



# Lac qui Parle Soil and Water Conservation District

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122 8<sup>th</sup> Ave South, Madison, MN 56256

Phone: (320) 598-7321 Ext 3.

Website: [www.lacquiparleswcd.org](http://www.lacquiparleswcd.org)

## Agenda

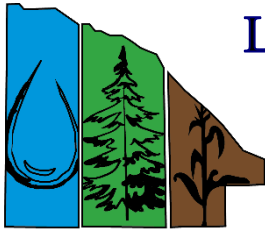
Lac qui Parle Soil and Water Conservation District Regular Meeting

<https://zoom.us/j/96032041513>

Thursday, May 13, 2021 **8 am**

- 1.) Call to order
- 2.) Welcome
- 3.) **Approval of the agenda**
- 4.) **Approval of the minutes**
- 5.) Open Gallery (2 minutes per person/10 minutes total)
- 6.) Conflict of Interest Declaration
- 7.) Treasurer's Report
  - a. **Approval of checks**
  - b. **Approval of the Treasurer's Report**
- 8.) Cost-Share Programs Contracts & Payments
  - a. State Cost-Share Programs
  - b. Water Plan
- 9.) Correspondence
  - a. MASWCD Resolutions
- 10.) Reports
  - a. Supervisor Reports
  - b. Partner Agency Reports
  - c. Technical Reports
  - d. Admin Report
- 11.) Old Business
- 12.) New Business
  - a. **Tree Building Shingles**
- 13.) Personnel
- 14.) Calendar of Events
- 15.) Adjourn

A conflict of interest, whether actual, potential or perceived, occurs when someone in a position of trust has competing professional or personal interests, and these competing interests make it difficult to fulfill professional duties impartially. Supervisors are asked to declare conflicts of interest they may have regarding today's business. Any member who declares a conflict of interest must not vote on that agenda item.



# Lac qui Parle Soil and Water Conservation District

122 8<sup>th</sup> Ave South, Suite 1, Madison, MN 56256  
(320) 598-7321 Ext. 3

Our mission is to provide conservation opportunities for landowners of Lac qui Parle County through creative stewardship, protection programs and utilization of the resources to foster soil improvement and water quality in the community.

## Minutes April 8, 2021

The Lac qui Parle Soil and Water Conservation District Board of Supervisors met on Thursday, April 8, 2021, via ZOOM video conference. Board Supervisors present: Mike Croatt, Rosemary Weber, Amy Bacigalupo, Daryl Schutte, and Danny Larson. SWCD Staff present: Chessa Frahm, Sheri Laechelt, Rhyan Schicker and Quintin Peterson.. NRCS Staff absent: Burt Hendrickson. Guest: Lorin Hatch, Widseth Engineering. Chairman Croatt welcomed everyone, and called the meeting to order at 10:00 a.m.

### Agenda:

Schutte made a motion to approve the Agenda as printed. Larson seconded the motion. All in favor, motion carried.

### Minutes:

Larson made a motion to approve the Minutes from the March, 2021 board meeting. Weber seconded the motion. All in favor, motion carried.

**Open Gallery:** (2 minutes per person/10 minutes total) – Loren Hatch from Widseth Engineering introduced himself. He is interested in learning more about the SWCD and also plans to respond to the RFQ.

**Conflict of Interest Declaration:** *None*

### Treasurer's Report:

The checks were reviewed and discussed. Weber made a motion to approve for payment March check #7919 from the United Prairie account. March checks, #12967 through #12979 from the Old National account. Bacigalupo seconded the motion. All in favor, motion carried.

Bacigalupo made a motion to approve the April Treasurer's Reports as presented. Weber seconded the motion. All in favor, motion carried.

### State Cost Share Programs Contracts & Payments:

- State Cost-Share Program: *None*
- Water Plan:
  - Well Sealing Project Completion: Larson made a motion to approve the following payment. Weber seconded the motion. All in favor, motion carried.

