



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

(SCS) State Cost Share

(BWSR) Board of Water & Soil Resources

(CLWMP) County Local Water Mgmt Plan

(SWCD) Soil & Water Conservation District

(MASWCD) MN Assn. of Soil & Water Cons. Districts

(MLLWMG) Mille Lacs Lake Watershed Mgmt Group

(NRBG) Natural Resources Block Grant

(PFM) Private Forest Management

(LSP) Landscape Stewardship Plan

(NRCS) Natural Resources Conservation Service

(WCA) Wetland Conservation Act

(SRWMB) Snake River Watershed Mgmt Board

(CWF) Clean Water Fund Grant (BWSR)

(TSA 3) Technical Service Area 3

(MAWQCP) MN Ag. Water Quality Certification Program

(WPLMN) Watershed Pollutant Load Monitoring Network

(1W1P) One Watershed, One Plan

(PTM) Priority Target Measure

MINUTES FROM THE JUNE 10, 2020 REGULAR MEETING

The meeting of the Mille Lacs Soil & Water Conservation District (SWCD) Board Mille Lacs County Historic Courthouse, Milaca, Minnesota.

Teleconference Meeting Due to Statewide Stay at Home Order

**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

**Visitors:**

Commissioner Liaison, Genny Reynolds

BWSR, Jason Weinerman

NRCS, Barb Zeroth

Mark Riverblood

1. **Call to Order** Chair Janski called the meeting to order at 6:00pm
2. **Conflict of Interest Disclosure – Verbal**  
Stoeckel – No Conflict  
Hoefert – No Conflict  
Beckstrom – No Conflict  
LaSalle – No Conflict  
Janski – No Conflict
3. **Motion by Hoefert to approve the agenda with additions;** Stoeckel second. Affirmative by Roll Call: Stoeckel, Hoefert, Beckstrom, LaSalle. Opposed: none. **The motion carried.**
  - Additions: 7.h. MNDNR Groundwater Monitoring Contract, 10.b MLLWMG Meeting on June 15

4. Hoefert requested that item b. be removed and added to the financial section of the agenda. **Motion by Beckstrom to approve the consent agenda;** LaSalle second. Affirmative by Roll Call: Stoeckel, Hoefert, Beckstrom, LaSalle. Opposed: none. **The motion carried.**
  - a. Approve May 13, 2020 Regular Meeting Minutes
  - ~~b. Approval of invoice from SEH in the amount of \$5,631.78.~~
  - c. Information Only: Partner Reports, Project Summaries.
  
5. **Open Public Forum:**

Zeroth reported she has been assigned the responsibility of lead District Representative to the Mille Lacs SWCD. She is now full time in the Milaca office.

Mr. Riverblood introduced himself to the Board as one of the candidates for District 1.
  
6. **Staff Reports/Presentations**
  - a. SWCD Staff Presentation – Kuchenbaker presented the progress she made on the archives.
  - b. Administrator’s Report – Shaw reported the weekly Mille Lacs County manager’s meeting will be decreasing in frequency and that she finds the meetings very valuable. She reported that she is working with staff to manage remote work flexibility following State guidelines. She will be setting up a web-ex account to allow flexibility and the option for limited numbers to come together for the July board meeting as the courthouse opens to the public. Shaw will reach out to individual Board members on their individual preference for the July meeting.
  
7. **District Policy, Planning, Activities, Projects, & Grants**
  - a. District Work Plan Check In on Progress
    - i. Staff Report – Shaw reported the staff report is transitioning to a progress report. The report will continue to evolve. Shaw highlighted the first page of the report and reported it is complete, but the remaining pages will continue to transition. The goal of the report is to help the board and citizens realize we have these planning documents and that staff are making progress on the individual goals of those documents. Shaw encouraged board members to speak with her directly to provide feedback on the report.
  - b. Comprehensive Watershed Planning (1W1P)
    - i. Rum River – watershed based implementation organizational structure – how does the partnership want to work together to implement – Janski reported the Rum River One Watershed One Plan (1W1P) Policy Committee will be voting on this at their August meeting. Janski introduced Jason Weirnerman from the Board of Water and Soil Resources (BWSR). Weirnerman gave an overview of each option: MOA, Joint Powers Collaboration and Joint Powers Entity. Questions and Discussion. Weirnerman reported that the Snake 1W1P will have to make a similar decision in the future. Weirnerman reported that insurance premiums and audit expenses are an allowable expense to BWSR grants, so that can be written into the implementation grant. Reynolds reported that Mille Lacs County currently has joint powers entities with others and it works well. Janski tabled the discussion for July and a decision will need to be voted on at the July meeting, so Janski can bring that decision back to the Rum River 1W1P Policy Committee in August. Shaw will connect with Dillon Hayes from Mille Lacs County and the Mille Lacs County Attorney for recommendations and will report to the Board in July.

