



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, November 9, 2022

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

Members Present:

Chair, Jake Janski, District 3

Vice Chair, Kurt Beckstrom, District 2

Treasurer, Andre LaSalle, District 4

Secretary, Dan Campbell, District 1

Member, Robert Hoefert, District 5

Staff Present:

District Administrator, Susan Shaw

Participating Guests:

Commissioner Liaison, Genny Reynolds

Members Absent: none

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 – 8.a.i TSA update

• 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.

4. Consent Agenda

a. Approve October 12, 2022 Regular Meeting Minutes

b. Approve Monthly Disbursements - Electronic transfer's #E22-188- E22-206 and checks written #7899-7907, totaling \$32,218.17

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

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

5. Staff Reports/Presentations

- a. Administrators Report - Shaw reported things continue to be exceptionally busy which is normal. It very important that we have a full-time financial specialist onboard at this time.

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

- a. Comprehensive Watershed Planning (1W1P) updates
i. Rum River Watershed Partnership updates (Janski/Beckstrom)

1. The Board had no comments to the 45 day courtesy review of 2023 RRWP Work Plan.

Shaw reported the Implementation Planning Committee (IPC) has been reviewing policies and scoring tools needed to outline an administrative process for how FY23 Watershed Based Implementation Funds (WBIF) will be spent. One such policy proposed is to require deed restrictions for projects over a dollar amount. The board agreed a deed restriction would be a tool to support due diligence in making sure projects funded with tax money stay in place for the contact period.

- ii. Snake River – Management Board/CAC & 1W1P Policy Cmte (Beckstrom/Hoefert)

1. Consider approval to submit a REVISED Nov 2, 2022 Draft Snake River Watershed Mgmt Plan to BWSR:

The Snake River 1W1P Policy Committee (PC) met Oct 24 to determine which LGU partner boards approved sending the draft plan to BWSR. At the time of the meeting 5 had approved the plan, 1 had plan approval on their consent agenda for 10/25, and 2 (Mille Lacs and Kanabec) did not approve the plan requesting revisions to language referencing the Mille Lacs Band of Ojibwe (MLBO) on p. 2-5:

- 2nd paragraph “The Mille Lacs Band of Ojibwe owns land in the watershed, which is used for multiple purposes and is important to tribal natural resource, economic, and environmental programs.”
- 4th paragraph – ‘Native American communities of Ne-zhingwaakokaag (Pine City, Pine County), and portions of Chiminising (Isle, Mille Lacs County) and Gaa-zhiigwanabikokaag (Hinckley, Pine County) reside within the watershed.’

In consultation with legal counsel, the Steering Committee determined that the plan cannot be submitted with a mere majority of parties approving submission of the plan, rather, all parties must approve submission of the plan.

Given this the Snake PC members tried to negotiate language that LGU partner boards would accept in order to support sending the draft plan to BWSR for their 90-day review. A motion was made by Cmsr Smith and seconded by Cmsr Oslin to approve change the language referencing the MLBO to state only “The Snake River Partnership Plan acknowledges tribal land within the Watershed.” The action passed with Oslin (MLCo), Napstad (ACo), Smith (KCo), Beckstrom (MLSWCD), Anderson (ASWCD), Belkholm (KSWCD) voting Affirmative. Lovgren (PCo), Frechette (PSWCD) Opposed. The Policy Committee would next convene to act on the outcomes of local board voting at their 11/28/22 meeting.

Beckstrom reported that he has checked with BWSR regarding the proposed language and reported BWSR will accept it if that is the local decision. If the Snake Policy committee can approve this draft plan than the partnership can move forward and hopefully “we can live to fight another day.”

Motion by Beckstrom to approve the language and submission of the plan to BWSR. Second by Hoefert. Discussion: Janski asked if we had any indication if the LGU boards of dissenting parties to the language will approve the plan to be sent to BWSR. Beckstrom indicated he felt they would. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

The Snake PC will next will discuss the JPA 11/28 and whether they will invite the SWCD members into the group. Bringing SWCDs in creates a JPA without imminent domain authority. BWSR may accept such a framework but there needs to be policy agreed upon that gives SWCDs a decision making and implementation role to meet the 1W1P policy and be eligible for WBIF funds.

iii. Mississippi St. Cloud / Sartell – 1W1P Policy Cmte (Campbell/Hoefert)
Shaw reported that the next Steering cmte meeting will be Nov 18. The agenda topics include bylaw draft review, advisory committee selection process, municipality outreach, timeframe and content for a kickoff meeting, and they hope to set standing meeting date.

b. Area3/MASWCD Business

i. MASWCD Resolution Voting – outcomes of member voting were provided and had been submitted to the MASWCD. Janski asked if there were any resolutions the board wanted to discuss and how members felt voting independently worked.

