

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
COURTHOUSE COUNTY BOARD ROOM
715 4TH STREET * INTERNATIONAL FALLS * MN * 56649
MONDAY, SEPTEMBER 11, 2017**

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
	Kevin Adee	Koochiching County Commissioner
	Wayne Skoe	Koochiching County Commissioner
	Kelly Voigt	NRCS District Conservationist

Chair Dreher called the meeting to order at 7:04 p.m.

**2017/9-1 Motion by Lewis, seconded by Voigt to approve the agenda as presented.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**2017/9-2 Motion by Voigt, seconded by Linder to approve the minutes dated August 7, 2017 with corrections.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**2017/9-3 Motion by Linder, seconded by Lewis to approve the Treasurer's report ending July 31, 2017 as presented.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**2017/9-4 Motion by Lewis, seconded by Voigt allowing payment of ordinary and necessary bills between September 12 and October 2, 2017, not to exceed budget, and approve payment of staff expense reports totaling \$839.53 as presented.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**2017/9-5 Motion by Lewis, seconded by Aitchison to ratify paid bills, check numbers 10197 to 10222 including electronic transfers, in the total amount of \$62,371.08 (details on file).
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

Supervisor Reports

Voigt reported on his attendance at the Northern Landscape Committee meeting and will be involved in the planning of a winter legislative private forest management tour. Voigt also reported on his attendance at the recent Water Plan Advisory Committee meetings for the Koochiching County Comprehensive Local Water Management Plan. Discussion also included future funding for the SWCD Regional Forester for the northern area.

Aitchison reported on his attendance the Big Fork River Board meeting.

Linder reported on his attendance at the Joint Powers Board (JPB) meeting where discussion included the agricultural BMPs loan program and the JPB engineer project schedule.

NRCS Report:

See attached.

District Administrator Report:

See attached.

Resource Conservationist Report:

See attached.

Water Resource Specialist Report:

See attached.

Forest Resource Specialist Report:

See attached.

Program Coordinator Report:

See attached.

OLD BUSINESS:

North Central Area VIII Meeting & Tour Update

The district administrator reported on registration numbers and projected costs. A final expense report will be presented at the October meeting.

NEW BUSINESS:

FY 2018-2019 SWCD Programs & Operations Grant Agreement

2017/9-6 Motion by Lewis, seconded by Voigt authorizing the district administrator to sign and submit the 2018-2019 SWCD Programs & Operations Grant Agreement.

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

2017 MASWCD Resolution Packet

Resolution packets were handed out for review. Discussion and voting will take place at the October meeting.

FY14 Flood Relief Cost-Share Project

The Board reviewed completed project information and invoicing for erosion control project FR14-1.

2017/9-7 Motion by Lewis, seconded by Linder authorizing final payment of \$26,997.00 on contract FR14-1 as presented.

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

Draft Koochiching County Comprehensive Local Water Management Plan Update

The Board received a draft copy of the Koochiching County Comprehensive Local Water Management Plan update. Any comments/changes will be submitted to SWCD staff by September 19th.

Confirm Next Meeting Date:

The next regular meeting of the Koochiching SWCD will be held on Monday, October 2 at 7:00 p.m. in the courthouse board meeting room.

Adjourn Meeting:

2017/9-8 Motion by Voigt, seconded by Lewis to adjourn the meeting at 8:31 p.m.

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

Submitted by:

Board Secretary, Ralph Lewis

Date

Approved:

Board Chairman, Richard Dreher

Date



Natural Resources Conservation Service
119 1st Avenue NW, PO Box 217
Baudette, MN 56623-0217

Phone: (218) 634-2757
FAX: (218) 634-1726

District Conservationist Report Koochiching SWCD board meeting September 11th, 2017

Conservation Stewardship Program (CSP)

Ten new CSP contracts were obligated.

The deadline for renewal processing has been changed to November 9th, with an obligation deadline of December 1st.

