



# Chisago Soil & Water Conservation District

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Phone (651) 674-2333 [www.chisagoswcd.org](http://www.chisagoswcd.org)

**March 9, 2021**

## **REGULAR BOARD MEETING MINUTES**

The March Board meeting of the Chisago Soil and Water Conservation District was convened via an audio and video conference call on March 9, 2021. Vice-Chair Cleveland called the meeting to order at 8:00 a.m.

### **ATTENDANCE**

Supervisors present: Jim Birkholz (arrived at 8:20 a.m.), Roland Cleveland, Craig Mold, David Tollberg, and Justin Wilson  
Staff present: SWCD District Administrator Craig Mell

### **AGENDA**

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

### **CONSENT AGENDA**

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

### **CORRESPONDENCE**

No board action taken.

### **STAFF/SUPERVISOR REPORTS**

Administrator Mell reviewed the NRCS and SWCD activities of the past month. No board action taken.

### **COST SHARE PROGRAMS**

Supervisor Birkholz joined the meeting.

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

- 1) Applicant: City of Lindstrom
  - a) Contract #: CLLID 20-1
  - b) Conservation Practice: Enhanced Street Sweeping
  - c) Requested Cost Share Amount: \$2,400
    - i) \$2,400 Chisago SWCD Local Cost Share Funds
  - d) Technical Representative: Casey Thiel, Chisago Soil and Water Conservation District

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

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

- 1) Applicant: Paul and Sandy Fladeboe – Spider Lake
  - a) Contract #: L2L 20-11
  - b) Conservation Practice: Lakeshore Buffer
  - c) Project Completion Date: 12/31/2021
  - 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
  
- 2) Applicant: Nick Arens – City of Taylors Falls
  - a) Contract #: L2L 20-12
  - b) Conservation Practice: Pocket Garden
  - c) Project Completion Date: 12/31/2021
  - d) Total Project Cost: \$550
  - e) Approved Cost Share Amount: \$500 State Lawns to Legumes Grant
  - f) Technical Representative: Jacquelynn Kelzenberg, Technician, Chisago SWCD

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

## **OLD BUSINESS**

No board action taken.

## **NEW BUSINESS**

### **Lower St. Croix One Watershed, One Plan**

Motion by Birkholz and seconded by Wilson to approve the 2021 Watershed Based Implementation Funds Lower St. Croix Watershed Partners Grant Agreement with the MN Board of Water and Soil Resources and to authorize District Administrator Mell to be the grantee's authorized representative, which includes signing all documents related to this grant agreement.

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

Motion Birkholz and seconded by Tollberg to authorize District Administrator Mell to finalize local partner agreements, upon approval of the BWSR Watershed Based Implementation Funds Grant Agreement for the Lower St. Croix Watershed, with the Washington Conservation District (Activities 1, 3 and 10), the Anoka Conservation District (Activity 3), and the Comfort Lake Forest Lake Watershed District (Activity 10) to assist with numerous task associated with the BWSR approved Lower St. Croix Watershed One Watershed One Plan Watershed Based Implementation Funds workplan and budget.

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

### **SWCD Investment Policy**

Motion by Mold and seconded by Tollberg to authorize District Administrator Mell to finalize a Security Agreement for Public Funds – Minnesota with Associated Bank located in North Branch, MN and to adopt the following Investment Policy.

## Chisago SWCD Investment Policy

### Deposits

Minnesota Statutes 118A.02 and 118A.04 authorize Chisago Soil and Water Conservation District (CSWCD) to designate a depository for public funds and invest in certificates of deposit. Minnesota Statute 118A.03 requires CSWCD deposits be protected by insurance, surety bond, or collateral. When not covered by insurance or surety bonds, the market value of collateral pledged shall be at least ten percent more than the amount on deposit (plus accrued interest) at the close of the financial institution's banking day.

Authorized collateral includes treasury bills, notes and bonds; issues of U.S. government agencies; general obligations rated "A" or better; revenue obligations rated "AA" or better; irrevocable standard letters of credit issued by the Federal Home Loan Bank; and certificates of deposit. Minnesota Statutes require that securities pledged as collateral be held in safekeeping in a restricted account at the Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral.

### Custodial Credit Risk Deposits

Custodial credit risk is the risk that in the event of a financial institution failure, CSWCD's deposits may not be returned to it. CSWCD does not have a deposit policy for custodial credit risk. The market value of collateral pledged must equal 110% of deposits not covered by insurance or bonds. CSWCD has no additional deposit policies addressing custodial credit risk.

Roll call vote: Birkholz, Yes; Mold, Yes; Tollberg, Yes; Wilson, No; Cleveland, Yes. Motion carried.

### Personnel Committee Recommendation

Motion by Birkholz and seconded by Wilson to approve the Personnel Committee recommendation to reclassify the District Administrator position to a Grade 32, step 8.

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

### COVID-19 Update

The Board discussed the current office status due to the COVID-19 pandemic and what long term changes may occur to our organization because of the pandemic. No board action taken.

## COMMITTEE REPORTS

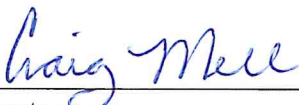
No board action taken.

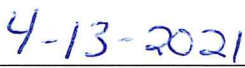
## UPCOMING BOARD MEETING

The next regular Board meeting is scheduled for Tuesday, April 13, 2021, at 8:00 a.m.

## ADJOURNMENT

Hearing no objection, Vice-Chair Cleveland adjourned the Board meeting at 9:34 a.m.

  
\_\_\_\_\_  
Secretary

  
\_\_\_\_\_  
Date

