

AITKIN COUNTY SWCD
307 2nd STREET NW, ROOM #216
AITKIN, MN 56431

Minutes of the Aitkin County Soil & Water Conservation District Board of Supervisors meeting held on Tuesday, January 10, 2023 at the Aitkin County Government Center, 3rd Floor Training Room. Meeting was called to order at 9:00 a.m.

Those in attendance were:

Those absent were:

Tom Fasteland, Chair
Wayne Anderson, Vice Chair
Bob Roseberg, Treasurer
Frank Turnock, Secretary
Bob Janzen, Reporter
Janet Smude, District Manager
Lori Nelson, District Secretary
Chris Pence, MN BWSR Board Conservationist

MINNEWAWA FISH PASSAGE/\$6605.45

The Minnewawa Fish Passage project is completed. The total cost of the project was \$84,609. There was \$6605.45 that was withheld until the last step of the project was completed (notch was cut). A motion was made by Wayne Anderson and seconded by Bob Roseberg to approve the final payment for the Minnewawa Fish Passage in the amount of \$6605.45. Approved unanimously. The drone will be flown over the project next spring. Now that the final payment has been made to the contractor Janet will ask for reimbursement from the DNR. TSA3 was paid \$1115.72

MASWCD CONVENTION

Reports were given from those who attended the MASWCD Convention.

Janet discussion re: SWCD Manager training (Franklin Covey) that was offered at the Convention. After taking this training at the Convention, on-line training is now available free of charge for a year.

TALON METALS PROJECT UPDATE

Talon Metals was not able to attend the meeting due to a highway closure on the way to the meeting.

VERONICA LUNDQUIST/DISTRICT TECHNICIAN, OUTREACH SPECIALIST

Veronica Lundquist will start employment on January 11, 2023. A motion was by Wayne Anderson and seconded by Frank Turnock to approve to hire Veronica Lundquist as District Technician/Outreach Specialist January 11, 2023 at \$24/hr. Approved unanimously.

ELECTION OF OFFICERS

A motion was made by Frank Turnock and seconded by Bob Roseberg to approve 2023 Officers.

Wayne Anderson, Chair
Bob Janzen, Vice Chair
Bob Roseberg, Treasurer
Tom Fasteland, Reporter
Franklin Turnock, Secretary

Approved unanimously.

DESIGNATE BANK & NEWSPAPER

A motion was made by Frank Turnock and seconded by Wayne Anderson to approve the Aitkin Independent Age as the official newspaper. Approved unanimously.

A motion was made by Bob Janzen and seconded by Bob Roseberg to approve the Security State Bank and Bremer Bank as the official banks. Approved unanimously.

2023 MILEAGE RATE

A motion was made by Frank Turnock and seconded by Wayne Anderson to approve the 2023 mileage rate (.655). Approved unanimously.

BILLS OVER \$3000

HUGH HEINECKE, CPA/\$4000

A motion was made by Wayne Anderson and seconded by Bob Janzen to approve payment to Hugh Heinecke, CPA in the amount of \$4000. Approved unanimously.

HOUSTON ENGINEERING, INC./\$4942.25

A motion was made by Bob Janzen and seconded by Wayne Anderson to approve payment of \$4942.25 to Houston Engineering, Inc. Approved unanimously.

STEPHANIE FINCH/\$3285

A motion was made by Bob Janzen and seconded by Bob Roseberg to approve payment of \$3285 to Stephanie Finch. Approved unanimously.

MCIT/\$11,373

A motion was made by Frank Turnock and seconded by Wayne Anderson to approve payment of \$11,373 to MCIT. Approved unanimously.

2023 MASWCD DUES/\$5658.54

A motion was made by Wayne Anderson and seconded by Bob Roseberg to approve payment of \$5658.54 to MASWCD for 2023 dues. Approved unanimously.

2023 AREA III DUES

A motion was made by Frank Turnock and seconded by Bob Janzen to approve the 2023 Area III Dues in the amount of \$300. Approved unanimously.

2023 SWCD FORESTRY ASSOCIATION DUES/\$60

A motion was made by Wayne Anderson and seconded by Frank Turnock to approve payment to SWCD Forestry Association in the amount of \$60. Approved unanimously.

AGRICULTURAL PRACTICES COST-SHARE POLICY

A motion was made by Frank Turnock and seconded by Bob Roseberg to approve the Agricultural Practices Cost-Share Policy. Approved unanimously.

BREAK

Meeting was called back to order.

RETENTION SCHEDULE

This was tabled until the next meeting.

PERFORMANCE REVIEW & ASSISTANCE PROGRAM (PRAP) GRANT/BWSR

Discussion re: strategic plan, hiring a consultant etc. Janet will continue to look into this grant.

AREA III ENVIROTHON/\$250

A motion was made by Wayne Anderson and seconded by Frank Turnock to approve payment to the Area III Envirothon in the amount of \$250. Approved unanimously.

LONG LAKE CONSERVATION CENTER, NATURE SCHOOL DONATION/\$250

A motion was made by Frank Turnock and seconded by Bob Janzen to approve payment to Long Lake Conservation Center in the amount of \$250. Approved unanimously.

OTHER

RESOLUTION TO ADOPT THE WATER PLAN AS THE SWCD COMPREHENSIVE PLAN

A motion was made by Wayne Anderson and seconded by Bob Janzen to adopt the Water Plan as the SWCD Comprehensive Plan. Approved unanimously.

A motion was made by Bob Roseberg and seconded by Wayne Anderson to request a representative from Aitkin County Board of Commissioners to attend the monthly SWCD Board meetings. Approved unanimously.

SNAKE RIVER REPORT (Bob Roseberg)

No Snake River Board meeting.

Snake River 1W1P was finalized, BWSR approved, before the full board on January 25, 2023 for approval. Differences worked out etc.

DISTRICT MANAGER REPORT

- Started on reporting
- Put together a 1-page handout "What the SWCD Does". Discussion of what can be added or taken out. Some suggestions were map of the District, logo bigger, brief explanation under each picture.
- Leadership Training/Alexandria January 17-18, 2023. Back early on the 18th for a Water Plan meeting.
- Vacation

DISTRICT TECHNICIAN/FORESTER REPORT AIS UPDATE

- Tree Planting discussion. Delay the tree planter purchase, planting bars discussed.

