

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
COURTHOUSE BASEMENT CONFERENCE ROOM
715 4TH STREET * INTERNATIONAL FALLS * MN * 56649
MONDAY, DECEMBER 14, 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
	Kelly Voigt	NRCS District Conservationist
	Wayne Skoe	Koochiching County Commissioner

Chair Aitchison called the meeting to order at 6:06 p.m.

- 2015/12-1 **Motion by Linder, seconded by Lewis to approve the agenda.**
Voting yes: Lewis, Voigt, Dreher, Linder. Absent for Vote: Aitchison. Motion carried.
- 2015/12-2 **Motion by Lewis, seconded by Linder to approve the minutes dated November 4, 2015 as presented.**
Voting yes: Lewis, Voigt, Dreher, Linder. Absent for Vote: Aitchison. Motion carried.
- 2015/12-3 **Motion by Dreher, seconded by Linder to approve Accounts Payable in the amount of \$12,746.33 (details on file).**
Voting yes: Lewis, Voigt, Dreher, Linder. Absent for Vote: Aitchison. Motion carried.

Supervisor Reports:

Dreher reported on his attendance at the 2015 MASWCD Annual Convention & Trade Show.

Voigt reported on his attendance at the 2015 MASWCD Annual Convention & Trade Show. Discussion included the increase of pasture land and how the MN buffer law will affect Koochiching County. Voigt also reported on his attendance at the MN SWCD Forestry Association meeting where he met the area forester and the PFM forester. Discussion included the importance of utilizing these foresters.

Lewis reported on his attendance at the 2015 MASWCD Annual Convention & Trade Show. Discussion included Red Lake Watershed boundaries.

Committee Reports:

No committees met in November. Plans discussed included the Personnel and Budget Committees meeting prior to the January board meeting.

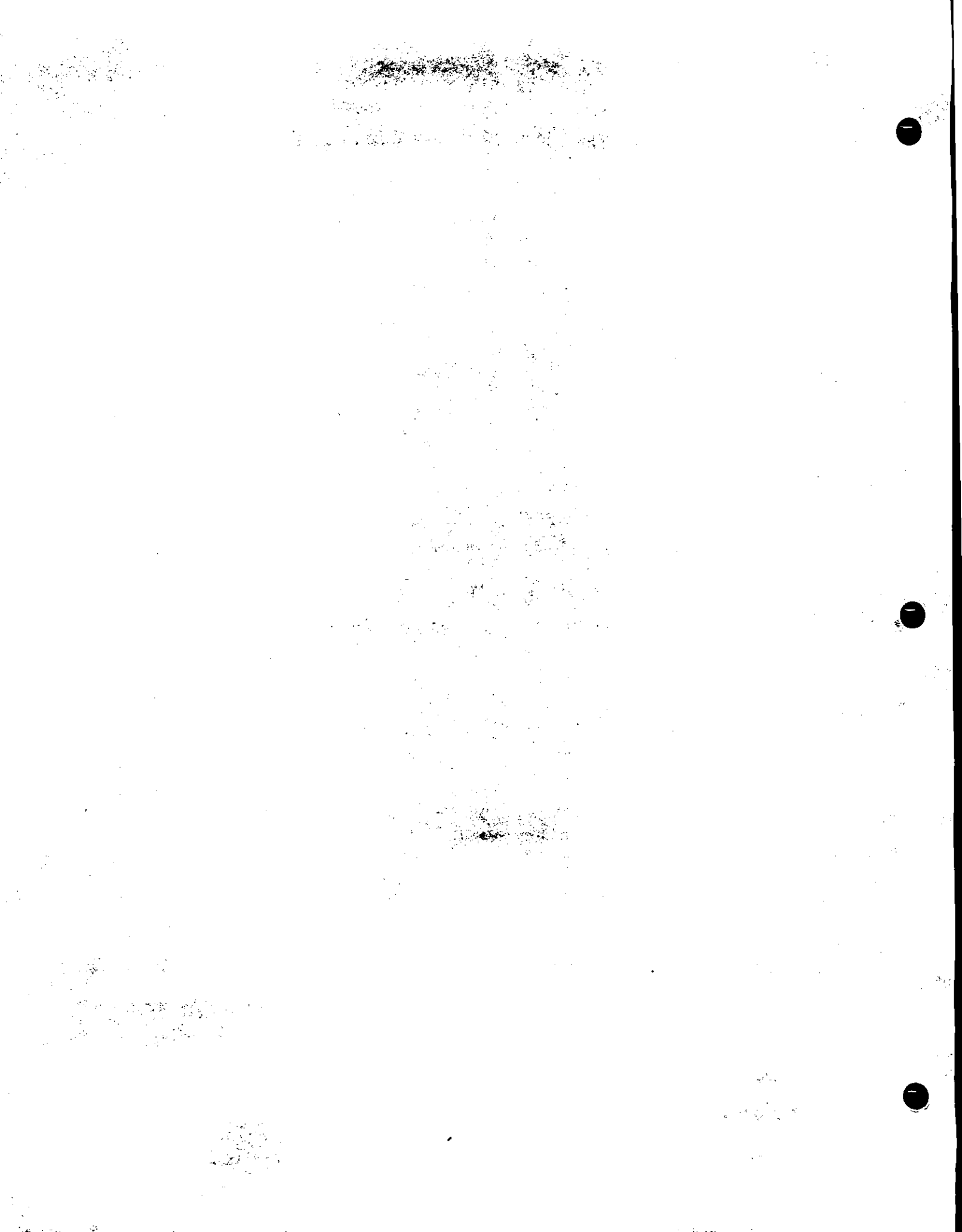
NRCS Report:

