



Chisago Soil & Water Conservation District

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June 9, 2020 REGULAR BOARD MEETING MINUTES

The June Board meeting of the Chisago Soil and Water Conservation District was convened via an audio and video conference call on June 9, 2020. Vice Chair Cleveland called the meeting to order at 8:03 a.m.

ATTENDANCE

Supervisors present: Roland Cleveland, Craig Mold, David Tollberg, Justin Wilson and Jim Birkholz (joined the meeting at 8:09 a.m.)
Staff: Administrator Craig Mell

AGENDA

Motion by Tollberg and seconded by Mold to approve the agenda as listed with the addition on agenda item 8e) DNR Groundwater Level Monitoring Contract.
Roll call vote: Mold, Yes; Tollberg, Yes; Wilson, Yes; Cleveland, Yes, Birkholz, Absent. Motion carried.

CONSENT AGENDA

Motion by Wilson and seconded by Tollberg to approve the Consent Agenda as presented.
Roll call vote: Mold, Yes; Tollberg, Yes; Wilson, Yes; Cleveland, Yes, Birkholz, Absent. Motion carried.

CORRESPONDENCE

Recent correspondence was reviewed by the Board. No Board action taken.

Supervisor Birkholz joined the meeting and assumed his role as Board chair.

STAFF/SUPERVISOR REPORTS

District Administrator Mell reviewed the past months office activities. No Board action taken.

COST SHARE PROGRAMS

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

- 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
- Total Project Cost: \$6,439.00
- Approved Cost Share Amount: \$3,816.02 FY17 CWF Goose Creek Watershed TMDL WRAPS Implementation funds
- Technical Representative: NRCS

Roll call vote: Cleveland, Yes; Mold, Yes; Tollberg, Yes; Wilson, Yes; Birkholz, Yes. Motion carried.

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

- Applicant: Kurt Lundahl
- Contract #: GCW 17-14
- Conservation Practice: lined waterway or outlet, mulching, and critical area planting
- Total Project Cost: \$13,003.80
 - Approved Partial Payment on December 11, 2019: \$5,508.00 FY17 CWF Goose Creek Watershed TMDL WRAPS Implementation funds
 - Approved Final Payment on June 9, 2020: \$7,495.80
 - \$6,492.00 FY17 CWF Goose Creek Watershed TMDL WRAPS Implementation funds
 - \$1,003.80 Rush Lake Improvement Association Grant Funds
- Technical Representative: NRCS

Roll call vote: Cleveland, Yes; Mold, Yes; Tollberg, Yes; Wilson, Yes; Birkholz, Yes. Motion carried.

OLD BUSINESS

Lower St. Croix One Watershed One Plan

Supervisor Birkholz and Administrator Mell updated the Board on recent and upcoming activities of the Lower St. Croix One Watershed, One Plan Policy Committee. No Board action taken.

NEW BUSINESS

Personnel Committee Recommendations

District Administrator Mell presented the recommendations of the Personnel Committee and requested their approval until the next Chisago SWCD Board of Supervisors meeting. The recommendations are as follows:

1. Adopt the Chisago County "Utilization of Paid Leave during a Public Health Emergency Policy" for all Chisago SWCD employees.
2. Authorize SWCD employees to work remotely during a Federal, State or local stay at home or similar order or as authorized by the SWCD Board
3. Extend the local stay at home order for all Chisago SWCD employees.
4. Authorize employees who are eligible for emergency leave under the Federal Families First Coronavirus Response Act (FFCRA) to work remotely if healthy and able to work.

Motion by Wilson and seconded by Mold to adopt policies #1, #2, #3 and #4 until the next Board meeting of the Chisago SWCD. Roll call vote: Cleveland, Yes; Mold, Yes; Tollberg, Yes; Wilson, Yes; Birkholz, Yes. Motion carried.

Finance Committee Update

District Administrator Mell provided an update to the Board on the status of 2020 budget due to the COVID-19 pandemic. No Board action taken.

FY20 State Cost Share Technical Assistance Option

Motion by Cleveland and seconded by Mold approve utilizing up to 100% (\$8,844) of the FY20 BWSR state cost share base grant for increased technical assistance and to designate District Administrator Mell as the District's Authorized Representative to sign the BWSR Technical Assistance Request form. Roll call vote: Cleveland, Yes; Mold, Yes; Tollberg, Yes; Wilson, Yes; Birkholz, Yes. Motion carried.

SWCD 2020 Outstanding Conservationist

The SWCD Board discussed potential candidates for the 2020 Outstanding Conservationist award. No Board action taken.

DNR Groundwater Level Monitoring Contract

Motion by Cleveland and seconded by Tollberg approve the DNR FY21 Groundwater Level Monitoring Agreement and to designate District Administrator Mell as the District's Authorized Representative to sign the grant agreement. Roll call vote: Cleveland, Yes; Mold, Yes; Tollberg, Yes; Wilson, Yes; Birkholz, Yes. Motion carried.

COMMITTEE REPORTS

No Board action taken.

UPCOMING BOARD MEETING

The next regular Board meeting is scheduled for Tuesday, July 14, 2020, at 8:00 a.m.

ADJOURNMENT

Hearing no objection, Chair Birkholz adjourned the Board meeting at 9:17 a.m.

Chair Mell
Secretary

7-14-2020
Date

