

MINUTES FROM THE JANUARY 10, 2017 REGULAR BOARD MEETING

The meeting of the Itasca County Soil & Water Conservation District was held in the ICSWCD Conference Room, Grand Rapids, Minnesota, January 10, 2017

The meeting was called to order by Chair, Lovdahl 9: 00 a.m.

Members Present: Chair, Ted Lovdahl
Secretary, Chris Reed
Treasurer, Donald C. Simons (Via Conference Call)
Vice Chair, Calvin Saari

Others Present: District Manager- Andy Arens
Office Administrator- Kathleen Cone
Water Resource Specialist- Kim Yankowiak
Resource Technician- Mike Sauter
NRCS District Conservationist- Marge Sella
NRCS Soil Con Tec- Kyle Asplund
AIS Coordinator- Bill Grantges

The Pledge of Allegiance took place.

Agenda: Motion by Reed, second by Saari to approve the agenda with additions under AIS: Grantges Update, Affirmative, All. Motion carried.

Minutes: Motion by Saari, second by Reed to approve the minutes from the regular Board Meeting of December 9, 2016. Affirmative, All. Motion carried.

Reorganization of the Board:

Board Chair: Lovdahl was nominated by Saari as Board Chair, Lovdahl accepted the nomination. A motion by Saari, second by Reed to accept Lovdahl as Board Chair for Board year 2017. Affirmative, All. Motion carried.

Vice Chair: Lovdahl nominated Saari for Vice Chair. Saari accepted the nomination. A motion by Lovdahl, second by Reed to accept Saari as Vice Chair for Board Year 2017. Affirmative, All. Motion carried.

Secretary: Saari nominated Chris Reed for Secretary. Reed accepted the nomination. A motion by Saari, second by Lovdahl to accept Reed as Secretary for Board Year 2017. Affirmative, All. Motion carried.

Treasurer: Saari Nominated Simons as Treasurer. Simons accepted the nomination. Vice Chair Saari will be acting Treasurer until Simons returns from leave. A motion by Saari, second by Reed to accept Simons as Treasurer for Board Year 2017 with Saari as acting. Affirmative, All. Motion carried.

Staff and Supervisor Appointment to Committees: A motion by Saari, second by Reed to amend a list of staff and supervisor assignments to committees and adopt for 2017. (See Attachment A.)

Financial Institutes. A Motion by Lovdahl, second by Reed to approve Grand Rapids State Bank as the Financial Institute for the Itasca SWCD and to approve the addition of a loan officer at the bank to oversee our accounts. Affirmative, All. motion carried.

Wetland Appeals Committee: Lovdahl and Saari will represent the Wetland Appeals Committee.

Personnel Committee: Saari and Lovdahl will represent the Personnel Committee.

Official Newspaper: A motion by Reed, second by Saari to name the Grand Rapids Herald Review as the official newspaper. Affirmative, All. Motion carried.

Treasurer's Report : A motion by Saari, second by Reed to approve the Treasurer's Report as submitted. Affirmative, All. Motion carried.

MASWCD \$3,941.46 Dues: A motion by Saari, second by Reed to table the approval of the MASWCD Dues until February meeting. Affirmative All. Motion carried.

MN SWCD Forestry Dues \$60: A motion by Reed, second by Saari to approve the MN SWCD Dues for \$60. Affirmative All. Motion carried.

2017 Quickbooks Updgrade: A motion by Saari, second by Reed to approve the upgrade for Quickbooks to 2017. Affirmative, All. Motion carried.

WETLANDS

COST SHARE/SPECIAL PROJECTS

Overman RAC Payment: A motion by Saari, second by Lovdahl to approve the payment for the Overman RACII-01-2016 Payment of \$5,900. The balance of the 10,000 grant will be retained by the Itasca SWCD for Administrative Fees. Affirmative, All. Motion carried.

NRCS District Conservationist Marge Sella joined the meeting at 9:27 a.m.

WATER PLAN

One Watershed, One Plan: A motion by Saari, second by Reed to approve the District to extend the Water Plan to the year 2022 which was recommended by BWSR Chad Severts. The District

will move forward with the One Watershed, One Plan as it moves forward with the Water Plan update. Affirmative All. Motion carried.

Acronym List: A list of acronyms was requested by the Board to identify agencies.

FORESTRY/SHORELAND

FY 17 Buffer Contract: A motion by Reed, second by Saari to approve the Fiscal Year 2017 Buffer Contract. End date will be December 31, 2018 with the amount of the grant being \$5000. Affirmative All. Motion carried.

Ecofootprint Grant Application: There was discussion on the Ecofootprint Grant application. The deadline for new applications is January 27, 2017. Bill Grantges will apply for an AIS application.

Sauter Resignation: A motion by Saari, second by Reed to accept the resignation by Michael Sauter. Affirmative, All. Motion carried.

Forestry/Shoreland Tech Planning: The District does not need to re-advertise for the Forestry/Shoreland Tech position. The District can review applications from the current pool on file. The SWCD Board will review these applications on January 17, 2017 at 1:00 at the SWCD office.

EDUCATION

ADMINISTRATION

Chairman and Manager's Planning Meeting Report: Lovdahl attended the January 4th Chairman's meeting in Bemidji. The Itasca SWCD will host the March 10th meeting at 9:00 a.m. at the Bemidji Administrative Building. The Resolutions Meeting will be held June 2nd at the Bemidji Administrative Building hosted by Clearwater. The September 21 and 22 Tour and meeting will be held in Koochiching County.