I am currently working on CSP 10% spot checks. Spot checks require field visits to verify all enhancements were applied and the contract is in compliance. Five Koochiching contracts were randomly selected for 10% spot checks this year. The spot checks are due this Friday.

Silvia is preparing the cover letters, self-certification worksheets and enhancement documentation requirements in preparation for CSP payment processing that will begin after October 3rd. I cannot certify any contracts for payment and mail out payment letters until after the contracting software resets for the new fiscal year.

There are 58 active CSP contracts for Koochiching County. Payments this year will total \$216,855 for Koochiching County participants.

Environmental Quality Incentives Program (EQIP)

We received seven new EQIP applications for Koochiching County – six forest management plans and a tree planting plan.

There are 9 active EQIP contracts for Koochiching County – 5 forest management plans, 1 pollinator habitat plan and 3 prescribed grazing systems. One forest management plan has been certified since the last meeting and is in the process of being paid. Tom Gervais is working with the grazing contracts for fall prescribed grazing certifications and/or any other installed grazing system practices.

Trainings/Meetings Attended

Water plan meeting – Sept 5th

Upcoming

Sept 19th – Leave
Sept 21st – 22nd – Area VIII fall tour and meeting

Performance Summary - Field Measures
Minnesota - None Selected - Koochiching - FY 2017

Goals data is displayed based on the selected service area for data input, either county or service center.

FRS 6.13

Performance Summary - Field Measures	Fiscal Year Goal	Total Progress	Progress Percent
0.10 - Conservation plans written (Ac.)		1,783	
0.20 - Watershed or area-wide conservation plans developed (No.)			
0.30 - Stewardship plans written (Ac.)		2,199	
1.10 - Cropland with conservation applied to improve soil quality (Ac.)		1,921	
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.)		2,133	
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.)			
3.12 - Grazing land with a conservation system applied to achieve a sustainable forage-animal balance (Ac.)			
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.)		203	
6.90 - Conservation Applied to improve Environmental Quality (Ac.)		2,143	

Koochiching SWCD District Administrator Report

August 2017

-) **Aquatic Invasive Species:**
 - Staffing payments; expense tracking
-) **Boise Wood Ash:**
 - Expense tracking
-) **Buffer Law:**
 - Board updates; Landowner letter review with Forest Resource Specialist; discussion re: county compliance assistance/work plan
-) **BWSR Conservation Delivery:**
 - Area 8 tour planning; Second Creek project coordination/funding letters and invoices/meetings; NRCS DC program review/coordination; water planning; local workgroup conference call with MASWCD/NRCS/U of M
-) **District and County:**
 - Area 8 tour; County Board presentation on 8/8/17
-) **LF-NIPF2:**
 - Landowner FS contracts
-) **Local Capacity**
 - Forester assistance/training registration
-) **MPCA Contracts**
 - WPLMN webex on amendment/new contract; LF WRAPS review with Commissioner Adee;
-) **Natural Resource Block Grant:**
 - Water Plan update-ongoing; Rainy-Namakan Lakes Rule Curve public hearings with IJC; water permit assistance for landowner; GIS/graphics training for water plan update

General Administration:

-) 2017 County Budget request; grant tracking; Board meeting prep/follow-up items; Board minutes/agenda; staff meetings/training; calendar update/time tracking; Payroll; PERA; FWT/SWT; bank statement reconciliation; QB transactions/updates; Treasurer Report; Accounts Receivable; Accounts Payable, budget updates; bank deposits/online banking; staff meetings; file/record maintenance; general phone/mail/email

Submitted by:

Pam Tomevi, District Administrator

Resource Conservationist Report

August 2017

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 getting information for permits and actual project implementation.
- Held TEP to discuss wetland banks with County, ACOE, and BWSR.
- Work with conservation officers and EPA on potential and existing WCA violations.
- Work with county staff on cartway info./wetland banking info.

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.
- Working with DH contracting on permits and areas to dump/spread with current conditions.