<u>Contract #</u>	<u>CS Year</u>	<u>Name</u>	<u>Amount</u>
WS 2021-01	2021	Milbeck, Tim	\$500.00

**Correspondence:** *None*

### Reports:

- Supervisor Report: Bacigalupo reported that she attended the LqP 1W1P Meeting, Legislative Day, and the Local Workgroup Training all via Zoom.
- Partner Agencies:
  - NRCS: Hendrickson's written report was reviewed. To view Hendrickson's report, *see attachment at end of minutes*
  - Pheasants Forever: *None*
  - BWSR: *None*

- Technical Report:
  - Peterson reported:
    - Planning for a busy tree & seeding season. Trees will be delivered mid-April.
    - Continuing work on the Florida Creek project.
  - Schicker reported:
    - Planning for a busy seeding season, still filling some seed orders put planting list is full for spring.
    - Received the Ecological JAA.
    - Will be taking over the CREP & WIA that Sara had been working on.
- Admin Report:
  - Attended Legislative Day via Zoom
  - The RFQ for the 1W1P was sent to consultants

**Old Business:** *None*

**New Business:**

- Tractor Lease: Schutte made a motion to approve the Tractor Lease agreement with Ziegler of Madison. Weber seconded the motion. All in favor, motion carried.
- PF Contract: Bacigalupo made a motion to terminate the PF contract as Sara Reagan has taken a new position with NRCS in Yellow Medicine County. Weber seconded the motion. All in favor, motion carried.
- Insurance Renewal: Larson made a motion to approve the employee health insurance renewal with PEIP. Schutte seconded the motion. All in favor, motion carried.
- Topper Purchase: Weber made a motion to purchase a topper for the 2017 Chevrolet pickup from Cleveland Chevrolet in Canby. Schutte seconded the motion. All in favor, motion carried.

**Personnel:** *None*

**Calendar of Events:**

April 12	Yellow Medicine Policy Committee 1:00
April 28	Lac qui Parle Policy Committee 1:00
May 13	Regular SWCD Board Meeting 8 am
May 31	Memorial Day (Office Closed)
June 10	Regular SWCD Board Meeting 8 am
July 5	Independence Day Observed (Office Closed)
July 8	Regular SWCD Board Meeting 8 am
August 12	Regular SWCD Board Meeting 8 am
September 6	Labor Day (Office Closed)
September 9	Regular SWCD Board Meeting 8 am
October 11	Columbus Day (Office Closed)
October 14	Regular SWCD Board Meeting 8 am
November 11	Veteran's Day (Office Closed)/ Regular Board meeting – Will Reschedule
November 25	Thanksgiving (Office Closed)
December 9	Regular SWCD Board Meeting 10 am
December 24	Christmas Eve (Office Closed)

**Adjourn:** With no further business, Croatt declared the meeting adjourned at 10:48 a.m.

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Approved

Date

The Lac qui Parle Soil and Water Conservation District is an equal opportunity service provider and employer.

DC Report  
Burton Hendrickson

Farm Program Update –

EQIP – We have received our pre-approval list and LQP is actually getting 5 applications funded at this time. We have contacted the parties and they have a few days to let us know if they want to move forward, and we have started writing plans/contracts. If a little more money becomes available we might get one or more additional funded but that is unknown. If someone decides to cancel that money will be available for use on another application on the list.

CSP – Our application deadlines for both Classic and renewal have now passed for this year. The classic or main sign-up has a workload priority screening tool which we have completed for all our applications in this category. We ended up with 5 of these being called High so we will be working on evaluating those, but the rest will stay as pending. There are 26 applications in all. The State office anticipates us being able to fund approximately 5% of the overall applications we have which is why they have tried to narrow which ones we will work on with a screening tool. There will be a screening tool for the renewal applications also, but that will come later.

CRP – The hold that FSA put on the signups for general and grassland is still in place. No new word on any changes that may be implemented. Sara has gotten quite a few of the potential renewals worked on with planning, but the rest will now fall back to John and I working on as time permits.

