

**Quarterly Meeting Minutes**  
Dakota West RC&D  
Dickinson Research Extension Center  
Dickinson, N.D.  
April 11, 2016

**Call to order and attendance**

Jim Odermann, president of Dakota West RC&D Council, called the meeting to order at 9:40 a.m. (MST).

Those attending and the organizational member they represent were:

- Frank Hatzenbuhler, director at large
- Camie Janikowski, Bowman/Slope Soil Conservation District
- Pam Meier, Slope-Hettinger Soil Conservation District
- Jim Mossett, Three Affiliated Tribes
- Loren Myran, director at large
- Ron Obritsch: Western Soil Conservation District
- James Odermann, Southwest Water Authority
- Dr. Kris Ringwall, Dickinson Research Extension Center
- Kaylee Stein, Dunn County Soil Conservation District
- Bonnie Twogood, Central Stark Soil Conservation Districts
- Duane Urlacher, Hettinger County Water Resource

Also attending was Susan Davis, executive director.

Odermann declared a quorum as 11 of the 15 (13 organizational and two at-large) board members were present. One-third of the members need to be present for a quorum.

**Introductions and agenda**

Self-introductions were made. The group reviewed the agenda, which was approved by consensus after 4.6 Reconciliation Summary was added under the treasurer's report.

**Approval of minutes**

The minutes from the Jan. 11, 2016, Dakota West RC&D annual meeting were reviewed.

*Loren Myran moved to approve the Jan. 11, 2016, annual meeting minutes. The motion was seconded by Ron Obritsch and approved without dissent.*

**Treasurer's report**

Treasurer Frank Hatzenbuhler reported information from an old grant account is showing up on the financials and he needs to archive or make this account inactive. Several people suggested that director Bonnie Twogood or Brian Kopp, a teacher at Dickinson State University may be able to help with this. Hatzenbuhler also suggested Lynell Rud of Mahlum Goodhart, PC, who does the accounting work for Dakota West.

*Loren Myran moved to approve to have Frank Hatzenbuhler contact the council's auditor to have her correct this bookkeeping problem. The motion was seconded by Duane Urlacher and approved without dissent.*

Hatzenbuhler reported the Dakota West checking account balance is \$42,273.75 and the CD balance is \$5,905.

The board reviewed the profit and loss statement for Jan. 1 through April 8, 2016. Total income was \$1,551.03 and included \$1,550 in dues and \$1.03 in interest. Hatzenbuhler reported all members have paid their 2016 dues of \$350 except for Adams County SCD. Adams County mailed a check for \$350 in December 2015, but it did not arrive at the Dakota West office. This check will be reissued this month.

Total expenses were \$9,867.55 and included a \$6,500 contribution to open the new Water Wisdom 319 checking account. Other expenses were \$10 for the Secretary of State annual report fee; \$244.11 for annual meeting expenses; \$2,754.11 for contract labor; and \$140.01 for phone costs.

*Bonnie Twogood moved to approve the treasurer's report and file for audit. The motion was seconded by Pam Meier and approved without dissent.*

### **Executive director report**

Susan Davis reviewed her written report on activities performed since mid-January 2016. Highlights include the following:

- Wrote and sent draft minutes from Jan. 11 annual meeting, along with letter outlining the results
- Make preparations for April 11 quarterly meeting, including printing director packets
- Forwarded event notices, funding opportunities and learning events to members
- Updated DW membership lists
- Drafted new contract between Dakota Prairies and Dakota West for executive director services
- Updated Dakota West Web site
- Set up new Water Wisdom 319 checking account at Dakota Community Bank, Bismarck, and deposited \$6,500 checks from Dakota West and Dakota Prairies
- Solicited photos for final report for 2012-2015 319 grant and created photo page and re-submitted final report to the North Dakota Department of Health/Water Quality
- Sent project request to 319 Granting Committee and followed up with phone calls to each member
- Met with Mary Podoll and Jill Howard, NRCS, about Water Wisdom work plan
- Attended March 2-3 North Dakota Water Quality Conference, Bismarck
- Participated in the Western RC&D Association monthly conference calls
- Wrote and submitted letters to the North Dakota congressional delegates on the importance of the RC&D program and asking that RC&D funding be restored
- Researched new Regional Conservation Partnership Program (RCPP) announcement and met with Mary Podoll and Jill Howard on possible application

*Dr. Kris Ringwall moved to accept the executive director's report. The motion was seconded by Loren Myran and approved without dissent.*

### **National Association of RC&D Councils and Western RC&D Association conference**

The directors discussed sending someone to this conference, which is July 10-13, 2016, in Reno, Nev. The registration fee for members is \$375 before May 18 and the special room rate at the Silver Legacy Hotel is \$86 for the nights of July 10 to 14 and \$114 per night for July 8 and 9.

Board members discussed having someone attend is a good way to find out what other RC&Ds are doing and show support to help get the RC&D offices re-funded. Duane Urlacher indicated he would be interested in attending the conference.

