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

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

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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 April 11, 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

**Visitors:**

Commissioner Liaison, Genny Reynolds

NRCS, Pat Gehling

1. **Call to Order** Chair Janski called the meeting to order at 6:00pm; Hoefert at 6:02; Beckstrom at 6:06.
  - a. Pledge of Allegiance
2. **Conflict of Interest Disclosure Signed.**
3. **Motion by Eller to approve the agenda as presented;** Stoeckel second. Affirmative: Eller, Stoeckel. **The Motion Carried.**
4. **Motion by Eller to approve the consent agenda as presented;** Stoeckel second. Affirmative: Eller, Stoeckel. **The Motion Carried.**
  - a. Approve the March 14, 2018 Regular Meeting Minutes
  - b. Approve Supervisor 1<sup>st</sup> Quarter Compensation
  - c. Information Only: SWCD Table Banner Ordered
  - d. Information Only: Partner Reports, News Releases
5. **Open Public Forum:** No public comment.

**6. Staff Reports/Presentations**

- a. NRCS Report – written/verbal. Pat Gehling reported that the state conservationist job is posted, discussion regarding merging Benton and Mille Lacs, and Sean Johnson is scheduled to be returning to the Mille Lacs office next month.
- b. SWCD Staff Report – written.
- c. Administrator’s Report – Ms. Shaw recognized Ms. Kuchenbaker’s effort putting the board packet together. She thanked the board for supporting the position. Discussion regarding parcels that are compliant and non-compliant regarding the buffer law.

**7. Financials**

- a. **Motion by Beckstrom to approve the March Treasurer’s Report; Stoeckel second. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. The Motion Carried.**
- b. **Motion by Hoefert to approve the March Disbursements; Beckstrom second. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. The Motion Carried.**

Type	Date	Num	Name	Memo	Amount
Check	03/01/2018	6901	City of Milaca	Rental of Park. Conservation Day May 18, 2018	-50.00
Check	03/05/2018	6902	Billing's Service	February Gas	-65.35
Check	03/05/2018	6903	Hy - Tech Automotive	Van - Gas Tank Issues. Invoice #31890	-68.82
Check	03/05/2018	6904	Mille Lacs County 1	29" Monitor Dell U2917W	-325.72
Check	03/05/2018	6905	VISA	Acct #4766; QBPro18	-236.16
Paycheck	03/12/2018	6906-10	SWCD Payroll		-6,761.05
Liability Check	03/12/2018	E18-019	MSRS-DCP	98995-01	-200.00
Liability Check	03/12/2018	6911	Public Employees Insurance Program (PEIP)	00440	-3,986.40
Liability Check	03/12/2018	E18-020	MN Department of Revenue	6737070	-461.00
Liability Check	03/12/2018	E18-021	Electronic Federal Tax Payment System	41-1254710	-2,433.06
Check	03/12/2018	6912	Peterson Company, LTD	2017 Financial Report. Invoice #17425	-900.00
Liability Check	03/12/2018	E18-022	PERA	9318-00	-1,368.93
Check	03/13/2018	6913	MCSI-MN Copy Systems Inc.	February. Invoice #237145	-78.12
Check	03/20/2018	6914	VISA	Acct #3750; MNL Seed Packets for Compass	-167.79
Check	03/20/2018	6915	VISA	4766; Casey Training. Postage	-102.90
Check	03/23/2018	6916	Mille Lacs SWCD	Deposit to open Savings Acct at Neighborhood Bank	-50.00
Paycheck	03/26/2018	6917-21	SWCD Payroll		-6,796.54
Liability Check	03/26/2018	E18-023	MSRS-DCP	98995-01	-200.00
Liability Check	03/26/2018	E18-024	PERA	9318-00	-1,368.93
Liability Check	03/26/2018	E18-025	MN Department of Revenue	6737070	-461.00
Liability Check	03/26/2018	E18-026	Electronic Federal Tax Payment System	41-1254710	-2,433.04
					<b>28,514.81</b>

- c. Approve Statement Audit – Stoeckel approves.

**8. Grants & Project Decisions**

a. Contracts

ii. **Motion by Beckstrom to approve the application (Contract #MLCWP2018-01) to MLLWMG for 2014 CWP Grant Cost Share Request for Timber Bay Erosion Control Projects;** Second by Eller. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. **The Motion Carried.**

ii. **Motion by Eller to approve the Cost-Share application to seal a well for Arlyn Wall (Contract #P16-2379-1-LC-3) in an amount not to exceed \$200.00 or 50% of the estimated cost of \$400.00 to be paid out of FY16 Capacity;** Second by Stoeckel. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. **The Motion Carried.**

**9. District Policy, Planning**

a. 2018 District Work Plan – Shaw reported that the updates in the work plan are in blue. She pointed out three areas:

- Mille Lacs Lake: Reorganization of a few focus areas within the category – added Wahkon Stormwater and Timber Bay. Shaw reported that she met with Ms. Maslowski and Ms. Eller and together they expanded how to track participation in the Mille Lacs Lake Watershed Management Group. Ms. Gallice is continuing to build relationships with the City of Wahkon and possibly assisting them in a stormwater grant.
- Youth Education Events: Elaborated on how to measure it. Proposing the idea to ask questions of teachers to build a relationship with the school to possibly work together regarding the school forest. Asking supervisors to attend Conservation Day to survey teachers.
- General Project Development: Ms. Gallice is pursuing conversation with the City of Milaca.

