OUTCOME DOCUMENTS FROM THE JANUARY 12, 2016 REGULAR BOARD MEETING

MEMBERS PRESENT: Mike Johnson, Gene Carda, Paul Hoppe, Kevin Belkholm

OTHERS PRESENT: Deanna Pomije, Donna Walters-Nelson, Dennis McNally, Kurt Beckstrom

Chairman Hoppe called the meeting to order at 2 p.m.

Elections:
Chair – nomination of Hoppe M/S/Approved Belkholm/Carda
Vice-Chair – nomination of Belkholm M/S/Approved Johnson/Carda
Treasurer – nomination of Johnson M/S/Approved Johnson/Carda
Secretary – nomination of Johnson M/S/Approved Johnson/Carda

Committees:
Forestry – nomination of Carda M/S/Approved Belkholm/Johnson
Technical Service Area (TSA) – nomination of Johnson M/S/Approved Carda/Belkholm
Snake River Board - nomination of Johnson M/S/Approved Carda/Belkholm

M/S/Approved Belkholm/Carda to cease nominations and elect all nominations to their accepted positions.

M/S/Approved Belkholm/Carda to approve the December 15 meeting minutes and the Dec. financial report. M/S/Approved Johnson/Carda to approve the Dec. vouchers for payment. Additionally approved the payment of $60 – for membership to the MN SWCD Forestry Ass.

Informational:

- Aquatic Invasive Species (AIS) Mini-Summit at the Long Lake Conservation Ctr. on 12/28. The focus was on Zebra Mussel threat and prevention. Described testing the water for young zebra mussel. Great open discussion on sharing AIS ideas and collaborating educational resources. A future meeting was discussed to be held with the top 10 largest funded AIS counties for even more sharing and collaboration.

- Reminder Campaign Finance Disclosure due 1/25/16

- Update on two Conservation Partnership Legacy grants – DNR
  - Prescribed burning for wildlife habitat management. With the remaining money plan to work with Tim Marion, DNR to plan and schedule burning this spring on WMA areas in the county.
  - Tree planting of disease resistant Butternut and Elm – grant expires June 2016.
Have not located a source for the trees, if unable to find will plant a variety of wildlife beneficial trees/shrubs. Two locations planned for planting: SWCD land and the Mille Lacs WMA. Discussion continued on where to find disease resistant Butternut and Elm and where Butternut resistance may be found.

- County Water Plan revision starting with Environmental Services, Teresa W. County Board approved $8700 for SWCD time involved in this re-write. Hoppe announced that he was selected as a member to the County Water Plan Re-Write Committee, composed of 7 members. Reviewed briefly the steps involved in the re-write process.

- Reinvest in MN (RIM) in the Trees – final letter from the surrounding 5 counties sent to BWSR.

**NRCS Report:** Presented by Donna Walters-Nelson.

The EQIP Program eligibility deadline was Dec. 18. Aug. 1, 2016 is the announced deadline for FY 2017 EQIP applications. Various site visits were mentioned for wildlife habitat improvement and grazing assistance to land owners. Continued work with current CSP clients in regards to their payments. The current General CRP sign-up runs thru 2/26. Training provided on DUNS number registration and Nutrient Management training scheduled for next Thursday.

**Discussion:**

- MN Ass. SWCD Kurt Beckstrom presented on the restructuring of the MASWCD membership dues and the benefits and services they provide. Services such as training and lobbying for the SWCDs. He distributed the MASWCD 2015 Accomplishment Report. He answered our questions and explained briefly how the due restructuring was conducted.

- IRS letter on the 3rd Quarter (July-Sept.) 2015 941 Federal Tax Return error. Response due 1/19/16. The error was due to a payroll error that occurred in July 2015, resulting in $210.64 in taxes due.

**Decisions:**

- PERA retirement new accounting reporting requirement - will result in negative balance on the books.

- Grant agreement request for the next funding of 40%, Mora Stormwater – Clean Water Fund Plan to meet with the City and Wenck on preliminary modeling report and get input on stormwater project treatment sites

**Capacity Clean Water Fund (CWF) Plan $100,000**

- Reviewed some changes to the current plan: Now have a pay range for the Shared Adm. Assistant at $16.58 – 22.13/hour. The District Manager would recommend putting off work on educational outreach on the District Land into 2017 to allow planning to take place in 2016. For the District Manager pay increase a comparable Mille Lacs pay was presented. Discussed a newer vehicle purchase. The District Manager recommended favoring purchasing over the more expensive leasing option, our mileage usage is low. The county may have some leasing options. It was mentioned that Mora Auto may be available to check over a used vehicle for purchase.

The presented draft from Dec. 2015 of the Capacity Funds plan for the $100,000 was **M/S/Approved** Johnson, Carda in Dec. 2015. Some details yet to be added as clarification on spending is obtained. A work plan for this funding will be entered into e-Link and then presented again for board approval. The work plan is entered under listed natural resource concerns with the requested capacity funding (ex: staffing and equipment needs) behind each
concern. For example the riparian zone management resource concern may list funds needed for staffing, GPS equipment and added vehicle needs.

- Adm. Assistant shared contract with Mille Lacs - M/S/Approved Carda/Johnson, approved as presented. The billable hourly rate may change based on where within the pay range the new applicant falls.

- Adm. Assistant Position Description / Job Announcement due out soon.

- Technician Position Description to be announced after Capacity grant submitted.

- The District Manager requested that we ask former employee Jan Anderson to come back and assist with our fiscal year end compiling of data, as the workload is heavy currently with the added complexity of doing the new administrative duties. It was M/S/Approved Johnson/Carda in two motions to offer Jan between $22.50 - 32.50 for this work for up to 2 weeks of time.

District Manager’s Report:

- BWSR reporting due 2/1/16, Jason W., BWSR offering training 1/15/16. May not attend some of these meeting/training opportunities to ensure reporting and other adm. tasks are completed.

- The Cattleman’s Ass. has requested a presentation of the new buffer law for an upcoming meeting this spring.

Staff Meeting Attendance*:

- Technical Service Area TSA mtg. Duluth 1/27*
- Comprehensive Nutrient Mgmt. Planning Training with NRCS in Mora 1/14
- AIS workshop, Andover 1/20
- Lands and Legacy Grant Workshop, McNight Foundation, Mpls. 1/13

Committee Reports:

Hoppe and Carda plan to attend the next Forestry Ass. meeting on 1/21/16 in McGregor. A representative is due to speak.

No reports from the TSA or Snake committees as there were no meetings in December.

Set Next Meeting Date, Feb. 9 at 2 pm – Mitch Lundeen, Regional Forester to speak. Meeting adjourned at 4:45 pm.

Special meetings may be requested as personnel and grant decisions are needed.

_______________________________approved __________date