*Ron Obritsch moved to have Duane Urlacher attend the conference and invite Dakota Prairies RC&D to contribute half the cost and have Urlacher represent both councils. If Dakota Prairies declines or wants to send its own representative, Dakota West will fund the entire cost for Urlacher to attend. The motion was seconded by Dr. Kris Ringwall and approved without dissent.*

Jim Mossett, the pesticide program manager for Three Affiliated Tribes, said he is also interested in attending this national convention and his funding may be able to pay for his registration and other costs.

### **Proposed new contract for professional services**

Odermann reviewed the draft new contract between Dakota Prairies RC&D and Dakota West RC&D for professional services. The proposed period is for April 1, 2016, to June 30, 2018. Dakota West would pay Dakota Prairies \$40 an hour for a maximum of 15 hours per month, plus expenses such as mileage.

Odermann explained that the hours per month are now 30, but less are needed as the two councils voted in favor of sharing all income and expenses under the 2015-2018 Water Wisdom 319 grant. The main work outside of the 319 grant involves the quarterly meetings and updating the Web site. The end date of June 30, 2016, coincides with the Water Wisdom 319 grant end date.

*Dr. Kris Ringwall moved to approve the proposed new contract with Dakota Prairies for up to 15 hours a month at \$40 an hour. The motion was seconded by Bonnie Twogood and approved without dissent.*

### **Regional Conservation Partnership Program (RCPP) grant**

The board discussed a possible RCPP grant application under this NRCS program. Pre-proposals are due May 10, 2016. Davis reported she met with Mary Podoll, who recommended an application that involves resource needs through the Conservation Stewardship Program (CSP). According to Podoll, historically CSP RCPP is not being used to its full potential and there is a high interest in CSP in North Dakota.

The directors discussed that CSP involves a lot of paperwork, but farmers can receive annual payments up to \$40,000 for their conservation efforts such as low-drift sprayers, tree plantings and pollinators.

Camie Janikowski recommended a possible RCPP application for tree planting work. However, the RCPP grant requires match, but does not cover administrative costs. In addition, the SCDs are already short-staffed and do not have available capacity to conduct the work under a possible RCPP grant.

Dr. Kris Ringwall pointed out that this RCPP program is a classic example what Dakota West, as an RC&D, cannot do because of the lack of overall administrative funding.

### **319 Ad Hoc Granting Committee report**

■ *2012-2015 Partners for Water Quality 319 grant:* Davis reviewed the final report for this grant, which had been extended to Dec. 31, 2015. The total grant was \$325,000 and the total match was \$216,667, for a total budget of \$541,667. A total of 98 local informational and educational projects/events were held or conducted that reached 18,500 North Dakota residents in the 18 counties served by Dakota West RC&D and Dakota Prairies RC&D.

Ringwall recognized Davis for the work on the report and the group discussed using this information in a PowerPoint presentation for Duane Urlacher to present at the July 2016 national meetings in Reno. Joining Davis on the presentation committee will be Odermann, Janikowski and Duane Urlacher. Mossett noted the region number on the front page of the report should be 8 rather than 89.

- *2015-2018 Water Wisdom 319 grant:* Davis reviewed the local projects approved to date under this new three-year grant of \$145,000. A total of \$6,050 has been approved for four soil conservation district members. They are Cedar, Sheridan County, South McLean County and Western. Davis also met with Podoll and Jill Howard of NRCS on the organizational work on a comprehensive water quality training module and has reached out to other partners on this and the workshops.

*Duane Urlacher moved to accept the 319 grant-related reports. The motion was seconded by Kaylee Stein and approved without dissent.*

### **Project/activity reports from members**

- *Bonnie Twogood:* Twogood, district manager for Western SCD and Central Stark SCD, said the January 2016 Diversity, Direction & Dollars Ag Forum drew about 100 participants. She shared a printed photograph from the event.

- *Pam Meier:* Meier, district manager of Slope-Hettinger SCD, reported that updating equipment through the Case IH lease program has gotten too expensive, so this SCD recently purchased a new tractor and a weed burying machine.

- *Camie Janikowski:* Janikowski, the watershed coordinator for Bowman/Slope SCD, said this SCD recently purchased a utility trailer from Conservation Demonstrations that is fully furnished with a rainfall simulator and other equipment. Staff is working on getting trained on all the equipment. Bowman/Slope is also busy with tree plantings and is preparing to host a Rural Women in America event in October.

- *Dr. Kris Ringwall:* Ringwall, director of the Dickinson Research Extension Center, reported he is planning another tree planting event for sixth-graders. It will likely be held the week of May 11.

- *Jim Mossett:* Mossett, the manager of the Three Affiliated Tribes pesticide program, said there is interest in planting trees and plants that attract pollinators such as bees and birds. He said pollinators and habitat restoration are important issues and recommended Dakota West RC&D look at a pollinator project.

- *Frank Hatzenbuehler:* Hatzenbuehler, a board member at large, said he has been busy helping to oversee the renovation of the Rural Fire Department building in Dickinson.

- *Kaylee Stein:* Stein, the district technician for Dunn County SCD, reported this SCD is conducting last-minute soil testing and tree planting-related work.

### **Next meeting**

The next quarterly meeting was scheduled for Monday, July 18, 2016. It will be held at 9:30 a.m. (MDT) at the Dickinson Research Extension Research Center.

### **Adjournment**

President Odermann adjourned the meeting at 11:45 a.m. (MDT).