Water Quality

- Sampling mainly on rain event basis now.
- Calls to project manager and other agencies to check status on other river conditions and entering data.
- Data recording/updating and attend MPCA led trainings/phone conferences.
- Work with MPCA on flux program and estimating pollutant loads on Rivers.
- Conference calls with MPCA staff on continued sampling.
- Meet with MPCA staff for on-site water quality training

Rainy Basin

- Work with DNR on staff gauge setup/installation.

Flood Relief – Cost Share

- Work with Koochiching County Highway Department and BWSR on contacts for project installation/project completion near Littlefork.

Miscellaneous

- Work with County staff and SWCD staff for water plan updates.
- Vacation
- Assist with Hazardous waste collection.

Submitted by: Eric Olson

Water Resource Specialist Report

August 2017

AIS

- Inspection program
- Work with Always There Staffing
- AIS Budget for 2018
- Decon unit fill

Rainy Basin

- Sampling planning with MPCA Project Manager
- Rainy River Sampling with MPCA
- National Lakes Assessment sampling W/ MPCA staff
- Culvert assessment work
- Assistance for Acid spill

SWAG

- Sampling
- Sampling prep
- Pre-sampling call w/ MPCA and LOW SWCD

Local Capacity

- Water plan
- Landowner questions/walk-in
- County Mapping
- Water Plan mapping
- Rat Root Site work

Miscellaneous

- Emails

Submitted by: Sam Soderman

Koochiching SWCD Forest Resource Specialist's Report

August 2017

Local Capacity-Forestry

- J Researched general forestry and forest health topics.
- J Processed contracts for several upcoming Forest Stewardship Plans and began field work.
- J Continued introductions and networking with SWCD partners, various agency staff, and landowners.
- J Worked with staff with mapping and writing the County Water Plan.
- J Attended training and became certified to register and renew Tree Farms.
- J Attended a forest easement workshop in Grand Rapids.
- J Worked with staff on organization of the Area 8 Tour.

NIPF 2

- J Discussed and promoted the project as landowners respond to the invitation letters.
- J Sent 336 Little Fork Watershed landowners invitation letters throughout Koochiching, St. Louis and Itasca Counties.
- J Signed & coordinated the writing of 5 new Forest Stewardship Plans.
- J Processed final invoices and survey results.

MN Buffer Initiative

- J Reviewed BWSR and MN DNR Buffer Law updates and guidance as they became available
- J Coordinating with the County Buffer Committee in establishing local jurisdiction and processes.
- J Determined that Koochiching County is much higher than the assessed 95% buffer compliance.
- J Sent Landowner Buffer Law Contact Letter to landowners who may be affected.
- J Continued field "roadside" checks of buffer law affected parcels.
- J Continued thorough review of buffer mapping affected parcels.

Submitted by: James Aasen

Forest Resource Specialist

Koochiching SWCD Program Coordinator Report

August 2017

Local Capacity:

-) eLINK data entry
-) assisted with planning education component of the water plan
-) Trail's End Youth Day
-) Work with MFRC on planning for September 6 NLC meeting and 2018 forestry tour
-) Planning for education portion of Area VIII SWCD Tour
-) Assisted with Household Hazardous Waste collection on 8/16/17
-) Assist with 8/22/17 Water Plan Advisory Committee (WPAC) and plan for meeting on 9/5/17

NRBG Grants

-) Climatology data entry and mail forms to U of M, submit to NRCS, mail forms to volunteers
-) Assisted in writing water plan
-) eLINK data entry reporting
-) Assisted in planning Area VIII Tour

Rainy Basin MPCA

-) Continued planning for future grant and interview civic engagement project
-) Finalized and printed kiosk educational information, will post this week
-) Attended Big Fork River Board Meeting 8/28/17

Rainy Basin International MPCA

-) Continued to work with LOWWSF and MPCA Project Manager on planning interview process and questions, assist with U of M information

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
-) Meet with contractor periodically to discuss hauling/spreading progress

General Administration

Customer walk-in general assistance; board meeting prep; minutes and agenda; reporting; website maintenance; holiday

Submitted by:

Jolén Simon

Program Coordinator