



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, March 9, 2022

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

Members Present:

Chair, Jake Janski, District 3

Treasurer, Andre LaSalle, District 4

Secretary, Dan Campbell, District 1

Member, Robert Hoefert, District 5

Members Absent:

Vice Chair, Kurt Beckstrom, District 2

Staff Present:

District Administrator, Susan Shaw

Participating Guests:

Commissioner Liaison, Genny Reynolds (remotely)

NRCS, Barb Zeroth

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

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.

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

- additions - 6.d.ii Area 3 Resolution and Fall annual meeting dates
- deletions - _____

Motion by LaSalle to approve the agenda as amended. Second by Campbell. Affirmative: 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 reported that EQIP applications from ML county total 1.5 M for five ag waste BMPs. Local Work Group meetings need to be held before July 22nd. Ms. Zeroth will look into the possibility of partnering with Kanabec NRCS/SWCD offices.

4. Consent Agenda

- Approve February 9, 2022 Regular Meeting Minutes
- Approve Monthly Disbursements - Electronic transfer's #E22-020- E22-036 and checks written #7826-7833, totaling \$38,721.18.

- c. Tree sale status
- d. Information Only: Partner Reports, Project Summaries, News Releases
- e. RIM Easement Acquisition (FY21 RIM signed Work Order_48-21-W001) – assistance to landowners desiring to create perpetual conservation easements: approval needed to pay Absolute Title Company LLC in the amount of **\$451.50** for work done (reimbursable by BWSR later)
- f. MDH Groundwater accelerated implementation grant (SWIFT contract 193925) – invoice for \$2,188.53 reimbursable expense to be paid to Minuteman Press for 3,350 postcards.

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

5. Staff Reports/Presentations

- a. Administrators Report - Shaw reported that she is making progress with the grant reporting and has received an extension until March 18.

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

- a. Comprehensive Watershed Planning (1W1P) updates
 - i. Rum River – 1W1P Policy Cmte(Janski)
Approved and submitted plan for BWSR review. Taken action on some planning structure decisions for the JPE. MLBO does plan to join the JPE. Janski volunteer to be part of the team to present the plan to the BWSR regional committee end of March.
 - ii. Snake River – Management Board/CAC & 1W1P Policy Cmte no report
 - iii. Mississippi St. Cloud / Sartell – 1W1P Policy Cmte(Campbell)
Attended the policy committee meeting. Decisions were made about the composition of the Advisory committee and voting membership. A draft MOU is being developed by Sherburne SWCD and may be shared early April. Submitted RFPs to consultant plan writers with deadlines for proposals by March 30th.

- b. MPCS Watershed Pollutant Load Monitoring Network (WPLMN) contract amendment (docu-sign process) authorization needed for Administrator to execute.

Motion by LaSalle to approve Administrator to execute the contract amendment. Second by Hoefert. Affirmative: Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

- c. SRW 1W1P Planning Grant P20-9953 expires June 30, 2022

- i. **Motion by Hoefert to authorize the Administrator to request a nine (9) month grant extension on the SRW 1W1P Planning Grant P20-9953 through March 30, 2023 and request next 40% from BWSR per SRW policy committee request.** Second by Campbell. Affirmative: Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

- d. Area3/MASWCD Business

- i. MASWCD legislative messaging - Beckstrom, LaSalle, Campbell and Janski attended either of two webinars hosted to provide details about the 2022 MASWCD legislative initiative to seek a permanent funding solution for SWCD. Beckstrom is attending the Legislative Briefing at the capitol.
- ii. Tentative Northeast Area 3 meeting dates - Resolutions meeting tentatively set for June 10, and the Fall Annual meeting is tentatively planned for Sept. 8-9 to be hosted by Aitkin SWCD.

- e. Personnel committee report

- i. Financial specialist job desc..... (Janski, LaSalle, Shaw)
The personnel committee and district administrator met before the board meeting to review a draft financial specialist job description. The decision was that the job description make clear the position will have a primary financial focus with some additional administrative duties. It will be different from past administrative position in that it will not have specific education and outreach roles. The personnel committee and administrator plan to finalize the position description and submit to the consultant for placement on the pay scale ASAP with the goal of posting the position before April board meeting.

