

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REORGANIZATIONAL BOARD MEETING
COURTHOUSE COUNTY BOARD ROOM
715 4TH STREET * INTERNATIONAL FALLS * MN * 56649
MONDAY, JANUARY 8, 2018**

Members Present:	Ralph Lewis	District I
	George Aitchison	District II
	Eldon Voigt	District III
	Richard Dreher	District IV

Members Absent:	Al Linder	District V
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Others Present:	Pam Tomevi	District Administrator
	Jolen Simon	Program Coordinator
	Eric Olson	Resource Conservationist
	Sam Soderman	Water Resource Specialist
	James Aasen	Forest Resource Specialist
	Kelly Voigt	NRCS District Conservationist
	Kevin Adee	Koochiching County Commissioner

As per District policy to elect the chairman and vice chairman on a rotational basis, Supervisor Al Linder was elected Chair and Supervisor Ralph Lewis was elected Vice Chair for calendar year 2018. Supervisor Eldon Voigt accepted the office of Board Treasurer and Supervisor George Aitchison accepted the office of Board Secretary for calendar year 2018.

Vice-Chair Lewis called the meeting to order at 6:04 p.m.

2018/1-1 Motion by Dreher, seconded by Aitchison to approve the agenda with corrections. Voting yes: Lewis, Aitchison, Voigt, Dreher. Motion carried.

2018/1-2 Motion by Voigt, seconded by Dreher to approve the minutes dated December 11, 2017 as presented. Voting yes: Lewis, Aitchison, Voigt, Dreher. Motion carried.

2018/1-3 Motion by Dreher, seconded by Lewis authorizing committee member(s) and/or alternate(s) to attend scheduled committee meetings up to a maximum of 2 board members per meeting and approve committee assignments as follows:

- Budget Committee: Ralph Lewis/Eldon Voigt/Administrator
- Personnel Committee: Ralph Lewis/George Aitchison/Administrator
- Education/Public Relations Committee: Al Linder/Richard Dreher/Administrator
- North Central MN JPB: Al Linder (Eldon Voigt – Alternate)
- Laurentian RC&D: Al Linder (Eldon Voigt – Alternate)
- MN SWCD Forestry Association: Eldon Voigt (Ralph Lewis – Alternate)
- Big Fork River Board: Richard Dreher/ George Aitchison
- Little Fork/Rat Root River Board: Al Linder/George Aitchison
- Int'l Watershed Advisory Committee: Eldon Voigt/Ralph Lewis

- Wood Ash Committee: Richard Dreher/Al Linder
- Others (As deemed necessary and approved by the Board)

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

2018/1-4 Motion by Lewis, seconded by Voigt to approve the following reorganizational meeting business:

- keep monthly meeting date and time as the first Monday of each month at 6:00 p.m. for November-April meetings and 7:00 p.m. for May-October meetings;
- keep supervisor compensation rates at \$75 for all meetings;
- adopt the 2018 mileage reimbursement rate set by the IRS;
- designate Bremer Bank and Border State Bank as official depositories of the Koochiching SWCD (see MN Statute 118A.002);
- keep The Journal as the official newspaper;
- grant district check signing authority to Pam Tomevi, Jolén Simon, Ralph Lewis, and Eldon Voigt.
- define ordinary and necessary bills to mean all bills, not to exceed approved operating budget, with the following exceptions (requiring prior Board approval): Dues, publication subscriptions, employee expense reports, and special projects/expenses not included in the approved operating budget.

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

2018/1-5 Motion by Voigt, seconded by Dreher allowing payment of ordinary and necessary bills between January 9, 2018 and February 5, 2018, not to exceed budget.

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

2018/1-6 Motion by Voigt seconded by Dreher to ratify paid bills, check numbers 10304 to 10328 including electronic transfers, in the total amount of \$30,728.17 (details on file) and the payment of Minnesota Association of Soil and Water Conservation Districts (MASWCD) dues in the amount of \$2,669.56, and renewal of the Border State Bank Certificate of Deposit (CD).

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

Supervisor Reports

Discussion included upcoming Area VIII meetings and scheduling Personnel and Budget Committee meetings.

NRCS Report

See attached.

District Administrator Report

The district administrator gave an oral report. Discussion included financial reports, and year end prep work, final water plan edits and submittal for state agency review, new and renewed contracts (Little Fork River Watershed Surface Water Assessment Grant (SWAG) and Packaging Corporation of America (PCA) Beneficial Reuse of Wood Ash), and the pending International Joint Commission (IJC) appointment to the International Rainy Lake of the Woods Watershed Board (IRLWWB) and Water Levels Committee.

Resource Conservationist Report

See attached.

Additional discussion included an upcoming Conservation Partners Legacy (CPL) funded riffle project on the Rat Root River. The project request for proposal (RFP) will go out in the next two weeks, with contractor selection by the Board at the February 5th Board Meeting. Progress in the wood ash program was also discussed.

2018/1-7 Motion by Lewis, seconded by Voigt authorizing the resource conservationist to attend the 2018 Annual Minnesota Erosion Control Association (MECA) Erosion Control & Stormwater Management Conference in Minneapolis on January 23-25, 2018. Voting yes: Lewis, Aitchison, Voigt, Dreher. Motion carried.

Water Resources Specialist Report

See attached.

Forest Resource Specialist Report

See attached.

Program Coordinator

See attached.

NEW BUSINESS

Upcoming Meetings:

2018/1-8 Motion by Voigt seconded by Aitchison authorizing all board members and staff to attend the 2018 Lake of the Woods Watershed Forum March 7-8 in International Falls. Voting yes: Lewis, Aitchison, Voigt, Dreher. Motion carried.

