range Resource Management Plan. He really appreciated all the comments from the SWCD board. There was only one written comment from the tribe and that had to do more with policy than the plan itself. Josh and John stated that the Forest Stewardship grant that is available has \$30,000 available for education. Josh and John have been working together on the application and would like to submit on behalf of the SWCD instead of ESD or the Land department.

**M/S Kenneth LaPorte/Willard Pehling to have Josh and John apply for the Forest Stewardship Grant on behalf of the Cass County Soil and Water Conservation District with direction and assistance from the Cass County Land Department. Motion carried.**

### **Vouchers:**

**M/S Kenneth LaPorte/Thomas Kuschel to pay vouchers as presented. Motion carried.**

### **Adjourn:**

**M/S Willard Pehling/Thomas Kuschel to adjourn until 1:00 today and reconvene at that time to complete the Cass SWCD HOP process. Motion carried.**

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Secretary, Board of Supervisor's

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Date

**CASS SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
June 10, 2010**

Meeting was called to order by Chairman J. David Harder at 10:03 am.

**Present were:** Chair.-J. David Harder, Vice Chair.-Willard Pehling, Secretary-Thomas Kuschel, Treasurer-Kenneth LaPorte, Member-James Ballenthin. Dist. Man.-John Ringle, Dist. Clerk-Brenda Davis, NRCS-Jim Peindroy and Josh Stevenson – Cass County Land Department.

**M/S Thomas Kuschel/James Ballenthin to approve the agenda with the following additions: Joint Powers Board Meeting, Deer Hunters Association and May Township Cost Share Request. Motion carried.**

**M/S James Ballenthin/Willard Pehling to approve the consent agenda as presented with the addition and approval of the Observation Well Contracts for 2010. Motion carried.**

**Brenda Davis Reports:**

Brenda reported on a few items on behalf of Kelly Condiff and John Ringle at this time. Kelly participated in a Shoreland Buffer Demonstration Project with Eleanor Burkett of the U of M and the turnout was not good. Eleanor plans on putting on another demo project “free of charge”. No one is really sure why the turnout was so poor. Kelly did a presentation for one of the lake associations and the turnout was great. John and Kelly are trying to get DNR/Heather Baird to change the next grant designation from Cass County to Cass Soil and Water Conservation District. It would just make the payment and reimbursement process much easier.

**NRCS – Jim Peindroy:**

Jim reported that 7 WHIP applications and 1 EQIP application have been approved. Most of the WHIP applications involve removal of dead trees and planting new. The new Conservation Stewardship Program has received some interest. The signup deadline is June 25<sup>th</sup>. Property owners interested in the CSP program must enroll at least 20 acres of forest land. The date for the Leader Beef Grazing Workshop is scheduled for July 17<sup>th</sup>. Jim wanted to know if the SWCD would be interested in applying for and Ag Waste Funding through the Water Legacy Grant Program. Several of the cooperators that qualify for Federal Funding are usually left with a big expense after the federal funds are dispersed. If Cass SWCD should apply and qualify, the funds could help cooperators with ag waste costs. M/S James Ballenthin/Willard Pehling to authorize Jim Peindroy and John Ringle to put together a grant application for Ag Waste Funding through the Water Legacy Grant Program. Motion carried. Jim explained that filing for the Walker Field Office closes today. The position was advertised as a DC – GS9.

**Josh Stevenson Reports:**

Josh had distributed copies of the Timber Harvest Violation Table. The cost is \$250.00 per violation incident. The board and Josh discussed “rutting” costs as well. Jim had several comments/changes that should probably be made to the violation table. Tom wanted to know if the table allowed for weather related leniencies. Josh said it did. Josh informed the board that he and John and put together a forestry grant application for \$6,000. The money would be used for materials and postage for a questionnaire. The questionnaire would go out to people that have

forested parcels over 20 acres to see if they might be interested in a forestry/wildlife management plan.\

