

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING HELD VIA TELECONFERENCE
MONDAY, AUGUST 3, 2020 at 7:00 P.M.**

MEMBERS PRESENT IN COUNTY BOARDROOM: None

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

OTHERS PRESENT IN COUNTY BOARDROOM: None

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

Vice-Chair Voigt called the meeting to order at 7:01 p.m.

**2020/8-1 Motion by Aitchison, seconded by Lewis to approve the agenda as presented.
Voting yes by roll call: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**2020/8-2 Motion by Voigt, seconded by Linder to approve the minutes from the July 6, 2020 regular meeting as presented.
Voting yes by roll call: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**2020/8-3 Motion by Linder, seconded by Lewis to ratify paid bills, check numbers 11064 to 11072 including electronic transfers, in the total amount of \$37,012.55 (details on file).
Voting yes by roll call: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**2020/8-4 Motion by Aitchison, seconded by Lewis to approve the Treasurer's report ending June 30, 2020 as presented.
Voting yes by roll call: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

**2020/8-5 Motion by Aitchison, seconded by Voigt to approve accounts payable in the amount of \$50 and allow payment of ordinary and necessary bills between August 4, 2020 and September 14, 2020, not to exceed budget.
Voting yes by roll call: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

Guest Introductions

None

REPORTS

Supervisor Reports:

Vice-Chair Voigt discussed an upcoming webinar series hosted in part by Koochiching SWCD.

**2020/8-6 Motion by Voigt seconded by Linder to allow all board and staff members to attend the weekly "Ask An Expert" Webinar Series via WebEx, Wednesdays at 12:00 for one hour through September 9, 2020.
Voting yes by roll call: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

NRCS District Conservationist Report:

Peek reported on EQIP and CSP contracts for Koochiching County, reorganization of NRCS teams, and Local Work Group meeting notes which are now complete.

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

COVID-19 Update

The District Administrator updated the Board on the State of MN COVID-19 status including the Governor's Executive Order 20-81 mandating masks be worn in public indoor spaces. An amendment to the Koochiching SWCD COVID-19 Preparedness Plan reflecting the new order was presented for Board review.

**2020/8-7 Motion by Lewis, seconded by Aitchison approving the amendment to the Koochiching SWCD COVID-19 Preparedness Plan as presented.
Voting yes by roll call: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

2021 County Budget Request

The District Administrator presented the draft 2021 County budget request to the Board.

**2020/8-8 Motion by Lewis, seconded by Linder approving the preliminary 2021 budget request to Koochiching County and authorizing the Chair's and District Administrator's signatures.
Voting yes by roll call: Lewis, Aitchison, Voigt, Dreher, Linder. Motion carried.**

Area VIII Resolutions

Proposed MASWCD resolutions from Districts in Area VIII were reviewed and discussed by the Board. The Vice Chair called for votes on the following resolutions:

**Resolution 1: *Aluminum Recycling at MASWCD State Convention*
Passed unanimously by Koochiching SWCD Board of Supervisors on May 4, 2020**

**Resolution 2: *Adequate funding to SWCDs for DNR Observation Well Monitoring*
Voting yes by roll call: None
Voting nay by roll call: Lewis, Aitchison, Voigt, Dreher, Linder**

Resolution 3: *Creation of a Sustainable Grazing Incentive Act*

Voting yes by roll call: Lewis, Aitchison, Voigt, Dreher, Linder

Voting nay by roll call: None

Resolution 4: *Leveraging NRCS Federal Program Funding to Implement IWIPs, Not Supplanting them with State Watershed Implementation Funds*

Voting yes by roll call: Lewis, Voigt. Abstain: Aitchison, Dreher, Linder

Voting nay by roll call: None

Resolution 5: *Resolution Establishment of an Civilian Conservation Grazing Corps*

Voting yes by roll call: None

Voting nay by roll call: Lewis, Aitchison, Voigt, Dreher, Linder

Upcoming Meetings:

None.

Permit

DNR Permit # *2020-226-Harbor Excavation* was reviewed. The Board had no objections and offered no additional comments.

General Business

None.

Public Comment:

None.