BUFFER SPECIALIST REPORT (Sam)

- Buffer Update
- Ag Inspector Update (tablet to be purchased)
- Mississippi Grand Rapids 1W1P
- WCA Update
- Culvert Inventory (Salo) almost complete
- Lakeside Township culvert inventory-more data to gather
- Rivers & Lakes Fair meeting January 19, 2023. The Rivers & Lakes Fair will be held on Saturday, June 17, 2023 at Long Lake Conservation Center.
- Rum River 1W1P/Mille Lacs Prioritizing Study.
- Vehicle Update-the 2004 Ford Escape will be returned to the County. The SWCD will be getting a Jeep Liberty from the Assessor's office.

AITKIN/CARLTON FORESTER REPORT

- Aitkin SWCD

- Carlton SWCD
- 319 Minnewawa Tamarack letter
- Kettle River LSP
- Workshop
- Meetings

BWSR REPORT

- Reporting deadline February 1, 2023
- Legacy Partners Grant (BWSR website)
- New e-link application coming out in March
- LCCMR Pilot Tree Project

NRCS REPORT

- EQIP Update
- CSP Update
- NE Forage & Grassland Council meeting January 24, 2023/Floodwood
- Wetland Reserve Easements
- Back to Basics Sustainability, Pine River February 11, 2023

FARM BILL BIOLOGIST REPORT

Jake Granfors, Pheasants Forever Farm Bill Biologist has accepted another position with Pheasants Forever (Program Specialist). With this position he will be able to work from home. His last day of work in Aitkin is Friday, January 13, 2023.

The next SWCD Board meeting will be Tuesday, February 21, 2023. Talon Metals will be rescheduled for that day.

A motion was made by Frank Turnock and seconded by Wayne Anderson to adjourn at 11:50 a.m.

Respectfully submitted,

Franklin Turnock
Secretary

AITKIN COUNTY SWCD
307 2nd STREET NW, ROOM #216
AITKIN, MN 56431

Minutes of the Aitkin County Soil & Water Conservation District Board of Supervisors meeting held on Tuesday, February 21, 2023 at the Aitkin County Government Center, 3rd Floor Training Room. Meeting was called to order by Wayne Anderson, Chair. Pledge of Allegiance was recited.

Those present were:

Those absent were:

Wayne Anderson, Chair
Bob Janzen, Vice Chair
Bob Roseberg, Treasurer
Franklin Turnock, Secretary
Tom Fasteland, Reporter
Janet Smude, District Manager
Lori Nelson, District Secretary
Tim Terrill, Mississippi Headwaters Board (MHB)
Jessica Johnson, Talon Metals
Joni Torgerson, Talon Metals

Additions to the agenda:

- Resolution re: Cloquet Forestry Center
- Bill over \$3000, Houston Engineering/\$8854
- MFA Dues/\$75
- MOA with NRCS
- Pheasants Forever
- Resolutions (3) 1W1Ps
- Update on TSA3

A motion was made by Frank Turnock and seconded by Bob Roseberg to approve the agenda as amended. Approved unanimously.

A motion was made by Bob Roseberg and seconded by Tom Fasteland to approve the January 10, 2023 minutes. Approved unanimously.

TREASURER'S REPORT

A motion was made by Tom Fasteland and seconded by Bob Janzen to accept the January financial statement. Approved unanimously.

CHECKS WRITTEN

A motion was made by Frank Turnock and seconded by Bob Roseberg to approve the checks written. Approved unanimously.

TIM TERRILL, MISSISSIPPI HEADWATERS BOARD (MHB)

Tim Terrill showed a video “A Living History of the MHB”.

TALON METALS UPDATE/JESSICA JOHNSON & JONI TORGERSON

Jessica Johnson and Joni Torgerson gave a Power Point presentation on the latest highlights and activities of Talon Metals.

- Project Overview
- Current Operations
- Environmental Studies
- Tamarack Exploration Area
- Mineral Exploration Process
- Safety in our Operations
- Community Engagement
- Preliminary Configuration Underground More Shaping
- Project Location and Infrastructure
- Ore Storage & Handling
- Preliminary Mine Site Facilities Footprint
- Size Comparison vs. MN National Golf Course (near McGregor)
- Size Comparison vs. Steel Minn Tac Operations
- Continuing to Develop Detailed Mine Plans
- Environmental Review Process

DUES/MN ASSOCIATION COUNTY AG INSPECTORS (MACAI)

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve \$100 to MN Association County Ag Inspectors (MACAI). Approved unanimously.

MFA DUES/\$75

A motion was made by Tom Fasteland and seconded by Bob Roseberg to approve \$75 to MFA. Approved unanimously.

MISSISSIPPI GRAND RAPIDS 1W1P/AGREEMENT FOR PROFESSIONAL SERVICES

A motion was made by Frank Turnock and seconded by Tom Fasteland to approve an Agreement for Professional Services between Aitkin & Itasca SWCD for the Mississippi Grand Rapids 1W1P. Approved unanimously.

BUFFER SPECIALIST REPORT

- Buffer Update
- Ag Inspector Update
- Rum River 1W1P
- Mississippi Grand Rapids 1W1P
- WCA/TEP meeting
- Culvert Inventory/Lakeside Twp.
- Soil Health Grant
- MN Ag Water Quality Certification Program
- River & Lakes Fair
- Talon

AITKIN/CARLTON FORESTER REPORT/KAYSIE

- Aitkin SWCD Update-Forestry
- Carlton SWCD Update-Forestry
- 319 Grant
- Meetings/Trainings

CONSERVATION CORP REPORT/KAYSIE

We have been approved for a Conservation Corp. from mid-May to sometime in August. Long Lake Conservation Center is available again for housing. Long Lake Conservation Center would have some duties for the Conservation Corp. to help with in return for housing, flexible as to what that might be (kitchen help, maintaining grounds etc.). Summary of planned activities for the SWCD are Invasive Species, Forestry, Outreach, Pollinator, Shoreline Maintenance at Long Lake and Event Assistance. A motion was made by Tom

Fasteland and seconded by Frank Turnock to approve and sign paperwork re: Conservation Corp. Approved unanimously.

