



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:

(1W1P) One Watershed, One Plan (BWSR program)

(BMP) Best Management Practice

(BWSR) Board of Water & Soil Resources

(CWF) Clean Water Fund

(JPA, E or C) Joint Powers Agreement, Entity or Collaborative)

(RRWP) Rum River Watershed Partnership (JPE board)

(MRSC) Mississippi River St. Cloud

(SRWPP) Snake River Watershed Plan Partnership

(LGU) Local Government Unit

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

(MLBO) Mille Lacs Band of Ojibwe

(MLLWG) Mille Lacs Lake Watershed Group

(MLSWCD) Mille Lacs Soil & Water Conservation District

(NACD) National Association of Conservation Districts

(NRCS) Natural Resources Conservation Service

(PFM) Private Forest Management

(TSA 3) Technical Service Area 3 – SWCD Engineering

(MAWQCP) MN Ag. Water Quality Certification Program

(WBIF) Watershed Based Implementation Funds

(WCA) Wetland Conservation Act

(WSP) Woodland Stewardship Plan

Mille Lacs SWCD Board Meeting – MINUTES
Wednesday, January 8, 2025

The meeting was held at the Mille Lacs County Historic Courthouse, Conference Room D with remote option for the public.

Members Present:

Chair, Jake Janski, District 3

Vice-Chair, Dan Campbell, District 1

Treasurer, Andre LaSalle, District 4

Secretary, Tim Braun, District 2

Member, Robert Hoefert, District 5

Staff Present:

District Administrator, Susan Shaw

Financial Specialist, Pam Kuhn

Participating Guests: none

Members Absent: none

Administration of Oath of Office done jointly with the Mille Lacs County Board 8AM January 7, 2025

Call To Order & Pledge of Allegiance

The meeting was called to order at 6:00 PM by Administrator Shaw.

1. Election of Officers

- A. Chair/Public Relations Officer (Personnel Cmte responsibility) - Shaw asked for nomination for the office of Chair.
Hoefert nominated Janski for the office of Chair. **Motion by LaSalle to appoint Jake Janski as Chair.** Second by Campbell. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**
Shaw turned the meeting over to Chair Janski.
- B. Vice Chair – Janski called for nomination for the office of Vice Chair.
LaSalle nominated Campbell for the office of Vice Chair. **Motion by LaSalle to appoint Campbell as Vice Chair.** Second by Hoefert. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**
- C. Treasurer (Finance Cmte responsibility) - Chair Janski called for nominations for the office of Treasurer noting there is an expectation that the Treasurer be on the Finance Committee. Campbell nominated LaSalle for the position.
Motion by Campbell to appoint LaSalle as Treasurer. Second by Hoefert. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

- D. Secretary - Chair Janski called for nominations for the office of Secretary noting the expectation is to review the minutes once they are drafted. Hoefert nominated Braun for the position of Secretary.
Motion by Hoefert to appoint Braun as Secretary. Second by Campbell. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

2. Conflict of Interest Declaration

Policy 2025-01: "A conflict of interest whether actual or perceived occurs when someone in a position of trust has competing professional or personal interests and these competing interests make it difficult to fulfill professional duties impartially. At this time, members are requested to identify any potential conflicts of interest they may have regarding today's business."

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.

Motion by LaSalle to approve conflict of interest policy 2025-01. Second by Braun. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

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

Additions: switch order of item 9.5 Approval of Budget and 9.6 Annual professional association dues.
Deletions: none

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

4. Open Public Forum

Existing policy limited time for board meeting topics not scheduled within the agenda to 10 minutes but allowed time extension by vote. The board evaluated the time allowed. – No public comment.

Motion by LaSalle to limit public forum time for board meeting topics not scheduled within the agenda to 2 minutes per person but allows time extension by board vote. **Second by Campbell.** Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

5. Consent Agenda

- A. Approve December 11, 2024, Regular Meeting Minutes
- B. Supervisor 4th quarter 2024 compensation report
- C. Annual statement of the cost to the district for benefits liability (vacation, sick, comp time, etc.)
 - 1. Sick leave liability payout to Susan Shaw per personnel policy \$1,691.71
- D. Financial institutions (First National Bank of Milaca, Neighborhood National Bank of Mora)
- E. Signatures for accounts - Affirm policy dated 05.08.2024 to authorize Jake Janski-Chair, Andre LaSalle-Treasurer, Susan Shaw-District Administrator and Lynn Gallice-Resource Conservationist to sign financial transactions, requiring two signatures on checking accounts and only one signature for fund transfers from savings to checking.
- F. SWCD state aide payment resolution (done annually)
- G. Information Only: Partner Reports, Project Summaries, News Releases

