

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT  
REGULAR BOARD MEETING  
COURTHOUSE COUNTY BOARD ROOM  
715 4<sup>TH</sup> STREET \* INTERNATIONAL FALLS \* MN \* 56649  
MONDAY, JULY 10, 2017**

Members Present:	Ralph Lewis	District I
	George Aitchison	District II
	Richard Dreher	District IV
	Al Linder	District V
Members Absent:	Eldon Voigt	District III
Others Present:	Pam Tomevi	District Administrator
	Eric Olson	Resource Conservationist
	James Aasen	Forest Resource Specialist
	Kevin Adee	Koochiching County Commissioner
	Wayne Skoe	Koochiching County Commissioner
	Kelly Voigt	NRCS District Conservationist (Phone)

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

- 2017/7-1 Motion by Lewis, seconded by Linder to approve the agenda as presented.  
Voting yes: Lewis, Aitchison, Dreher, Linder. Motion carried.**
- 2017/7-2 Motion by Linder, seconded by Aitchison to approve the minutes dated June 5, 2017 as corrected.  
Voting yes: Lewis, Aitchison, Dreher, Linder. Motion carried.**
- 2017/7-3 Motion by Lewis, seconded by Linder to approve the Treasurer's report ending May 31, 2017 as presented.  
Voting yes: Lewis, Aitchison, Dreher, Linder. Motion carried.**
- 2017/7-4 Motion by Lewis, seconded by Aitchison to allow payment of ordinary and necessary bills between July 11 and August 7, 2017, not to exceed budget.  
Voting yes: Lewis, Aitchison, Dreher, Linder. Motion carried.**
- 2017/7-5 Motion by Lewis, seconded by Aitchison to ratify paid bills from June 1, 2017 through June 30, 2017, check numbers 10145 to 10172, in the total amount of \$53,963.62 (details on file).  
Voting yes: Lewis, Aitchison, Dreher, Linder. Motion carried.**

**Supervisor Reports**

Linder reported on his attendance at the quarterly Wood Ash meeting where new staff were introduced; North Central MN Joint Powers Board meeting where discussion included a marketing regional contract and contract for engineering services.

Lewis reported on the Budget Committee meeting to review proposed amendments to the 2017 operating budget.

- 2017/7-6 Motion by Lewis, seconded by Linder to approve the amended 2017 operating budget as presented (details on file).  
Voting yes: Lewis, Aitchison, Dreher, Linder. Motion carried.**

**NRCS Report:**

See attached. Voigt also reviewed the new draft Cooperative Working Agreement between USDA-NRCS and the Koochiching SWCD.

**2017/7-7 Motion by Lewis, seconded by Aitchison to approve the Cooperative Working Agreement between the USDA-NRCS and the Koochiching Soil & Water Conservation District as presented and authorize the Board Chair's signature.**  
**Voting yes: Lewis, Aitchison, Dreher, Linder. Motion carried.**

**District Administrator Report:**

The administrator provided a verbal monthly activity report including water planning, Area VIII tour planning, Rainy-Namakan Lakes Rule Curve review and final report to the International Joint Commission (IJC), meeting in Grand Rapids with the Minnesota Forest Resources Council (MFRC), and general administration.

**Resource Conservationist Report:**

See attached.

**Water Resource Specialist Report:**

See attached.

**Forest Resource Specialist Report:**

See attached.

**Program Coordinator Report:**

See attached.

**NEW BUSINESS:**

**Buffer Law Update**

The forest resource specialist presented a draft press release and letter to landowners informing them of the pending November 1, 2017 deadline for buffer compliance on public waterways.

The district administrator presented a grant agreement from BWSR for cost share assistance on riparian buffer practices.

**2017/7-8 Motion by Lewis, seconded by Linder authorizing the district administrator to sign the FY18 Riparian Buffer Cost Share grant agreement as presented.**  
**Voting yes: Lewis, Aitchison, Dreher, Linder. Motion carried.**

**MPCA Rainy River Basin Civic Engagement and International Watershed Coordinator**

The district administrator presented a contract agreement from MPCA for continued work with the Lake of the Woods Water Sustainability Foundation (LOWWSF) in the Rainy Basin.

