

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT  
REGULAR BOARD MEETING  
COURTHOUSE BASEMENT CONFERENCE ROOM  
715 4<sup>TH</sup> STREET \* INTERNATIONAL FALLS \* MN \* 56649  
MONDAY, OCTOBER 5, 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
	Brian McBride	Koochiching County Commissioner
	Wayne Skoe	Koochiching County Commissioner

Chair Aitchison called the meeting to order at 7:00 p.m.

- 2015/10-1 Motion by Voigt, seconded by Lewis to approve the agenda.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2015/10-2 Motion by Dreher, seconded by Lewis to approve the minutes dated September 14, 2015 with corrections.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2015/10-3 Motion by Lewis, seconded by Voigt to approve the Treasurer's Reports ending August 31, 2015 as presented.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2015/10-4 Motion by Lewis, seconded by Voigt to approve Accounts Payable in the amount of \$3,364.56 (details on file).  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**Introductions:**

The Board welcomed Commissioners McBride and Skoe.

**Supervisor Reports:**

Voigt reported on his attendance at the Lake of the Woods (LOW) Total Maximum Daily Load (TMDL) meeting held by LOW SWCD. Discussion included a high level of attendance of resource professionals from both the U.S. and Canada and the TAC group being formed.

Lewis reported on his attendance at the Area VIII meeting, noting that while dues for Area VIII will remain the same, dues for MASWCD will be increasing. Discussion also included changes in MASWCD leadership and that the Chairman/manager meeting will be held on January 6, 2016.

**NRCS Report:**

See attached. Discussion also included meeting attendance. The Koochiching SWCD Board is in support of Voigt attending in person every other month and by phone during the other months.

**District Administrator Report:**

See attached.

**District Technician Report:**

See attached.

**District Technician Assistant Report:**

See attached.

**Program Coordinator Report:**

See attached.

**OLD BUSINESS:**

**Buffer Implementation/Ag Water WQCP Grants:**

2015/10-5 Motion by Lewis, seconded by Dreher authorizing the district administrator to sign and submit an application for the Buffer Implementation/Ag Water WQCP grants.

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

**NEW BUSINESS:**

**2015 MASWCD Resolutions**

All resolutions were read and votes recorded.

**2016 WPLMN Grant**

2015/10-6 Motion by Lewis, seconded by Dreher to authorize the district administrator to sign and submit the 2016 Rainy River Basin WPLMN Sampling Program grant by October 14<sup>th</sup>.

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

**Upcoming Meetings/Trainings:**

Discussed and reviewed the following upcoming event attendance:

- Boise Wood Ash 3<sup>rd</sup> Quarter meeting in International Falls on October 20<sup>th</sup>.

2015/10-7 Motion by Lewis, seconded by Dreher authorizing all board members and the district administrator to attend the 2015 MASWCD Annual Convention in Bloomington, December 6-8.

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

**General Business:**

Discussion included the noxious weed committee.

**Confirm Next Meeting Date:**

The next regular meeting of the Koochiching SWCD will be held on Monday, November 2, 2015 at 6:00 p.m. in the courthouse board meeting room.

**Adjourn Meeting:**

2015/10-8 Motion by Dreher, seconded by Aitchison to adjourn the meeting at 9:15 p.m.

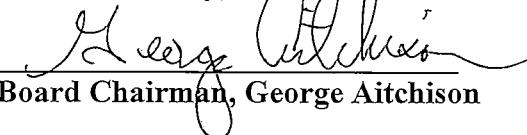
Voting yes: Lewis, Aitchison, Dreher, Linder. Absent for Vote: Voigt. Motion carried.

**Submitted by:**

\_\_\_\_\_  
Board Secretary, Al Linder

\_\_\_\_\_  
Date

**Approved:**

  
\_\_\_\_\_  
Board Chairman, George Aitchison

11/2/2015  
\_\_\_\_\_  
Date



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**District Conservationist Report  
Koochiching SWCD board meeting  
October 5, 2015**

**Conservation Stewardship Program (CSP)**

Renewal applications were completed. We are waiting for FY2016 eligibility determinations and our contracting software to be active before obligation can occur. Eight of the 19 CSP renewals are in Koochiching County –2 agricultural and 6 forestry.

Self-certification letters for all 124 CSP contracts went out in the mail today. When the signed self-certifications are returned, the annual payment process will begin.

