



Historic Courthouse
635 2nd St SE, Milaca, MN 56353
320-983-2160
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 MAY 9, 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

Staff Present:

District Administrator, Susan Shaw
Administrator Assistant, Maggie Kuchenbaker
Watershed Coordinator, Harmony Maslowski

Visitors:

Commissioner Liaison, Genny Reynolds
NRCS, Pat Gehling

1. **Call to Order** Chair Janski called the meeting to order at 6:00pm.
 - a. Pledge of Allegiance
2. **Conflict of Interest Disclosure**
3. **Motion by Beckstrom to approve the agenda as presented;** Hoefert second. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. Opposed: none. **The Motion Carried.**
4. **Motion by Beckstrom to approve the consent agenda as presented;** Stoeckel second. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. Opposed: none. **The Motion Carried.**
 - a. Approve April 11, 2018 Regular Meeting Minutes
 - b. Approve Monthly Financial Report
 - i. Treasurer's Report
 - ii. Checks written #6922 - #6949 and electronic transfer's #e18-027 - #e18-035 totaling 31,440.85.
 - c. Approve Budgeted Expenses
 - d. Information Only: Partner Reports, Updated In-Kind Volunteer Rates

| Type | Date | Num | Name | Memo | Amount |
|------------------|------------|-----------|---|---|-------------------|
| Check | 04/04/2018 | 6922 | ArcStone | | -212.50 |
| Check | 04/04/2018 | 6923 | Billing's Service | March Gas | -48.00 |
| Check | 04/05/2018 | 6924 | Mille Lacs County 1 | Qrt 1 - Phone | -127.77 |
| Paycheck | 04/09/2018 | 6925-29 | SWCD Payroll | | -6,761.06 |
| Liability Check | 04/09/2018 | E18-027 | MSRS-DCP | 98995-01 | -200.00 |
| Liability Check | 04/09/2018 | E18-028 | PERA | 9318-00 | -1,368.93 |
| Liability Check | 04/09/2018 | E18-029 | PERA | 9318-00 | -20.00 |
| Liability Check | 04/09/2018 | E18-031 | MN Department of Revenue | 6737070 | -461.00 |
| Check | 04/09/2018 | 6935 | Mille Lacs Messenger | #4932; Renewal of Subscription | -36.00 |
| Check | 04/09/2018 | 6936 | ECM Publishers, Inc. | Acct #368466; Tree Ad in Town & Country | -27.00 |
| Check | 04/09/2018 | 6937 | Minuteman Press | Invoice #20645; Tree Post Cards | -24.85 |
| Liability Check | 04/10/2018 | E18-030 | Electronic Federal Tax Payment System | 41-1254710 | -249.08 |
| Liability Check | 04/10/2018 | E18-030.1 | Electronic Federal Tax Payment System | 41-1254710 | -2,433.06 |
| Check | 04/11/2018 | 6938 | Minuteman Press | Invoice #20705; Table Runner | -90.42 |
| Check | 04/12/2018 | 6939 | MCSI-MN Copy Systems Inc. | March. Invoice #239288 | -59.67 |
| Liability Check | 04/12/2018 | 6940 | Public Employees Insurance Program (PEIP) | 00440 | -3,986.40 |
| Paycheck | 04/23/2018 | 6941-45 | SWCD Payroll | | -6,796.55 |
| Liability Check | 04/23/2018 | E18-032 | MSRS-DCP | 98995-01 | -200.00 |
| Liability Check | 04/23/2018 | E18-033 | PERA | 9318-00 | -1,368.93 |
| Liability Check | 04/23/2018 | E18-034 | MN Department of Revenue | 6737070 | -461.00 |
| Liability Check | 04/23/2018 | E18-035 | Electronic Federal Tax Payment System | 41-1254710 | -2,433.06 |
| Check | 04/25/2018 | 6946 | VISA | 4766 | -824.52 |
| Check | 04/25/2018 | 6947 | Office Depot | 30729582 | -197.98 |
| Check | 04/25/2018 | 6948 | Hy - Tech Automotive | 32474 | -68.82 |
| Bill Pmt - Check | 04/25/2018 | 6949 | Wolcyn Tree Farms & Nursery | | -2,984.25 |
| | | | | | -31,440.85 |

5. Open Public Forum: No public comment.

6. Staff Reports/Presentations

- a. NRCS Report – written/verbal. Pat Gehling reported that the EQIP deadline is Tuesday, May 15 and most of the contracts are moving forward.
- b. SWCD Staff Report – written. Eller reported that it seems the staff report and the work plan are repeated. Shaw reported that the work plan highlights the civic organizing and the staff report has more detail.
- c. Staff Presentation by Harmony Maslowski, Watershed Coordinator. Maslowski presentation outlined what Compass is and her outreach strategies to reach Mille Lacs Lake shoreland owners. Maslowski reported that she is having successes with door to door outreach.
- d. Administrator’s Report – verbal. Shaw reported: that the apprentice starts on May 30; the SWCD received a request from the city of Princeton to assist them with an EAB Grant; staff are discussing posting the RIM boundaries and that BWSR will reimburse the SWCD for the cost of the posts, Gehling reported that the county might have used posts, suggestion from board to create a policy regarding the amount the District Administrator can spend without Board approval; Lynn Gallice,

Shoreland Technician, has a project on Mille Lacs Lake and the Mille Lacs SWCD may partner with Aitkin SWCD to best meet the landowner's needs.

