



# Chisago Soil & Water Conservation District

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July 14, 2020

## REGULAR BOARD MEETING MINUTES

The July Board meeting of the Chisago Soil and Water Conservation District was convened via an audio and video conference call on July 14, 2020. Chair Birkholz called the meeting to order at 8:13 a.m.

### ATTENDANCE

Supervisors present: Jim Birkholz, Roland Cleveland, Craig Mold, David Tollberg, and Justin Wilson  
Staff: Administrator Craig Mell

### AGENDA

Motion by Cleveland and seconded by Mold to approve the agenda as listed.

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

### CONSENT AGENDA

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

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

### CORRESPONDENCE

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

### STAFF/SUPERVISOR REPORTS

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

### COST SHARE PROGRAMS

Motion by Wilson and seconded by Tollberg to approve the following ten cost share request contracts.

1. Applicant: Pine View Shores
  - a. Contract #: CLW 19-03
  - b. Conservation Practice: 570 – Stormwater Runoff Control
  - c. Project Completion Date: December 30, 2020
  - d. Total Project Cost: \$25,000
  - e. Approved Cost-Share Amount: \$25,000
    - i. \$18,000 FY19 CWF Chisago Lakes SRA
    - ii. \$7,000 Chisago Lakes Lake Improvement District
  - f. Technical Representative: Rebecca Nestingen, PE, Washington Conservation District
  
2. Applicant: Kathryn Reid
  - a. Contract #: CLW 19-04
  - b. Conservation Practice: 412 Grass Waterway
  - c. Project Completion Date: December 30, 2020
  - d. Total Project Cost: \$24,000
  - e. Approved Cost-Share Amount: \$24,000
    - i. \$18,000 FY19 CWF Chisago Lakes SRA
    - ii. \$6,000 Chisago Lakes Lake Improvement District
  - f. Technical Representative: Rebecca Nestingen, PE, Washington Conservation District

3. Applicant: Dan & Sanna Raedeke
  - a. Contract #: CLW 19-05
  - b. Conservation Practice: 412 Grassed Waterway
  - c. Project Completion Date: December 30, 2020
  - d. Total Project Cost: \$24,000
  - e. Approved Cost-Share Amount: \$24,000
    - i. \$18,000 FY19 CWF Chisago Lakes SRA
    - ii. \$6,000 Chisago Lakes Lake Improvement District
  - f. Technical Representative: Rebecca Nestingen, PE, Washington Conservation District
  
4. Applicant: Scott & Jane Weiss
  - a. Contract #: CLW 19-06
  - b. Conservation Practice: 468 Lined Waterway
  - c. Project Completion Date: December 30, 2020
  - d. Total Project Cost: \$16,000
  - e. Approved Cost-Share Amount: \$24,000
    - i. \$18,000 FY19 CWF Chisago Lakes SRA
    - ii. \$6,000 Chisago Lakes Lake Improvement District
  - f. Technical Representative: Rebecca Nestingen, PE, Washington Conservation District
  
5. Applicant: Brenda Green
  - a. Contract #: GCW 17-18
  - b. Conservation Practice: 468 Lined Waterway – Vegetated Swale
  - c. Project Completion Date: December 30, 2020
  - d. Total Project Cost: \$16,000
  - e. Approved Cost-Share Amount: 16,000
    - i. \$12,000 FY17 CWF Goose Creek Watershed TMDL WRAPS Implementation Funds
    - ii. \$4,000 Rush Lake Improvement Association Funds
  - f. Technical Representative: Rebecca Nestingen, PE, Washington Conservation District
  
6. Applicant: Cindy Landeen, Green Lake
  - a. Contract # L2L 20-01
  - b. Conservation Practice: Lakeshore buffer
  - c. Project Completion Date: December 1, 2020
  - d. Total Project Cost: \$5,700
  - e. Approved Cost Share Amount: \$3,000
    - i. \$1,500 State Lawns to Legumes Grant
    - ii. \$1,500 Chisago Lakes Lake Improvement District
  - f. Technical Representative: Jacquelynn Kelzenberg, Technician, Chisago SWCD
  
