



Chisago Soil & Water Conservation District

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December 12, 2017 REGULAR BOARD MEETING MINUTES

The December Board meeting of the Chisago Soil and Water Conservation District was convened at the USDA Ag. Service Center in North Branch on December 12, 2017. Chair Birkholz called the meeting to order at 8:00 a.m.

ATTENDANCE

Board members present: Jim Birkholz, Roland Cleveland, Craig Mold, David Tollberg and Justin Wilson
Staff present: Craig Mell, Susan Humble and Casey Thiel (attended during Cost Share Programs)
Others: Deb Hermel, NRCS District Conservationist

AGENDA

Motion by Cleveland and seconded by Mold to approve the Agenda as printed. Motion carried.

CONSENT AGENDA

Motion by Wilson and seconded by Mold to approve the Consent Agenda as printed after reviewing the financial reports. Motion carried.

CORRESPONDENCE

Recent correspondence were reviewed by the board.

STAFF/SUPERVISOR REPORTS

NRCS District Conservationist Deb Hermel reviewed the past months NRCS activities (see attached).

COST SHARE PROGRAMS

Motion by Tollberg and seconded by Wilson to approve the following project certification and cost-share payment:

- Applicant: City of Lindstrom
- Contract #: TW SRA 15-10
- Conservation Practice: 410 Grade Stabilization Structure
- Total Project Cost: \$29,482.60
- Approved Cost Share Amount: \$29,482.60
 - \$19,582.60 FY15 Targeted Watershed Grant
 - \$9,900 Chisago Lakes Lake Improvement District

Motion carried.

Mell and Thiel reviewed a list of 2018 upcoming BMP projects with the Board. No action taken.

OLD BUSINESS

State Buffer Program

District Administrator Mell updated the Board on the status of the State Buffer Law. No Board action was taken.

NEW BUSINESS

USDA NRCS – Annual Civil Rights and Equal Opportunity Partner Discussion

Deb Hermel reviewed the Annual Civil Rights and Equal Opportunity responsibilities and each SWCD Board member signed the “Affirmation of Review”.

Washington Conservation District Engineering and Technical Assistance Contract

Motion by Cleveland and seconded by Mold to approve the 2018 Letter of Agreement between the Washington Conservation District and the Chisago Soil and Water Conservation District for Washington Conservation District provided Technical and Engineering Services not to exceed \$30,000. Motion carried.

Chisago County Partners Agreement

Motion by Wilson and seconded by Mold to approve the 2017-2019 Agreement between Chisago County and the Chisago Soil and Water Conservation District. Motion carried.

DNR Conservation Partners Legacy Grant

Motion by Mold and seconded by Cleveland to approve the MN Department of Natural Resources Conservation Partners Legacy Grant and to designate District Administrator Mell as the District’s Authorized Representative to sign all grant agreement documents. Motion carried.

2016 SWCD Final Audit Report

Motion by Wilson and seconded by Mold to accept the FY16 Final Financial Audit as presented. Motion carried.

COMMITTEE REPORTS


No action taken.

UPCOMING BOARD MEETING

The next regular Board meeting is scheduled for Tuesday, January 9, 2018, at 8:00 a.m.

ADJOURNMENT

Motion by Tollberg and seconded by Cleveland to adjourn the meeting at 9:45 a.m.


Secretary

1-9-18
Date

*Attachments available at SWCD office.