



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 SEPTEMBER 12, 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: none

1. Call to Order Chair Janski called the meeting to order at 6:00pm
 - a. Pledge of Allegiance
2. Conflict of Interest Disclosure Signed
3. Motion by Eller to approve the updated 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; Eller second. Affirmative: Beckstrom, Beckstrom, Eller, Hoefert, Stoeckel. Opposed: none. The Motion Carried.
 - a. Approve August 15, 2018 Regular Meeting Minutes
 - b. Approve Monthly Financial Report
 - i. August Treasurer's Report

ii. Checks Written #7019 - #7045 and electronic transfer's #e18-068 - #e-18-078 totaling #33,168.04.

Type	Date	Num	Name	Memo	Amount
Check	08/06/2018	7019	MVTL Laboratories, Inc.	929380; Report Date 7/23/2018	-78.00
Check	08/06/2018	7020	Office Depot	164983497001; 172700	-67.31
Check	08/06/2018	7021	Mile Lacs County 1	QRT 2 Phone	-145.22
Check	08/06/2018	7022	Koch's Hardware	2857; Van Antifreeze	-10.14
Check	08/06/2018	7023	Billing's Service	July Gas	-367.63
Check	08/06/2018	7040	MVTL Laboratories, Inc.	56639; Report Date 8.17.2018	-78.00
Check	08/07/2018	7024	MCSI-MN Copy Systems Inc.	Invoice #2472556; July	-73.81
Check	08/07/2018	7025	MVTL Laboratories, Inc.	Invoice #931774; Report Date 8.6.2018	-78.00
Paycheck	08/13/2018	7026-30	SWCD Payroll		-6,941.98
Liability Check	08/13/2018	7031	Public Employees Insurance Program (PEIP)	00440	-3,986.40
Liability Check	08/13/2018	E18-068	MSRS-DCP	98995-01	-200.00
Liability Check	08/13/2018	E18-069	PERA	9318-00	-1,368.95
Liability Check	08/13/2018	E18-070	MN Department of Revenue	6737070	-461.00
Liability Check	08/13/2018	E18-071	Electronic Federal Tax Payment System	41-1254710	-2,433.06
Check	08/13/2018	7032	Hayland Woods	Healthy Lake, Healthy Land Conference on 8.18.2018	-100.00
Check	08/13/2018	7033	McQuoids Inn & Event Center	Rental for Healthy Lake/Land Conference on 8.18.2018	-250.00
Check	08/16/2018	7034	North St. Louis SWCD	Area 3 Annual Meeting Registration	-90.00
Check	08/17/2018	7035	Princeton, City of	VOID: Rental Space Deposit	0.00
Check	08/20/2018	7036	University of Minnesota - WDCP	Susan Shaw ; Renewal of Wetland Certification	-140.00
Check	08/20/2018	7037	Wall, Arlyn	Well Sealing; P16-2379-1-LC-3	-200.00
Check	08/20/2018	7038	Dordan, Mary	Well Sealing; SCS-FY18-2; (Well at 24471 140th Ave, Milaca)	-885.00
Check	08/20/2018	7039	Fransen, John	SCS-FY17; FY16 Capacity	-3,954.00
Paycheck	08/27/2018	7041-45	SWCD Payroll		-6,796.55
Liability Check	08/27/2018	E18-075	MSRS-DCP	98995-01	-200.00
Liability Check	08/27/2018	E18-076	PERA	9318-00	-1,368.93
Liability Check	08/27/2018	E18-077	MN Department of Revenue	6737070	-461.00
Liability Check	08/27/2018	E18-078	Electronic Federal Tax Payment System	41-1254710	-2,433.06
TOTAL					-33,168.04

c. Information Only: Partner Reports and Project Summaries

- d. Approve authorized project payment for contract #FY16-7 well sealing for Tim Klofstad in the combined amount of \$500.00 from FY16 State Cost Share, FY17 State Cost Share, and FY16 Capacity.
- e. Approve signature on grant agreement for the FY2019 SWCD Local Capacity Services and Buffer Law Implementation Project Grants.

5. Open Public Forum: No public comment.

6. Staff Reports/Presentations

- a. SWCD Staff Report (written) – Shaw reported that all staff will be attending BWSR Academy October 29-31 in Brainerd and that the office will be closed for three days. Beckstrom and Hoefert reported that training is very important and that the training is very useful.
- b. Administrator's Report – Shaw reported that the District applied for four Clean Water Fund Highly Competitive Grants, some of the grants were partnership grants with other Districts. She explained each grant and provided the Supervisors with a handout describing each grant. Discussion.

