

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING HELD VIA TELECONFERENCE
MONDAY, JUNE 1, 2020 at 7:00 P.M.**

MEMBERS PRESENT IN COUNTY BOARDROOM: None

MEMBERS PRESENT VIA TELECONFERENCE: Supervisors Lewis, Aitchison, Voigt, Dreher, Linder

MEMBERS ABSENT: None

OTHERS PRESENT IN COUNTY BOARDROOM: None

OTHERS PRESENT VIA TELECONFERENCE: Pam Tomevi, Jolen Simon, Eric Olson, Sam Soderman, James Aasen, Commissioner Wayne Skoe, Commissioner Kevin Adee, Jody Peek (NRCS)

Vice-Chair Voigt called the meeting to order at 7:00 p.m.

**2020/6-1 Motion by Linder, seconded by Aitchison to approve the agenda as presented.
Voting yes by roll call: Aitchison, Voigt, Dreher, Linder. Absent for Vote: Lewis.
Motion carried.**

**2020/6-2 Motion by Voigt, seconded by Aitchison to approve the minutes from the May 4,
2020 regular meeting as presented.
Voting yes by roll call: Aitchison, Voigt, Dreher, Linder. Absent for Vote: Lewis.
Motion carried.**

**2020/6-3 Motion by Voigt, seconded by Lewis to ratify paid bills, check numbers 11045 to
11056 including electronic transfers, in the total amount of \$43,742.89 (details on
file).
Voting yes by roll call: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**2020/6-4 Motion by Lewis, seconded by Aitchison to approve the Treasurer's report ending
April 30, 2020 as presented.
Voting yes by roll call: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**2020/6-5 Motion by Lewis, seconded by Voigt to approve accounts payable in the amount of
\$189.75 and to allow payment of ordinary and necessary bills between June 2, 2020
and July 6, 2020, not to exceed budget.
Voting yes by roll call: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

Guest Introductions

None

REPORTS

Supervisor Reports:

None.

NRCS District Conservationist Report:

Peek will be the delegate of authority for Koochiching County and the Baudette NRCS staff will likely begin to attend SWCD Board Meetings. The Baudette NRCS field office took in 34 CSP applications, and 6 EQIP applications. The Local Work Group Meeting was held on May 18th and meeting materials will be reviewed and sent out soon.

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

2020 Supervisor Elections

The District Administrator gave an update on filings for the two SWCD Districts (II and III) which are up for election. Supervisors Voigt and Aitchison have filed for re-election.

COVID-19 Update

The District Administrator reviewed the Koochiching SWCD COVID-19 Preparedness Plan and discussed the specifics of how it is being followed. The District Administrator is ordering disposable masks, hand sanitizer, and disinfectant wipes for the office. There was a discussion regarding opening the SWCD office to the public, noting that Koochiching County has not yet opened to the public. All Supervisors agreed that the office should remain closed to the public at this time with further review and discussion at the July board meeting. Staff will handle any public needs by appointment.

Upcoming Meetings:

None.

General Business

None.

Public Comment: Commissioner Adee asked about erosion near Rainy Lake Medical Center. There is currently no update since late fall of last year.

Confirm Next Meeting Date:

The next regular board meeting of the Koochiching SWCD will be held on Monday, July 6th at 7:00 pm via teleconference using the same access information listed above.

Adjournment:

**2020/6-6 Motion by Aitchison, seconded by Lewis to adjourn the meeting at 7:50 p.m.
Voting yes by roll call: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried**

Submitted by:

Board Secretary, Richard Dreher

Date

Approved:

Chair, George Aitchison

Date

Koochiching SWCD District Administrator Report

May 2020

- **BWSR Conservation Delivery**
 - Landowner assistance; Board and staff meetings; scan/send post office mail to staff; NRCS MOU review with DC; Local Work Group meeting; MASWCD legislative updates
- **BWSR Cooperative Weed Management**
 - Bid announcements and contract template revisions; Invasive plant management info
- **BWSR Local Capacity**
 - International Rainy-Lake of the Woods Watershed Board Water Levels Committee WebEx meetings/emails/phone calls; Resort owner questions/concerns; new NIPF2 contract discussions; Website updates; MASWCD/BWSR/NRCS conference call re: state budget update /COVID-19
 -
- **County/District**
 - Tree and Native Plant sales; Plat Book sales; Forest Stewardship contracts; Governor/MASWCD updates on COVID-19; finalize resolution and send to Area VIII; County online security training
- **MPCA Contracts**
 - Grant tracking; expense tracking and invoicing; project manager emails/discussions; change order;
- **Natural Resource Block Grant**
 - x;
- **Wood Ash**
 - x

General Administration

- Board meeting prep/follow-up items; Board minutes/agenda; 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; file/record maintenance; general phone/mail/email

Submitted by:

Pam Tomevi, District Administrator

Resource Conservationist Report

May 2020

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 remaining stable (~3 loads/day)
- Working with DH contracting on permits and areas to dump/spread with current conditions.

