

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
COURTHOUSE BASEMENT CONFERENCE ROOM
715 4TH STREET * INTERNATIONAL FALLS * MN * 56649
MONDAY, APRIL 4, 2016**

Members Present:	Ralph Lewis	District I
	George Aitchison	District II
	Eldon Voigt	District III
	Richard Dreher	District IV
	Al Linder	District V
Others Present:	Pam Tomevi	District Administrator
	Eric Olson	Resource Conservationist
	Sam Soderman	Water Resource Specialist
	Jolén Simon	Program Coordinator
	Kelly Voigt	NRCS District Conservationist
	Kevin Adee	Koochiching County Commissioner
	James Aasen	Koochiching SWCD Contractor

Chair Voigt called the meeting to order at 6:05 p.m.

- 2016/4-1 **Motion by Linder, seconded by Dreher to approve the agenda with changes.
Voting yes: Voigt, Dreher, Linder. Absent for Vote: Lewis, Aitchison. Motion carried.**
- 2016/4-2 **Motion by Linder, seconded Dreher to approve the minutes dated March 7, 2016 as
presented.
Voting yes: Voigt, Dreher, Linder. Absent for Vote: Lewis, Aitchison. Motion carried.**
- 2016/4-3 **Motion by Lewis, seconded by Linder to approve the Treasurer's Reports ending January
31, 2016 and corrected September 30 and October 31, 2015 as presented.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
Discussion also included possible uses for cost-share such as trail repair, a local property owner
with a shoreline protection project, and projects for Little Fork River sediment reduction.
- 2016/4-4 **Motion by Lewis, seconded by Dreher to approve Accounts Payable in the amount of
\$10,896.70 (details on file).
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

Guest Introduction:

James Aasen introduced himself at the Koochiching SWCD contractor for the Northern Landscape Committee Grant. He noted that he graduated from UMC recently and will be working with this contract through June 30th, 2016.

Supervisor Reports:

Aitchison reported on his attendance at the William Patnaude retirement party.

- 2016/4-5 **Motion by Voigt, seconded by Dreher authorizing attendance at the Patnaude retirement
party in Bemidji as a board activity.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

Linder reported on his attendance at the Joint Powers Board Meeting and noted that a second technician position was filled.

Voigt reported on his attendance at the MASWCD Forestry Association meeting. There are possible changes to the buffer law; DNR will be hiring 20 new foresters in MN.

Voigt also reported on his attendance at Legislative Days where he met with Ecklund and Bakk and confirmed that the SFIA will be in the tax bill.

NRCS Report:

See attached.

District Administrator Report:

2016/4-6 Motion by Lewis, seconded by Dreher authorizing the district administrator's signature for the NIPF2 grant execution.

Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.

Discussion included revisions to the NIPF2 grant work plan and budget; attendance at the 2016 International Rainy-Lake of the Woods Watershed Forum; and attendance at the Public Advisory Group meetings for the Water Levels Committee. The committee discussed which rule curve would satisfy the following performance indicators: muskrats, wild rice, and flooding; year-end reporting; audit review; website logo and updates; attendance at Legislative Days.

Resource Conservationist Report:

See attached.

Discussion also included a current cost-share project.

Water Resource Specialist Report:

See attached.

Discussion also included technician attendance at regular board meetings during field season. It was decided that the Resource Conservationist and the Water Resource Specialist will not be required to attend regular board meetings during field season.

Program Coordinator Report:

See attached.

2016/4-7 Motion by Lewis, seconded by Linder authorizing \$250 in Envirothon donations to be designated to the 2016 Area VIII Envirothon event as pass-through money.

Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.

OLD BUSINESS:

Clothing Policy

The district administrator presented staff clothing options with the new logo through a local printer. An order form will be created.

2016/4-8 Motion by Lewis, seconded by Aitchison authorizing \$1,000 over two years for staff and supervisors to purchase Koochiching SWCD logo clothing.

Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.

Office Accessibility

The district administrator reported on her discussion with rental building owners regarding the possibility of a chair lift. Staff will meet landowners off-site who are unable to access the SWCD office due to stairways. The district administrator will look into the option of a call button as a possibility to increase accessibility.

NEW BUSINESS:
2015 Annual Reports

BWSR Year-End Financial Report:

The district administrator reported on fund balance changes and that the District will be audited for 2015. The 2014 audit was dispersed and reviewed.