Beckstrom felt that voting independently potentially avoided perceived pressure to vote one way or another. Hoefert felt it led to an increase in the number of resolutions he voted for to be brought up for discussion at the annual meeting. Janski noted that may be an indication that resolutions are lacking adequate supporting information or may not be clearly written. Janski suggested everyone consider what process the board would like to follow next year.

ii. Annual Convention registration

Motion by Beckstrom to approve registration for all board members who want to attend. Second by LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

c. Soil Health Cost Share grant agreement: Standard policy for this grant allows 20% of the funds to be made available for technical/administrative (TA) staff time without BWSR approval. Greater than 20% is allowable with board action, a description of why more than 20% is needed, and details of what the funds will be used for in the workplan. Eligible practices include: cover crops, strip-till/no-till, perennial /crops, stand diversification, perennial strips, agroforestry, rotational grazing. Shaw requested board authorization to use greater than 20% TA. Shaw will determine what amount of TA is needed pending information from ML county on the 2023 budget allocation. If greater than 20% is needed to hire an ag tech to be able to use any of the cost share, then the work needed will be detailed in the work plan. Hoefert noted the district should use as much as possible for cost share vs technical time.

Motion by Beckstrom to authorize signature on the FY23 Soil Health Cost Share grant agreement #P23-2708 and authorize use of greater than 20% for technical time if needed. Second by LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

d. LCCMR Tree Planting grant – table until the December meeting. Shaw needs additional time to confirm next steps to subcontract with the Mille Lacs Band of Ojibwe before proceeding.

7. Financials

a. Reconciliation of Bank Statements (Finance Committee Member) – LaSalle reconciled the November bank statement with the QuickBooks accounting system. It went well, but found a process problem with entering interest which will corrected by next month.

b. Financial Update – Shaw reported that MLC is still finalizing the 2023 budget which should be 99.9% complete after the November 15 County board work session in preparation for the December 8 County truth in taxation meeting. Staff will draft final 2023 SWCD budget and prepare that for review by the Finance Committee the last week in November.

Shaw proposed an idea for an SWCD budget listening session that would provide an opportunity to engage interested members of the community around what goals the SWCD proposes to accomplish and where funding for those activities comes from. The board was supportive of the goal. After discussion it

was agreed that a decision about whether to host this December or wait until next year would depend upon feedback from MLC regarding space and time for SWCD staff to prepare materials for the public to review and respond to.

Motion by Beckstrom to approve planning for an SWCD budget "listening session." Second by LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

- i. New Lease Standard policy #2022-06: The Financial Accounting Standards Board has adopted a new policy called the New Lease Standard (ASC 842). This new policy will be back-dated to reflect as of January 1, 2022. The New Lease Standard requires all public and private entities to record the vast majority of their leases to the Balance Sheet. This new standard was established to enhance transparency into assets and liabilities that arise from leases. Effective December 31, 2022, all material leases must be disclosed on the Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balance. The Board will need to set a threshold for capitalizing leases. This threshold will be at least 50% of all material leases. If the total of 50% of material leases exceeds the threshold adopted by the Board, then additional entries will need to be made into Quickbooks to adopt this new policy. However, if the total of 50% of material leases is less than the threshold, there will be no additional entries made. There will however, be additional disclosures added to the end of the year Financials.

After speaking with Samantha at Peterson Company LTD, the firm we have been using for yearly audits, we have determined that our leases are wrapped up in our MOU with Mille Lacs County. Taking into account the total of those payments throughout the last year, our total material leases are roughly \$5,600. Based on that total and the size of our overall District, Samantha has recommended that our threshold be set at \$3,000. If approved, there will be no additional entries made monthly by staff but there will be disclosures, relating to this policy, included on the end of the year Financials.

