



**CHISAGO SOIL & WATER CONSERVATION DISTRICT**  
38814 THIRD AVENUE - NORTH BRANCH, MN 55056  
651/674-2333 | WWW.CHISAGOSWCD.ORG

**November 12, 2024**  
**REGULAR BOARD MEETING MINUTES**

The November Board meeting of the Chisago Soil and Water Conservation District was convened on November 12, 2024, at the North Branch Area Library, 6344 379<sup>th</sup> Street, North Branch, MN 55056. Chair Birkholz called the meeting to order at 8:00 a.m.

**ATTENDANCE**

Supervisors: Jim Birkholz, Rick Cedergren, Lance Petersen, David Tollberg, and Justin Wilson.  
Staff: Craig Mell

**AGENDA**

Motion by Petersen and seconded by Tollberg to approve the agenda as presented. Motion carried.

**CONSENT AGENDA**

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

**CORRESPONDENCE/PUBLIC COMMENT**

No Board action taken at this time.

**STAFF/SUPERVISOR REPORTS**

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

Supervisor Tollberg reviewed the agenda from the November 7<sup>th</sup> MASWCD Area 4 meeting. No board action taken at this time.

**COST SHARE PROGRAMS**

**Cost Share Request – Nonstructural Practices**

Motion by Wilson and seconded by Cedergren to approve the following conservation practice assistance contracts:

- 1) Contract #: NFWF 24 C14
  - Conservation Practice: Conservation Cover
  - Cost Share Requested: \$600 FY24 National Fish and Wildlife Foundation Grant (2007.24.080874)
  - Contract Expiration Date: November 30, 2025
  - Technical Representative: Mary Jo Youngbauer

Motion carried with Board members Birkholz, Cedergren, Petersen, and Wilson voting in favor, and Board member Tollberg abstaining.

Motion by Tollberg and seconded by Petersen to approve the following five conservation practice assistance contracts:

- 1) Contract #: NFWF 24 C12
  - Conservation Practice: Conservation Cover

- Cost Share Requested: \$1,750 FY24 National Fish and Wildlife Foundation Grant (2007.24.080874)
  - Contract Expiration Date: November 30, 2025
  - Technical Representative: Mary Jo Youngbauer
- 2) Contract #: NFWF 24 C13
- Conservation Practice: Conservation Cover
  - Cost Share Requested: \$2,000 FY24 National Fish and Wildlife Foundation Grant (2007.24.080874)
  - Contract Expiration Date: November 30, 2025
  - Technical Representative: Mary Jo Youngbauer
- 3) Contract #: GCW 24-08
- Conservation Practice: Conservation Crop Rotation
  - Cost Share Requested: \$720 CWF 2024 GCW TMDL Implementation (C24-0064)
  - Contract Expiration Date: November 30, 2025
  - Technical Representative: Jacquelynn Olson
- 4) Contract #: GCW 24-09
- Conservation Practice: Cover Crops
  - Cost Share Requested: \$12,000 CWF 2024 GCW TMDL Implementation (C24-0064)
  - Contract Expiration Date: November 30, 2026
  - Technical Representative: Jacquelynn Olson
- 5) Contract #: GCW 24-10
- Conservation Practice: Cover Crops
  - Cost Share Requested: \$12,000 CWF 2024 GCW TMDL Implementation (C24-0064)
  - Contract Expiration Date: November 30, 2026
  - Technical Representative: Jacquelynn Olson

Motion carried with Board members Birkholz, Cedergren, Petersen, and Tollberg voting in favor, and Board member Wilson against.

#### **Cost Share Request – Structural Practices**

Motion by Petersen and seconded by Cedergren to approve the following cost share request:

- 1) Contract #: CLW 23-07
- Conservation Practice: Bioretention basins
  - Project Completion Date: November 30, 2025
  - Total Project Cost: \$24,995.14
  - Approved Cost-Share Amount: \$24,995.14
    - \$16,995.14 FY23 CWF Chisago Lakes Chain of Lakes Watershed Grant (C23-4274)
    - \$8,000 Chisago Lakes Lake Improvement District Funds
  - Technical Representative: Rebecca Nestingen, PE, Washington Conservation District

Motion carried with Board members Birkholz, Cedergren, Petersen, and Tollberg voting in favor, and Board member Wilson abstaining.

#### **Project Certification – Nonstructural Land Management Practices**

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

- 1) Contract #: CWF SH C 23-03
- Conservation Practice: 340 Cover Crops
  - Total Acres: 80 acres per year (year 2 payment)

- Approved Flat Rate Payment: \$4,000 FY22 Lower St. Croix Soil Health Grant (C22-7318)
  - Technical Representative: Jacquelynn Olson, Chisago SWCD
- 2) Contract #: NFWF 24 C8
- Conservation Practice: Pollinator Planting (327)
  - Approved Flat Rate Payment: \$250.00 FY24 National Fish and Wildlife Foundation Grant (2007.24.080874)
  - Technical Representative: Mary Jo Youngbauer, Chisago SWCD

Motion carried.

