OUTCOME DOCUMENTS FROM THE February 13, 2018 REGULAR BOARD MEETING

SUPERVISORS: Jan Anderson, Paul Hoppe, Joyce Sawatzky, Kevin Belkholm, Gene Carda

STAFF: Deanna Pomije, Jacquelynn Kelzenberg, Anne LeRoy

OTHERS: Shannon Rasinski – NRCS, Dennis McNally – Kanabec County Commissioner

1. 3-3:30 pm - Supervisor Sexual Harassment Training (video)

2. Call to Order & Approval of Agenda

Chair Sawatzky called the meeting to order at 3:40 pm.

3. NRCS Report

Rasinski presented the report for the NRCS. March 2nd is the deadline the Conservation Stewardship Program (CSP) and the Regional Conservation Partnership Program (RCPP) applications. An Ultima employee – Office Clerk may be hired soon; the position is listed. Toolkit (NRCS planning software) will be replaced with Conservation Desk-Top in Dec. 2018. Engineering job approval authority is planned to be updated within a month. The new copier has been placed in the office. The copier has a service agreement contracted directly with the NRCS, so providing a service agreement is not needed from the SWCD. Rasinski explained the MN NRCS re-organization plan under the acting conservationist, Elke. Detail opportunities will be replacing direct re-assignments. USDA is being re-organized into ‘One USDA’ for colocation of NRCS, FSA and Risk Management. The revised 2018 NRCS operation agreement was signed by Pomije and Sawatzky and given to Rasinski.

4. Consent Agenda (no discussion unless Supervisor requests)

   4.1. Financial – receipts & disbursements
   4.2. Outcomes Document - January
   4.3. Staff Reports
   4.4. Upcoming Staff Meetings / Outreach / Training

M/S Belkholm/Hoppe To approve the Consent Agenda as presented.

Affirmative: Sawatzky, Belkholm, Carda, Anderson, Hoppe
Opposed: None.

5. Approve Treasurer’s Report

M/S Belkholm/Hoppe To approve the Treasurer’s Report as presented.

Affirmative: Sawatzky, Belkholm, Carda, Anderson, Hoppe
Opposed: None.

5.1. Business

Resolution for the correction on the billable rate, approved to start 1/28/18 – corrections made consulting with BWSR, no changes made to our pay rates.

M/S: Anderson/Carda/Hoppe To approve the billable rate as modified, to meet BWSR requirements to accurately reflect the current pay rate of the staff, effective 1/28/18.

Affirmative: Sawatzky, Belkholm, Carda, Anderson, Hoppe
Opposed: None.

5.2. QuickBooks support request – to transition our QuickBooks companies into one, we may be looking to hire QuickBooks support to assist in this transition. Discussed the need for this change, how to make the transition and what support is needed. **No motion needed – informational only.**

5.3. **2018 Summer Seasonal Employee** – propose $12/hr. rate, no benefits, grant Pomije approval to advertise, interview and fill this position

   M/S Hoppe/Anderson - To grant Pomije approval to advertise, interview and fill our summer seasonal position with a pay rate of $12 per hour, and no benefits.

   **Opposed:** None.

6.4. The Nature Conservancy - $20,000 towards Forestry planning capacity in the Snake Watershed, update Pomije explained the budget for this money she put together. It includes funding for private foresters to provide more Forest Stewardship Planning in the Snake Watershed. Tony Miller, the DNR Forester was consulted and agreed that the budget appeared fair. He gave Pomije some names of foresters that work mostly in Kanabec County.

   **No motion needed – informational only.**

6.5 COLA-AIS Reimbursements.

   - Staff time - invoice 2017 Q4 - $1,911.25
   - AIS Summit training attended by Oren Larson (Lewis Lake) -$169

   M/S Carda/Belkhom To submit the above two AIS invoices to the county for reimbursement.

