

**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 4, 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
	Larry Voltz	NRCS District Conservationist

Chair Linder called the meeting to order at 7:03 p.m.

- 2018/6-1 Motion by Dreher, seconded by Lewis to approve the agenda as presented.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2018/6-2 Motion by Lewis, seconded by Dreher to approve the minutes dated May 7, 2018 as presented.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2018/6-3 Motion by Linder, seconded by Voigt to approve the Treasurer's report ending April 30, 2018 as presented.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2018/6-4 Motion by Voigt, seconded by Lewis to approve Accounts Payable in the amount of \$693.79 (details on file) and to allow payment of ordinary and necessary bills between June 5, 2018 and July 1, 2018, not to exceed budget.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**Guest Introductions**

Larry Voltz, NRCS District Conservationist reported that he is covering Beltrami, Lake of the Woods, and Koochiching Counties until his planned retirement in August of this year.

**Supervisor Reports**

Voigt reported on his attendance at the Area VIII meeting where he was appointed Area VIII Co-Chair. Discussion also included the MN SWCD Forestry Association meeting in McGregor where Aiken SWCD presented their promotion for AIS education and prevention using logo bait bags. Area VIII will be hosting the MASWCD Annual Convention. One Supervisor and staff member from each District in Area VIII will serve on this committee.

Aitchison reported on his attendance at the Littlefork Wellhead Protection meeting where Chris Parthun of MN Department of Health spoke. There are two wells in the Littlefork area and neither have historic documentation as to how they were constructed.

**2018/6-5 Motion by Voigt seconded by Lewis authorizing Aitchison's attendance at the Littlefork Wellhead Protection meeting on May 17<sup>th</sup> as well as Dreher's attendance at the Northome Wellhead Protection meeting on June 6<sup>th</sup>.**  
**Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**NRCS Report**

See attached.

**District Administrator Report**

May activities included sick time, an upcoming interview with the University of Minnesota on leadership, staff appreciation, attendance at the June Area VIII meeting, and water level updates. Discussion also included the possibility of the County's donation of a tree planter to the SWCD. Aitchison has volunteered to store it on his property.

**Resource Conservationist Report**

See attached.

**Water Resources Specialist Report**

See attached.

**Forest Resource Specialist Report**

See attached.

**Program Coordinator**

See attached.

**OLD BUSINESS**

**MASWCD Award Nominations**

Discussion included potential candidates.

**2018/6-6 Motion by Aitchison seconded by Linder to table nominations until the 2019 awards event.**  
**Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**NEW BUSINESS**

**Cost Share Program**

Staff reported that Rainy Lake Medical Center will be seeking assistance with slumping along the banks of the hospital. They are currently working with an engineering firm on potential projects and cost estimates.

**Bartlett Lake Update**

Staff reported that MPCA held an informational meeting regarding the health of Bartlett Lake. The district administrator read a report from the most recent meeting.

**MASWCD State Convention Planning**

Voigt and the district administrator volunteered to serve on the planning committee.

**Upcoming Meetings:**

Linder will attend the Area VIII NCMNJPB meeting on June 11<sup>th</sup> in Bemidji.

**2018/6-7 Motion by Voigt, seconded by Linder authorizing the following meeting attendance:**  
○ District administrator to attend the Manager's Meeting on July 24-25 in St. Cloud  
○ The forest resource specialist and resource conservationist to attend the BWSR IDP training on June 15<sup>th</sup> in Virginia  
**Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**General Business:**

The district administrator presented the 2017 SWCD Annual Activity Report and new SWCD and forestry brochures and reported that she will also present these to the County Board on June 26<sup>th</sup>.

**Confirm Next Meeting Date:**

The next regular board meeting of the Koochiching SWCD will be held on Monday, July 2, 2018 at 7:00 p.m. in the courthouse board meeting room.

**Adjourn Meeting:**

**2018/6-8 Motion by Voigt, seconded by Lewis to adjourn the meeting at 8:52 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

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June 4, 2018

## D C REPORT

### CSP:

We are working through the 13 applications on file that fall within Koochiching County. Bemidji and Baudette staff have worked through all the applications and have entered practices and enhancements into our database so that they could be ranked in preparation of being pre-approved. A pre-approval list of potential contracts will come out after June 6. Overall, I felt the process went well. We were able to meet with most of the producers and discuss concerns they had with the natural resources on their farms. After the pre-approval list is released, we will be scheduling field visits on all of the eligible applications to verify information obtained during our visits and to make sure that the enhancements we chose will work.

