



Who we are as an organization – Mille Lacs SWCD is applying a civic governance approach to SWCD actions and activities. The work of the SWCD and the outcomes of its activities will produce a base of active citizens with common interest in sustainable soil & water conservation. All stakeholders are committed to organize, educate, and apply policy according to principles and standards instituted in democracy.

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

(CAI) County Agricultural Inspector

(NRCS) Natural Resources Conservation Service

(WCA) Wetland Conservation Act

(SRWMB) Snake River Watershed Mgmt Board

(CWF) Clean Water Fund

(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

(JAA) Job Approval Authority

Mille Lacs SWCD Board Meeting – MINUTES
Wednesday, February 17, 2021

Mille Lacs County Historic Courthouse, Conference Room D with remote option.

Members Present:

Chair, Jake Janski, District 3

Vice Chair, Kurt Beckstrom, District 2

Treasurer, Robert Hoefert, District 5

Secretary, Andre LaSalle, District 4

Member, Dan Campbell, District 1

Members Absent: none

Staff Present:

District Administrator, Susan Shaw

Shoreland Tech, Lynn Gallice

Intern, Adele Olson

Visitors:

Commissioner Liaison, Genny Reynolds

NRCS, Deb Hermel

NRCS, Barb Zeroth

1. **Call To Order** – Chair Janski called the meeting to order at 6: 01 PM
 - a. Pledge of allegiance
2. **Conflict of Interest Declaration** – Supervisors were requested to identify any real or perceived conflicts of interest they may have regarding meeting business. The conflict-of-interest declaration form was provided to each for signature.
3. **Approval of Agenda** – (additions and deletions of new business or committee reports)
 - additions – 9.b December treas rpt, 9.c.ii City of Wahkon invoice \$405.00
 - deletions – 9.d SRW 1w1p planning grant fiscal expenditures

Motion by Beckstrom to approve the agenda as amended. Second by Hoefert. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

4. **Open Public Forum** - Board policy limits public forum time for board meeting topics not scheduled within the agenda to 10 minutes, but allows time extension by vote. – Deb Hermel introduced herself as the NRCS Team Lead for Milaca, Mora, Pine, Chisago and Isanti counties. She provided a brief update on the 2021 local workgroup format as well as approaching application deadlines.
5. **Consent Agenda**
 - a. Approve January 3, 2021 Organizational Meeting Minutes

- b. Approve Monthly Disbursements - Electronic transfer's #E21-01- E21-20 and checks written #7697-7711, totaling \$77,414.25.
- c. Information Only: Partner Reports, Project Summaries, News Releases
 - i. Gallice outstanding service recognition

Motion by Beckstrom to approve the consent agenda as presented. Second by LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

6. NRCS/SWCD Memorandum of Understanding & Freedom of Information Act

Deb Hermel reviewed the MOU noting it would likely remain in effect until the state gets a new State Conservationist. **Motion by LaSalle to approve signature of the MOU.** Second by Campbell. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. The motion carried.

7. Staff Reports/Presentations

- a. SWCD staff chat – Q&A: Lynn Gallice – Veg specialist/Shoreland Tech
- b. Administrators Report - Shaw reported she may need to take a week in March for medical leave but the time is undetermined. Tree sales appear to be ahead of where they were this month in 2020. Shaw is exploring a number of grant opportunities and working closely with Adele on those grants that might fund the geologic atlas work. **Motion by Beckstrom to approve Administrator's medical leave.** Second by LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. The motion carried.

8. District Policy, Planning, Activities, Projects, Grants

- a. Work plan progress reports – reviewed by the board.
- b. Comprehensive Watershed Planning (1W1P)
 - i. Rum River – 1W1P Policy Cmte RUM River - Janski and Shaw reported partner organizations have been asked to bring the JPE to their boards to approve the form and content. Shaw will meet with the MLC Board March 2nd. The Policy Cmte will next meet Feb 25. Shaw is participating in a Ditch subcommittee and an Engagement Strategy subcommittee.

Janski suggested the board consider a special meeting to review the draft plan once this is available. This would be a way for all members to become familiar with this comprehensive document and have time for Q&A.
 - ii. Snake River – Management Board/CAC & 1W1P Policy Cmte SNAKE River – Beckstrom reported progress is good and the knowledge/input provided by participating local partners is valuable.
 - iii. Mississippi St. Cloud / Sartell – Harmony Maslowski will represent MLSWCD for a partner discussion to consider an application to start comprehensive planning.
- c. **Area3/MASWCD Business**
 - i. **Message from Area 3 Director Russel Kurhajetz** – the board discussed suggestions for meeting and planning. Consensus that any meetings planned should have a need and purpose.
 - ii. **MASWCD Legislative Briefing Day – March 18** (register by 3/12)-Beckstrom and Janski plan to attend the briefing. Janski volunteered to set up remote legislative appts for he and Mr. Beckstrom. The 2020 work plan progress reports are compiled and available on the SWCD website. Board members should review and consider what if any they might reference for discussions with legislators. Let Shaw know if any reformatting is needed.
 - iii. **DNR Walk in Access** – JPA opportunity – Discussion to support the program if it is not taking away from priorities and can be managed within the time estimated for reimbursement to cover costs.

Motion by Beckstrom to authorize Janski to sign a Walk In Access program JPA. Second by LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. The motion carried.
- d. State Cost Share (Erosion Control Water Qual) FY19 – **Motion by Beckstrom to approve Contract #FY19-2 Paul Droogsma well sealing not to exceed \$580 based on 50% of estimated eligible expenses.** Second by Hoefert. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. The motion carried.

