



Chisago Soil & Water Conservation District

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December 12, 2018 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, 2018. Chair Birkholz called the meeting to order at 8:15 a.m.

ATTENDANCE

Board members present: Jim Birkholz, Roland Cleveland, Craig Mold, and Justin Wilson
Board members absent: David Tollberg
Staff present: Craig Mell and Susan Humble

AGENDA

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

Chair Jim Birkholz congratulated Supervisor Roland Cleveland for being elected President of the Minnesota Association of Soil and Water Conservation Districts (MASWCD) during the MASWCD State Convention on December 11, 2018. Supervisor Birkholz then addressed staff, thanking them for the great work during 2018.

CONSENT AGENDA

Motion by Mold 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 Wilson and seconded by Mold to approve the following project certification and payment request:

- Applicant: Chisago County Public Works Department
- Contract #: CWF DCGS 15-4
- Conservation Practice: Lined Waterway
- Total Project Cost: \$80,415.64
- Approved Cost Share Amount: \$65,000 CWF FY15 Dry Creek Watershed Gully Stabilization Program
- Technical Representative: Kyle Ludwig, Chisago County Public Works Assistant County Engineer

Motion carried.

Motion by Cleveland and seconded by Wilson to approve the following project certification and payment request:

- Ted & Kelly Garvey, North Lindstrom Lake: \$1,500 Chisago Lakes Lake Improvement District Landowner Cost Share Program Funds.

Motion carried.

Motion by Mold and seconded by Wilson to approve the following flat rate project certification and payment request:

- Applicant: Jason May
- Contract #: Buffer 18-4 FR
- Conservation Practice: Filter Strip and Forage/Biomass Planting
- Approved Cost Share Amount: \$1,350 FY18 Buffer Cost Share Program

Motion carried.

Motion by Mold and seconded by Wilson to approve the following percentage-based project certification and payment request:

- Applicant: Jason May
- Contract #: Buffer 18-4 PB
- Conservation Practice: Underground Outlet and Critical Area Planting
- Total Project Cost: \$3,249.88
- Approved Cost Share Amount: \$2,250 FY18 Buffer Cost Share Program

Motion carried.

Motion by Wilson and seconded by Cleveland to approve the following project certification and payment request:

- Applicant: Quintin Letourneau
- Contract #: TW AG 15-18
- Conservation Practice: Water and Sediment Control Basin and Grass Waterway
- Total Project Cost: \$14,000
- Approved Cost Share:
 - \$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 Wilson and seconded by Mold to approve the following project certification and payment request:

- Applicant: City of Lindstrom
- Contract #: CWF TW NS 15-2
- Conservation Practice: Enhanced Street Sweeping
- Requested Cost Share Amount: \$900
 - \$675 – FY15 CWF Targeted Watershed Grant
 - \$225 – Chisago Lakes Lake Improvement District
- Technical Representative: Casey Thiel, Chisago Soil and Water Conservation District

Motion carried.

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

- Applicant: Lindberg Trust/Donna Peterson
- Contract #: TW AG 15-19
- Conservation Practice: Water and Sediment Control Basin and Grass Waterway
- Total Project Cost: \$21,360.50
- Approved Cost Share Amount:
 - \$10,860.50 FY15 Targeted Watershed Grant
 - \$5,500 Chisago Lakes Lake Improvement District Grant
 - \$5,000 SWCD Cost Share Grant
- Technical Representative: NRCS

Motion carried.

OLD BUSINESS

State Buffer Program

District Administrator Mell updated the Board on the status of the State Buffer Law.

Lower St. Croix One Watershed One Plan Update

District Administrator Mell updated the board on the status of the Lower St. Croix One Watershed One Plan process.

NEW BUSINESS

Chisago County Public Works

Motion by Cleveland and seconded by Mold to approve the Professional/Technical Services Contract for calendar years 2019 and 2020 between Chisago County and the Chisago Soil and Water Conservation District for assistance to the Chisago County Public Works Department. Motion carried.

Chisago County – UM Extension Staff Support and Office Space

Motion by Wilson and seconded by Mold to approve the Professional/Technical Services Contract for calendar years 2019 and 2020 between Chisago County and the Chisago Soil and Water Conservation District for office rent and staff support for the University of Minnesota Extension office located in Chisago County. Motion carried.

SWCD Plant Grant Program

Motion by Mold and seconded by Wilson to approve a SWCD Plant Grant Program for 2019, authorize District Administrator Mell to approve all applications, and to utilize up to \$5,000 in SWCD Cost Share Funds to implement this program. Motion carried.

Upcoming Grants, Contracts, Programs

District Administrator Mell updated the Board on the status of several upcoming Grants, Contracts, and Programs, including:

- National Fish and Wildlife Foundation Conservation Partners Program Grant
- 2019 USDA NRCS Environmental Quality Incentives Program
- USDA Mississippi River Basin Imitative Program
 - Green Lake (Chisago Lake Chain of Lakes) implementation funds
 - Goose Creek (includes Rush Creek) watershed assessment funds
- BWSR 2019 Clean Water Fund Grants

2017 SWCD Final Audit Report

Motion by Wilson and seconded by Mold to acknowledge the Final FY17 Financial Audit. Motion carried.

SWCD Conservation Technician Position

District Administrator Mell updated the board on the status of filling the vacant Conservation Technician position. The consensus of the board was to authorize District Administrator Mell to begin the process of filling this vacant position.

COMMITTEE REPORTS

No action taken.

UPCOMING BOARD MEETING

The next regular Board meeting is scheduled for Tuesday, January 8, 2019 at 8:00 a.m.

ADJOURNMENT

Motion by Wilson and seconded by Mold to adjourn the meeting at 9:20 a.m.



Secretary



Date

*Attachments available at SWCD office.