### EQIP:

We have several EQIP contracts where practices will be completed this spring / summer. We will be making field visits to certify these practices in the field and then begin the process for payment reimbursement.

I would also like to review the information that was put together during the Local Work Group process. My thoughts would be to reach out to the landowners in the sub-watershed that was identified and see what interest there is to develop conservation plans to address those resource concerns. It's a good way to begin getting producers thinking about resource protection and the potential for project funding via EQIP later this fall.



# Resource Conservationist Report

## May 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.

### 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.

### 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.
- Switching over to amended contracts for additional sampling and grant changes with MPCA.

### Miscellaneous

- Work/plan projects with RLPOA and VNP for invasive cattail removal and effectiveness.
- Hazardous waste assistance.
- Bartlett Lake plan/thoughts.
- Tree sale week and planting with James.

Submitted by: Eric Olson

# Water Resource Specialist Report

## May 2018

### AIS

- Inspection program
- 2018 Inspection program planning
- Inspector training
- Prep decon unit for inspection program

### Rainy Basin

- Sampling site check
- Rat Root Sampling
- Flow measurements with MPCA
- Sampling planning with MPCA staff
- Willow and Valley sampling
- Rainy River Rainy Lake Core Team meetings

### 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

### Local Capacity

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

### WPLMN

- Sampling
- WebEx trainings

### Miscellaneous

- Emails

Submitted by: Sam Soderman

# Koochiching SWCD Forest Resource Specialist's Report

May 2018

## Local Capacity-Forestry

- Researched general forestry and forest health topics.
- Processed contracts for several upcoming Forest Stewardship Plans and began field work.
- Completed a forest stewardship plans and began another.
- Completed NRCS Technical Service Provider Application and Ag Learn Training and sample training plan and submitted to the state TSP coordinator.
- Initiated a conversation with the city of International Falls about cooperation on a community EAB grant.
- Worked with County Lands and Forests on transfer of tree planter to SWCD.
- Continued assisting Environmental Services with Island View Sewer Project tree planting.
- Planted trees with landowners that lost trees due to the island view sewer project.
- Coordinated with Camp Kooch. on a tree and tree planting presentation.
- Attended BWSR Vegetation-Species, Seed, and Seed Mixes Training.

## Cooperative Weed Management Area

- Collected management templates, previous partner agreements, invited new agencies and partners to participate, and continued establishment process with the MN DNR Northeast Planner.

## NIPF 2

- Discussed and promoted the project as landowners respond to the invitation letters.
- Processed final invoices and survey results.
- Expanded Forest Plan Tracking for grants and collected data.

## MN Buffer Initiative

- Reviewed BWSR and MN DNR Buffer Law updates and guidance as they became available
- Coordinating with the County Buffer Committee in establishing local jurisdiction and processes.
- Addressed responses to the buffer letter and discussed landowner options.
- Continued thorough review and updating of buffer mapping affected parcels.

## District Tree Program

- Continued thorough review and updating of buffer mapping affected parcels.

Submitted by: James Aasen

*Forest Resource Specialist*

# **Koochiching SWCD Program Coordinator Report**

## **May 2018**

### **Local Capacity:**

- Environmental Education Days event, organization and deliver
- Attend Northern Landscape Committee meeting 5/30/18, minutes summary review

### **Rainy Basin MPCA**

- Attended civic engagement training in St. Cloud 5/23-5/24
- Drain stencil planning meetings with partners for I. Falls and deliver in I. Falls May 21<sup>st</sup>
- Fort Frances Drain Stencil project postponed until June 14<sup>th</sup>

### **Rainy Basin International & Watershed Coordinator**

- Participated in partner meetings with MPCA and LOWWSF for interview planning, created stakeholder list, interview questions, etc.

### **PCA Wood Ash**

- End User Forms sent, and up to date
- Updated permits, and spreading
- Update summary, hauling reports and spreading reports, permit coversheets
- *Quarterly Meeting: June 8 – 10:00 a.m.*

### **NRBG Grants**

- Climatology data entry and mail forms to U of M, submit to NRCS
- eLINK data entry reporting
- Envirothon coordination and prep; attend and deliver on May 2<sup>nd</sup>
- Environmental Education Days assistance May 22<sup>nd</sup>

### **General Administration**

Customer walk-in general assistance; board meeting prep; minutes and agenda; minutes book updating; reporting; website maintenance; credit card tracking; assist with tree program and tree customers; holiday-Memorial Day

Submitted by:

Jolén Simon

Program Coordinator