

MINUTES FROM THE DECEMBER 9, 2016 REGULAR BOARD MEETING

The meeting of the Itasca County Soil & Water Conservation District was held in the ICSWCD Conference Room, Grand Rapids, Minnesota, December 9, 2016

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

Members Present: Chair- Chuck Isaacs
Vice Chair- Ted Lovdahl
Reporter- Calvin Saari

Conference Call : Donald Simons- Treasurer

Others Present: District Manager – Andy Arens
Office Administrator- Kathleen Cone
Resource Technician- Mike Sauter
NRCS District Conservationist- Marge Sella
Water Resource Specialist- Kim Yankowiak

The Pledge of Allegiance took place.

Agenda: Motion by Lovdahl, second by Saari to approve the agenda with additions under Cost-Share- Well sealing. Affirmative, All. Motion carried.

Minutes: Motion by Lovdahl, second by Saari to approve minutes from the November 3, 2016 regular Board meeting. Affirmative, All. Motion carried.

Treasurer's Report: A motion by Saari, second by Lovdahl to approve bills paid. Comment from Saari that all receipts including meals should have names on them for who charged and what it was paying for. Also AIS expenses need to be tracked by a staff. Affirmative, All. Motion carried.

Visa: Cone and Arens will take over the visa payments starting in January instead of the Grand Rapids State Bank.

Hugh Heinecke CPA will conduct an Audit and Year-end process in February.

MCIT Dividends were compared for years 2015/2016 with an increase due to the AIS program.

Timesheets are due right after the State Convention.

Year-end bills will be approved by Cal Saari.

Don Simons joined the Itasca SWCD Board meeting via conference call. 9:14 a.m.

WETLANDS

MN Power, Great Northern Transmission Line: Yankowiak reported on the pre-construction notice. She said this project is more in-line with a no loss than a utilities exemption. There was discussion on the route and exemptions of the Great Northern Transmission Line. The Itasca SWCD Board would like oversight on the exemption application. There is a no-loss exemption for pilings. TAC feels it is in line with no loss. The Substation in Blackberry application will follow.

Clarification on Applications of Exemption within GR Municipal: Yankowiak stated she and Matt Johnson had a meeting with Dave Hernisma from Rays Marine. He purchased the lot on the corner of Hwy 2 and 8th Ave. He would like to build a new building. In the past, the SWCD stated the City had used up its diminimus exemption. So, the question is: Can private individuals buy property from the city and have their own exemption on its own basis. This is not a city of Grand Rapids Project. A motion by Lovdahl, second by Saari to considered this project as individual and still eligible for diminus exemption. Affirmative, All. Motion carried.

COST SHARE/SPECIAL PROJECTS

Overman Construction Approval: A motion by Lovdahl, second by Saari to approve the Overman Construction for the RAC II Project. It is a 185' Rock Rip Rap project on Island Lake. The Grant was for \$10,000. \$5900 for the project and \$4100 for Administration. Affirmative, All. Motion carried.

Obwell: A motion by Saari, second by Lovdahl to approve the Chris Winterfield Well Sealing Project. Total cost of project is \$665. Contract number is BG-16-04 with payment approved for \$276. Affirmative, All. Motion carried.

WATER PLAN

WPIC : Saari will attend the next WPIC meeting on December 13, at 9:30 a.m.

Water Resources Update: Yankowiak reported sampling is completed for the year and she will be completed data review.

Headset for Yankowiak: A motion by Lovdahl, second by Saari to approve the purchase of a \$240 headset for Yankowiak. Affirmative, All. Motion carried.

FORESTRY/SHORELAND

SFEC 2017 Membership: A motion by Lovdahl, second by Saari to approve the District to pay for two SFEC memberships for 2017. Affirmative, All. Motion carried.

Regional Forester 2017 Contribution: The SWCD's in area's three and eight are asked to contribute \$2400 to help pay for a Regional Forester position in 2017. A motion by Saari, second by Lovdahl to approve \$2400 from the general fund. Affirmative, All. Motion carried.

Forestry/Shoreland Programs Update: Sauter gave an update on Forestry/Shoreland activities. He has completed the quarterly report for Ecofoot Print and finished the rapid assessment for geomorphic study. The State Tullibee work is ongoing. Working on the plan writer certification, and taking over the Native Tree and Plant Sale.

Guest Terry Tillotson joined the meeting.

Approval for Dave Parent Easement Application: Application was reviewed. The preliminary amount for the Dave Parent Easement was \$80,382.30. A motion by Saari, second by Lovdahl to approve the Dave Parent Easement Application. Affirmative, All. Motion carried.

EDUCATION

Envirothon 2017 Update: Cone reported the Envirothon for 2017 will be held May 3 at the Bemidji State Park. The Envirothon Committee set the donation amount from each district in area VIII at \$250. Cone submitted a request to the WPIC Committee for a donation of \$50 from their Thousand Lakes and River dividend for 2017. This will add to the existing \$200 in reserve from last year, which will meet this year's request.

ADMINISTRATION

Chairman and Manager's Meeting Bemidji, January 4, 2017. Arens and Lovdahl will attend the Manager/Chairman's meeting in Bemidji.

MASWCD State Convention Dec 4-6 Report: It appeared that the numbers were down for attendance at this year's convention. Everything else went well.

Buffer Law Update: Sauter gave an update on the Buffer Law and stated he was using GIS to assist him in the review process. The next phase will be to make some site visits.

New Vehicle Report: Arens presented a number of opportunities for vehicles for the District to consider for purchase. He will call on Ranger Chev. Dealer in Hibbing for a quote on a Silverado F150. More to report at the next meeting in January.

NRCS/SWCD Phone Update: No update.

Holiday Party: A holiday party will be set for supervisors and staff.

2017 Board Meeting Dates: There was discussion on setting the Board Meeting dates for 2017 to allow enough time for financials to be completed.

2017 Local Capacity Matching Funds Update: A motion by Lovdahl, second by Saari to approve \$14,500 BWSR funding meant for the District to go to the County for Lake Access improvements. The County will make the match. The project ideas will come from the County. Affirmative, All. Motion carried.

Arens Leave, January 13-20, 2017: A motion by Lovdahl, second by Saari to approve leave for Arens. Affirmative, All. Motion carried.

Technician Announcement: Arens will run some Technician announcements and start the review process.

AIS

January Planning and County Contract: The County Contract for AIS was reviewed and the county attorney recommended one change to add word “Public” to 103C. A motion by Lovdahl, second by Saari to approve the Cooperative Agreement with the County. Affirmative, All. Motion carried.

AIS staff in 2017: The seasonal staff for AIS will be ran through Personnel Dynamics and Bill Grantges will be paid by the District and work at our office.

AGENCY REPORTS

Agency Reports: MOU’s still the same, nothing updated at this time. Civil Rights Policy Statement presentation by District Conservationist Marge Sella.

Plaque Presentation: Lovdahl presented a Year’s of Service Plaque and Certificate to Charles Isaacs for 30 years and Terry Tillotson for 24.

Executive Session: A motion by Lovdahl, second by Saari to enter Executive Session at 10:49 a.m. Affirmative, All. Motion carried.

The next meeting date will be January 10, 2017 at 9:00 a.m.

A motion by Saari, second by Lovdahl to adjourn from regular board session at 11:15 a.m. Affirmative, All. Motion carried.

Secretary

