

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT  
REGULAR BOARD MEETING  
COURTHOUSE BASEMENT CONFERENCE ROOM  
715 4<sup>TH</sup> STREET \* INTERNATIONAL FALLS \* MN \* 56649  
MONDAY, FEBRUARY 1, 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:	Jolén Simon	Program Coordinator
	Kelly Voigt	NRCS District Conservationist
	Kevin Adee	Koochiching County Commissioner

Chair Voigt called the meeting to order at 6:00 p.m.

- 2016/2-1 Motion by Lewis, seconded by Aitchison to approve the agenda with additions.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2016/2-2 Motion by Linder, seconded by Lewis to approve the minutes dated January 4, 2016 as presented.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 016/2-3 Motion by Lewis, seconded by Linder to approve the Treasurer's Reports ending November 30 and December 31, 2015 as presented.**
- 2016/2-4 Motion by Lewis, seconded by Dreher to approve Accounts Payable in the amount of \$265.94 (details on file).  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**Supervisor Reports:**

Linder reported on his attendance at the quarterly Boise Wood Ash meeting, the Big Fork River Watershed Community Conversation, and the Joint Powers Board meeting. Discussion also included notice that the Joint Powers board will hire a new technician to be located in Bemidji.

Dreher reported on his attendance at the buffer initiative WebEx meeting.

Aitchison reported on his attendance at the Big Fork River Watershed Community Conversation.

Voigt reported on his attendance at the MN SWCD Forestry Association in McGregor. Discussion included an upcoming drainage conference on March 17<sup>th</sup> in St. Cloud and a planning meeting for the Area VIII June meeting.

Voigt also reported on his attendance at the Big Fork River Watershed Community Conversation. Some concerns still remain and a meeting will be set up with RESPEC contractor, the Koochiching County Land Commissioner, the Program Coordinator and Voigt to further concerns regarding the Big Fork River Watershed WRAPS report.

**NRCS Report:**

See attached.

**District Administrator Report:**

See attached.

**Resource Conservationist Report:**

See attached.

**Water Resource Specialist Report:**

See attached.

**Program Coordinator Report:**

See attached.

**OLD BUSINESS:**

**2016 Board/Staff Retreat:**

2016/2-5 Motion by Lewis, seconded by Linder approving the 2016 Board/Staff Retreat to be held on February 23<sup>rd</sup>, 2016 from 2:00-6:00 p.m. at the district administrator's choice of location pending staff availability.

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

**NEW BUSINESS:**

**NACD Dues**

2016/2-6 Motion by Lewis, seconded by Dreher authorizing the renewal of the NACD membership dues for \$775.

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

**2016 Pay Equity:**

2016/2-7 Motion by Lewis, seconded by Dreher approving the 2016 Pay Equity Report and authorizing the Chair's signature.

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

**MLEP Membership:**

2016/2-8 Motion by Lewis, seconded by Dreher authorizing renewal of the MLEP membership dues for \$50.00.

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

**Upcoming Meetings/Trainings:**

2016/2-9 Motion by Lewis, seconded by Linder authorizing all Board and staff members to attend the Area VIII Spring Meeting on March 4 in Bemidji.

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

2016/2-10 Motion by Lewis, seconded by Linder authorizing all Board and district administrator to attend Legislative Days on March 21-22 in St. Paul.

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

**Permits:**

The Board reviewed Permit #2015-2844.

**General Business:**

**Office Accessibility:**

2016/2-11 Motion by Aitchison, seconded by Lewis authorizing the district administrator to research the possibility and cost of a chair lift inside the office building up the stairs leading to the SWCD main office door to increase accessibility.

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

**Logger of the Year:**

2016/2-12 Motion by Lewis, seconded by Voigt authorizing the resource conservationist to work with the Koochiching County Land Commissioner to choose a nominee for the Minnesota Sustainable Forestry Initiative Implementation Committee (MN SIC) Logger of the Year.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.

**Confirm Next Meeting Date:**

The next regular meeting of the Koochiching SWCD will be held on Monday, March 7, 2016 at 6:00 p.m. in the courthouse board meeting room.

**Adjourn Meeting:**

2016/2-12 Motion by Lewis, seconded by Voigt to adjourn the meeting at 7:40 p.m.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.

Submitted by: Al Linder 3/7/16  
Board Secretary, Al Linder Date

Approved: Eldon Voigt 3/7/16  
Board Chairman, Eldon Voigt Date

United States Department of Agriculture



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**District Conservationist Report  
Koochiching SWCD board meeting  
February 1<sup>st</sup>, 2016**

**Conservation Stewardship Program (CSP)**

All 2015 annual payments have been made. Payments totaled \$258,401 for Koochiching County participants.

There are currently 3 new CSP applications for FY2016. There has been no news on application and ranking deadlines. There will also be 12 contract renewals processed this year.

There are 50 active CSP contracts for Koochiching County.