**Project Certification – Structural Practices**

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

- 1) Contract #: LSC WBIF Wetland 23-01
- Conservation Practice: Wetland restoration, ditch plug, vegetation removal, and native vegetation establishment.
  - Total Project Cost: \$25,344.50
  - Approved Cost-Share Amount: \$24,844.50
    - \$19,990.16 FY23 WBIF Lower St. Croix Watershed Partners grant (C23-0735)
    - \$4,854.34 FY24 National Fish and Wildlife Foundation Grant (2007.24.080874)
  - Technical Representative: Grayson Smith, US Fish and Wildlife Service

Motion carried.

**Contract Amendments**

Motion by Wilson and seconded by Tollberg to approve the following four contract amendment request:

- 1) Contract #: GCW 21-10
- Conservation Practice: water and sediment control basin, underground outlet, and a lined waterway outlet
  - Total Project Cost: \$43,000
  - Approved Cost-Share Amount: \$30,000 CWF Goose Creek Watershed TMDL Implementation grant funds
  - Contract Expiration Date: November 30, ~~2024~~ 2025
  - Technical Representative: USDA NRCS
- 2) Contract #: CWF SH C 23-08
- Conservation Practice: 327 Conservation Cover (Pollinator Species)
  - Total Acres: 5.4 acres
  - Cost Share Requested: \$2,700 FY22 LSC Soil Health Grant (C22-7318)
  - Contract Expiration Date: November 30, ~~2024~~ 2025
  - Technical Representative: Mary Jo Youngbauer, Chisago SWCD
- 3) Contract #: CWF SH C 23-16
- Conservation Practice: 512 Pasture and Hay Planting
  - Total Acres: 18.5 acres
  - Cost Share Requested: \$2,775 FY22 LSC Soil Health Grant (C22-7318)
  - Contract Expiration Date: November 30, ~~2024~~ 2025
  - Technical Representative: Mary Jo Youngbauer, Chisago SWCD
- 4) Contract #: CLW 23-06
- Conservation Practice: Bioretention basin, underground outlet and a lined waterway/outlet

- Total Project Cost: \$24,800
- Approved Cost-Share Amount: \$ 24,800
  - \$ 17,800 FY23 CWF Chisago Lakes Chain of Lakes Watershed Grant (C23-4274)
  - \$ 7,000 Chisago Lakes Lake Improvement District Funds
- Contract Expiration Date: November 30, 2024 2025
- Technical Representative: Rebecca Nestingen, PE, Washington Conservation District

Motion carried.

### **Contract Cancellation**

Motion by Cedergren and seconded by Petersen to cancel the following two conservation practice assistance contracts at the request of the applicants:

- 1) Contract #: CWF SH C 23-18
  - Conservation Practice: 329 No-Till
  - Total Acres: 80 acres per year (3-year contract)
  - Cost Share Requested: \$4,800 FY22 LSC Soil Health Grant (C22-7318)
  - Contract Expiration Date: December 31, 2026
  - Technical Representative: Jacquelynn Olson, Chisago SWCD
- 2) Contract #: CWF SH C 23-19
  - Conservation Practice: 329 No-Till
  - Total Acres: 80 acres per year (3-year contract)
  - Cost Share Requested: \$4,800 FY22 LSC Soil Health Grant (C22-7318)
  - Contract Expiration Date: December 31, 2026
  - Technical Representative: Jacquelynn Olson, Chisago SWCD

Motion carried.

### **OLD BUSINESS**

No Board action taken at this time.

### **NEW BUSINESS**

#### **Lower St. Croix Watershed Partnership 2025-26 Biennial Work Plan**

Motion by Tollberg and seconded by Wilson to approve the Lower St. Croix Watershed Partnership 2025-2026 Biennial Work Plan and authorize the Lower St. Croix Watershed Partnership Planning Team to make non-substantive changes to the work plan as required by the Board of Water and Soil Resources for grant implementation. Motion carried.

#### **Lower St. Croix Watershed Partnership Washington Conservation District Statement of Work Cancellation**

Motion by Tollberg and seconded by Cedergren to cancel the Lower St. Croix Watershed Based Implementation Funding grant (BWSR Grant Agreement C23-0735) Statement of Work between the Chisago Soil and Water Conservation District (approved March 28, 2023) and the Washington Conservation District (approved March 21, 2023) for all services related to the Agronomy Outreach Specialist shared staffing position. Motion carried.

#### **BWSR Soil Health Grant**

Administrator Mell provided an update on the status of the Phase 3, Federal RCPP funding. No board action taken at this time.

**SWCD Logo**

Motion by Birkholz and seconded by Petersen to select option #4 as the new Chisago SWCD logo. Motion carried.

**SWCD Office Space**

Administrator Mell provided an update on the status of our new office building lease. No board action taken at this time.

**December Board Meeting Date and Location**

Motion by Cedergren and seconded by Petersen to approve changing the date of the December 2024 Chisago SWCD Board meeting from Tuesday, December 10<sup>th</sup>, to Thursday, December 19<sup>th</sup> at 8:00 AM and changing the meeting location from the North Branch Public Library to the Chisago SWCD office. Motion carried.

**COMMITTEE REPORTS**


No Board action taken at this time.

**UPCOMING BOARD MEETING**

The next regular Board meeting is scheduled for Thursday, December 19<sup>th</sup> at 8:00 AM at the Chisago SWCD office. Motion carried.

**ADJOURNMENT**

Motion by Petersen and seconded by Birkholz to adjourn the meeting at 9:55 a.m.

  
\_\_\_\_\_  
Secretary

12/19/24  
Date

