



Historic Courthouse  
635 2<sup>nd</sup> St SE, Milaca, MN 56353  
320-983-2160  
[www.millelacsSWCD.org](http://www.millelacsSWCD.org)

The mission of the Mille Lacs Soil & Water Conservation District is to assist area people with soil and water resource management.

Frequently Used Acronyms:

(AgBMP) Agricultural BMP Loan Programs

(BMP) Best Management Practices

(BWSR) Board of Water & Soil Resources

(CLWMP) County Local Water Mgmt Plan

(CWF) Clean Water Fund Grant (BWSR)

(DWSMA) Drinking Water Supply Mgmt Area

(MASWCD) MN Assn. of Soil & Water Cons. Districts

(MLLWMG) Mille Lacs Lake Watershed Mgmt Group

(NPDES) Nat. Pollution Discharge Elimination System

(NRBG) Natural Resources Block Grant

(NRCS) Natural Resources Conservation Service

(SCS) State Cost Share

(SRWMB) Snake River Watershed Mgmt Board

(SSTS) Subsurface Sewage Treatment System

(SWCD) Soil & Water Conservation District

(TSA 3) Technical Service Area 3

(TMDL) Total Maximum Daily Load

(WCA) Wetland Conservation Act

(WRAPS) Watershed Restoration & Protection Strategy

(1W1P) One Watershed, One Plan

MINUTES FROM THE FEBRUARY 14, 2018 REGULAR MEETING

The meeting of the Mille Lacs Soil & Water Conservation District (SWCD) Board was held in Conference Room D Mille Lacs County Historic Courthouse, Milaca, Minnesota.

**Members Present:**

Chair, Jake Janski, District 3

Vice Chair, Kurt Beckstrom, District 2

Treasurer, Robert Hoefert, District 5

Secretary, Barbara Eller, District 4

Kathy Stoeckel, District 1

**Members Absent:** none

**Staff Present:**

District Administrator, Susan Shaw

Administrator Assistant, Maggie Kuchenbaker

Ag. Technician, Casey Field

**Visitors:**

Commissioner Liaison, Genny Reynolds

NRCS, Pat Gehling

1. **Call to Order** Chair Janski called the meeting to order at 6:01pm
  - a. Pledge of Allegiance
2. **Conflict of Interest Disclosure Signed**
3. **Motion by Eller to approve the agenda as presented;** Beckstrom second. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. Opposed: none. **The motion carried.**
4. **Consent Agenda**

Janski asked the Board if the Treasurer's Report should be part of the consent agenda. Hoefert reported that if someone has a question, it can be pulled from the consent agenda at that time.

**Motion by Beckstrom to approve the consent agenda as presented;** Eller second. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. Opposed: none. **The motion carried.**

  - a. Approve January 10, 2018 Regular Meeting Final Draft Minutes
  - b. Approve Monthly Financial Report
    - i. Treasurer's Report

- ii. Checks written #6846 - #6873 and electronic transfer's #e18-001 - #e18-008 totaling \$40,249.13.
- c. Approve Budgeted Expenses
  - i. MN Association of County Ag. Inspectors (MACAI) Dues \$85.00
- d. Information Only: MASWCD Letter to Governor Dayton, MAWQCP Report
- e. Approve Policy #2018-03 Billable Rate Update effective February 1, 2018.
- f. Approve credit card holders for the District to be Ms. Shaw and Ms. Kuchenbaker. Discontinue Ms. Gallice.

