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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 JANUARY 8, 2020 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

**Staff Present:**

District Administrator, Susan Shaw

Administrator Assistant, Maggie Kuchenbaker

**Visitors:**

Commissioner Liaison, Genny Reynolds

1. **Call to Order** District Administrator, Shaw called the meeting to order at 6:02 pm.
  - a. Pledge of Allegiance

2. **Election of Officers**

Shaw asked for nominations for the office of chair and public relations officer. Beckstrom nominated Janski as chair and public relations officer. Shaw asked three times for other nominations. **Motion by Beckstrom to cast a white ballot for Jake Janski as chair and public relations officer;** Stoeckel second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The motion carried.**

Janski asked for nominations for the office of vice chair. Stoeckel nominated Beckstrom as vice chair. Janski asked three times for other nominations. **Motion by Stoeckel to cast a white ballot for Beckstrom as vice-chair;** LaSalle second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The motion carried.**

Janski asked for nominations for the office of treasurer. Stoeckel nominated Hoefert as treasurer and LaSalle as Secretary. Janski asked three times for other nominations. **Motion by Stoeckel to cast a white ballot for Hoefert as treasurer and LaSalle as Secretary;** Beckstrom second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The motion carried.**

3. **Conflict of Interest Disclosure Signed**
4. **Motion by Stoeckel to approve the agenda as presented;** LaSalle second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The motion carried.**
5. **Motion by Beckstrom to approve the consent agenda as presented;** LaSalle second. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The motion carried.**
  - a. Approve December 11, 2019 regular meeting minutes
  - b. Approve monthly financial report
    - i. Treasurer's Report
    - ii. Checks written #7417-7445 and electronic transfers #19-110-128 totaling \$51,373.81
  - c. Approve Supervisor compensations in the amount of \$3,233.13.
  - d. Approve budgeted expenses
    - i. MCIT insurance premium totaling \$7,996.00
    - ii. Professional Association Dues totaling \$4,821.00 (MASWCD \$3,651; SWCD Forestry Association \$60; NACD \$100; Area III \$300; MACDE \$125; MACI \$500; MACAI \$85)
    - iii. Envirothon donation of \$200.00
  - e. Information only: January 1, 2020 mileage rate will be 57.5 cents per mile
  - f. Approve 2020 Fee Schedule
  - g. Approve Policy #2020-01\_Mille Lacs SWCD Data Practices Policy
  - h. Staff Presentation Schedule
6. **Open Public Forum:** no public comment.
7. **Staff Reports/Presentations**
  - a. Administrator's Report – Shaw reported that the first Rum River One Watershed One Plan Implementation Advisory Committee meeting was held on Monday, January 6. Eighteen members of the public ranging from foresters from the North to municipalities of the Northern Metro. The committee discussed the draft issue statements and their discussions will be brought forward to the Technical Advisory Committee.
  - b. SWCD staff report – Janski requested if results from Maslowski's water sampling can be presented. Discussion about her sharing the results at her May presentation to the board.
8. **District Policy, Planning, Activities, Projects, & Grants**
  - a. 2020 District Work Plan – Shaw reported staff are developing their work plans and balancing their work loads. She highlighted staff's individual work plans.
  - b. **Motion by Beckstrom to approve February 2020 – January 2021 Board meeting dates and 6:00 pm start time;** second Hoefert. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The motion carried.**
  - c. **Motion by LaSalle to approve operational committee members to remain the same for 2020;** second Stoeckel. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. **The motion carried.**

- d. Motion by Beckstrom to approve Watershed/Workgroups members to remain the same for 2020, with the change to the Rum River 1W1P to Janski and alternate Beckstrom and Snake River Watershed CAC alternate to be Hoefert; second Stoeckel. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. The motion carried.

**9. Financials**

- a. Approve statement audit – Stoeckel approved.
- b. Motion by Beckstrom to approve 2020 budget; second Hoefert. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. The motion carried. Discussion regarding audit price and requirements for it to be done each year per BWSR standard.
- c. Motion by Hoefert to approve financial institutions (First National Bank of Milaca and Neighborhood Bank of Mora); second LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. The motion carried.
- d. Motion by Stoeckel to approve signatures for financial accounts (Beckstrom, Vice-Chair; Hoefert, Treasurer; Shaw, District Administrator; Gallice, Shoreland Technician to sign financial transactions and to require two signatures on checking accounts and one signature for fund transfers from savings to checking); second LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. The motion carried.
- e. Motion by LaSalle to approve Peterson Company LTD to complete the 2019 audit at a rate of \$2,700.00; second Hoefert. Affirmative: Beckstrom, Hoefert, LaSalle, Stoeckel. Opposed: none. The motion carried.

**10. Informational Updates**

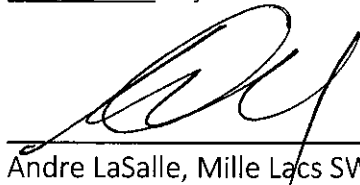
- a. Watershed, Workgroups
  - i. Mille Lacs Lake Watershed Management Group – Janski reported a Compass member gave a presentation and discussion regarding participation in the Scenic By-Ways initiative.

**11. Meetings & Events**

- a. Water Mgmt. Plan Advisory Committee.....January 14 @ 1:00, MLC RmD (Stoeckel)
- b. Mille Lacs Lake Watershed Management Group .....February 10 @ 10:00, ROC
- c. SWCD Forestry ..... January 16 @ 10:00, McGregor (LaSalle)
- d. Snake River Watershed CAC & Board Meeting ..... January 27 @ 9:00, Mora (Beckstrom)
- e. TSA Area 3 .....January 22 @ 10:00, Duluth (Hoefert)
- f. 1W1P Rum River Policy Committee.....January 23 @ 5:00, MLC RmD (Janski)
- g. 1W1P Snake River Policy Committee.....Jan. 24 (@9-12) or Jan. 27, 28, 30 (@1-4) or Jan. 31 (@9-12), Mora (Beckstrom)
- h. Other Planned Committee Meetings
  - i. Outreach/Education – Janski, LaSalle – February 12, 2020 @ 5:00
  - ii. One on One Meetings

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

12. **Supervisor Updates** – Hoefert reported Jim Miller will no longer be a rain gauge volunteer. Discussion on honoring Jim for his years of service to the program. Kuchenbaker will research ‘plaques’ and report to the board in February.  
Conservation Committee Report – Beckstrom and Janski reported they met with staff regarding a SWCD WCA exemption. The committee discussed standards and staff will create a policy and presented it at the February 12 board meeting.
13. **Evaluate the Meeting** – Janski reported he will trying a new approach in 2020 and is looking for feedback from the Board.
14. **Next Regular Meeting** – Wednesday, February 12, 2020, 6:00pm, Historic Courthouse, Conference Room D.
15. **Chair Janski** adjourned the meeting at 7:18 pm.



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Andre LaSalle, Mille Lacs SWCD Secretary  
Jake Janski, Alternate

02-12-20

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Date