

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT  
REGULAR BOARD MEETING  
COURTHOUSE BASEMENT CONFERENCE ROOM  
715 4<sup>TH</sup> STREET \* INTERNATIONAL FALLS \* MN \* 56649  
MONDAY, FEBRUARY 2, 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
	Sam Soderman	District Technician Assistant
	Jolén Simon	Program Coordinator
	Kelly Voigt	District Conservationist
	Kevin Adee	County Commissioner

Chair Aitchison called the meeting to order at 6:05 p.m.

**2015/2-1 Motion by Lewis, seconded by Linder to approve the agenda with corrections.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**2015/2-2 Motion by Lewis, seconded by Voigt to approve minutes dated January 5, 2015 as presented.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**2015/2-3 Motion by Voigt, seconded by Lewis to approve Accounts Payable in the amount of \$26,170.89 (details on file).  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**Supervisor Reports:**

Dreher reported on his attendance at the Little Fork River civic engagement event on January 14<sup>th</sup> as well as his assistance in procuring a donation from the Koochiching County Farm Bureau to support additional 2015 civic engagement activities.

Linder reported on his attendance at the North Central Joint Powers Board meeting; discussion including technical staff training and new equipment purchases.

Aitchison reported on his attendance at the Little Fork River civic engagement event on January 14<sup>th</sup> and requested that the district technician create a map for each supervisor showing the boundaries of their areas.

Voigt reported on his attendance at Legislative Days on January 26-27. Discussion included SFIA changes, endangered species, taxes, and a buffer proposal.

**Committee Reports:**

**Personnel Committee:**

**2015/2-4 Motion by Voigt, seconded by Lewis to approve the personnel committee recommendations regarding staff wage and benefits for 2015 as presented (details on file).  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**NRCS Report:**

See attached.

**District Administrator Report:**

Discussion included: The hiring of a ½ time administrator for North St. Louis SWCD; invoicing, grants, financing, IWAC meeting regarding GIS mapping, W2s, year-end finances, and the approval of the MPCA SWAG grant.

**District Technician Report:**

See attached.

**District Technician Assistant Report:**

See attached.

**Program Coordinator Report:**

See attached.

**NEW BUSINESS:**

**2015 Outdoor Expo:**

**2015/2-5 Motion by Voigt, seconded by Linder to authorize staff to participate in the 2015 Outdoor Expo held April 10-11 in International Falls and donate up to 6 Koochiching Plat Map Books for door prize drawings during the event.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**MLEP Membership:**

**2015/2-6 Motion by Voigt, seconded by Linder authorizing renewal of the MLEP membership dues for \$50.00.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**Upcoming Meetings/Trainings:**

**2015/2-7 Motion by Voigt, seconded by Linder authorizing the following meeting attendance:**

- ) District Administrator to attend the 2015 Year-End SWCD financial workshop in Walker, MN from February 10-11;**
- ) Board and staff to attend the 2015 Board/Staff Retreat in International Falls on February 25;**
- ) Board and staff to attend the Area VIII Spring Meeting in Bemidji on March 6;**
- ) Board and staff to attend the International Rainy-LOW Watershed Forum in International Falls from March 11-12.**

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

**General Business:**

Discussion included 2014 MCIT Annual Report and general publications.

**Confirm Next Meeting Date:**

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

**Adjourn Meeting:**

**2015/2-8 Motion by Voigt, seconded by Dreher to adjourn the meeting at 8:07 p.m.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**Submitted by:**

\_\_\_\_\_ **Board Secretary**

\_\_\_\_\_ **Date**

**Approved:**

\_\_\_\_\_ **Board Chairman**

\_\_\_\_\_ **Date**



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## **District Conservationist Report Koochiching SWCD board meeting February 2<sup>nd</sup>, 2015**

### **Conservation Stewardship Program (CSP)**

54 payments have been completed in FY2015 – a total of \$336,801.

The renewal signup was announced for 2011 contracts. Nine packets of renewal information and application forms were mailed out to 2011 contract holders in Koochiching County. These contracts will not have to be obligated until Oct. 1<sup>st</sup> - December 31<sup>st</sup>.

The 2015 general signup was also announced. 20 packets were sent out to people that have expressed interest in signing up. These contracts will need to be obligated by September 30<sup>th</sup>, although the goal is to have them obligated before field season.

There are currently 49 active CSP contracts for Koochiching County participants.

### **Environmental Quality Incentives Program (EQIP)**

7 payments have been made so far in FY2015 for a total of \$19,729 – 3 prescribed grazing, 2 PlantSkydd applications and 2 Forest Management Plans.

