



Chisago Soil & Water Conservation District

38814 Third Avenue, North Branch, MN 55056
Phone (651)674-2333 www.chisagoswcd.org

September 11, 2018 REGULAR BOARD MEETING MINUTES

The September Board meeting of the Chisago Soil and Water Conservation District was convened at the USDA Ag. Service Center in North Branch on September 11, 2018. 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
Board members absent: None
Staff present: Craig Mell

AGENDA

Motion by Mold and seconded by Tollberg to approve the Agenda as presented. Motion carried.

CONSENT AGENDA

Motion by Cleveland and seconded by Wilson to approve the Consent Agenda as presented. Motion carried.

CORRESPONDENCE

Recent correspondence was reviewed by the board.

STAFF/SUPERVISOR REPORTS

SWCD District Administrator Craig Mell reviewed the past months SWCD activities.

COST SHARE PROGRAMS

Motion by Tollberg and seconded by Mold to approve the following cost share request:

- Applicant: Quintin Letourneau
- Contract #: TW AG 15-18
- Conservation Practice: Water and Sediment Control Basin and Grass Waterway
- Project Completion Date: June 30, 2019
- Total Project Cost: \$14,000
- Approved Cost Share Amount:
 - \$8,844 FY18 State Cost Share Grant
 - \$1,656 FY15 Targeted Watershed Grant
 - \$3,500 Chisago Lakes Lake Improvement District Funds
- Technical Representative: NRCS

Motion carried.

Motion by Cleveland and seconded by Tollberg to approve the following cost share request:

- Applicant: Carl A. Lindberg Trust/Donna Peterson
- Contract #: TW AG 15-19
- Conservation Practice: Water and Sediment Control Basin and Grass Waterway
- Project Completion Date: June 30, 2019
- Total Project Cost: \$22,000
- Approved Cost Share Amount:
 - \$11,500 FY15 Targeted Watershed Grant

- \$5,500 Chisago Lakes Lake Improvement District Grant
- \$5,000 SWCD Cost Share Grant
- Technical Representative: NRCS

Motion carried.

Motion by Mold and seconded by Wilson to approve the following cost share request:

- Applicant: City of Center City
- Contract #: TW SRA 15-14
- Conservation Practice: 570 Stormwater Runoff Control
- Project Completion Date: June 30, 2019
- Total Project Cost: \$12,000
- Approved Cost Share Amount:
 - \$5,205.65 FY17 SWCD Local Capacity Services Grant
 - \$3,794.35 FY15 Targeted Watershed Grant
 - \$3,000 Chisago Lakes Lake Improvement District Grant
- Technical Representative: Michael Mayer, PE, MM Engineering LLC

Motion carried.

Motion by Wilson and seconded by Mold to approve the following cost share request:

- Applicant: Duane Luehring
- Contract #: GCW 17-5
- Conservation Practice: 410 Rock Lined Channel
- Project Completion Date: June 30, 2019
- Total Project Cost: \$12,000
- Approved Cost-Share Amount:
 - \$9,000 FY17 CWF Rush Lake/Goose Lake TMDL Implementation Grant
 - \$3,000 Rush Lake Improvement Association
- Technical Representative: Michael Mayer, PE, MM Engineering LLC

Motion carried.

Motion by Tollberg and seconded by Cleveland to approve the following cost share request:

- Dan Lydon, Chisago Lake: \$362.50 Chisago Lakes Lake Improvement District Landowner Cost Share Program.

Motion carried.

Supervisor Mold informed the Board that he was recusing himself from all discussion and voting on the Cramaur Farms, LLC Project Certification and Payment Request due to a potential conflict of interest.

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

- Applicant: Cramaur Farms, LLC
- Contract #: Buffer 18-1
- Conservation Practice: 393 Filter Strip
- Total Project Cost: \$899.95
- Approved Cost Share Amount: \$450.95 FY18 Buffer Cost Share Program

IN FAVOR THEREOF: Cleveland, Birkholz, Tollberg, Wilson OPPOSED: None ABSTAINED: Mold.
Motion carried.

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

- Applicant: City of Center City
- Contract #: SCS 17-1
- Conservation Practice: 570 Stormwater Runoff Control

- Total Project Cost: \$14,985
- Approved Cost Share Amount:
 - \$8,844 FY17 State Cost Share
 - \$6,141 CLLID Cost Share

Motion carried.

OLD BUSINESS

State Buffer Program – Chisago SWCD Monitoring Plan for Buffer Compliance Tracking

Motion by Cleveland and seconded by Wilson to approve the Chisago SWCD Monitoring Plan for Buffer Compliance Tracking as follows:

- All parcels in the county will be reviewed once within a 3-year timeframe. The county will be divided up into three local regions for the review of approximately one third of the parcels each year. The three local regions will consist of:
 - Region one: Chisago Lakes (North and South), Shafer, Wyoming, and Franconia
 - Region two: Sunrise (North and South), North Branch, Amador, and Lent
 - Region three: Nessel, Rushseba, Fish Lake, and Harris
- Random spot checks will be completed on 25-50 parcels each year outside of the scheduled area.
- Public complaints related to the buffer law shall be submitted in writing to the District Administrator, all complaints will remain confidential.

Motion carried.

NEW BUSINESS

FY19 BWSR Chisago SWCD Local Capacity and Buffer Implementation grant funds

Motion Wilson and seconded by Mold to approve the MN Board of Water & Soil Resources FY19 Chisago SWCD Base Grants which includes the SWCD Local Capacity and Buffer Implementation grant funds and to designate District Administrator Mell as the District's Authorized Representative to sign all documents related to the grant agreement. Motion carried.

Contract for Engineering Assistance with MM Engineering, LLC

Motion by Wilson and seconded by Mold to authorize District Administrator Mell to sign a contract with MM Engineering, LLC to provide technical and engineering assistance not to exceed \$10,000 utilizing Metro Conservation District Engineering and Technical Assistance funds. Motion carried.

Contract for Equipment Rental with T&T Lawn and Sport

Motion by Mold and seconded by Wilson to authorize District Administrator Mell to finalize a contract with T&T Lawn and Sport to rent a UTV with trailer for fall survey work assistance at a cost of \$50/hr. with a not to exceed amount of 4,000. Motion carried.

COMMITTEE REPORTS

No action taken.

UPCOMING BOARD MEETING

The next regular Board meeting is scheduled for Tuesday, October 9, 2018.

ADJOURNMENT

Motion by Mold and seconded by Tollberg to adjourn the meeting at 9:10 a.m.



 Secretary

11-13-18
 Date

*Attachments available at SWCD office.