



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 NOVEMBER 13, 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

Watershed Coordinator, Harmony Maslowski

Visitors:

Commissioner Liaison, Genny Reynolds

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 Hoefert to approve the agenda as presented**, Beckstrom second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. The motion carried.
4. **Motion by LaSalle to approve the consent agenda as presented**, Stoeckel second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. The motion carried.
 - a. Approve October 9, 2019 Regular Meeting Minutes
 - b. Project Summary
5. **Open Public Forum:** No public comment.

6. Staff Reports/Presentations

- a. SWCD Staff Presentation – Harmony Maslowski presented Compass outreach outcomes.
- b. SWCD Staff Report – written. Discussion regarding remaining non-compliant buffer parcels, update on WCA restoration orders and County Geological Atlas. The County Geological Atlas will be added to the 2020 work plan.
- c. Administrator’s Report – Shaw reported that all staff attended BWSR Academy and the training remains valuable and allows staff to network with other SWCD staff.

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

- a. District Work Plan – Shaw reported there will be new categories on the 2020 district work plan:
 - i. 319 small watershed grant – the SWCD is in the process of contracting with MPCA for Casey Field’s time to conduct a small watershed assessment that will assist us in targeting project areas.
 - ii. RIM – new RIM in the Rum River Watershed. Training on December 3
 - iii. Snake River 1W1P Grant – the District was asked to be the fiscal agent for the grant
- b. Personnel Committee Report – LaSalle and Janski reported they will be meeting one on one with staff on December 5 to go over their reviews and give staff the ability to check in with Supervisors. The personnel committee will be conducting Shaw’s personnel review on December 11.
- c. **Motion by Beckstrom to approve ordering trees from Wolcyn Tree Farm for the 2020 annual tree sale to start in January 2020**, LaSalle second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The motion carried.**
- d. Comprehensive Watershed Planning (1w1p)
 - i. Rum River – Shaw reported the implementation advisory committee members are confirmed. Their first meeting will be in January.
 - ii. Snake River – Ms. Shaw reported the steering committee is in the process of creating the draft work plan and budget. It was requested that the Mille Lacs SWCD be the fiscal agent for the grant. **Motion by Beckstrom to approve Mille Lacs SWCD to be the fiscal agent for the Snake River 1w1p planning grant**, Hoefert second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The motion carried.**
- e. Conservation Committee Report – Beckstrom and Janski reported the committee is discussing and pre-planning for the 2020 cover crop/soil health self-guided tour.
- f. Grants/Agreements
 - i. MDA: Noxious Weed Grant – Ms. Shaw reported that the Mille Lacs SWCD is applying for the grant on behalf of Mille Lacs County. The work plan will consist of control efforts of Tansy and Spotted Knapweed, Palmer Amaranth outreach and assist with control of the invasive phragmites used at the Princeton waste water treatment plant.
 - ii. 319 – Small Watershed Assessment (SWA) Grant – Ms. Shaw reported Mr. Field will be conducting an assessment to assist with targeting areas within the small watershed.
- g. Contacts
 - i. **Motion by Beckstrom to approve cost-share application to seal a well for Mr. Kevin Blomer (contract #FY18-5) in an amount not to exceed \$487.50 or 50% of the estimated cost of \$975.00 to be paid from FY18 State Cost Share Grant**, Hoefert second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The motion carried.**

8. Financials

- a. Approve Statement Audit – Stoeckel approved.
- b. Approve Monthly Financial
 - i. Motion by LaSalle to approve the October’s treasurer’s report as presented, Beckstrom second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. The motion carried.
 - ii. Motion by Hoefert to approve October’s disbursements in the amount of \$29,884.94, Stoeckel second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. The motion carried.

