



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 OCTOBER 10, 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  
Andre LaSalle, District 4  
Secretary, Kathy Stoeckel, District 1

**Staff Present:**

Administrator Assistant, Maggie Kuchenbaker

**Members Absent:** none

**Visitors:** None

1. **Call to Order** Chair Janski called the meeting to order at 6:01pm
  - a. Pledge of Allegiance
2. **Swearing in of Vacant Supervisor Position for Nomination District Four (4)** (Kathio, Bradbury, South Harbor, Onamia Townships) Andre LaSalle was sworn in to the Mille Lacs Soil and Water Conservation District Board.
3. **Motion by Beckstrom to nominate Stoeckel as Secretary;** Hoefert second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The Motion Carried.**
4. **Conflict of Interest Disclosure Signed**
5. **Motion by Beckstrom to approve the agenda as presented;** Hoefert second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The Motion Carried.**

6. Motion by LaSalle to approve the consent agenda as presented; Stoeckel second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The Motion Carried.**
  - a. Approve September 12, 2018 Regular Meeting Minutes
  - b. Approve Supervisor 3<sup>rd</sup> quarter compensation in the amount totaling \$2,032.05.
  - c. Information Only: Partner Reports
  - d. Approve District Administrator leave: October 22, 24-26, November 7-9, 26-30, December 17-21.

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

8. **Staff Reports/Presentations**

- a. SWCD Staff Report – Written.
- b. Administrator’s Report. None. Janski reported that he knows Shaw appreciates the 1:1 meetings with Supervisors. Hoefert reported that Shaw takes time out of her day to schedule to meet with supervisors. Supervisors agree the 1:1 meetings aid with preparation for the board meeting.

9. **Financials**

a. Monthly Financial Report

- i. **Motion by Beckstrom to approve September Treasurer’s Report;** Stoeckel second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The Motion Carried.**
- ii. **Motion by Beckstrom to approve September Disbursements;** Stoeckel second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The Motion Carried.**

Type	Date	Num	Name	Memo	Amount
Check	09/03/2018	7046	Breezy Point Conference Center	BWSR Academy; 2 Nights; 3 Breakfasts / Persc	-893.75
Check	09/03/2018	7047	BWSR	BWSR Academy; October 29-31	-575.00
Check	09/05/2018	7048	VISA	0861	-223.00
Check	09/05/2018	7049	ECM Publishers, Inc.	626368	-29.40
Check	09/05/2018	7050	APG	626265	-32.85
Check	09/06/2018	7051	MVTL Laboratories, Inc.	936414	-78.00
Check	09/07/2018	7052	Billing's Service	August Gas	-376.23
Paycheck	09/10/2018	7053-57	SWCD Payroll		-6,761.04
Liability Check	09/10/2018	E18-079	MSRS-DCP	98995-01	-200.00
Liability Check	09/10/2018	E18-080	PERA	9318-00	-1,368.93
Liability Check	09/10/2018	E18-081	MN Department of Revenue	6737070	-461.00
Liability Check	09/10/2018	E18-082	Electronic Federal Tax Payment System	41-1254710	-2,433.04
Liability Check	09/10/2018	7058	Public Employees Insurance Program (PEIP)	00440	-3,986.40
Check	09/12/2018	7059	MVTL Laboratories, Inc.	July Invoice	-78.00
Check	09/17/2018	7060	MCSI-MN Copy Systems Inc.	ML34; Invoice #249091; August 2018	-81.27
Check	09/18/2018	7061	VISA	0861; Postage	-9.85
Check	09/19/2018	7063	MVTL Laboratories, Inc.	Invoice #938701; work order #1214789	-78.00
Check	09/24/2018	7062	Klofstad, Tim	Well Sealing @ 15978 70th Ave Milaca; (Contract	-500.00
Paycheck	09/24/2018	7064-68	SWCD Payroll		-6,805.59
Liability Check	09/24/2018	E18-083	MSRS-DCP	98995-01	-200.00
Liability Check	09/24/2018	E18-084	MN Department of Revenue	6737070	-461.00
Liability Check	09/24/2018	E18-085	Electronic Federal Tax Payment System	41-1254710	-2,433.04
Liability Check	09/24/2018	E18-086	PERA	9318-00	-1,368.95
					<b>-29,434.34</b>

- b. Approve Statement Audit – Stoeckel Approved.

10. **District Policy, Planning, Activities, Projects, & Grants**

- a. MASWCD Resolution Voting. Voting ballot will be mailed to MASWCD on Thursday, October 11, 2018.



