



# Chisago Soil & Water Conservation District

38814 Third Avenue, North Branch, MN 55056  
Phone (651) 674-2333 [www.chisagoswcd.org](http://www.chisagoswcd.org)

## February 14, 2023 REGULAR BOARD MEETING MINUTES

The February Board meeting of the Chisago Soil and Water Conservation District was convened on February 14, 2023 at the North Branch Area Library, 6355 379th Street, North Branch, MN 55056. Chair Birkholz called the meeting to order at 8:00 AM.

### ATTENDANCE

Supervisors: Jim Birkholz, Roland Cleveland, Lance Petersen, David Tollberg (attended remotely) and Justin Wilson

Staff: SWCD Administrator Craig Mell and NRCS District Conservationist Megan Lindberg

Others present: Craig Mold

### AGENDA

Motion by Wilson and seconded by Cleveland to approve the agenda after adding the following to the list of "Bills to be Paid"

- Minnesota State Auditor, FY21 Audit Review: \$248.00

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

### PUBLIC COMMENT

Craig Mold, retired SWCD board member, thanked the SWCD board for the opportunity to serve alongside them for the past 20 years. The board thanked Craig Mold for his 20 years of dedicated service to the SWCD and Chisago County.

### CONSENT AGENDA

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

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

### CORRESPONDENCE

Motion by Cleveland and seconded by Petersen to approve supervisors and staff to attend the BWSR Soil and Water Conservation District Treasurer's Training on Friday, March 24<sup>th</sup> in Andover.

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

Motion by Wilson and seconded by Petersen to approve supervisors and staff to attend the MASWCD Legislative Briefing and Reception on Tuesday, March 7<sup>th</sup> at the Capitol Ridge Event Center / Radisson Hotel, St. Paul Downtown.

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

## **STAFF/SUPERVISOR REPORTS**

NRCS District Conservationist Megan Lindberg and Administrator Mell reviewed the NRCS and SWCD activities of the past month. No board action taken at this time.

## **COST SHARE PROGRAMS**

### **Cost Share Request**

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

- Contract #: DDStC 21-09
- Conservation Practice: water and sediment control basin
- Project Completion Date: November 30, 2023
- Total Project Cost: \$32,000
- Approved Cost-Share Amount: \$24,000 FY21 CWF Direct Drainage to the St. Croix grant funds
- Technical Representative: NRCS

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

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

- Contract #: DDStC 21-10
- Conservation Practice: critical area planting and a lined waterway
- Project Completion Date: November 30, 2023
- Total Project Cost: \$19,000
- Approved Cost-Share Amount: \$14,000 FY21 CWF Direct Drainage to the St. Croix grant funds
- Technical Representative: NRCS

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

## **OLD BUSINESS**

No Board action taken at this time.

## **NEW BUSINESS**

### **MASWCD Area 4 Summer Meeting**

Motion by Cleveland and seconded by Petersen to set the MASWCD Area 4 Summer Meeting date as June 13<sup>th</sup> with the morning business meeting at Pleasant Valley Orchard and the afternoon tour/presentation on the Taylors Falls Scenic Boat.

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

Supervisor Birkholz left the meeting at 8:45

Vice Chair Cleveland assumed control of the meeting

### **Chisago SWCD Cost Share Policy**

Motion by Wilson and seconded by Petersen to refer the Chisago SWCD Cost Share Policy to the Soil Health Committee for clarification, especially related to the cover crop program and the maximum payment amounts.

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

**Lower St. Croix Watershed Partnership**

***WCD Contract Amendment***

Motion by Petersen and seconded by Wilson to authorize Administrator Mell to finalize a Lower St. Croix One Watershed, One Plan 2021 Watershed Based Implementation Funding (BWSR Grant Agreement C21-4732) sub-agreement amendment with the Washington Conservation District for up to an additional \$5,948.29 of A10 Administration/Coordination funds from the Lower St. Croix One Watershed, One Plan 2021 Watershed Based Implementation Funds grant agreement.

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

***ACD Mutual Memorandum to the Sub-Agreement***

Motion by Wilson and seconded by Petersen to authorize Administrator Mell to enter into a Mutual Memorandum to the Sub-Agreement between the Chisago Soil and Water Conservation District and the Anoka Conservation District to cancel the Grant Activities Addendum which include \$10,000 for the implementation of a non-structural ag BMP practices program in Lower St. Croix watershed portion of Anoka County.

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

***Project Evaluation and Approval Process***

Administrator Mell provided an update to the board on the draft *Lower St. Croix Watershed Partnership Project Evaluation and Approval Process* document. The draft document was reviewed by the Lower St. Croix Watershed Partnership Policy Committee on January 23<sup>rd</sup>. Since then staff has refined the document to include comments made by Policy Committee members. The revised document will be on the agenda for the Lower St. Croix Watershed Partnership Policy Committee meeting on April 24<sup>th</sup> for review and adoption. No board action taken at this time.

**SWCD Truck**

Motion by Tollberg and seconded by Wilson to authorize Administrator Mell to trade in the F250 towards the purchase of a 2023 F150 from Anderson and Koch Ford of North Branch.

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

**Annual Report and Annual Plan of Work**

Motion by Petersen and seconded by Wilson to approve the Chisago SWCD 2022 Annual Report and 2023 Annual Plan of Work as presented.

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

**COMMITTEE REPORTS**

No Board action taken at this time.

**UPCOMING BOARD MEETING**

The next regular Board meeting is scheduled for Tuesday, March 14, 2023, at 8:00 AM.

**ADJOURNMENT**

Motion by Wilson and seconded by Tollberg to adjourn the meeting at 9:20 AM.



Secretary

3-28-23

Date