Motion by LaSalle to approve the consent agenda. Second by Braun. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

6. Organizational Business

- A. NRCS/SWCD Memorandum of Understanding & Freedom of Information Act..... (tabled)
No NRCS representative was in attendance. Shaw gave brief reminder that board members and staff must follow civil rights, privacy and freedom of information laws, and agreements between the USDA and the SWCD.
- B. Know and Understand SWCD Election Options..... (info/discussion)
Reminder that SWCDs are nominated based on landmass vs population based. There is an option that allows reorganizing electoral districts. SWCDs can petition to change nomination district boundaries.

- C. Approve February 2025 through January 2026 Board Meeting Dates..... (action)
Motion by Campbell to approve the board meeting schedule to be 6pm on the 2nd Wednesday of each month. **Second by Hoefert.** Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**
- D. Set supervisor compensation set compensation rates(action)
 Janski teed up discussion about compensating supervisors for the time and effort they put into meetings. The MLSWCD compensation rate in 2024 was \$60. Statutory per diem cap is \$125. Proposed compensation policy:

2025-06	Compensation Policy:	Compensation for supervisors is paid at a rate established by the SWCD Board. The rate cannot exceed the limits established by statute. Compensation is on a per day basis (per diem). A day is defined as the twenty-four-hour period from midnight to midnight. Compensation for SWCD supervisors is considered income and must be reported in accordance with tax regulations. Meetings and other activities must be deemed necessary to conduct the SWCD business to be eligible for compensation and expenses. To be compensated for meetings or travel, the meeting must be approved by the board and documented in the official minutes. The following has been passed by the MLSWCD Board on 01/08/2025 to be effective January 1, 2025.
2025-07	Mileage rate:	The district follows the federal mileage rate
2025-08	Compensation schedule:	Quarterly following the calendar quarters: Jan-Mar, April-June, July-Sept, Oct-December.
2025-09	Reimbursement of claims	All claims for reimbursement must be submitted within 90 days of the incurring expense, except end of year claims. Claims for reimbursement submitted to the financial specialist after the 90-day limit will not be paid. No expenses shall be considered for payment if they are turned into the SWCD financial specialist later than February 15th of the year following the year in which they are incurred. All claims need to be submitted to the financial specialist on a signed and dated <u>Supervisor Expense Reimbursement Form</u> with itemized receipts to verify expenses. Claims must be submitted before the last business day of the quarter, or the claim will be processed at the end of the next calendar quarter.
2025-10	Financial Specialist/Administrator approval	All supervisor expense forms shall be reviewed against the list of authorized meetings recorded in the board minutes and signed off on by the financial specialist or administrator before payment.
2025-11	Per diem limit:	State per diem limit for SWCD supervisors is \$125.
2025-12	Base meeting compensation	Base rate for services performed in discharge of duties is \$75 per mtg. Prep for mtgs, attendance, giving cmte reports, etc. Option to charge less at supervisor discretion.
2025-13	Additional pay to chair a meeting	The chair of a meeting takes on the responsibility to lead and facilitate discussion by setting the agenda, managing time, ensuring everyone has a chance to contribute, keeping the conversation focused, and guiding the group towards a decision or outcome. The person chairing a meeting will receive an additional \$20 for the meeting to perform and discharge the duties of the role, up to the per diem limit. This applies to partnership board and voluntary committees.
2025-14	Additional travel pay	For meetings requiring travel of 50 miles or more each way, an additional \$50 will be received to compensate for the additional time out of the supervisor's day, up to the per diem limit.

2025-15	Additional same day meeting pay	For circumstances when a supervisor is approved to attend more than one meeting in the same day, an additional \$50 will be received for second or additional meetings, up to the per diem limit.
2025-16	Reimbursement for lodging, meals and incidentals:	Supervisor reimbursement for lodging, meals, and incidentals mirrors employee policies.

