



Chisago Soil & Water Conservation District

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August 13, 2019

REGULAR BOARD MEETING MINUTES

The August Board meeting of the Chisago Soil and Water Conservation District was convened at the Chisago SWCD office in North Branch on August 13th, 2019. Chair Birkholz called the meeting to order at 8:00 a.m.

ATTENDANCE

Supervisors: Jim Birkholz, Roland Cleveland, Craig Mold, David Tollberg, and Justin Wilson
Staff: Craig Mell and Debra Hermel (NRCS District Conservationist)

AGENDA

Motion by Cleveland and seconded by Mold to approve the agenda after moving agenda item 8e to be part of the discussion with agenda item 6i. Motion carried.

CONSENT AGENDA

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

CORRESPONDENCE

Recent correspondence was reviewed by the board.

Motion by Mold and seconded by Cleveland to approve supervisor and staff attendance at the MASWCD Governance 101 Conference on September 12-13, 2019. Motion carried.

STAFF/SUPERVISOR REPORTS

NRCS District Conservationist Hermel and District Administrator Mell reviewed the past months office activities.

COST SHARE PROGRAMS

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

- Applicant: Dallas Olson
- Contract #: GCW 17-7
- Conservation Practice: water and sediment control basins, diversion, lined waterway or outlet, underground outlet, mulching, and critical area planting
- Total Project Cost: \$10,247.80
- Approved Cost Share Amount: \$6,933.34 FY17 CWF Goose Creek Watershed TMDL WRAPS Implementation funds
- Technical Representative: NRCS

Motion carried.

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

- Applicant: Pat Eichten
- Contract #: TW AG 15-21
- Conservation Practice: terrace, lined waterway, underground outlet and critical area planting
- Total Project Cost: \$15,357.50
- Approved Cost Share Amount: \$10,417.60 FY15 Targeted Watershed Grant
- Technical Representative: NRCS

Motion carried.

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

- Applicant: Pat Eichten
- Contract #: TW AG 15-20
- Conservation Practice: water and sediment control basin, lined waterway or outlet, underground outlet, mulching and critical area planting
- Total Project Cost: \$9,732.76
- Approved Cost Share Amount: \$5,493.08 FY15 Targeted Watershed Grant
- Technical Representative: NRCS

Motion carried.

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

- Applicant: City of Lindstrom
- Contract #: TW SRA 15-15
- Conservation Practice: 570 – Stormwater Runoff Control
- Total Project Cost: \$11,134.00
- Approved Cost-Share Amount: \$11,134.00
 - \$4,634.00 FY15 TW CWF Grant
 - \$6,500.00 Chisago Lakes Lake Improvement District
- Technical Representative: Rebecca Nestingen, PE, Washington Conservation District

Motion carried.

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

- Applicant: Steven and Deborah Dock
- Contract #: CWF GCW 17-6
- Conservation Practice: 410 – Grade Stabilization Structure
- Total Project Cost: \$15,218.70
- Approved Cost-Share Amount: \$15,218.70
 - \$11,414.70 FY17 CWF Goose Creek Watershed Implementation Grant
 - \$3,804 Rush Lake Improvement Association Funds
- Technical Representative: Rebecca Nestingen, PE, Washington Conservation District

Motion carried.

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

- Applicant: Stuart and Andrea Patten
- Contract #: CWF GCW 17-12
- Conservation Practice: Rock Lined Channel
- Total Project Cost: \$11,999.40
- Approved Cost-Share Amount: \$11,999.40
 - \$9,000 FY17 CWF Goose Creek Watershed Implementation Grant
 - \$2,999.40 Rush Lake Improvement Association Funds
- Technical Representative: Rebecca Nestingen, PE, Washington Conservation District

Motion carried.

Motion by Wilson and seconded by Mold to approve the following conservation practice assistance contract:

- Applicant: Kurt Lundahl
- Contract #: GCW 17-14
- Conservation Practice: lined waterway or outlet, mulching, and critical area planting
- Project Completion Date: August 30, 2020
- Total Project Cost: \$16,000
- Approved Cost Share Amount:
 - \$12,000 FY17 CWF Goose Creek Watershed TMDL WRAPS Implementation funds
 - \$4,000 Rush Lake Improvement Association funds
- Technical Representative: NRCS

Motion carried.

