



Historic Courthouse  
635 2<sup>nd</sup> St SE, Milaca, MN 56353  
320-983-2160  
[www.millelacsSWCD.org](http://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 8, 2019 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, Andre LaSalle, District 4

**Staff Present:**

District Administrator, Susan Shaw  
Administrator Assistant, Maggie Kuchenbaker

**Members Absent:**

Member, Kathy Stoeckel, District 1

**Visitors:**

Commissioner Liaison, Genny Reynolds  
MLC Economic Dev. Manager, Mike Wimmer

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 LaSalle to approve the agenda as presented**, Beckstrom second. Affirmative: Beckstrom, Hoefert, LaSalle. Opposed: none. **The motion carried.**
4. **Motion by Beckstrom to approve the consent agenda**, LaSalle second. Affirmative: Beckstrom, Hoefert, LaSalle. Opposed: none. **The motion carried.**
  - a. Approve April 10, 2019 Regular Meeting Minutes
  - b. Approve Monthly Financial Report
    - i. Treasurer's Report
    - ii. Checks written #7209-7238 and electronic transfer's #e19-035-e19-044 totaling \$36,064.30.

Type	Date	Num	Name	Memo	Amount
Check	04/01/2019	7209	ArcStone	1st Quarter Hosting; Invoice #67715	-135.00
Check	04/01/2019	7210	Mille Lacs County 1	2019 Office Rent	-4,500.00
Check	04/01/2019	7211	MACAI	Casey Field; Annual Short Course Registration	-190.00
Check	04/01/2019	7212	Minuteman Press	2019 Tree Post Cards	-20.41
Paycheck	04/01/2019	7213	Beckstrom, Kurt M	Supervisor Compensation	-495.06
Paycheck	04/01/2019	7214	Hoefert, Robert E	Supervisor Compensation	-657.05
Paycheck	04/01/2019	7215	Janski, Jacob	Supervisor Compensation	-511.14
Paycheck	04/01/2019	7216	LaSalle., Andre	Supervisor Compensation	-312.37
Paycheck	04/01/2019	7217	Stoeckel, Kathy E	Supervisor Compensation	-240.38
Liability Check	04/02/2019	E19-035	PERA	9318-00	-43.00
Liability Check	04/02/2019	E19-036	Electronic Federal Tax Payment System	41-1254710	-204.50
Check	04/04/2019	7218	Teal's Market	Acct #000009832160; WPLMN expense	-5.17
Check	04/04/2019	7219	Koch's Hardware	2857; Batteries for WPLMN	-17.09
Check	04/04/2019	7220	Billing's Service	March Gas	-48.70
Check	04/04/2019	7221	BWSR	Susan Shaw ; 2019 Regional Wetland Training	-25.00
Paycheck	04/08/2019	7222-26	SWCD Staff Payroll		-7,048.25
Liability Check	04/08/2019	E19-037	MSRS-DCP	98995-01	-250.00
Liability Check	04/08/2019	E19-038	PERA	9318-00	-1,437.29
Liability Check	04/08/2019	E19-039	MN Department of Revenue	6737070	-487.00
Liability Check	04/08/2019	E19-040	Electronic Federal Tax Payment System	41-1254710	-2,563.72
Check	04/09/2019	7227	MVTL Laboratories, Inc.	Invoice #968705 and #968733	-281.60
Check	04/09/2019	7228	MVTL Laboratories, Inc.	Invoice #968469	-134.60
Check	04/10/2019	7229	MVTL Laboratories, Inc.	Invoice #968889; WO #1206156	-114.60
Liability Check	04/10/2019	7230	Public Employees Insurance Program (PEIP)	00440	-4,103.90
Check	04/10/2019	7231	MCSI-MN Copy Systems Inc.	Invoice #263548; March Copies	-63.99
Paycheck	04/22/2019	7232-36	SWCD Staff Payroll		-7,083.73
Check	04/22/2019	7237	MVTL Laboratories, Inc.	WO#1206915 / Invoice #969844	-140.80
Check	04/22/2019	7238	MVTL Laboratories, Inc.	WO #1206526/Invoice #970506; WO #1206709/Invoice #970741	-211.90
Liability Check	04/22/2019	E19-041	MSRS-DCP	98995-01	-250.00
Liability Check	04/22/2019	E19-042	PERA	9318-00	-1,437.29
Liability Check	04/22/2019	E19-043	MN Department of Revenue	6737070	-487.00
Liability Check	04/22/2019	E19-044	Electronic Federal Tax Payment System	41-1254710	-2,563.76
<b>TOTAL</b>					<b>-36,064.30</b>

- c. Information Only: Conservation Committee Outcomes
- d. AgBMP Loan Edmund, Septic System Upgrade
- e. Approve District Administrator leave June 28 – July 3, 2019
- f. Approve District Shoreland Technician leave March 8 -25, 2020

5. Open Public Forum: No public comment.

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

a. Resolutions

- i. Dairy Farm Organic Transition Pilot Program (Mike Wimmer, MLC) – Mr. Wimmer presented his idea for a possible resolution in 2020. Next steps are reaching out to local producers to see if there is a need, connect with Farmer’s Union and other SWCDs that have a higher concentration of dairy farmers, and connect with organic dairy farmers who have already transitioned.

