

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
COURTHOUSE COUNTY BOARD ROOM
715 4TH STREET * INTERNATIONAL FALLS * MN * 56649
MONDAY, SEPTEMBER 9, 2019**

Members Present:	Ralph Lewis	District I
	Eldon Voigt	District III
	Richard Dreher	District IV
	Al Linder	District V
Members Absent:	George Aitchison	District II
Others Present:	Jolen Simon	Program Coordinator
	James Aasen	Forest Resource Specialist
	Eric Olson	Resource Conservationist
	Sam Soderman	Water Resource Specialist
	Jody Peek	NRCS District Conservationist
	Kevin Adee	Koochiching County Commissioner

Chair Lewis called the meeting to order at 7:00 p.m.

- 2019/9-1 Motion by Dreher, seconded by Linder to approve the agenda with a correction.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**
- 2019/9-2 Motion by Voigt, seconded by Linder to approve the minutes dated August 5, 2019 as presented.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**
- 2019/9-3 Motion by Voigt seconded by Dreher to ratify paid August 2019 bills, check numbers 10844 to 10882 including electronic transfers, in the total amount of \$63,061.79 (details on file).
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**
- 2019/9-4 Motion by Voigt, seconded by Dreher to approve the Treasurer's reports ending August 30, 2019 as presented.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**
- 2019/9-5 Motion by Voigt, seconded by Dreher authorizing accounts payable in the amount of \$100.52 and allowing payment of ordinary and necessary bills between September 10, 2019 and October 7, 2019, not to exceed budget.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.**

Guest Introductions:

Supervisor Reports

Voigt reported on his attendance at the Water Levels Committee meeting in International Falls, and the International Rainy-Lake of the Woods Watershed Board meeting in Baudette.

Committee Reports: The Budget Committee met to discuss BC 2019-3 Revised Operating Budget. Voigt also reported on staff research for state bids on a 2019 Dodge Quad 1500 Tradesman.

- 2019/9-6** Motion by Voigt, seconded by Dreher accepting the bid from Wherley Motors in International Falls and authorizing the purchase of a 2019 Dodge Ram Quad 1500 Tradesman in the total bid amount of \$15,793 with trade-in of current Dodge Ram.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.
- 2019/9-7** Motion by Voigt, seconded by Lewis approving the revised operating budget as presented in BC 2019-3.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.

NRCS District Conservationist Report

See attached.

District Administrator Report

See attached.

- 2019/9-8** Motion by Voigt, seconded by Lewis authorizing the Chair and the District Administrator's signatures accepting the 2018 draft audit completed by Peterson Company, LTD.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.
- 2019/9-9** Motion by Voigt, seconded by Lewis authorizing the district's 4 CDs through Border State Bank to roll as of 9/14/19 for another 12 months.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.

Resource Conservationist Report

See attached.

Water Resources Specialist Report

See attached.

Forest Resource Specialist Report

See attached.

Program Coordinator

See attached.

NEW BUSINESS

Contracts and Grants:

- 2019/9-10** Motion by Voigt, seconded by Dreher approving the District Administrator as the authorized representative for the 2020-2021 Cost-Share and Conservation Delivery grants.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.
- 2019/9-11** Motion by Voigt, seconded by Linder authorizing a letter of support on behalf of Koochiching SWCD and to provide in-kind service on the Big Fork River NIPF grant.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.
- 2019/9-12** Motion by Voigt, seconded by Linder authorizing district staff to write and submit a grant proposal for cooperative weed management both through NRCS and BWSR.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.

Product/Equipment Purchases:

2019/9-13 Motion by Lewis, seconded by Linder authorizing the District to purchase 25 copies of the 2019 Koochiching County Plat Map Book (overrun print) at \$12.81 each for a total of \$320.25.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.

Upcoming Meetings & Trainings:

2019/9-14 Motion by Lewis, seconded by Linder authorizing Lewis to attend the County Geological Atlas Program presentation in Baudette on 9/10/19.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.

2019/9-15 Motion by Voigt, seconded by Linder authorizing the Resource Conservationist to attend wetland training in Cloquet on 9/30/19.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.

2019/9-16 Motion by Voigt, seconded by Lewis authorizing the District Administrator to attend the IJC Semi-Annual meeting in Ottawa from 10/21/19-10/25/19
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.

Permits: The Board reviewed DNR Permit #2019-2304. No comments were made.

General Business:

Commissioner Adee discussed changes at Page & Hill and asked for information on the current status.

The Forest Resource Specialist and Voigt reported on a request from Aiken SWCD to assist in funding a new Regional Forester. No action taken.

Confirm Next Meeting Date:

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

Adjourn Meeting:

2019/9-17 Motion by Linder, seconded by Dreher to adjourn the meeting at 8:27 p.m.
Voting yes: Lewis, Voigt, Dreher, Linder. Motion carried.

Submitted by:

Board Secretary, Richard Dreher

Date

Approved:

Board Chairman, Ralph Lewis

Date



NRCS District Conservationist Report

09/09/2019

Prepared by: Jody Peek, CST Lead - DC Bemidji

CSP 2019

- Bemidji Team (Hubbard, Beltrami, Clearwater, Lake of the Woods, Koochiching) has 58 preapproved applications. Staff has been very busy with trying to meet deadlines so all application can be moved to approved contracts.
 - Field verify/planning
 - Approvals/Signatures/Obligation
- Field Checks on installed enhancements/practices

PRS

- Attempting to meet end of year goals. Going to apply Nutrient Management thanks to the reports that Eric is submitting.