**Supervisor's Reports:**

Dave mentioned that he spoke with Kevin Maertins? of the Deer Hunters Association. He was informed that the association could not give out their mailing list but....if the SWCD wanted to put together a brochure or questionnaire.....the Deer Hunters Association would put their label on it and mail it out.....if the SWCD paid for the postage. Jim had distributed copies of the minutes of the Area VIII meeting. There is a Water Summit meeting July 12<sup>th</sup> in St. Cloud that someone from the SWCD should attend. Neither one of the resolutions proposed by Cass SWCD were approved. Jim and Will mentioned that Itasca SWCD would like to meet with one or two Cass SWCD supervisors to discuss the way Cass County and Cass SWCD work together. Ken mentioned that WesMin RC&D still does not have any approved funding for 2010-2011. Because of that, the RC&D supervisors will start meeting every other month instead of every month. Part of the last RC&D meeting was a video conference on Bio Mass Bailers. John Ringle and Jim Ballenthin have been working with the convention planning committee. All districts in Area VIII will be expected to help. Supervisors should be considering items for the auction.

**Cost-Share Items:**

An application has been submitted by Chad Converse with the May Township Board. May township will be doing some work on one of their township roads where they are currently having some erosion issues. May Township is requesting \$3,000 in cost-share funding at this time. **M/S James Ballenthin/Willard Pehling to approve May Township for \$3,000 in cost-share funding provided that they supply Cass SWCD with engineering designs for erosion control. Motion carried.** John Ringle will consult with John Hodgson of the Joint Powers Board regarding engineering ideas/costs.

**Vouchers:**

**M/S Kenneth LaPorte/Thomas Kuschel to pay vouchers as presented. Motion carried.**

**Adjourn:**

**M/S Willard Pehling/Thomas Kuschel to adjourn. Motion carried.**

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Secretary, Board of Supervisor's

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Date

# CASS SOIL AND WATER CONSERVATION DISTRICT BOARD OF SUPERVISORS MEETING

July 1, 2010

Meeting was called to order by Chairman J. David Harder at 10:02 am.

**Present were:** Chair.-J. David Harder, Vice Chair.-Willard Pehling, Secretary-Thomas Kuschel, Treasurer-Kenneth LaPorte. Dist. Man.-John Ringle, Dist. Clerk-Brenda Davis, NRCS-Jim Peindroy and Kelly Condiff.

**M/S Willard Pehling/Thomas Kuschel to approve the agenda with the following additions: Request for funding assistance to Long Lake Camp, NCMNJPB Position Vacancy and funding. Motion carried.**

**M/S Willard Pehling/Kenneth LaPorte to approve the consent agenda as presented. Motion carried.**

## **John Ringle Reports:**

John reported that May Twsp does not have enough money to do the township road project per KLD engineering specs and Jon Hodgeson does not want to sign off on the project as May Twsp has presented it. KLD estimates the project costs at \$120,000 and May Twsp has only \$30,000. Cass SWCD can not cost share on the project without approved engineering designs.

Smart Wood will be re-certifying Cass County Forest Lands. "Certified" lumber is more expensive to buy but is highly sought after.

John will be attending a BWSR meeting yet today that includes all District Managers in Area VIII. Part of that meeting will be to discuss future funding.

## **Kelly Condiff Reports:**

Kelly has sent in a request for funding to DNR for \$ 3,114.00 so far. This is just basically for his time and mileage. He has completed 6 projects in Cass, Crow Wing, Hubbard and Wadena Counties. There are 8 more projects in various approval stages.

He has assisted Cass County with revegetation plans for 13 Variances and some site visits will allow for financial assurance money to be released.

He will be participating in a workshop to held 7/24/2010 in Lakeshore.

The Woman Lake Access Restoration Project was not approved by Kelly and the dry hydrant that was installed was NOT installed correctly.

## **NRCS – Jim Peindroy:**

Jim has been trying to finish up some past EQIP projects. He is also trying to finalize 41 CRP contracts.

