

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT  
REGULAR BOARD MEETING  
COURTHOUSE COUNTY BOARD ROOM  
715 4<sup>TH</sup> STREET \* INTERNATIONAL FALLS \* MN \* 56649  
MONDAY, JUNE 5, 2017**

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
	Eric Olson	Resource Conservationist
	Sam Soderman	Water Resource Specialist
	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 7:05 p.m.

- 2017/6-1 Motion by Lewis, seconded by Aitchison to approve the agenda as presented.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2017/6-2 Motion by Lewis, seconded by Voigt to approve the minutes dated May 1, 2017 as presented.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2017/6-3 Motion by Voigt, seconded by Lewis to approve the amended March 31, 2017 Treasurer's report.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2017/6-4 Motion by Lewis, seconded by Voigt to approve the Treasurer's report ending April 30, 2017 as presented.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2017/6-5 Motion by Lewis, seconded by Voigt to allow payment of ordinary and necessary bills between June 5 and July 10, 2017, not to exceed budget.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2017/6-6 Motion by Lewis, seconded by Voigt to ratify paid bills from January 1,-2017 through May, 31, 2017, check numbers 9998 to 10144, in the total amount of \$240,121.72 (details on file).  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**Supervisor Reports**

Voigt reported on his attendance at the SWCD Forestry meeting and the Area VIII resolution meeting.

Dreher reported on his attendance at the Area VIII resolution meeting.

**NRCS Report:**

See attached.

**District Administrator Report:**

See attached.

**Resource Conservationist Report:**

See attached.

**Water Resource Specialist Report:**

See attached.

**Forest Resource Specialist Report:**

See attached.

**Program Coordinator Report:**

See attached.

**NEW BUSINESS:**

**Resolution for the Adoption of the “Other Water Courses” Buffer Legislation**

The forest resource specialist presented a resolution that was written in partnership with Koochiching County’s Land and Forestry and Environmental Services Departments that describes “other watercourses” to be included in future local water plan updates. Discussion also included alternative practices.

**2017/6-7 Motion by Lewis, seconded by Voigt to adopt resolution No. 2017-06-05 *Koochiching Local Water Resources Riparian Protection* as presented.  
Voting yes: Lewis, Voigt, Dreher, Linder. Abstain from vote: Aitchison. Motion carried.**

**Request to Mentor Summer Intern**

The Board reviewed a request from the Northeast MN Office of Job Training to mentor a local youth during the summer of 2017. No action taken.

**MPCA Rapid River WRAPS**

The district administrator informed the Board that, at their May board meeting, the Lake of the Woods (LOW) SWCD selected Emmons & Olivier Resources, Inc. (EOR) as the contractor for the Watershed Restoration and Protection Strategies (WRAPS) and Total Maximum Daily Load (TMDL) studies for the Rapid River Watershed. Koochiching SWCD will partner with LOW SWCD on this project but will complete all work through separate contracts.

**2017/6-8 Motion by Lewis, seconded by Voigt to acknowledge the selection made by the LOW SWCD for the Rapid River WRAPS process and to accept Emmons & Olivier Resources, Inc. as the contractor.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**Upcoming Meetings:**

Informational:

The district administrator will attend the BWSR Northern Regional Committee on 06/14/17 in Brainerd to present the Priority Concerns Scoping Document for Koochiching County’s Comprehensive Local Water Management Plan.

**PERMITS:** The board reviewed DNR permit #2017-2217 Rainy 148.86 – Culvert Construction/Modification/Replacement; Waterward Navigation Channel Excavation. No comments.

**GENERAL BUSINESS:**

The Board reviewed an NACD memo regarding the FY18 budget request for the USDA and NACD.

**Confirm Next Meeting Date:**

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

**Adjourn Meeting:**

**2017/6-9 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, Ralph Lewis**

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

**Approved:**

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

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



Natural Resources Conservation Service  
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## **District Conservationist Report Koochiching SWCD board meeting June 5<sup>th</sup>, 2017**

### **Conservation Stewardship Program (CSP)**

One CAET and AERT evaluation is complete. The deadline has been extended to June 30<sup>th</sup> to complete these evaluations. There are 8 more applications to finish processing for Koochiching County.

Seven of the 8 participants eligible for renewal have applied. Application processing will occur later this summer – due September 15<sup>th</sup>, 2017.

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.

There are 11 active EQIP contracts for Koochiching County.

### **Conservation Reserve Program (CRP)**

CRP is reaching its acreage limitations nationwide. All applications are being held while the actual acres enrolled are being calculated. We should receive notice of funding in late August or September for those applications that were technically eligible and were not yet funded.