1026's – The wetland team told us with a monthly update that they are getting very current with determinations, and thought that with current numbers they may be getting responses back in 2-3 weeks instead of months. We will see, and this time of year usually brings a lot of new tile requests or proposals.

Administrative Items – I just finished 2 weeks of quarantine with telework from home. Neither I nor Rosemary experienced any illness, but we had been exposed so stayed home as directed.

I believe John Harbinson introduced himself at your meeting last month. I have been gone quite a bit since he arrived, but we are now getting some time together to go over things and show him new things. I hope we won't overwhelm him too quickly.

I still am going to Ortonville, but there is talk that a Soil Conservationist will be getting hired for that location. When? The talk has been for quite a while, but at least it seems to be getting more persistent recently.

**Lac qui Parle Soil and Water Conservation District**  
**Bank Accounts Register**  
**As of April 30, 2021**

Type	Date	Num	Name	Memo	Split	Debit	Credit	Balance	
<b>1-1010 · United Prairie District Check</b>									
Check	04/08/2021	7920	City of Madison	Utilities	1-206 - Utilities		44.03	1,986.96	
Check	04/08/2021	7921	Shooting Star Native S...	Seed	1-604 · Seed Exp...		5,876.22	1,942.93	
Transfer	04/09/2021			Funds Transfer	1-1012 · United ...	5,000.00		(3,933.29)	
Deposit	04/30/2021			Interest	1-21 · Interest	0.02		1,066.71	
Total 1-1010 · United Prairie District Check						5,000.02	5,920.25	1,066.73	
<b>1-1011 · Old National Bank</b>									
Liability Check	04/01/2021		QuickBooks Payroll Se...	Created by Payroll Service on ...	2110 · Direct De...		5,886.20	8,777.48	
Transfer	04/01/2021			Funds Transfer	1-1013 · Old Nat...	10,000.00		2,891.28	
Paycheck	04/02/2021	DD1...	Frahm, Chessa L	Direct Deposit	-SPLIT-			12,891.28	
Paycheck	04/02/2021	DD1...	Laechelt, Sheri L	Direct Deposit	-SPLIT-			12,891.28	
Paycheck	04/02/2021	DD1...	Peterson, Quintin J	Direct Deposit	-SPLIT-			12,891.28	
Paycheck	04/02/2021	DD1...	Schicker, Rhyan M	Direct Deposit	-SPLIT-			12,891.28	
Liability Check	04/02/2021	12981	PERA	9235-00	-SPLIT-		1,186.42	11,704.86	
Check	04/02/2021	12982	Verizon Wireless	Cell Service	1-205 · Telephon...		168.77	11,536.09	
Liability Check	04/02/2021		Minnesota State Retire...		1-2100 · Payroll ...		109.06	11,427.03	
Liability Check	04/02/2021		Minnesota State Retire...	98945-01	1-2100 · Payroll ...		169.49	11,257.54	
Liability Check	04/02/2021		Old National Bank	41-6009088	-SPLIT-		1,989.04	9,268.50	
Check	04/08/2021	12983	A&B Business Solutions	Copier Maintenance Agreement	1-204 · Office Ma...		66.55	9,201.95	
Check	04/08/2021	12984	Becker SWCD	AIS Media Contract	1-8000 · Carry O...		500.00	8,701.95	
Check	04/08/2021	12985	Cenex	Gas	1-215 · Vehicle ...		66.27	8,635.68	
Check	04/08/2021	12986	Lac qui Parle Co-op Oi...	Gas/Service	1-215 · Vehicle ...		91.70	8,543.98	
Check	04/08/2021	12987	Moriarty, Paul	Rent	1-240 · Rent		1,390.81	7,153.17	
Check	04/08/2021	12988	Milbeck, Tim	WS 2021-01	1-7002 · CarryO...		500.00	6,653.17	
Check	04/13/2021	12989	Ziegler Inc.	Tractor Lease	1-5007 CarryOv...		4,050.00	2,603.17	
Liability Check	04/15/2021		QuickBooks Payroll Se...	Created by Payroll Service on ...	2110 · Direct De...		5,886.22	(3,283.05)	
Transfer	04/15/2021			Funds Transfer	1-1013 · Old Nat...	20,000.00		16,716.95	