The new State Conservationist is scheduled to visit Walker on August 12<sup>th</sup>. He would like to visit with the staff of ESD, the county administrator, at least one county commissioner and Josh Stevenson.

The Walker Field Office Position has not been filled yet. Only two people filed for the position. Jim was one of them. The position is being re advertised.

## **Supervisor's Reports:**

Jon Hodgeson has resigned from the NCMN JPB as of July 16, 2010. The biggest question is where will the JPB office be located? There is enough money to fund the position but with the Beltrami SWCD being relocated, what becomes of the staff and office for JPB? The district where an engineering project is located in pays the engineering cost and then passes the cost onto the project owner so funding the engineer is not a question. The JPB could use some newer equipment. Two JPB's (including NCMNJPB) received a grant from BWSR. Hopefully they can use some that grant money for equipment. The engineer position will close August 2<sup>nd</sup>. The assistant engineer will write plans but Jon H. will review and sign off them (for a fee).

A press release went out regarding the Lake Margaret Project. There is a workshop scheduled in Lakeshore for July 24<sup>th</sup> that Kelly will participate in.

After some discussion, the request to help fund a Crow Wing County resident to attend Long Lake Conservation Camp was denied because he was not a Cass County resident and because he wanted to attend a Deer Camp. Further discussion followed: M/S to donate up to \$100.00 for the individual if Crow Wing SWCD would donate and to encourage the individual to attend the classes at Deep Portage instead of Long Lake. Motion carried. The check, if issued, should be sent to the camp and not to the individual.

Tom reported that much is happening with the Pine River Watershed. The meetings are so scattered, and he feels that nothing is being accomplished at this time.

**Vouchers:**

**M/S Kenneth LaPorte/Willard Pehling to pay vouchers as presented. Motion carried.**

**Adjourn:**

**M/S Kenneth LaPorte/Willard Pehling to adjourn. Motion carried.**

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Secretary, Board of Supervisor's

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Date

**CASS SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
August 5, 2010**

Meeting was called to order by Chairman J. David Harder at 10:00 am.

**Present were:** Chair.-J. David Harder, Vice Chair.-Willard Pehling, Secretary-Thomas Kuschel, Treasurer-Kenneth LaPorte, Member-James Ballenthin. Dist. Man.-John Ringle, Dist. Clerk-Brenda Davis and Kelly Condiff.

**M/S Thomas Kuschel/Kenneth LaPorte to approve the agenda with the following additions: 2011 BWSR Grant, report on Forestry Association, report on Leader Lions Tour, and update on WesMin RC&D. Motion carried.**

**M/S Willard Pehling/James Ballenthin to approve the consent agenda as presented. Motion carried.**

**John Ringle Reports:**

John reported that May Township did not get any engineer to sign off on any engineering plans for the proposed road upgrade therefore Cass SWCD **CANNOT** cost-share on any work done to that road. Ken mentioned that the township is indeed proceeding with the work because there was some contractor moving dirt today.

Wayne Johnson of the Deer Hunters Association met with John R. The association will not give the SWCD their mailing list but if the SWCD wants....they will send out a flyer for us if we pay the postage. The district has not received any final results of Path Schuett's survey. John will contact and let him know that we would like to see the results (especially since we donated to the postage).

Brent Rud has quit his employment with Cass County and has taken a job with Beltrami County. Brent's zone has been divided between Robert Wright and Retta Freeman. The personnel committee wants to wait until January 1, 2011 to fill his position. They have even suggested that a seasonal position would work. John doesn't like that idea and will push for the full time position.