Type	Date	Num	Name	Memo	Amount
Check	01/02/2018	6846	ArcStone	Hosting Fee. 1st Qrt	-135.00
Paycheck	01/04/2018	6847	Shaw, Susan M.		-1,145.91
Check	01/11/2018	6848	MCSI-MN Copy Systems Inc.	October and December Invoices	-150.76
Check	01/11/2018	6849	Mille Lacs County 1	QRT 4 Phone	-155.49
Check	01/11/2018	6850	Billing's Service	December Gas	-39.21
Check	01/11/2018	6851	MACDE.	Employee Membership	-100.00
Check	01/11/2018	6852	NACD	Annual Dues	-100.00
Check	01/11/2018	6853	MN SWCD Forestry Association	Annual Dues	-60.00
Check	01/11/2018	6854	MASWCD	Annual Dues	-3,287.50
Check	01/11/2018	6855	Civic Organizing	Annual Dues	-500.00
Check	01/11/2018	6856	MN Counties Intergovernmental Trust.	Property Coverage #18077R. Workers Comp #17666R	-6,751.00
Check	01/11/2018	6857	Lake County SWCD	envirothon donation	-200.00
Check	01/12/2018	6858	Emanuel Lutheran Church	Well Sealing	-622.50
Paycheck	01/15/2018	6859-63	SWCD Payroll		-6,475.98
Liability Check	01/16/2018	E18-001	MSRS-DCP	98995-01	-100.00
Liability Check	01/16/2018	E18-002	PERA	9318-00	-1,337.64
Liability Check	01/16/2018	E18-003	MN Department of Revenue	6737070	-525.00
Liability Check	01/16/2018	E18-004	Electronic Federal Tax Payment System	41-1254710	-2,999.76
Liability Check	01/19/2018	6865	Public Employees Insurance Program (PEIP)	00440	-3,986.40
Check	01/26/2018	6866	DVS Renewal	Tabs for both the Van and Truck	-32.00
Paycheck	01/29/2018	6867-71	SWCD Payroll		-6,934.91
Check	01/29/2018	6872	Gallice, Lynn M	Meals	-27.55
Check	01/29/2018	6873	Shaw, Susan	Meals	-11.94
Liability Check	01/29/2018	E18-005	MSRS-DCP	98995-01	-200.00
Liability Check	01/29/2018	E18-006	PERA	9318-00	-1,398.84
Liability Check	01/29/2018	E18-007	Electronic Federal Tax Payment System	41-1254710	-2,496.74
Liability Check	01/29/2018	E18-008	MN Department of Revenue	6737070	-475.00
				<b>TOTAL</b>	<b>40,249.13</b>

**5. Open Public Forum: No public comment.**

## 6. Staff Reports/Presentations

- a. NRCS Report (written/verbal) - Pat Gehling reported that he is busy with both Benton and Mille Lacs, but that Barb Zeroth is full time in Mille Lacs and is doing a good job. Eller asked if there was funding throughout the 2018 year? He responded with yes. Pat reported that he had a teleconference with the Acting State Conservationist and four key points came out of that conversation. First, the NRCS is moving to four areas rather than the current six areas. Second, the issue of short staffing, rather than moving employees around they will start advertising the areas that are short staffed. Third, request for proposals (outreach, forestry plans, CRP planning, engineering) are due in April. Proposals can be from private or other government entities. Four, the current State Conservationist will be leaving the NRCS. Discussion about the request for proposals and if Mr. Field would be a candidate to apply for the CRP planning and engineering of projects.
- b. SWCD Staff Report (written) – Eller reported that the Lake Health conference will be a half day event on August 18 and the target audience will be lakeshore owners.
- c. Administrator’s Report (written/verbal) – Shaw reported that a local landowner is now a “Soil Health Champion” and a handout was handed out about the NACD program.
- d. Agricultural Technician Project Report – Mr. Field presented a presentation that was shown at the TSA meeting. The presentation highlighted two projects Casey worked on with the NRCS. Both projects were heavy use animal trails and water diversion.

## 7. District Policy, Planning, Grants, & Projects

- a. 2018 District Work Plan – Shaw reported that the staff are working on the measureable goals, naming who we need to work with to get there, and time/fund sections of their individual work plans. In the process of doing this, making sure the goals are lining up with landowner goals. Shaw requested that the Board give feedback on the tracking and evaluate progress section using civic standards. Shaw presented the civic standards for decision making:
  - All those impacted by the problem are stakeholders and help define the problem in light of civic principles and the realities of their situation.
  - All stakeholders are accountable for contributing resources (leadership/time, knowledge, constituencies & dollars) to solve the problem.
  - All stakeholders are engaged in decision-making and policy-making that contributes to the common good.
  - All stakeholders organize key stakeholders in their jurisdiction to achieve solutions and institute policies grounded in civic principles in the places where they have the authority to act.

**Motion by Eller to approve the civic standards be used to track and evaluate the progress of the work plan; Second by Beckstrom. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. Opposed: none. The motion carried.**

- b. MCIT Coverage Webinar – Stoeckel said she would participate in the webinar with Ms. Shaw and Ms. Kuchenbaker
- c. MASWCD High Impact Self-Assessment Guide – the guide was handed out in the meeting packet and it was asked that the supervisors fill it out and return to Ms. Kuchenbaker by February 23.