- ii. Blue Cross vision plan option for employees - Blue Cross and Blue Shield of Minnesota now offers vision coverage through the district health coverage provider Innovo/PEIP. The coverage would provide employees with savings on eyewear. The personnel committee considered the option and cost to the district of \$6.41 per employee if single coverage were provided by the employer. Discussion concluded that this would be a valuable benefit to offer existing and future employees that would be affordable to the district.

Motion by LaSalle to execute the Blue Cross vision option for employees, paid for by the employer.
 Second by Campbell. Affirmative: Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

7. Financials

- a. Reconciliation of Bank Statements (Finance Committee Member) – LaSalle reconciled the February bank statements before meeting and everything looked good.
- b. Financial Update
 - i. Envirothon donation requested – not budgeted
Motion by Janski that if the district chose to donate a \$100 Janski would personally match that amount and donate \$100 to the Envirothon. Second by Hoefert. Affirmative: Hoefert, Campbell. Abstain: LaSalle. Opposed: none. **The motion carried.**

8. Informational Updates

- a. Water Management/Workgroups
 - i. Technical Service Area 3 (LaSalle/Hoefert)
 - ii. Mille Lacs Lake Watershed Management Group (LaSalle)
 The Lake Stewardship picnic is being planned to be held at Father Hennepin State park on June 19. However, the group is wrestling with how to provide access to the event without charging a park admission fee. LaSalle suggested that maybe hosting the event on June 11th would alleviate the issue as that is a free State Park admission day.
 John Pearson is looking for things to put on Facebook. LaSalle suggested maybe the SWCD elections news release.
 - iii. Forestry Association(LaSalle/Campbell)
 - iv. Local Water Management Plan Advisory Committee(LaSalle/Beckstrom)

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

- a. 1W1P Rum River Policy Committee (Janski/Beckstrom)Apr 28 @ 5:00, in person/remote option
- b. Snake River Watershed CAC & Board Meeting (**Beckstrom**/Hoefert)..... TBD Mar 28 @ 9:00, in person/remote option
 1W1P Snake River Policy CommitteeMar 28 @ 10:30, in person/remote option
 1W1P Snake River TAC (**Beckstrom as PC liaison**) Mar 10 @ 1:30, remote option
- c. Mississippi-St. Cloud Watershed Policy Committee (**Campbell**/Hoefert)Tentatively Mar 29 @ 1-3:00, Location TBD
- d. TSA Area 3 (**LaSalle**/Hoefert) Mar 23 @ 10:00, **in person**/remote option
- e. Mille Lacs Lake Watershed Mgmt. Group (Janski/LaSalle)Apr 18 @ 10:00, remote
- f. SWCD Forestry Association (**LaSalle**/Campbell) Mar 17 @ 10:00, McGregor/remote option
- g. Local Water Management Plan Advisory Committee (**LaSalle**/Beckstrom)April 12 @ 2:00
- h. Internal Operational Committee Meetings
 - i. Finance (Hoefert/LaSalle)
 - 1. Statement reconciliation w/Quickbooks (**LaSalle**)..... monthly
 - ii. Personnel (**Janski/LaSalle**)
 - 1. Hiring process..... TBD
 - 2. Civic Governance reviewafter March 18

- iii. Conservation (Beckstrom/Campbell)
- iv. Public Outreach (Beckstrom/Campbell)
- v. One on One Meetings with Administrator please schedule monthly as needed

10. Supervisor Updates - Janski requested clarification regarding the SWCD meeting compensation policy. MN statute limits per diem payment to allow only one each day, regardless of the number of SWCD activities in which a supervisor may participate in that day. SWCD policy is set at \$60 per meeting. However, state statute now allows the per diem to be up to a maximum of \$125 per day. **For consideration, could the district consider clarifying internal policy to allow compensation for two meetings in one day up to the \$125 limit?**

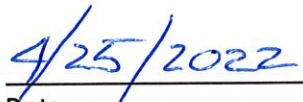
11. Evaluate the Meeting – no comments

12. Next Regular Meeting – April 13, 2022 - 6PM, Historic Courthouse, conference room D. A remote option will continue to be offered for presenters and the public. Board members will meet in person.

13. Adjourn – Chair Janski adjourned the meeting at 7:00PM



 Dan Campbell, Mille Lacs SWCD Secretary



 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.