

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
COURTHOUSE BASEMENT CONFERENCE ROOM
715 4TH STREET * INTERNATIONAL FALLS * MN * 56649
MONDAY, JUNE 6, 2016**

Members Present:	Ralph Lewis	District I
	Eldon Voigt	District III
	Richard Dreher	District IV
	Al Linder	District V

Members Absent:	George Aitchison	District II
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Others Present:	Pam Tomevi	District Administrator
	Jolén Simon	Program Coordinator
	James Aasen	Forest Resource Specialist
	Kelly Voigt	NRCS District Conservationist
	Kevin Adee	Koochiching County Commissioner
	Ron Norby	Koochiching County Commissioner

Chair Voigt called the meeting to order at 6:14 p.m.

**2016/6-1 Motion by Linder, seconded by Lewis to approve the agenda with corrections.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**

**2016/6-2 Motion by Lewis, seconded Dreher to approve the minutes dated May 2, 2016 as presented.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**

**2016/6-3 Motion by Lewis, seconded by Dreher to approve the Treasurer's Reports ending March 31,
and April 30, 2016 as presented.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**

**2016/6-4 Motion by Dreher, seconded by Lewis to approve Accounts Payable in the amount of
\$2,214.80 (details on file).
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**

Supervisor Reports:

Dreher reported on his attendance at the 1st quarter wood ash meeting with Boise and noted that there has been a 98% capture rate; and also reported on his attendance at the Area VIII meeting.

Aitchison reported on his attendance at the Big Fork River Board Meeting. Additional discussion included a donation to the Big Fork River Board from Koochiching SWCD.

Voigt reported on his attendance at the Area VIII meeting.

Committee Reports:

The Personnel committee reported on the interviews of 3 candidates for the Forest Resource Specialist position and announced that they have hired James Aasen.

NRCS Report:

See attached.

Discussion also included a Michigan SWCD staff member that may visit the July Koochiching SWCD board meeting.

District Administrator Report:

See attached.

Discussion also included a report on building signage being installed later this week or next week.

Resource Conservationist Report:

See attached.

Water Resource Specialist Report:

See attached.

Program Coordinator Report:

See attached.

OLD BUSINESS:

Forest Resource Specialist Position

Discussion included the On the Job Training (OJT) status for new hire, James Aasen.

**2016/6-5 Motion by Lewis, seconded by Dreher authorizing the district administrator to sign the OJT contract and training plan.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**

NEW BUSINESS:

MASWCD Award Nominations:

**2016/6-6 Motion by Voigt, seconded by Linder to nominate the Hufnagle Family Limited Partnership as the 2016 MASWCD Outstanding Forest Steward in Koochiching County and Philip and Emmy Dreher as the MASWCD Outstanding Conservationist in Koochiching County as stated in Motions 2015/8-7 and 2015/8-8.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**

Permits:

The Board reviewed DNR Permits #2016-0671 and #2016-0832.

General Business:

Website Maintenance:

**2016/6-7 Motion by Lewis, seconded by Linder authorizing the district administrator to purchase annual maintenance services offered by SandPieper Design.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**

Buffer Initiative:

The Buffer Initiative summary and Koochiching County map of DNR assigned shoreland classification were reviewed.

Confirm Next Meeting Date:

The next regular meeting of the Koochiching SWCD will be held on Monday, July 11, 2016 at 7:00 p.m. in the courthouse board meeting room.

Adjourn Meeting:

2016/6-8 Motion by Linder, seconded by Dreher to adjourn the meeting at 8:30 p.m.

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

Submitted by:

Board Secretary, Al Linder

Date

Approved:

Board Chairman, Eldon Voigt

Date



Natural Resources Conservation Service
119 1st Avenue NW, PO Box 217
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Phone: (218) 634-2757
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**District Conservationist Report
Koochiching SWCD board meeting
June 6th, 2016**

Conservation Stewardship Program (CSP)

One CSP applicant cancelled their application. The remaining 3 are preapproved. We have been waiting two weeks for money to be allocated to the local accounts for obligation. The current contract signature deadline is this Friday.

Ten people have applied to renew their expiring CSP contracts. CMT interviews for the renewal applications will begin in June or July. The deadline for ranking, field verification and writing plans for CSP renewals is September 16th, 2016.

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

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

There are 50 active CSP contracts for Koochiching County with approximately \$217,000 in payments, annually.

Environmental Quality Incentives Program (EQIP)

There are currently 10 active EQIP contracts. These contracts have \$77,689 in remaining funds obligated to them. Three payments totaling \$13,311 were made in the past month.

There are 7 EQIP applications pending for 2017. The application deadline for 2017 applications is August 19th, 2016.

The Soil Conservation Technician vacancy has not been filled.