Motion by Hoefert to approve policies defining supervisor compensation rates effective January 1, 2025. Second by Braun. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

E. Standing Committee Assignments (vs working groups)(action)
 i. Internal Operational Committee Assignment - Optional committees that function at the will of the Board

1. Financial Committee

Purpose: Work with the Administrator on overall fiscal status of the district (fund balance, long term liabilities, staffing capacity/personnel and benefits costs, capital budgeting.)

Motion by LaSalle to appoint Hoefert and LaSalle to the Finance Committee. Second by Braun. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

2. Personnel Committee

Purpose: Provide recommendations to the SWCD Board to ensure the district is running well, while not intruding into the defined and assigned supervisory responsibility of the manager. Work with the Administrator when updating job descriptions, conduct hiring, perform Administrator performance evaluations, confidential employee dispute resolutions.

Motion by Campbell to appoint Janski and LaSalle to the Personnel Committee. Second by Hoefert. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

3. Conservation/Public Outreach Committee

Janski proposed combining the Outreach committee and Conservation committee based on the rationale that the district has staff that do outreach, the chair is the public outreach officer, but those on this committee could attend some of the conservation outreach events as board representatives. It would be an opportunity to learn more about what the district is doing.

Motion by Hoefert to appoint Braun and Campbell to the Conservation/Public Outreach Committee. Second by LaSalle. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

4. SWCD Equipment Liaison

Purpose: Provide recommendations for rental equipment, maintenance and management.

Motion by Campbell to appoint Braun as the Equipment Liaison. Second by LaSalle. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

5. Government Relations Committee

Janski proposed creating a new committee that would get to know our legislators, know who to contact or invite to events, go to the MASWCD Legislative Day at the Capitol to meet with legislators. This committee could also work with County Commissioners or Mille Lacs Band of Ojibwe governing officials. The board felt it was an excellent idea.

Motion by LaSalle to appoint Janski and Braun. Second by Hoefert. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

- ii. Partnership Boards -Joint Powers Agreements are in place or anticipated, making MLSWCD a voting member. Membership gives MLSWCD access to funding and/or staff capacity.

Purpose: Comprehensive Watershed Plans serve to meet the statutory comprehensive planning requirements for SWCDs. The MLSWCD is required to have a comprehensive plan for the Rum River, Snake River and Mississippi/St. Cloud watersheds. Board appointees are there representing the district not individual preferences. Representatives are not there to volunteer staff time or commit the district to activities, please bring requests made by partnership boards back to the MLSWCD Administrator or board. Continuity of representatives is important on these boards as the scope of work is complex, and open meeting law applies.

1. Rum River Watershed Partnership (RRWP) Board
Motion by LaSalle to appoint Janski as primary and Braun as the alternate. Second by Campbell. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**
2. Snake River Watershed Plan Partnership (SRWPP) Board
Motion by Campbell to appoint Hoefert as primary and Braun as alternate. Second by LaSalle. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**
3. Mississippi/St. Cloud Watershed (MRSC)
Motion by Hoefert to appoint Campbell as primary and Braun as alternate. Second by LaSalle. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**
4. Mississippi/Sartell – no representative
5. SWCD Engineering Technical Service Area 3
Motion by Braun to appoint LaSalle as primary and Hoefert as alternate. Second by Campbell. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

- iii. Voluntary Membership Boards – outside organizations that have invited MLSWCD to be a member

1. Mille Lacs Lake Watershed Management Group
Purpose: to protect and enhance the water quality, ecosystem health, sustainability, and resilience of the waters and lands of the Mille Lacs Lake Watershed through a stakeholder-driven forum that encourages a partnership among individuals; businesses; local and state governmental units; and sovereign nations.

Motion by LaSalle to appoint Janski as primary and LaSalle as alternate. Second by Hoefert. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

Janski noted that he may opt out of participating in a meeting if he knew staff were going to attend.

2. MN SWCD Forestry Association.....tabled
Purpose: to promote sustainable forest stewardship of Minnesota private lands through work by SWCD member district’s conservation assistance and service programs. The Association does this by assisting districts in meeting the forestry/woodland management needs of their clientele in partnership with DNR, BWSR, NRCS and an array of natural resources partners.