**Kelly Condiff Reports:**

Kelly reported that as of today... the SWCD has paid out \$10,000 to him in wages. The district has been reimbursed \$2,300 with \$17,000 billed to DNR and waiting for payment. The new contract must still be the county....too much paperwork to changes entities. **MS James Ballenthin/Thomas Kuschel to extend Kelly Condiff's contract as long as the money for his wages can be reimbursed to the district. Motion carried.** Kelly mentioned an article that was in the Walker Pilot Independent about the buffer at City Park. Evidently some people think the "natural" look should be "cleaned up". The City of Walker is responsible for maintaining the site. He will let them know that it is supposed to remain in the natural state for the length of the contract. Will suggested that Kelly should take photos of various buffer sites and then submit a "canned" article that could be submitted with the photos to various local papers for publication. Kelly is going to work with DNR to release the Knapweed Beetles on the Johnson property.

**Supervisor's Reports:**

**M/S Willard Pehling/Kenneth LaPorte to accept and sign the Fiscal Year 2011 SWCD Base Grant Agreement. The Cass SWCD Allocation is as follows: \$56.00 – RIM, \$17,685.00 – General Services, \$8,083.00 – Cost Share. Motion carried.** Signed by Chairman J. David Harder. John Ringle is meeting with other Area VIII District Managers and BWSR today to discuss various financial matters.

The next BWSR Academy is scheduled for October 2010 and will be held at Breezy Point.

No news on the Joint Powers Engineer position.

Ken explained that there wasn't much to report on from WesMin. The Hot House tour was very interesting.

All districts have cooperated very well with convention planning. Jim will coordinate the Hospitality Room. Cass SWCD supervisors and staff will be expected to help. The Keynote Speaker will be Professor Deanna Murphy. Donations from each district would be nice for the silent and regular auction.

The Leader Lions Tour went very well....again! Around 32 people attended.

The next Area VIII tour/meeting is scheduled for September 23rd and 24<sup>th</sup>. Wadena is hosting. Don Simons of the Itasca County SWCD wants to meet with Cass SWCD in September.

**Vouchers:**

**M/S Kenneth LaPorte/James Ballenthin to pay vouchers as presented. Motion carried.**

**Adjourn:**

**M/S Willard Pehling/Kenneth LaPorte to adjourn. Motion carried.**

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Secretary, Board of Supervisor's

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Date

**CASS SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
September 2, 2010**

Meeting was called to order by Chairman J. David Harder at 10:00 am.

**Present were:** Chair.-J. David Harder, Vice Chair.-Willard Pehling, Secretary-Thomas Kuschel, Treasurer-Kenneth LaPorte, Dist. Man.-John Ringle, Dist. Clerk-Brenda Davis and NRCS-Rick Berscheid.

**M/S Thomas Kuschel/Willard Pehling to approve the agenda with the following addition: Harvest Supper. Motion carried.**

**M/S Willard Pehling/Kenneth LaPorte to approve the consent agenda with one correction – Change Hot House to High Hoop House. Motion carried.**

**John Ringle Reports:**

Cass SWCD should be able to get their \$1,500 back from the Long Lake Association soon. Long Lake's grant application was approved by the Initiative Foundation and part of that money goes back to the SWCD.

One of the proposed resolutions requested the MASWCD to pursue a Forest Parcelization Study. MASWCD says they have met with the Minnesota Forest Resources Council (MFRC). MFRC realizes that MN forests are continuing to shrink. MFRC has endorsed certain policies that won't stop people from parceling property but will mitigate the impacts of such parcelization. A pilot study was done by Itasca County, the U of M, and USDA. Funds were obtained from the Blandin Foundation, Iron Range Resources and MN Legislature. MASWCD will continue to work with MFRC and policy makers to address items of the resolution.