Staffing

- Still working on getting a soil conservationist in Baudette
- Nate Brandt SCT & Travis Doeden SC Bemidji

Training

- Area Engineer – Craig Peterson at FO 8/19-20
- Working Effectively with American Indians Seminar – 8/26-30 (Jody, Nate)
- State Conservationist Troy Daniell – In area Sept 17-19th (LOW Tour 9/17)

Koochiching SWCD District Administrator Report

August 2019

) AIS

- x

) Buffer

- x

) BWSR Conservation Delivery

- Review archeological survey on Nelson Park/noxious weed discussion with Lands & Forests;

) BWSR Local Capacity

- Water Levels Committee: conference calls/emails/meetings; follow up with PCA on emergency situation from 4/2019; address property owner concerns re: low water on channel off Namakan; IRLWWB basin/public meetings in Baudette 8/13-8/15; prep water levels presentation for Border Lakes Association; Radio interview re: IRLWWB public meetings

) Cost Share

- x

) County/District

- 2020 draft operating budget/County budget request; Budget Committee; Plat Book sales

) LF NIPF

- NIPF project book/annual report prep; final invoice

) MPCA Contracts

- x

) Natural Resource Block Grant

- Prep for site audit/verification for Rat Root River projects from FY11, FY12, and FY16 (wood removal, erosion control, spawning riffles) and files sent to DNR

) Wood Ash

- Landowner assistance

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

August 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.
- Work with various landowners and conservation officers on violations, potential violations, restoration orders, and regulations.

Wood Ash

- Assisting landowners with process/working with DH contracting.
- Ash production has slightly lowered after maintenance shut down.
- Working with DH contracting on permits and areas to dump/spread with current conditions.

CPL – Rat Root River

- Coordinating field review of all CPL projects.
- Talking with RLSFC, DNR, contractors, and staff on how to proceed with next years plans if any or what can be done in years to come.

Cost Share

- Work with JPB and landowners on design plans for Bigfork River bank stabilization and work with landowner on terms of contract and contractor selections/timelines.
- Visit other properties for potential projects.

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

- Vacation used
- New truck details/pricing/trade
- Meet with RLPOA for area project details/review cattail submittal project and plan for upcoming submittal.

Submitted by: Eric Olson

Water Resource Specialist Report

August 2019

AIS

- Budget review
- 2019 inspection program
- Inspector check
- Decon prep and deploy
- Decon fix
- Invoicing

SWAG

- Budget review
- Sampling prep
- Sampling
- Billing
- Budget planning for SWAG Contracts
- Invoicing
- Change order

RBW

- Sampling prep
- Sampling
- Rat Root summer field work plan
- Field work assistance
- Invoicing
- Rat Root stage measurements
- Sediment fingerprinting work
- Little Fork Cycle 2 meeting

Local Capacity

- Landowner questions/walk-in
- Littlefork SWAG contract work
- County Mapping
- GIS Meeting/imagery

Miscellaneous

- Emails

Submitted by: Sam Soderman

Koochiching SWCD Forest Resource Specialist's Report

August 2019

Local Capacity-Forestry

- J Researched general forestry and forest health topics.
- J Processed contracts for several upcoming Forest Stewardship Plans.
- J Completed a forest stewardship plan, and began another.
- J Helped many landowners with new SFIA, FSP, and CAP requirements.
- J Conducted field work for an FSP.
- J Participated in a meeting with U of MN Sustainability Extension.
- J Worked at Transfer Station Hazardous Waste Day
- J Discussion with Cons. and Comm. Cons. O' the Year and setup interviews for application submission.
- J Worked with staff on developing a conservation workstation for MDHA day at moonlight rock archery range.
- J Researched and worked with dealerships to select a district pickup for state bid.

Kooch CWMA

- J Researched grant opportunities with US Fish and Wildlife and BWSR.
- J Discussed private property weed control opportunities with partners at DNR parks and trails and MNDOT.
- J Began working with city of Ifalls and Rainier to organize invasive training and outreach event.

Northern Landscape Committee

- J Worked with MFRC Coordinator transition and NLC budget for the remainder of the year.
- J Brainstorming projects with NLC members.
- J Continued research and development of a Big fork major watershed stewardship project grant.
- J Organized and setup 3rd quarter meeting.

NIPF 2

- J Developed final book narrative and draft layout.
- J Began final document wrap-up and report.

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 and scheduled office visit for late sept.
- J Reviewed and updated buffer affected parcels via web map and field checks.
- J Conducted compliance follow-ups with landowners.

Submitted by: James Aasen
Forest Resource Specialist

Koochiching SWCD Program Coordinator Report

August 2019

Local Capacity:

-) eLINK data entry
-) Prepare for Trail's End Chapter educational event on 9/7/19

Rainy Basin Watershed Grant

-) Participated in Public Participation Team meeting for August 12, Grand Rapids
-) Planning for Little Fork River events in October:
 - o October 9th: Littlefork Community Building
 - o October 10th: LaCroix Ranger District

Rainy Basin International Grant

-) Grant tracking

PCA Wood Ash

-) End User Forms sent, and up to date
-) Updated permits, and spreading
-) Updated summary, hauling reports and spreading reports, permit coversheets
-) Beltrami County fair August 7-8
-) Wood ash sample packets

NRBG Grants

-) Climatology data entry and mail forms to U of M, submit to NRCS, mail forms to volunteers
-) eLINK data entry
-) Recruit 2020 Envirothon teams
-)

General Administration

Customer walk-in general assistance; board meeting prep; minutes and agenda; minutes book updating; reporting; website maintenance; credit card tracking; bank deposit; plat book sales and shipping

Submitted by:

Jolén Simon

Program Coordinator