Minnesota Association of Soil and Water Conservation Districts  
2018 RESOLUTION BALLOT

- INSTRUCTIONS:**
- Each current SWCD Supervisor is entitled to **ONE** vote on each resolution.
  - Mark the vote of each Supervisor in **ONE** category (approve, disapprove or bring resolution for discussion or amendment) for each resolution.
  - Each resolution can receive only as many votes as the number of Supervisors signing the ballot.
  - ALL SUPERVISOR VOTES & SIGNATURES MUST BE TALLIED & SUBMITTED ON THIS BALLOT.**
  - Mail ballots to MASWCD, 755 Kellogg Boulevard East, Suite 101, St. Paul, MN 55101
  - Only member SWCDs are eligible to participate.

SWCD Name: Mullelacs SWCD

	name of voting Supervisor (please print)	voting Supervisor's signature
1	Jake Janski	<i>[Signature]</i>
2	ANDRE LA SALLE	<i>[Signature]</i>
3	Kurt Beckstrom	<i>[Signature]</i>
4	Robert Hoefert	<i>[Signature]</i>
5	Kathleen Stoeckel	<i>[Signature]</i>

The number by each Supervisor's name & signature above should correspond to his/her votes in below table. E.g. For each resolution, the vote of Supervisor 1 should be recorded in one of the three "1" (green) columns.

**DEADLINE:** Ballots must be received in MASWCD office by November 2, 2018. Late ballots will not be accepted.

Mark votes with a ✓ or an X.

#	Resolution Title	APPROVE					DISAPPROVE					DISCUSS OR AMEND				
		1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
1	Equal Opportunity Under Watershed Based Funding Program	X	X	X	X	X										
2	Promotion of SWCD Leadership for Multipurpose Drainage Management			X		X						X	X		X	
3	Restoration of Local Approval Authority Pertaining to Wetland Replacement Plans				X				X			X	X			X
4	Private Forest Management Service Delivery in Minnesota	X	X	X	X	X										
5	IGU Collaboration for BWSR Policies	X	X	X	X	X										
6	Reevaluate Erosion & Sediment Control BMPs for Projects Located within Sensitive Landscape Areas	X	X	X	X	X										
7	MPCA County Feedlot Officer TEMPO Reporting Program			X	X	X						X	X			
8	Crop Insurance Reduction Incentive For Planting Cover Crops	X		X	X	X							X			
9	Defining the Content of Conservation Plans	X	X	X	X	X										

- b. District Work Plan. Discussion. Hoefert and Stoeckel reported that they would like the work plan printed, but just the updated sections. Beckstrom, Janski, and LaSalle reported that electronic is fine, but have a copy on the screen to refer to during board discussion.
- c. District Business
  - i. Isle WWTP Environmental Review; Information Only.

- ii. BWSR final comments on Mille Lacs County Comprehensive Local Water Management Plan; Information Only. Kuchenbaker reported that Shaw will be presenting the Water Plan to BWSR in St. Paul on Thursday, October 11, 2018.
- iii. Operation Community Connect (OCC) is October 18, 2018 at Milaca High School from 10:00-2:00. Kuchenbaker reported that the SWCD will be providing Nitrate testing and the event is offered to everyone.
- iv. Grant Reporting: Closed 4 BWSR Grants (FY16 State Cost Share, FY17 State Cost Share, FY17 Buffer Implementation; FY18 Conservation Delivery). Kuchenbaker reported she requested the second payment of CWF Mille Lacs Watershed Coordinator Grant, but the grant needs to be spent to 50%, which will be in a few months, she will request at that time. Kuchenbaker reported that the 319 Grant was denied.
- d. **Motion by Beckstrom to authorize District Administrator to sign open enrollment group application;** Hoefert second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The Motion Carried.**
- e. **Motion by Beckstrom approve Policy #2018-07 Data Requests; Updating Data Practices Designee to Maggie Kuchenbaker;** LaSalle second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The Motion Carried.** Discussion regarding current data request.
- f. **Motion by Hoefert to approve board committee assignments and associations/watersheds/workgroups;** Stoeckel second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The Motion Carried.**

**2018 SWCD OFFICERS**

Chair/Public Relations Officer..... Jake Janski, District 3 (Dailey, Page, Mudgett, Hayland Townships)  
 Vice Chair..... Kurt Beckstrom, District 2 (Milaca, Milo, Borghalm Townships)  
 Treasurer..... Robert Hoefert, District 5 (East Side, Isle Harbor, Lewis Townships)  
 Secretary..... Kathy Stoeckel, District 1 (Greenbush, Princeton, Bogus Brook Townships)  
 Member..... Andre LaSalle, District 4 (Kathio, Bradbury, South Harbor, Onamia Townships)

