

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
COURTHOUSE BOARD ROOM
715 4TH STREET * INTERNATIONAL FALLS * MN * 56649
MONDAY, AUGUST 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:	Pam Tomevi	District Administrator
	Jolén Simon	Program Coordinator
	Kelly Voigt	NRCS District Conservationist
	Kevin Adee	Koochiching County Commissioner
	Wayne Skoe	Koochiching County Commissioner

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

- 2016/8-1 Motion by Lewis, seconded by Linder to approve the agenda with additions.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2016/8-2 Motion by Aitchison, seconded Dreher to approve the minutes dated July 11, 2016 as presented.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2016/8-3 Motion by Lewis, seconded by Dreher to approve the Treasurer's Reports ending June 30 as presented.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2016/8-4 Motion by Lewis, seconded by Dreher to approve Accounts Payable in the amount of \$4,370.43 (details on file).
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

Guest Introductions:

Dale Krystosek introduced himself and reported that he has been with the Board of Soil & Water Resources (BWSR) for 24 years and recently became the PRAP Coordinator in addition to remaining the BWSR White Cedar Coordinator through the end of the contract. Discussion included PRAP review and explanation. Krystosek met with the Koochiching Environmental Services Director and the SWCD District administrator to review PRAP requirements including a summary of water plan implementation achievements, a survey of SWCD and ESD partners, and final progress report.

Supervisor Reports:

Voigt reported on his attendance at the MASWCD Forestry Association meeting in McGregor. Discussion highlights included \$600,000 potentially available through DNR for SFIA land management statewide. Koochiching County currently has 243,000 acres enrolled in SFIA. Voigt also discussed his attendance at the Rainy-Namakan Lakes Rule Curves meeting at Rainy River Community College (RRCC).

NRCS Report:

See attached.

District Administrator Report:

Discussion included the following topics:

Participation in the Rainy-Namakan Lakes Rule Curves Public Meetings where feedback has been positive; Buffer mapping – met with the SWCD Forest Resource Specialist and Koochiching County Board/Staff to discuss SWCD and County roles; Orr Trout Stream project – completed; Second Creek – District administrator met with local citizens who have requested grant writing assistance.

The SWCD Board gave support for staff to work on a grant for Second Creek; Forestry – there are 2-3 landowners who are not located in the Little Fork Headwaters area but would like our assistance with forest stewardship plans. The Budget Committee will propose a plan writing fee schedule at the next board meeting.

2016/8-5 Motion by Voigt, seconded by Lewis authorizing the district administrator to gather information on forest stewardship plan writing rates and forward to the budget committee. Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.

Resource Conservationist Report:

See attached.

Water Resource Specialist Report:

See attached.

Forest Resource Specialist Report:

See attached.

Program Coordinator Report:

See attached.

OLD BUSINESS:

Clothing Order:

The Board reviewed the order catalog and placed orders for Koochiching SWCD clothing that includes the new logo.

Cost Share Projects:

The Board reviewed a cost share contract with Koochiching County Highway Department to address shoreline erosion near the Rat Root River and adjacent to a County road project.

2016/8-6 Motion by Lewis, seconded by Dreher approving \$3123.50 in FY2014, \$8114.00 in FY2015, and \$8114 in FY2016 cost share funds on contract CS16-1 on the basis of 75% of eligible costs, not to exceed \$19351.50. Motion further authorizes NRCS district conservationist Kelly Voigt to serve as the technical representative and the SWCD district administrator to serve as the administrative representative.

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

NEW BUSINESS:

2016 Local Capacity Amendment:

2016/8-7 Motion by Lewis, seconded by Dreher authorizing the district administrator's signature on the 2016 Local Capacity Amendment and updated work plan.

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

Revised 2016 Operating Budget

The Board reviewed the current 2016 operating budget planned vs actual report.

2017 Operating Budget /County Budget Request

The Board reviewed the draft 2017 County budget allocation request.

2016/8-8 Motion by Voigt, seconded by Dreher authorizing the district administrator to submit the 2017 County budget allocation request as presented.

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

Upcoming Meetings:

Discussion included the following meeting attendance:

- Aitchison, Dreher, resource conservationist, water resource specialist, and program coordinator to attend the Big Fork River Board Meeting August 22 in Big Fork.
- Tomevi and Simon to attend the Northern Landscape Committee on September 7 in International Falls
- SWCD Governance will be discussed in September Board Meeting

2016/8-9 Motion by Lewis, seconded by Voigt authorizing all SWCD board members and staff to attend the North Central Area 8 Meeting and Tour September 22-23 in Lake of the Woods County.

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

General Business:

Discussion included a mailing regarding wellhead protection and the MASWCD election mailing.

Confirm Next Meeting Date:

The next regular meeting of the Koochiching SWCD will be held on Monday, September 12, 2016 at 7:00 p.m. in the courthouse board meeting room.

Adjourn Meeting:

2016/8-10 Motion by Lewis, seconded by Linder to adjourn the meeting at 8:40 p.m.

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

Submitted by:	<u>Al Linder</u> Board Secretary, Al Linder	<u>9/12/16</u> Date
Approved:	<u>Eldon Voigt</u> Board Chairman, Eldon Voigt	<u>9/12/16</u> Date



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**District Conservationist Report
Koochiching SWCD board meeting
August 1st, 2016**

Conservation Stewardship Program (CSP)

I am still working on CSP appointments for renewal applications – I have one remaining Koochiching County landowner to meet with.