- ii. **Motion by Beckstrom to adopt the Promoting the Minnesota Agricultural Water Quality Certification Program (MAWQCP) Resolution as amended**, second by Hoefert. Affirmative: Beckstrom, Hoefert, LaSalle. Opposed: none. **The motion carried.**
- iii. **Motion by LaSalle to adopt the Adoption of Silvopasture Practice Standard in Minnesota Resolution**, second by Beckstrom. Affirmative: Beckstrom, Hoefert, LaSalle. Opposed: none. **The motion carried.**
- iv. Sales Tax Resolution Discussion. Beckstrom reported that the resolution will be presented at the Area 8 resolution meeting. Tabled.
- v. Expiring Resolutions Discussion. Janski asked how to renew sun setting resolutions. Beckstrom reported that those resolutions need to resubmitted, like a new resolution. Janski reported he will reach out to original authors of the resolution to see if they are interested in renewing them. Tabled.
- b. Remote Participation in Meeting Discussion. Kuchenbaker will write the policy with board input and present it to the board at the June meeting.
- c. District Work Plan. Shaw reported that the County Ag Inspector role is now defined with SWCD staff and County staff. The Rum River 1W1P will direct our district work plan priorities in the future.

LaSalle left the meeting at 7:00 pm.

- d. Contracts
  - i. **Motion by Beckstrom to approve the cost share application to partner with Benton SWCD on a water and sediment control basin for Ben Novak (contract #FY17CAP-02) in an amount not to exceed \$2,873.07**; second by Hoefert. Affirmative: Beckstrom, Hoefert. Opposed: none. **The motion carried.**
  - e. **Motion by Beckstrom to adopt the updated supervisor handbook**, second by Hoefert. Affirmative: Beckstrom, Hoefert. Opposed: none. **The motion carried.**
  - f. 1w1p – Mississippi St. Cloud/Sartell Discussion. Shaw reported that the SW corner of Greenbush Township is the watershed. Mille Lacs SWCD will have a staff person present at the June 24 planning meeting.

## 7. Staff Reports/Presentations

- a. SWCD Staff Presentation: Maggie Kuchenbaker, Administrative Assistant, gave a presentation on the 2019 tree sale.
- b. SWCD Staff Report - written
- c. Administrator's Report – Shaw reported that Lynn Gallice, Shoreline Technician, is assisting Kanabec SWCD on some shoreline projects. The tires on the Truax were replaced. The Rum River 1W1P planning team met with Julie from RESPEC to review the budget and timeline for writing the plan.

## 8. Financials

- a. Approve Statement Audit – Hoefert approved
- ~~b. Taxing Authority Discussion~~
- c. MCIT 'First Amendment Audit' – Tabled

## 9. Informational Updates

- a. Watershed, Workgroups

- i. 1W1P Rum River Policy Committee (Beckstrom, Janski) – Both attended. RESPEC was awarded the plan writer contract.

**10. Meetings & Events**

- a. Mille Lacs Lake Watershed Management Group ..... May 20, ROC  
Janski attending
- b. SWCD Forestry ..... May 16, McGregor  
LaSalle attending
- c. Snake River Watershed CAC & Board Meeting ..... May 20, Mora  
Beckstrom attending
- d. Area 3 Resolution Meeting ..... June 14, Carlton  
Beckstrom, Hoefert, Janski attending
- e. Other Planned Committee Meetings
  - i. Finance Committee (Hoefert & Stoeckel) ..... after legislative session
  - ii. Personnel Committee (Janski & LaSalle) ..... June 12, 4:30 @SWCD office
  - iii. One on One Meetings


**Motion by Beckstrom to approve the meetings and events; second by Hoefert. Affirmative: Beckstrom, Hoefert. Opposed: none. The motion carried.**

**11. Supervisor Updates – none**

**12. Evaluate the Meeting – none**

**13. Next Regular Meeting – Wednesday, June 12, 2019, 6:00pm, Historic Courthouse, Conference Room D.**

**14. Chair Janski** adjourned the meeting at 7:55 pm.

  
\_\_\_\_\_  
Andre LaSalle, Mille Lacs SWCD Secretary  
Jake Janski, Alternate

06-12-19  
\_\_\_\_\_  
Date