See attached.

Discussion also included EQIP applications and SFIA.

District Administrator Report:

Discussion included the SWCD office move and coordination with the County departments for setup and a relocation grant authorized by Koochiching County for moving expenses; new SWCD email addresses and



website coming soon; handicap accessibility at the new SWCD location; coordination with Fairchild Signs on signage on office doors and on the outside of the building; meeting with Conservation Partners Legacy (CPL) partners regarding three grants; Nelson West cost share project; and attendance at the 2015 MASWCD Annual Convention & Trade Show.

District Technician Report:

See attached.

District Technician Assistant Report:

See attached.

Program Coordinator Report:

See attached.

NEW BUSINESS:

New Office Space:

The office has now moved to 501 3rd Street, Suite 201, International Falls, MN 56649. Koochiching County authorized a \$5,000 one-time relocation grant to help offset fiber cabling costs from the courthouse to the new office space which will keep the district connected to the County server and phone system. The district administrator passed around sample logos from the web designer, SandPieper Design. The Board gave their opinions on which logo designs were preferred.

District Technician Assistant Employment Status:

2015/12-4 Motion by Voigt, seconded by Lewis to extend the term of the district technician assistant to January 31, 2016.

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

Designated Fund Balance:

2015/12-5 Motion by Voigt, seconded by Lewis to approve the committee recommendation BC2015-1 Designated Fund Balance in the amount of \$25,000.

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

State Cost Share: Nelson West CS12-2:

