

**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 6, 2014**

Members Present:	Ralph Lewis	District I
	George Aitchison	District II
	Eldon Voigt	District III
	Al Linder	District V
Members Absent:	Chris Pfeifer	District IV
Others Present:	Pam Tomevi	District Administrator
	Eric Olson	District Technician
	Sam Soderman	District Technician Assistant
	Jolen Simon	Program Coordinator
	Kelly Voigt	District Conservationist (via phone)
	Kevin Adee	County Commissioner

Chair Lewis called the meeting to order at 7:06 p.m.

- 2014/10-1 Motion by Linder, seconded by Voigt to approve the agenda with corrections.  
Voting yes: Lewis, Aitchison, Voigt, Linder. Motion carried.
- 2014/10-2 Motion by Voigt, seconded by Linder to approve minutes dated September 8, 2014.  
Voting yes: Lewis, Aitchison, Voigt, Linder. Motion carried.
- 2014/10-3 Motion by Voigt, seconded by Aitchison to approve the Treasurer's Report ending July 31, 2014 as presented.  
Voting yes: Lewis, Aitchison, Voigt, Linder. Motion carried.
- 2014/10-4 Motion by Voigt, seconded by Linder to approve Accounts Payable in the amount of \$5,789.73 (details on file).  
Voting yes: Lewis, Aitchison, Voigt, Linder. Motion carried.

**Supervisor Reports:**

Linder reported on his attendance at both Area VIII meeting in Grand Rapids and the Laurentian Resource Conservation & Development (RC&D) meeting. Discussion included a new mill in Hoyt Lakes.

Voigt reported on his attendance at the MN Forestry Association meeting. Discussion included a Lessard-Sams grant submitted through Clean Water Funds to hire a forester for northern MN.

**NRCS Report:**

See attached.

**District Administrator Report:**

Discussion included a CPL amendment of \$30,000 for and additional riffle-Rainy Lake Sportfishing Club has provided matching funds; 3 new computer systems were ordered; county budget meeting; MPCA surface water assessment grant (SWAG) coming up in the Rainy River/Rainy Lake watershed; IWAC meeting set up for October 10<sup>th</sup>, 2:00-5:00 at Rainy River Community College; North St. Louis SWCD work; 3<sup>rd</sup> quarter invoicing; hazardous mitigation planning meeting, preparation for 3 BWSR Academy sessions; wood ash customer

assistance; eLINK reporting in Koochiching and North St. Louis Counties; MPCA contract amendment for North St. Louis; a meeting with MPCA, Vermillion Community College, and Lake SWCD regarding the WRAPS; insurance paperwork filed for claim; checked on new tire order; an upcoming meeting with DNR, City of Northome, and Koochiching County Commissioner Skoe in Northome on October 27 regarding Bartlett Lake nutrient reduction plan; met with landowner Jim Palm regarding proposed piling removal on Black River.

**2014/10-5 Motion by Lewis, seconded by Voigt to authorize the district administrator's signature for the stipend from the State of MN BWSR for services at the 2014 BWSR Academy.**  
**Voting yes: Lewis, Aitchison, Voigt, Linder. Motion carried.**

**District Technician Report:**

See attached.

**Program Coordinator Report:**

See attached.

**NEW BUSINESS:**

**State Cost-Share**

**2014/10-6 Motion by Lewis, seconded by Voigt approving Amendment 1 for CS12-2, allowing the project start to be extended to 12/3/15, and extending the project completion date to 6/3/16 and approving additional project funding up to \$4,683 in FY 14 cost-share funds (Amendment 1 details on file).**  
**Voting yes: Lewis, Aitchison, Voigt, Linder. Motion carried.**

**2014/10-7 Motion by Lewis, seconded by Voigt authorizing final payment of \$307.50 on CS14-1 with \$76.88 authorized for technical and administrative costs and authorizing NRCS district conservationist, Kelly Voigt as the technical representative, Koochiching SWCD district administrator as the SWCD administrative representative (details on file).**  
**Voting yes: Lewis, Aitchison, Voigt, Linder. Motion carried.**

**2014 MASWCD Resolutions:**

Resolutions were read and votes recorded.