7. Applicant: Shravan Iyer, Green Lake
  - a. Contract # L2L 20-02
  - b. Conservation Practice: Lakeshore buffer
  - c. Project Completion Date: December 1, 2020
  - d. Total Project Cost: \$6,810
  - e. Approved Cost Share Amount: \$3,000
    - i. \$1,500 State Lawns to Legumes Grant
    - ii. \$1,500 Chisago Lakes Lake Improvement District
  - f. Technical Representative: Jacquelynn Kelzenberg, Technician, Chisago SWCD
  
8. Applicant: Gary Noren, Green Lake
  - a. Contract # L2L 20-03
  - b. Conservation Practice: Lakeshore buffer
  - c. Project Completion Date: December 1, 2021

- d. Total Project Cost: \$3,300
  - e. Approved Cost Share Amount: \$3,000
    - i. \$1,500 State Lawns to Legumes Grant
    - ii. \$1,500 Chisago Lakes Lake Improvement District
  - f. Technical Representative: Jacquelynn Kelzenberg, Technician, Chisago SWCD
9. Applicant: Leo Dery, Green Lake
- a. Contract # L2L 20-04
  - b. Conservation Practice: Lakeshore buffer
  - c. Project Completion Date: December 1, 2020
  - d. Total Project Cost: \$3,600
  - e. Approved Cost Share Amount: \$3,000
    - i. \$1,500 State Lawns to Legumes Grant
    - ii. \$1,500 Chisago Lakes Lake Improvement District
  - f. Technical Representative: Jacquelynn Kelzenberg, Technician, Chisago SWCD
10. Applicant: Dawn & Jay Jaehnke, Green Lake
- a. Contract # L2L 20-05
  - b. Conservation Practice: Lakeshore buffer
  - c. Project Completion Date: December 15, 2020
  - d. Total Project Cost: \$9,000
  - e. Approved Cost Share Amount: \$3,000
    - i. \$1,500 State Lawns to Legumes Grant
    - ii. \$1,500 Chisago Lakes Lake Improvement District
  - f. Technical Representative: Jacquelynn Kelzenberg, Technician, Chisago SWCD
- Roll call vote: Cleveland, Yes; Mold, Yes; Tollberg, Yes; Wilson, Yes; Birkholz, Yes. Motion carried.

Motion Tollberg and seconded by Cleveland to authorize Administrator Mell to approve all Lawns to Legumes cost share request between Board meetings to allow landowners to start their project as soon as possible.  
 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.

Motion by Wilson and seconded by Cleveland to authorize Supervisor Birkholz to approve the Lower St. Croix Comprehensive Water Management Plan for submittal to the Board of Water and Soil Resources for final review and approval on behalf of the Chisago SWCD Board of Supervisors.

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

## NEW BUSINESS

### Personnel Committee COVID-19 Policies Review

Motion by Tollberg and seconded by Mold to continue the following policies until the next Board meeting of the Chisago SWCD.

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.

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

**Finance Committee Recommendation**

District Administrator Mell provided an overview of the July 2<sup>nd</sup> Finance Committee meeting and presented the recommendations from the meeting.

1. Motion by Cleveland and seconded by Mold to approve utilizing up to \$10,000 of SWCD Local Cost Share Funds in 2020 to implement the Board approved (February 11, 2020) Chisago SWCD Soil Health Program. Roll call vote: Cleveland, Yes; Mold, Yes; Tollberg, Yes; Wilson, Yes; Birkholz, Yes. Motion carried.
2. Motion by Mold and seconded by Cleveland to approve the Chisago SWCD's 2021 preliminary budget as presented by the District Finance Committee. Roll call vote: Cleveland, Yes; Mold, Yes; Tollberg, Yes; Wilson, Yes; Birkholz, Yes. Motion carried.

**SWCD 2020 Outstanding Conservationist**

Motion by Mold and seconded by Birkholz to name Mallery Jerseys, Inc. as the 2020 Chisago SWCD Outstanding Conservationist. Roll call vote: Cleveland, Yes; Mold, Yes; Tollberg, Yes; Wilson, Yes; Birkholz, Yes. Motion carried.

**COMMITTEE REPORTS**

No Board action taken.

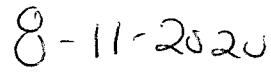
**UPCOMING BOARD MEETING**

The next regular Board meeting is scheduled for Tuesday, August 11, 2020. at 8:00 a.m.

**ADJOURNMENT**

Hearing no objection, Chair Birkholz adjourned the Board meeting at 9:16 a.m.

  
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 Secretary

  
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 Date