



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 JULY 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
Shoreland Technician, Lynn Gallice

Visitors:

Commissioner Liaison, Genny Reynolds

1. **Call to Order** Chair Janski called the meeting to order at 6:02pm
 - a. Pledge of Allegiance
2. **Conflict of Interest Disclosure Signed**
3. **Motion by Hoefert to approve the updated agenda as presented;** Eller second. Affirmative: Eller, Hoefert, Stoeckel. Opposed: none. **The Motion Carried.**
4. **Motion by Eller to approve the consent agenda as presented;** Beckstrom second. Affirmative: Eller, Hoefert, Stoeckel. Opposed: none. **The Motion Carried.**
 - a. Approve June 13, 2018 Regular Meeting Minutes
 - b. Approve Monthly Financial Report
 - i. Treasurer's Report
 - ii. Checks written #6970 - #6989 and electronic transfer's #e18-046 - #e18-053 totaling \$27,632.05.
 - c. Information Only: Partner Reports, Project Summaries, News Releases

d. One Watershed One Plan (1W1P) Planning Grant Application

Type	Date	Num	Name	Memo	Amount
Check	06/01/2018	6970	Area III SWCD Association	Aitkin & Mille Lacs Registration Resolution Meeting	-135.00
Paycheck	06/04/2018	6971-75	SWCD Payroll		-6,760.70
Check	06/04/2018	6976	ECM Publishers, Inc.	Union-Times Subscription Renewal 1 year	-42.00
Check	06/04/2018	6977	Teal's Market	9832160; 1W1P Meeting	-13.49
Check	06/04/2018	6978	Koch's Hardware	2857; Interseeder Grease	-11.73
Liability		E18-			
Check	06/05/2018	046	MSRS-DCP	98995-01	-200.00
Liability		E18-			
Check	06/05/2018	047	PERA	9318-00	-1,368.92
Liability		E18-			
Check	06/05/2018	048	MN Department of Revenue	6737070	-462.00
Liability		E18-			
Check	06/05/2018	049	Electronic Federal Tax Payment System	41-1254710	-2,433.08
Check	06/05/2018	6979	Billing's Service	May Gas	-236.24
Check	06/05/2018	6980	Area III SWCD Association	Mille Lacs Apprentice Registration	-15.00
Check	06/14/2018	6981	MVTL Laboratories, Inc.	Water Sampling; 6/11/2018	-78.00
Check	06/14/2018	6982	MCSI-MN Copy Systems Inc.	Invoice 243077; May Copies	-120.99
Liability			Public Employees Insurance Program (PEIP)		
Check	06/14/2018	6983		00440	-3,986.40
Paycheck	06/18/2018	6984-88	SWCD Payroll		-7,292.28
Liability		E18-			
Check	06/18/2018	050	MSRS-DCP	98995-01	-200.00
Liability		E18-			
Check	06/18/2018	051	PERA	9318-00	-1,368.95
Liability		E18-			
Check	06/18/2018	052	MN Department of Revenue	6737070	-461.00
Liability		E18-			
Check	06/18/2018	053	Electronic Federal Tax Payment System	41-1254710	-2,433.04
Check	06/19/2018	6989	VISA	0861; Car Wash. Office Supplies	-13.86
Paycheck	06/30/2018	6998	Beckstrom, Kurt M	Quarter 2 Compensation	-200.18
Paycheck	06/30/2018	6999	Eller, Barbara F.	Quarter 2 Compensation	-333.33
Paycheck	06/30/2018	7000	Hoefert, Robert E	Quarter 2 Compensation	-599.33
Paycheck	06/30/2018	7001	Janski, Jacob	Quarter 2 Compensation	-258.58
Paycheck	06/30/2018	7002	Stoeckel, Kathy E	Quarter 2 Compensation	-392.59
					<u>-</u>
					35,015.65

5. Open Public Forum: No public comment.

6. Staff Reports/Presentations

- a. Lynn Gallice, Shoreland Technician presented the evolution of the shoreland stewardship plan template. The plan highlights the landowners concerns/goals and opportunities for voluntary water quality improvement practices.
- b. SWCD Staff Report (written) – Eller reported that Ms. Maslowski is doing great with her Compass outreach strategy by going door to door. Eller invited all the supervisors to the Compass Open House on Thursday, July 12 at the ROC in Onamia.
- c. Administrators Report – Shaw reported she is no longer on the State Noxious Weed Committee; she would like to reschedule the Supervisor 1:1s; the Clean Water Fund Competitive Grants are open and the SWCD will be applying; the SWCD is looking for storage space for the interseeders

and tree planter; and Nathan Sanoski, the Farm Bill Technician for Benton, Mille Lacs, and Morrison Counties, funding is changing but his position is not changing.

