

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
COURTHOUSE COUNTY BOARD ROOM
715 4TH STREET * INTERNATIONAL FALLS * MN * 56649
MONDAY, MARCH 4, 2019**

Members Present:	Ralph Lewis	District I
	Eldon Voigt (via phone)	District III
	Richard Dreher	District IV
	Al Linder	District V
Members Absent:	George Aitchison	District II
Others Present:	Jolen Simon	Program Coordinator
	Eric Olson	Resource Conservationist
	Sam Soderman	Water Resource Specialist
	Kevin Adee	Koochiching County Commissioner

Chair Lewis called the meeting to order at 6:03 p.m.

**2019/3-1 Motion by Dreher, seconded by Voigt to approve the agenda as presented.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**

**2019/3-2 Motion by Voigt, seconded by Dreher to approve the minutes dated January 7, 2019 with corrections.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**

Supervisor Reports

Voigt reported on his attendance at the Area VIII meeting and highlighted a possible resolution regarding the chemical spraying of cattails on open water. In addition, Voigt reported on his meetings in St. Paul where he met with legislators to discuss the Local Capacity funding, DNR staff to discuss chronic wasting disease (CWD) and the possibility of adding a local forester through federal funding, and the Executive Director of the Minnesota Forest Resource Council to discuss how important the Northern Landscape Committee is to our region.

District Administrator Report

See attached.

Resource Conservationist Report

See attached.

Water Resources Specialist Report

See attached.

Forest Resource Specialist Report

See attached.

Program Coordinator

See attached.

NEW BUSINESS

2019 Plat Book Update

Discussion included updates on advertisers currently committed and the potential cost of printing the book.

LCCMR Cattail Removal Grant

The resource conservationist described the proposed work plan that will focus on 19 acres near Jackfish Bay and reported that the draft grant proposal is due to LCCMR staff by March 15th.

**2019/3-3 Motion by Voigt seconded by Dreher authorizing the Koochiching Soil and Water Conservation District to submit the Rainy Lake Invasive Cattail Removal grant proposal to the Legislative-Citizen Commission on Minnesota Resources (LCCMR).
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**

FY2019 Local Capacity Amendment

**2019/3-4 Motion by Dreher seconded by Lewis authorizing the district administrator to sign the FY2019 Local Capacity grant amendment.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**

2019 Local Working Group

**2019/3-5 Motion by Dreher seconded by Lewis authorizing the Local Working Group to be held on April 1st, 2019 at 5:30 p.m., preceding the regular SWCD Board Meeting.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**

Upcoming Meetings:

Board Approval:

**2019/3-6 Motion by Voigt seconded by Dreher authorizing the program coordinator to attend the 2019 Area VIII Envirothon in Bemidji on May 1st.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**

Confirm Next Meeting Date:

The next regular board meeting of the Koochiching SWCD will be held on Monday, April 1, 2019 at 6:00 p.m. in the courthouse board meeting room.

Adjourn Meeting:

**2019/3-7 Motion by Dreher, seconded by Linder to adjourn the meeting at 7:11 p.m.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**

Submitted by:

Board Secretary, Richard Dreher

Date

Approved:

Board Chairman, Ralph Lewis

Date

Koochiching SWCD District Administrator Report

February 2019

) AIS

-

) BWSR Conservation Delivery

- Final revisions/updates to the Jim Palm site visit report, hardbound copies created and sent to landowner; legislative meeting schedule; website maintenance

) BWSR Local Capacity

- International Rainy-Lake of the Woods Watershed Board webex and conference calls; water level reports; Water Quality Forum document review; workshop prep;

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) County/District

- 2018 year-end financial report created/sent to BWSR; cost analysis for MN DNR boat landing maintenance request;

) CPL-RRR

-

) LF NIPF

-

) MPCA Contracts

-

) Natural Resource Block Grant

- eLink reporting,

) Wood Ash

-

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

February 2019

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.

Wood Ash

- Assisting landowners with process/working with DH contracting.
- Receiving and permitting 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 – Rat Root River

- Working with DNR fisheries office, stream habitat specialists, MPCA, and RLSFC on how/where the best place to spend remaining dollars would be before the grant closes.
- Site visit to various sites and planning for projects to be completed prior to end of grant. Talk with different members involved with the grant for thoughts, plans, and estimates.
- Awaiting final permit for bridge removal project.

Cost Share

- Final plan decisions for hospital river bank shoreline restoration and contract work.
- Accepted JPB design plans for Bigfork River bank stabilization and work with landowner on terms of contract.

Water Quality

- Sampling 3 total sites now on a event or monthly 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.

Miscellaneous

- Work/plan projects with RLPOA and VNP for invasive cattail removal and LCCMR grant application.

Submitted by: Eric Olson

Water Resource Specialist Report

February 2019

AIS

- Budget review
- 2019 inspection program planning/brainstorming

SWAG

- Budget review
- Contract change order calls
- Billing
- Final Reporting for RR SWAG
- Budget planning for SWAG Contracts
- Compile and send in data for LF and RR SWAG Contracts
- Interim Reporting for LF SWAG

Local Capacity

- Landowner questions/walk-in
- Littlefork SWAG contract work
- County Mapping
- Plat book data check
- Maplogic and GIS Work
- Rainy River WRAPS Meeting
- Plat Book

Miscellaneous

- Emails
- Holiday/Vacation

Submitted by: Sam Soderman

Koochiching SWCD Forest Resource Specialist's Report

February 2019

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 a forest stewardship plans and began another.
- J Attended the SWCD Forestry Association Meeting in McGregor.
- J Wrote a native plant article for the 2019 newsletter.
- J Helped build the native plant page for the web site.
- J Participated in some natural resource partner meetings.
- J Advised on forestry issues in WRAPS implementation.

Kooch CWMA

- J Researched grant opportunities.
- J Began planning for a spring partner meeting.

2019 Tree Sale

- J Contacted several interested landowners about 2019 tree sales.
- J Worked on creating native plant order forms.
- J Scheduled a native forb and grass sale through Minnesota Native Landscapes and worked on Set-up.
- J Updated inventory and taking in tree and native plant orders for 2019 Sale.

NIPF 2

- J Discussed and promoted the project as landowners respond to the invitation letters.
- J Processed final invoices and survey results.
- J Created Contracts and Coordinated Plan Writing for project participants.

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 Completed end of the year review and update of Koochiching parcels.
- J Planned tree'd buffer plantings using reserved buffer cost-share.

Submitted by: James Aasen

Forest Resource Specialist

Koochiching SWCD Program Coordinator Report

February 2019

Local Capacity:

-) eLINK data entry
-) Website updates and research ideas for additional information on the site
-) Newsletter article writing and formatting, publishing
-) Assist in the Native Plant Sale Brochure and website page

Rainy Basin Watershed Grant

-) Prep for and attend Big Fork River Watershed Cycle 2 planning meeting

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
-) Outreach planning meeting with PCA, prepare for school presentations

NRBG Grants

-) Climatology data entry and mail forms to U of M, submit to NRCS, mail calendars and forms to volunteers
-) eLINK data entry
-) Prepare 2018 Annual Activity Report

General Administration

Customer walk-in general assistance; board meeting prep; minutes and agenda; minutes book updating; reporting; website maintenance; plat book ads mailing; credit card tracking; website updating to new format; tree program updating and load to website; holiday; vacation

Submitted by:

Jolén Simon

Program Coordinator