OUTCOME DOCUMENTS – February 12, 2019 - REGULAR BOARD MEETING

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

STAFF: Deanna Pomije, Anne LeRoy, Jacque Kelzenberg

OTHERS: Denny McNally, Kanabec County Commissioner; Shannon Rasinski, NRCS; Jason Weinerman, BWSR Board Conservationist: Dale Krystosek, BWSR Performance Review and Assistance Program Coordinator

1. Call to Order – Chair Sawatzky called the meeting to order at 3:00pm. Approval of Agenda

M/S: Hoppe/Anderson Motion to approve the agenda as presented.

Affirmative: Sawatzky, Anderson, Carda, Hoppe

Opposed: None

Abstain: None

2. NRCS Report

Rasinski updated the board on NRCS program updates. Status reviews are being completed for the EQIP program. The first deadline was on January 18th. Currently there are 21 applications for a variety of projects; such as prescribed grazing systems, waste closure, cover crops and various habitat projects. Annual payments for 2018 CSP are being executed. Reviews of CSP participants have included modifications to remove acres and a contract that is appealing a termination. The NRCS administrative assistant’s (Sue Ericson) last day was January 18th. The new farm bill is implementing software updates to reflect the new policies. There will be a listening session on the new farm bill on February 26th, on-line registration is requested.

3. BWSR to present on our upcoming Performance Review & Assistance Program (PRAP)

Dale Krystosek & Jason Weinerman presented information about a level II PRAP that will occur over the next 60 days with our District. Level II is a routine, interactive review intended to be completed every 10 years. A Level II review evaluates progress on the water plan implementation, operational effectiveness, and partner relationships. Surveys will go out to staff, board members, and partner agencies. SWCD and Environmental Services will complete an accomplishment report based on the previous water plan (2006-18). BWSR staff will present the findings from this review at our April Board Meeting.

4. Consent Agenda (no discussion unless Supervisor requests)

3.1. Financial – receipts & disbursements
3.2. Outcomes Document - January
3.3. Staff Reports
3.4. Upcoming Staff Meetings / Outreach / Training

Belholm arrived at 3:26 pm.

M/S: Anderson/Carda Motion to approve the consent agenda with the one correction to the outcomes document for the January regular board meeting. Item 7 should indicate County Commissioner “McNally”, not “Anderson.”

Affirmative: Sawatzky, Belholm, Anderson, Carda, Hoppe

Opposed: None

Abstain: None

5. Approve Treasurer’s Report
M/S: Hoppe/Carda Motion to approve the Treasurer’s Report as presented.
Affirmative: Sawatzky, Hoppe, Carda, Belkholm, Anderson
Opposed: None  Abstain: None

6. Business

5.1. Oath of Office – Gene Carda was officially sworn in based on the November 2018 election results.

5.2. Rum River Watershed – One Watershed One Plan, approval Memorandum of Agreement (MOA) for the policy committee
Pomije presented and recommended signing the Rum River Watershed – One Watershed One Plan Memorandum of Agreement. This document was previously examined and vetted by the attorneys from Isanti, Mille Lacs, Sherburne, and Anoka Counties.
M/S: Hoppe/Anderson Motion to approve the Memorandum of Agreement with the Rum River Watershed - 1W1P.
Affirmative: Sawatzky, Anderson, Carda, Hoppe, Belkholm
Opposed: None  Abstain: None

5.3. Grant Reporting / Grant Close Out Update:
Grants Closed Out:
- EPA 319 Ann Lake Internal Load Report (MPCA) – final report in packets, spent $36,766.81
- SWAG Snake Cycle 2 (MPCA), monitoring 2017-18, spent $31,680.26
- Nitrate Well Township Testing (MDA), South Fork, spent $6,830.33
- CWF 2014 Mora Stormwater Report, spent $30,072
- CWF 2013 Ann River Projects & Practices, turned back $4,870.80 – unfinished encumbered project funds, summary in packet, total spent $144,160.20
- CWP 2015 (MPCA), completed 6/30/18, spent $111,150.39
- Conservation Delivery FY18, spent $18,710 staff administrative time
- Buffer FY17, turned back $6,328.17 of $10,000 total
- State Cost Share FY16, turned back $1,389.24 of $9,607 total
- State Cost Share FY17, turned back $209.48 of $9,607 total

Pomije reviewed the details of the above closed out grants with the board.

5.4. MASWCD Day at the Capital, March 5-6, $90 for the 5th, and/or travel expenses on the 6th
Hoppe, Belkholm, and Kelzenberg expressed an interest in attending the MASWCD day at the capitol. Hoppe requested to schedule a meeting with Jason Rarick with Pine SWCD. Hoppe also asked to schedule the meeting with Sondra Erickson with Mille Lacs SWCD. Hoppe and Kelzenberg would like to be pre-registered to attend the events on the 5th. The board identified priorities for meetings as follows: maintaining capacity funds (preferably out of the general fund), stable funding, our relationship with the County and the forestry initiative.
M/S: Anderson/Carda Motion to approve funding for board members and staff to attend the MASWCD Day at the Capitol.
Affirmative: Sawatzky, Belkholm, Anderson, Carda, Hoppe
Opposed: None  Abstain: None
5.5. Envirothon donation, requesting $400, past donation $100, Cloquet May 6, 2019
Board members discussed that Mora and Ogilvie Schools don’t participate in this event. Hoppe volunteered to discuss the event with Laura Ambrose to garner interest for the Ogilvie Schools.

M/S: Anderson/Carda Motion to approve a $200 donation to the 2019 Envirothon.