PERFORMANCE REVIEW & ASSISTANCE PROGRAM (PRAP)

Discussion. An example of what North St. Louis did for their grant was handed out to the supervisors. Grant application and budget (mileage, speaker, per diem, etc.) was discussed. Total \$18,000—50/50 grant match required. Dollars cannot be taken out of the District Capacity grant but could be taken from other funds. Are we okay with putting in \$8,000? A motion was made by Frank Turnock and seconded by Bob Roseberg to submit an application for this grant. Approved unanimously.

JANET SMUDE/END OF 6 MONTH PROBATIONARY PERIOD AS DISTRICT MANAGER

Discussion. A motion was made by Frank Turnock and seconded by Tom Fasteland to approve the end of the 6 month probationary period for Janet Smude. Pay increase effective March 15, 2023, (\$79,263.60 yearly). Approved unanimously.

BILLS OVER \$3000

HOUSTON ENGINEERING, \$3726.25

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve payment of \$3726.25 to Houston Engineering. Approved unanimously.

HOUSTON ENGINEERING, \$8854.00

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve payment of \$8854 to Houston Engineering. Approved unanimously.

TREE & PLANT SALE OPEN HOUSE

A Tree & Plant Sale Open House will be held on Thursday, February 23, 2023 at the Aitkin Public Library from 3:30-6 p.m.

DAY AT THE CAPITOL

The Day at the Capitol is March 7-8, 2023—a time to talk to legislators, \$100 per person to attend.

RETENTION SCHEDULE

Lori handed out a retention schedule for the Aitkin County SWCD. This needs to be approved by the Aitkin County SWCD Board, sent to Charles Rodger, MN Historical Society and approved before district records can be disposed of at the Aitkin County SWCD office. A motion was made by Frank Turnock and seconded by Bob Roseberg to approve the Retention Schedule for the Aitkin County SWCD. Approved unanimously.

A motion was made by Frank Turnock and seconded by Tom Fasteland to approve Lori Nelson to sign the MN Records Retention Schedule as the Agency Records Management Officer. Approved unanimously.

MEMO OF AGREEMENT/NRCS & AITKIN COUNTY SWCD

This has been done already.

SNAKE RIVER 1W1P

A motion was made by Tom Fasteland and seconded by Frank Turnock to adopt the Snake River 1W1P locally to replace the Water Management Plan. Approved unanimously.

PINE RIVER 1W1P

A motion was made by Tom Fasteland and seconded by Frank Turnock to adopt the Pine River 1W1P locally to replace the Water Management Plan. Approved unanimously.

ST LOUIS RIVER 1W1P

A motion was made by Bob Roseberg and seconded by Bob Janzen to adopt the St. Louis River 1W1P locally to replace the Water Management Plan. Approved unanimously.

TSA3 UPDATE

Tom Fasteland attended the TSA3 meeting virtual on February 1, 2023. Lots of projects-2 in Aitkin County. They are hiring another technician. Erin Loeffler, BWSR did a Power Point at this meeting and Tom recommended inviting Erin to an Aitkin County SWCD Board meeting.

Chris Pence took another job. Erin Loeffler is our BWSR Board Conservationist.

PHEASANTS FOREVER

Jake Granfors took another position with Pheasants Forever. Discussion to re-hire. There are easements in the works. The Aitkin County SWCD receives \$2,000 per easement that are completed. A motion was made by Frank Turnock and seconded by Bob Roseberg to send a letter encouraging Pheasants Forever to fill Jake's position.

CLOQUET FORESTRY CENTER

A motion was made by Tom Fasteland and seconded by Frank Turnock to have staff put together a resolution supporting the Cloquet Forestry Center to continue ownership and maintaining the Cloquet Forestry Center. Janet has a meeting with Brad Matlack, Carlton County SWCD on Wednesday and will discuss this with him. Approved unanimously.

SNAKE RIVER REPORT (Bob Roseberg)

The Snake River 1W1P was officially approved by BWSR. Discussion re: Snake River Watershed organization. Wayne asked that Aitkin County SWCD extend to Deanna to not hesitate to ask for help if there is something Aitkin can help with.

DISTRICT CONSERVATIONIST REPORT (Tom Gervais)

In thinking through the MOA discussed earlier in the meeting, it might be a good idea to update the paperwork with a new District Manager.

ANNUAL CIVIL RIGHTS REVIEW

- EQIP Update
- Regional Conservation Partnership Program
- Conservation Stewardship Program (CSP)
- Inflation Reduction Act

-Other (Staffing/Pheasants Forever)

-Trainings

DISTRICT MANAGER REPORT

-Reporting is done

-Janet will be attending the County Board meeting quarterly. Discussion re: The first time the Aitkin County SWCD Board attend with Janet and after that one SWCD Board member along with Janet attend.

FOREST STEWARDSHIP PLAN WRITER REPORT/AIS UPDATE

AIS UPDATE

-AIS Grant Requests

-Tablets ordered

-Shirts ordered

-Weed Grabbers

-2023 Budget

-Coordinator, DNR

-New ways to expand

FORESTRY UPDATE

-Stewardship Plan Update

-Tree & Plant Workshop

-Snake River 1W1P

-Rum River Forestry ideas

-Sherwood Forest

-Private Woodlands

-LCCMR Tree Planting

-Tree Selection Webinar

WATERSHED MANAGEMENT & OUTREACH SPECIALIST

WATERSHED MANAGEMENT

-Grand Rapids Kickoff Meeting

-Mille Lacs Watershed Management Group

OUTREACH

- Rivers & Lakes Fair
- Trees & Plants
- 319 Grant
- Invasive Species
- Aitkin SWCD
 - Logo
 - Facebook
 - Apparel

The next Aitkin County SWCD Board meeting will be held on Tuesday, March 21, 2023 at 9:00 a.m. at the Aitkin County Government Center, 3rd Floor Training Room.

A motion was made by Frank Turnock and seconded by Bob Roseberg to adjourn at 1:15 p.m.

Respectfully submitted,

Franklin Turnock
Secretary

AITKIN COUNTY SWCD
307 SECOND STREET NW, ROOM #216
AITKIN, MN 56431

Minutes of the Aitkin County Soil & Water Conservation District Board of Supervisors meeting held on Tuesday, March 21, 2023 at the Aitkin County Government Center, County Board Room. Meeting was called to order at 9:00 a.m. by Wayne Anderson, Chair. Pledge of Allegiance was recited.