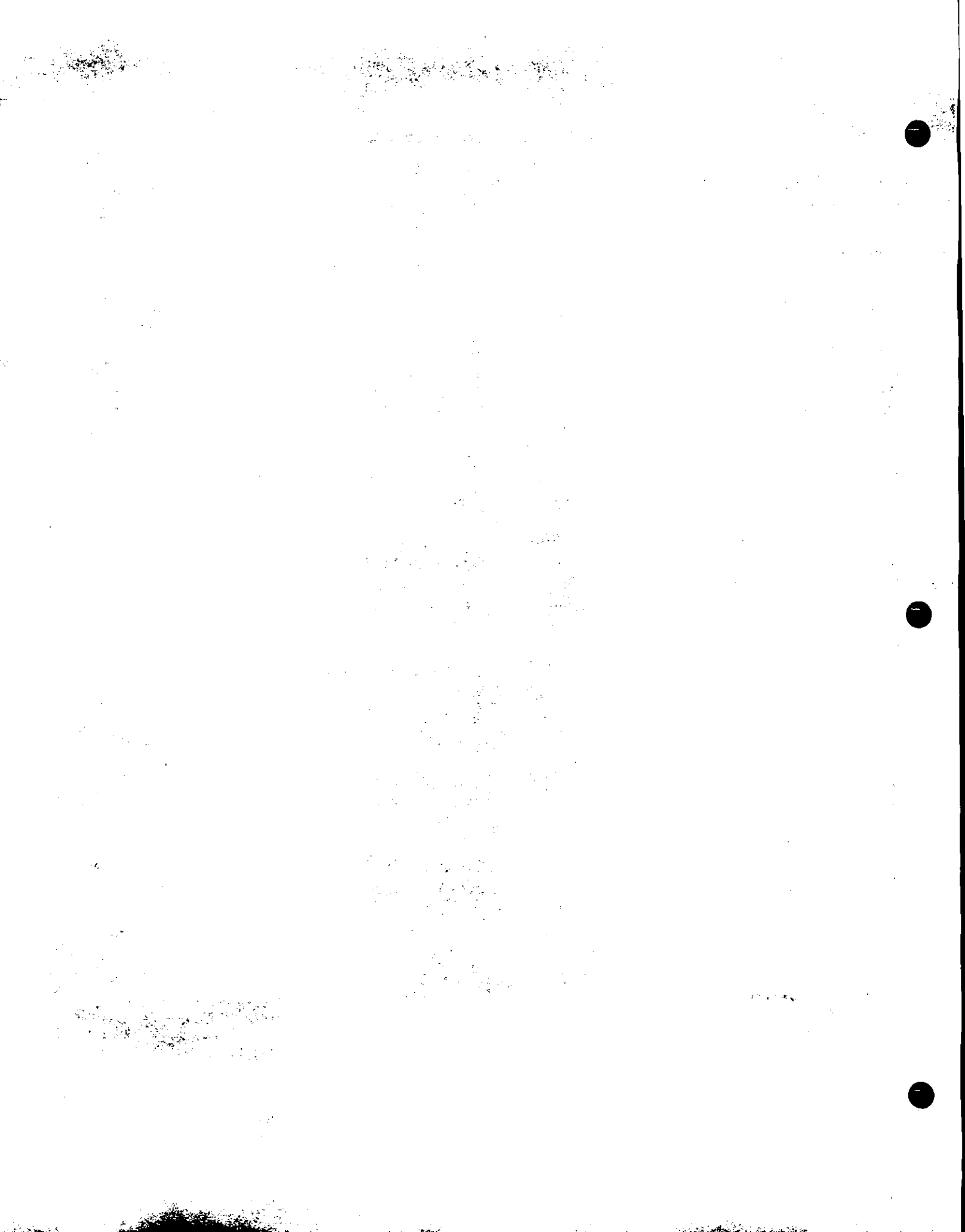
2015/12-6 Motion by Voigt, seconded by Linder authorizing the chair to sign the Cost-Share Voucher & Practice Certification form and Authorize for Payment section on contract # CS12-2 and authorizing the payment of FY12 cost share funds in the amount of \$10,132 and FY13 cost share funds in the amount of \$10,547 and FY14 cost share funds in the amount of \$4,683 for a total amount of \$25,362 to Koochiching Lands and Forests for full payment on contract #CS12-2 on the basis of 66% of the total project cost of \$38,670 and authorizing district use of \$2,533 in FY12 cost share funds and \$2,637 in FY13 cost share funds and \$1,171 in FY14 cost share funds for a total of \$6,341 for technical and administrative assistance.

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

Grant Authorization:

2015/12-7 Motion by Voigt, seconded by Dreher authorizing the district administrator to serve as the designated representative for the following grants:

- Buffer Law and Agricultural Water Quality Certification Program
- BWSR Capacity Funding
- 2016 WPLMN
- 2016 CPL-Reedy Flats
- 2016 CPL-Rat Root River
- 2015 NIPF2



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

Upcoming Meetings/Trainings:

Discussed and reviewed the following upcoming event attendance:

- Voigt and the district administrator to attend the Area VIII Manager/Chair meeting on January 6, 2016 in Bemidji.

Confirm Next Meeting Date:

The next meeting of the Koochiching SWCD will be the Annual Reorganizational Meeting held on Monday, January 4, 2016 at 6:00 p.m. in the courthouse board meeting room.