**Personnel Handbook:**

**2014/10-8 Motion by Lewis, seconded by Linder authorizing edits to page 8 of the Koochiching SWCD Personnel Handbook to reflect that the district administrator will determine the schedule of a temporary employee and that depending on circumstances, a temporary employee may or may not receive fringe benefits (details on file).**  
**Voting yes: Lewis, Aitchison, Voigt, Linder. Motion carried.**

**Confirm Next Meeting Date:**

The next regular meeting of the Koochiching SWCD will be held on Monday, November 3, 2014 at 6:00 p.m. in the courthouse board meeting room.

**Adjourn Meeting:**

**2014/10-9 Motion by Linder, seconded by Lewis to adjourn the meeting at 9:00 pm.**  
**Voting yes: Lewis, Voigt, Linder. Absent for Vote: Aitchison. Motion carried.**

Submitted by:

*Al Linder*  
Board Secretary

11/3/14  
Date

Approved:

*Ralph Lewis*  
Board Chairman

11/3/14  
Date



Natural Resources Conservation Service  
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**District Conservationist Report  
Koochiching SWCD board meeting  
October 6<sup>th</sup>, 2014**

**Conservation Stewardship Program (CSP)**

All contracts that were eligible for reenrollment have submitted reenrollment applications. The 2010-1 contract expiration dates were all extended to 12/31/2014 to allow time for reenrollment paperwork.

10% spot checks were completed over the last two weeks, with a few left to go. 12 Koochiching County contracts were selected for spot checks this year.

In FY 2014, 52 CSP payments were made totaling \$311,786.

The 2014 self-certification letters went out today. Payments will likely begin in November.

A 2015 signup is anticipated in January or February.

**Environmental Quality Incentives Program (EQIP)**

There are currently 10 active EQIP contracts. 3 were completed in the last two months.

Jane has completed planning on one grazing system and continues to work on two others.

In FY 2014, 17 EQIP payments were made totaling \$42,790.

FY 2015 EQIP signup deadlines have been set as October 17<sup>th</sup>, November 14<sup>th</sup>, and December 18<sup>th</sup>.

**Other:**

Sunny Dorow is our new office assistant.

I have attended several EWP meetings and been on three site visit days assessing damage from flooding.

**Performance Summary - Field Measures  
Minnesota - Koochiching – October 2014**

<b>Performance Summary - Field Measures</b>	<b>Fiscal Year Goal</b>	<b>Total Progress</b>	<b>Progress Percent</b>
0.10 - Conservation plans written (Ac.)		4377	
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.)		516	
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.)		3677	
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.)		1,252	
3.12 - Grazing land with a conservation system applied to achieve a sustainable forage-animal balance (Ac.)		1100	
3.21 - Non-Federal land with conservation applied to improve fish and wildlife habitat quality (Ac.)		895	
3.30 - Wetlands created, restored or enhanced (Ac.)			
3.31 - Wetlands re-enhanced (Ac.)			
3.40 - Forest land with conservation applied to protect and improve vegetative condition (Ac.)		1878	
6.15 - Stewardship activities applied that improve environmental quality (Ac.)		15,829	

# District Technician Report

## September 2014

### WCA

- Work with BWSR, ACOE, Arro surveying, and Svoboda ecological resources on city wetland planning and development. Plan is complete and awaiting final written approval from ACOE.
- 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.
- Held TEP with multiple agencies to make decisions on the eligibility of wetlands banks/ future plans, decisions on small impact projects, decisions on Hwy. projects.

### Wood Ash

- Writing permits and assisting landowners with process/working with DH contracting.
- Holding/not receiving any more long permits due to non quality ash production until improvements are made and fields are caught up on spreading and hauling.