Paycheck	04/16/2021	DD1...	Laechelt, Sheri L	Direct Deposit	-SPLIT-			16,716.95	
Paycheck	04/16/2021	DD1...	Schicker, Rhyan M	Direct Deposit	-SPLIT-			16,716.95	
Paycheck	04/16/2021	DD1...	Frahm, Chessa L	Direct Deposit	-SPLIT-			16,716.95	
Paycheck	04/16/2021	DD1...	Peterson, Quintin J	Direct Deposit	-SPLIT-			16,716.95	
Liability Check	04/16/2021	12990	PERA	9235-00	-SPLIT-		1,186.42	15,530.53	
Check	04/16/2021	12991	Cardmember Services	Charges	-SPLIT-		8,704.04	6,826.49	
Check	04/16/2021	12992	Western Guard	150th Guide	1-216 · Outreach...		100.00	6,726.49	
Liability Check	04/16/2021		Minnesota State Retire...		1-2100 · Payroll ...		109.06	6,617.43	
Liability Check	04/16/2021		Minnesota State Retire...	98945-01	1-2100 · Payroll ...		169.49	6,447.94	
Liability Check	04/16/2021		Old National Bank	41-6009088	-SPLIT-		1,989.04	4,458.90	
Check	04/19/2021		MN PEIP	Invoice # 1081678	1-123 · Medical l...		1,618.24	2,840.66	
Check	04/22/2021		Further/Select Account	Health Savings Acct	1-123 · Medical l...		15.00	2,825.66	
Liability Check	04/27/2021	12993	AFLAC	Y9950	-SPLIT-		104.56	2,721.10	
Transfer	04/27/2021			Funds Transfer	1-1013 · Old Nat...	15,000.00		1,721.10	
Check	04/27/2021		Further/Select Account	Health Savings Acct	1-123 · Medical l...		1,163.68	16,557.42	
Liability Check	04/29/2021		QuickBooks Payroll Se...	Created by Payroll Service on ...	2110 · Direct De...		5,929.68	10,627.74	
Check	04/29/2021	12994	Cleveland Chevrolet, Inc.	Pick-up Topper	-SPLIT-		2,458.13	8,169.61	
Check	04/29/2021	12995	SEWearable Designs	Advertisement/Promotion	1-216 · Outreach...		30.00	8,139.61	
Paycheck	04/30/2021	DD1...	Laechelt, Sheri L	Direct Deposit	-SPLIT-			8,139.61	
Paycheck	04/30/2021	DD1...	Peterson, Quintin J	Direct Deposit	-SPLIT-			8,139.61	
Paycheck	04/30/2021	DD1...	Schicker, Rhyan M	Direct Deposit	-SPLIT-			8,139.61	
Paycheck	04/30/2021	DD1...	Frahm, Chessa L	Direct Deposit	-SPLIT-			8,139.61	
Liability Check	04/30/2021	12996	PERA	9235-00	-SPLIT-		1,186.42	6,953.19	
Liability Check	04/30/2021		Old National Bank	41-6009088	-SPLIT-		1,997.66	4,955.53	
Liability Check	04/30/2021		Minnesota State Retire...		1-2100 · Payroll ...		109.06	4,846.47	
Liability Check	04/30/2021		Minnesota State Retire...	98945-01	1-2100 · Payroll ...		169.49	4,676.98	
Total 1-1011 · Old National Bank						45,000.00	49,100.50	4,676.98	
<b>1-1012 · United Prairie District Savings</b>									
Transfer	04/09/2021			Funds Transfer	1-1010 · United ...		5,000.00	200,130.05	
Deposit	04/16/2021			Deposit	-SPLIT-	164.02		195,130.05	
Deposit	04/22/2021			Deposit	-SPLIT-	865.70		195,294.07	
Deposit	04/30/2021			Deposit	1499 · Undeposit...	265.05		196,159.77	
Deposit	04/30/2021			Interest	1-21 · Interest	32.36		196,424.82	
Total 1-1012 · United Prairie District Savings						1,327.13	5,000.00	196,457.18	
<b>1-1013 · Old National Bank Savings</b>									
Transfer	04/01/2021			Funds Transfer	1-1011 · Old Nat...		10,000.00	349,274.87	
Transfer	04/15/2021			Funds Transfer	1-1011 · Old Nat...		20,000.00	339,274.87	
Transfer	04/27/2021			Funds Transfer	1-1011 · Old Nat...		15,000.00	319,274.87	
Deposit	04/30/2021			Interest	1-21 · Interest	10.69		304,274.87	
Total 1-1013 · Old National Bank Savings						10.69	45,000.00	304,285.56	
<b>1-1050 · Investments (CD's)</b>									
Total 1-1050 · Investments (CD's)									55,000.00
<b>TOTAL</b>						<b>51,337.84</b>	<b>105,020.75</b>	<b>561,486.45</b>	

