



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 11, 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
Secretary, Andre LaSalle, District 4
Member, Kathy Stoeckel, District 1

Members Absent:

Treasurer, Robert Hoefert, District 5

Staff Present:

District Administrator, Susan Shaw
Administrative Assistant, Maggie Kuchenbaker

Visitors:

Commissioner Liaison, Genny Reynolds

1. **Call to Order** Chair Janski called the meeting to order at 6:01pm
 - a. Pledge of Allegiance
2. Conflict of Interest Disclosure Signed
3. **Motion by LaSalle to approve the agenda as presented, Stoeckel second. Affirmative: LaSalle, Stoeckel. Opposed: none. The motion carried.**
4. **Motion by LaSalle to approve the consent agenda as presented, Stoeckel second. Affirmative: LaSalle, Stoeckel. Opposed: none. The motion carried.**
 - a. Approve August 14, 2019 Regular Meeting Minutes
 - b. Approve Monthly Financial Report
 - i. Treasurer's Report
 - ii. Checks written #7296-7346 and electronic transfer's #e19-076 to 083 totaling \$56,383.39.

Type	Date	Num	Name	Memo	Amount
Check	08/01/2019	7322	Office Depot	Acct#30729582, Invoice#344854449001/34	-166.48
Check	08/01/2019	7323	MVTL Laboratories, Inc.	Invoice #986376/WO #1211785	-77.30
Check	08/07/2019	7324	Billing's Service	July Gas	-103.11
Check	08/07/2019	7325	Tea's Market	000009832160	-11.96
Check	08/07/2019	7326	APG	Acct #485130	-101.97
Check	08/08/2019	7327	MVTL Laboratories, Inc.	Invoice #989129 / WO#1212559	-114.60
Paycheck	08/12/2019	7328-32	Staff Payroll		-7,071.44
Liability Check	08/12/2019	E19-076	MSRS-DCP	98995-01	-250.00
Liability Check	08/12/2019	E19-077	PERA	9318-00	-1,437.29
Liability Check	08/12/2019	E19-078	MN Department of Revenue	6737070	-487.00
Liability Check	08/12/2019	E19-079	Electronic Federal Tax Payment System	41-1254710	-2,563.76
Check	08/14/2019	7333	MCSH-MN Copy Systems Inc.	July; Acct #ML34 / Invoice #271968	-52.27
Check	08/14/2019	7334	McQuoids Inn & Event Center	Healthy Land/Lake-Aug 17, 2019-Rental Spa	-250.00
Check	08/14/2019	7335	Hayland Woods	Invoice #2827 / Healthy Land/Lake Event on	-100.00
Liability Check	08/14/2019	7336	Public Employees Insurance Program (PEP)	00440	-4,103.90
Check	08/15/2019	7337	Fine SWCD	Area III Registration	-96.00
Check	08/15/2019	7338	Kramer, Michael	Contract #FY 18-3; Well Sealing	-617.50
Check	08/21/2019	7339	VISA	7585	-393.79
Check	08/22/2019	7340	Mille Lacs County	Simple Culverts	-26,000.00
Check	08/22/2019	7341	BWSR	2019 BWSR Academy	-540.00
Paycheck	08/26/2019	7342-46	Staff Payroll		-7,106.95
Liability Check	08/26/2019	e19-080	MSRS-DCP	98995-01	-250.00
Liability Check	08/26/2019	e19-081	MN Department of Revenue	6737070	-487.00
Liability Check	08/26/2019	e19-082	PERA	9318-00	-1,437.29
Liability Check	08/26/2019	e19-083	Electronic Federal Tax Payment System	41-1254710	-2,563.78
TOTAL					<u>-56,383.39</u>

c. Information Only: Partner Reports, Grants, Project Summaries

5. Open Public Forum: No public comment.

6. Staff Reports/Presentations

- a. SWCD Staff Presentation – Kuchenbaker and Shaw reported on the 2018 Audit.
- b. SWCD Staff Report – written
- c. Administrator’s Report – Shaw reported:
 - i. Shaw met with the Mille Lacs County Board, currently our budget request is in their draft budget.
 - ii. Discussion on watershed planning process and approval process.
 - iii. Clean Water Fund Grant has been submitted to supplement Ag Technician time and ag projects.
 - iv. Clean Water Grant Fy19 is moving forward. The City of Wahkon has chosen SEH to write their plan. Board concurrence for the District Administrator move forward with executing the contract between the MLSWCD, City of Wahkon and the engineering firm SEH.
 - v. Shaw submitted public comment to BWSR regarding watershed funding formula proposal. The BWSR board will be voting on the proposal later this year.