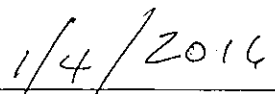
Adjourn Meeting:

2015/12-8 Motion by Voigt, seconded by Dreher to adjourn the meeting at 7:46 p.m.

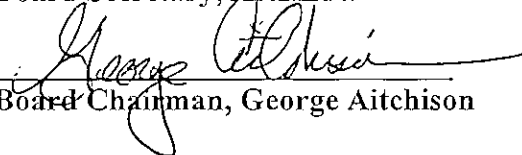
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.

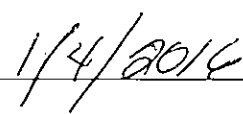
Submitted by:

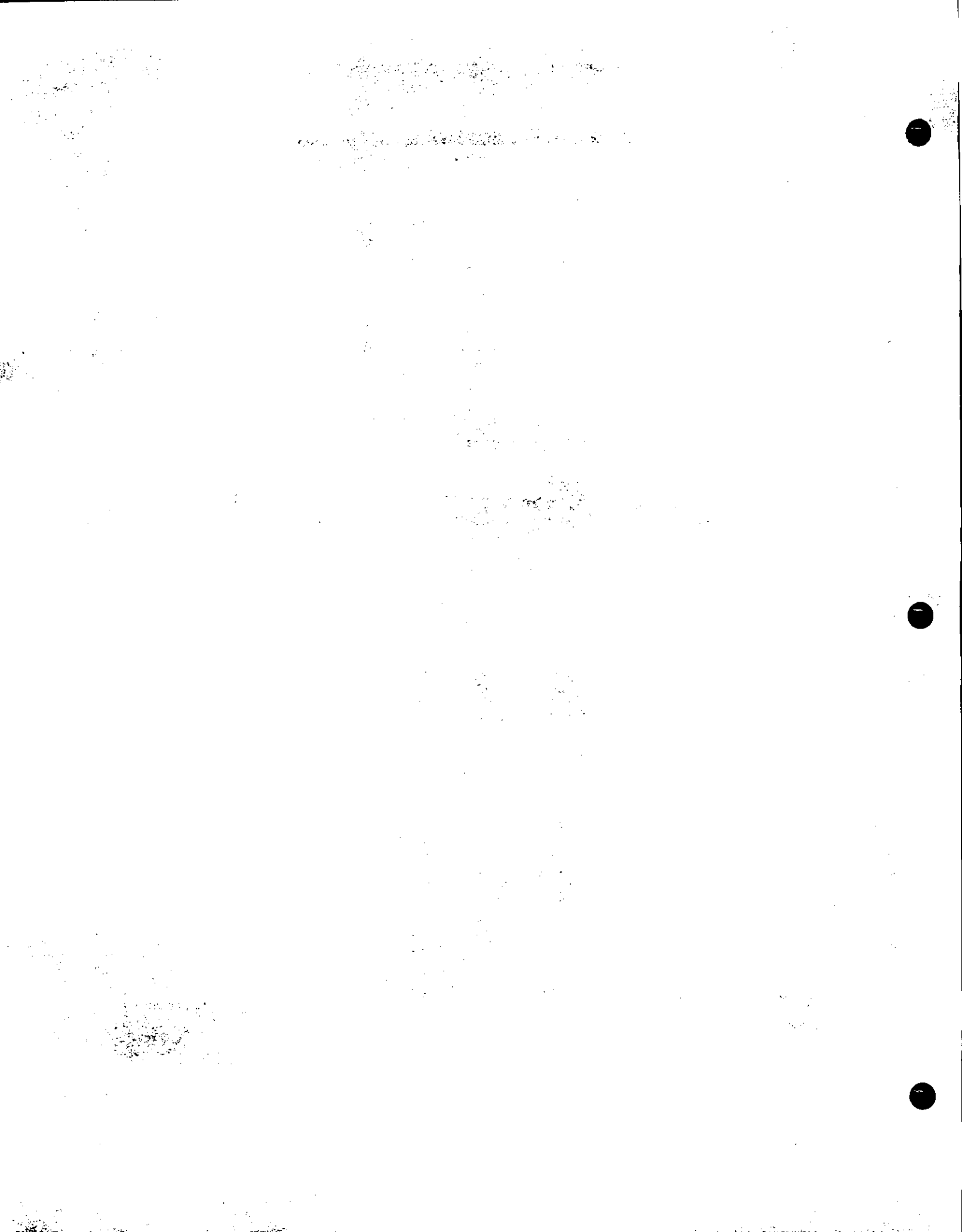

Board Secretary, Al Linder


Date

Approved:


