



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, April 14, 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

Staff Present:

District Administrator, Susan Shaw

Ag Technician, Casey Field

Visitors:

Commissioner Liaison, Genny Reynolds

NRCS, Barb Zeroth

Members Absent: none

Call To Order – Chair Janski called the meeting to order at 6:00 PM

a. Pledge of allegiance

1. 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. Campbell attended remotely so he verbally indicated he had no conflicts.

2. Approval of Agenda – (additions and deletions of new business or committee reports)

• additions - 7.c.ii Wahkon Stormwater Mgmt FY19 CWF grant - invoice

• deletions - _____

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

3. 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.

Barb Zeroth noted that she and Casey Field should talk about plans to host a Local Work Group.

4. Consent Agenda

a. Approve March 10, 2021 Regular Meeting Minutes

b. Approve Monthly Disbursements - Electronic transfer's #E21-039- E21-058 and checks written #7722-7729, totaling \$28,455.89.

c. Information Only: Partner Reports, Project Summaries, News Releases

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

5. Staff Reports/Presentations

- a. SWCD staff chat – Q&A: Casey Field provided an overview of the process he is completing to do a Small Watershed Assessment in two catchments in the West Branch sub watershed as part of a 319 grant.

- b. Administrators Report

Shaw reported there would be additional charges to host Quickbooks remotely allowing contracted accounting assistance to be done remotely. Shaw will investigate the cost benefit further.

Shaw indicated that WCA duties have been transferred and split between the two technicians. Field covers ag related WCA issues and Gallice covers shoreland, municipal and forested issues in an effort to balance the workload. Both technicians are expected to participate in training and meet wetland delineation standards, however Shaw will investigate if BWSR State certification is necessary. Shaw has maintained State wetland delineator certification for the past 10 yrs but will let that certification drop if the Board agrees it is no longer appropriate for her position and role. **After discussion the Board concurred that it would be appropriate for Shaw to drop her certification and research if it is important for the SWCD to maintain at all with other staff.**

- i. Shaw requested leave either the week of April 20-23 or 27-30 depending upon her workload.

Motion by Beckstrom to approve leave in April. Second by Hoefert. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

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

- a. **Work Plan Progress Reports (WPPRs)** – Shaw highlighted the report on Organizing Civic Partnerships between Government and Community. This report is under development and is meant to overview what the impact of the policy adopted by the Board in January 2021 to do a Civic Governance Pilot exploration means to the work of the district. More will be added as the pilot exploration progresses.

Board members should familiarize themselves with each WPPR and keep them for reference. The program reports capture assumptions about the purpose and need for the work staff are doing and are applicable for decision making about district goals.

- b. **Comprehensive Watershed Planning (1W1P) updates**

- i. Rum River – 1W1P Policy Cmte RUM River – Janski reported the Policy Cmte reviewed a draft Engagement Plan to be included as a component of the larger plan. This engagement plan includes a proposal to hire a watershed wide outreach coordinator. The Policy Cmte also reviewed proposed ditch strategies and discussed the JPA again.

1. Review of the draft plan by the SWCD Board will take place in a special meeting May 24th, 4-6PM. Shaw will provide public notice.

- ii. Snake River – Management Board/CAC & 1W1P Policy Cmte SNAKE River -Beckstrom reported the planning partners continue to make great progress.
- iii. Mississippi St. Cloud / Sartell – Shaw reported the MLC Board did not approve resolutions to support the watershed boundary split nor applying for a planning grant at this time.

- c. Area3/MASWCD Business – a call for resolutions has been noticed to districts. Due to the public health emergency resolutions proposed in 2020 can be resubmitted in 2021. **Janski asked Board members to bring any proposals for resolutions to the next board meeting.** Resolutions must be submitted by July 21.

- d. **FY19 State Cost Share** (Erosion Control Water Qual) P19-5315 grant agreement expired 12.31.2020. \$6,944.00 contract funds have been returned to BWSR. Shaw explained the tracking error which resulted in no funds spent. The grant deadline was listed incorrectly as expiring 12.31.2021 on the 2020 Treasurers report, which resulted in budgeting to spend the funds calendar year 2021.

Motion by Beckstrom to approve return of \$6,944 FY19 State Cost Share funds to BWSR. Second by LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

- i. **Contract #FY19-2 Paul Droogsma** well sealing not to exceed \$580 based on 50% of estimated eligible expenses previously approved 02.17.2021 will need to be funded using FY20 SCS
Motion by Beckstrom to approve change in funds previously assigned to contract FY19-2 to utilize FY20 State Cost Share (Erosion Control Water Qual) P20-5219 instead. Second by LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**
- e. **FY20 State Cost Share (Erosion Control Water Qual) P20-5219**
 - i. **Motion by Beckstrom to approve Contract #FY19-3 Dean Bemis** well sealing project in an amount not to exceed 50% or \$640.75, based on a cost estimate of \$1,281.50. FY20 State Cost Share (Erosion Control Water Qual) P20-5219 funds will be used. Second by Hoefert. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**
 - ii. **Motion by Beckstrom to approve Contract #FY19-4 Janet Norman** well sealing project in an amount not to exceed 50% or \$565.00, based on a cost estimate of \$1,130.00. FY20 State Cost Share (Erosion Control Water Qual) P20-5219 funds will be used. Second by Hoefert. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**
 - iii. **Motion by Beckstrom to approve Contract #FY19-5 Robert Hines** well sealing project in an amount not to exceed 50% or \$565.00, based on a cost estimate of \$1,130.00. FY20 State Cost Share (Erosion Control Water Qual) P20-5219 funds will be used. Second by Hoefert. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**
- f. **Rum River Community Foundation** grant application submitted titled "Growing community connection with youth while developing a county groundwater and geological atlas." The amount requested was \$1,000 and would require a 1:1 match using SWCD funds if awarded. The combined \$2,000 would be used to employ Adele Olson as a temporary SWCD intern to complete the project started under her internship paid by DEED. Adele is working with teachers in the area to engage classrooms and learn about the geologic atlas well locating project.