Eller reported that the work plan will be used in bi-annual staff reviews.

Beckstrom asked if a column could be added for Supervisors.

Shaw reported that the staff all have their own individual work plans with more items and details, indicating specific Supervisors as key stakeholders.

b. BWSR Biennial Budget Request (BBR) – BBR and was handed out to Supervisors. Shaw reported about current staff funding, project funding, and new funding opportunities for a possible shared staff for (with County and/or other SWCDs) GIS, forest management, groundwater quality and quantity, weed management. **Motion by Beckstrom to approve the BBR be submitted to BWSR;** Second by Hoefert. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. **The Motion Carried.**

c. MASWCD Resolution – Eller reported that the SWCD Forestry Association through Aitkin SWCD is preparing a resolution about a full-time BWSR and Area Forester. Staff will reach out to Steve Hughes at Aitkin SWCD regarding their resolution. Possible resolution with both SWCDs. Janski reported he will be not be able to attend the June 6 Area III Resolution Meeting. It was asked that it be added to the Resolution Meeting that if your SWCD is not present at the meeting that their resolution will not be heard.

d. MASWCD Self-Assessment Results from Staff & Supervisors – Discussion. Hoefert suggested that when there is a project in his district that the staff let him know and he will try to connect with the landowner. Beckstrom suggested an operating rules and/or supervisor handbook be composed.

e. SWCD Elections – Janski and Hoefert are up for re-election fall of 2018.

**10. Meetings & Events (ACTION)**

- a. Mille Lacs Lake Watershed Management Group ..... April 26, Kathio’s Interpretive Center  
Eller & Janski attending
- b. SWCD Forestry ..... May 17, McGregor  
Janski attending
- c. Snake River Watershed CAC & Board Meeting ..... April 23, Mora  
Stoeckel attending

- d. TSA Area 3 ..... June 27, Duluth  
Hoefert attending
- e. Annual MLC Local Weed Management Training Meeting ..... May 4, 1:00-3:00, Courthouse  
Eller attending
- f. Tree Sale Day ..... April 26, MLC Fairgrounds  
Beckstrom & Janski attending
- g. Conservation Day ..... May 16, Rec Park in Milaca  
Beckstrom, Hoefert, Janski, Stoeckel attending
- h. Envirothon ..... May 7, Cloquet Forestry Center
- i. Other Planned Committee Meetings?

- Personnel – June 13, 5pm, SWCD Office (Eller & Stoeckel Attending)
- Conservation – April 26, 3-7pm, Tree Barn (Beckstrom & Janski Attending)
- Public Outreach – July 11, SWCD Office (Eller & Janski Attending)

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

## 11. Informational Updates

### a. Water Management & Watershed Activities

- County Local Water Management Plan Advisory Committee – Nothing new to report.
- Mille Lacs Lake Watershed Management Group – Eller reported that all SWCD Supervisors and County Commissioners go to the SWCD office to look at the rain barrel; rain barrels are being offered at a 50% discount to people living within the Mille Lacs Lake Watershed through the Clean Water Partnership Grant. Bonnie Finnerty volunteered to do a summary of the last ten years of data collected from Mille Lacs Lake. Making progress on the AIS activities. River and Lakes event is June 16.
- Snake River Watershed Management Board – Beckstrom reported that Jason Weinerman from BWSR presented a presentation regarding 1W1P.

### b. Supervisor Updates

- MN SWCD Forestry Association (Eller) – Eller reported the association discussed the Area III resolution regarding forestry.
- Area III (Hoefert, Area Director) – Hoefert reported the resolution meeting will be on June 6.
- TSA Report (Hoefert) – Hoefert reported that TSA added another engineer.
- MASWCD Board (Beckstrom, MASWCD President) – Beckstrom reported he was testifying regarding tax authority on April 12 at the State Legislature.
- Clean Water Council (Hoefert, Farm Organization Representative) – Hoefert reported regarding the Clean Water Council budget.

### c. Committees

- Public Outreach – Janski reported that Eller will continue to work on the brochure, Ms. Kuchenbaker will create SWCD business cards for Supervisors and create the article on Elections for the County Newsletter. The committee discussed ideas for County Newsletter articles.

**12. Evaluate the Meeting:** Stoeckel like that times were added to the agenda.

**13. Next Regular Meeting** – Wednesday, May 9, 2018, 6:00pm, Historic Courthouse, Conference Room D.

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



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Barbara Eller, Mille Lacs SWCD Secretary  
Jake Janski, Alternate

5-9-2018

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Date