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

- a. 2018 District Work Plan – Shaw reported that the new updates are in blue and she added 2019 goals for consideration of the Board. Kuchenbaker reported she is moving ahead with her youth education goal and has made good progress. She had a meeting with Mr. Mueller, Isle Physical Science Teacher, regarding his curriculum and possible enhancements to it with wetland education. Together they formed a plan. She later met with Jason Weinerman, BWSR, and Dillon Hayes, Mille Lacs County Environmental Resources Manager, to assign tasks. With the assistance of her key stakeholders they will be enhancing Mr. Mueller’s curriculum this fall, including a wetland tour of Father Hennepin.
- b. 1W1P – Rum River Partners Awarded 1W1P Planning Grant – Shaw reported the steering committee will be meeting on October 23 to learn about policy and next steps. She will provide the Board with an update at the November meeting.
- c. Water Management Plan Update – Shaw reported that the plan is in the State review process, upon approval it will move to the Mille Lacs County Board for approval, and in the past the SWCD Board has adopted the plan as the District’s Comprehensive Plan.
- d. **Motion by Eller to appoint Andre LaSalle of District 4 to fill SWCD Board vacancy until the end of the term in December 2020; Hoefert second. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. Opposed: none. The Motion Carried.**
 - i. Board Committee Assignments and Associations/Watersheds/Workgroup Discussion – Janski tabled until next month.
- e. Extension Office Administrative Assistance – handout provided; Shaw recommend not accepting the U of M Extension position based on the time commitment necessary. Discussion.

8. Financials

- a. Approve Statement Audit – Stoeckel approved.

9. Meetings & Events

- a. Water Management Plan Advisory CommitteeOct. 18, Courthouse
Stoeckel attending
- b. Mille Lacs Lake Watershed Management Group Sept. 17, Hazelton Town Hall
Eller attending
- c. SWCD ForestrySept. 19, McGregor
Janski attending
- d. Snake River Watershed CAC & Board MeetingSept. 24, Mora
Beckstrom attending
- e. TSA Area 3 Sept. 24, Duluth
Hoefert attending
- f. Area 3 Annual MeetingSept. 20, Mountain Iron
Beckstrom, Eller, Hoefert, Janski attending
- g. Sexual Harassment Training Video.....Oct 10, Courthouse
Beckstrom, Eller, Hoefert, Janski, Hoefert attending
- h. Other Planned Committee Meetings
 - i. Conservation Committee Oct. 10 at 4:00pm, SWCD Office
Beckstrom, Janski attending

Motion by Beckstrom to approve the meetings and events; Second by Eller. Affirmative: Beckstrom, Eller, Hoefert, Stoeckel. Opposed: none. The Motion Carried.

10. Informational Updates

- a. Operational Committees (Finance, Personal, Conservation, Outreach/Education) – No Meetings
- b. Watersheds, Workgroups
 - i. TSA 3 (Hoefert; Janski) – No Meeting
 - ii. MN SWCD Forestry Association (Eller; Janski) – No Meeting
 - iii. Mille Lacs Lake Watershed Management Group (Eller; Janski) – Eller reported that there will be a Compass Open House on September 26 from 5:00-7:00 pm at the Mille Lacs Trains Snowmobile Club in Aitkin.
 - iv. Snake River Watershed Management Board (Beckstrom; Hoefert) – Beckstrom reported that restoration projects were approved. Discussion about Ann Lake Phosphorus study.
 - v. County Local Water Management Plan Advisory Committee (Stoeckel; Eller) – No Meeting
 - vi. Integrated Road Side Vegetation Management (Eller; Janski) – No Meeting
- c. Associations/Supervisor Updates
 - i. MASWCD Board (Beckstrom, MASWCD President) – Beckstrom reported he met with Crow Wing County Commissioners regarding funding for the Crow Wing SWCD. MASWCD Board meeting on September 18. Farm Bill discussion.
 - ii. Area III (Hoefert, Area Director) – Hoefert reported Annual Fall Meeting will be on September 20 in Mountain Iron.
 - iii. Clean Water Council (Hoefert, Farm Organization Representative) – Hoefert reported the council allocated funds, next steps Board approval, then on to the legislature.


11. Evaluate the Meeting

- a. Was the meeting effective in moving District work plan goals forward?

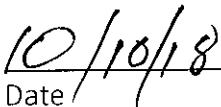
Janski asked for input from the Board. Eller reported that the administrator's report and work plan discussions moves the District's goals ahead. She values the work plan and staff report. Beckstrom reported focusing on citizen involvement is key for success and likes the way the District is doing it. It helps "sell" conservation. Hoefert reported that the overall meetings move the work plan forward, but the meeting is more than the work plan. Other items may take precedence sometimes. Stoeckel reported that Janski is doing well on time, moving the meeting forward. Janski thanked the Board for their input and noted that board meetings need to be a constructive use of time. Good Discussion.

12. Next Regular Meeting – Wednesday, October 10, 2018, 6:00pm, Historic Courthouse, Conference Rm D.

13. Chair Janski adjourned the meeting at 7:26 pm.



Barbara Eller, Mille Lacs SWCD Secretary
Jake Janski, Alternate



Date