

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT  
REGULAR BOARD MEETING  
COURTHOUSE BASEMENT CONFERENCE ROOM  
715 4<sup>TH</sup> STREET \* INTERNATIONAL FALLS \* MN \* 56649  
MONDAY, SEPTEMBER 8, 2014**

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

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

- 2014/9-1      **Motion by Linder, seconded by Voigt to approve the agenda.**  
**Voting yes:   Lewis, Voigt, Linder. Motion carried.**
- 2014/9-2      **Motion by Voigt, seconded by Lewis to approve minutes dated August 4, 2014.**  
**Voting yes:   Lewis, Voigt, Linder. Motion carried.**
- 2014/9-3      **Motion by Voigt, seconded by Lewis to approve Accounts Payable in the amount of**  
**\$5,346.35 (details on file).**  
**Voting yes:   Lewis, Voigt, Linder. Motion carried.**

**Supervisor Reports:**

Voigt reported on his attendance at the International Joint Commission State of the Basin meetings in Fort Frances, ON where the rule curve was discussed.

**District Administrator Report:**

Discussion included flood damage reporting, 2014 SWCD Wage and Benefit Survey, the Koochiching County budget request, North St. Louis recovery plan finalized, attendance of a Rat Root River project partner meeting, grant tracking, staff meetings, International Joint Commission meetings in Fort Frances, ON, aquatic invasive species meeting with Koochiching County, finances, state and federal taxes, Conservation Corps Minnesota survey, supply ordering, Bartlett Lake (Northome area) meetings, vacation, Conservation Partners Legacy annual reports for both Koochiching and North St. Louis SWCDs.

**District Technician Report:**

See attached.

**Program Coordinator Report:**

See attached.

**JLD BUSINESS:**

Discussion included the Nelson-West cost-share project timeline. Due to flooding there will be an amendment to the original plans.

**NEW BUSINESS:**

**Temp Hire-Technician Assistant**

2014/9-4 Motion by Voigt, seconded by Lewis to authorize the hiring of Sam Soderman effective 9/8/2014 through 12/31/2015 as a temporary full-time District Technician Assistant to provide assistance to the North St. Louis SWCD (details on file).  
Voting yes: Lewis, Voigt, Linder. Motion carried.

**Contract for Service-North St. Louis SWCD**

2014/9-5 Motion by Voigt, seconded by Lewis authorizing Chair Lewis to sign a contract for services agreement between Koochiching SWCD and North St. Louis SWCD (details on file).  
Voting yes: Lewis, Voigt, Linder. Motion carried.

**Upcoming Meetings**

2014/9-6 Motion by Voigt, seconded by Linder to authorize Lewis, Linder, Voigt, Aitchison, the district technician, and district technician assistant to attend the Area VIII annual tour and meeting September 25-26 in Grand Rapids.  
Voting yes: Lewis, Voigt, Linder. Motion carried.

2014/9-7 Motion by Lewis, seconded by Voigt authorizing Voigt, district administrator, program coordinator, district technician, and district technician assistant to attend the 2014 BWSR Academy October 28-30 in Breezy Point.  
Voting yes: Lewis, Voigt, Linder. Motion carried.

**General Business:**

Discussion included the need for new truck tires. District technician will have a quote available for the next board meeting.

**Confirm Next Meeting Date:**

The next regular meeting of the Koochiching SWCD will be held on Monday, October 6, 2014 at 7:00 p.m. in the courthouse board meeting room.

**Adjourn Meeting:**

2014/9-8 Motion by Voigt, seconded by Linder to adjourn the meeting at 8:00 pm.  
Voting yes: Lewis, Voigt, Linder. Motion carried.

Submitted by:   
Board Secretary

10/6/14  
Date

Approved:   
Board Chairman

10/6/14  
Date

## District Technician Report

August 2014

### 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.
- Visiting wetland banks with multiple agencies to make decisions on the eligibility of wetlands banks/ future plans and outcomes to be decided.
- Working with multiple agencies and helping departments fill out forms and get the right info. for desired projects.

### Wood Ash

- Writing permits and assisting landowners with process/working with DH contracting.
- Holding/not receiving any more permits due to slow/non quality ash production until improvements are made and fields are caught up on spreading and hauling.
- DH still wants to permits fields in Northome area and <50 mile sites upon his approval.

### Water Quality

- Continued sampling on all sites. Going well.
- Attended a webinars to go over FLUX work and data overview from received 2012 data on sites to enter into program and submit to PCA.

### LWM

- 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.
- Attending meetings with county and other involved agencies to look at potential work with aquatic invasive species funding.
- Attended meeting onsite to look at possible funding, startup practices, and strategies for Bartlett Lake problems.

### Rat Root River Project

- Worked with Sport fishing club on developing site locations and project areas for tree planting and sediment deposition prevention to the Rat Root River.
- Tree plantings and ditch/sediment controls measures have been put into place on waterfront properties.
- Met with engineers and county employees to assess damage/repair strategies for campsites on the river between Rat Lake and Black Bay.

### Miscellaneous

- Hazardous waste collection on August 20<sup>th</sup>.
- Making maps for Kelli Saunders for the International Watershed Committee.
- Cost Share inquiries from landowners on their shorelines, but most will hold off until we hear from the County, FEMA's, and NRCS final plans.

- Giddings Probe with NRCS and JPB engineers on Dennis Krantz and Marc Glowack property. Working with JPB engineers on possible practices.
- LiDAR/creating contour info. for certain parcels of property to better assess topography of land for projects.
- North St. Louis projects and subcontract work checking with Pam.
- Looking into contract work for the acquisition of the Reedy Flats parcel with county Lands and Forests.
- Attended Big Fork River Board meeting and discussed a wide variety of concerns and project for the surrounding area.

Submitted by: Eric Olson

# **Koochiching SWCD Program Coordinator Report**

**August 2014**

## **Local Water Management**

- Climatology data entry and mail forms to U of M/report hours to NRCS
- Assist NRCS with flood inventory management
- Assist with flood management reports
- Household hazardous waste collection-assist ESD

## **MPCA Civic Engagement**

- Phone conference for planning with MCPA, Itasca SWCD, LOWWSF
- Meeting with MPCA project manager in I. Falls
- Phone conferences with MPCA Project Manager/Itasca SWCD/LOW SWCD
- Invoice update and prep
- Research SSTS forms and county needs
- Attended AIS information review
- Review Big Fork River Watershed Monitoring and Assessment Report and Little Fork River Watershed Stressor ID report
- Research ideas and prepare communication tools for Koochiching County Fair in Northome fair plus set up and work with public
- Planning and preparation for 2 open house events regarding the Big Fork River Watershed
- Promotion (flyer, newspaper article, and distribution) of Big Fork River Watershed events
- Attend Plan of Study and water level meetings at RRCC

## **Boise Wood Ash**

- Ongoing permits
- End User Forms sent, and up to date, train apprentice
- Customer assistance via phone and walk-ins
- Update summary, hauling reports and spreading reports
- Update quarterly reports and work with landowners on spreading report
- Contractor meeting with DH

## **BWSR Conservation Delivery**

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

## **District Programs**

Customer walk-in general assistance, staff meetings, update daily diary, plat book customer assistance and mailings, 2<sup>nd</sup> quarter invoicing, grant tracking, create grant gantt chart, attend Leadership Training in Moorhead, order supplies

Submitted by:

Jolén Simon

Program Coordinator