

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT  
REGULAR BOARD MEETING  
COURTHOUSE BASEMENT CONFERENCE ROOM  
715 4<sup>TH</sup> STREET \* INTERNATIONAL FALLS \* MN \* 56649  
MONDAY, AUGUST 3, 2015**

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	District Technician
	Jolén Simon	Program Coordinator
	Sam Soderman	District Technician Assistant
	Kelly Voigt	NRCS District Conservationist
	Kevin Adee	County Commissioner

Chair Aitchison called the meeting to order at 7:10 p.m.

- 2015/8-1      **Motion by Lewis, seconded by Voigt to approve the agenda.**  
**Voting yes: Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.**
- 2015/8-2      **Motion by Lewis, seconded by Voigt to approve the minutes dated July 6, 2015 as distributed.**  
**Voting yes: Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.**
- 2015/8-3      **Motion by Lewis, seconded by Voigt to approve the Treasurer's Reports ending June 30, 2015 as presented.**  
**Voting yes: Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.**
- 2015/8-4      **Motion by Voigt, seconded by Linder to approve Accounts Payable in the amount of \$77,579.90 (details on file).**  
**Voting yes: Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.**

**Supervisor Reports:**

Dreher reported on his attendance at the 2<sup>nd</sup> Quarter Boise Wood Ash meeting on July 8, 2015. Discussion included the possible creation of a place to store wood ash for a short period so that more can be captured.

Linder reported on his attendance at the North Central MN Joint Powers meeting. Discussion included the location of the Joint Powers Board Engineer, and the change in host district from Beltrami SWCD to Crow Wing SWCD.

Voigt reported on his attendance at the MN SWCD Forestry Association Committee meeting. Discussion included aquatic invasive species (AIS) money from counties to mitigate AIS. Discussion also included that northern districts have been asked to nominate a forest steward for 2015.

**Committee Reports:**

The Budget Committee met with the district administrator before the regular board meeting on 8/3/15 to discuss both the adjusted 2015 budget and the draft 2016 budget.

**NRCS Report:**

See attached.

Discussion also included the Agricultural Certainty Program. Demonstration projects were done in four watersheds. The Agricultural Certainty Program would inventory crops, nutrients, tillage, pesticides, and resource concerns in relation to water quality. If regulations change in the next 10 years participants will be grandfathered in to their original rules until the 10 years has passed since their plan was written.

**District Administrator Report:**

See attached.

**District Technician Report:**

See attached.

**District Technician Assistant Report:**

See attached.

**Program Coordinator Report:**

See attached.

**NEW BUSINESS:**

**Operational Budgets:**

2015/8-5      **Motion by Voigt, seconded by Lewis to approve the adjusted 2015 budget and to authorize the district administrator to present the 2016 budget request to the County Board.**  
**Voting yes:    Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.**

**Upcoming Meetings/Trainings:**

Discussed and reviewed the following upcoming event attendance:

- Big Fork River Board Meeting August 24 in Big Fork
- Northern Landscape Committee Meeting September 2 in International Falls
- SWCD Governance September 16-17 in St. Cloud

2015/8-6      **Motion by Lewis, seconded by Voigt to authorize all staff and supervisors to attend the North Central Area 8 Meeting & Tour September 24-25 in Hubbard County.**  
**Voting yes:    Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.**

**Permits:**

Board discussed DNR Waters Permit #2015-2040

**General Business:**

Discussions included the International Joint Commission's request for public comment on the high water levels of 2014, DNR Wildlife's request for public comment on the Wildlife Action Plan, a request for public records from the Koochiching SWCD- January 1, 2010 to present, and MASWCD award nominations.

2015/8-7      **Motion by Voigt, seconded by Lewis to nominate the Hufnagle Family Limited Partnership as the MASWCD Outstanding Forest Steward in Koochiching County.**  
**Voting yes:    Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.**

2015/8-8      **Motion by Voigt, seconded by Linder to nominate Philip and Emmy Dreher as the MASWCD Outstanding Conservationist in Koochiching County.**  
**Voting yes:    Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.**

**Confirm Next Meeting Date:**

The next regular meeting of the Koochiching SWCD will be held on Monday, September 14, 2015 at 7:00 p.m. in the courthouse board meeting room.

**Adjourn Meeting:**

2015/8-9 Motion by Lewis, seconded by Linder to adjourn the meeting at 8:41 p.m.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.

Submitted by: Al Linder 9/14/15  
Board Secretary, Al Linder Date

Approved: George Aitchison 9/14/15  
Board Chairman, George Aitchison Date



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**District Conservationist Report  
Koochiching SWCD board meeting  
August 3<sup>rd</sup>, 2015**

**Conservation Stewardship Program (CSP)**

We are working on meeting with everyone on our 10% spot check list (20 people) and 19 renewal applications prior to September 30<sup>th</sup>.

For 2016, the Conservation Measurement Tool will be replaced with a ranking tool that more resembles the EQIP ranking tool.

**Environmental Quality Incentives Program (EQIP)**

There are 12 active EQIP contracts – 4 grazing systems, 5 tree plantings, 1 forest management plan, 1 golden winged warbler habitat and 1 seasonal high tunnel.