Board Chairman, George Aitchison


Date





Natural Resources Conservation Service
119 1st Avenue NW, PO Box 217
Baudette, MN 56623-0217

Phone: (218) 634-2757
FAX: (218) 634-1726

**District Conservationist Report
Koochiching SWCD board meeting
December 14th, 2015**

Conservation Stewardship Program (CSP)

All 9 new CSP contracts have been obligated as of last Friday.

All 44 Koochiching County participants that requested payment in 2015 have been paid. A total of \$196,013 in payments have been made. Payment forms for the 10 remaining participants were mailed out last Friday. These payments will be made on or soon after January 4th.

There are currently 3 (possibly 5) new CSP applications for FY2016. We have been notified that the evaluation and ranking of CSP applications will not change in 2016 as previously thought. The new technology is not ready, yet, so it is being postponed to 2017.

Environmental Quality Incentives Program (EQIP)

There are seven new EQIP applications for FY2016 – 5 forest management plans, 1 prescribed grazing plan and 1 seasonal high tunnel system.

There are currently 9 active EQIP contracts. \$15,304 in payments have been made to existing EQIP contracts this fiscal year.

Personnel

The Ultima Services contract position has been advertised on minnesotaworks.net It will be filled as a full time position.

The Soil Conservation Technician position will soon be advertised on USAJOBS.gov

**Performance Summary - Field Measures
Minnesota - Koochiching - December 2015**

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.)			
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.)		279	
6.90 - Conservation Applied to improve Environmental Quality (Ac.)		756	

District Technician Report

November 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 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.

Water Quality

- Continued sampling on the two major river sites.
- Data entering and final revisions sent to PCA for yearly review.
- Ordering parts for our sonde and replacing probes.

Cost Share

- Nelson Park project is complete and certified by engineers.