**Lac qui Parle Soil and Water Conservation District  
TREASURER'S REPORT**

Balance as of  
April 30, 2021

**Program Record**

District	\$229,709.78
County	28,984.24
Conservation Delivery	12,440.76
Capacity Funding	82,383.79
State Cost-Share	41,042.00
Easement Delivery	2,875.03
Buffer Law	28,050.45
County Water Plan	13,138.21
WCA	1,846.09
MAWQCP	3,995.87
Sales Tax Payable	177.53
CREP/Farm Bill Grant	35,039.88
Aquatic Invasive Species	76,802.82
TSA Training Fund	5,000.00
<b>TOTAL</b>	<b>\$561,486.45</b>

**Fund Accounts**

Cash – UP Checking Account	\$ 1,066.73
Cash – Old National Checking	4,676.98
Cash – UP Savings Account	196,457.18
Cash – Old National Savings	304,285.56
Cash – District Investments	55,000.00
<b>Total</b>	<b>\$561,486.45</b>

**ACCOUNTS PAYABLE**

**May 13, 2021**

City of Madison	Utilities	112.82
Schumacher's	Tree Stock	8,235.15
Shooting Star Native Seeds	Seed	615.00
Yellow Medicine SWCD	Trees	92.00
<b>TOTAL UNITED PRAIRIE BANK</b>		<b>9,054.97</b>

A&B Business Solutions	Copier Service Contract	66.55
Cenex Gas Card	Gas	146.11
Moriarty, Paul	Rent	1,390.81

<b>TOTAL OLD NATIONAL BANK</b>	<b>1,603.47</b>
<b>TOTAL ACCOUNTS PAYABLE</b>	<b>10,658.44</b>

Approved, Subject to Audit

Date



# MASWCD

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LEANN BUCK  
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Office Manager  
STEFANIE MARTINEZ

## Minnesota Association of Soil and Water Conservation Districts

255 Kellogg Boulevard East, Suite 101, St. Paul, MN 55101 | 651-690-9028 | www.maswcd.org

April 12, 2021

To: Minnesota Soil and Water Conservation Districts  
From: Paul Krabbenhof, MASWCD President  
Subject: Call for Resolutions – 2021 Resolution Process

Attached please find the following materials related to the 2020 Resolutions Process:

- resolutions process guidelines;
- sample resolution format; and
- resolutions which will sunset in 2021.

Note: An updated version of the MASWCD Policy Handbook will be posted to the MASWCD web site – [www.maswcd.org](http://www.maswcd.org) – on the Resolutions Process page. The handbook is a compilation of all standing MASWCD resolutions and action taken to date.