### Water Quality

- Continued sampling on all sites. Going well.
- Attended a webinar to go over FLUX work and data overview from past samples. Starting to receive data on sites to enter into program and submit to PCA.

### Cost Share

- Site visits for landowners and working on current contracts for Land and Forests Nelson West project extension and planning.
- Talking with JPB on projects and future planning for locations on projects.
- Soon to go through submittals for project help and pick most eligible project for funding.

### LWM

- Working with L&F, Molpus, and DNR on obtaining a grant for Reedy Flats purchase.
- Obtaining data for map generation for Program Coordinator/District Technician Assistant across county/watershed lines.

### Rat Root River Project

- Met with DNR and RLSFC for upcoming RFP and advertisement for 2<sup>nd</sup> riffle/contract work.
- Annual reporting work with Pam.
- Working with Rainy Lake Sportfishing Club (RLSC), private landowners, and DNR on second riffle location entrance and planning.

### Miscellaneous

- AIS talk and planning with adjacent counties.
- Update maps for Program Coordinator on the Big Fork River for Civic engagement grant. The District Technician Assistant is handling most of the map generation.

- Handling estimates for truck repair and new tires.
- Area 8 meeting and field trip.
- Erosion control workshop for forestry practices and general land erosion practices/strategies.

Submitted by: Eric Olson

# District Technician Assistant Report

## September 2014

### WCA

- Visit CN rail project, Airstrip project
- Identifying areas of wetlands on possible wetland properties in the area.

### Water Quality

- Continued sampling on all sites. Going well.

### LWM

- Research North St. Louis (NSL) watershed, work with District Administrator to finalize work plan and budget for NSL contract.
- Working with NRCS and handling the flood relief forms for landowners who have been affected by the flood. Along with the counties form, we are still assisting with data and overall damage assessment to the area.
- Entering/reporting flood damage information
- Climatology data entry

### MPCA Civic Engagement

- Civic Engagement meeting Big Falls with Program Coordinator and MPCA Project Manager
- Civic Engagement prep/data entry

### Boise Wood Ash

- Sent out end user forms

### Rat Root River

- Riffle #2 meeting

### Miscellaneous

- New employee orientation, paperwork, guidelines
- Area 8 meeting, Sept 25<sup>th</sup> and 26<sup>th</sup>
- Hazardous mitigation plan meeting.
- Wellhead protection plan research.
- TEP meeting.
- Erosion control workshop in Grand Rapids. Oct 2nd
- North St. Louis projects and subcontract work with District Administrator.

Submitted by: Sam Soderman

# **Koochiching SWCD Program Coordinator Report**

## **September 2014**

### **Local Water Management**

- Climatology data entry and mail forms to U of M/report hours to NRCS

### **MPCA Civic Engagement**

- Phone conferences with MPCA Project Manager/Itasca SWCD (CE Team)
- Invoice update and prep
- Research SSTS forms and county needs
- Prepared and implemented 2 civic engagement events: 9/10/14 in Big Falls, 9/17/14 in Marcell
- Promotion (flyer, newspaper article, and distribution) of Big Fork River Watershed events
- Create and review evaluations
- The October 16<sup>th</sup> and 23<sup>rd</sup> Little Fork River Watershed Open House meeting are postponed until further notice

### **MPCA WPLMN**

- Work with Flux32 data
- Flux32 verification training with MPCA staff via phone

### **Boise Wood Ash**

- End User Forms sent, and up to date
- Customer assistance
- Update summary, hauling reports and spreading reports
- Update quarterly reports
- Contractor meeting with DH

### **BWSR Conservation Delivery**

SWCD Board meeting and preparation, type board meeting minutes, website/social media updating,

### **District Programs**

Customer walk-in general assistance, staff meetings, update daily diary, plat book customer assistance and mailings, 3<sup>rd</sup> quarter invoicing, grant tracking, update timesheets/create for District Technician Assistant, Leadership Training in Morton, MN

Submitted by:

Jolén Simon

Program Coordinator