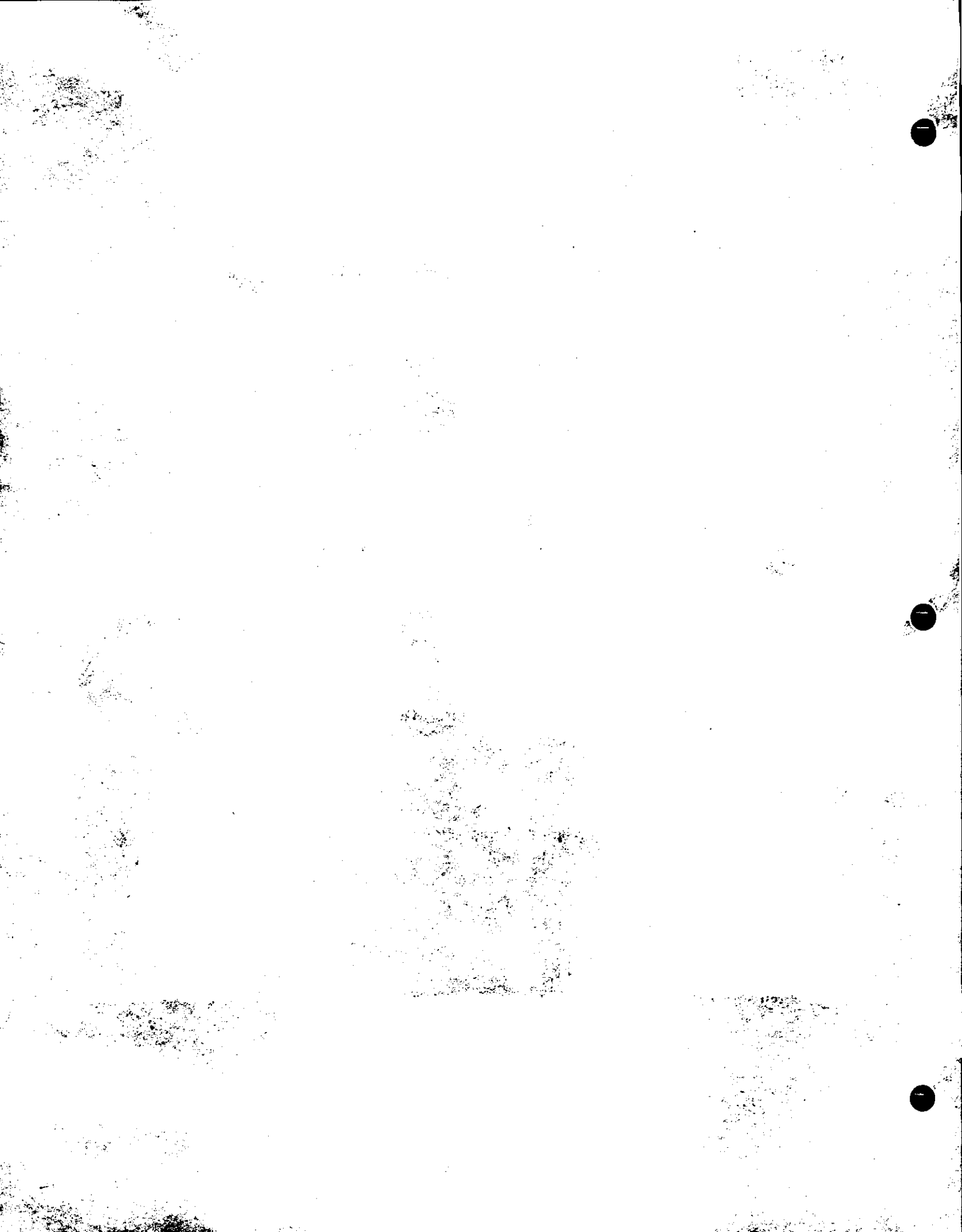
Shoreland

- Worked with the JPB for DRAP sites and trying to assist landowners with funding and compliance to program.

Miscellaneous

- Orr trout stream work with contractors, DNR fisheries, and different people/agencies. Completed works on both streams and contractors have been paid.
- Work with staff, Rainy Lake Sportfishing Club, and DNR on new CPL grant proposal for the Rat Root River projects. Meetings will be held soon to discuss funding plans.
- Look at buffer/water quality program for upcoming funding and plans.
- Ordered trees for spring tree sales.
- Moving to new office.
- New Rat Root River grant and Reedy Flats grant approved for funding. Rat Root River grant was partially funded, budget revision meetings will be held soon.

Submitted by: Eric Olson



District Technician Assistant Report

November 2015

Rainy Basin WRAPS

- Sampling sites, planning/review
- DO monitoring plan
- Change order meeting with MPCA Project Manager

WPLMN

- Sampling W/ District Technician

MPCA NSL CE

- Biological Stressor identification work
- Data Entry for EQUIS
- YSI problems/fixing
- CE sampling in Vermilion watershed planning
- Stressor ID review
- St. Louis River Watershed core team meeting