Please also note:

- ⇒ For this year only, resolutions that failed the previous year may be resubmitted through the 2021 resolutions process. This was a decision by the MASWCD board of directors in recognition that last year’s voting process was somewhat unusual due to COVID-19 and the remote convention.
- ⇒ The “therefore, be it resolved” in the resolution should state **an action or a policy position** that MASWCD should take as it relates to the work of SWCDs. This will help with the post-convention resolution prioritization process.
- ⇒ All resolutions will need to include information on the potential fiscal impact for MASWCD (budget, staffing, committee, etc.)
  - The intent is to encourage a comprehensive discussion on policy and program issues, including implications to the Association’s budget. The National Association of Conservation Districts also requests similar language for their resolutions. Fiscal impact estimates will provide the members with additional guidance and consideration for various requests submitted by local SWCDs.
- ⇒ **The deadline for Area resolutions to be received in the MASWCD office is July 21.**

If you have any questions, please do not hesitate to me at (612) 978-3989, or LeAnn Buck at (651) 690-9028. Thank you.

Enclosures.

**Sample Resolution Format**

**RESOLUTION TITLE**

**WHEREAS**, [insert statement of fact, finding or argument]; and

**WHEREAS**, [insert statement of fact finding or argument]; and

**WHEREAS**, [insert statement of fact, finding or argument].

**THEREFORE, BE IT RESOLVED**, that MASWCD [insert the action that should be taken and by whom, if not solely MASWCD].

**BE IT FURTHER RESOLVED**, [*if applicable* - insert additional action that should be taken and by whom].

**FISCAL IMPACT STATEMENT.** [insert dollar amount estimate of potential fiscal impact for MASWCD]

Use the following as guides:

- High Workload: Approximately 40 hours of time at \$75\* per hour = \$3000
- Medium-High Workload: Approximately 20 hours of time at \$75\* per hour = \$1500
- Medium-Low Workload: Approximately 10 hours of time at \$75\* per hour = \$750
- Low Workload: Approximately 5 hours of time at \$75\* per hour = \$375

\* \$75 per hour estimate includes all operational costs including staff and/or board time, overhead, travel, committee expenses, etc.

**Submitted by:** [name of SWCD]

**Area Association:** [e.g. NW Area 1]

**Date adopted:**

**Reviewed by MASWCD Board of Directors**

**MASWCD Annual Convention**

**Date:**

**Date:**

**Action:**

**For further information, contact:**

[insert name of Supervisor or SWCD manager, SWCD name, phone number, email address]

**Background:**

[optional, but helps explain intent behind resolution]



## Resolutions Which Will Sunset in December, 2021

### RESOLUTIONS WHICH WILL SUNSET IN DECEMBER, 2021

The following resolutions became standing policy for MASWCD after being approved by the membership in December, 2017. They will sunset in December 2021. For more information, including the full text of the resolutions and action taken to date, please visit the "Resolutions Process" page on the MASWCD web site ([www.maswcd.org](http://www.maswcd.org)).

2017 Resolution Number and Title	
1	GROUNDWATER TASK FORCE
3	COST SHARING FOR REMOVAL OF TILE INTAKES
7	AMENDING BWSR CLEAN WATER FUND POLICY TO ALLOW YEARLY COVER CROP CONTRACTS
8	COLLABORATION ON GIS/GPS TRAINING
9	JOB APPROVAL AUTHORITY
11	OUTDOOR HERITAGE FUNDS FOR PRIVATE SHORELINE STABILIZATION AND NATURALIZATION PROJECTS
12	SUPPORT OF LEGACY FUNDS
14	FOREST LAND ASSISTANCE PROGRAM
15	PERMANENT STATE FORESTER FOR NORTHERN MINNESOTA
16	ANNUAL SWCD BWSR GRANTS BE IN FORM OF BLOCK GRANTS
17	CREATE CONSISTENCY BETWEEN FARBILL ASSISTANCE PARTNERSHIP GRANT RFPs & BWSR GRANTS
19	CONSERVATION RESERVE PROGRAM DATA SHARING AGREEMENTS

## Resolutions Process Guidelines



MINNESOTA ASSOCIATION OF SOIL &  
WATER CONSERVATION DISTRICTS (MASWCD)

### RESOLUTIONS PROCESS GUIDELINES

The resolutions process is the means by which local SWCD Supervisors can identify soil and water conservation needs and issues and bring them before the membership of the Association for review and action at the MASWCD Annual Convention. The resolution process provides a forum for education and information to SWCD board members on statewide conservation issues. The resolutions also provide guidance and direction to the Board of Directors of the MASWCD and NACD.