- e. State Cost Share (Erosion Control Water Qual) FY21 – **Motion by LaSalle to approve the Technical Assistance Option for FY21 State Cost Share funds.** Second by Campbell. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. The motion carried.
- f. Pay Equity Implementation reporting – **Motion by Hoefert to approve the 2020 pay equity report. Second by Hoefert.** Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. The motion carried.
- g. Joint letter of support for State noxious weed funding – **Motion by Beckstrom to approve joint letter with the MLC Board. Second by LaSalle.** Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. The motion carried.
- h. Grant funding exploration – LaSalle and Shaw drafted an application to be an MPCA GreenCorps Host Site for FY 2021-2022. The application submitted would be to support an AmeriCorps member to create an educational outreach program in the community. A board resolution is required for the application. **Motion by Beckstrom to support the resolution and authorize Janski to sign once drafted.** Second by LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. The motion carried.

9. Financials

- a. **Approve Statement Audit (Finance Committee Member)** – table to February to allow time for LaSalle to get trained in reconciling the bank accounts.
- b. **December Treasurers Report** – Motion by Hoefert to approve. Second by LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed; none. The motion carried.
- c. **Wahkon Stormwater Mgmt – invoices**
Motion by Beckstrom to approve payment to S.E.H in the amount of \$1,069.36 under FY19CWF grant C19-2703. Second by Hoefert. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. The motion carried.
Motion by Hoefert to approve payment to Wahkon in the amount of \$405.00 under FY19CWF grant C19-2703. Second by Beckstrom. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. The motion carried.
- d. SRW 1W1P Planning Grant P20-9953 fiscal expenditures – no action
- e. **Billable rate update - Motion by LaSalle to approve policy #2021-03 to update the billable rate:**

Administrator	\$69.37
Shoreland Tech	\$56.90
Ag Tech	\$53.59
Watershed Coordinator	\$57.06

 Second by Campbell. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. The motion carried.
Administrative and financial assistance hiring plan – a financial assistant is necessary given the workload and a part time position was approved in the 2021 budget though uncertainty in funding will result in some financial risk. Hiring is desirable to contracting with an accounting firm. The goal would be to begin a hiring process May/June. **Motion by LaSalle to approve Shaw to update the Job Description for the policy committee and board to adopt later.** Second by Campbell. Affirmative: Beckstrom, LaSalle, Campbell. Opposed: none. Hoefert abstained. The motion carried.
- f. **Intern hiring proposal** – pending grant funding – Shaw is investigating the pay rate to hire an intern if grant funding can be identified. Shaw will also investigate when unemployment insurance would apply.

10. Informational Updates

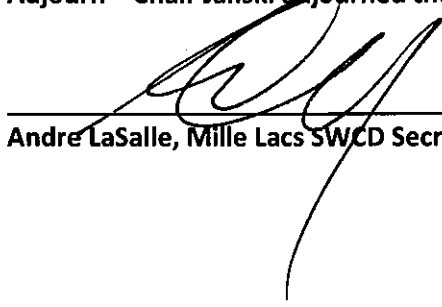
- a. Water Management/Workgroups
 - i. Technical Service Area 3 – Hoefert reported Gary Rantala is the new chair.
 - ii. Mille Lacs Lake Watershed Management Groupno meeting

- iii. Forestry Association – LaSalle – presentation was provided at the meeting, March mtg may be in person.
- iv. Local Water Management Plan Advisory Committee – LaSalle is the new chair. Next mtg April.

- 11. Approved SWCD Meetings & Events (5 min.)** (action)
- a. 1W1P Rum River Policy Committee (**Janski/Beckstrom**)..... Feb 25 @ 5:00, Remote
 - b. ~~Snake River Watershed CAC & Board Meeting (Beckstrom/Hoefert)~~..... canceled
 - 1W1P Snake River Policy Committee Feb 22 @ 10:30, Remote
 - 1W1P Snake River TAC (**Beckstrom** as PC liaison) Feb 11 @ 1:30, Remote
 - c. TSA Area 3 (Hoefert/LaSalle) no meeting
 - d. Mille Lacs Lake Watershed Mgmt. Group (Janski/LaSalle)..... no meeting
 - e. SWCD Forestry Association (LaSalle/Janski)..... no meeting
 - f. Local Water Management Plan Advisory Committee (LaSalle/Janski)..... no meeting
 - g. Internal Operational Committee Meetings
 - i. ~~Finance (Hoefert/LaSalle)~~
 - ii. Personnel (**Janski/LaSalle**) – hiring process discussion.....TBD
 - 1. Part time administrative assistance
 - 2. Part time intern – pending grant funding
 - iii. ~~Conservation (Beckstrom/Campbell)~~
 - iv. ~~Public Outreach (Beckstrom/Campbell)~~
 - v. One on One Meetings with Administrator **please schedule monthly as needed**

Motion by Beckstrom to approve attendance for the identified meetings. Second by LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. The motion carried.

- 12. Supervisor Updates** – Beckstrom reported on NACD activities which included Coastal RPG and forestry initiatives. Beckstrom also suggested the board consider the topic of diversity on the board – possibly a public outreach committee topic.
- 13. Evaluate the Meeting** – Hoefert requested the Administrator attend the March meeting in person.
- 14. Next Regular Meeting** – Wednesday, March 10 - 6PM, Historic Courthouse, upstairs Board room/remote option
- 15. Adjourn** – Chair Janski adjourned the meeting at 8:30 PM



 Andre LaSalle, Mille Lacs SWCD Secretary

03-10-21

 Date

Our specific purpose or vision is to organize more sustainable partnership between government and community, by developing and supporting an active role for all citizens in managing soil & water resources, that will ensure soil and water resources can meet the needs and the common good of all citizens.