   **Affirmative:** Sawatzky, Belkhom, Carda, Anderson, Hoppe

   **Opposed:** None.

6.6. **Grant Reporting Actions:**

   - Buffer Law 2016 – expired 12/31/17, sending back $514.19
     M/S Anderson/Belkhom To return $514.19 in unused funds from the 2016 buffer law from BWSR
     **Affirmative:** Sawatzky, Belkhom, Carda, Anderson, Hoppe
     **Opposed:** None.

   - 2013 CWF Feedlot Grant – expired 12/31/17, requesting payment $15,000 (40% & 10%)
     Pomije reported that the balance of the 2013 CWF Feedlot grant has been spent and the district needs to request the final payment.
     M/S Anderson/Belkhom To request reimbursement of $15,000.00 from our 2013 CWF Feedlot Grant
     **Affirmative:** Sawatzky, Belkhom, Carda, Anderson, Hoppe
     **Opposed:** None.

   - 2017 Conservation Delivery $18,710, spent down
     Pomije reported that the amount of $18,710.00 was spent as allowed by the grant on administrative costs.
     M/S Carda/Anderson To acknowledge that the 2017 Conservation Delivery Funds were spent down.
     **Affirmative:** Sawatzky, Belkhom, Carda, Anderson, Hoppe
     **Opposed:** None.
6. Project Updates:

- CWF – Ann River update, 78% spent - $36,771 grant balance, $1470 for BMP’s unencumbered yet expires 12/31/18 (original grant $165,590)

  No motion needed – informational only.

- Ann Lake twp. road projects
  
  - Forest Shores, south Ann Lake – township road erosion control project, new contract as the old one expired 12/1/17, request Pomije to sign this renewal

  M/S Carda/Anderson To extend the contract for erosion control work to be completed on Forest Shores/Ann Lake until 12/31/2018 and grant Pomije signing authority to renew this contract.

  **Affirmative:** Sawatzky, Belkholm, Carda, Anderson, Hoppe

  **Opposed:** None.

  - Falcon Street, north Ann Lake - township road erosion control project, contract amendment changing funding source to CWF-Ann River, request Pomije to sign this amendment.

  M/S Anderson/Belkholm To reassign source funding of the Falcon street erosion project to be financed from the CWF-Ann River Grant and grant Pomije the signing authority on this contract.

  **Affirmative:** Anderson, Belkholm, Carda, Anderson, Hoppe

  **Opposed:** None.

- Reiser, Fish Lake, repair on crop field erosion control project, new contract as the old one expired 7/31/17, CWF-Ann River, request Pomije to sign this renewal.

  M/S Hoppe/Anderson To extend the Reiser, Fish Lake crop field erosion control contract until 12/01/2018 and grant Pomije signing authority to renew this contract.

  **Affirmative:** Anderson, Belkholm, Carda, Anderson, Hoppe

  **Opposed:** None.

- Tentis, Fish Lake, repair on gully erosion control project, new contract as the old one expired 12/31/17, CWF-Ann River

  M/S Belkholm/Hoppe To extend the Tentis, Fish Lake gully erosion control contract until 12/01/2018

  **Affirmative:** Anderson, Belkholm, Carda, Anderson, Hoppe

  **Opposed:** None.

- Mike Boster (Seller) / Brian Graber (Buyer) (new project) – Application - waste closure with CWP 50% funding ($24,109.71), pending sale, includes recording fee

  M/S Carda/Belkholm To approve the application of this waste closure under Boster and Graber. Discussion on this topic included questions on how to set up this contract with the pending sale. Pomije will look into these questions with the county attorney and MCIT. Belkholm brought up concerns over the new owner, as a new dairy operator not wanting to use the existing storage and instead relying on daily haul of manure. Belkholm will plan to talk with Graber on this concern.

  **Affirmative:** Anderson, Belkholm, Carda, Anderson, Hoppe

  **Opposed:** None.

- Brian Graber – AgBMP application $13,000 for waste closure
M/S Hoppe/Carda  To approve the AgBMP loan application for Brian Graber in the amount of $13,000. This decision supports the practice as having an environmental gain. This action is not final approval of financing, as this is a required bank decision.