This association requires dues to be a voting member. LaSalle and staff are questioning the value of what we get out of it relative to the resources we commit to participate. Cost includes staff time, supervisor time and dues. The association is considering raising dues in the future, maybe as high as \$550. Shaw and Clyne have a plan to discuss membership with other stakeholder SWCDs to

understand what the association needs from the Mille Lacs SWCD and what the impact would be if we stepped away. The group appears to be an advocacy group for forestry in MN and the biggest thing they do is create resolutions to ask for support for forestry by MASWCD and BWSR. Many of the topics talked about at meetings have to do with the forest economy and not water quality so it's difficult to pay for staff time to participate.

Janski reported there is a high likelihood he will be appointed to the Forestry association as a MASWCD liaison.

Motion by Campbell to set the term length of board officer positions and committee assignments to 2-year terms. Second by LaSalle. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

F. Strategic Plan Guiding Documents (info)

Shaw reviewed the three types of strategic planning documents to guide the work of the district.

1. Civic Governance Policy Agenda and Framework (how we do our work)

These two documents govern how the district has committed to doing its work as a two-year pilot exploration with the Midwest Active Citizenship Initiative (MACI). The district has adopted these documents as policy through 12.31.2025.

2. Organizational Strategic Framework (evaluate economic, env and social impacts on the community)

The district has identified three strategic priorities:

- Implementation,
- leadership development of the staff, board and in developing community partnerships,
- and fiscal management, which supports the work of implementation and leadership development, versus being driven by them. Shaw noted that means the district scrutinizes the funds it accepts to ensure the work of the districts meets community needs, vs simply accepting grants that pulls our work away from our core priorities.

3. Comprehensive Watershed Implementation Plans (target the work)

- The Rum, Snake and Mississippi St. Cloud watershed each have a comprehensive plan developed through their respective watershed partnerships. The MLSWCD has adopted these comprehensive watershed plans as our district comprehensive plans to meet the statutory requirement. These plans target our water management work.

7. Strategic Implementation

A. Rum River Watershed

1. Partnership (RRWP) BoardJanski (Braun)/staff

The December meeting was postponed to January 23rd.

2. Community Conversations (Molly Clyne – lead) see staff report

3. Mille Lacs Lake protection efforts (Lynn Gallice – lead)..... see staff report

- i. Mille Lacs Lake Watershed Group (Janski/LaSalle)..... committee report
Still planning a very robust program for the Healthy Land, Healthy Lake event for May 3rd in Wahkon with speakers on lake health. They are doing very tangible and public facing and engaging efforts like picking up letters and learning about loons. Gallice will be presenting about the Compass program.

4. Groundwater/drinking water safety (Lynn Gallice – lead)

5. Agriculture/Soil Health (Siena Storm – lead)

- i. No-till equipment..... see staff report
- ii. Equipment liaison – committee report..... Braun
- iii. BWSR WBIF Rum River Watershed Partnership
- iv. MDA MAWQCP see staff report

6. Forestry (Molly Clyne – lead)..... see staff report

- i. MN SWCD Forestry Association - (LaSalle/Campbell)

- ii. LCCMR Tree Planting Grant (ID 2022-260)
 - a. **Motion by Hoefert to approve reimbursement** payment to Ryan Beasley at flat rate of \$300 under contract P23-2942-WSP-03 for a Woodland Stewardship Plan written, based on a not to exceed rate of \$300 for an eligible plan. **Second by Campbell.** Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**
 - b. **Motion by LaSalle to approve reimbursement** payment to Dennis Havel at flat rate of \$300 under contract P23-2942-WSP-06 for a Woodland Stewardship Plan written, based on a not to exceed rate of \$300 for an eligible plan. **Second by Campbell.** Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**
 - c. **Motion by Campbell to approve contract P23-2942-WSP-07** with Terry Gores for cost assistance to have a Woodland Stewardship Plan written that would be reimbursed at a flat rate of \$300, based on a not to exceed rate of \$300 for an eligible plan. **Second by LaSalle.** Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**
 - d. **Motion by Braun to approve contract P23-2942-WSP-08** with Travis Johnson for cost assistance to have a Woodland Stewardship Plan written that would be reimbursed at a flat rate of \$300, based on a not to exceed rate of \$300 for an eligible plan. **Second by Campbell.** Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**
 - e. **Motion by Hoefert to approve contract P23-2942-WSP-09** with William Franey for cost assistance to have a Woodland Stewardship Plan written that would be reimbursed at a flat rate of \$300, based on a not to exceed rate of \$300 for an eligible plan. **Second by Campbell.** Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

iii. Tree planter (Molly Clyne – lead)