John would like to submit a grant application for the Roosevelt and Ten Mile Lake Associations and a grant application for Woodrow Twsp. through the BWSR Clean Water Grant process. The Roosevelt and Ten Mile grant would be for Shoreland Restoration Projects and the Woodrow Twsp one would be for roadside erosion control. The Pughole Project is still an issue but the Highway Dept. will be applying for funding for that. **M/S Willard Pehling/Thomas Kuschel to apply for the grants through the SWCD instead of Cass County. Motion carried.**

John would like to apply for another DNR grant in the amount of \$100,000 to extend Kelly's projects. The grant money would be for projects in Cass, Crow Wing, Hubbard and Morrison counties. **M/S Kenneth LaPorte/Willard Pehling to apply for the shoreland restoration grant through the SWCD. Motion carried.**

The Spotted Knapweed beetles were collected and released. The Johnson brothers need to be reminded that they aren't supposed to have the parcel where beetles were released. Tom and Ken stated that a letter of encouragement should be sent to the Cass County Commissioners about stronger weed control. **M/S Kenneth LaPorte/Willard Pehling to have John Ringle draft a letter on behalf of the Cass SWCD Supervisors to encourage stronger weed control in Cass County whether that be through a weed inspector position or just put more pressure on townships to control weeds within their jurisdictions. Motion carried.**

**NRCS – Rick Berscheid Reports:**

The new Walker NRCS staff is Yara Gonzalez. Yara is currently working in ND. She is expected to start work in the Walker Field Office October 12, 2010. Right now Rick is completing EQIP grazing checks. The local Work Group needs to meet. It was decided that

most of the supervisors could attend on September 22nd. Rick will contact and invite other agencies as is necessary.

**Supervisor's Reports:**

Ken did not attend the last WesMin RC&D meeting. It looks like WesMin will start meeting bi monthly. The fall Area VIII meeting is scheduled for September 23<sup>rd</sup> and 24<sup>th</sup>. Wadena SWCD is hosting. Brenda will send in registration for those attending.

Tom stated that there were around 200 people attending the Harvest Supper this year.

The BWSR Academy is scheduled for October 26 – 28 and will be held at Breezy Point again this year. Right now Ken, Tom, Brenda and John will be attending.

**Vouchers:**

**M/S Kenneth LaPorte/Willard Pehling to pay vouchers as presented. Motion carried.**

**Adjourn:**

**M/S Willard Pehling/Kenneth LaPorte to adjourn. Motion carried.**

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Secretary, Board of Supervisor's

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Date

**CASS SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
October 7, 2010**

Meeting was called to order by Chairman J. David Harder at 10:03 am.

**Present were:** Chair.-J. David Harder, Vice Chair.-Willard Pehling, Secretary-Thomas Kuschel, Treasurer-Kenneth LaPorte, Dist. Clerk-Brenda Davis and NRCS-Rick Berscheid and SWCD-Kelly Condiff.

**M/S Willard Pehling/Thomas Kuschel to approve the agenda as submitted. Motion carried.**

**M/S Willard Pehling/Kenneth LaPorte to approve the consent agenda as submitted. Motion carried.**

**NRCS – Rick Berscheid Reports:**

Rick stated that the 2011 Resolution has been passed and the budget can be maintained until the 2011 budget is finalized. The new DC would like to meet with Cass SWCD supervisors, staff and the new Walker NRCS staff person on October 18<sup>th</sup> if that works for everyone. Yara Gonzalez officially starts in Cass County on October 12<sup>th</sup>. The Local WorkGroup Meeting went very well. NRCS will be conducting a National Rapid Carbon Assessment this fall and into next year. CRP has been extended through December 31, 2010. Four CRP contracts were received.

**Kelly Condiff for John Ringle :**

Kelly has 11 projects (under the DNR Grant) completed in Cass County, 8 in Crow Wing County and 5 in Hubbard County so far this year.

Kelly has completed his Wetland Delineator Test and passed.

Currently he is in the process of reviewing variances for compliances with conditions placed on them

Kelly will be one of the presenters at the MASWCD Convention along with John Ringle and John Sumption.