**COMMITTEE ASSIGNMENTS**

Operational  
 Finance..... Hoefert & Stoeckel (alternate Janski)  
 Personnel..... Janski & Stoeckel (alternate Hoefert)  
 Conservation..... Beckstrom & Janski (alternate LaSalle)  
 Outreach/Education..... Janski & LaSalle (alternate Beckstrom)  
 Statement Audit..... Stoeckel (alternate Hoefert)

**Associations, Watersheds, Workgroups**

Technical Service Area 3.....Hoefert (alt. Janski)  
 Forestry Association.....LaSalle (alt. Janski)  
 Mille Lacs Lake Watershed Management Group.....Janski  
 Snake River Watershed Management Board – Citizen Advisory Committee.....Beckstrom (alt. Hoefert)  
 County Water Management Plan Advisory Committee/IWIP.....Stoeckel  
 Integrated Roadside Vegetation Management.....Janski & LaSalle (alt. Stoeckel)

**ANNUAL NOTICES**

Posting Location(s) – website, Facebook, SWCD office, Courthouse entry bulletin board  
 Newspaper(s) of Record – follow MLC policy..... Mille Lacs Messenger

**MEETING SCHEDULE:** second Wednesday monthly, 6PM at the MLC Historic Courthouse

February 14 January 9  
 March 14  
 April 11  
 May 9  
 June 13  
 July 11  
 August 15 (3<sup>rd</sup> Wed)  
 September 12  
 October 10  
 November 14  
 December 12

- g. **Motion by Beckstrom to support BWSR dedicating Clean Water Funding for Forested RIM Easements in Mille Lacs County;** Hoefert second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The Motion Carried.**

## 11. Meetings & Events

- a. Water Management Plan Advisory Committee ..... Oct. 18, Courthouse  
Stoeckel attending
- b. Mille Lacs Lake Watershed Management Group ..... Oct. 15, ML Trails Snowmobile Club  
None attending
- c. Snake River Watershed CAC & Board Meeting ..... Oct. 22, Mora  
Beckstrom attending
- d. Other Planned Committee Meetings
  - i. Finance Committee ..... December 7, SWCD Office @3:00  
Hoefert and Stoeckel attending

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

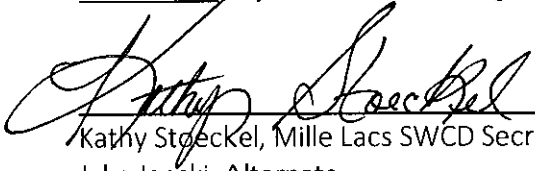
## 12. Informational Updates

- a. Operational Committees
  - i. Conservation Committee. Beckstrom reported that the Conservation Committee met and discussed the upcoming tree sale. Discussion regarding ideas of soil health cover crop self-guided tours and “soil your shirt.” Janski reported the committee discussed the structure of the Conservation Committee and that the committee will meet two times a year (March and October), more if need be.
- b. Watershed, Workgroups
  - i. TSA 3. Hoefert reported many projects were done in Mille Lacs County, but only one needed TSA engineering.
  - ii. MN SWCD Forestry Association. Janski reported the association discussed the Forestry Resolution and the U of M gave a presentation on birds and forestry.
  - iii. Mille Lacs Lake Watershed Management Group. No report.
  - iv. Snake River Watershed Management Board. Beckstrom reported the board approved a project in Kanabec County and Aitkin County. Beckstrom reported that Mille Lacs County does not currently have a project, but he is working diligently to get a project done in Mille Lacs County.
- c. Supervisor Updates
  - i. Area III Report (Hoefert, Area Director) – Hoefert reported the annual meeting was on September 20 in Iron Mountain. All dues are paid, budget was approved, updated by-laws approved, and election of offices.
  - ii. MASWCD Board (Beckstrom, MASWCD President) – Beckstrom reported he attended a couple area meetings. Convention planning is going well.
  - iii. Clean Water Council (Hoefert, Farm Organization Representative) – Hoefert reported the council finalized the budget and moved it to the full council.
- d. Kuchenbaker handed out the MASWCD Convention Agenda and registration form. She asked the Supervisors to bring back their registration on November 14, 2018 meeting.

**13. Evaluate the Meeting:** Stoeckel reported the meeting went well and Maggie did a good job.

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

15. Chair Janski adjourned the meeting at 7:50 pm

  
\_\_\_\_\_  
Kathy Stoeckel, Mille Lacs SWCD Secretary  
Jake Janski, Alternate

11.14.18  
Date