## Performance Summary - Field Measures Minnesota - Koochiching – August 2015

Performance Summary - Field Measures	Fiscal Year Goal	Total Progress	Progress Percent
0.10 - Conservation plans written (Ac.)		6,009	
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.)		3,405	
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.)		5,271	
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.)		538	
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.)			
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.)		1,343	
6.90 - Conservation Applied to improve Environmental Quality (Ac.)		5,322	

# Koochiching SWCD District Administrator Report

July 2015

## **BWSR Conservation Delivery:**

- Meeting in Duluth with John Jaschke re: legislative funding for capacity/buffer/other

## **County Projects:**

## **District Programs:**

- Meeting with Lindberg Ekola in Grand Rapids re: Northern Landscape Committee grant work plan; Board meeting prep/attendance/follow-up items; Board minutes/agenda; website maintenance; software install

## **Financial/Administration:**

- 2015 budget revisions; 2016 proposed budget request; 2<sup>nd</sup> quarter 941/MW6/MDES reports; calendar update/time tracking; Payroll; PERA; FWT/SWT; bank statement reconciliation; QB transactions; Treasurer Report; Accounts Receivable; Accounts Payable, budget updates; bank deposits/online banking; staff meetings; file/record maintenance; general phone/mail/email

## **MPCA Contracts:**

- Partner meetings/calls with MPCA, RESPEC, LOWWSF, and Lake of the Woods SWCD; GIS story map editing/IJC webex presentation for Rainy-Lake of the Woods: Tour of the Basin; Semi-Annual Reports; 2<sup>nd</sup> quarter invoicing/deliverables

## **RBG:**

- Invoicing to ESD; grant work plan change orders

## **NSL CPL Orr Area Trout Stream:**

- Grant tracking/budget update; meeting with Julian Broznowski re: RFP/work plan

## **NSL SWCD:**

- Staff training and support; QuickBooks; board meeting reports; SWAG/Civic Engagement invoicing

## **Vacation:**

- July 13-17; 22-27

Submitted by:

Pam Tomevi

District Administrator

# District Technician Report

## July 2015

### 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 on possible wetland violation status and getting information on permits and actual project implementation.
- Setting up times and TEP meeting to cover many projects this summer.

### 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.
- Haven't written permits since mid-March, still sending out information for soil sampling and working with landowners.

### Water Quality

- Continued sampling and yearly training.
- Data entering and revisions to PCA.

### Cost Share

- Looking at potential projects and timing along with current budget.

### Shoreland

- Working with local contractors on permitting process for different projects.
- Looking at receiving assistance for flood damages and waiting to hear from the board conservationist.

### MPCA Rainy Basin WRAPS

- Work with tech. assistant on binational story map and continuing to work with Canadian agencies involved with the project.

### Miscellaneous

- Orr trout stream work with DNR fisheries and writing the request for proposals. Plan to send out in the near future to have work completed by October 1<sup>st</sup>.

Submitted by: Eric Olson

# District Technician Assistant Report

## July 2015

### Rainy Basin WRAPS

- International story map
- Several conference calls to work on story map updates

### MPCA CE

- Binational Mapping Project

### NSL SWAG

- Sampling lakes (1 time) and streams (3 times)
- Get Sampling equipment ready

### MPCA NSL CE

- Recruit volunteers for monitoring
- Watershed sampling schedule/locations
- Biological Stressor identification work
- Sampling prep
- Sampling
- Conference call w/ MPCA about sampling

### AIS

- Emails, Research
- Fair planning for booth
- Attended the district fair and manned booth
- Zebra Mussel sampling plan

### Miscellaneous

- Emails, office work, meeting prep, walk-ins

Submitted by: Sam Soderman



# **Koochiching SWCD Program Coordinator Report**

## **July 2015**

### **Local Water Management**

- Climatology data entry and mail forms to U of M/report hours to NRCS
- Board meeting items
- Reporting-eLink .

### **MPCA Rainy Basin WRAPS**

- Met with RESPEC, MPCA, and Itasca SWCD on multiple phone calls and emails to prep for Big Fork River Watershed WRAPS process, August 21
- Planning for future projects in Little Fork River Watershed and other watersheds
- Create invoice template and time tracking, create and submit invoice
- Work with LOWWSF in planning for future projects and invoicing
- Interim reporting
- Held a booth at the Northern MN District Fair in Littlefork

### **Boise Wood Ash**

- End User Forms sent, and up to date
- Customer assistance
- Update summary, hauling reports and spreading reports
- Meet with contractor for reporting updates
- Update quarterly reports
- 2<sup>nd</sup> Quarter meeting with Boise

### **District Programs**

Customer walk-in general assistance; plat book customer assistance and mailings; invoicing; board meeting prep; minutes; board meeting; timesheet updating; meeting, and minutes; email cleanup; reporting; website maintenance; Leadership group project planning, eLink compliance reporting; NSL CE interim reporting

Submitted by:

Jolén Simon

Program Coordinator