In FY2015, a total of 55 payments were made to CSP participants in Koochiching County totaling \$337,996.

**Environmental Quality Incentives Program (EQIP)**

We currently have 12 active EQIP contracts.

In FY2015, a total of 9 payments were made to EQIP participants in Koochiching County totaling \$24,921.

There will be vacancy announcements for a full time Farm Program Specialist and a full time Soil Conservation Technician in the Baudette Field Office within the next month.

**Performance Summary - Field Measures  
Minnesota - Koochiching – FY 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

September 2015

## **WSR Conservation Delivery:**

- Buffer implementation/Mn Ag Water Quality Certification programs/funding

## **District Programs:**

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

## **Financial/Administration:**

- Software updates; 2015 budget updates; 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

## **MFRC-Northern Landscape Committee:**

- 9/2 meeting/follow-up calls

## **MPCA Contracts:**

- Invoicing/deliverables; partner meetings; website designer selection/contract; new contract conference call and work plan/budget prep; grant tracking/final reports on completed contracts

## **NRBG:**

- CPL grant application/submission for Reedy Flats (County) and Rat Root River (Rainy Lake Sportfishing Club); Rainy-Namakan Lake Rule Curve Study Board meetings/WebEx/document preparation and review/presentation/public meetings; IMA-WG conference call; meeting with Bob Lessard/RLSC re: additional grant application for future project on Rat Root River; flood relief press release

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

- Accounts payable; contractor coordination/contract execution

## **Vacation:**

- Sept 1, 4

Submitted by:

Pam Tomevi

District Administrator

# District Technician Report

## September 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.
- Visited wetland banks for both Reed and Hasbargen, mainly looking for input on crediting from ACOE and BWSR both decisions.
- Projects for CN rail were went through to straighten out files and get correct documents.

### 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.
- Quarterly meeting to be held on 10/20/2015.

### Water Quality

- Continued sampling and yearly training.
- Data entering and revisions to PCA.
- Running FLUX application on 4 sites and review process with MPCA.

### Cost Share

- Looking at potential projects and timing along with current budget.
- Assist with planning construction with JPB and contractor for Nelson Park West project.

### Shoreland

- Working with local contractors and landowners on permitting process for different projects.
- Visit properties with 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. Up North Builders and Gladen Construction received the contracts.
- Work with staff, Rainy Lake Sportfishing Club, and DNR on new CPL grant proposal for the Rat Root River projects.
- Assist with new contract for WPLMN.
- Look at buffer/water quality program for upcoming funding and plans.

# District Technician Assistant Report

## September 2015

### Rainy Basin WRAPS

- International story map
- Sampling sites, planning/review

### WPLMN

- Sampling
- FLUX

### NSL SWAG

- Sampling lakes (1 time) and streams (2 times)
- Get Sampling equipment ready

### MPCA NSL CE

- Recruit volunteers for monitoring
- Watershed sampling schedule/locations
- Biological Stressor identification work
- Sampling prep
- Sampling
- Talk with Johnson lake boater
- YSI problems/fixing
- HSPF Meeting in Duluth

### AIS

- Emails, Research
- Zebra Mussel sampling plan

### LWM

- MAWQCP webinar

### Miscellaneous

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

Submitted by: Sam Soderman

# **Koochiching SWCD Program Coordinator Report**

## **September 2015**

### **Local Water Management**

- Climatology data entry and mail forms to U of M/report hours to NRCS
- Board meeting items
- Complete support letters
- Update eLink
- Assist with CPL grant applications
- Assist with writing 2016 WPLMN grant application
- Assist with BWSR Buffer Implementation and MAWQCP Implementation Grant applications

### **MPCA Rainy Basin WRAPS**

- Met with RESPEC, MPCA, and Itasca SWCD on multiple phone calls and emails to follow up with August 21 Big Fork River Watershed TMDL meeting
- Planning for upcoming Big Fork River Watershed TMDL meeting
- Planning for future projects in Rainy River/Rainy Lake Watershed and other watersheds
- Time tracking document update, begin invoicing
- Website research and planning, review bid contracts and selection

### **Loise 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

### **MFRC Northern Landscape Committee**

- Prepared for an assisted with Northern Landscape Committee Meeting in I. Falls 9/2/15
- Assisted in the writing of letters of support for LCCMR Grants
- Work with MFRC on future planning

### **District Programs**

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

Submitted by:

Jolén Simon

Program Coordinator