## 8. District Activities

- a. County Agriculture Inspector
  - i. Integrated Roadside Vegetation Management – Eller and Janski will be available to attend.
- b. Outreach/Educational Committee – Eller reported that the committee will be updating the brochure. Janski reported that Mille Lacs County will be sending out a quarterly newsletter to all of

Mille Lacs County and that the SWCD would like to participate by providing articles and pictures to be published within it. Janski asked the Board for topics of interest. Eller reported that the committee is supporting the transition of conservation day into an integrated curriculum into the school. Ms. Kuchenbaker presented the Board with her ideas of enhancing the current high school curriculum and changing conservation day to be more than a half day event. Attached is the outline. Stoeckel recommended that conservation day stay. Discussion of long term goals and short term goals of the District. **Motion by Eller to approve the pursuing of the long range goal of integrating conservation into the school curriculum and not host conservation day this year;** Second by Beckstrom. Discussion. Eller presented the Board with a compromise about hosting a smaller event, possibly in the school forest. Affirmative: Beckstrom, Eller. Opposed: Hoefert, Stoeckel, Janski. **The motion failed.**

**9. Financials**

- a. **Motion by Hoefert to approve the closing of the Spire Credit Union savings account and opening a savings account at Neighborhood Bank in Mora;** Second by Beckstrom. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. Opposed: none. **The motion carried.**  
**Motion by Hoefert to approve Ms. Shaw, Ms. Gallice, Mr. Hoefert and Mr. Beckstrom as the signatures on the savings account;** Second by Beckstrom. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. Opposed: none. **The motion carried.**  
**Motion by Hoefert to approve online banking at Neighborhood Bank as a view only;** Second by Beckstrom. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. Opposed: none. **The motion carried.**
- b. Approve Statement Audit – Stoeckel approves.
- c. **Motion by Beckstrom to approve the return payment of \$15,000 to BWSR for Buffer Cost Share Grant FY18;** Second by Stoeckel. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. Opposed: none. **The motion carried.**

**10. Grants & Project Decisions – None**

**11. Meetings & Events**

- a. Water Management Plan Advisory Committee ..... March 15, 10am, Courthouse – Conf. Room D
- b. Mille Lacs Lake Watershed Management Group ..... Feb. 22, 10am, Hazelton Town Hall
- c. SWCD Forestry ..... March 15, McGregor
- d. Snake River Watershed CAC & Board Meeting ..... February 26, Mora
- e. TSA Area 3 ..... March 28, Duluth
- f. MASWCD Legislative Briefing & Day at the Capital..... March 12-13, St. Paul
- g. IRVM ..... March 16 & March 20, Courthouse
- h. AIS Summit III ..... Feb 28-March 1, Earl Brown Center
- i. Other Planned Committee Meetings
  - i. Outreach/Education ..... March 14, Courthouse
- j. Discussion of alternate member participation – Janski presented it would be beneficial to the alternate to attend a meeting with the main committee/group member. Stoeckel agreed. Eller responded that it would double the expenses.

**Motion by Beckstrom to approve the meeting and events;** Second by Stoeckel. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. Opposed: none. **The motion carried.**

**12. Supervisor Informational Updates**

- a. Water Management & Watershed Activities
  - i. County Local Water Management Plan Advisory Committee - no report
  - ii. Mille Lacs Lake Watershed Management Group – Eller reported that Ms. Maslowski is using the civic standards in the group and that it is working well. The children’s AIS activity handouts

for Spring Aitken Lakes & Rivers Fair are moving forward and will be paid for by an AIS grant from Aitkin SWCD District. The ten year plan of work has been approved, which includes summarizing lake data that has been collected over the past 10 years. This summarized data will then be used to support projects and grant funding. The group has a long-range goal of integrating conservation into a local school curriculum.

iii. Snake River Watershed Management Board – no report.