Those present were:

Those absent were:

Wayne Anderson, Chair
Bob Janzen, Vice Chair
Bob Roseberg, Treasurer
Franklin Turnock, Secretary
Tom Fasteland, Reporter
Janet Smude, District Manager
Lori Nelson, District Secretary
Erin Loeffler, BWSR
Bret Sample, Aitkin County Commissioner
Paige Van Pelt, Aitkin County Citizen

Addition to the agenda:

-Natural Resource Advisory Committee (NRAC)

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve the agenda as amended. Approved unanimously.

A motion was made by Bob Roseberg and seconded by Frank Turnock to approve the February 21, 2023 minutes. Approved unanimously.

TREASURERS REPORT

A motion was made by Frank Turnock and seconded by Bob Roseberg to accept the February financial statement. Approved unanimously.

CHECKS WRITTEN

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve checks written. Approved unanimously.

OLD BUSINESS

No old business

TRAINING PRESENTATION/ERIN LOEFFLER, BWSR SUPERVISORS ROLES & RESPONSIBILITIES

Erin, Loeffler, BWSR gave a Power Point presentation on Soil & Water Conservation Supervisors Roles and Responsibilities.

BILLS OVER \$3000

MISSISSIPPI HEADWATERS BOARD (MHB), \$10,000

A motion was made by Tom Fasteland and seconded by Frank Turnock to approve payment of \$10,000 to Mississippi Headwaters Board. Approved unanimously.

HOUSTON ENGINEERING, \$8035

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve payment of \$8035 to Houston Engineering. Approved unanimously.

COLLABORATIVE COUNTY-FAMILY FOREST CONSERVATION GRANT AGREEMENT(CCFFC)

Contract made with the DNR, Forest Service \$. This grant is for \$138,000 (\$10,000 County Land Dept., \$10,000 Mitch Brink, \$33,000 Stephanie Finch, and \$85,000 for districts to be divided among Cass, Crow Wing and Aitkin County). The \$85,000 is to be used on workshops, campaigns, forest management practice plans, etc. There are still questions for Lindberg re: staff time, workshop costs etc. There will be a meeting at the end of the month to discuss these questions. This grant ends September 30, 2024. Concern with staffing, bring in more partners. Private Woodlands Committee was a partner that was suggested to bring into this grant.

A motion was made by Tom Fasteland and seconded by Frank Turnock to enter into this grant contract with DNR. Approved unanimously.

A motion was made by Frank Turnock and seconded by Tom Fasteland to approve a subcontract for \$10,000 with Mitch Brink. Approved unanimously.

A motion was made by Bob Janzen and seconded by Frank Turnock to approve a subcontract for \$33,000 with Stephanie Finch. Approved unanimously.

A motion was made by _____ and seconded by _____ to approve paying the Aitkin County Land Department \$10,000. Approved unanimously.

SOIL HEALTH GRANT COST-SHARE UPDATE (It was decided to use District Capacity cost-share for this one.)

PRACTICE 512 FORAGE OR BIOMASS PLANTING/GLEN TWP./DISTRICT CAPACITY 21

A motion was made by Frank Turnock and seconded by Bob Roseberg to approve cost-share assistance contract, cost sharing not to exceed \$7721 or 75% of the total eligible cost, whichever is less. Approved unanimously.

SHORELAND STABILIZATION/SHORELAND REVEGETATION/PINE LAKE, WAGNER TWP./2023 STATE COST-SHARE

A motion was made by Bob Roseberg and seconded by Tom Fasteland to approve a cost-share assistance contract, cost-sharing not to exceed \$2660 or 75% of the total eligible costs, whichever is less. Approved unanimously.

NATURAL RESOURCE ADVISORY COMMITTEE REPORT (Frank Turnock)

Lobbying group working to get funding for (5) Environmental Learning Centers (5th-8th Grade), Bill to State Level. Resolution for the Area III Resolution meeting in June. Frank requested that a SWCD staff attend the Natural Resource Advisory Committee (2nd Monday night at Long Lake Conservation Center).

SNAKE RIVER REPORT (Bob Roseberg)

JPA including SWCDs and County Commissioners as governing structure resolution passed unanimously.

DISTRICT MANAGER REPORT

- Conservation Easements/Pheasants Forever planning on hiring someone to replace Jake, not sure of when that will be.
- Watershed Partnerships, a lot of outreach
- 1W1P Brainerd meeting next week
- 1W1P Grand Rapids Policy Committee meeting Thursday
- Leadership Training/St. Paul (3 days last week)
- Jeep Liberty received from the County, possibly needing new tires, ok'd by the SWCD Board to get new tires for the 2007 Jeep Liberty. The 2004 Ford Escape was given back to the County.

Kaysie is working with the MN Conservation Corps Program. A motion was made by Tom Fastland and seconded by Bob Janzen to authorize her to sign a site agreement for the MN Conservation Corp. Approved unanimously.

DISTRICT TECH/FORESTER REPORT

- 3 Forest Stewardship Plans completed.
- Snake River 1W1P
- Forestry Projects (3)/Rum River
- LCCMR Tree Planting/Tree Planter or tree planting bars. They want to make sure everyone has a tree planter.
- CCFFC Grant
- Parks Planning Commission/Grant with the DNR

AIS UPDATE

- Penmac is the hiring agency for 2023, 20% decrease for the 2023 season.
- Approve MHB, \$10,000
- 2023 Budget
- Tablets and cases ordered and received
- Lynn Pribbenow is the head inspector
- Inspector #s looking good for 2023
- Different prioritizing for inspections this year, interactive map, survey data etc.

BUFFER SPECIALIST REPORT

- Buffer update
- New tablet for reporting weeds (Dept. of Ag wants pictures of weeds on ed maps).
- Rum River 1W1P

-WCA meeting on Friday

WATERSHED MANAGEMENT OUTREACH SPECIALIST REPORT

- Mille Lacs Watershed Management Group
- Mississippi Grand Rapids 1W1P
- Webinars
- Shoreline
- Rivers & Lakes Fair
- Trees & Plants
- Big Sandy 319 Grant
- Invasive Species Grant
- Aitkin SWCD (logo, facebook, online)

NRCS REPORT (Tom Gervais)

It has been a tough winter getting projects implemented. Spring brush mowing?

