

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
COURTHOUSE COUNTY BOARD ROOM
715 4TH STREET * INTERNATIONAL FALLS * MN * 56649
MONDAY, APRIL 1, 2019**

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
	James Aasen	Forest Resource Specialist
	Jolen Simon	Program Coordinator
	Eric Olson	Resource Conservationist
	Sam Soderman	Water Resource Specialist
	Kevin Adee	Koochiching County Commissioner
	Wayne Skoe	Koochiching County Commissioner
	Dan Pazdernik	USDA/NRCS
	Matt Rose	USDA/NRCS
Matt Gouin	Koochiching County ESD	

Chair Lewis called the meeting to order at 6:54 p.m.

*Note: This meeting followed the Local Working Group meeting and began later than scheduled.

- 2019/4-1 Motion by Voigt, seconded by Dreher to approve the agenda with additions.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2019/4-2 Motion by Linder, seconded by Voigt to approve the minutes dated March 4, 2019 with corrections.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2019/4-3 Motion by Voigt seconded by Dreher to ratify paid bills, check numbers 10692 to 10710 including electronic transfers, in the total amount of \$31,027.10 (details on file).
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2019/4-4 Motion by Voigt, seconded by Aitchison to amend the Treasurer's report ending January 31, 2019 as presented.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2019/4-5 Motion by Voigt, seconded by Aitchison to approve Treasurer's report ending February 28, 2019 as presented.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2019/4-6 Motion by Voigt, seconded by Dreher authorizing accounts payable in the amount of \$818.54 and allowing payment of ordinary and necessary bills between March 5, 2019 and May 5, 2019, not to exceed budget.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

Supervisor Reports

Voigt reported on Local Capacity funding updates in the legislature, the MN SWCD Forestry Association meeting including a discussion on chronic wasting disease, and Rainy River/Rainy Lake water level updates at the Rainy-Lake of the Woods Watershed Forum.

District Administrator Report

See attached.

Discussion also included possible advertising opportunities that the Board chose not to act upon.

Resource Conservationist Report

See attached.

Discussion also included wood ash advertising. Flyers were handed out to all supervisors to distribute in their areas. Rat Root River progress questions were also answered.

Water Resources Specialist Report

See attached.

Forest Resource Specialist Report

See attached.

Program Coordinator

See attached.

NRCS

Dan Pazdernik gave a report on an upcoming staffing change. A new team lead has been hired and will be based out of Bemidji and will be the new lead for Koochiching County. A report was given on contracts within the county. A team training will be held on April 10-11.

NEW BUSINESS

Cost Share Contract

The resource conservation updated the board on an erosion project. Details of the project and the engineer's estimates were presented to the board for consideration.

2019/4-7 Motion by Aitchison, seconded by Dreher to approve a shoreline stabilization cost share contract (CS2019-2), encumbering \$7500 in FY19 state cost-share funds on the basis of 75% of the total project cost estimate of \$10,000 and authorizing TSA8 as the authorized technical representative.

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

MASWCD Outstanding Forester/Steward Nominations

Voigt discussed the need to review the application for MASWCD Awards Nominations and put thought into good candidates for nominations. NRCS and SWCD staff will discuss for future meetings.

Tree and Native Plant Program Update

The district administrator reviewed the current orders placed; numbers are similar to previous years at this time.

FY19 Amended Local Capacity Workplan

The district administrator discussed the allocation of FY19 Local Capacity funding match. The district administrator explained that two trucks currently owned by the District have aged and will need to be replaced within the next few years. A proposal was made to allocate the entire \$19,500 to the future purchase of a District vehicle.

2019/4-8 Motion by Dreher, seconded by Lewis authorizing the allocation of FY19 Local Capacity matching funds in the amount of \$19,500 toward the future purchase of a new vehicle.

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

Forestry Service Rates

The forest resource specialist presented the need for landowner assistance for tree planting. Calculated service rates were presented to the board for review.

2019/4-9 Motion by Voigt, seconded by Dreher approving the forestry service rates as presented. Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.

The district administrator presented the draft equipment lease agreement for the mechanical tree planter.

2019/4-10 Motion by Dreher, seconded by Lewis approving the Equipment Lease Agreement as presented. Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.

Buffer Cost Share Approval

The district administrator presented two cost share project applications for FY18 Buffer Cost Share.

2019/4-11 Motion by Voigt, seconded by Dreher to approve two buffer cost share contracts: BCS18-1 encumbering \$450 in FY18 buffer cost share funds on the basis of 75% of the total project cost estimate of \$600; BCS18-2 encumbering FY18 cost share funds in the amount of \$300 on the basis of 75% of the total project cost estimate of \$400; and authorizing the SWCD forest resource specialist as the technical representative for both. Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.

Confirm Next Meeting Date:

The next regular board meeting of the Koochiching SWCD will be held on Monday, May 6, 2019 at 7:00 p.m. in the courthouse board meeting room.

Adjourn Meeting:

2019/4-12 Motion by Dreher, seconded by Linder to adjourn the meeting at 8:11 p.m. Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.

Submitted by:

Board Secretary, Richard Dreher

Date

Approved:

Board Chairman, Ralph Lewis

Date

Resource Conservationist Report

March 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 both riffle sites to check work that DNR/contractor are doing. Both sites should be completed by 3-28-19 and seeding/turf restoration will happen later this spring.
- Bridge removal project will not happen due to conditions.
- Talking with RLSFC, DNR, contractors, and staff on how to proceed with next years plans if any or what can be done due to the unfortunate circumstances.

Cost Share

- Accepted JPB preliminary design plans for Bigfork River bank stabilization and work with landowner on terms of contract.

Water Quality

- Checking river conditions daily and communicating with DNR and other areas districts.
- 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 hybrid cattail removal and LCCMR grant application.

Submitted by: Eric Olson

Water Resource Specialist Report

March 2019

AIS

- Budget review
- 2019 inspection program planning/brainstorming

SWAG

- Budget review
- Sampling prep for 2019 season
- Billing
- Budget planning for SWAG Contracts

RBW

- Sampling prep
- Rat Root summer field work plan
- Rainy Lake Watershed forum
- Protection workshop
- River check

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

Submitted by: Sam Soderman

Koochiching SWCD Forest Resource Specialist's Report

March 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 Participated in some natural resource partner meetings.
- J Helped many landowners with new SFIA and FSP requirements.
- J Participated in the Northern Landscape Committee meeting.
- J Continued organizing tree spring plantings including planting plans and cost-share.
- J Worked on establishing district forestry service rates, tree plantings, tree planter rental, etc...
- J Drafted a tree planter lease agreement.

Kooch CWMA

- J Researched grant opportunities.
- J Organized a partner meeting for April 17th.

2019 Tree Sale

- J Contacted several interested landowners about 2019 tree sales.
- J Worked on creating native plant order forms.
- 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 Continued work on project book.
- J Worked on brainstorming a potential new forest service grant following this project.

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 and organized tree'd buffer plantings using reserved buffer cost-share.

Submitted by: James Aasen

Forest Resource Specialist

Koochiching SWCD Program Coordinator Report

March 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 WoodAsh

- 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