

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
COURTHOUSE COUNTY BOARD ROOM
715 4TH STREET * INTERNATIONAL FALLS * MN * 56649
MONDAY, FEBRUARY 6, 2017**

Members Present:	Ralph Lewis	District I
	George Aitchison	District II
	Eldon Voigt	District III
	Richard Dreher	District IV
Absent:	Al Linder	District V
Others Present:	James Aasen	Forest Resource Specialist
	Jolén Simon	Program Coordinator
	Kevin Adee	Koochiching County Commissioner
	Kelly Voigt	NRCS District Conservationist

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

**2017/2-1 Motion by Lewis, seconded by Aitchison to approve the agenda with corrections.
Voting yes: Lewis, Aitchison, Voigt, Dreher. Motion carried.**

**2017/2-2 Motion by Lewis, seconded by Voigt to approve the minutes dated January 9, 2017 as presented.
Voting yes: Lewis, Aitchison, Voigt, Dreher. Motion carried.**

**2017/2-3 Motion by Aitchison, seconded by Eldon to approve Accounts Payable in the amount of \$4,017.34 (details on file).
Voting yes: Lewis, Aitchison, Voigt, Dreher. Motion carried.**

Supervisor Reports:

Aitchison reported on his conversation with Linder. Staff will send a get well card.

Voigt reported on the match needed for the SWCD North Region Forester. SWCDs are able to use in-kind hours to match these dollars rather than all cash match.

**2017/2-4 Motion by Dreher, seconded by Aitchison to approve \$1200 in cash and \$1200 in in-kind match to support the SWCD North Region Forester for 2017; motion further authorizes these changes to be reflected in the approved 2017 operating budget.
Voting yes: Lewis, Aitchison, Voigt, Dreher. Motion carried.**

NRCS Report:

See attached.

District Administrator Report:

Discussion included the following activities:

1/9-1/13 (W2/1099, tax reports, Rule Curve draft report, contract invoices, eLINK reporting and work plans) 1/16-2/1 (vacation)

Resource Conservationist Report:

See attached.

Water Resource Specialist Report:

See attached.

**2017/2-5 Motion by Voigt, seconded by Lewis to authorizing the district administrator’s signature on the contract with “Always There Staffing” for AIS inspector program.
Voting yes: Lewis, Aitchison, Voigt, Dreher. Motion carried.**

Forest Resource Specialist Report:

See attached.

Program Coordinator Report:

See attached.

NEW BUSINESS:

Local Water Plan Update:

Program coordinator gave an update on the progress of the water plan update. The SWCD office has been coordinating with the County Environmental Services Department to organize the public comment for priority concerns input, to recruit and confirm members of the Water Plan Advisory Committee (WPAC), and to plan the upcoming public meeting in March. Future work will continue as described in the local water plan timeline.

Upcoming Meetings:

2017/2-6 Motion by Voigt, seconded by Aitchison authorizing the following meeting attendance:

- All staff and board to attend the 2017 Board/Staff Retreat – February 15 in International Falls
- All staff and board to attend the Area VIII Spring Meeting – March 10 in Bemidji

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

Permits:

Board reviewed the following permits: 2017-007, 2017-0104, 2017-0114, and 2017-0150. No comments.

General Business:

Aitchison reported on a wild rice documentary regarding sulfate/sulfite standards.

Confirm Next Meeting Date:

The next regular meeting of the Koochiching SWCD will be held on Monday, March 6, 2017 at 6:00 p.m. in the courthouse board meeting room.

Adjourn Meeting:

**2017/2-7 Motion by Lewis, seconded by Aitchison to adjourn the meeting at 7:35 p.m.
Voting yes: Lewis, Aitchison, Voigt, Dreher. 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 February 6th, 2017

Conservation Stewardship Program (CSP)

All CSP payments were made for FY 2016. There were 53 payments made totaling \$221,620.

Twelve 2012 contracts were completed. Of those twelve, 7 contracts were renewed. Renewals were obligated in December.

The deadline for applications for 2017 CSP contracts was last Friday (Feb 3rd). We received 9 applications for Koochiching County – 7 forestry and 2 agricultural. The application evaluation process has entirely changed for CSP this year. The eligibility deadline for these applications will be March 10th. The CAET/AERT evaluations will need to be completed by June 9th.

Environmental Quality Incentives Program (EQIP)

There are 9 EQIP applications in Koochiching County – 1 tree planting, 1 pollinator habitat plan, and 7 forest management plans. They are currently being reviewed through a program QAR process. We will be notified of funding decisions on March 21st.

There are 3 active EQIP contracts in Koochiching County – 1 tree planting (PlantSkydd applications remain) and 2 grazing systems. 1 seasonal high tunnel and 1 forest management plan were completed since October – two payments totaling \$10,012.