B. Snake River Watershed

- 1. Plan Partnership (SRWPP) Board - Hoefert (Braun)/staff.....report
Hoefert chaired the Dec 30th meeting. There are lots of funds to appropriate but there are not enough projects to implement yet.
- 2. Stream/shoreland protection (Lynn Gallice – lead)
- 3. Groundwater/drinking water safety (Lynn Gallice – lead)
 - i. SRWPP SOW project C# SR-WBIF-01-MLSWCD-2024 Well Sealingfunds available
- 4. Agriculture/Soil Health (Siena Storm – lead)
 - i. SRWPP SOW project C# CY2024-26 Outreach – staff time to host partnership website and outreach to engage the adoption of priority BMPs..... Funds available
 - ii. SRWPP SOW project C# CY 2024-25 PD – staff time for wetland restorations, conservation easements, structural and non-structural BMPsfunds available
- 5. Forestry (Molly Clyne – lead)
 - i. SRWPP SOW project C# CY 2024-25 Project Development – staff time for forestry, forest stewardship plansfunds available

C. Miss/St. Cloud Watershed (MRSC)

- 1. Partnership Board - Campbell (Hoefert)/staff..... partnership board being formed
Shaw reported that the BWSR Board has approved the comprehensive plan. Next step will be to adopt the JPE agreement and form the board.
- 2. Stream/shoreland protection (Lynn Gallice – lead)
- 3. Groundwater/drinking water safety (Lynn Gallice – lead)
- 4. Agriculture/Soil Health (Siena Storm – lead)
- 5. Forestry (Molly Clyne – lead)

D. Miss/Sartell (MR-Sartell) 1W1P Planning Partnershipno planning role

E. **Other Programs and Grants**

1. Promotional Efforts/Information/Outreach
 - i. Conservation/Public Outreach Committee..... LaSalle & Campbell (Janski)
 - ii. Conservation tree sale (Pam Kuhn – lead).....report
Kuhn reported the sale started and there are already 10 orders.
2. BWSR Easement Stewardship (Siena Storm – lead) see staff report
 - i. Administrator executed Work Order 48-24-W001 per policy 2017-01 (info)
3. BWSR Buffer Law Implementation (Siena Storm – lead) see staff report
4. DNR Observation Well Monitoring (Siena Storm – lead) see staff report
5. Mille Lacs County Ag Inspector
 - i. MDA Noxious Weed grant
6. Innovative Irrigation Practices to Protect GW Quality & Quantity RCPP Grant

8. District Capacity & Leadership Development

A. Personnel

1. Personnel Committee (Janski/LaSalle) personnel review report
The committee did a year-end review of Shaw, and she brought them up to date on personnel reviews before the holiday break. It seemed like a good year, good direction, good to have full staff. Still an overwhelming amount of work, but it seems like the district staff are heading in the right direction. Feels like more solid footing. The committee had very informal chats with staff to check in. Staff shared positive vibes. Siena is learning a lot. Molly’s been here 1 year already. It’s clear they know what they are doing and where they are heading.
2. Employee handbook policy changes (Shaw)tabled
Shaw continues with the updates needed and needs to set up a meeting with the personnel committee to review the draft document before bringing it to the board in February.

B. Board

1. SWCD Engineering Technical Service Area 3 (LaSalle/Hoefert)report
2. MASWCD/NE Area 3 Business (Janski-A3 Director)report
Janski reported that the association puts out a request for volunteers for committees. The announcement will come out soon. There are a lot of openings. If interested, and have questions please talk to Jake.

SWCD Legislative Day at the Capitol is set for March 4-5. The 4th is a briefing by the association about legislative priorities for the year where they give talking points for conversations with legislators. There is a networking cocktail hour the night before. The SWCDs need to set up meetings with legislators for the next day. If people want to go it would need to be approved at the February board meeting. The 15 million in SWCD Aid is set to drop to 12 million in 2026 if the legislature doesn’t act to increase it.
3. General Supervisor updates
Janski reminded the board members that they will be receiving a campaign finance reporting form that MUST be filed with the State by January 27th.