In order to provide for an orderly process, the following steps shall be used.

1. Resolutions are to be developed and passed first by a local district, and then must be submitted to and approved by the MASWCD Area Association of which that district is a member. *(Policy adopted by MASWCD Board of Directors September 16, 2011)* An SWCD must be an MASWCD member in good standing in order to be eligible to submit a resolution. **It is important for a representative from the authoring SWCD to be in attendance at the Area meeting when the resolution is presented to explain the resolution and answer questions.**
2. All resolutions must be typed and in proper format – including clear identification of the originating district, contact person, and Area. Background information explaining the intent of the resolution can be submitted with the resolution and should be limited to one page.
  - In addition, each resolution must include information on the potential fiscal impact for MASWCD (budget, staffing, committee, etc.). *(Policy adopted by MASWCD Board of Directors Feb. 17, 2010.)*
3. ~~In the year following the defeat of a resolution by member vote, no SWCD may submit an essentially identical resolution to the one defeated. *(Policy adopted by MASWCD Board of Directors Aug. 26, 2008.)*~~
4. The time line for the resolution process is as follows:
  - July 21 - Deadline for Area resolutions to be into the MASWCD office.
  - Mid to End of August - MASWCD Board reviews packet.
  - September 15 - Packets sent to SWCDs for pre-convention balloting.
  - November 1 - Deadline for pre-convention ballots to be into the MASWCD office.
5. In order to develop a uniform resolution packet, MASWCD will:
  - Only accept those resolutions submitted prior to July 21.
  - Only accept resolutions that are in proper format.
  - Only accept agency and other organization resolutions that have come through dues-paying member SWCDs.
  - Eliminate those which are not related to MASWCD responsibilities.
  - Eliminate those which are the same as standing MASWCD resolutions.
  - Consolidate similar resolutions.
  - Edit and condense resolutions.
6. In August the packet will go before the MASWCD Board of Directors for approval.
7. Resolutions will be duplicated and mailed to all SWCDs by September 15. This will give each SWCD adequate time to review all resolutions and to vote their position on each prior to the annual convention, using the pre-convention resolution ballot process.

Guideline #3  
is not in effect  
for 2021.

MASWCD will seek the consent of the authoring district.

## Resolutions Process Guidelines

8. The results of the pre-convention resolution ballot process will be distributed during the first general session of the convention. All resolutions needing further discussion, amendment, and/or action will also be presented. No action is taken at the first general session.
9. Resolutions needing further action will be brought before the membership for action during the second general session of the convention. This will provide additional time for convention delegates to study each proposed resolution.

REMINDER: Each district submitting a resolution which is brought up for further action must continue their responsibility for the resolution and speak for it when it is brought before the membership.

10. The pre-convention resolution ballot process is a means to limit debate on the floor of the convention on resolutions for which the membership has a strong agreement for or against. Toward that end, the following will apply:
  - If 66 percent of all supervisors whose ballots are received vote to APPROVE a resolution, the resolution will be deemed as moved and seconded for adoption at the annual meeting.
  - If 66 percent of all supervisors whose ballots are received vote to DISAPPROVE a resolution, it will automatically be rejected, with no further action at the annual meeting.
  - If 34% of all supervisors whose ballots are received vote to BRING THE RESOLUTION TO THE CONVENTION FLOOR FOR FURTHER DISCUSSION OR AMENDMENT, it will be brought to the MASWCD annual meeting for further action. This provision overrides the first two, in the event that this condition and one of the above conditions are both met.