Motion by Beckstrom to approve the project and application and authorize expenditure of funds if awarded. Second by LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**
- g. **Groundwater Protection Initiative Accelerated Implementation** grant application to be drafted, application deadline Apr 21. Gallice and Shaw are drafting the grant to support staff time needed to test if a partnership between the SWCD and community members in the Milaca/Pease region can be developed. The goals proposed are to increase awareness about nitrates in groundwater and confirm active roles in the community to protect groundwater. **Shaw will provide Chair Janski with the grant application once finalized and requests Janski sign the application for submission.**
- h. **2022 LCCMR Proposal Abstract: Restoring & Protecting MN Forestlands: All Hands on Deck**
BWSR is the Lead in writing this LCCMR proposal with requested support from Rum River watershed SWCDs and the MLBO as partners. LaSalle (forestry cmte rep) reviewed the proposal which would provide funds to partners to implement tree planting goals as part of the Landscape Stewardship Plan. **Motion by LaSalle to support the goals of the proposal.** Second by Campbell. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**
- i. **Co Ag Inspector - MDA Noxious Weed grant** application was denied. This will result in a \$1,000 negative impact on budget.

7. Financials

- a. **Approve Statement Audit (Finance Committee Member)** – LaSalle reconciled the bank statements in Quickbooks on April 2nd and reported March was OK.
- b. **Treasurers Report** – Shaw provided an overview of the district profit & loss reports for January-March.
- c. **Wahkon Stormwater Mgmt FY19 CWF grant C19-2703**

- i. **Motion by Hoefert to approve payment to S.E.H in the amount of \$5,670.39 under FY19CWF grant C19-2703.** Second by LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**
- ii. **Motion by Hoefert to approve payment to S.E.H in the amount of \$786.88 under FY19CWF grant C19-2703.** Second by LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**
- d. SRW 1W1P Planning Grant P20-9953 fiscal expenditures to be reimbursed:
 - i. **Motion by Beckstrom to approve payment to Wenck in the amount of \$36,710.00 for period Jan-Feb 2021 under the SRW 1w1p grant P20-9953.** Second by Hoefert. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**
- e. Tree Sale – all trees are sold and orders continue to come in. Staff were able to get a limited amount of additional trees from Wolcyn’s Tree Farm to fill a few additional orders. Distribution will be Thursday, May 6 at the public works building in Milaca 4-7PM. **Supervisor volunteers to help direct traffic would be welcomed.**
- f. Supervisor 1st quarterly expense compensation will now be provided by direct deposit. **Motion by LaSalle to make it policy to process quarterly supervisor compensation payments for authorized meetings and expenses immediately following the end of the quarter. Supervisor expense reports will be audited later.** Second by Beckstrom. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

8. Informational Updates

- a. Water Management/Workgroups
- b. Technical Service Area 3 – Hoefert attended the meeting by phone and reported the TSA is financially sound. Next meeting June 4th.
- c. Mille Lacs Lake Watershed Management Group – Janski reported the group is collecting and summarizing lake data, organizing a lead tackle drop site potentially at the SWCD office, and planning a native plant sale for June vs at the Healthy Land, Healthy Lake event.
- d. Forestry Association – LaSalle reported a good meeting albeit with remote hosting technical difficulties.

9. Approved SWCD Meetings & Events - Motion by Hoefert to approve supervisor attendance/reimbursement for the following meetings. Second by Beckstrom. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

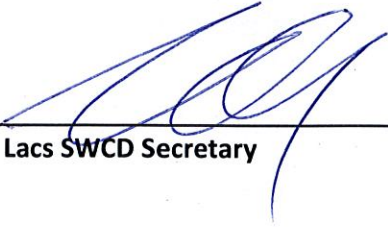
- a. 1W1P Rum River Policy Committee (Janski)..... Apr 22 @ 5:00, Remote
- b. Snake River Watershed CAC & Board Meeting (Beckstrom/Hoefert)..... **TBD**/Apr 26 @ 9:00, Remote
- 1W1P Snake River Policy Committee Apr 26 @ 10:30, Remote
- 1W1P Snake River TAC (Beckstrom as PC liaison) Apr 8 @ 1:30, Remote
- c. TSA Area 3 (Hoefert/LaSalle)no meeting
- d. Mille Lacs Lake Watershed Mgmt. Group (Janski)..... Apr 19 @ 10:00, Remote
- e. SWCD Forestry Association (LaSalle/Janski).....no meeting
- f. Local Water Management Plan Advisory Committee (LaSalle) - Apr 21 planned as informational email only
- g. Internal Operational Committee Meetings
 - i. Finance (Hoefert/LaSalle)
 - ii. Personnel (Janski/LaSalle)
 - iii. Conservation (Beckstrom/Campbell)
 - iv. Public Outreach (Beckstrom/Campbell)
 - v. One on One Meetings with Administrator please schedule monthly as needed

10. Supervisor Updates – Beckstrom provided a brief update on an upcoming wildfire conference.

11. Evaluate the Meeting

12. Next Regular Meeting – Wednesday, May 12, 2021 Historic Courthouse, conference rm D/remote option

13. Chair Janski adjourned the meeting at 8:24PM.



Andre LaSalle, Mille Lacs SWCD Secretary

05-11-21

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.