- ii. Snake River – Shaw reported the steering committee is determining how to proceed with kick off meetings with social distancing standards. The committee is working on a questionnaire that will be mailed out to area citizens for input.
- iii. Mississippi St. Cloud/Sartell – no planning activity at this time
- c. Mille Lacs SWCD Resolution for Area 3:
  - i. **Motion by Beckstrom to adopt the Establishment of a Civilian Conservation Grazing Corp Resolution as presented and move it forward to the MASWCD;** Stoeckel second. Affirmative by Roll Call: Stoeckel, Hoefert, Beckstrom, LaSalle. Opposed: none. **The motion carried.**
  - ii. **Motion by Beckstrom to adopt the Increase MASWCD Administrative Support for SWCDs Resolution as presented and move it forward to the MASWCD;** Hoefert second. Affirmative by Roll Call: Stoeckel, Hoefert, Beckstrom, LaSalle. Opposed: none. **The motion carried.**
- d. **Motion by Hoefert to approve the Coronavirus Business Plan as presented;** Stoeckel second. Affirmative by Roll Call: Stoeckel, Hoefert, Beckstrom, LaSalle. Opposed: none. **The motion carried.** Shaw reported that she will add a footer with page numbers and adoption date/revision date. Hoefert reported it is important to keep the autonomy of the District and that our plan can be more restrictive than Mille Lacs County's plan.
- e. Contracts
  - i. **Motion by Beckstrom to approve cost-share application for a shoreland project for Mark & Julie Goodlund in an amount not to exceed \$887.50 or 50% of the estimated cost of \$1,775.00 to be paid from CWF-FY17 Coordinator Grant (C17-9721);** Hoefert second. Affirmative by Roll Call: Stoeckel, Hoefert, Beckstrom, LaSalle. Opposed: none. **The motion carried.**
- f. **Motion by Beckstrom to approve the Tye interseeder cover crop adaptation proposal;** Stoeckel second. Affirmative by Roll Call: Stoeckel, Hoefert, Beckstrom, LaSalle. Opposed: none. **The motion carried.** Beckstrom reported that Casey Field, Ag Technician, is working with a local producers that requested to alter the Tye interseeder to plant cover crop into growing corn.
- g. Board Self-Evaluation – Janski suggested that the members discuss one section per meeting. This meeting will be section A. Discussion. Janski requested that the Board members keep their materials for the next meeting when the Board will discussion section B of the questionnaire.
- h. **Motion by Beckstrom to approve District Administrator to electronically sign the MNDNR Observation Well Contract;** second Stoeckel. Affirmative by Roll Call: Stoeckel, Hoefert, Beckstrom, LaSalle. Opposed: none. **The motion carried.**

## 8. Financials

- a. Stoeckel approved the statement audit
- b. Approve Monthly Financial Report
  - i. **Motion by Stoeckel to approve May treasurer's report;** second LaSalle. Affirmative by Roll Call: Stoeckel, Hoefert, Beckstrom, LaSalle. Opposed: none. **The motion carried.** Kuchenbaker described the different funding sources included in the report.
  - ii. **Motion by Hoefert to approve checks written #7539-7553 and electronic transfer's #e20-035 – e20-042 totaling \$40,318.44;** second Stoeckel. Affirmative by Roll Call: Stoeckel, Hoefert, Beckstrom, LaSalle. Opposed: none. **The motion carried.**
- c. **Motion by Beckstrom to approve purchase of two laptop computers for remote workstations;** second Hoefert. Affirmative by Roll Call: Stoeckel, Hoefert, Beckstrom, LaSalle. Opposed: none. **The motion carried.** Discussion: Shaw reported the estimated cost of two laptops was \$2,400.00; the funds will come from our current 2020 budget under the mileage and staff training section utilizing funds

saved with less travel during the public health emergency. Hoefert reported that next year's budget will be a challenge.

- d. **Motion by Hoefert to approve SEH invoice in the amount of \$5,631.78; second LaSalle.** Affirmative by Roll Call: Stoeckel, Hoefert, Beckstrom, LaSalle. Opposed: none. **The motion carried.**

**9. Informational Updates**

a. Watershed, Workgroups

- i. Mille Lacs Lake Watershed Management Group – Janski reported the group is in discussion regarding the Healthy Land Healthy Lake event, the event might be held via Zoom.
- ii. MN SWCD Forestry Association – LaSalle attended.
- iii. 1W1P Rum River Policy Committee Meeting – Janski reported the committee will meet in August to vote on the organizational structure. The committee approved the issue statements, desired future conditions and measurable goals.

b. Associations/Supervisor Updates

- i. Area 3 Meeting – Cancelled; Janski reported the resolution meeting is canceled and that resolutions will go directly to the MASWCD.
- ii. Candidate Filing Update – Janski reported that two people filed for District one; two people filed for District 2; one person filed for District 4.

**10. Meetings & Events**

- a. Mille Lacs Lake Watershed Management Group.....June 15 @ 10:00, Teleconference  
Janski attending
- b. Snake River Watershed CAC & Board Meeting..... June 22 @ 9:00, Kanabec Courthouse  
Beckstrom attending
- c. 1W1P Snake River Policy Committee Meeting..... June 22 @ 10:30, Kanabec Courthouse  
Beckstrom attending
- d. TSA Area 3 .....June 24 @ 10:00, Teleconference  
Hoefert attending
- e. Other Planned Committee Meetings
  - i. Finance Committee.....June 17 @ 3:00, Teleconference**Motion by Stoeckel to approve meetings and events, Hoefert second. Affirmative by Roll Call: Stoeckel, Hoefert, Beckstrom, LaSalle. Opposed: none. The motion carried.**

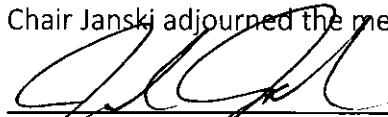
**11. Supervisor Updates**

Beckstrom reported the NACD meeting will be a zoom meeting.  
Janski reported Supervisor timesheet/expense worksheets are due. Kuchenbaker will email or mail them to Supervisors, she requested to have them returned by Monday, June 22.

**12. Evaluate the Meeting** – Stoeckel reported that the meeting was successful and well run.

**13. Next Regular Meeting** – Wednesday, July 8, 2020, 6:00pm, TBD

**14.** Chair Janski adjourned the meeting at 8:32 pm.

  
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Andre LaSalle, Mille Lacs SWCD Secretary  
Jake Janski, Alternate

7/8/20  
Date