District Activity Report:

The district administrator reported on the disbursement of hours.

Client Gateway

The NRCS District Conservationist explained the benefits of the Client Gateway.

Upcoming Meetings/Training:

Discussion included staff attendance at the Outdoor Expo April 8-9, the State of the Water Conference April 14-15, the Big Fork River Board Meeting April 25, and the Little Fork/Rat Root River Board Meeting date TBD.

2016/4-9 Motion by Lewis, seconded by Linder authorizing the following meeting attendance:

- Program coordinator to attend the 2016 Area VIII Envirothon on May 4 in Bemidji;
- All staff and board to attend the Area VIII Resolution Meeting June 4 in Bemidji;
- District Administrator and program coordinator to attend the Area VIII Administrative Training June 22-23 in Bemidji.

Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.

General Business:

Discussion included AIS decontamination unit status.

Confirm Next Meeting Date:

The next regular meeting of the Koochiching SWCD will be held on Monday, May 2, 2016 at 7:00 p.m. in the courthouse board meeting room.

Adjourn Meeting:

2016/4-10 Motion by Lewis, seconded by Linder to adjourn the meeting at 8:00 p.m.

Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.

Submitted by:

Al Linder
Board Secretary, Al Linder

6/6/16
Date

Approved:

Eldon Voigt
Board Chairman, Eldon Voigt

6/6/16
Date



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**District Conservationist Report
Koochiching SWCD board meeting
April 4th, 2016**

Conservation Stewardship Program (CSP)

There are currently 4 new CSP applications for FY2016 – two agricultural and two forestry. Seven of the 12 contract participants eligible for renewal submitted applications by the March 31st deadline.

CMT interviews for the 4 new applicants will begin in April. The deadline for ranking the new CSP applications is May 20th, 2016.

CMT interviews for the renewal applications will begin in May. The deadline for ranking, field verification and writing plans for CSP renewals is September 16th, 2016.

3 contracts were selected for 10% spot checks this year.

There are 50 active CSP contracts for Koochiching County.

Environmental Quality Incentives Program (EQIP)

We are still waiting on final funding decisions for 2016 EQIP contracts.

There are currently 8 active EQIP contracts. 1 contract was completed in March.

Minnesota Agricultural Water Quality Certification (RCPP)

Applications for EQIP practices to support producer certification will be accepted through April 15th, 2016.

Baudette Field Office Appraisal

The Baudette Field Office Appraisal will be held April 11th – 15th, 2016.

Performance Summary - Field Measures Minnesota - Koochiching – April 2016

Performance Summary - Field Measures	Fiscal Year Goal	Total Progress	Progress Percent
0.10 - Conservation plans written (Ac.)			
0.20 - Watershed or area-wide conservation plans developed (No.)			
0.30 - Stewardship plans written (Ac.)			
1.10 - Cropland with conservation applied to improve soil quality (Ac.)			
1.11 - Cropland with conservation applied to improve soil health and sustainability (Ac.)			
1.13 - Cropland with an applied Soil Health Management System (SHMS) (Ac.)			
2.10 - Land with conservation applied to improve water quality (Ac.)		756	
2.11 - CNMP written (No.)			
2.12 - CNMP applied (No.)			
2.20 - Land with conservation applied to improve irrigation efficiency (Ac.)			
2.26 - Land with conservation system applied to improve agricultural irrigation water management (Ac.)			
3.11 - Grazing land with conservation applied to protect and improve the resource base (Ac.)		477	
3.12 - Grazing land with a conservation system applied to achieve a sustainable forage-animal balance (Ac.)		477	
3.21 - Non-Federal land with conservation applied to improve fish and wildlife habitat quality (Ac.)		157	
3.23 - Conservation applied on land being actively managed for wildlife habitat (Ac.)			
3.30 - Wetlands created, restored or enhanced (Ac.)			
3.40 - Forest land with conservation applied to protect and improve vegetative condition (Ac.)		436	
6.90 - Conservation Applied to improve Environmental Quality (Ac.)		913	

Resource Conservationist Report

March 2016

WCA

- Talking to ESD on notices for upcoming projects and decisions with other agencies.
- Assisting landowners with permit process and identifying areas of wetlands on possible wetland properties in the area.
- Working with DNR, BWSR, and ACOE wetland violation status and getting information on permits and actual project implementation.