-Program updates

Golden Wing Warbler and Ag Water Quality deadline is May 12, 2023.

-Local Work Group meeting discussed. It will be scheduled for Tuesday, May 16, 2023 after the SWCD Board meeting (1:00 or 1:30) start time.

-Forage & Grassland Council. Spring meeting to be held in Orr.

Wayne Anderson attended the meeting in Aitkin with Congressman Pete Stauber. Discussion re: The Farm Service Agency office in Aitkin is needed.

PAIGE VAN PELT, AITKIN COUNTY CITIZEN/AITKIN FARMER'S MARKET

Paige handed out some information re: Aitkin Farmer's Market. This will be put on the agenda for the next SWCD Board meeting.

TSA 3 REPORT (Tom Fastland)

No report. Meeting was to be held Wednesday, March 22, 2023 but has been cancelled.

The next Aitkin County SWCD Board of Supervisors meeting will be held on Tuesday, April 18, 2023 at 9:00 a.m. at the Aitkin County Government Center, Training Room.

A motion was made by Frank Turnock and seconded by Tom Fasteland to adjourn at 12:15 p.m.

Respectfully submitted,

Franklin Turnock, Secretary

AITKIN COUNTY SWCD
307 2nd STREET NW, ROOM #216
AITKIN, MN 56431

Minutes of the Aitkin County Soil & Water Conservation District Board of Supervisors meeting held on Tuesday, April 18, 2023 at the Aitkin County Government Center Training Room. Meeting was called to order at 9:00 a.m. by Wayne Anderson. Pledge of Allegiance was recited.

Those present were:

Wayne Anderson, Chair
Bob Janzen, Vice Chair
Franklin Turnock, Secretary
Janet Smude, District Manager
Lori Nelson, District Secretary
Allison Rian, Aitkin Farmers Market
Paige Van Pelt, Aitkin Farmers Market

Those absent were:

Tom Fasteland, Reporter

Additions to the agenda:

- Houston Engineering, Inc./\$18,584.91
- Project Proposal, Lake Minnewawa
- Engineering Services/Cost-Share
- Tamarack Sno-Flyers Donation

A motion was made by Frank Turnock and seconded by Bob Janzen to approve the agenda with additions. Approved unanimously.

A motion was made by Frank Turnock and seconded by Bob Janzen to approve the March 21, 2023 minutes. Approved unanimously.

A motion was made by Bob Janzen and seconded by Frank Turnock to accept the March financial statements. Approved unanimously.

CHECKS WRITTEN

A motion was made by Frank Turnock and seconded by Bob Janzen to approve checks written. Approved unanimously.

Health Insurance discussion. Janet and Wayne will talk to the County re: health insurance.

SNAKE RIVER BOARD

-JPA to Attorney for edits/approvals

A motion was made by Frank Turnock and seconded by Bob Janzen to appoint Wayne Anderson to the Snake River Board.

SWCD TREASURER DUTIES

A motion was made by Wayne Anderson and seconded by Frank Turnock to appoint Bob Janzen as temporary Treasurer. Approved unanimously.

AREA III RESOLUTION MEETING

The Area III Resolution meeting will be held on Friday, June 9, 2023. Resolution discussion. Janet will draft resolutions and bring to the May SWCD Board meeting for supervisors to review.

CCFFC

The contract has been signed. It expires in September 2024, 3 years work in 1 ½ years. Lindberg is working on an extension for this grant.

Janet has been working with Kyle and Kaysie re: Forest Stewardship Plans in this grant and planning on who will be doing what.

HAZELTON TOWNSHIP/CALCIUM CHLORIDE

Janet drafted a letter to Hazelton Township for the SWCD Board to review. It was decided to send a letter to all townships re: calcium chloride and also include the County Engineer. Janet was authorized to sign the letter.

Frank attended the Cattleman's Association meeting. Discussion re: a SWCD banner in the Show Arena. A motion was made by Frank Turnock and seconded by Bob Janzen to contact the Cattleman's Association and purchase a banner for \$80 for the Aitkin County SWCD.

The Beanery will be having outdoor seating along with a place for promotional items to be displayed. Frank suggested talking to Amy Wyant about this, not sure what the cost is.

HOUSTON ENGINEERING, INC./\$18,584.91

A motion was made by Frank Turnock and seconded by Bob Janzen to approve payment of \$18,584.91 to Houston Engineering, Inc. Approved unanimously.

PROJECT PROPOSAL/LAKE MINNEWAWA

A motion was made by Frank Turnock and seconded by Bob Janzen to approve a cost-share assistance contract \$6605.25 on Lake Minnewawa, not to exceed 75% of the total eligible cost, whichever is less. Approved unanimously.

ENGINEERING FOR PROJECTS

Discussion. Kelly former Cass County SWCD employee now works for a private engineering company. Janet met with him last week and he is interested in helping the SWCD out with projects. Is this something the SWCD Board is interested in? Discussion re: rolling the cost into the cost-share and not put back on the landowner and if we could use our District Capacity cost-share \$. It was suggested to check with other districts and see what they do with private firms and also run it past our Board Conservationist and to see when bids are necessary.

TAMARACK SNO-FLYERS

A motion was made by Frank Turnock and seconded by Bob Janzen to make a donation for shades/blinds of up to \$200 to the Tamarack Sno-Flyers. Discussed 50/50 with Talon and Frank will check with Talon. Approved unanimously.

SNAKE RIVER REPORT

Discussed earlier in the meeting.

DISTRICT MANAGER REPORT/JANET

- Conservation Easements-continue to work on those. BWSR is helpful.
- New MOA signed for Grand Rapids 1W1P.
- Grand Rapids 1W1P upcoming meeting

- County Board, adopting Snake River as Comp. Plan
- Brd. 1W1P upcoming meeting

AIS UPDATE/KYLE

- Budget and education grants approved.
- AIS Inspection training is May 2, 2023

DISTRICT TECHNICIAN/FORESTER REPORT/KYLE

- Forest Stewardship Plan update
- BWSR Spring training
- Horseshoe & Eagle Lake/Drone
- Forest to Tap hand out trees and materials
- Radio, Forest Health-Garrett, NRCS will join Kyle on the radio.
- CPL Grant, City Park
- LCCMR Tree planting, equipment discussion tree planter or tree planting bars. Tree planter-Frank stated, They buy it, we will house it.
- DNR burns in the County. Authorized staff to get involved with burns-just for education.

