

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
COURTHOUSE BASEMENT CONFERENCE ROOM
715 4TH STREET * INTERNATIONAL FALLS * MN * 56649
MONDAY, MAY 2, 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
	Jolén Simon	Program Coordinator
	Kelly Voigt	NRCS District Conservationist
	Kevin Adee	Koochiching County Commissioner
	Wayne Skoe	Koochiching County Commissioner
	James Aasen	Koochiching SWCD Contractor

Chair Voigt called the meeting to order at 6:02 p.m.

**2016/5-1 Motion by Linder, seconded by Dreher to approve the agenda with changes.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**2016/5-2 Motion by Lewis, seconded Dreher to approve the minutes dated April 4, 2016 with corrections.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**2016/5-3 Motion by Lewis, seconded by Linder to approve the Treasurer's Reports ending February 29, 2016 as presented.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**2016/5-4 Motion by Lewis, seconded by Aitchison to approve Accounts Payable in the amount of \$4,530.98 (details on file).
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

Supervisor Reports:

Dreher reported on his attendance at the Big Fork River Board Meeting where each county (Koochiching and Itasca) reported on one permit and Mike Kennedy of the MPCA reported on the Big Fork WRAPS project.

Aitchison also reported on his attendance at the Big Fork River Board Meeting. Additional discussion included a donation to the Big Fork River Board from Koochiching SWCD.

**2016/5-5 Motion by Aitchison, seconded by Dreher authorizing a donation of up to \$500 to the Big Fork River Board pending a written request.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

Voigt reported on a meeting with the Koochiching County Land Commissioner, Koochiching County Commissioner Skoe, the SWCD district administrator and program coordinator to discuss the Big Fork WRAPS project.

NRCS Report:

See attached.

Discussion also included ideas from the public advisory group for the Rainy-Namakan Lakes Rule Curve evaluation on how to reach as many people as possible; the survey at Grand Mound has been completed; the local Work Group Meeting will begin at 6:00 on June 6 – members of the public can apply to be a member on the work group; no new hire at this time.

District Administrator Report:

Traveled to Washington D.C. for work and vacation during the month of April and reported on attendance and Rainy-Namakan Lakes Rule Curve Review presentation at the IJC Annual meeting. The Rainy – Namakan Lakes Rule Curve evaluation methodology document is publically available on the IJC website; the application period for the Forest Resource position has closed with seven resumes received. Interviews will take place the week of May 16 with an anticipated start date of June 6th.

- 2016/5-6 Motion by Voigt, seconded by Dreher authorizing the Personnel Committee to meet with the district administrator to review resumes and conduct interviews and to authorize the district administrator to hire the chosen candidate by June 6, 2016.**
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.

The Red Lake Watershed District will meet with the district administrator and resource conservationist regarding a small wetland area owned by the Northome school to be used for students as a learning tool. The NRCS District Conservationist suggested that the Lake of the Woods school will also be a useful resource, as they are also doing a similar project.

Pay Equity compliance report was received.

- 016/5-7 Motion by Lewis, seconded by Aitchison to accept the audit letter of intent from Peterson Company, LTD and authorizing the signature of the district administrator.**
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.

Resource Conservationist Report:

See attached.

Water Resource Specialist Report:

See attached.

Program Coordinator Report:

See attached.

NEW BUSINESS:

Cost Share:

- 2016/5-8 Motion by Lewis, seconded by Linder authorizing Chair Voigt to sign the cancellation of CS15-1 by request of landowner.**
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.

Discussion also included five possible future projects for 2014 cost share funds which must be used by December 31, 2016.

Upcoming Meetings/Training:

Discussion included staff attendance at Environmental Education Days May 18-19, the Boise Wood Ash Quarterly meeting May 24, SWCD staff assistance at Household Hazardous Waste at the Transfer Station on May 25, the Northern Landscape Committee meeting on June 1st, and the Local Work Group Meeting June 6.

Permits:

The Board reviewed DNR Permit #2016-0656.