7. District Policy, Planning, Grants, & Projects

- a. 2018 District Work Plan – Shaw requested feedback and input from the board regarding the work plan goals and progress. Shaw highlighted some of the areas. Janski suggested a watermark be added when a goal has been met.
- b. MASWCD Area 3 Resolution by Aitkin SWCD – discussion on partnering and supporting the resolution on an individual basis. No action.

8. District Activities

- a. Tree Sale – Project summary provided to the board. Kuchenbaker reported the outreach on the postcard was successful and the overall program was a success.
- b. Water Management Plan – Shaw reported the timeline on the Mille Lacs County Local Water Management Plan and a draft of the plan will be sent out for review before the Thursday, May 17 meeting. Historically the Mille Lacs SWCD has adopted it as their comprehensive plan.
- c. Education/Outreach
 - i. Events – Conservation day questions were handed out. Beckstrom, Hoefert, Janski, and Stoeckel will be attending the event to talk to teachers and assist presenters.
- d. Local Weed Manager Meeting Summary – Shaw reported that the meeting was a goal on the 2018 work plan. This year the civic standards were used to plan and implement the meeting. The outcome of the meeting was successful and the goal of the meeting was met.

9. Financials

- a. 2019 SWCD Budget – Finance Committee Report. Hoefert reported that the finance committee (Hoefert, Stoeckel, Shaw) met and that he suggested to wait until the legislative session is over. The 2019 SWCD draft budget will be presented at the June 13 regular SWCD board meeting.
- b. Approve Statement Audit – Stoeckel approved.

10. Grant & Project Decisions

- a. Grant Reporting
 - i. Closed out grant #C13-5496 (Ag Outreach/Technician) and received final payment.

11. Meetings & Events

- a. Water Management Plan Advisory CommitteeMay 17, Courthouse
Stoeckel attending
- b. Mille Lacs Lake Watershed Management Group..... May 24, Rolf Olsen Center, Onamia
Eller attending
- c. SWCD Forestry May 17, McGregor
Janski attending
- d. Snake River Watershed CAC & Board Meeting..... No May Meeting
- e. TSA Area 3 No May Meeting
- f. Conservation Day May 15, Rec Park in Milaca
Beckstrom, Hoefert, Janski, Stoeckel attending
- g. Other Planned Committee Meeting
 - i. Finance – Phone Conference planned
 - ii. Personnel – June 13, 5pm, SWCD Office

iii. Outreach/Education – July 11, 5pm, SWCD Office

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

12. Informational Updates

a. Operation Committees

i. Conservation (Beckstrom & Janski; Eller) – Beckstrom and Janski reported the tree sale venue worked well and was organized. Discussion about possible ideas for next year.

b. Watersheds, Workgroups

i. Mille Lacs Lake Watershed Management Group (Eller; Janski) – Eller reported: Maslowski will be interviewed on KKIN (94.3) radio on May 18 from 8:00-9:00 am; Compass open house will be June 7 at McQuoid's Inn from 5:00-7:00pm; Rivers and Lakes Fair will be June 16; MLLWMG meeting on June 28 will start an hour earlier and spring tour afterward.

c. Associations/Supervisor Update

i. MASWCD Board (Beckstrom, MASWCD President) – Beckstrom reported that there is buffer legislature in the house and senate. Beckstrom reported he testified at the legislature about SWCD taxing authority.

ii. Area III/TSA Report (Hoefert, Area Director) – Hoefert reported the Annual Resolution Meeting is June 6 in Carlton.

iii. Clean Water Council (Hoefert, Farm Organization Representative) – Hoefert reported that the council is gathering information for funding sources.

13. Evaluate the Meeting.

14. Next Regular Meeting – Wednesday, June 13, 2018, 6:00pm, Historic Courthouse, Conference Room D.

15. Motion by Stoeckel to adjourn the meeting. Second by Hoefert. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. Opposed: none. **The motion carried. Meeting adjourned at 8:16 pm.**



Barbara Eller, Mille Lacs SWCD Secretary
Jake Janski, Alternate



Date