

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
COURTHOUSE COUNTY BOARD ROOM
715 4TH STREET * INTERNATIONAL FALLS * MN * 56649
MONDAY, JULY 2, 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
	Jolen Simon	Program Coordinator
	Ron Norby	Koochiching County Commissioner
	Wayne Skoe	Koochiching County Commissioner
	Matt Gouin	Koochiching County ESD Director

Chair Linder called the meeting to order at 7:02 p.m.

- 2018/7-1 Motion by Lewis seconded by Voigt to approve the agenda with as presented.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2018/7-2 Motion by Lewis, seconded by Dreher to approve the minutes dated June 6, 2018 as presented.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2018/7-3 Motion by Voigt, seconded by Dreher to approve the Treasurer's report ending May 31, 2018 and June 30, 2018 as presented.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2018/7-4 Motion by Lewis, seconded by Dreher to approve Accounts Payable in the amount of \$28.34 (details on file) and to allow payment of ordinary and necessary bills between July 3, 2018 and August 6, 2018, not to exceed budget, including a line item transfer of \$1,600 from the newsletter budget to the vehicle maintenance budget.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2018/7-5 Motion by Voigt seconded by Dreher to ratify paid bills, check numbers 10406 to 10493 including electronic transfers, in the total amount of \$197,426.80 (details on file).
Voting yes: Lewis, Aitchison, Dreher, Linder. Motion carried.**

Guest Introductions

Matt Gouin, Environmental Services Department Director, discussed the Island View Sewer Project and tree planting education for landowners.

Commissioner Norby discussed the tree planter which will be donated by Koochiching County to the SWCD.

Supervisor Reports

Dreher reported his attendance at the Northome Wellhead Protection meeting. There will be a contractor checking the well for leaks and cracks in the near future. The Minnesota Department of Health will cover the

cost of replacement if need be. Dreher also reported on his attendance at the Wood Ash quarterly meeting with PCA, DH Contracting, and the SWCD.

Voigt reported on a call from MASWCD President Kurt Beckstrom to request that he serve on the Awards Committee for the State Convention.

2018/7-6 Motion by Lewis, seconded by Dreher authorizing Voigt to participate on the State Convention Awards Committee.

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

NRCS Report

See attached.

The district administrator also reported that Larry Voltz and Chad Severts will attend the August meeting.

District Administrator Report

See attached.

Discussion included a call with a local landowner regarding his concerns with pilings along the Black River area. A site visit is being planned to do a field assessment of the remaining pilings. Further discussion included the recent International Joint Commission (IJC) meeting in Washington D.C. attended by the district administrator.

Resource Conservationist Report

See attached.

Water Resources Specialist Report

See attached.

Forest Resource Specialist Report

See attached.

Program Coordinator

See attached.

OLD BUSINESS

Tree Planter Donation

The district administrator read a disclaimer from Koochiching County regarding our acceptance of responsibility for the donated tree planter.

2018/7-7 Motion by Lewis, seconded by Dreher allowing the District to accept the donation of a tree planter from Koochiching County and authorize the Chair to sign the disclaimer.

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

NEW BUSINESS

Cooperative Weed Management Area Plan

The Board reviewed the Cooperative Weed Management Area Plan which will soon be brought before the Koochiching County board for approval.

2018/7-8 Motion by Lewis, seconded by Aitchison authorizing SWCD participation in the Koochiching County Cooperative Weed Management Area Plan.

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

Upcoming Meetings:

Informational: Aitchison and Dreher to attend the Big Fork River Board Meeting in Big Fork on August 27th.

2018/7-9

Motion by Lewis, seconded by Dreher authorizing the following meeting attendance:

- o District administrator to attend the International Rainy-Lake of the Woods Watershed Board Meetings in Kenora, Ontario, August 14-16.

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

Permits:

The district administrator reviewed DNR Permit #2018-2384 regarding a request to create a beach on Bartlett Lake. This request for comment is regarding potential wetland impacts. The resource conservationist is currently assisting with site reviews related to this permit request.

General Business:

The MASWCD prospectus for potential candidates was distributed.

The district administrator reported that SWCD board meeting announcements will now appear in The Journal's Events Calendar section.