2018/1-9 Motion by Dreher seconded by Aitchison authorizing Voigt and the district administrator to attend the 2018 MASWCD Legislative Briefing Day March 12-13 in St. Paul. Voting yes: Lewis, Aitchison, Voigt, Dreher. Motion carried.

Confirm Next Meeting Date:

The next regular board meeting of the Koochiching SWCD will be held on Monday, March 5, 2018 at 6:00 p.m. in the courthouse board meeting room.

Adjourn Meeting:

2018/1-10 Motion by Dreher, seconded by Lewis to adjourn the meeting at 7:24 p.m. Voting yes: Lewis, Aitchison, Voigt, Dreher. Motion carried.

Submitted by:

Board Secretary, George Aitchison

Date

Approved:

Vice-Chair, Ralph Lewis

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 January 8th, 2018

Conservation Stewardship Program (CSP)

CSP payment processing is nearly complete. 128 out of 135 payments have been approved. The remaining contracts have issues that need to be resolved. Payments will total \$216,855 for Koochiching County participants.

We have 10 new CSP applications for Koochiching County.

There are now 53 active CSP contracts for Koochiching County.

Environmental Quality Incentives Program (EQIP)

EQIP applications are being processed right now. There are 4 applications in Koochiching County – all for forest management plans.

There are 6 active EQIP contracts for Koochiching County – 2 forest management plans, 1 pollinator habitat plan and 3 prescribed grazing systems. Fence for one of the grazing systems was paid in the last month.

Upcoming

January 10th - Area Meeting - TRF

January 15th – Holiday

February 5th – 16th -- Vacation

Personnel Updates: The new Soil Conservationist – Matt Rose – started today!! 😊

**Performance Summary - Field Measures
Minnesota - None Selected - Koochiching - FY 2018**

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

PRS 6.13

Performance Summary - Field Measures	Fiscal Year Goal	Total Progress	Progress Percent
0.10 - Conservation plans written (Ac.)		552	
0.20 - Watershed or area-wide conservation plans developed (No.)			
0.30 - Stewardship plans written (Ac.)		532	
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.)			
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.)		31	
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.)		162	
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.)		162	
6.90 - Conservation Applied to improve Environmental Quality (Ac.)		192	

Resource Conservationist Report

December 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.
- Work with county staff on cartway info.
- Work with local organization on submitting grant application documents regarding proposed projects and impacts.

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.

CPL – RRR

- Work with DNR/hwy. department on riffle locations/surveying results and data compiling.

Water Quality

- Sampling mainly on monthly 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.
- Conference calls with MPCA staff on continued sampling.
- Sampling major sites only for winter months.
- Switching over to amended contracts for additional sampling and grant changes with MPCA.

Miscellaneous

- Holiday/Vacation

Submitted by: Eric Olson

Water Resource Specialist Report

December 2017

AIS

- Inspection program
- AIS invoicing

Rainy Basin

- Contract amendments/changes
- Sampling planning with MPCA staff
- Rainy River Sampling review with MPCA
- National Lakes Assessment review W/ MPCA staff

SWAG

- Contract Changes
- Budget review
- Pre-sampling call w/ MPCA and LOW SWCD

Local Capacity

- Water plan
- Landowner questions/walk-in
- Littlefork SWAG contract work
- County Mapping

WPLMN

- Sampling planning/meeting
- FLUX review, catchup

Miscellaneous

- Emails

Submitted by: Sam Soderman

Koochiching SWCD Forest Resource Specialist's Report

December 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 Completed a forest stewardship plans and began another.
- J Completed NRCS Tree Planting Plan Training
- J Participated in the Northern Landscape Committee Meeting
- J Organized the discussion of a legislative forestry tour for the Northern Landscape Committee with several local partners.
- J Made amendments to the Koochiching Water Plan Draft.

Cooperative Weed Management Area

Coordinated and organized a renewed conversation about the establishment of a local CWMA.

NIPF 2

- J Discussed and promoted the project as landowners respond to the invitation letters.
- 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 Addressed responses to the buffer letter and discussed landowner options.
- J Helped the county ESD draft the county buffer ordinance and prepare for public comment meeting.
- J Attended the County Board meeting to address questions regarding the buffer ordinance and updates to the county buffer program.
- J Continued thorough review and updating of buffer mapping affected parcels.

District Tree Program

- J Inventoried last year's tree orders and determined tree order amounts for 2018.
- J Ordered trees and coordinated with several landowners on special orders.

Submitted by: James Aasen

Forest Resource Specialist

Koochiching SWCD Program Coordinator Report

December 2017

Local Capacity:

-) eLINK data entry and submit final financial reports for completed grants
-) Northern Landscape Committee Meeting Attendance and follow-up (12/6/17)
-) Reviewed draft water plan for final updates
-) Website updates and research ideas for additional information on the site

Rainy Basin MPCA

-) Amendment updating
-) Worked with Lake of the Woods Sustainability Foundation on calendar distribution

WPLMN

-) Began invoice, updated contract, and met with MPCA staff regarding upcoming amendment

PCA Wood Ash

-) End User Forms sent, and up to date
-) Updated permits, and spreading
-) Update summary, hauling reports and spreading reports, permit coversheets
-) Met with contractor periodically to discuss hauling/spreading progress
-) 2018 contract proposal and invoice

NRBG Grants

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

General Administration

Customer walk-in general assistance; board meeting prep; minutes and agenda; minutes book updating; reporting; website maintenance; finalize 2018 timesheet; credit card tracking; holiday (Christmas) vacation; sick

Submitted by:

Jolén Simon

Program Coordinator