Cost Share

- Working with TSA 8 project facilitator for new process on requesting assistance and visiting sites for potential/ongoing projects.
- Giddings probe contacts for area projects/timelines for funding and feasibility.
- Shorewood landowners bank/houses problems and strategies with ACOE, BWSR, and other agencies.

Water Quality

- Calls to project manager and other agencies to check river level status.
- Sampling has begun and underway after covid restrictions were lifted for the contract.
- Flux 32 work for major watersheds and estimating river pollutants.

Miscellaneous

- Various meeting cancellations, program changes, office coverage, last 2 weeks mainly dealing with covid-19 responses to programs.
- Tree planting for sewer project

Submitted by: Eric Olson

Water Resource Specialist Report

May 2020

AIS

- Budget review
- Invoicing
- Finalized and signed Agreement for Kab and Ash Inspectors
- 2020 Inspection program planning
- Calls/emails w/ Always There Staffing
- Inspector equipment prep/tablet updating
- Inspection program start/ check on inspectors
- Equipment handout

SWAG

- 2020 lab forms
- BF SWAG Project establishment form
- Lab data errors/issues
- Big Fork SWAG budget/workplan signed and executed
- QAPP
- Sampling

RBW

- Geomorph work w/ DNR MPCA
- Sediment fingerprinting work
- Sediment fingerprinting conference call w/ MPCA, USGS
- Field work prep
- EQUIS Data entry, photolog, field notes
- Rat Root Call w/ MPCA
- BF watershed work planning, emails with MPCA staff
- BF call w/ MPCA, Itasca
- BF monitoring plan write-up

Local Capacity

- County Mapping
- GIS Meeting/imagery

WPLMN

Miscellaneous

- Emails

Submitted by: Sam Soderman

Koochiching SWCD Forest Resource Specialist's Report

May 2020

Local Capacity-Forestry

- Researched general forestry and forest health topics.
- Conducted forestry field work.
- Coordinated plan writing for several landowners.
- Continued to develop a CAP plan.
- Completed a tree planting project near Birchdale.
- Discussion and planning with BWSR stewardship coordinator on existing and future grants.
- Advised neighboring SWCD staff on developing a FSP cost-share program.
- Many landowner discussions involving native plant programs, FSP's, CAP's, SFIA, 2C tax designation, tree planting etc...
- Rescheduling and adapting logistics for everything due to pandemic and quarantine.

Kooch CWMA

- Developed and finalized the contractor bid documents, general contracts, landowner agreements, and bid requests for the weed control portion of the grant. Worked with journal staff to publish bid requests in the paper.
- Discussed project expectations with contractors regarding the project.

2020 Tree Sale/Native Plant Sale

- Conducted the tree sale pick-up at the county highway garage
- Conducted the native plant pick-up.

County Buffer

- Conducted outreach, tree planting, and distribution for people affected by the island view sewer project tree removal.

MN Buffer Initiative

- Conducted routine buffer monitoring.
- Follow up discussion with landowner regarding buffer compliance.

Submitted by: James Aasen

Forest Resource Specialist

Koochiching SWCD Program Coordinator Report

May 2020

Local Capacity:

- Website updates - transferring to new format
- eLINK updates
- Local Work Group planning/attendance and minutes

MPCA Rainy Basin Watershed Grant

- Planning for Lower Rainy and Rapid River Watersheds with LOW and EOR
- Work with Project Managers and other SWCDs on Charter documents
- Met with the City of International Falls and Project Manager to discuss storm drain questions they may have. We will maintain communications and provide information as available.
- Coordinated with City of I. Falls on a stormwater newspaper article.
- Meeting with Lake of the Wood Sustainability Foundation and various SWCDs in the Basin to discuss "Ask an Expert" workshops (online) for the future.

PCA Wood Ash

- End User Forms sent, and up to date
- Updated permits, and spreading
- Updated summary, hauling reports and spreading reports, permit cover sheets
- Worked with PCA staff on possible fair booths and alternative workshops if cancelled

NRBG Grants

- eLINK
- climatology data entry

General Administration

Board meeting prep; minutes; minutes book updating; reporting; website maintenance; credit card tracking; assist with tree and native plant sales

Submitted by:

Jolén Simon

Program Coordinator