

Chisago Soil & Water Conservation District

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April 9, 2024 REGULAR BOARD MEETING MINUTES

The April Board meeting of the Chisago Soil and Water Conservation District was convened on April 9, 2024, at the North Branch Area Library, 6344 379th Street, North Branch, MN 55056. Chair Birkholz called the meeting to order at 8:00 AM.

ATTENDANCE

Supervisors: Jim Birkholz, Rick Cedergren, Lance Petersen, David Tollberg and Justin Wilson.
Staff: SWCD District Administrator Craig Mell; NRCS Team Lead Brian Steffen and District Conservationist Megan Lindberg, Chisago County Assistant County Attorney Jeff Fuge.

AGENDA

Motion by Tollberg and seconded by Wilson to approve the agenda after moving agenda item 8b) Building Lease to the top of the agenda. Motion carried.

BUILDING LEASE

District Administrator Mell, NRCS Team Lead Steffen, and Assistant Chisago County Attorney Fuge provided an update to the Board on the status the office building lease termination notice received from the building owner, Towne Holdings, LLC, on March 22nd.

Motion by Wilson and seconded by Cedergren to authorize District Administrator Mell to work with NRCS and Towne Holdings, LLC on 5-month lease extension for both SWCD and NRCS space until December 31, 2024, and to work with Chisago County Administrator Chase Burnham on securing future office space for the SWCD. Motion carried.

CONSENT AGENDA

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

CORRESPONDENCE/PUBLIC COMMENT

No Board action taken at this time.

STAFF/SUPERVISOR REPORTS

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

COST SHARE PROGRAMS

Chisago SWCD Cost Share Policy

Motion by Petersen and seconded by Tollberg to approve the Chisago Soil and Water Conservation District 2024 Cost Share Policy as presented with the update to include the non-state funded cost share programs. Motion carried.

Contract Amendment Request

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

1) Applicant: Dan Adair

- Contract #: CWF SH C 23-14
- Conservation Practice: 327 Conservation Cover (Pollinator Species)
- Total Acres: 13.1 acres
- Cost Share Requested: \$6,550 ~~FY22 LSC Soil Health Grant (C22-7318)~~
 - \$4,000 – FY22 LSC Soil Health Grant (C22-7318)
 - \$2,550 – FY24 National Fish and Wildlife Foundation Grant (ID 2007.24.080874)
- Contract Expiration Date: November 30, 2025
- Technical Representative: Mary Jo Youngbauer, Chisago SWCD

Motion carried.

Cost Share Request

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

1) Applicant: City of Center City

- Contract #: CLW 23-04
- Conservation Practice: Enhanced Street Sweeping
- Total Miles: 50 miles per year (3-year contract)
- Cost Share Requested: \$15,000
 - i) \$12,000 – CWF 2023 Continued Implementation of BMPs in the Chisago Lakes Chain of Lakes Watershed (C23-4644)
 - ii) \$3,000 – Chisago Lakes Lake Improvement District
- Contract Expiration Date: November 30, 2025
- Technical Representative: Casey Thiel, Chisago SWCD

Motion carried.

OLD BUSINESS

No Board action taken at this time.

NEW BUSINESS

Lower St. Croix Watershed Partnership FY23 WBIF Grant Amendment

Motion by Tollberg and seconded by Petersen to authorize District Administrator Mell to finalize and sign a Master Grant Sub-Recipient Agreement between the Chisago Soil and Water Conservation District and the Comfort Lake Forest Lake Watershed District for work related to the Lower St. Croix Comprehensive Watershed Management Plan. Motion carried.

Motion by Wilson and seconded by Cedergren to approve the project list recommended by the Lower St. Croix Watershed Partnership Steering Committee on March 27th and to authorize District Administrator Mell to finalize and sign Master Grant Sub-Recipient Agreement Statement of Work with the following Lower St. Croix Watershed Partnership member:

1) Comfort Lake Forest Lake Watershed District

- Activity: 7 Technical/Engineering
- Description of Project: Heath Avenue Iron Enhanced Sand Filter Feasibility Study
- Grant Funds Requested: \$49,000

Motion carried.

Strategic Planning Session

The Board provided comments regarding the March 12th Chisago SWCD strategic planning work session. No Board action taken at this time.

BWSR Soil Health Grant

Motion by Tollberg and seconded by Petersen to approve the FY24 Phase One Soil Health Competitive Grant Agreement with the MN Board of Water and Soil Resources for \$570,000 and to authorize District Administrator Mell to be the grantee’s authorized representative, which includes signing all documents related to this grant agreement. Motion carried.

Motion by Petersen and seconded by Wilson to authorize District Administrator Mell to coordinate with Tiffany Determan (Isanti SWCD) and Jay Riggs (Washington Conservation District) to hire a Technician to increase staff capacity for soil health assistance in Chisago, Isanti, and Washington Counties. Motion carried.

Seasonal Employee

Motion by Wilson and seconded by Cedergren to authorize District Administrator Mell to hire seasonal employees to meet the demand of our local partner agreements to complete maintenance on numerous urban and shoreline BMPs. Motion carried.

COMMITTEE REPORTS

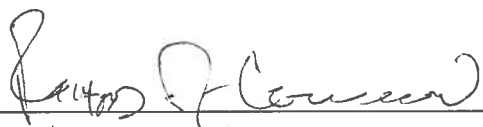
No Board action taken at this time.

UPCOMING BOARD MEETING

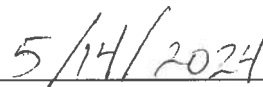
The next regular Board meeting is scheduled for Tuesday, May 14, 2024, at 8:00 AM.

ADJOURNMENT

Motion by Cedergren and seconded by Tollberg to adjourn the meeting at 9:45 PM.



Secretary



Date