Motion by Mold and seconded by Cleveland to approve the following conservation practice assistance contract:

- Applicant: Laura Bock
- Contract #: GCW 17-13
- Conservation Practice: water and sediment control basin, lined waterway or outlet, underground outlet, mulching, and critical area planting
- Project Completion Date: August 30, 2020
- Total Project Cost: \$9,000
- Approved Cost Share Amount: \$6,000 FY17 CWF Goose Creek Watershed TMDL WRAPS Implementation funds
- Technical Representative: NRCS

Motion carried.

St. Croix River Association Grant Agreement

Motion by Wilson and seconded by Cleveland to approve grant agreement #8072019 with the St. Croix River Association for the City of North Branch Maple Street rain garden project and to authorize District Administrator Mell to be the grantee's authorized representative, which includes signing all documents related to this grant. Motion carried.

Motion by Wilson and seconded by Mold to approve the following conservation practice assistance contract:

- Applicant: Joe Sausen
- Contract #: SWCD LC 18-4
- Conservation Practice: Bioretention Basin
- Project Completion Date: September 30, 2019
- Total Project Cost: \$12,000
- Approved Cost-Share Amount: 12,000
 - \$7,000 St. Croix River Association 319 Funds
 - \$5,000 FY18 SWCD Local Capacity Services Grant funds
- Technical Representative: Rebecca Nestingen, PE, Washington Conservation District

Motion carried.

OLD BUSINESS

Lower St. Croix One Watershed One Plan

Supervisor Birkholz and Administrator Mell updated the board on the status of the Lower St. Croix One Watershed One Plan development. No board action taken.

NEW BUSINESS

SWCD Personnel Handbook Health Care Savings Plan Policy

Motion by Cleveland and seconded by Wilson to adopt the Health Care Savings Plan policy as presented into the Chisago SWCD Personnel Handbook.

Chisago SWCD Health Care Savings Plan Policy

- a. All employees with 5 years or more of service shall contribute 1% of their pay into their Minnesota Post Employment Health Care Savings Plan account.
- b. The Chisago SWCD shall contribute to all employees with 5 years or more of service the equivalent of 1% of their pay into the employees Minnesota Post Employment Health Care Savings Plan account.
- c. All Employees with 5 years or more of service shall contribute 100% of their severance compensation into their Minnesota Post Employment Health Care Savings Plan account.
- d. All employees who have accrued over 800 hours of sick leave will have all hours in excess of 800 converted into cash and deposited into their Minnesota Post Employment Health Care Savings Plan account according to the following schedule and is based on the employee’s current rate of pay and years of service. The conversion will take place once a year on December 31st.

Years of Completed Service	
Less than 5 years of service	0 Percent
5 years but less than 10 years of service	15 Percent
10 years but less than 15 years of service	25 Percent
15 years or more of service	35 Percent

Motion carried.

2019 Chisago SWCD Outstanding Conservationist

Motion by Wilson and seconded by Cleveland to name Randy Carlson as the 2019 Chisago SWCD Outstanding Conservationist. Motion carried.

BWSR FY20 Clean Water Fund Grant Application

Motion by Mold and seconded by Tollberg to approve staff submitting the following FY20 Clean Water Fund grant applications to the MN Board of Water and Soil Resources prior to the upcoming September 9th deadline:

- Sunrise River Watershed BMP Implementation – Implement projects to help meet the goals of Lake St. Croix and the Sunrise River. Grant request: \$250,000.
- St. Croix River Direct Drainage BMP Implementation – Implement projects to help meet the goals of Lake St. Croix. Grant request: \$100,000.

Motion carried.

BWSR FY20/21 SWCD Programs and Operations Grant Agreement

Motion by Wilson and seconded by Tollberg to approve the MN Board of Water & Soil Resources FY20/21 Chisago SWCD Programs and Operations grant agreement and to designate District Administrator Mell as the District’s Authorized Representative to sign all documents related to this grant agreement. Motion carried.

COMMITTEE REPORTS


No action taken.

UPCOMING BOARD MEETING

The next regular Board meeting is scheduled for Tuesday, September 10th, 2019 at 8:00 a.m.

ADJOURNMENT

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



 Secretary

10-8-19

 Date