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

5.6. 2019 Grant’s Summary – Pomije
Pomije handed out a large summary of the District’s current grants. These were reviewed in detail with the Board. Belkholm asked how much funding is set aside for project work. Project cost-share funding is available in the annual $9607 State Cost Share, a portion of each year’s Capacity funds, $1,334 for buffer implementation and a portion for project in the St. Croix Phosphorus Reduction Grant and the Snake Project Grant. The Snake Project Grant with the Snake Watershed Board has $63,206 funds encumbered and $47,944 for available projects.

5.7. *QuickBooks 2019 Pro-Update, $199.95 ($100 discount) & accountant consultation – LeRoy
monthly payroll fee varies $7-20/mo.; Intuit 3 mo. sign-up service fee, $90

M/S: Hoppe/Belkholm Motion to approve funding to update the QuickBooks (QB) software and the hiring of an accountant with QuickBooks expertise to assist in the upgrade and consolidation of our records into one QuickBooks company. The accountant will be hired, instead of enrolling with QB Intuit on-line support.

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

5.8. Dodge Journey SWCD door signs – Colors by Craig bid, $125 for both doors
Kelzenberg explained that Colors by Craig is working on the highway signage for the District and able to create and apply permanent logo signage to the District’s Dodge Journey. The signage on the vehicle is a requirement of having the government license plates.

M/S: Hoppe/Carda Motion to approve purchasing logo signage for the Dodge Journey from Colors by Craig in the amount of $125 for both doors.

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

5.9. Reinvest in MN (RIM) Easement Work Order approval, $450 for monitoring of 9 easements, thru 1/31/22

M/S: Anderson/Carda Motion to approve accepting $450 in funding for monitoring RIM Easement properties in FY2019.

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

5.10. Forest Stewardship Plan payment approval, TNC funds $2,458, to Dickson Forestry for 3 plans on 1,154 acres

M/S: Belkholm/Hoppe Motion to approve payment to Dickson Forestry in the amount of $2,458 for the writing of 3 forestry plans on properties in Kanabec County with funding reimbursed through the Nature Conservancy contract.

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

5.11. LeRoy’s time adjustment April – May, planned 3 days in Isanti every other week
Pomije presented to the board that Determan from Isanti SWCD has requested that LeRoy spend additional days in Isanti during Determan’s leave in April/May 2019.
6. **Project Updates:**
   No new updates as many projects are currently going through the Snake Project Grant and being reviewed by the Snake River Watershed Management Board.

7. **Supervisor Check-In (Supervisors weigh in on topic)**
   Anderson said that the District newsletter wasn’t delivered to her home in Mora. LeRoy confirmed that delivery to all residential addresses in the County was ordered through Every Door Direct with the USPS. Additional copies will be made available at public locations such as the library and courthouse in Mora.

   **Education / Outreach priority, events for 2019:**
   Pomije provided a list of proposed outreach activities that the District that the District is planning for 2019. See the attached 2019 Outreach / Education Ideas sheet.

   Hoppe mentioned that the 2018 Soil Health Field Day was a successful event. Hoppe discussed the outreach done by Mille Lacs SWCD around Mille Lacs Lake and that he would like to see a similar outreach done in Kanabec County.

8. **General Discussion / Public Input**

9. **4:50 Set Next Meeting Dates / Committee Reports** – next meeting dates

   - **1/17** - Forestry Association Meeting – 9:30 in McGregor (Carda, Hoppe)
     Hoppe reported that the January presentation was on general forestry.

   - **1/23** – TSA Area 3 Meeting, technical presentations & staff meeting to follow - Duluth (Anderson, Kelzenberg) Anderson reported that the meeting lacked enough Supervisors for a quorum, so no voting was done. The next meeting will be on March 20th.

   - **1/25** – MN Forest Resources Council (MFRC) East Central Regional Landscape Committee Meeting (Hoppe) Hoppe reported that the MFRC is working on a 10-Year rewrite of their management plan that may be used as a resource to the One Watershed One Plan process. The next meeting will be on March 14th.

   - **1/28** - Snake River Watershed Board, 9am – Pine Water Plan, Board Voting Options & Snake WRAPS presentations (Hoppe, Kelzenberg, Pomije)
     On the Snake 1W1P application preparation; Pomije provided a list of local governments within the watershed, detailing their participation level for the Snake River 1W1P.

   - **2/14** - COLA-AIS Meeting, 5 pm, courthouse basement (Kelzenberg)

   - **2/14** – Rinke/Noonan, Drainage & Water Conference, St. Cloud (Belkholm, Carda)

   - **3/12** - **Regular SWCD Board Meeting**, 3 PM

   - **3/28-29** – St. Croix Forestry Conference, Siren WI, $40 - 1-day, interest?
     Hoppe would like to attend the full two days of the St Croix Forestry Conference. Carda stated he was interested but would need to check his calendar.

   **M/S:** Hoppe/Belkholm Motion to approve payment for registration/expenses for board members who would like to attend the St Croix Forestry Conference.

   **Affirmative:** Sawatzky, Hoppe, Carda, Belkholm, Anderson
   **Opposed:** None
   **Abstain:** None
10. **Evaluate the Meeting** – What worked? What needs further discussion?

   Agenda items for next month?

11. **Adjourn Regular Board Meeting**

   **M/S:** Carda/Anderson Motion to adjourn the meeting at 5:22 pm
   **Affirmative:** Sawatzky, Belholm, Anderson, Hoppe, Carda
   **Opposed:** None  **Abstain:** None

   Approved: ________________________________  Date: __________________