

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
COURTHOUSE COUNTY BOARD ROOM
715 4TH STREET * INTERNATIONAL FALLS * MN * 56649
MONDAY, AUGUST 6, 2018**

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
	James Aasen	Forest Resource Specialist
	Jolen Simon	Program Coordinator
	Wayne Skoe	Koochiching County Commissioner

Chair Linder called the meeting to order at 7:00 p.m.

- 2018/8-1 Motion by Lewis seconded by Voigt to approve the agenda as amended.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2018/8-2 Motion by Voigt, seconded by Lewis to approve the minutes dated July 2, 2018 as presented.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2018/8-3 Motion by Lewis, seconded by Dreher to approve the Treasurer's report ending July 31, 2018 as presented.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2018/8-4 Motion by Linder, seconded by Lewis to allow payment of ordinary and necessary bills between August 7, 2018 and September 10, 2018, not to exceed budget.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2018/8-5 Motion by Voigt seconded by Lewis to ratify paid bills, check numbers 10494 to 10521 including electronic transfers, in the total amount of \$40,820.25 (details on file).
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

Supervisor Reports

Dreher reported on his attendance at the PCA Wood Ash Quarterly meeting. Additional group discussion regarding the wood ash program.

Voigt reviewed his attendance at the MN SWCD Forestry Association meeting in McGregor.

Committee Reports

The Budget Committee met to discuss the County budget request in the total of \$54,500 and authorized the Chair Linder's signature.

- 2018/8-6 Motion by Lewis, seconded by Voigt to approving the county budget request as presented including the authorization of the Chair's signature.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

NRCS Report

See attached.

District Administrator Report

See attached; Discussion also included the upcoming Rainy Basin Civic Engagement Grant, which is anticipated to be approved by MPCA by the end of August.

2018/8-7 Motion by Lewis, seconded by Voigt authorizing the district administrator’s signature to execute the grant upon completion.

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

Resource Conservationist Report

See attached.

Water Resources Specialist Report

See attached.

Forest Resource Specialist Report

See attached; Discussion also included educational tools for invasive weed species.

Program Coordinator

See attached.

NEW BUSINESS

Cooperative Weed Management Area Memorandum of Understanding (MOU)

The board reviewed the MOU.

2018/8-8 Motion by Voigt, seconded by Aitchison to approve the entering into the Cooperative Weed Management Area Memorandum of Understanding and authorizing the district administrator’s signature.

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

Upcoming Meetings:

Informational: Northern Landscape Committee Meeting on September 5 in International Falls.

2018/8-9 Motion by Voigt, seconded by Lewis authorizing the following meeting attendance:

- o All staff to attend the 2018 BWSR Academy from October 29-31 in Brainerd.
- o All staff and Supervisors to attend the 2018 Area VIII Tour and Meeting September 27-28 in Wadena.

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

General Business:

Aitchison discussed the Little Fork River rise due to recent rainfall.

Confirm Next Meeting Date:

The next regular board meeting of the Koochiching SWCD will be held on Monday, September 10, 2018 at 7:00 p.m. in the courthouse board meeting room.

Adjourn Meeting:

2018/8-10 Motion by Voigt, seconded by Lewis to adjourn the meeting at 8:24 p.m.

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

Submitted by:

Board Secretary, George Aitchison

Date

Approved:

Board Chairman, Al Linder

Date

Resource Conservationist Report

July 2018

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.
- Continued work on WCA tasks and updating Koochiching ESD on in progress projects.
- Marking wetland boundaries with BWSR for upcoming projects and assisting landowners.
- Wrote 2 restoration orders for violations with landowners and property boundaries and digging/filling. Working with conservation officers on issues.

Wood Ash

- Assisting landowners with process/working with DH contracting.
- Currently switching over to receiving and permitting more long permits due to the amount of consistency and catch up the program has made.
- Working with DH contracting on permits and areas to dump/spread with current conditions.
- Attended quarterly meeting with staff on 7-26-18.

FEMA/Floodplain Maps

- Attended meeting in Birchdale with Sam and other county staff for update on new floodplain maps and plans for Koochiching County.