Performance Summary - Field Measures Minnesota - Koochiching – May 2016

Performance Summary - Field Measures	Fiscal Year Goal	Total Progress	Progress Percent
0.10 - Conservation plans written (Ac.)		961	
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.)		1423	
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.)		519	
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.)		1103	
6.90 - Conservation Applied to improve Environmental Quality (Ac.)		1622	

Koochiching SWCD District Administrator Report

May 2016

District Programs:

-) Meeting with NRCS DC to discuss possible cost share projects; Spring Administrative training session planning; Rainy Lake Sportfishing Club donation/pass through for education materials; revised signage logo for Fairchild Sign; Tree Sales

Buffer Initiative:

-) GIS mapping review on ditch layer

General Administration:

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

Local Capacity:

-) Interviews and hire of forest resource specialist; phone/computer set-up for new hire; contract with Northeast MN Office of Job Training

MAWQC Program:

-) Met with East Polk County SWCD staff member to discuss the grant status and final activities

MPCA Contracts:

-) Document review and comment; invoicing; change order; grant tracking; GIS mapping

Northern Landscape Committee:

-) Contractor assistance and meetings with Director; prep for June 1st progress report; Northern Landscape Committee meeting and follow-up meeting with Mayor Bob Anderson

NRBG:

-) Rainy-Namakan Lake Rule Curve Study Board conference calls/webex presentations; review 6 studies on water level impacts on various performance indicators; NIPF2 contract signed; meeting with Mitch Brinks re: GIS mapping for water planning; discussion with Red Lake Watershed District re: Northome School wetland educational project

Wood Ash:

-) Landowner assistance with field location and soil sampling

Submitted by:

Pam Tomevi

District Administrator

Resource Conservationist Report

May 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.

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.
- Attended quarterly meeting and awaiting new ENP for ash which will be resampled soon.

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.
- Ran projected data on 2 major watershed sites with the FLUX program.

Cost Share

- Talking with Joint Powers Board Engineers and discussing different plans for potential projects.

MN Ag. Water Quality

- Placed an informational letter in the Journal paper to inform landowners of the new program and will work with East Polk County SWCD staff member as interest occurs.

CPL

- Worked with DNR Fisheries, CCM, and other private parties to establish plantings near the designated trout streams and projects established last fall. CCM crew planted 2,000 spruce trees near these sites and removed brush as well to enhance the trout streams.

Miscellaneous

- GIS presentation with Mitch of BWSR who showed us different ways to communicate projects via a variety of different internet sources and data collection methods.
- Spent a small amount of time with Racheal discussing MAWQCP funds and long term projections of the program.
- Look and discuss preliminary buffer map questions.

Submitted by: Eric Olson

Water Resource Specialist Report

June 2016

Rainy Basin WRAPS

- Sampling sites, planning/review
- DO monitoring plan
- DO Sampling equipment pickup
- MPCA Partner Monitoring Meeting
- Rainy River talk/plan w/ MPCA
- Popple River Sonde deployment
- 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
- CE Meeting planning for June in St. Louis River Watershed
- CE meeting in St. Louis Watershed (6/27/16, 6/28/16, 6/30/16)

AIS

- Emails
- Research education materials
- Advertising, billboard options
- Zebra mussel veliger testing plan/monitoring plan
- Zebra mussel sampling equipment site check
- Training for Koochiching County officer set-up
- 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 Program Coordinator Report

May 2016

Local Water Management

-) Climatology data entry and mail forms to U of M
-) Environmental Education Days May 18-19, planning and volunteer recruitment
-) Envirothon press release
-) Board meeting items
-) Envirothon prep attend May 4th
-) Planning for Area VIII meeting on June 3rd
-) Plan for Local Work Group Meeting: June 6 at 6:00 p.m.
-) eLINK data entry
-) Met with the regional GIS specialist to discuss water plan

BWSR Conservation Delivery

-) Updating website and social media

MPCA Rainy Basin WRAPS

-) Big Fork River Watershed Core Team Meeting
-) Big Fork River WRAPS phone and WebEx meetings with MPCA, RESPEC, and Itasca SWCD
-) Stakeholder calls/meetings; editing Big Fork River WRAPS
-) Reviewed technical documents regarding Big Fork River Watershed
-) Work with LOWWSF and LOW SWCD on basin-wide civic engagement planning
-) Research crowd-source hydrology; meet with LOWWSF, LOW SWCD, and Water Rangers rep.
-) Finalize invoicing
-) Update website watershed pages
-) Comp. time used

Boise Wood Ash

-) End User Forms sent, and up to date
-) Customer assistance on new permits, updated permits, and spreading
-) Calls to landowners for spreading report updating
-) Update summary, hauling reports and spreading reports
-) Attend quarterly meeting May 24

WPLMN

-) Finalize invoicing
-) Change order

Northern Landscape Committee

-) Preparation and coordination with MFRC for meeting June 1
-) Finalize invoicing

District Programs

-) Plat book customer assistance-Northome True Value still has 2012 Koochiching Plat Map Books for those interested

General Administration

Customer walk-in general assistance; grant tracking; board meeting prep; minutes; board meeting; staff report; email cleanup; reporting; website development and maintenance; preparation for District Administrative Training; Invoicing; assist with logo and sign development; preparation for Area VIII meeting.

Submitted by:

Jolén Simon

Program Coordinator