**Cost-Share Items:**

Kelly explained that he had visited the May Township Cost-Share Application site and took photos. The retention pond is holding water as expected. Tom drove by the site and looked things over as well. He feels that the township should receive some financial help. Money is always tight for townships as it is and this was an expensive project. Jim stated that he felt the township should receive some financial help as well. But...the project should be inspected first by the engineer and with the engineers approval, the SWCD could pay out some cost-share. Kelly Condiff and Robert Wright visited a site earlier this week because of a phone call for some erosion problems. The site did indeed have some erosion issues! The erosion has occurred over several years and just had not been addressed. Right now the only real way to prevent the erosion from continuing is to start with rip rap. And then follow up with shoreland revegetation. Kelly can cost share the revegetation under the DNR grant and the district can cost share the rip rap under the BWSR cost share program. The owner of the property is Betty Woodruff and she is being represented by Larry Overcash. The estimate for the rip rap alone is \$7,500.00. **M/S**

**Thomas Kuschel/James Ballenthin to approve \$1,500 for cost share at this time and to take the rest under consideration based on a Shoreland Revegetation Plan. Motion carried.**

**Supervisor's Reports:**

The Leader Lions received funding for this next summers workshop which will actually take place somewhere within the Lake Margaret Watershed.

Tom attended the Area VIII meeting. The tour included the Tornado sites, a Hoop House site, a Rain Gardens site, a Tree Farm site, an Ag Waste Closure site, and a Shoreline Stabilization site on the Crow Wing River. Dave attended the Business Meeting.

Jim is participating in a Water Roundtable Discussion on behalf of Area VIII. He mentioned that the state dues will increase by \$40.00 but the area dues will be reduced.

Only Ken and Tom will attend the BWSR Academy.

Jim mentioned that auction items are needed for the annual convention. Several of the supervisors have items that will be donated. Ken, Tom, Will, Jim, John and Kelly will attend the MASWCD Convention in December. Brenda will make reservations and send in the registration.

**Vouchers:**

**M/S Kenneth LaPorte/Willard Pehling to pay vouchers as presented. Motion carried.**

The board reviewed and voted on the MASWCD Resolutions at this time.

**Adjourn:**

**M/S Willard Pehling/Kenneth LaPorte to adjourn. Motion carried.**

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Secretary, Board of Supervisor's

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Date

**CASS SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
November 4, 2010**

Meeting was called to order by Chairman J. David Harder at 10:00 am.

**Present were:** Chair.-J. David Harder, Vice Chair.-Willard Pehling, Secretary-Thomas Kuschel, Treasurer-Kenneth LaPorte, Member-James Ballenthin, Dist. Clerk-Brenda Davis, Dist. Man.-John Ringle, NRCS-Yara Gonzalez and SWCD-Kelly Condiff.

**M/S James Ballenthin/Willard Pehling to approve the agenda with the following additions: Pine River Wellhead. Motion carried.**

**M/S James Ballenthin/Kenneth LaPorte to approve the consent agenda as submitted. Motion carried.**

**John Ringle Reports:**

BWSR Academy had a good turnout again this year. John, Kelly, Bob, Brenda, Tom, and Ken attended. Sessions ran similar to last year and included fund reporting, WCA, plant identification, etc. More and more discussion about SWCD's combining with county planning and zoning departments.

There is no signed engineers report yet for the May Township Road Project. Ken viewed the site and he stated the rocks look clean and what was done looks functional enough. With all the rain that the area has had, the work that was done held up fine. John will talk to the KLD engineer & see if they will sign off of the project. Someone from the JPB could sign off of the project also. Cass SWCD needs some engineer to sign off before we can issue any kind of payment.

John informed the group about a violation in Shingobee Township where the contractor started work before any permit was submitted and approved. The site involved a bluff and wetlands. No wetland fill had been done but the top of the bluff had been shaved off and leveled and then fill was pushed over the edge of the bluff. John actually had to issue his first C & D.

The contractor had to deliver a \$5,000 letter of credit and Kelly worked out a revegetation plan for the site. Over 150 new trees will be planted tomorrow. Bob, Retta, Kelly and John have all been involved with this violation. Jim and Will suggested that this violation and resolution/fine should all be publicized.