b. Supervisor Updates


- i. MN SWCD Forestry Association (Eller) – Eller reported the Aitken Land Commissioner presented the strategic goals and successful forest management practices for publicly owned forests. The income from these forests is used to support forest management, area schools and the county. Mitch Lundeen, SWCD Forester presented his activity report and the outcomes of the MASWCD listening session about priorities for Forestry by SWCDs. Mark Thell reported legislative input for a bonding bill to support control of Emerald Ash Borer which Eller noted is a predictable natural disaster.
- ii. Area III/TSA Report (Hoefert, Area Director) –Hoefert reported on Area III, asked the Board for input about hosting an additional supervisor meeting in March. Beckstrom thought it may be useful in order to communicate about the RFP from the NRCS. Shaw reported that after the TSA meeting staff met and discussed job approval authority and training needs. Staff and supervisors both could attend the additional Area III meeting to have further discussion of the needs of staff and discuss a possible NRCS RFP to support.
- iii. MASWCD Board (Beckstrom, MASWCD President) – Beckstrom reported on the National Conference in Nashville and he attended a local round table meeting about 1W1P.
- iv. Clean Water Council (Hoefert, Farm Organization Representative) – Hoefert reported that the council will be having a policy meeting regarding road salt use. The next full board meeting will be held on March 26.

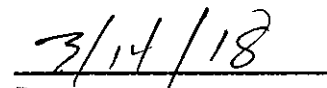
**13. Evaluate the Meeting**

- a. What works well? Hoefert suggested possible time on each topic. Janski agreed.

**14. Next Regular Meeting** – Wednesday, March 14, 2018, 6:00pm, Historic Courthouse, Conference Rm D.

**15. Motion by Eller to adjourn the meeting;** Second by Stoeckel. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. Opposed: none. **The motion carried. Meeting adjourn at 8:21 pm.**

  
\_\_\_\_\_  
Barbara Eller, Mille Lacs SWCD Secretary  
Jake Janski, Alternate

  
\_\_\_\_\_  
Date

## Conservation Day – Enhance the Program

### Enhancement of Current High School Curriculum

The ultimate goal: Is to teach young adults about healthy water quality practices. How little projects can have a major impact.

Civic Approach: Ensure sustainability! How? Explaining while doing the projects how to sustain them, allowing the students to go out during different times of the year (possibly) to ensure the projects are healthy.

#### THE PLAN:

##### School Outreach Plan:

- 1) Plan: idea to implement conservation with the school with enhancement of current curriculum
  - a. Forestry
  - b. Buffers along the Rum River
  - c. Storm Water Management
  
- 2) Create a dialog with stakeholders – Speak with 1 stakeholder/month
  - a. Stakeholders
    - i. Staff & Outreach Committee & Board Members
    - ii. Biology Teach (7-12) & Earth Science (7-12) Teacher –
    - iii. SWCD Forester – Mitch Lundeen
    - iv. FFA Instructor
    - v. Milaca School Board
    - vi. Superintendent
    - vii. Presenters from Conservation Day
  
- 3) Create an ENHANCEMENT curriculum within the Science class
  - a. Plant trees in school forest
  - b. Raingarden
  - c. Buffer the Rum River
  
- 4) Pending outcome with Milaca School – implement with other schools within the County

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Cont. to next page

Step 1: Ideas/Issues:

- We have a school forest that (in my opinion) is underutilized.
- The school has multiple acres on the Rum River
- The school has a drainage issue on the grounds.
- What can we (SWCD) do to improve the 3 above areas?
  - Forest:
    - Plant Native Trees and Bushes for Habitat
    - Promote diversity within the Forest and explain why it is so important
    - Explain why natives are important
    - Explain healthy forest – Tour the forest and point out key areas and why it needs to be improved.
  - Rum River:
    - Buffers – why are they important
    - Explain why natives are important
    - What is a healthy river?
    - What are impairments? What can 1 person do? What can a community (school) do?
  - Drainage
    - Improve the drainage system around the school
    - What is rain garden? Why are they important?
    - Why not impervious (concrete, brick, stone, asphalt) surfaces? What is a pervious surface (paver stones, gravel)? Are the benefits to pervious?
    - Why is it important to clean out the storm drains? Where do the storm drains go?
- Use the 3 above to come up with a question and answer format for the stakeholders (SWCD Staff, Mitch Lundeen, Past Presenters – and together add everyone's input)
- When the input is completed then promote an ENHANCEMENT to show the Science Teachers, FFA Instructor, School Board, Superintendent and ASK for their input (Changes? Thoughts? Ideas?)
- After final input – PROMOTE THE PROGRAM! GET IT INTO THE CLASSROOM!