There are currently 8 active EQIP contracts.

We have 11 new EQIP applications for Koochiching County – 2 forest management plans, 2 seasonal high tunnels, 5 tree plantings and 2 grazing systems. These will be processed within the next month.

Dave Jones is the Acting Area Conservationist.

**Performance Summary - Field Measures**  
**Minnesota - None Selected - Koochiching – February 2015**

Performance Summary - Field Measures	Fiscal Year Goal	Total Progress	Progress Percent
0.10 - Conservation plans written (Ac.)		1,999	
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.)		846	
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.)		322	
6.90 - Conservation Applied to improve Environmental Quality (Ac.)		897	

# District Technician Report

## January 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.
- Collaborating meetings with various agencies for yearlong projects and upcoming year.

### Wood Ash

- Writing permits and 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.
- Attended tour of ash process with Boise employees to better understand what goes in and out of the daily operations.

### Water Quality

- Finalizing FLUX data for PCA and reviewing process.
- Working with PCA on reporting deadlines and year end data collection.
- Yearly sonde maintenance and water quality planning
- Grant reporting, yearly totals, and data management with Sam.

### Cost Share

- ELink reporting for cost share projects.

### LWM

- Reviewing last year and making plans for upcoming years on potential grants, planning and meetings with PCA.

### Rat Root River Project

- Making plans with contractor for start dates and project permits.

### Miscellaneous

- Attended Northern Landscape Committee meeting.
- Working with district tech assistant and district administrator on ordering and tree selection.

Submitted by: Eric Olson

# District Technician Assistant Report

## January 2015

### Water Quality

- Continued sampling on major sites. Going well.
- EQIS, Photo update
- Flux data

### LWM

- Climatology data entry.

### Boise Wood Ash

- Sent out end user forms and data entry

### MPCA NSL

- Civic Engagement contact list
- RRHW, St. Louis River Watershed impairments info
- Contact/email with Project Managers for watersheds
- Citizen stream monitoring volunteer lookup/research
- Civic Engagement map generation
- Event research
- Civic Engagement semiannual report

### NSL SWCD

- NSL tree order
- White Spruce tree order
- SWAG grant research
- SWAG document review and conference call
- SWAG grant finalization

### AIS

- AIS map generation
- Aquatic Invasive Summit
- AIS lake of the woods basin meeting

### Miscellaneous

- Emails, office work, meeting prep, walk-ins
- Program task list updating
- Newsletter, tree mailings

Submitted by: Sam Soderman

# Koochiching SWCD Program Coordinator Report

January 2015

## Local Water Management

- ) Climatology data entry and mail forms to U of M/report hours to NRCS
- ) Create and mail annual forms to volunteers for Kooch and assist with NSL
- ) Board meeting items
- ) Correspondence with Northome Envirothon team leader
- ) Create and submit 2015 winter newsletter
- ) eLink Reporting

## MPCA Civic Engagement

- ) Phone conferences with MPCA Project Manager, Emmons & Olivier Resources (EOR)
- ) Invoice update and fix
- ) Prep for upcoming CE Meetings: Littlefork on Jan. 14, Cook on Jan. 15-flyer, mailing list, communications materials, event planning
- ) Held meetings January 14 and 15 in Littlefork and Cook, respectively.
- ) Meet with LOWSF via phone for future project planning, write poster presentation abstract for Rainy-LOW International Forum in March
- ) Work with core team members to plan public TMDL meetings and consensus meetings with foresters for March 18-19
- ) 2015 Interim Report

## MPCA WPLMN

- ) Report updating
- ) Assist with FLUX
- ) Invoicing
- ) Assist with 2015 Interim Report

## Boise Wood Ash

- ) End User Forms sent, and up to date
- ) Customer assistance
- ) Update summary, hauling reports and spreading reports
- ) Update quarterly reports
- ) Assist with quarterly invoicing
- ) Make calls to landowners for spreading
- ) Contractor meeting with DH
- ) 4<sup>th</sup> quarter meeting will take place February 11<sup>th</sup> at 10:00 a.m.

## District Programs

Customer walk-in general assistance, staff meetings, update daily diary, plat book customer assistance and mailings, 4<sup>th</sup> quarter invoicing, grant tracking, Leadership webinar on effective questioning skills, Leadership Academy in Alexandria, board meeting prep, minutes, board meeting, 2015 timesheet updating, 2015 IWC Interim Report

Submitted by:

Jolén Simon

Program Coordinator