2017 MASWCD Legislative Briefing & Day at the Capital: Supervisors Reed, Saari, and Lovdahl will attend the Legislative Day at the Capital on March 20 and 21, 2017.

Wetland Technician Applicants: There are 21 applicants for the Wetland Technician position. The Itasca SWCD Board will review with the District Manager at the next Personnel Meeting.

Supervisor Email Addresses for MASWCD Notifications: Supervisor contact info will be sent to the MASWCD office.

Supervisor Meeting Authorization: A motion by Saari, second by Reed to approve authorizing Supervisor attendance for meetings in the minutes. Affirmative, All. Motion carried.

AIS Update:

- AIS Charge Accounts: A motion by Reed, second by Saari to approve establishing credit accounts for the AIS program with L&M, Little Store, Coles, RC's Silver Spur, and Cenex in Deer River. Affirmative All. Motion carried.

- 2016 Administrative Draw: A motion by Reed, second by Saari to approve the District deducting an Administrative Draw of \$17,514.60 from the AIS Program for services for 2016.

FY17 Local Capacity Agreement: A motion by Saari, second by Reed to approve the FY17 Local Capacity Agreement for \$100,000 to the District and \$14,500 to the County. Affirmative, All. Motion carried.

AGENCY REPORTS

NRCS: Sella reported conservation applications has seen the installation of 6 financial assistance practices worth \$23,973.31 for Fiscal Year 2017.

EQIP eligibility is continuing for 2017 applicants. Conservation planning is being completed in the field and plans are being written and finalized for EQIP 2017 applicants.

CSP certifications and payments are continuing for 2016 contract items.

Next meeting date is Tuesday, February 7, beginning at 9:00 a.m.

Executive Session: A motion by Reed, second by Saari to enter executive session at 11:47 a.m. Affirmative, All. Motion carried.

Saari moved to adjourn at 12:30 p.m.

Secretary

(Attachment A)

Itasca SWCD 2017 Active Committees

1/31/2017

Year Around Staff:

Andy

Itasca County Water Plan Implimentation Committee (WPIC) - Typically Bi-monthly.

Itasca County AIS Technical Committee - Generally monthly.

Wetland Conservation Act (WCA) TAC/TEP Committee (Technical Advisory Committee/Technical Evaluation Panel) - Gene

Mn SWCD Forestry Association - Bi-monthly.

Itasca Water Legacy Partnership (IWLP) - Advisory member; quarterly meetings.

Area 8 MASWCD - Quarterly meetings.

Area 8 JPB committee

Itasca County Board of Adjustment, Planning Board.

Itasca Co Environmental Services "Shoreland Alterations Review Comm"-Alternate - Sive visits every other Monday spring

Kathy

Envirothon - Conference calls 3 times/yr.

IWLP, Education Chair - Executive meetings monthly, plus quarterly meetings.

Youth Water Summit - Jan through April monthly.

MASWCD Awards Committee - 1 meeting/yr.

Kim

Watershed Restoration and Protection Strategies (WRAPS)

Wetland Conservation Act (WCA) TAC/TEP Committee (Technical Advisory Committee/Technical Evaluation Panel) - Mon

Itasca County Water Plan Implimentation Committee (WPIC) - Typically Bi-monthly.

Itasca Coalition of Lake Associations (I-COLA)

Itasca Co Environmental Services "Shoreland Alterations Review Comm"-Alternate - Site visits every other Monday spring

Wetland Technician

Wetland Conservation Act (WCA) TAC/TEP Committee (Technical Advisory Committee/Technical Evaluation Panel) - Mon

Itasca Co Environmental Services "Shoreland Alterations Review Comm" - Site visits every other Monday spring-fall; as ne

Bill Grantges

Itasca County AIS Technical Committee lead - Generally monthly.

IWLP Executive Board

Forestry/Shoreland Technician

Mn SWCD Forestry Association - bi-monthly.

Itasca Co Environmental Services "Shoreland Alterations Review Comm"-Alternate - Site visits every other Monday spring
fall.

Itasca county Private Woodland Committee (ICPWC) member.

Supervisors:

Ted

Itasca County SWCD Personel Committee - As needed.

Mn SWCD Forestry Association - Bi-monthly.

Laurentian RC&D Council - Bi-monthly.

Area 8 MASWCD - Quarterly meetings.

Area 8 JPB committee

Wetland Appeal Committee

Cal

Area 8 MASWCD - Quarterly meetings.

NE Foreage and Grass Lands Council

Laurentian RC&D Council; alterate to Ted - Bi-monthly.

Itasca County Water Plan Implimentation Committee (WPIC) - Typically Bi-monthly.

Itasca County SWCD Personel Committee - As needed.

Wetland Appeal Committee

Itasca Coalition of Lake Associations (I-COLA)

Chris Reed

Area 8 MASWCD - Quarterly meetings.

Don

Itasca County SWCD Personel Committee - As needed.

Joint Powers Board (JPB) Committee Chair

NE Foreage and Grass Lands Council

Itasca County Water Plan Implimentation Committee (WPIC) - Typically Bi-monthly.

Itasca Coalition of Lake Associations (I-COLA)

Area 8 MASWCD - Quarterly meetings.

Wetland Appeal