There are currently 8 applications for new CSP contracts in 2017.

Three contracts were selected for 10% spot checks this year.

Environmental Quality Incentives Program (EQIP)

There are 8 EQIP applications pending for 2017. The application deadline for 2017 applications is August 19th, 2016.

The Baudette Field Office appraisal is complete. There were 5 commendable items and 5 action items.

The Soil Conservation Technician vacancy has not been filled.

Performance Summary - Field Measures Minnesota - Koochiching – August 2016

Performance Summary - Field Measures	Fiscal Year Goal	Total Progress	Progress Percent
0.10 - Conservation plans written (Ac.)		935	
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.)		1463	
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.)		527	
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.)		1143	
6.90 - Conservation Applied to improve Environmental Quality (Ac.)		1669	

Resource Conservationist Report

July 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.
- Wrapping up/starting new project forms with old/new staff since ACOE and BWSR staff we've been working with in the past are now turning over positions.

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.
- Setting up times and talking with Boise staff/MPCA staff for Type 4 refresher training.

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/wrapping up 2014 contract and officially starting the 2016 grant.
- Worked on final progress report with Jolen and LOW SWCD for the 2014 WPLMN grant.

Cost Share

- Talking with Koochiching Highway Department and BWSR staff to discuss different plans for the projects that are getting funded through either the both flood damage repair or cost share funds.

Local Water Management

- Worked with MPCA, ESD, and DNR Fisheries departments on unusual stream of aphids in the Littlefork River where they were likely coming from riparian areas along the river.

CPL

- Visiting/verifying all CPL grant sites with CPL grant members and finalizing Orr Trout Stream grant contract.
- Visited all CPL sites for completeness and checked with DNR fisheries office to ensure all sites have been fully completed and executed prior to grant members arrival.

Miscellaneous

- Look and discuss preliminary buffer map questions.

Submitted by: Eric Olson

Water Resource Specialist Report

July 2016

Rainy Basin WRAPS

- Sampling sites, planning/review
- DO monitoring plan
- Popple River Site check
- Rainy River sampling w/ Jesse A

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
- Vermilion Watershed sampling

AIS

- Emails
- Research education materials
- Advertising, billboard options
- Zebra mussel veliger testing plan/monitoring plan
- Zebra mussel sampling equipment site check
- Talk w/ Allover media for gas station advertising

SWAG

- Sampling prep
- Site review
- Calibration
- Lake Sampling
- Stream Sampling

Miscellaneous

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

Submitted by: Sam Soderman

Koochiching SWCD Forest Resource Specialist's Report

July 2016

Local Capacity-Forestry

- Worked with office staff on general training and procedures.
- Researched general forestry and forest health topics.
- Received forest stewardship plan writer status.
- Discussed tree diseases and urban forestry with a local landowner.
- Studied existing forest stewardship plans for organization, format, and writing techniques.
- Attended the SWCD Forestry Association meeting in McGregor.
- Continued introductions and networking with SWCD partners, various agency staff, and landowners.
- Coordinated with MLEP on the Logger/forester cross training.

NIPF 2

- Drafted, printed and mailed landowner invitation letters.
- Helped coordinate with professional foresters.
- Created and continue to expand a landowner data base to monitor project interest.
- Discussed and promoted the project as landowners respond to the invitation letters.
- Added to the NIPF 2 mapping project as it progresses.

MN Buffer Initiative

- Attended a buffer update and implementation meeting in Bemidji.
- Attended a county buffer meeting and discussion.
- Created a preliminary Koochiching county implementation map.
- Consulted and coordinated with county staff on buffer issues.

Submitted by: James Aasen
Forest Resource Specialist

Koochiching SWCD Program Coordinator Report

July 2016

IS

- Invoicing

Local Water Management

- Climatology data entry and mail forms to U of M
- Board meeting items
- eLINK Data entry
- Assist with Local Work Group

DNR Shoreland

- eLINK Data entry and submit final report for FY2015

WCA

- eLINK Data entry and submit final report for FY2015

Rainy Basin MPCA

- Reviewed technical documents regarding Big Fork River Watershed
- Worked with MPCA, LOWWSF and LOW SWCD on basin-wide civic engagement planning, meeting on 7/7/16
- Invoicing
- Review Little Fork River TMDL updates – MPCA is handling these
- Assisted with developing a Rainy-Lake of the Woods Watershed logo and restaurant placemats

Boise Wood Ash

- End User Forms sent, and up to date
- Customer assistance on soil testing, updated permits, and spreading
- Update summary, hauling reports and spreading reports, permit coversheets
- Invoicing
- No quarterly meeting has yet been planned by Boise

WPLMN

- Invoice preparation and submittal for FY 2014 and FY 2016
- Final report for the FY 2014 grant compiled and submitted

General Administration

Customer walk-in general assistance; grant tracking updates in timesheet; board meeting prep; minutes and agenda; board meeting; staff report; email cleanup; reporting; website development and maintenance; invoicing, begin PRAP prep, sick day, comp time used.

Submitted by:

Jolén Simon

Program Coordinator