Type	Date	Num	Name	Memo	Amount
Check	10/02/2019	7373	Senor Patron	Meals for Training - WPLMN - MFCA	-11.00
Check	10/03/2019	7370	ArcStone	Invoice 69156; 4th Quarter	-135.00
Check	10/03/2019	7371	Office Depot	Invoice#373755662001 and #377823302001	-19.39
Check	10/03/2019	7372	MVTL Laboratories, Inc.	Invoice #997163 / WO#1214765	-114.60
Check	10/04/2019	7374	MVTL Laboratories, Inc.	Invoice#998424 / WO#1215157	-114.60
Check	10/04/2019	7375	Teal's Market	00009832160	-7.96
Check	10/04/2019	7378	MVTL Laboratories, Inc.	Invoice #997873 / WO #1214987	-114.60
Paycheck	10/07/2019	7377-81	SWCD Staff Payroll		-7,100.44
Liability Check	10/07/2019	E19-094	MSRS-DCP	98995-01	-250.00
Liability Check	10/07/2019	E19-095	MN Department of Revenue	6737070	-458.00
Liability Check	10/07/2019	E19-096	PERA	9318-00	-1,437.29
Liability Check	10/07/2019	E19-097	Electronic Federal Tax Payment System	41-1254710	-2,563.76
Check	10/07/2019	7401	Billing's Service	Gas	-119.50
Check	10/07/2019	7402	MN Department of Agriculture	RIN#0614; 2020 Nursery Stock Dealer Certif	-225.00
Liability Check	10/10/2019	7382	Public Employees Insurance Program (PEIP)	00440	-4,103.90
Check	10/10/2019	7383	APG	ADW/Invoice: 953970 / 716182	-101.97
Check	10/10/2019	7384	Billing's Service	Sept. Gas	-117.25
Check	10/10/2019	7385	Otten, John & Deborah	Winter Storage	-150.00
Check	10/15/2019	7386	MACDE	Susan Shaw ; Managers Meeting Nov. 19-20	-15.00
Check	10/15/2019	7387	MCSI-MN Copy Systems Inc.	Invoice#276337; Acct#ML34; September	-41.60
Check	10/16/2019	7388	MVTL Laboratories, Inc.	Invoice#999021/WO#1215372; Invoice #100	-114.60
Liability Check	10/18/2019	E19-098	MSRS-DCP	98995-01	-250.00
Paycheck	10/21/2019	7389-93	SWCD Staff Payroll		-7,124.32
Liability Check	10/21/2019	E19-099	PERA	9318-00	-1,437.29
Liability Check	10/21/2019	E19-100	MN Department of Revenue	6737070	-458.00
Liability Check	10/21/2019	E19-101	Electronic Federal Tax Payment System	41-1254710	-2,563.82
Check	10/24/2019	7394	VISA	7585	-736.05
					-29,884.94

- c. 2019 Budget Update – Kuchenbaker presented the Board an update of the 2019 budget to actuals from January through October 7.
- d. 2020 Budget Update – Shaw presented the draft 2020 budget and highlighted the changes to FY20 Capacity funding.
- e. Motion by LaSalle to approve repairs to the SWCD van in the amount not to exceed \$950, Stoeckel second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. The motion carried.
- f. Aitkin SWCD shared forester position – Shaw reported that the forester position will not come to fruition due to only fifty percent of the partners agreeing to assist with funding of the position.

9. Informational Updates

- a. Watershed, Workgroups
 - i. Mille Lacs Lake Watershed Management Group (Janski) – Janski reported the group is revising their by-laws and further discussion of member roles.
 - ii. Snake River Watershed Management Board (Beckstrom) – Beckstrom reported the board is changing their by-laws regarding their meeting schedule. Budget discussion regarding project funding.

10. Meetings & Events

- a. Mille Lacs Lake Watershed Management Group Nov. 18, MLBO office
Janski attending
- b. SWCD Forestry Nov. 21, McGregor
LaSalle attending
- c. Snake River Watershed CAC & Board Meeting Nov. 25, Mora

- Beckstrom attending
- d. 1W1P Rum River Policy Committee Nov. 20, MLC
Janski attending
- e. MASWCD Convention Dec 8-10, Bloomington
Beckstrom, Hoefert, Janski attending
- f. Other Planned Committee Meetings
 - i. Personnel Committee Dec 5 and Dec 11

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

11. Supervisor Updates

Beckstrom reported he will be attending the Green Land, Blue Waters (through Extension) Conference.

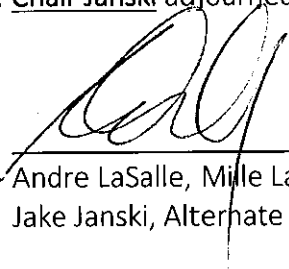
Janski reported he will hosting a buckthorn presentation at Page Town Hall in January. Agreement from Board to share information on SWCD Facebook.

Shaw reported the Truth in Taxation meeting will be on December 3 at 6:00 pm at MLC.

12. Evaluate the Meeting: Janski requested the Board give feedback at the next meeting regarding how the board meetings are being conducted.

13. Next Regular Meeting – Wednesday, December 11, 2019, 6:00pm, Historic Courthouse, Conference Room D.

14. Chair Janski adjourned the meeting at 7:42 pm.



 Andre LaSalle, Mille Lacs SWCD Secretary
 Jake Janski, Alternate

12-11-19

 Date