**Kelly Condiff Reports:**

Kelly informed the district that Betty Woodruff (CS138(10)) may be cancelled by the applicant. The site really is in need of some riprap and shoring but there is a large clump of birch trees that Betty does not want to remove. The riprap can't be placed with the tree clump where it is so unless she can be convinced that the trees need to go no cost share will be needed.

To date, over 1 million in grant applications have been submitted to DNR. Kelly's conversation with Heather Baird of DNR is that Cass is still on the top of the heap. Kelly applied for \$128,000 for a two year period. The application, if approved, will encompass Todd, Crow Wing, Beltrami, Itasca, Hubbard, Morrison, Wadena, Aitkin and Cass Counties. Kelly should know by December 7, 2010 if the grant has been approved.

Jim stated that Kelly has been a real asset to Cass County SWCD/ESD. We really need to find a way to keep him on staff permanently.

Kelly mentioned that he was interested in putting on a contractor/shoreline buffer workshop. With the incident mentioned above....perhaps a refresher course is in order. M/S James

Ballenthin/Kenneth LaPorte to have Kelly pursue a winter workshop that pertains to Shore Impact Zone 1&2 & bluffs. Motion carried

**NRCS – Yara Gonzalez Reports:**

Yara supplied the supervisor's with a written update. No CRP deadline for signup. No EQIP deadline for signup either. Lot of EQIP payments are being processed at this time. David Holmberg Ag Waste Permit has finally been approved. Work has already begun on the pit. Will suggested that there should be a news article regarding our new NRCS employee along with her photo and the programs that are available. Yara attended her first Leader Workshop Meeting. The winter workshop has been scheduled for Jan 25, 2011. At this time the NRCS office will not be moving out of the courthouse. It is possible that she may even get some part time help. Yara provided a calendar of her activities through the end of 2010.

**Supervisor's Reports:**

Ken reported that there will be no December WesMin RC&D meeting. Only item to report is that funding for 2010 wasn't as great as it has been in the past and the funding for 2011 isn't expected to be any better.

Ken, Will, Tom and Jim will attend the MASCD convention as well as John and Kelly. Jim would like it if each supervisor could come up with at least 5 items for the silent auction.

M/S James Ballenthin/Kenneth LaPorte to move the December SWCD meeting from the 2<sup>nd</sup> to the 9<sup>th</sup>. He suggested on keeping the meeting location at the courthouse with our traditional potluck to follow and to invite the rest of the ESD staff. Motion carried. Brenda will send out the usual menu list.

The SWCD received a partial thesis report from Pat Schuett. He has taken a position somewhere in ND and hasn't been able to complete his thesis to date.

**Vouchers:**

**M/S Kenneth LaPorte/Thomas Kuschel to pay vouchers as presented. Motion carried.**

The board reviewed and voted on the MASWCD Resolutions at this time.

**Adjourn:**

**M/S Willard Pehling/Kenneth LaPorte to adjourn. Motion carried.**

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Secretary, Board of Supervisor's

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Date

**CASS SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
December 9, 2010**

Meeting was called to order by Chairman J. David Harder at 10:06 am.

**Present were:** Chair.-J. David Harder, Vice Chair.-Willard Pehling, Secretary-Thomas Kuschel, Treasurer-Kenneth LaPorte, Member-James Ballenthin, Dist. Clerk-Brenda Davis, ESD – Robert Wright, NRCS-Yara Gonzalez, SWCD-Kelly Condiff and John Sumption..

