

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
COURTHOUSE COUNTY BOARD ROOM
715 4TH STREET * INTERNATIONAL FALLS * MN * 56649
MONDAY, NOVEMBER 4, 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
	Jolen Simon	Program Coordinator
	James Aasen	Forest Resource Specialist
	Sam Soderman	Water Resource Specialist
	Eric Olson	Resource Conservationist
	Chad Severts	BWSR Board Conservationist
	Jody Peek	NRCS District Conservationist
	Wayne Skoe	Koochiching County Commissioner
	Kevin Adee	Koochiching County Commissioner
	Matt Gouin	Environmental Services Director

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

- 2019/11-1 Motion by Linder, seconded by Aitchison to approve the agenda with changes.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2019/11-2 Motion by Voigt, seconded by Linder to approve the minutes dated October 7, 2019 as presented.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**
- 2019/11-3 Motion by Voigt, seconded by Dreher authorizing accounts payable in the amount of \$37.11 and allowing payment of ordinary and necessary bills between November 5, 2019 and December 2, 2019, not to exceed budget.
Voting yes: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

Guest Introductions: Chad Severts, BWSR Board Conservationist gave a presentation on One Watershed One Plan (1W1P) followed by Board, staff, and guest discussion.

Supervisor Reports

Aitchison reported on his attendance at the Little Fork River Watershed public participation meeting.

NRCS District Conservationist Report

See attached.

District Administrator Report

Discussion included meetings with the Water Levels Committee, attendance at the Rainy Lake Sportfishing Club meeting to provide a wrap-up report on the Rat Root River CPL project, attendance at the BWSR Academy where she gave a presentation on budget building, and a computer crash (DA) and computer upgrades for 4 staff.

Resource Conservationist Report

See attached.

Water Resources Specialist Report

See attached.

Forest Resource Specialist Report

See attached.

Program Coordinator

See attached.

NEW BUSINESS

State Cost Share Project – Request for Payment

The District Administrator reviewed two cost share projects with supporting documentation and payment vouchers.

2019/11-4 Motion by Voigt, seconded by Dreher approving representatives and payment on cost share projects as follows:

Authorizing Brady Korwin as the technical representative on contract CS2016-2 and authorizing final payment from FY16 cost share funds in the amount of 2,529, FY17 funds in the amount of \$8,114, and FY18 funds in the amount of \$8,114 for a total amount of \$18,757 for full payment of CS2016-2 on the basis of 75 % of the total project cost of \$65,655.

Authorizing Brad Kennedy as the technical representative on contract CS2019-2 and authorizing payment from FY19 cost share funds in the amount of \$6,000 for partial payment of CS2019-2 of on the basis of 75% of the total project cost \$10,400 with a hold back of \$1500 that will be paid upon completion of top dressing and seeding next spring and as confirmed by the Resource Conservationist.

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

UMN Extension Northeast Regional Sustainable Development Partnerships – Natural Resource Work Group:

The District Administrator reviewed the committee purpose for discussion.

2019/11-5 Motion by Voigt, seconded by Aitchison authorizing the Program Coordinator to be the representative for the UMN Extension Northeast Regional Sustainable Development Partnerships with the option of designating an alternate when needed.

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

Upcoming Meetings:

Bartlett Lake Management Planning Kick-off Meeting

2019/11-6 Motion by Voigt, seconded by Aitchison authorizing all board members and staff to attend the Bartlett Lake Management meeting on December 5th in Northome at 5:00 p.m.

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

Informative Only:

-) Buckthorn Awareness Workshop – Wednesday, November 6, Ranier Community Building, 2:00 p.m.
-) Wood Ash Quarterly Meeting – Thursday, November 7 in International Falls, PCA office, 9:30 a.m.

General Business:

Discussion included the MASWCD State Convention attendance and registration.

Confirm Next Meeting Date:

The next regular board meeting of the Koochiching SWCD will be held on Monday, December 2, 2019 at 6:00 p.m. in the courthouse board meeting room.

Adjourn Meeting:

2019/11-7 Motion by Dreher, seconded by Aitchison to adjourn the meeting at 8:15 p.m.

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

Submitted by:

Board Secretary, Richard Dreher

Date

Approved:

Board Chairman, Ralph Lewis

Date



NRCS District Conservationist Report

Prepared by: Jody Peek, CST Lead - DC Bemidji

10/07/2019

Happy New Year!

End of Year Report (FY2019) – NRCS started a new fiscal year on October 1st, 2019.

- CSP – NRCS obligated 2 new CSP contracts that totaled 203.1 ac and \$43,242.00.
- EQIP – NRCS obligated 8 new EQIP contracts in 2019 that totaled \$23,876.00.

Completed Work

- Finished QAR's on all CSP applications to get all applications to approved deadline. In total the team had 58 new CSP contracts which was 66% of the area's number of new contracts.
- CSP letters were prepared and mailed out to program participants. Contract holders who received letters are bringing in certification records and field checks of completed practices are being done by field staff. We hope to have funds later this month so some payment can start being made.
- End of year reporting in PRS to try and meet goals. Nutrient management was scheduled as applied on acres treated with wood ash.
- Working on end of years performance reviews with all staff. Met with staff and reviewed accomplishments.
- Assisting staff in completing IDP's through BWSR to get staff there required training needs. Deadline to have IDP's done is 10/11/2019.

