



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 AUGUST 14, 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

Member, Kathy Stoeckel, District 1

Members Absent: none

Staff Present:

District Administrator, Susan Shaw

Administrative Assistant, Maggie Kuchenbaker

Ag Technician, Casey Field

Visitors:

Commissioner Liaison, Genny Reynolds

1. **Call to Order** Chair Janski called the meeting to order at 6:03pm
 - a. Pledge of Allegiance
2. Conflict of Interest Disclosure Signed
3. **Motion by Stoeckel to approve the update agenda as presented, Beckstrom second. Affirmative:** Beckstrom, LaSalle, Stoeckel. Opposed: none. **The motion carried.**
4. **Motion by Beckstrom to approve the consent agenda; LaSalle second. Affirmative:** Beckstrom, LaSalle, Stoeckel. Opposed: none. **The motion carried.**
 - a. Approve July 10, 2019 Regular Meeting Minutes
 - b. Approve Monthly Financial Report
 - i. Treasurer's Report
 - ii. Checks written #7296-7321 and electronic transfers #e19-065 to 075 totaling \$42,203.31

Type	Date	Num	Name	Memo	Amount
Paycheck	07/01/2019	7296-7300	SWCD Staff Payroll		-7,075.54
Check	07/01/2019	7301	Onamia Community Education	Rental of ROC 8/3/2019 from 9am-1pm	-75.00
Check	07/01/2019	7302	ArcStone	Hosting; Invoice #68441	-135.00
Liability Check	07/02/2019	E19-064	PERA	9318-00	-1,437.29
Liability Check	07/02/2019	E19-065	MN Department of Revenue	6737070	-487.00
Liability Check	07/02/2019	E19-066	Electronic Federal Tax Payment System	41-1254710	-2,563.78
Liability Check	07/02/2019	E19-067	MSRS-DCP	98995-01	-250.00
Check	07/02/2019	7303	ArcStone	Invoice #6092; Upgrade	-41.25
Check	07/08/2019	7304	Billing's Service	Gas June; Tires for Tye Interseeder	-483.76
Check	07/08/2019	7305	Teal's Market	Acct #000009832160	-9.98
Liability Check	07/10/2019	7307	Public Employees Insurance Program (PEIP)	00440	-4,103.90
Check	07/10/2019	7308	MCSH-MN Copy Systems Inc.	June Copies; Invoice #269867	-50.73
Check	07/10/2019	7309	MVTL Laboratories, Inc.	WO#1211111 - Invoice #984624	-286.50
Check	07/11/2019	7306	Vos, Margaret	Contract #C17-0721-1	-1,131.30
Paycheck	07/15/2019	7310	Hoefert, Robert E		-93.06
Paycheck	07/15/2019	7311-15	SWCD Staff Payroll		-7,083.72
Liability Check	07/15/2019	E19-068	MSRS-DCP	98995-01	-250.00
Liability Check	07/15/2019	E19-069	PERA	9318-00	-1,437.29
Liability Check	07/15/2019	E19-070	MN Department of Revenue	6737070	-487.00
Liability Check	07/15/2019	E19-071	Electronic Federal Tax Payment System	41-1254710	-2,563.78
Check	07/22/2019	7316	VISA	7585	-88.38
Paycheck	07/29/2019	7317-21	SWCD Staff Payroll		-7,331.00
Liability Check	07/29/2019	E19-072	MSRS-DCP	98995-01	-250.00
Liability Check	07/29/2019	E19-073	PERA	9318-00	-1,437.29
Liability Check	07/29/2019	E19-074	MN Department of Revenue	6737070	-487.00
Liability Check	07/29/2019	E19-075	Electronic Federal Tax Payment System	41-1254710	-2,563.76
				TOTAL	-42,203.31

- c. Information Only: Partners Reports
- d. Approve authorized project payment for contract #FY18-3 to seal a well for Mr. Michael Kramer in the amount of \$617.50 from State Cost Share FY 18 Grant.
- e. Approve Ag Technician leave for September 9-13, 2019

5. Open Public Forum: No public comment

6. Staff Reports/Presentations

- a. SWCD Staff Presentation. Field reported a buffer update, highlighted a cover crop project through MAWQCP and seeder rental. Field presented his outreach strategy and article that will be in the Mille Lacs County Newsletter.

Hoefert arrived at 6:11 pm

- b. SWCD Staff Report – written
- c. Administrator’s Report
 - i. Shaw will be on leave August 16-30, 2019
 - ii. Shaw reported that BWSR Academy will be on October 29-31. It is in the 2019 budget for all staff to attend, possible office closure during the training. Beckstrom said he would be able to assist with renting of the seeders, if need be.
 - iii. Shaw reported that the District is looking for storage facility for the seeders.

- iv. Shaw updated the board on the progress of RIM. This particular RIM will be for forested areas, partners within the Rum River Watershed continue to pursue and meet to discuss SWCD capacity to run the program.