BUFFER SPECIALIST REPORT/SAM

- Buffer update
- Weed Inventory, Cornish and Ball Bluff Twp.
- Rum River 1W1P
- Grand Rapids 1W1P kickoff meetings scheduled for June 5, and June 7, 2023.
- Culvert Inventory-Lakeside Twp.

MASTER PROJECT AGREEMENT BETWEEN RUM RIVER WATERSHED PARTNERSHIP AND AITKIN COUNTY SOIL & WATER CONSERVATION DISTRICT

A motion was made by Bob Janzen and seconded by Frank Turnock to approve the Master Project Agreement between Rum River Watershed Partnership and Aitkin County Soil & Water Conservation District. Approved unanimously.

STATEMENT OF WORK 2023-ASWCD-F-1, MILLE LACS, AITKIN COUNTY SWCD, STEWARDSHIP PLANS, 2023

A motion was made by Bob Janzen and seconded by Frank Turnock to approve Statement of Work 2023-ASWCD-F-1, Mille Lacs Lake, Aitkin County SWCD Stewardship Plans. Approved unanimously.

STATEMENT OF WORK 2023-ASWCD-PAS-2, MILLE LACS, AITKIN COUNTY SWCD, MILLE LACS LAKE PRIORITIZING STUDY 2023

A motion was made by Bob Janzen and seconded by Frank Turnock to approve Statement of Work 2023-ASWCD-PAS-2, Mille Lacs, Aitkin County SWCD, Mille Lacs Lake Prioritizing Study 2023. Approved unanimously.

- Soil Health Grant Update
- MN Ag Water Quality
- Rivers & Lakes Fair
- Lakeshore Inventory (\$19 Grant)

AITKIN/CARLTON FORESTER REPORT/KAYSIE

- Conservation Corp. Update
- Aitkin/Carlton Forest Stewardship Plan Update
- Kettle River LSP meeting
- Brd. 1W1P meeting
- Training/Education

AITKIN FARMERS MARKET/ALLISON RIAN & PAIGE VAN PELT

Allison Rian gave a presentation and update on the Aitkin Farmers Market. Discussion to follow. No decision made as far as a donation. Donation tabled until next meeting.

WATERSHED MANAGEMENT & OUTREACH SPECIALIST/VERONICA

- Mille Lacs Watershed (about 20 in attendance)
The next Lunch & Learn will be June 24, 2023 at Appledorn's.
- Rivers & Lakes Fair
- Plant deadline is April 19, 2023
- Website update
- Contractor Workshop about 20 companies represented
- Realtor Workshop on April 28, 2023
- Invasive Species Grant (write 13 articles, 1st article to be in the Aitkin paper next Wed.)

- Miss. Grand Rapids 1W1P flyer
- Aitkin County SWCD Logo. Look into name tags to start.

NRCS REPORT (TOM)

- Update on programs
- Pheasants Forever hired a replacement for Tanner-maybe fill Jake's position soon.
- Inflation Reduction Act
- Local Work Group to be held on May 16, 2023

A motion was made by Bob Janzen and seconded by Frank Turnock to adjourn at 12:15 p.m.

The next SWCD Board meeting will be held on Tuesday, May 16, 2023 at 9:00 a.m. at the Aitkin County Government Center, Commissioner's Room

Respectfully submitted,

Franklin Turnock
Secretary

AITKIN COUNTY SWCD
307 2nd STREET NW, ROOM #216
AITKIN, MN 56431

Minutes of the Aitkin County Soil & Water Conservation District Board of Supervisors meeting held on Tuesday, May 16, 2023 at the Aitkin County Government Center 3rd Floor Commissioners Room. Meeting was called to order at 9:05 a.m. by Bob Janzen, Vice Chair. Pledge of Allegiance was recited.

Those present were:

Those absent were:

Bob Janzen, Vice Chair/Treasurer

Wayne Anderson, Chair

Franklin Turnock, Secretary

Tom Fasteland, Reporter

Janet Smude, District Manager

Lori Nelson, District Secretary

Paige Van Pelt, Aitkin Farmers Market

Dave McMillan, Long Lake Conservation Center Manager

Additions to the agenda

-Penmac bills over \$3000

A motion was made by Frank Turnock and seconded by Tom Fasteland to approve the agenda with an addition. Approved unanimously.

A motion was made by Frank Turnock and seconded by Tom Fasteland to approve the April 18, 2023 minutes. Approved unanimously.

AITKIN FARMERS MARKET/DONATION

A motion was made by Tom Fasteland and seconded by Frank Turnock to approve a \$100 donation to the Aitkin Farmers Market. Approved unanimously. Discussion re: Aitkin County SWCD sign to be put up at the Aitkin Farmers Market.

DAVE MCMILLAN/LONG LAKE CONSERVATION CENTER MANAGER/ OUTDOOR SCHOOL FOR ALL

Dave gave a thank you to the Aitkin County SWCD for all the support over the years.

Dave gave an overview of the Outdoor School for All bill that is being proposed. This proposed bill would give the opportunity for any 4th-8th graders, (public, private, and tribal schools are eligible) to be able to attend an Outdoor Learning Center in Minnesota at no cost. The vote on this bill would be May 20, 2024.

Long Lake Conservation Center will be celebrating their 60th Anniversary in August. More details to follow.

Wayne Anderson arrived.

RESOLUTIONS FOR AREA III

A motion was made by Tom Fastland and seconded by Frank Turnock to approve the Outdoor School for All resolution to be taken to the Area III meeting in June. Approved unanimously. Janet will talk with Pine County and other districts to see if they want to sign this resolution as well.

TREASURER'S REPORT

A motion was made by Wayne Anderson and seconded by Tom Fastland to accept the April financial statement. Approved unanimously.

CHECKS WRITTEN

A motion was made by Frank Turnock and seconded by Wayne Anderson to approve the checks written. Approved unanimously.

2021 AUDIT

The 2021 audit was completed a few months ago. Copies of the 2021 audit are available.