Wood Ash

- Assisting landowners with process/working with DH contracting.
- Holding/not receiving any more long permits due to the amount of permits that are already out there pending and amount of workload for the contractor. I will continue permitting long fields when improvements are made and fields are caught up on spreading and hauling.
- In contact with landowners who are re-permitting fields and getting those fields that expired to the top of the hauling list.

Water Quality

- Picking back up the other 4 minor sampling sites and sampling sites when ice is out and able to be sampled in cooperation with DNR flow measurements.
- Calls to project manager and other agencies to check status on ice out conditions and prepare for this spring.

MN Ag. Water Quality

- Placed an informational letter in the Journal paper to inform landowners of the new program and will work with East Polk County SWCD staff member as interest occurs.

CPL

- Working with DNR Fisheries, CCM, Rainy Lake Sportfishing Club, and other private parties on a plan with the Conservation Corp. of Minnesota crew to work on the Rat Root River grant and the Orr Trout Stream grant.

Miscellaneous

- Coordination with landowners, county board members, and highway department to try and install a shelterbelt with cost share funds.
- Tree ordering and finalization along with entering tree order forms and preparing for the end of April.
- Work with DNR fisheries office on removing bridge pilings with a CCM crew and landowner easements to property.
- New truck paperwork and finalization.

Submitted by: Eric Olson

Water Resource Specialist Report

March 2016

Rainy Basin WRAPS

- Sampling sites, planning/review
- DO monitoring plan
- MPCA Monitoring plan review, make changes
- MPCA Partner Monitoring Meeting
- Rainy River talk/plan w/ Jesse Anderson

WPLMN

- Sampling W/ District Technician
- Calibrate Equipment

MPCA NSL CE

- Biological Stressor identification work/ mapping
- CE sampling in Vermilion watershed planning
- Talk with NSL Resource Con for 2016 summer
- Stressor ID review
- RRHW Vermilion St Louis River watersheds review
- MPCA Partner Monitoring Meeting

AIS

- Emails
- Decontamination unit research, planning, options
- 2016 open water AIS plan
- Research education materials
- Research advertising, billboard options
- AIS grant for watercraft inspectors
- Zebra mussel veliger testing plan/monitoring plan
- Zebra mussel sampling equipment
- Rapid response plan
- Rainy LOTW Watershed forum

Miscellaneous

- Emails, office work, meeting prep, walk-ins
- Tree program
- Rainy LOTW Watershed forum
- Family Emergency
- New Truck

Submitted by: Sam Soderman

Koochiching SWCD Program Coordinator Report

March 2016

Local Water Management

- Climatology data entry and mail forms to U of M
- Plan for Indus educational events in April
- Plan for Environmental Education Days May 18-19 and volunteer recruitment
- Board meeting items
- Envirothon planning via email for May 4th
- Newsletter edit and finalize, coordinate with publisher, prep for mailing, distribution
- Area VIII Meeting attendance and planning for following Area VIII meeting on June 3rd

BWSR Conservation Delivery

- Assist in writing draft Local Capacity workplan
- Board retreat preparation and attend
- Promotion of tree program on website and social media
- Annual Activity Report

MPCA Rainy Basin WRAPS

- Big Fork River Watershed Core Team Meeting March 14th
- Forest Management Effects on Water Webinar held by U of M
- Big Fork River WRAPS phone/in-person meetings with MPCA, RESPEC, and Itasca SWCD
- Stakeholder calls/meetings with DNR, Koochiching County and SWCD Supervisors; editing Big Fork River WRAPS
- Reviewed technical documents regarding Big Fork River Watershed
- International Watershed Forum sessions
- Develop watershed pages of website
- Work with LOWWSF and LOW SWCD on basin-wide civic engagement planning

Boise Wood Ash

- End User Forms sent, and up to date
- Customer assistance on new permits, updated permits, and spreading
- Update summary, hauling reports and spreading reports
- Meet with contractor and Koochiching County Commissioner for reporting updates

Northern Landscape Committee

- Preparation and coordination with MFRC and caterer for quarterly meeting held on 3/4/16

District Programs

- Assist with Tree Program setup, promotion, and order processing

General Administration

Customer walk-in general assistance; grant tracking; plat book customer assistance; board meeting prep; minutes; board meeting; board meeting, and minutes; staff report; email cleanup; reporting; website development and maintenance

Submitted by:

Jolén Simon

Program Coordinator