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

a. District Work Plan

- i. Snake River Watershed Coordinator Position – Shaw reported that staff have started to draft a list of deliverables to discuss with partners after the Snake River meeting on August 26.
- ii. Update on Kanabec Administrative Assistance – Kuchenbaker reported that she is updating Kanabec's QuickBooks to run more efficiently. The position is posted and closes on August 19 and interviews will be on August 29.

b. Comprehensive Watershed Planning (1W1P)

- i. Rum River – Shaw reported she gave a presentation to the Mille Lacs Lake Watershed Management Group and the Mille Lacs Band of Ojibwe framing each of their roles. Shaw reported that Jen Kader, Fresh Water Society, is working to summarize the data collected at the three kick off meetings. The three meetings had good attendance and participation (Anoka 26 attended, Princeton 25 attended, Onamia 15 attended). The online survey closes on August 19, Shaw asked the Board members to share the survey to gather more input from local citizens.

- c. 2019 MASWCD Outstanding Conservationist Award – Shaw reported that staff do not have a recommendation for 2019. Staff discussed possible awardees for the future. Hoefert recommended Gerth Farms; Shaw will reach out to the Gerth family. **Motion by Beckstrom if a candidate comes forward staff can nominate**; Stoeckel second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The motion carried.**
- d. Public Outreach Committee Report – LaSalle reported the committee discussed Mille Lacs County newsletter topics and the Facebook goal is to stimulate engagement. Janski, as Public Relations Officer, gave a statement and Kuchenbaker posted it on the Facebook page regarding the Rec Park buffer and some citizens calling to report the mowing of the buffer.
- e. **Motion by Beckstrom to approve chair signature on grant agreement FY20 and FY21 Conservation Delivery and State Cost Share Fund (grant numbers: P20-5039, P21-5129, P20-5219, P21-5309)**; Hoefert second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The motion carried.**
- f. Rec Park Shoreland Buffer – Shaw reported that the SWCD received a phone call from a concerned citizen informing us that the buffer at Rec Park had been mowed down to the dirt. The buffer was installed with grant funds. Gallice inspected the buffer and contacted the city of Milaca. Gallice reminded the city that they are in contract for four more years and that the buffer will need to be allowed to grow back. The city stated they mowed the buffer for noxious weeds and that they will make the appropriate steps to allow it to grow back.
- g. **Motion by Hoefert to approve City of Wahkon Stormwater Management Contract and authorize the District Administrator to sign on behalf of the Mille Lacs SWCD**; Beckstrom second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The motion carried.**

8. Financials

- a. Approve Statement Audit – Stoeckel approved.

- b. Motion by Beckstrom to approve chair signature on year end 2018 audit management representation letter to Peterson Company Ltd; Hoefert second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. The motion carried.
- c. 2018 Draft Audit – tabled by Hoefert to September meeting.

9. Informational Updates

- a. Watershed, Workgroups
 - i. Snake River Watershed Management Board (Beckstrom) – Beckstrom reported the board discussed hiring a coordinator. Fish Lake, Cross Lake and Pokegama Lake had representation at the meeting and all reported problems with excessive water.
- b. Associations/Supervisor Updates
 - i. MASWCD Resolutions Committee Meeting (Janski) – Janski reported all five Area III resolutions merged with other area resolutions. The only resolution from the Area that did not pass unanimously was the sales tax resolution.

10. Meetings & Events

- a. Snake River Watershed CAC & Board MeetingAugust 26, Mora
Beckstrom attending
 - b. 1W1P Rum River Policy Committee Meeting August 22, MLC
Janski attending
 - c. Area 3 Annual Meeting.....Sept. 26, Hinckley
Beckstrom, Hoefert, Janski attending; Shaw attending
 - d. MASWCD Governance 101 Training for Local SWCD Board Members & Staff Sept. 12-13
Janski attending
 - e. Other Planned Committee Meetings
 - i. Conservation Committee (Beckstrom, Janski)Sept. 11 @ 5:00, SWCD Office
- Motion by Stoeckel to approve meetings and events; LaSalle second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. The motion carried.**

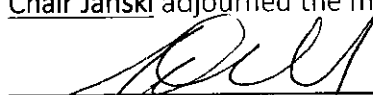
11. Supervisor Updates

- Beckstrom reported he represented Minnesota at the NACD convention. The NACD offers a leadership program for Supervisors and Staff.
- Janski reported two events this weekend:
 - Healthy Land Healthy Lake Event at McQuoids on Saturday from 9:00-Noon
 - Mille Lacs Band of Ojibwe Fisheries is hosting a presentation on their telemetry study on Saturday from Noon-3:00 at the Government Affairs Office

12. Evaluate the Meeting: LaSalle reported the meeting held a good pace.

13. Next Regular Meeting – Wednesday, September 11, 6:00pm, Historic Courthouse, Conference Room D.

14. Chair Janski adjourned the meeting at 7:43pm.



 Andre LaSalle, Mille Lacs SWCD Secretary
 Jake Janski, Alternate

09-11-19

 Date