Confirm Next Meeting Date:

The next regular board meeting of the Koochiching SWCD will be held on **Monday, September 14th at 7:00 pm via teleconference.**

Adjournment:

2020/8-9 Motion by Aitchison, seconded by Lewis to adjourn the meeting at 8:21 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

July 2020

- **BWSR Conservation Delivery**
 - COVID-19 updates; Board meeting
- **BWSR Cooperative Weed Management**
 - x
- **BWSR Local Capacity**
 - International Rainy-Lake of the Woods Watershed Board Water Levels Committee WebEx meetings/emails/phone calls; Website updates; PCA Intake Study review/discussion with WLC
- **County/District**
 - Governor/MASWCD updates on COVID-19; staff work load updates; Special District Reporting draft; MASWCD legislative updates; FY 2020 Section 319 interview; draft 2021 County Budget request
- **MPCA Contracts**
 - Grant tracking/invoice template development; project manager emails/discussions; change order; expense tracking/invoicing
- **Natural Resource Block Grant**
 - eLINK reporting; TSA 8 Amended and Restated Joint Powers Agreement; Shorewood Drive erosion updates with BWSR/Rep. Ecklund/WLC; surface water grant info; FEMA flood map project review
- **Non-Industrial Private Forests - Phase 2 (NIPF 2)**
 - x
- **Wood Ash**
 - Expense tracking and invoicing

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

July 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.
- Int'l Falls city projects outside of city limits.

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.
- Renew type 4 certification online courses

Cost Share

- Working with TSA 8 project facilitator for new process on requesting assistance and visiting sites for potential/ongoing projects.
- Visit properties with JPB for site assessments and potential plans for projects. Review and strategize for Mike Barnes project for remaining work.
- 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.
- Ongoing sampling.
- Flux 32 work for major watersheds and estimating river pollutants.

Miscellaneous

- Various meeting cancellations, program changes, office coverage, last month mainly dealing with covid-19 responses to programs.
- Big Fork River bank survey work with Sam

Submitted by: Eric Olson

Water Resource Specialist Report

July 2020

AIS

- Budget review
- Invoicing
- 2020 Inspection program planning
- Calls/emails w/ Always There Staffing
- Inspector equipment prep/tablet updating
- Check on inspectors

SWAG

- 2020 lab forms
- BF SWAG Project establishment form
- Lab data errors/issues
- Sampling

RBW

- Geomorph work w/ DNR MPCA
- Sediment fingerprinting field work
- Sediment fingerprinting conference call w/ MPCA, USGS
- Field work prep
- EQUIS Data entry, photolog, field notes
- BF watershed work planning, emails with MPCA staff
- BF call w/ MPCA, Itasca
- BF Erosion Survey float
- Little Fork Professional Judgement Group

Local Capacity

- County Mapping
- GIS Meeting/imagery

WPLMN

Miscellaneous

- Emails

Submitted by: Sam Soderman

Koochiching SWCD Forest Resource Specialist's Report

July 2020

Local Capacity-Forestry

- Researched general forestry and forest health topics.
- Conducted forestry field work on two properties.
- Completed a Forest Stewardship Plan and begun another
- 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.
- Participated in a web meeting with MPCA and partners organizing a clean water webinar series including forestry topics.

NIPF Wrap-up Grant

- Discussion and planning with BWSR stewardship coordinator on existing and future grants.
- Setup and began Microsoft Access Course for use in building a streamlined forest stewardship planning and data tracking system.

Northern Landscape Committee

- Participated in an MFRC Council Web Meeting

Kooch CWMA

- Discussed project expectations with contractors regarding the project.
- Selected potential cost-share properties with the help of land commissioner.
- Coordinated projects with property owners and renters on selected properties.
- Discussed wild parsnip and buckthorn control with several landowners checked out buckthorn control equipment.
- Worked on webpage layout and organizing web outreach material with other staff.
- Responded to a few additional landowners interested in receiving cost-share for invasive weed control management.

County Buffer

- Continued ongoing monitoring in field and photo review.
- Discussed and began developing guidance for landowners with invasive species in buffer areas.

MN Buffer Initiative

- Updated BuffCAT compliance tracking page and BWSR staff on county compliance progress.
- Follow up discussion with landowner regarding buffer compliance.

Submitted by: James Aasen

Forest Resource Specialist

Koochiching SWCD Program Coordinator Report

July 2020

Local Capacity:

- eLINK entry

MPCA Rainy Basin Watershed Grant

- Planning for Lower Rainy and Rapid River Watersheds with LOW and EOR
- Planning a weekly series of "Ask An Expert" Online seminars, first held on July 29
 - Including flyer creation and marketing, website design, trial runs, etc.
- Planning/advertising for Smart Salt trainings (August 25-26)
- Big Fork Update WebEx

PCA Wood Ash

- End User Forms sent, and up to date
- Updated summary, hauling reports and spreading reports

CWMA:

- Continue website page

NRBG Grants

- eLINK
- climatology data entry/scan/send (March-May)
- Assist with 319 application and interview

General Administration

Board meeting prep; minutes; website maintenance; credit card tracking; timesheet updates and email cleanup

Submitted by:

Jolén Simon

Program Coordinator