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

- a. 2018 District Work Plan –Shaw reported that she added a column on the right side referencing the SWCD Board strategic goals. Eller inquired about when the strategic goals would be updated. Shaw reported that the district work plan is the SWCD strategic plan. Beckstrom reported, he saw value in having a break out session regarding the strategic goals.
- b. 2019 Tree Sale – Discussion about ordering all trees/shrubs from one vendor, the different species, and pricing. Board supported staff recommendations.
- c. Water Management Plan Draft – Shaw reported that the sub-committee meets on Thursday, July 12 and Water Plan Meeting on Thursday, July 19 at 10:00am.
- d. Public Outreach Committee Report – Kuchenbaker reported that the SWCD will be submitting two articles for the County Newsletter about supervisors and cover crops.
 - i. WCA Outreach Strategy Discussion – Shaw reported she is moving her work plan goal ahead and spoke with a few marketing companies. Her goal is to decrease violations and inform landowners of the law.
- e. Contracts
 - i. **Motion by Beckstrom to approve the cost-share application to seal a well for Mary Dordan (contract # FY18-2) in an amount not to exceed \$885.00 or 50% of the estimated cost of \$1,770.00 from FY18 State Cost Share; Eller second. Affirmative: Eller, Hoefert, Stoeckel. Opposed: none. The Motion Carried.**
 - ii. **Motion by Eller to approve the cost-share application for Lakeside Manor (contract #FY18-1) for shoreland restoration and buffer (in an amount not to exceed \$32,704.50 or 75% of the estimated cost of \$43,606.00 from FY16 Local Capacity, FY17 Local Capacity, FY18 State Cost Share and Mille Lacs Lake Watershed and Upper Rum River Watershed Coordinator Grant #C17-9721; Beckstrom second. Affirmative: Eller, Hoefert, Stoeckel. Opposed: none. The Motion Carried.**

8. Financials

- a. Administrator Shaw reviewed staff recommendations and budgetary needs. The Finance Committee met on July 6 to review anticipated 2019 expenditures and long term capital outlay (equipment) needs. The finance committee agreed that an increase to the general allotment to the District is needed. The draft 2019 budget Shaw presented had been edited since the finance committee meeting. Ms. Shaw and Ms. Kuchenbaker had spent significant time working to fine tune the anticipated billable rate and indirect costs for 2019. The draft budget includes replacing a vehicle, updating GIS technology, and dedicating funds to the future replacement of the interseeder. Because most of the District funding comes from the State in the form of grants, many of which are competitive, funding annually can vary. In years with significant State support the District may not require as much support from the County to operate at the same capacity. However, at this time the District cannot be certain that grant applications submitted in 2018 will be funded in 2019, so staff recommend the board support a general allotment increase from Mille Lacs County. The amount requested will be \$98,000, which represents a 17% increase above the \$80,000 received in 2015, 2016 and 2017. **Motion by Beckstrom to approve the 2019 draft budget**

to be presented to Mille Lacs County Board; Stoeckel second. Affirmative: Eller, Hoefert, Stoeckel. Opposed: none. **The Motion Carried.**

- b. Approve Statement Audit – Stoeckel Approved
- c. **Motion by Stoeckel to approve supervisor 2nd quarter compensation;** Hoefert second. Affirmative: Eller, Hoefert, Stoeckel. Opposed: none. **The Motion Carried.**

9. Meetings & Events

- a. Water Management Plan Advisory Committee.....July 19, Courthouse
Eller attending
- b. Mille Lacs Lake Watershed Management Group.....July 26, Isle City Hall
Eller attending
- c. SWCD Forestry July 19, McGregor
Janski will try to attend (Barb unable, she is attending Water Plan Meeting)
- d. Snake River Watershed CAC & Board Meeting.....July 23, Mora
Beckstrom attending
- e. TSA Area 3September 26, Duluth
Hoefert attending

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

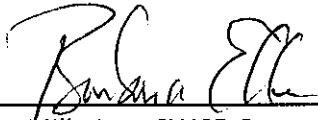
10. Informational Updates

- a. Watersheds, Workgroups
 - i. TSA 3 – Hoefert reported that TSA employees received a 3% raise and that approximately \$155,000 SWCD match dollars were spent on projects.
 - ii. MN SWCD Forestry Association – No Meeting
 - iii. Mille Lacs Lake Watershed Management Group – Eller reported that she was not able to attend but received a report that the Spring Tour was great and the group has a new citizen member.
 - iv. Snake River Watershed Management Board – Beckstrom reported that there are a few shoreland projects around Knife Lake in Kanabec County and one feedlot in Aitkin County.
 - v. County Local Water Management Plan Advisory Committee – No Meeting
 - vi. Integrated Roadside Vegetation Management – No Meeting
- b. Associations/Supervisor Updates
 - i. MASWCD Board (Beckstrom, MASWCD President) – Beckstrom reported he will be attending the 2nd CREP Ceremony on Thursday, July 12.
 - ii. Area III (Hoefert, Area Director) – Hoefert reported that an executive meeting will be held on July 24 at 10:00am at the Carlton SWCD office.
 - iii. Clean Water Council (Hoefert, Farm Organization Representative) – Hoefert reported the budget and outcome meeting will be Thursday, July 12 and Monday, July 16 is the regular meeting.

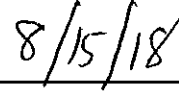
11. Evaluate the Meeting: No evaluation

12. **Next Regular Meeting** – Wednesday, August, 15, 2018, 6:00pm, Historic Courthouse, Conference Room D.

13. **Chair Janski** adjourned the meeting at 8:15pm.



Barbara Eller, Mille Lacs SWCD Secretary
Jake Janski, Alternate



Date