Aitchison acknowledged Linder's award for Farm Family of the Year.

Confirm Next Meeting Date:

The next regular board meeting of the Koochiching SWCD will be held on Monday, August 6, 2018 at 7:00 p.m. in the courthouse board meeting room.

Adjourn Meeting:

2018/7-10 Motion by Voigt, seconded by Lewis to adjourn the meeting at 9:02 p.m.

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

Submitted by:

_____ **Board Secretary, George Aitchison**

_____ **Date**

Approved:

_____ **Board Chairman, Al Linder**

_____ **Date**



Natural Resources Conservation Service
3217 Bemidji Ave N
Bemidji Mn 56601-4328

July 2, 2018

D C REPORT

CSP:

We are down to 11 applications – all pre-approved for funding. The past several weeks we've been working through the list to complete the field verification process. After this week, we will have been to all the sites. This is really my first chance to drive around a lot of Koochiching County and I can say it's an amazing gem in the state! I got to see more wildlife than I have for a long time – many deer, a fisher, two bear and even a moose (north of Effie by the new Power Line)!

Between now and August 3rd, we will be finalizing our conservation planning efforts and putting the final touches to all the designs for the tree plantings and pollinator habitat plantings that will be established.

EQIP:

There are a few folks reporting work being completed. We'll need to get out and get those practices certified as quickly as possible. We will also be formulating a plan to get the word out to folks in the priority watershed you discussed / chose during your Local Work Group process and let them know that there are opportunities to work together to get conservation planning completed and that there may be potential financial assistance to install conservation practices later this year.



Koochiching SWCD District Administrator Report

June 2018

) **BWSR Conservation Delivery:**

- Interview with U of M Leadership re: locally led conservation; landowner assistance re: Black River log pilings (referral from Rep. Rick Nolan's office)

) **BWSR Local Capacity**

- Rule Curve/International Rainy-Lake of the Woods Watershed Board/Water Levels Committee meetings and document review; landowner assistance with water level concerns/real-time gage information

) **County/District Projects:**

- County Board update on 2017 report and new brochures; county department updates/collaboration (ESD/L&F); personnel time tracking/treasurer report template coding in MS Excel

) **LF NIPF:**

- NLC meeting; landowner contracts; invoicing; web-database project;

) **MPCA Contracts**

- WRAPS workplan/budget reviews; watershed updates to website; grant tracking and invoice prep; binational project reviews

) **Natural Resource Block Grant**

- eLink reporting

General Administration

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

Submitted by:

Pam Tomevi, District Administrator

Resource Conservationist Report

June 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.
- Potential violation concerns with landowners and property boundaries, working with conservation officers on issues.

Wood Ash

- Assisting landowners with process/working with DH contracting.
- Currently switching over to receiving 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 6-8-18. Consensus is to begin to allow more long haul permits and call landowners on waiting list.

CPL – RRR

- Work with DNR on staff gauge installation and new AVM line for sampling.

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.
- Present AIS info. At Rainy Lake Property Owners Association annual meeting with Sam.
- Attended training with James in Virginia hosted by BWSR on implementing practices and establishing specific seed mixes and standards.

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

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

June 2018

Rainy Basin MPCA

-) Fort Frances Drain Stencil project June 14th : Painted Approximately 60-70 drains
-) Prepared materials for final reporting and upcoming grant

Rainy Basin International & Watershed Coordinator

-) Participated in partner meetings with MPCA and LOWWSF for interview planning

PCA Wood Ash

-) Called all landowners responsible for ash. This list has been further reduced and PCA will be connecting with those who need assistance.
-) Those who have been on the waiting list (beyond 50 miles) to get permitted will soon be contacted to begin the permitting process.
-) End User Forms sent, and up to date
-) Updated permits, and spreading
-) Update summary, hauling reports and spreading reports, permit coversheets
-) Attended Quarterly Meeting on June 8

County Buffer

-) Tree planting for Island View Project
-) Planning for education event at Ogichi Daa Kwe

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; reporting; website maintenance; credit card tracking; vacation

Submitted by:

Jolén Simon

Program Coordinator