General Business:

Discussion included AIS in Koochiching County. Commissioner Skoe stated that the State will take initiative for terrestrial invasive species and discussed what other counties are doing.

Confirm Next Meeting Date:

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

Adjourn Meeting:

2016/5-9 Motion by Dreher, seconded by Lewis to adjourn the meeting at 8:50 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
May 2nd, 2016**

Conservation Stewardship Program (CSP)

2 of the 4 new CSP applications have been processed. The deadline for ranking the new CSP applications is May 20th, 2016. The deadline for field reviews and obligation is in June.

Ten people have applied to renew their expiring CSP contracts. CMT interviews for the renewal applications will begin in June or July. 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 with approximately \$217,000 in payments, annually.

Environmental Quality Incentives Program (EQIP)

Three EQIP contracts were funded for 2016. They were obligated in April. All 3 of these contracts are for forest management plans.

Including these three contracts, there are currently 10 active EQIP contracts. These contracts have \$85,500 in funds obligated to them. 1 contract was completed in April.

Minnesota Agricultural Water Quality Certification (RCPP)

We received no applications for this program.

Baudette Field Office Appraisal

The Baudette Field Office Appraisal will be held July 11th – 15th.

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.)		961	
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.)		800	
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.)		479	
6.90 - Conservation Applied to improve Environmental Quality (Ac.)		957	

Resource Conservationist Report

April 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

- Ongoing sampling for 6 sites on a rain event basis.
- Calls to project manager and other agencies to check status on other river conditions and entering data.

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

- 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.
- Get plans in order for CCM crew to work on Orr Trout Streams with DNR fisheries.
- Vacation

Submitted by: Eric Olson

Water Resource Specialist Report

April 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/ MPCA

WPLMN

- Sampling for Resource Conservationist
- Calibrate Equipment

MPCA NSL CE

- Biological Stressor identification work/ mapping
- CE sampling in Vermilion watershed planning
- Talk with NSL Resource Conservationist 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
- Advertising, billboard options
- Zebra mussel veliger testing plan/monitoring plan
- Zebra mussel sampling equipment
- Rapid response plan
- Training for Koochiching County officer set-up
- Outdoor Expo (4/8/16-4/9/16)
- State of Waters Conference (4/14/16-4/15/16)
- Big Fork River Board Meeting (4/25/16)

SWAG

- Sampling prep
- Site review
- Conference call w/ NSL SWCD MPCA and Lake SWCD

Miscellaneous

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

Submitted by: Sam Soderman

Koochiching SWCD Program Coordinator Report

April 2016

Local Water Management

- Climatology data entry and mail forms to U of M
- Indus educational events April 18th
- Plan for Environmental Education Days May 18-19 and volunteer recruitment
- Board meeting items
- Envirothon planning via email and conference call for May 4th
- Planning for following Area VIII meeting on June 3rd
- Plan for and complete Biennial Budget Request
- Plan for Local Work Group Meeting: June 6 at 6:00 p.m.

BWSR Conservation Delivery

- Planning and completion of the Biennial Budget Request
- Promotion of tree program on website and social media

MPCA Rainy Basin WRAPS

- Big Fork River Watershed Core Team Meeting
- Big Fork River WRAPS phone/in-person meetings with MPCA, RESPEC, and Itasca SWCD
- Stakeholder calls/meetings; editing Big Fork River WRAPS
- Reviewed technical documents regarding Big Fork River Watershed
- Work with LOWWSF and LOW SWCD on basin-wide civic engagement planning
- Attended Big Fork River Board Meeting
- Research crowd-source hydrology
- Invoicing

Loise 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
- Note: Upcoming quarterly meeting May 24, Boise Main Office Conference Room, 10:00 a.m.
- Invoicing

WPLMN

- Invoice training
- Invoice preparation

Northern Landscape Committee

- Preparation and coordination with MFRC for upcoming meeting June 1
- Meet with contractor and MFRC Northern Landscape Coordinator
- Invoicing

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; staff report; email cleanup; reporting; website development and maintenance; preparation for District Administrative Training; Invoicing.

Submitted by:

Jolén Simon

Program Coordinator