*(Policy adopted by MASWCD Board of Directors March 24, 2009.)*

11. If an EMERGENCY occurs and an SWCD feels an EMERGENCY RESOLUTION is necessary, the SWCD should contact the MASWCD Area Director and submit to him/her the emergency resolution. It is then the responsibility of the Area Director to carry forward the resolution to the MASWCD Board for action.
12. The following are criteria for an EMERGENCY RESOLUTION:
  - The issue or event is something that has taken place between the time resolutions are due in the MASWCD office and when they are acted upon at the convention.
  - The resolution deals with a natural disaster.
  - The issue or event must be acted upon before the beginning of the next resolution process.Final decisions regarding EMERGENCY RESOLUTIONS will be made by the MASWCD Board of Directors.

13. No resolutions will be accepted from the floor of the convention.

14. Area Directors should be consulted for information on deadlines for resolutions to be submitted at the Area level. All resolutions approved at the Area level must be received in the MASWCD office no later than July 21.

15. It is the policy of MASWCD to sunset resolutions after four years from adoption. Resolutions over two biennia (four years) may no longer be applicable or suitable for MASWCD to pursue, and new or revised legislative actions may be sought through the resolutions process annually. *(Policy adopted by MASWCD Board of Directors March 27, 2007)*

DC Report  
May 13, 2021  
Burton Hendrickson

Farm Program Update –

CSP/EQIP – LQP has 7 EQIP pre-approved applications we are trying to get to be obligated contracts. I got one signed yesterday and have nearly all of them ready to sign. Will be trying to get in touch to move forward with signing. CSP for the open Classic signup involves 3 that were rated as high and should be assessed. One withdrew on Wednesday, one has to have the EQIP contract completed before I will be able to do computer work to assess, and the other has assessment started. Need to have these ready and assessed by May 28. I must admit that the withdrawal was actually a relief.

CRP/CCRP – Basically waiting for the new rules to come out so we know what to tell people. It looks like it will be to everyone's advantage once the new rules are out, but we have no details. FSA is on complete hold as far as even being able to approve a contract even if they wanted to. It also looks like a lot of their work on general will need to be redone. I am afraid it will be a big mess and hurry to get all done when rules come out. This has also stopped any CREP applications for now also.

1026/wetland stuff – The wetland team is now pretty current on responses to 1026's, but there are a lot of requests for review of existing certified determination that are in the hopper also.

Waterbank – There is actually a signup for Waterbank Program going through May 24. If a person has a pasture that is being flooded quite a bit and not really much good for pasture it might be a good option. If it is cropland they would be much better off going to CRP. 10 year contracts, \$35.00/ac for pasture.

Administrative Items –

Staffing – Well I am back to being the only NRCS employee in the Madison field office. John Harbinson came to the decision he couldn't be this far away from his girlfriend in Fargo, so gave his 2 week notice. Sara is now working for NRCS in Clarkfield, but may be able to help with some CRP when we can do something.

## Calendar of Events

May 31	Memorial Day (Office Closed)
June 10	Regular SWCD Board Meeting 8 am
June 23	Lac qui Parle Policy Committee 1:00
July 5	Independence Day Observed (Office Closed)
July 8	Regular SWCD Board Meeting 8 am
August 12	Regular SWCD Board Meeting 8 am
August 25	Lac qui Parle Policy Committee 1:00
September 6	Labor Day (Office Closed)
September 9	Regular SWCD Board Meeting 8 am
October 11	Columbus Day (Office Closed)
October 14	Regular SWCD Board Meeting 8 am
October 27	Lac qui Parle Policy Committee 1:00
November 11	Veteran's Day (Office Closed)
November 11	Regular SWCD Board Meeting 10 am – Will Reschedule
November 25	Thanksgiving (Office Closed)
December 9	Regular SWCD Board Meeting 10 am
December 22	Lac qui Parle Policy Committee 1:00
December 24	Christmas Eve (Office Closed)