BOB ROSEBERG DISCUSSION/APPOINTING A REPLACEMENT

Discussion re: appointing a replacement for Bob Roseberg. Suggestions were made to put an ad in the paper, send a letter to township clerks in the area and lake associations in the area.

AREA III RESOLUTION MEETING

The Area III Resolution meeting will be held on Friday, June 9, 2023 at 9:00 a.m. at the Cloquet Forestry Center. Tom Fasteland, Frank Turnock, Wayne Anderson and Bob Janzen will plan to attend the Area III Resolution meeting.

A motion was made by Frank Turnock and seconded by Wayne Anderson to approve all three resolutions to be taken to the Area III meeting.

Forest Initiative Resolution. Mille Lacs SWCD is rewriting this resolution. A motion was made by Frank Turnock and seconded by Tom Fasteland to sign onto this resolution with Mille Lacs SWCD. Approved unanimously.

MISSISSIPPI GRAND RAPIDS 1W1P MOA APPROVAL

A new MOA needs to be signed—new language needed to be added. A motion was made by Frank Turnock and seconded by Tom Fasteland to approve signing the new MOA for Mississippi Grand Rapids 1W1P. Approved unanimously.

BILL OVER \$3,000

CROW WING SWCD/\$5084.88

A motion was made by Tom Fasteland and seconded by Wayne Anderson to approve payment of \$5084.88 to Crow Wing SWCD. Approved unanimously.

PENMAC BILLS OVER \$3000

A motion was made by Wayne Anderson and seconded by Frank Turnock to approve staff to write checks to Penmac over \$3000 without prior approval. Approved unanimously.

SNAKE RIVER REPORT

The last meeting was cancelled. The next Snake River meeting is Monday, May 22, 2023. Janet and Bob Janzen will attend.

DISTRICT MANAGER REPORT

- TSA3 spent a day in Aitkin re: projects
- Calcium chloride letter was sent out to all townships
- Working on the \$80 banner for Aitkin County Fair to be put in the Show Arena.

There is an annual fee every year, smaller amount about \$25. The Aitkin County Fair Board sets the amount.

- Carlton County hired an engineer (Ag Water Quality)
- Sent a letter of support to Crow Wing SWCD re: grazing specialist

BUFFER SPECIALIST REPORT (Sam)

- Buffers
- Ag Inspector
- Rum River 1W1P
- Mississippi Grand Rapids 1W1P
- WCA/TEP meeting
- Culvert Inventory/Lakeside Twp.
- Soil Health Grant
- No Till Drill
- MN Ag Water Quality Certification Program
- Rivers & Lakes Fair, June 17, 2023

Frank asked that County Ditch 5 be flown each year around the same time to see how much is grown in etc.

MN BWSR CONSERVATIONIST REPORT

Darren Mayers is the new BWSR Board Conservationist for our Area. He will start May 24, 2023 and plans to attend the Aitkin County SWCD Board meetings.

TSA3 REPORT

Janet attended the TSA3 meeting when Tom Fasteland was not able to attend. Two licensed engineers have been hired and a new technician has been hired. Janet met with Matias re: projects, etc.

DISTRICT TECHNICIAN REPORT/FORESTER REPORT AIS REPORT (Kyle)

AIS REPORT (Kyle)

- In person training
- Decon. Training
- 17 inspectors this year (4 new, 3-4 decont. inspectors trained)

- AIS tablets donate to LLCC
- Decont. units (2 of the 3 working well)
- Landings flooded

FORESTER REPORT (Kyle)

- Forest Stewardship Plan update
- Outreach/Education
 - (Forest to Tap, Realtor Workshop. Love your Lake, Logging Equipment/Timber Design)
- Meetings
 - (Snake River 1W1P, Aitkin City Park)
- Grants
 - (LCCMR & CCFFC)

WATERSHED MANAGEMENT & OUTREACH SPECIALIST (Veronica)

- Mille Lacs Watershed Management Group
 - Lunch & Learn, Appledorn's June 24, 2023
- Rivers & Lakes Fair
- Trees & Plants
- BSALWMP
 - Realtor Workshop
 - Cromwell School Presentation
 - Cromwell Pavilion Rain Garden Planting
- Invasive Species Grant
- Name tags
- AIS writing articles bimonthly

NRCS REPORT (Tom Gervais)

- Project updates
- Local Work Group, 2-4 p.m. today at the Aitkin Public Library

AITKIN/CARLTON REPORT (Kaysie)

- Forest Stewardship Plans (20 plans have been written since I started in June 2022, worked with about 50 landowners).

Kaysie requested a leave of absence for June and July to work on a graduate project. Kaysie will be starting classes August 1, 2023 and asking to work part-time (20 hrs. per week).

A motion was made by Tom Fastland and seconded by Frank Turnock to approve a leave of absence for Kaysie for June and July 2023 and working part-time (20 hrs. week) starting August 1, 2023. Approved unanimously.

Discussion re: a need for a full-time employee. Also, conservation easement discussion. Will Pheasants Forever be filling this position in the near future? Janet will talk to Pheasants Forever and see what the plan is. Janet will come up with a job description for a full-time employee to discuss at the next meeting.

The next Aitkin County SWCD Board of Supervisors meeting will be held on Tuesday, June 20, 2023 at 9:00 a.m. at the Aitkin County Government Center, 3rd Floor Training Room.

Meeting adjourned at 12:05 p.m.

Respectfully submitted,

Franklin Turnock
Secretary

AITKIN COUNTY SWCD
307 2nd STREET NW, ROOM #216
AITKIN, MN 56431

Minutes of the Aitkin County Soil & Water Conservation District Board of Supervisors meeting held on Tuesday, June 20, 2023 at the Aitkin County Government Center, 3rd Floor Training Room. Meeting was called to order at 9:00 a.m. by Wayne Anderson, Chair. Pledge of Allegiance was recited.

Those present were:

Those absent were:

Wayne Anderson, Chair
Bob Janzen, Vice Chair/Treasurer
Franklin Turnock, Secretary
Tom Fasteland, Reporter
Janet Smude, District Manager
Lori Nelson, District Secretary
Dan Gravley, Aitkin County resident
Darren Mayers, MN BWSR Board Conservationist
Jude Humphrey, MN Cons. Corp.

Addition to the agenda:

-New Project Proposal
Ripple Lake, District Capacity 22, \$8437.50

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve the agenda with an addition. Approved unanimously.