**Affirmative**: Anderson, Belkholm, Carda, Anderson, Hoppe

**Opposed**: None.

- **Clark, Jeanette & Richard, Ogilvie** – Application - well abandonment (hand-dug), Bids: $800 & $1595, proposed 50% - $400 funding through CWP & 25% - $200 Capacity 2017

M/S Carda/Anderson  To approve a contract funding $400.00, using CWP funds and $200.00 using 2017 Capacity funds towards the Clark well sealing project in Ogilvie.

**Affirmative**: Sawatzky, Belkholm, Carda, Anderson, Hoppe

**Opposed**: None.

7. **General Discussion / Public Input**

Commissioner McNally reminded the district to ensure that when meeting times are changes that public notification are advertised.

Belkholm announced that he is planning on attending a Rinke Noonan Ditch seminar in St Cloud on Thursday February 15th, registration is $95.

8. **Set Next Meeting Dates / Committee Reports**

8.1 **Forestry Association Report** – meetings McGregor, Annual dues of $60.00 are due. We’ll need details to process this payment.

M/S Hoppe/Carda  To allocate $60.00 to pay for continued membership in the Forestry Association.

**Affirmative**: Sawatzky, Belkholm, Carda, Anderson, Hoppe

**Opposed**: None.

8.2 **COLA – AIS Next Meeting** 2/8, 5pm in Courthouse (Kelzenberg)

Kelzenberg reported low attendance at the January meeting. The COLA did select promotional materials for 2018. The next COLA meeting will be in April.

8.3 **Snake River Watershed Board** – next meeting 2/26

8.4 **Legislative Day at the Capital** – Mar 12-13, who would like to attend & which days? ($80 per person – 3/12)

Hoppe and Belkholm are planning on attending on Tuesday, March 13th to meet with representatives. Hoppe and Pomije would like to attend on the 12th. Pomije will arrange setting appointments with appropriate legislators.

M/S Hoppe/Belkholm  To approve funding in the amount of $160.00 for registration, plus expenses for Hoppe, Belkholm and Pomije to attend the Legislative Day at the Capital.

**Affirmative**: Sawatzky, Belkholm, Carda, Anderson, Hoppe

**Opposed**: None.

8.5 **Regular SWCD Board Meeting**: **Wed. March 14**, 3:00 PM

M/S Hoppe/Carda  To change the date of the March SWCD Board meeting to Wednesday, March 14th to allow for board members to attend the Legislative Day at the Capitol on 3/13/18.

**Affirmative**: Sawatzky, Belkholm, Carda, Anderson, Hoppe
Opposed: None.

Forestry Training Opportunity:
- Feb. 28 Managing the North Woods for the Future, at the Audubon Ctr. in Sandstone, 8:30-3, walking tour afterwards, $35 fee, on-line registration
  <https://stcroixforestryconference.eventbrite.com>

9. Evaluate the Meeting – What worked? What needs further discussion?

10. Adjourn
    M/S Anderson/Carda To adjourn the meeting at 5:40 pm
    Affirmative: Sawatzky, Belkholm, Carda, Anderson, Hoppe
    Opposed: None.

Civic Governance is a new approach to organizing to facilitate change for the common good, creating effective and stable organizations.
The purpose of Civic Organizing is to organize people to the obligation of being an active citizen; providing the opportunity for them to impact decision making in their role and in day to day work; learning what is good and growing in that knowledge.
- To broaden governing responsibility to include those impacted but not replacing existing governing responsibilities of board members and supervisors. We need to work together; no one group can alone solve our environmental concerns.
- Organizing comes with the obligation of active citizenship.
- Active citizenship is developed in the way institutions and projects are governed in the process of carrying out their mission/purpose/achieving goals.

Approved: ________________________________ Date: _________________________