Motion by LaSalle to set the ML SWCD new lease standard threshold at \$3,000. Second by Beckstrom. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

- c. Isanti SWCD invoice for assistance updating MLSWCD website Aug-Sept 2022

Motion by Beckstrom to approve payment to Isanti SWCD in the amount of \$1,602.76 for website work done Aug-Sept 2022. Second by Hoefert. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

- d. SRW 1W1P Planning Grant P20-9953 fiscal expenditures to be reimbursed:

- i. Stantec - \$1,572.50
- ii. Isanti SWCD – website posting \$329.98
- iii. Pine SWCD - \$365.42
- iv. Kanabec SWCD – \$180 (tabled from October meeting)

Motion by Beckstrom to approve payment for work done under the Snake River Watershed 1W1P planning grant P20-9953 to: Stantec in the amount of \$1,572.50 for work done Sept. 17 – Oct. 14, 2022; Isanti SWCD in the amount of \$329.98; Pine SWCD in the amount of \$365.42; and Kanabec SWCD in the amount of \$180. Second by LaSalle. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

- i. Isanti SWCD Buffer Law compliance invoice - Matthew Remer of Isanti SWCD completed the required 2022 buffer law compliance monitoring in Mille Lacs county.

Motion by LaSalle to approve payment to Isanti SWCD in the amount of \$1,472.91 for buffer law compliance checks. Second by Campbell. Affirmative: Beckstrom, Hoefert, LaSalle, Campbell. Opposed: none. **The motion carried.**

8. Informational Updates

- a. Water Management/Workgroups
 - i. Technical Service Area 3 (LaSalle/Hoefert)
Shaw reported Area 3 staff met November 8th to discuss the Lake SWCD construction cost overrun and funding shortfall. No funds will be requested from TSA3 but regarding future projects SWCDs should be cautious when budgeting projects. Always have adequate contingency funds, be clear with contractors regarding overage options, consider back up plans in the event there are historic weather events that delay construction. Staff are requested to use site visit request forms both to share scope of work within the SWCD and to provide to guidance TSA for project management.
 - ii. Mille Lacs Lake Watershed Management Group (Janski/LaSalle)
Janski reported the group doing planning and budgeting for 2023. They are applying for grants for lunch and learn events. Shaw provided the MLSWCD logo for a "Keep it Clean" campaign video and suggested MLLWMG consider providing their logo since they are part of the planning effort.
 - iii. Forestry Association(LaSalle/Campbell)
 - iv. Local Water Management Plan Advisory Committee(LaSalle/Beckstrom)

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

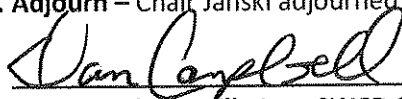
- a. Rum River Watershed Partnership (RRWP) JPE Board (Janski) Nov 30 @ 4:30
- b. Snake River Watershed CAC & Board Meeting (Beckstrom or Hoefert) TBD
1W1P Snake River Policy Committee Nov 28 @ 10:30
- c. Mississippi-St. Cloud Watershed Policy Committee (Campbell/Hoefert) TBD
- d. TSA Area 3 (LaSalle/Hoefert) January 25 @ 10:00
- e. Mille Lacs Lake Watershed Mgmt. Group (Janski/LaSalle) Nov 21 @ 10:00, remote
- f. SWCD Forestry Association (LaSalle/Campbell) Nov 17 @ 10:00
- g. Local Water Management Plan Advisory Committee (LaSalle/Beckstrom) TBD
- h. Internal Operational Committee Meetings
 - i. Finance (Hoefert/LaSalle)
 - 1. Statement reconciliation w/Quickbooks (LaSalle) monthly
 - 2. Finance Committee meeting to review draft budget (LaSalle/Hoefert) late Nov
 - ii. Personnel (Janski/LaSalle)
 - 1. Personnel reviewsbefore Dec bd mtg
 - iii. Conservation (Beckstrom/Campbell)Feb to plan for next crop season
 - iv. Public Outreach (Beckstrom/Campbell)
 - v. One on One Meetings with Administrator please schedule monthly as needed

10. Supervisor Updates

11. Evaluate the Meeting – nice job keeping a concise meeting.

12. Next Regular Meeting – Because the MASWCD convention will take place the same day as our regularly scheduled meeting, the decision was made to move the regular December meeting to **Thursday, December 15th** - 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 7:25PM



 Dan Campbell, Mille Lacs SWCD Secretary

1/11/2023

 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.