C. Civic Partnership Development (Molly Clyne – lead)

9. Fiscal Capacity

- A. Financial update (Pam Kuhn - Financial Specialist)report
Kuhn reviewed the transactions and treasurers’ reports.
 1. **Motion by LaSalle to approve the treasurer’s report and monthly transactions report which include electronic transfer’s # E24-289 - E24-317, credit card fees and checks written #8136-8144, totaling \$41,835.51 and subject to audit. **Second by Braun**. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.****

2. Quarterly Budget to Actual – Kuhn reviewed a profit and loss and clarified that the district came close overall on the budgeted vs actual comparison. Shaw and Kuhn are working together on correlating a budget format for 2025 that will make it easier to print quarterly reports.
3. Reconciliation of Bank Statements (Treasurer).....report
LaSalle reported that he came into the office and reconciled the December bank statements in QuickBooks.
4. Fee schedule
Braun suggested the minimum fee for the Tye rental should be increased to \$150 to cover base wear and tear and staff time. The tree planter rates can be reviewed later.
Motion by Braun to adopt the fee schedule with an increase to the Tye minimum rental fee.
Second by LaSalle. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**
5. Annual professional association dues
Janski reported that districts should expect incremental annual increases to MASWCD dues. Shaw offered to give a presentation to the board about the district relationship with the Midwest Active Citizenship Initiative (MACI). Hoefert noted that the district is paying less than the suggested minimum dues to the National Association of Conservation Districts (NACD) and that they do good work advocating for conservation funding at the national level.
Motion by Hoefert to approve the list of association dues providing \$250 to NACD. Second by LaSalle. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**
6. Approval of 2025 Budget (Finance Committee/Shaw)
The finance committee met in December to review the financial status of the district. Shaw was able to provide an explanation of the complex revenues and expenditures anticipated.
Motion by Hoefert to approve 2025 budget as presented. Second by Braun. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

10. Approved SWCD Meetings & Events

Motion by LaSalle to approve supervisor attendance/reimbursement for the following meetings. Second by Campbell. Affirmative: Hoefert, LaSalle, Campbell, Braun. Opposed: none. **Motion carried.**

Internal Operational Committees

- A. Finance Committee (Hoefert/LaSalle)
 1. Statement reconciliation w/QuickBooks (LaSalle)monthly
- B. Personnel Committee (Janski/LaSalle)
- C. Conservation/Public Outreach (LaSalle/Campbell)
- D. Equipment liaison (Braun) as needed
- E. One on One Meetings with Administrator please schedule monthly as needed

Partnership Boards

- F. Rum River Watershed Partnership (RRWP) Board (Janski/Braun).....rescheduled Jan 23 @ 4:30
 1. Implementation Planning Committee (IPC) liaison (Janski) Jan 13 @ 12:30
Janski will not be able to make this meeting.
- G. Snake River Watershed Plan Partnership (SRWPP) Board (Hoefert/Braun)Dec 30 @ 9:30
- H. Mississippi-St. Cloud Watershed Policy Committee (Campbell/Hoefert)TBD (next likely May)
- I. TSA Area 3 (LaSalle/Hoefert) Jan 22 @ 10:00

Voluntary Membership Boards

- J. Mille Lacs Lake Watershed Group (Janski/LaSalle).....Feb 10 @ 10:00
 1. Healthy Land, Healthy Lake event May 3, 2025
- K. SWCD Forestry Association (LaSalle/Campbell) Jan 16 @ 10:00
LaSalle will not be able to attend but staff will plan to attend.

State and Regional Association Meetings

L. MASWCD/NE Area 3 Meetings

- 1. MASWCD Legislative Day at the Capital March 4-5, 2025
- 2. NE Area 3 Resolutions Meeting, Cloquet Forestry Ctr June 6, 2025
- 3. NE Area 3 Fall Meeting, Kanabec SWCD Hosts..... Sept 8, 2025

- 11. Evaluate the Meeting** – LaSalle noted that he really likes the written staff reports and would also like to continue the practice of staff attending board meetings in person to present information for the board.
- 12. Next Regular Meeting** – February 12, 6PM, Historic Courthouse, Conference Rm D w/public remote option.
During Historic Courthouse construction February 3 ~ May 2025 the building will be accessible but disrupted.
- 13. Adjourn** – Chair Janski adjourned the meeting at 8:28 PM



Tim Braun, Mille Lacs SWCD Board Secretary

2-12-25

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.