**Environmental Quality Incentives Program (EQIP)**

Ranking has been completed for the 4 forest management plan applications. The prescribed grazing application ranking is in process. The ranking deadline for these applications is February 26<sup>th</sup>.

There are currently 9 active EQIP contracts.

## Performance Summary - Field Measures Minnesota - Koochiching – February 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.)			
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	

# Koochiching SWCD District Administrator Report

January 2016

## **WSR Conservation Delivery:**

### **Buffer Implementation:**

- Buffer webinar/ COW and County Board meeting attendance/Journal interview re: Buffers

### **BWSR White Cedar Preservation:**

- Forestry assistance and invoicing

### **County Programs:**

#### **CPL Projects:**

- Contract execution for Reedy Flats and Rat Root River

#### **District Programs:**

- Board meeting prep/attendance/follow-up items; Board minutes/agenda; website maintenance; staff meetings/training

#### **Financial/Administration:**

- Calendar update/time tracking; Payroll; PERA; 2015 MCIT payroll audit; 2016 Pay Equity Report; FWT/SWT; 4<sup>th</sup> Qtr 941/MW6/MUI/Sales & Use tax filing; 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

#### **MAWQC Program:**

#### **MPCA Contracts:**

- Partner meetings; website designer discussions re: new logo/new website; document review and comment; invoicing; semi-annual reporting; grant tracking

#### **Northern Landscape Committee:**

#### **NRBG:**

- Rainy-Namakan Lake Rule Curve Study Board conference calls; eLink reporting; Buffer webinar

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

Submitted by:

Pam Tomevi

District Administrator

# Resource Conservationist Report

## January 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

- Continued sampling on the two major river sites.
- Calls to project manager and minor changes to timelines on grant and change orders.

### Shoreland

- Listened to buffer webinar with commissioners, supervisors, and the land commissioner which was hosted by DNR. There are many unanswered questions regarding the new law and we will keep updated.

### MN Ag. Water Quality

- Attended training in Red Lake Falls for interpretation and rules for the new grant. East Polk County SWCD hired a staff member dedicated to using the assessment tool and signing off on approved lands and to assist other SWCD's with the grant.

### CPL

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

### Miscellaneous

- Reporting requirements were fulfilled for various grants.

Submitted by: Eric Olson

# Water Resource Specialist Report

## January 2016

### Rainy Basin WRAPS

- Sampling sites, planning/review
- DO monitoring plan
- Send MPCA Monitoring plan for review, make changes and resubmit plan

### WPLMN

- Sampling W/ District Technician

### MPCA NSL CE

- Biological Stressor identification work
- YSI problems/fixing
- CE sampling in Vermilion watershed planning
- Talk with NSL Resource Con for 2016 summer
- Stressor ID review
- Invoicing and Semi-annual report

### AIS

- Emails
- Decontamination unit research, planning, options
- 2016 open water AIS plan
- Research education materials
- Research advertising, billboard options
- AIS Workshop
- IMA TAC AIS committee conference call
- Local Water Access edits
- AIS grant for watercraft inspectors

### SWAG

- Interim report
- Invoicing

### Miscellaneous

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

Submitted by: Sam Soderman



# **Koochiching SWCD Program Coordinator Report**

## **January 2016**

### **Local Water Management**

- Climatology data entry and mail forms to U of M/report hours to NRCS
- Board meeting items
- eLink data entry and submittal
- Plan for Enviroscape presentation at Indus School April

### **MPCA Rainy Basin WRAPS**

- Communicated with RESPEC, MPCA, and Itasca SWCD regarding and January public CE events and Core Team Meeting Jan. 8th
- Crowd Source Hydrology Meeting with MPCA and LOWWSF 1/13/16 and attend presentation to Canadian gov. on 1/20/16
- Marketing for public civic engagement events
- Reviewed technical documents regarding Big Fork River Watershed and Crowd Source Hydrology
- Website planning
- Attend and led two civic engagement events in Marcell (Jan.8) and Big Falls (Jan. 13)
- Attend and assist with Big Fork WRAPS resource professional Webex Meeting 1/12/16
- Began reviewing documents from engagement events, met with RESPEC staff regarding next steps
- Attended the Climate Change Knowledge Forum at the Mitaajigamiing First Nations Facility Jan. 28
- Generate and send semi-annual report

### **Boise Wood Ash**

- End User Forms sent, and up to date
- Customer assistance on new permits, and spreading
- Update summary, hauling reports and spreading reports
- Meet with contractor for reporting updates
- Attend 4<sup>th</sup> Quarter Meeting at Boise on January 14<sup>th</sup>

### **Northern Landscape Committee**

- Prepped invoice

### **2016 WPLMN**

- Grant tracking

### **General Administration**

Customer walk-in general assistance; plat book customer assistance; board meeting prep; minutes; board meeting; 2016 timesheet updating; meeting, and minutes; staff report; email cleanup; reporting; website maintenance; holiday leave

Submitted by:

Jolén Simon

Program Coordinator