**M/S James Ballenthin/Willard Pehling to approve the agenda with the following additions: MN SWCD Forestry Program. Motion carried.**

**M/S Willard Pehling/James Ballenthin to approve the consent agenda as submitted. Motion carried.**

**Kelly Condiff Reports:**

Kelly and Brenda explained that John has not been able to get anyone to sign off on the Engineers Design yet for the road work May Twsp did. May Twsp is aware that if no one signs off on the design...the SWCD can not pay them any cost-share money. **M/S Willard Pehling/James Ballenthin to table any action on the May Twsp Cost-Share Application until John Ringle has had a chance to see if the JPB will sign off of the Engineers Design for the May Twsp Road Work. Motion carried.**

Kelly explained that he still has \$6,900 billed to DNR that we have not received reimbursement for yet. There are no more bills to pay for 2010. Kelly was informed that Cass SWCD will be awarded between \$75,000 and \$100,000. There has been no official written statement yet but the contract is going to Cass SWCD this time and not ESD. 24 Projects were completed this year. 8 in Cass, 9 in Crow Wing, 5 in Hubbard and 2 in Wadena Counties. Kelly is putting together a RAC Grant. He has worked with several Variance Applicants and helped them with their vegetation plans. He has also been able to complete a check for variance compliance for 5 townships. Copies of thank you letters were made available for the SWCD Supervisors to review. **M/S James Ballenthin/Kenneth LaPorte to allow Kelly Condiff to proceed with the Conservation Corps Volunteer Program. Motion carried.**

**NRCS – Yara Gonzalez Reports:**

Yara has been visiting with Kelly to see if he can assist her with recruiting applicants for the WHIP program. She would like to put something in the local newspapers regarding signups and different programs that are available

See also the brochure regarding scholarships for farmers that qualify for organic production. 16 applications have been received for the CSP program. Annual payments for those that were funded are in process. CSP signup deadline is January 7, 2011. EQIP signup deadline is January 28, 2011.

Yara will be out of the office December 22, 2010 to January 10, 2011. Evan Ingebrigtsen will cover for her.

Cass SWCD received a thank you letter from Don Baloun, MN State NRCS Conservationist. Copy was made available to all supervisors.

**Supervisor's Reports:**

Ken suggested to the board that he thinks the SWCD should transfer some more funds into a CD. So far the SWCD has made some good money (in interest) off of the current CD. Brenda's only concern is that the money that is held in Cost-Share funds shouldn't be placed into a CD. We also need enough "cash" to operate for a whole year. **M/S James Ballenthin/Willard Pehling to allow the treasurer to make certain financial decisions based on his judgment and after consultation with the District Manager and District Clerk. Motion carried.**

John wanted to discuss Kelly Condiff's future employment with Cass SWCD. John was not present due to medical issues so Brenda and Kelly acted on his behalf. John felt that Kelly's experience has been very beneficial to the SWCD/ESD. He would like the SWCD to consider approving employing Kelly for at least the first three months of 2011. ESD has been approved to fill one position this coming year and hopefully Kelly will apply for, and be approved for that position. Until then.....**M/S James Ballenthin/Willard Pehling to approve the employment of Kelly Condiff from January 1, 2011 through March 31, 2011 and if possible to get his wages reimbursed through the grants that Kelly Condiff and John Ringle have applied for. Motion carried.**

**M/S Willard Pehling/Thomas Kuschel to reappoint James Ballenthin to the PC as the SWCD's representative for 2011. Motion carried.**

Ken reported that at the last WesMin RC&D meeting the major topic of discussion was fund raising ideas. The most recent grant to be approved was a grant to the City of Wadena. The grant is supposed to help the city of Wadena plant new trees in the road right of ways within the city limits.

Jim explained that 90% of his time at the MASWCD Convention was working in the hospitality room. Most of the resolutions that required uncertain funding sources were not approved. John Sumption thanked the board for letting him participate at the convention and he felt the conservation easement session went very well. Robert Wright thanked the board for letting him participate as well. He felt that the session he helped Kelly with went very well. John Sumption stated that he gave a group from the southern end of Cass County Kelly Condiff's name and hopefully Kelly would be able to help the group with a Shoreland Buffer Workshop of some kind.

**Vouchers:**

**M/S Kenneth LaPorte/Thomas Kuschel to pay vouchers as presented. Motion carried.**

**Adjourn:**

**M/S Willard Pehling/James Ballenthin to adjourn. Motion carried.**

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Secretary, Board of Supervisor's

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Date