Trainings & Meetings Attended

- Attended the A8 MASWCD Fall Tour on Sept 12th & 13th at Itasca State Park.
- Toured LOW, Koochiching, Beltrami & Clearwater Counties with NRCS State Conservationist Troy Daniell and NRCS ASTC-FO Steve Cole on Sept. 17th & 18th. We visited David Elhard's farm in SW Koochiching County to look at a recently installed EQIP grazing system.
- Attended Area NE all employee meeting in Mora MN on 09/24/2019.
- Traveled to Brainerd MN on 10/03/2019 for CAP 106 – Forestry Management Plan training. Here NRCS met Celie Borndal, MN NRCS State Forester. She provided information on CAP Policy and CAP development as well as provided a review of CAP guides, checklists and templates.
- Attended Conservation Desktop (CD) Training in Bemidji on 10/04/2019. Class was taught by John Crellin, Area Resource Conservationist, Jason Sickmann, Area Program Specialist and Kristy Baross, GIS Specialist. CD will be the new "toolkit". Toolkit is what NRCS currently uses as there GIS program and is where

Resource Conservationist Report

October 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 is picking up again and should remain stable (~3 loads/day)
- Working with DH contracting on permits and areas to dump/spread with current conditions.

CPL – Rat Root River

- Received/reviewed contractor assessment on projects with no negative feedback.
- 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 installation for Bigfork River bank stabilization and also RLMC project and remaining work.
- 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.
- Wrapped up sub-watershed site info. for annual reporting.

Miscellaneous

- Met with RLPOA again for project update/future plans for grant submittal.
- Attended meeting for Bartlett Lake management plan.

Submitted by: Eric Olson

Water Resource Specialist Report

October 2019

AIS

- Budget review
- 2019 inspection program
- Invoicing

SWAG

- Budget review
- Sampling prep
- Billing
- Budget planning for SWAG Contracts
- Invoicing
- EQUIS Data entry, photolog, field notes

RBW

- Geomorph work w/ DNR MPCA
- Field work assistance
- Invoicing
- Rat Root stage measurements
- Sediment fingerprinting work
- Little Fork Cycle 2 meeting
- Lake Association event
- Rapid/Lower Rainy WRAPS
- Invoicing
- EQUIS Data entry, photolog, field notes

Local Capacity

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

Miscellaneous

- Emails
- Vacation

Submitted by: Sam Soderman

Koochiching SWCD Forest Resource Specialist's Report

October 2019

Local Capacity-Forestry-Conservation Delivery

- 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 a CAP and landowner visit for another.
- J Worked with staff to interview and submit Cons. and Comm. Cons. O' the Year applications.
- J Attended the BWSR Academy and attended many training sessions related to aspects of my job.

Kooch CWMA

- J Researched grant opportunities with US Fish and Wildlife and BWSR.
- J Discussed CWMA partnership and opportunities at a Ranier City Council Meeting.
- J Helped staff organize a community buckthorn awareness day for November 6th at the Ranier Hall. Developed presentation.

Northern Landscape Committee

- J Brainstorming projects with NLC members.
- J Continued research and development of a Big fork major watershed stewardship project grant including writing letter of support.
- J Continued with MFRC staff contact and coordination of on-going committee issues.
- J Began organizing the December NLC meeting.

NIPF 2

- J Worked with BWSR Journalist to finalize "snapshots" article.

MN Buffer Initiative

- J Reviewed BWSR and MN DNR Buffer Law updates and guidance as they became available.
- J Reviewed and updated buffer affected parcels via web map and field checks.
- J Attended buffer trainings and update meetings at BWSR academy.

2020 Tree and Native Plant Sale

- J Researched prices, availability, and ordered trees for 2020 sale.
- J Worked with native seed supply company on a new seed mix for 2020 sale.

Submitted by: James Aasen

Forest Resource Specialist

Koochiching SWCD Program Coordinator Report

October 2019

Local Capacity:

-) eLINK data entry
-) Website updates
-) Buckthorn workshop planning
-) Attend sessions for BWSR Academy
-) Grant writing for CWMA and

MPCA WPLMN Grant

-) Meeting in Brainerd for program review
-) Invoicing

MPCA Rainy Basin International Watershed Coordinator Grant

-) Create tracking/invoice and submit

MPCA Rainy Basin Watershed Grant

-) Participated in Public Participation Team meetings for Rapid/Lower Rainy
-) Little Fork River events:
 - o October 9th: Littlefork Community Building 5:00 p.m.
 - o October 10th: LaCroix Ranger District 5:00 p.m. (planned but could not attend)
-) Little Fork event promotion
-) Planning for future Big Fork meetings
-) Interview planning
-) Invoicing

PCA Wood Ash

-) End User Forms sent, and up to date
-) Updated permits, and spreading
-) Updated summary, hauling reports and spreading reports, permit coversheets
-) Invoicing

County

-) Buckthorn planning, meet with Ranier City Council, promote event

NRBG Grants

-) eLINK data entry
-) climatology data entry and send winterizing letters

General Administration

Customer walk-in general assistance; board meeting prep; minutes; minutes book updating; reporting; website maintenance; credit card tracking; Assist with weed control workshop: bank deposit; plat book sales and shipping

Submitted by:

Jolén Simon

Program Coordinator