Workforce Planning/Personnel Updates

Upcoming trainings and events:

EEO and Reasonable Accommodation Training – Feb 13th and 14th, Thief River Falls

President's Day Holiday – February 20th

Area 1/Area 2 Joint Employee Meeting – March 1st – Detroit Lakes

**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.

HRSL10

Performance Summary - Field Measures	Fiscal Year Goal	Total Progress	Progress Percent
0.10 - Conservation plans written (Ac.)			
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.)		203	
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	
6.00 - Conservation Applied to improve Environmental Quality (Ac.)		213	

Resource Conservationist Report

January 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.
- Wrapping up/starting new project forms with ACOE and BWSR staff.
- Complete year end reporting for BWSR WCA.
- Work with landowners and different project leaders on project form revisions.

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

- Ongoing sampling for 2 sites on a monthly basis.
- 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 Jolen and other PMCA staff on interim progress report for WPLMN program.

Local Water Management

- Worked with citizens, DNR, MPCA, and other county offices on restoration ideas for Second Creek.

Miscellaneous

- Year-end reporting on various projects and programs, assist where needed with other staff.

Submitted by: Eric Olson

Water Resource Specialist Report

January 2017

MPCA NSL CE

- Evaluate CE plan
- Bio stressors work with North St. Louis (NSL) SWCD
- CE presentation development W NSL (1/17/17)
- CE presentation in Ely w/ Ely Area Invasive Team (1/19/17)
- Invoicing and Semi-annual report

AIS

- Inspection program
- Plan inspection program with Environmental Services
- Decontamination unit location(s)
- Order decontamination unit
- Set up contract with staffing agency
- IMA-TAC AIS subcommittee conference call (1/11/17)
- Talk w/ owner of roadhouse for decontamination unit location

BWSR eLink

- Koochiching Surface Water Assessment (SWAG) contract work

Rainy Basin

- Story map work w/ Kelli Saunders

WPLMN

- Sampling with Resource Conservationist (1/25/17)

Local Capacity

- Assist Forest Resource Specialist with field work

Miscellaneous

- Emails

Submitted by: Sam Soderman

Koochiching SWCD Forest Resource Specialist's Report

January 2017

Local Capacity-Forestry

- J Researched general forestry and forest health topics.
- J Studied incoming forest stewardship plans for organization, format, and writing techniques.
- J Processed contracts for several upcoming Forest Stewardship Plans.
- J Continued the collection of field data and completed 2 forest stewardship plans and began a 3rd.
- J Continued introductions and networking with SWCD partners, various agency staff, and landowners.
- J Coordinating future cost-share projects with the DNR PFM Representative.
- J Collaborated with other staff to create Koochiching Water Plan Survey.
- J Began drafting of Water Plan's Priority Concerns Scoping Document.
- J Began drafting article for 2017 SWCD Newsletter.
- J Attended SWCD Forestry Association meeting in McGregor.
- J Attended U of M Extension/MNDNR Forestry and Wildlife Review in Cloquet.

NIPF 2

- J Helped coordinate with professional foresters.
- J Created and continued to expand a landowner data base to monitor project interest.
- J Discussed and promoted the project as landowners respond to the invitation letters.
- J Added to the NIPF 2 mapping project as it progresses.
- J Processed several completed Forest Stewardship Plans and corresponding invoices.
- J Sent participating landowners satisfaction surveys and final invoices.
- J Seven contracts for forest stewardship plans in 2017 year, surpassing project goal (Totaling 1048 Stewardship Plan acres).

MN Buffer Initiative

- J Used BWSR's tracking tool to comply with Koochiching SWCD's tracking and monitoring role in the buffer initiative.
- J Updated parcels where DNR Map was amended.

Tree Program

- J Revised 2017 Tree Order Form.
- J Addressed questions about 2017 tree orders with interested landowners.

Submitted by: James Aasen

Forest Resource Specialist

Koochiching SWCD Program Coordinator Report

January 2017

Local Capacity:

- Invoiced Northern Landscape Committee and submit

NRBG Grants

- Climatology data entry and mail forms to U of M, submit to NRCS, mail forms to volunteers
- Board meeting items
- Finalized and distributed priority concerns survey in conjunction with ESD
- eLINK data entry and submittal
- Wrote and submitted draft work plan for FY17
- Draft newsletter and Annual Activity report

Rainy Basin MPCA

- Reviewed Little Fork (LF) River WRAPS study and met with MPCA and Itasca SWCD
- Worked towards crowd source hydrology station for spring 2017
- Second meeting with local resource professionals and stakeholders for the Rainy River/Rainy Lake watershed projects, Second Creek possible project discussion
- Finalized and submit 4th Quarter invoicing
- Distributed calendars and sticky notes
- Semi-annual reporting compile and submit
- Planned for possible civic engagement activity and session at the LOWWSF Forum

MPCA WPLMN

- Finalized and submitted 4th Quarter Invoicing
- Assist with semi-annual reporting

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
- 4th Quarter invoice submit

General Administration

Customer walk-in general assistance; board meeting prep; minutes and agenda; board meeting; staff report; reporting; website maintenance; plat book and tree program customer assistance; 2017 timesheet update; board retreat planning; eLINK data entry; vacation time, sick time, holiday time.

Submitted by:

Jolén Simon

Program Coordinator