AGENDA
Tuesday, February 9, 2016, 2 p.m.
Kanabec SWCD Office

1. Call to Order: Vice Chairman Belkholm

2. Approve Agenda: Minutes, Financial Report, Vouchers (per diem correction)

3. Informational
   - Save the Date – March 21-22 MASWCD Legislative Briefing & Day at the Capitol, more details to come.
   - County Water Plan Re-write Overview – due Aug. 31, 2017
   - County Wide Township Annual mtg. March 10th 7pm – request input for Water Plan
   - Shared Administrative Assistant interview dates set 2/24 & 3/4

4. NRCS Report

5. Discussion
   - 3 pm Mitch Lundeen, Regional Forester to speak on forestry opportunities
   - IRS corrections filed on all 2015 Quarterly 941 Federal Tax Return
     Payroll corrections on amounts used to calculate FICA/Medicare and withholding taxes, verified with accountant, Peterson.
     - 1st Quarter – additional paid $118.85
     - 2nd Quarter – additional paid $104.43
     - 3rd Quarter – additional paid $40.08
     - 4th Quarter – refund due $367.34
     Overall $103.98 refund due
   - Supervisor Per Diem correction – paid FICA/Medicare and withholding taxes, but didn’t take this amount out of the per diem, invoices sent out for this reimbursement.
6. Decisions

- Cost-share contract – Pink Diamond, Ann Lake – lake shore restoration project contract for $7,776 with a total project cost of $10,401
- Aquatic Invasive Species (AIS) sharing workshop & submitted 2015 time (47.5 hours) for reimbursement at $1740.35
- Grant agreement request for the next funding of 40% Mora Stormwater – Clean Water Fund update, spent $16,767 of $30,072 grant
- Base grant completions – need signatures
- **Capacity Clean Water Fund (CWF) Plan $100,000**
  - Work-plan approval
  - Technician Position / Job Announcement

7. District Manager Report

- Summary of Annual Grant Reporting
- Clean Water Partnership (CWP) 2012 grant expires March 31
  Need to complete final report, time commitment.

8. Committee Reports

9. Miscellaneous

10. Staff Meeting **Attendance:**

- St. Croix Forestry Conference 2/17 Siren, WI
- Nitrogen Conference 2/23 Rochester
- Requesting leave 2/19, 2/23

11. Set Next Meeting Date – March 8th / Adjourn