**2017/7-9 Motion by Lewis, seconded by Linder authorizing the district administrator to sign the Rainy River Basin Civic Engagement and International Watershed Coordinator contract with MPCA and execute a subcontractor agreement with LOWWSF.**  
**Voting yes: Lewis, Aitchison, Dreher, Linder. Motion carried.**

**Flood Relief Project**

The resource conservationist presented a request by Koochiching County for FY14 Flood Relief funds to address erosion along the Little Fork river near County Road 146.

**2017/7-10 Motion by Lewis, seconded by Linder approving flood relief contract FR14-1 with the Koochiching County Highway Department for streambank and shoreline protection at a rate of 100%, not to exceed \$27,000, and authorizing Trent Nicholson, Koochiching County assistant engineer as the authorized technical representative.**  
**Voting yes: Lewis, Aitchison, Dreher, Linder. Motion carried.**

**2017 Area VIII Tour Planning**

The district administrator presented the Board with a draft registration form, agenda, and budget. Discussion included options for presentations and site visits. Staff will finalize the registration form and send out by 7/31/17.

**Upcoming Meetings:**

No action.

**PERMITS:** The board reviewed permit #2017-2370 – Great Northern Transmissions Line (bridge construction/modification/replacement). No comments.

**GENERAL BUSINESS:**

Aitchison asked Commissioner Skoe about possible measures the County is taking to mitigate erosion under County Road 1 from the Little Fork River.

**Confirm Next Meeting Date:**

The next regular meeting of the Koochiching SWCD will be held on Monday, August 7 at 7:00 p.m. in the courthouse County Board meeting room.

**Adjourn Meeting:**

**2017/7-11 Motion by Lewis, seconded by Aitchison to adjourn the meeting at 9:05 p.m.**  
**Voting yes: Lewis, Aitchison, Dreher, Linder. Motion carried.**

**Submitted by:**

\_\_\_\_\_  
**Board Secretary, Ralph Lewis**

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

**Approved:**

\_\_\_\_\_  
**Board Chairman, Richard Dreher**

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



Natural Resources Conservation Service  
119 1<sup>st</sup> Avenue NW, PO Box 217  
Baudette, MN 56623-0217

Phone: (218) 634-2757  
FAX: (218) 634-1726

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**District Conservationist Report  
Koochiching SWCD board meeting  
July 10<sup>th</sup>, 2017**

**Conservation Stewardship Program (CSP)**

CAET and AERT evaluations are complete except for one requested change by a participant. Funding decisions will be made at the end of this week. The contract obligation deadline has been extended until August 11<sup>th</sup>.

Renewal application processing will need to be completed by September 15<sup>th</sup>.

There are 48 active CSP contracts for Koochiching County.

**Environmental Quality Incentives Program (EQIP)**

The next application deadline for EQIP is August 18<sup>th</sup>, 2017. We currently have two new applications for Koochiching County, both for forest management plans. We have been notified that the NRCS state office will be sending out EQIP advertisement postcards near the beginning of August to try to increase application numbers.

There are 11 active EQIP contracts for Koochiching County.

**Trainings/Meetings Attended**

Soil Health Training – Mahnomen – June 20-21

**Upcoming**

Sick Leave – July 17<sup>th</sup>, 24<sup>th</sup>, Aug 1<sup>st</sup>  
Area QAR – July 18<sup>th</sup>

**Cooperative Working Agreement**

**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.

FRS 6.13

Performance Summary - Field Measures	Fiscal Year Goal	Total Progress	Progress Percent
0.10 - Conservation plans written (Ac.)		1,783	
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.)		1,618	
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.)		1,821	
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	
6.90 - Conservation Applied to improve Environmental Quality (Ac.)		1,831	

# Resource Conservationist Report

## June 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 Hwy. department on upcoming project possibilities and options for mitigation.
- Review/make comments on permit applications.
- Work with conservation officers on potential WCA violations.

### 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.
- Attended wood ash meeting with new PCA managers and staff.

### Water Quality

- Sampling mainly on rain 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.
- Work with MPCA on flux program and estimating pollutant loads on Rivers.