Cost Share

- Awaiting final plan decisions for hospital river bank shoreline restoration.
- Scheduling meeting times and arrangement with NRCS and JPB for giddings probe and soil conditions for a potential project on the Big Fork River.

Water Quality

- Sampling 9 total sites now on a regular 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.

Miscellaneous

- Work/plan projects with RLPOA and VNP for invasive cattail removal and effectiveness.

Submitted by: Eric Olson

Water Resource Specialist Report

July 2018

AIS

- Inspection program check in
- AIS detectors training
- Prep decon unit for inspection program
- Talk/plan inspection program with Always There Staffing
- Billing

Rainy Basin

- Sampling site check
- Rat Root Sampling
- Flow measurements with MPCA
- Sampling planning with MPCA staff
- Willow and Valley sampling
- Document review and story map work
- Billing

SWAG

- Pre-sampling prep
- Budget review
- Pre-sampling call w/ MPCA and LOW SWCD
- QAPP and EQUIS site establishment forms
- Little Fork Sampling
- Rat Root Sampling prep
- Billing
- Check-in calls for LF and RR SWAG Contract
- Budget planning for SWAG Contracts

Local Capacity

- Landowner questions/walk-in
- Littlefork SWAG contract work
- County Mapping
- Tree program
- FEMA Meeting for flood layers

WPLMN

- Sampling
- WebEx trainings

Miscellaneous

- Emails

Submitted by: Sam Soderman

Koochiching SWCD Forest Resource Specialist's Report

July 2018

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 Completed two forest stewardship plans and began another.
- J Continued conversation with the city of International Falls about cooperation on a community EAB planning.
- J Worked with County Lands and Forests on transfer of tree planter to SWCD.
- J Worked with local machine shop on tree planter updates and upgrades.
- J Attended SWCD Forestry Association meeting in McGregor.

Cooperative Weed Management Area

- J Collected management templates, previous partner agreements, invited new agencies and partners to participate, and continued establishment process with the MN DNR Northeast Planner.
- J Attended county board meeting for adoption of weed management plan and fielded questions.

NIPF 2

- J Discussed and promoted the project as landowners respond to the invitation letters.
- J Processed final invoices and survey results.
- J Expanded Forest Plan Tracking for grants and collected data.
- J Held planning meeting and continued organization of legislative tour.
- J Worked on organizing a LF NIPF 2 BWSR Interview Tour with participating landowners and BWSR representatives.

MN Buffer Initiative

- J Reviewed BWSR and MN DNR Buffer Law updates and guidance as they became available.
- J Discussed Compliance Status with BWSR buffer staff, submitted updates.
- J Coordinating with the County Buffer Committee in establishing local jurisdiction and processes.
- J Conducted buffer compliance checks on landowners who signed waiver/agreements last year.
- J Addressed responses to the buffer letter and discussed landowner options.
- J Continued thorough review and updating of buffer mapping affected parcels.

Submitted by: James Aasen

Forest Resource Specialist

Koochiching SWCD Program Coordinator Report

July 2018

Rainy Basin International & Watershed Coordinator

-) Participated in partner meetings with MPCA and LOWWSF for interview planning
-) Finished the drafts of initial interview documents and sent them to the U of M for review.
-) Invoicing
-) Compiled and submitted semi-annual report

PCA Wood Ash

-) Invoicing
-) Updated permits, and spreading
-) Update summary, hauling reports and spreading reports, permit coversheets
-) Attended Quarterly Meeting on July 26

MPCA WPLMN/

-) Invoicing

Local Capacity

-) Participated in Peer 2 Peer civic engagement planning

NRBG Grants

-) Climatology data entry and mail forms to U of M, submit to NRCS
-) eLINK data entry reporting

General Administration

Customer walk-in general assistance; board meeting prep; minutes and agenda; minutes book updating; finalize reporting for Rainy Basin grant; website maintenance; credit card tracking; audit prep assist; holiday

Submitted by:

Jolén Simon

Program Coordinator