

CASS COUNTY SOIL CONSERVATION DISTRICT

2025

ANNUAL PLAN OF WORK


1-14-2025

BY: _____
CHAIRMAN

DATE: _____

I. HIGH PRIORITY ITEMS OF CONCERN

- A. Soil Management
 - 1. Soil Erosion - All phases of wind and water erosion
 - 2. Food Security Act
 - a. Highly Erodible Land
 - 1. Compliance Plan Updating and Implementation
 - b. Wetland
 - 1. Monitor Scope and Effect
 - 3. Conservation Cropping System
 - a. Crop Residue Management
 - b. Shelterbelts
 - c. Cover Crops
 - d. Improved diversity
 - 4. Soil Salinity

- B. Water Management in the Red River Valley - necessary tool for crop production
 - 1. Drainage and Retention
 - a. Tiling
 - 2. Water Quality
 - a. Promote Integrated Crop Management
 - b. Crop Residue Management
 - c. Shelterbelts
 - d. Tiling

- C. Quality of Life
 - 1. Energy Conservation
 - 2. Landscape and Aesthetics
 - 3. Public Safety
 - 4. Wildlife
 - 5. Snow Control

- D. Education
 - 1. Promote Conservation in Cass County Schools
 - 2. Promote Water Quality – Conservation cropping systems and BMP demonstrations

- E. Flooding - Controlling by means of land treatment or non-structures

- F. Socio-Political Concerns - Gain public support for local conservation programs and also work with other government entities in their conservation programs

- G. Urban Expansion
 - 1. Erosion control on construction sites
 - a. Point Source
 - b. Low Impact Development
 - 2. Windbreak protection
 - 3. Riparian area protection

II. Goals

- A. Encourage tree planting, windbreak renovation and weed control
- B. Encourage management of trees, native grasses and forbs at Brewer Lake and the District's shop and land
- C. Promote Residue Management
 - 1. Strip-Till management
 - 2. No-Till management
 - 3. Mulch-Till management
- D. Promote Water Management and Coordinated Drainage
 - 1. Consult and work with Water Resource Districts
 - 2. Assist in other projects
- E. Promote education and communication program through:
 - 1. District Newsletters - Quarterly
 - 2. Conservation Achievement program
 - 3. District Website and Facebook
 - 4. Conservation Tours
 - 5. Meet with USDA Agencies
 - 6. Radio, TV and Newspaper
 - 7. Big Iron
 - 8. TREES Program (elementary school educational program)
 - 9. Soil Salinity
 - 10. Land Management at District property
- F. Compliance Plan - Review, Update and Implementation
- G. Contact county and state representatives and senators on conservation issues
- H. Provide Water Quality Plans
 - 1. Acquire and target grant funds
 - 2. Educate the public and promote BMPs
- I. Use the Calendar of Events
- J. Staff Guidelines
 - 1. Review and Update employee handbook

CALENDAR OF EVENTS

SCD BOARD MEETINGS HELD EVERY 2ND TUESDAY OF THE MONTH
FISCAL YEAR 2025 (JAN 1 – DEC 31)

LAST UPDATED – 1/9/2025

JANUARY

- Appoint members to SCD Board
- Reorganize the SCD Board
- Reorganize Standing Committees
- File Open Meetings: County Auditor
- Review Newsletter/Annual Report
- Discuss Civil Rights
- Arrange for financial audit: Begins in January
- Ladies Ag
- Nominations for Achievement Winner
- Evaluate Well Sealing Program
- Bank Pledge amounts/approval in Minutes

Reorganization:

Nominations do not need a second

To move nominations- Cease and Cast a unanimous ballot “I move nominations cease and cast a unanimous ballot for Name” (needs a second and is not debatable)

Schedule for Reorganization:

1. Chairman entertains a motion to move meeting to special business, needs a 2nd and there is no discussion.
2. Chairman steps down and gives mediatory roll to Director
3. Director opens nominations for Chairman-remember nominations do not need a 2nd
4. All five board members can vote
5. Options for voting: Roll-call, Ballot, or Voice Vote
6. Director turns meeting over to new Chairman
7. Chairman opens nominations for Vice-Chairman
8. Chairman asks for committee chairs for: Personnel, Education, RC &D, Equipment
9. Chairman entertains a motion to move meeting back to regular business

FEBRUARY

- Review the following MOU’s Between the SCD and: checked were reviewed in 2016
 - ✓ USDA
 - ✓ NRCS – new MOU in 2019
 - ✓ FSA
 - ✓ County Commissioners
 - ✓ NDSSCC
 - ✓ ND State Forester
 - ✓ Red River Valley Fair Board: storage
 - ✓ ND Game and Fish
 - ✓ Cass County Park Board
 - ✓ Cass County Ext.
 - ✓ Cass County Weed Board
 - ✓ Brewer Lake Arboretum
- Post Tree Planters positions
- Review 2025 revised budget
- Nominations for 2025 Achievement Winner

MARCH

- Ladies Ag: March 20, 2025
- Meet with County Weed Board and Park Board
- Envirothon: approve contribution amount
- Review Price List of Handplants and Services for 2025 season
- Interview Tree Planters for spring
- Develop Budget for next Fiscal year (First Draft)
- Participate in Ag in the Classroom: done
- Attend Tree Promotional Meeting

APRIL

- Prepare Cooler for Trees
- Review/Distribute newsletter

MAY

- Select Conservation Achievement Award Winner – Submit to NDASCD
- Tree Planting ongoing
- Promote Arbor Day Events

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LAST UPDATED –(1/9/2025)

JUNE

- O&M Inspections – CATS, Watershed & 216 Measures
- Lay Fabric
- Maintenance of Brewer Lake Arboretum
- Finalize budget and send mill levy papers to the auditor's office
- Determine and plan grass seeding sites / acres

JULY

- Review District Plan of work for current year
- Quarterly Newsletter
- Bank Pledge amounts and approval in Minutes

AUGUST

- Equipment maintenance for fall planting
- Storage for equipment
- Grass Seeding / Cover Crops
- Evaluate job performance of tree planters

SEPTEMBER

- Eco-Ed
- 2026 Budget Hearing:
- Finalize Grass seeding measurements for billing
- Line up Fall Tree planting
- Red River Water Festival:
- Employee Handbook review
- Visit Spring Planting Sites with Producers
- Promote Envirothon Activities

OCTOBER

- Review Eco-Ed Tours
- Visit Sites that were planted this year with producers
- Perform Dormant Grass Seeding
- Equipment Maintenance for Spring
- Store Equipment for winter
- Review Quarterly Newsletter
- National Convention planning
- Local Work Group: EQIP ranking questions

NOVEMBER

- Apply Casoron after ground temp is below 50 degrees
- Review Fall Tree Planting Results
- Review Health Insurance (contract expires 12/31/2025)
- Review Dormant Grass Seeding Results
- Review Equipment Maintenance
- Attend NDACSD Annual Meeting
- Develop Annual Plan of Work for upcoming year

DECEMBER

- Send out Estimate for Spring Plantings
- Discuss Reorganization for January
- Discuss Annual Report from current Year
- Review Long Range Plan
- Employee evaluation and review
- Review District Insurance
- Ag in the Classroom contribution for 2026
- District Reorganization SCD Board
- Appoint members to SCD Board