Beckstrom arrived at 6:37 pm

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

- a. District Work Plan – Shaw reported she is leading the civic engagement discussion with staff and the personnel committee. Staff are trying a new way to approach to reach the District’s water quality goals, this will be reflected in project summaries and staff reports.
- b. Comprehensive Watershed Planning (1W1P)
 - i. Rum River – Shaw reported the technical advisory committee held its first meeting on Monday, September 9. The technical advisory committee is composed of agency, County and SWCD

staff. There is a second advisory committee that is being formed. This committee will be the implementation advisory committee and will be composed of townships, farmers, associations, foresters, who are the people that will be doing the work on the ground when the plan is complete.

- ii. Snake River – Shaw reported that the planning grant was approved by BWSR. There are four major partners in the Snake River Watershed (Aitkin, Kanabec, Mille Lacs and Pine). The planning process for the Snake River will be different than the planning process with the Rum River due to the difference in capacity of the Districts.
- c. **Motion by Beckstrom to approve technical assistance option for FY20 and FY21 Conservation Cost Share Grant for technical assistance instead of practice; LaSalle second. Affirmative: Beckstrom, LaSalle, Stoeckel. Opposed: none. The motion carried.**
- d. **Contracts**
 - i. **Motion by Beckstrom to approve cost share application for a critical area planting for Ms. Donna Schindele (contract #17-0721-2) in an amount not to exceed \$3,421.50 or 50% of the estimated cost of \$6,843.00 to be paid from CWF-fy17 grant; LaSalle second. Affirmative: Beckstrom, LaSalle, Stoeckel. Opposed: none. The motion carried.**

8. Financials

- a. Approve Statement Audit – Stoeckel approved.
- b. **Motion by LaSalle to approve the draft 2018 Audit; Stoeckel second. Affirmative: Beckstrom, LaSalle, Stoeckel. Opposed: none. The motion carried.**
- c. Aitkin SWCD request of funds to support a SWCD shared forester – Shaw reported she reached out to Steve Hughes, Aitkin SWCD District Manager, requesting a list of deliverables for the position. Discussion. LaSalle will attend the SWCD Forestry Meeting and propose a sliding scale to fund the SWCD forester position and explain the Mille Lacs SWCD position. LaSalle will report to the board at the October meeting.

9. Informational Updates

- a. Watershed, Workgroups
 - i. Snake River Watershed Management Board (Beckstrom) – Beckstrom reported the 1w1p was approved.
 - ii. 1W1P Rum River Policy Meeting (Janski) – Janski reported the by-laws were approved and the chair and vice-chair were elected. Fobbe was elected chair and Downing was elected vice-chair. Fobbe and Downing will act as the liaison to the advisory committee as a shared position.

10. Meetings & Events

- a. Water Management Plan Advisory Committee October 8 @1:00, MLC RmD
Stoeckel attending
- b. Mille Lacs Lake Watershed Management Group September 16 @ 10:00, Kathio
Janski attending
- c. SWCD Forestry September 19 @ 10:00, McGregor
LaSalle attending
- d. Snake River Watershed CAC & Board Meeting September 23 @ 9:00, Mora
Beckstrom attending
- e. TSA Area 3 September 25 @ 10:00, Duluth
LaSalle attending
- f. Other Planned Committee Meetings

- i. Conservation Committee October 9 @ 5:00, SWCD Office (canceled after meeting)
 - ii. One on One Meetings
- Motion by Beckstrom to approve meetings and events; Stoeckel second. Affirmative: Beckstrom, LaSalle, Stoeckel. Opposed: none. The motion carried.**

11. Supervisor Updates


Janski reported that Page Town Hall's annual native seed harvest will be held on October 5 from 3:00-5:00 pm at the town hall.

Janski recognized Shaw's commitment to the District and congratulated her on 20 years of service.

12. Evaluate the Meeting: None.

13. Next Regular Meeting – Wednesday, October 9, 2019, 6:00pm, Historic Courthouse, Conference Room D.

14. Chair Janski adjourned the meeting at 7:37 pm.



Andre LaSalle, Mille Lacs SWCD Secretary
Jake Janski, Alternate

10/9/19
Date