### Rainy Basin

- Work with Jolen and staff on maps and kiosk details/staff gauge configuration.

### Cost Share

- Site visit various properties with JPB engineers to assess potential restoration ideas.

### Miscellaneous

- Work with county staff and SWCD staff for water plan updates.
- Attend DNR led training in Fergus Falls for stream restoration techniques and river morphology with Sam.

Submitted by: Eric Olson

# Water Resource Specialist Report

## June 2017

### AIS

- Inspection program
- Work with Always There Staffing
- AIS webpage updates
- AIS signage

### Rainy Basin

- Sampling planning with MPCA Project Manager
- Rainy River Sampling with MPCA
- National Lakes Assessment review
- The Fundamentals of Stream Restoration (June 19-June23)
- Culvert training
- Stream training prep/review of documents

### SWAG

- Sampling
- Sampling prep
- Pre-sampling call w/ MPCA and LOW SWCD

### Local Capacity

- Water plan
- Landowner questions/walk-in
- County Mapping
- Water Plan mapping
- Rat Root Site visit for kiosk

### Miscellaneous

- Emails

Submitted by: Sam Soderman

# Koochiching SWCD Forest Resource Specialist's Report

June 2017

## Local Capacity-Forestry

- J Researched general forestry and forest health topics.
- J Processed contracts for several upcoming Forest Stewardship Plans.
- J Continued the collection of field data and completed a forest stewardship plan.
- 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 district, Koochiching County, SWCD Area 8, and BWSR staff on County Water Plan Strategies.
- J Worked with staff with mapping and writing the County Water Plan.
- J Participated in a UMN Extension Forestry Webinar.
- J Attended the Northern Landscape Committee Meeting.
- J Prepared for and attended the MFRC Landscape Committee Meeting in Grand Rapids.
- J Attended Ecological Classification Training near Beltrami Island State Forest.
- J Helped install the Water Level Citizen Monitoring Kiosk at Watson's Landing.

## NIPF 2

- J Discussed and promoted the project as landowners respond to the invitation letters.
- J Redeveloped and expanded the focus area in preparation for new invitation to participate mailing.
- J Sent 336 Little Fork Watershed landowners invitation letters throughout Koochiching, St. Louis and Itasca Counties.
- J Processed final invoices and survey results.

## BWSR White Cedar Restoration

- J Conducted cedar stand field assessment with North St. Louis SWCD Conservation Technician

## MN Buffer Initiative

- J Reviewed BWSR and MN DNR Buffer Law updates and guidance as they became available
- J Koochiching accessed as 95% buffer compliant.
- J Developed the "Other Waters" Resolution through discussions with Koochiching Environmental Services, Lands and Forestry, and BWSR staff.
- J Continued thorough review of buffer mapping effected parcels.

Submitted by: James Aasen

Forest Resource Specialist



# Koochiching SWCD Program Coordinator Report

June 2017

## Local Capacity:

- ) Attend June 7 NLC Meeting, and send out summary for review to MFRC
- ) Send updates to NLC as needed, assist with mailing
- ) Create Island View brochure updates for Island View Sanitary Sewer Project

## NRBG Grants

- ) Climatology data entry and mail forms to U of M, submit to NRCS, mail forms to volunteers
- ) Board meeting items
- ) Envirothon wrap-up
- ) Assisted in writing water plan
- ) eLINK data entry and close grants completed
- ) Assist in planning Area VIII Tour
- ) Comp time used

## Rainy Basin MPCA

- ) Continued working towards crowd source hydrology station (Watson's Landing)-site was vandalized and gauge was stolen. A new one has been ordered. The informational kiosk went in on 06/28/17, and will be finalized once the gauge is back up.
- ) Updated all watershed pages and finalize. All pages complete, need some additional information, but they are live
- ) Planning for future grant and interview civic engagement project

## 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
- ) Prep for and attend quarterly meeting 06/28/17 with DH Contracting and PCA

## General Administration

Customer walk-in general assistance; board meeting prep; minutes and agenda; board meeting; staff report; reporting; website maintenance; vacation

Submitted by:

Jolén Simon

Program Coordinator