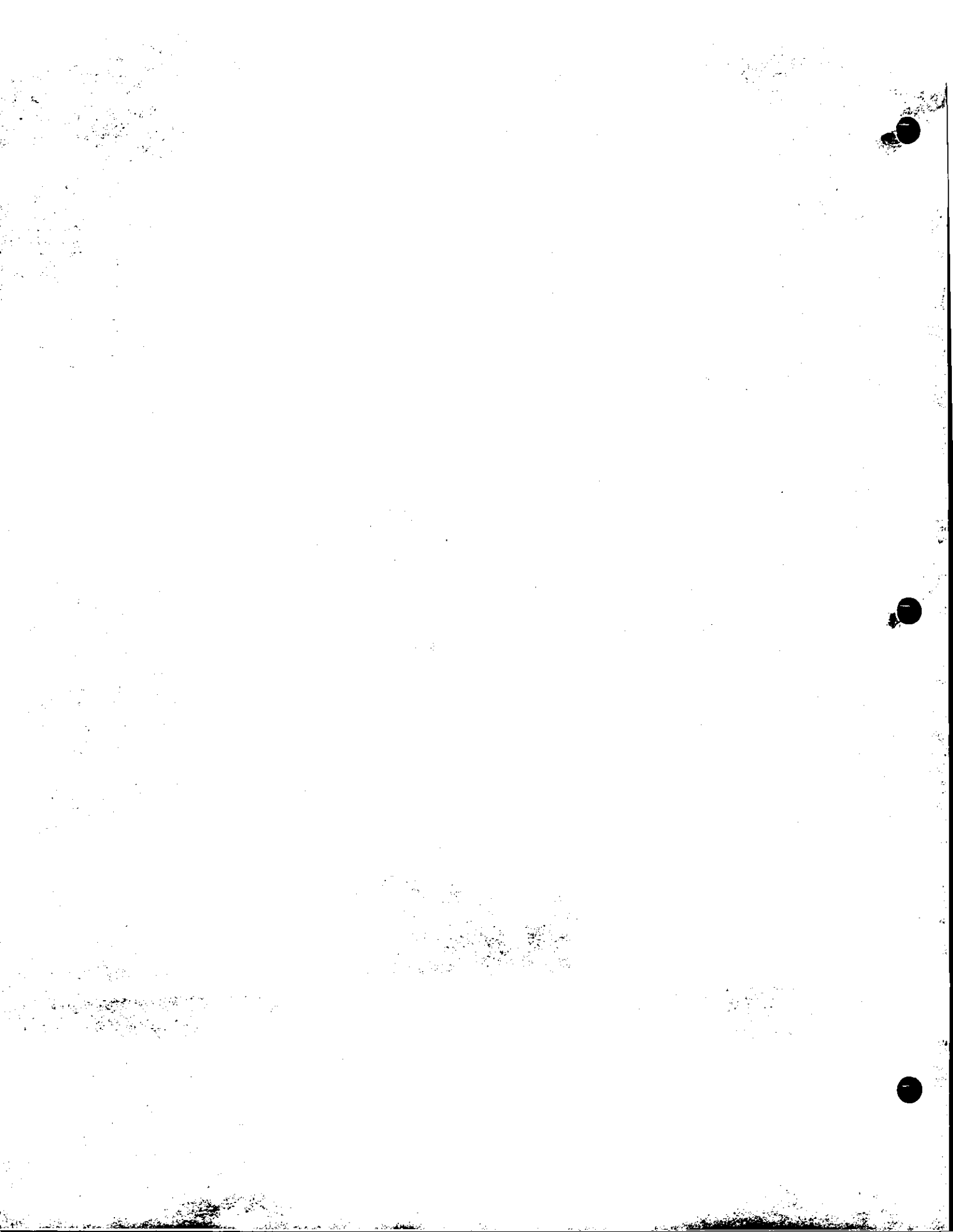
AIS

- Emails
- Decontamination unit research, planning, options
- 2016 open water AIS plan
- Research education materials
- Research advertising

Miscellaneous

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

Submitted by: Sam Soderman



Koochiching SWCD Program Coordinator Report

November 2015

Local Water Management

- Climatology data entry and mail forms to U of M/report hours to NRCS
- Board meeting items
- Update eLink
- WPLMN change order and work plan update
- Create and order calendar for climatology volunteers

BWSR Conservation Delivery

- Newsletter prep
- Website updating

MPCA Rainy Basin WRAPS

- Communicated with RESPEC, MPCA, and Itasca SWCD regarding and January public CE events and Core Team Meeting
- Creating press release, flyer, and handouts for January CE events
- Reviewed technical documents regarding Big Fork River Watershed and Crowd Source Hydrology
- Attended Core Team Meeting 11/18/15
- Website planning

Boise Wood Ash

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

District Programs

Customer walk-in general assistance; plat book customer assistance; board meeting prep; minutes; board meeting; timesheet updating; meeting, and minutes; staff report; email cleanup; reporting; website maintenance; move office

Submitted by:

Jolén Simon

Program Coordinator

