



# Chisago Soil & Water Conservation District

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

## November 14, 2023 REGULAR BOARD MEETING MINUTES

The November Board meeting of the Chisago Soil and Water Conservation District was convened on November 14, 2023 at the North Branch Area Library, 6355 379th Street, North Branch, MN 55056. Chair Birkholz called the meeting to order at 8:04 AM.

### ATTENDANCE

Supervisors: Jim Birkholz, Rick Cedergren, Lance Petersen, David Tollberg, and Justin Wilson

Staff: SWCD Administrator Craig Mell and Water Resources Education Specialist Barbara Heitkamp

### AGENDA

Motion by Wilson and seconded by Petersen to approve the agenda with the addition of agenda item 6b) Contract Amendments – CWF FY21 Goose Creek Watershed TMPL Implementation Grant Landowner Contracts. Motion carried.

### CONSENT AGENDA

Motion by Tollberg and seconded by Wilson to approve the consent agenda. Motion carried.

### CORRESPONDENCE

No Board action taken at this time.

### STAFF/SUPERVISOR REPORTS

Administrator Mell reviewed the SWCD activities of the past month. No Board action taken at this time.

Barbara Heitkamp, Water Resources Education Specialist with the Lower St. Croix Watershed Partnership and East Metro Water Resource Education Program, gave a presentation to the Board on her role with the District.

### COST SHARE PROGRAMS

#### Project Certification

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

- 1) Gregory Fultz, North Lindstrom Lake, Shoreline Restoration: \$704.56, Chisago Lakes Lake Improvement District Landowner Cost Share Program

Motion carried.

Motion by Petersen and seconded by Cedergren to approve the following two project certification and payment request:

- 1) Contract #: LSC WBIF AGNS 21-01
  - Conservation Practice: 340 Cover Crops
  - Total Acres: 40 acres per year (years 2 & 3 payment)

- Approved Flat Rate Payment: \$4,000 FY21 Lower St. Croix Watershed Based Implementation Funds (C21-4732)
- Technical Representative: Jacquelynn Kelzenberg, Chisago SWCD

2) Contract #: CWF SH C 23-03

- Conservation Practice: 340 Cover Crops
- Total Acres: 80 acres per year (year 1 payment)
- Approved Flat Rate Payment: \$4,000 FY22 Lower St. Croix Soil Health Grant (C22-7318)
- Technical Representative: Jacquelynn Olson, Chisago SWCD

Motion carried.

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

1) Contract #: CLW 23-02

- Conservation Practice: Vegetated swale, rock checks and bioretention basin.
- Total Project Cost: \$21,871
- Approved Cost-Share Amount: \$21,871
  - \$13,871 FY23 CWF Chisago Lakes Chain of Lakes Watershed Grant (C23-4274)
  - \$8,000 Chisago Lakes Lake Improvement District
- Technical Representative: Rebecca Nestingen, PE, Washington Conservation District

2) Contract #: CLW 23-03

- Conservation Practice: Bioretention basin, underground outlet and a lined waterway/outlet
- Total Project Cost: \$22,000
- Approved Cost-Share Amount: \$22,000
  - \$15,000 FY23 CWF Chisago Lakes Chain of Lakes Watershed Grant (C23-4274)
  - \$7,000 Chisago Lakes Lake Improvement District Funds
- Technical Representative: Rebecca Nestingen, PE, Washington Conservation District

3) Contract #: CLW 23-01

- Conservation Practice: Bioretention basin, underground outlet and a lined waterway/outlet
- Total Project Cost: \$32,572
- Approved Cost-Share Amount: \$35,572
  - \$23,572 FY23 CWF Chisago Lakes Chain of Lakes Watershed Grant (C23-4274)
  - \$9,000 Chisago Lakes Lake Improvement District Funds
- Technical Representative: Rebecca Nestingen, PE, Washington Conservation District

Motion carried.

### **Contract Amendments**

Motion by Cedergren and seconded by Wilson to approve the following four contract amendments:

1) Contract #: GCW 21-08

- Conservation Practice: water and sediment control basin, underground outlet, and a lined waterway outlet.
- Project Completion Date: November 30, 2023 2024
- Total Project Cost: \$32,000
- Approved Cost-Share Amount: \$16,000 CWF Goose Creek Watershed TMDL Implementation grant funds
- Technical Representative: USDA NRCS

2) Contract #: GCW 21-09

- Conservation Practice: water and sediment control basin, underground outlet, and a lined waterway outlet.
- Project Completion Date: November 30, ~~2023~~ 2024
- Total Project Cost: \$43,000
- Approved Cost-Share Amount: \$24,000 CWF Goose Creek Watershed TMDL Implementation grant funds
- Technical Representative: USDA NRCS

3) Contract #: GCW 21-10

- Conservation Practice: water and sediment control basin, underground outlet, and a lined waterway outlet.
- Project Completion Date: November 30, ~~2023~~ 2024
- Total Project Cost: \$43,000
- Approved Cost-Share Amount: \$30,000 CWF Goose Creek Watershed TMDL Implementation grant funds
- Technical Representative: USDA NRCS

4) Contract #: GCW 21-12

- Conservation Practice: water and sediment control basin, underground outlet, and a lined waterway/outlet.
- Project Completion Date: November 30, ~~2023~~ 2024
- Total Project Cost: \$11,000
- Approved Cost-Share Amount: \$5,000 CWF Goose Creek Watershed TMDL Implementation grant funds
- Technical Representative: USDA NRCS

Motion carried.

## **OLD BUSINESS**

No Board action taken at this time.

## **NEW BUSINESS**

### **Lower St. Croix Watershed Partnership**

Motion by Birkholz and seconded by Tollberg to approve the Lower St. Croix Watershed Partnership 2024 Annual Plan of Work. Motion carried.

### **Partner Contracts**

Motion by Wilson and seconded by Cedergren to approve the Professional/Technical Services Contract (Contract #2024-1) for up to \$75,000 by and between Chisago County on behalf of the Chisago Lakes Lake Improvement District and the Chisago Soil and Water Conservation District. Motion carried.

Motion by Tollberg and seconded by Wilson to authorize District Administrator Mell to finalize an agreement with the Washington Conservation District for up to \$20,000 for Engineering assistance provided by the Washington Conservation District to the Chisago SWCD. Motion carried.

### **BWSR Soil Health Grant**

Administrator Mell updated the Board on the upcoming BWSR Soil Health Grant program and discussed the potential for a shared staff person with other members of the Lower St. Croix Watershed

Partnership. The Board consensus was supportive of Administrator Mell to work with neighboring SWCDs to apply for BWSR Soil Health Grant funds for both technical assistance and implementation funds. No Board action taken at this time.

#### **SWCD Planning Session**

The Board discussed the increased funding opportunities for SWCDs and the need for a long-range planning session. The consensus of the Board was for Administrator Mell to explore options for an outside facilitator to work with our SWCD on a long-range planning workshop. No Board action taken at this time.

#### **COMMITTEE REPORTS**

No Board action taken at this time.

#### **UPCOMING BOARD MEETING**

The next regular Board meeting is scheduled for Thursday, December 14, 2023, at 8:00 AM at the North Branch Area Library.

#### **ADJOURNMENT**

Motion by Wilson and seconded by Cedergren to adjourn the Board meeting at 10:25 AM.

  
Secretary

12-14-23  
Date