### **Trainings/Meetings Attended**

CAET Training – Erskine – May 2<sup>nd</sup>  
Area Meeting – Detroit Lakes – May 15<sup>th</sup>  
Operational Agreement Training – TRF – May 24<sup>th</sup>  
MASWCD Area VIII meeting – Bemidji – June 2<sup>nd</sup>

### **Upcoming**

Vacation – June 12-16  
Soil Health Training – Mahnomen – June 20-21  
CAET AERT deadline – June 30<sup>th</sup>  
Holiday – July 4<sup>th</sup>

### **Cooperative Working Agreement –**

To replace 2003 agreement, needed by July 15<sup>th</sup>  
Operational Agreement, if desired

**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	

# Koochiching SWCD District Administrator Report

May 2017

- ) **Aquatic Invasive Species:**
  - o Staffing payments and quarterly reimbursement invoice; inspector program review and updates with Water Resource Specialist
- ) **Boise Wood Ash:**
  - o Landowner assistance with soil sampling
- ) **Buffer Law:**
  - o Resolution re: Other Water Courses discussion and review with Forest Resource Specialist
- ) **BWSR Conservation Delivery:**
  - o Board updates; general landowner assistance via phone, walk-in, and email
- ) **CPL Projects:**
  - o Rat Root River: project update and reimbursement request
- ) **District and County:**
  - o Processed tree orders; discussed NE MN Office of Job Training request to support summer worker experience for youth;
- ) **MPCA Contracts**
  - o Reviewed WRAPS reports; discussed contractor selection process with LOW SWCD, attended the Rainy River/Rainy Lake civic engagement event; reviewed bi-national story map; discussed tribal collaboration on bi-national water monitoring; reviewed bi-national educational activity program outline and media releases
- ) **Natural Resource Block Grant:**
  - o Appearance at the IJC Semi-Annual in Washington DC May 1-5 to present the draft rule curve report
  - o Compiled responses to state agency comments on the draft Priority Concerns Scoping Document (PCSD) and updated final PCSD for website upload and submission to BWSR
  - o Met with NRCS District Conservationist to review collaborative projects and discuss PCSD
  - o Met with citizen advocates, City of International Falls Mayor, DNR staff, and MPCA staff re: Second Creek

## **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

## May 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.
- Work with landowners and different project leaders on project form revisions.
- Held TEP meeting to discuss wetland bank projects and current joint notification forms.

### 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

- Rivers are now fully open and will sample 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.

### Local Water Management

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

### Cost Share

- Engineer request forms were sent out and awaiting a site visit.

### Miscellaneous

- Work with county staff and SWCD staff for water plan updates.
- Assist Sam with AIS activities.

Submitted by: Eric Olson

# Water Resource Specialist Report

## May 2017

### AIS

- Inspection program
- Plan inspection program with Koochiching Environmental Services Department
- Work with Always There Staffing
- AIS webpage updates
- Receive Decon Unit
- Level 1 and 2 training for inspectors
- Equipment ordered/purchased for inspectors
- Inspection Program Kick-off
- AIS press release

### Rainy Basin

- Story map work with Lake of the Woods Sustainability Foundation
- Sampling planning with MPCA Project Manager
- Amendment work with MPCA Project Manager
- Story Map 2 creation and completion
- Rainy River Sampling with MPCA
- National Lakes Assessment review

### 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 staff gage

### Miscellaneous

- Emails
- Tree Program

Submitted by: Sam Soderman



# Koochiching SWCD Forest Resource Specialist's Report

May 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 on reviewing the Water Plan Priority Concerns Scoping Document.
- J Attended the Forest Stewardship Plan Writers Review Workshop in Grand Rapids

## 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 participating landowners satisfaction surveys and final invoices.
- J Processed Final invoices and survey results.

## BWSR White Cedar Restoration

- J Conducted cedar stand field assessment with North St. Louis Con. Tech.

## 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.

Submitted by: James Aasen

Forest Resource Specialist

# Koochiching SWCD Program Coordinator Report

May 2017

## Local Capacity:

- ) Prepare for June 7 NLC Meeting
- ) Send updates to NLC as needed
- ) Prepare for Science Days at Voyageurs National Park (event cancelled due to weather)

## NRBG Grants

- ) Climatology data entry and mail forms to U of M, submit to NRCS, mail forms to volunteers
- ) Board meeting items
- ) Envirothon planning and assist
- ) Environmental Education Days planning and run booth
- ) Assisted in writing water plan
- ) eLINK data entry and close grants completed

## Rainy Basin MPCA

- ) Continued working with DNR staff and MPCA towards crowd source hydrology station (Watson's Landing)-continued planning kiosk building with contractor, work with volunteer to get readings
- ) Update most watershed pages and finalize
- ) Drain stencil painting for International Falls and Fort Frances schools on May 25 and 31
- ) Rapid River and Lower Rainy River Watershed public open house on May 18 in Baudette
- ) Rainy River-Rainy Lake public open house on May 22
- ) Assist with amendment
- ) Assisted with Second Creek meeting
- ) Sent out notice of Big Fork River Public Comment Period

## 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

## 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; holiday.

Submitted by:

Jolén Simon

Program Coordinator