A motion was made by Frank Turnock and seconded by Tom Fasteland to approve the May 16, 2023 minutes. Approved unanimously.

TREASURER'S REPORT

A motion was made by Tom Fasteland and seconded by Frank Turnock to accept the May financial statement. Approved unanimously.

CHECKS WRITTEN

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve the checks written. Approved unanimously.

APPOINTING A REPLACEMENT FOR BOB ROSEBERG

Dan Gravley, Aitkin County resident, S of McGrath introduced himself.

A motion was made by Frank Turnock and seconded by Tom Fastland to appoint Dan Gravley, District 5 Aitkin County SWCD Supervisor. Approved unanimously.

AREA III RESOLUTION MEETING REPORT

Discussion re: funding. Darren Mayers, MN BWSR Conservationist discussed the funding change from District Capacity to State of MN SWCD Aid payments. The 1st check should be arriving July 20, 2023. A new form 2023 Guidelines on Use of SWCD Aid Payments needs to be approved. It can be changed to fit the SWCD but in discussing this it was decided to leave as is. A motion was made by Tom Fastland and seconded by Frank Turnock to leave the form as is and approve and sign the 2023 SWCD Guidelines on Use of SWCD Aid Payments. Approved unanimously.

DARREN MAYERS, MN BWSR CONSERVATIONIST

Darren handed out the MASWCD Legislative Update and went through the information.

Update on cost-share and what it can be used for was highlighted (habitat enhancements, plant biodiversity, water quantity, energy conservation and climate adaptation).

JUDE HUMPHREY, CONSERVATION CORP

Jude Humphrey introduced herself and then reported on what she has been doing at the Aitkin County SWCD office (noxious weed removal, Rivers & Lakes Fair, forestry site, Mille Lacs Study, etc.)

BILLS OVER \$3000

HOUSTON ENGINEERING, INC./\$15,249.58

A motion was made by Tom Fastland and seconded by Bob Janzen to approve payment to Houston Engineering, Inc. for \$15249.58. Approved unanimously.

SKEETER STITCH,/ \$5168.05

A motion was made by Bob Janzen and seconded by Tom Fastland to approve payment to Skeeter Stitch for \$5168.05. Approved unanimously.

MNL,/ \$5265.00

A motion was made by Tom Fastland and seconded by Bob Janzen to approve payment to MNL for \$5265.00. Approved unanimously.

MN DNR/ \$3674.50

A motion was made by Tom Fastland and seconded by Bob Janzen to approve payment to MN DNR for \$3674.50. Approved unanimously.

MISSISSIPPI GRAND RAPIDS 1W1P KICK OFF MEETING REPORTS/FOCUS MEETINGS

Discussion re: Kick off meetings in Tamarack and Grand Rapids.

VERONICA LUNDQUIST/END OF PROBATION PERIOD

The end of probation for Veronica Lundquist is July 11, 2023. Janet recommended to take her off probation effective July 11, 2023. At that time vacation and sick leave can be used.

A motion was made by Tom Fastland and seconded by Bob Janzen to approve taking Veronica Lundquist off of probation effective July 11, 2023. Approved unanimously.

Janet would also like to request a raise for Veronica Lundquist. She suggested a \$2/hr. which would bring her hourly rate \$26/hr. Discussion re: increasing to \$26.50 and then was decided to increase to \$27/hr. A motion was made by Frank Turnock and seconded by Bob Janzen to approve a rate increase for Veronica Lundquist \$27/hr. effective July 16, 2023. Approved unanimously.

TREE/PLANT REPORT

Lori went through the 2022/2023 tree/plant report.

NEW PROJECT PROPOSALS

NORD LAKE (3)/SHORELINE STABILIZATION, DISTRICT CAPACITY
21/\$3412.50

A motion was made by Frank Turnock and seconded by Bob Janzen to approve a cost-share assistance contract for a shoreline stabilization project on Nord Lake, cost-share not to exceed \$3412.50 or 75% of the total eligible cost, whichever is less. Approved unanimously.

LAKE MINNEWAWA/SHORELINE STABILIZATION, BIG SANDY
319/\$10,379.25

A motion was made by Frank Turnock and seconded by Tom Fastland to approve a cost-share assistance contract for a shoreline stabilization project on Lake Minnewawa, cost-share not to exceed \$10,379.25 or 75% of the total eligible cost, whichever is less. Approved unanimously.

DAM LAKE (2)/SHORELINE STABILIZATION, DISTRICT CAPACITY
21/\$5393.50

A motion was made by Tom Fastland and seconded by Bob Janzen to approve a cost-share assistance contract for a shoreline stabilization project on Dam Lake, cost-share not to exceed \$5393.50 or 75% of the total eligible cost, whichever is less. Approved unanimously.

RIPPLE LAKE (4)/SHORELINE STABILIZATION, DISTRICT CAPACITY
22/\$8437.50

A motion was made by Tom Fastland and seconded by Frank Turnock to approve a cost-share assistance contract for a shoreline stabilization project on Ripple Lake, cost-share not to exceed \$8437.50 or 75% of the total eligible cost, whichever is less. Approved unanimously.

2023 SOIL HEALTH GRANT UPDATE

COST-SHARE CONTRACT APPROVAL (2023 Soil Health 1M)

Landowner was approved by e-mail. Motion to reaffirm. A motion was made by Frank Turnock and seconded by Bob Janzen to approve a cost-share assistance contract for a seeding project, cost-share not to exceed \$980 or 75% of the total eligible cost, whichever is less. Approved unanimously.

PHEASANTS FOREVER/STAFFING

Discussion. A motion was made by Wayne Anderson and seconded by Tom Fastland to approve moving ahead with Pheasants Forever re: Conservation Easement position. Approved unanimously.

Also, discussion re: new Aitkin County SWCD staff-what are we looking for in new staff (forester, conservation easements, Soil Health, Summer contractor to haul drill etc. around the county)? The PRAP grant was approved, new position to be a part of our discussion in the upcoming planning meetings, looking for August and September for planning meetings.

SNAKE RIVER REPORT

The next Snake River Report is Monday, June 26, 2023. Wayne Anderson, Janet Smude and Dan Gravley will attend.

DISTRICT TECHNICIAN/FORESTER REPORT

- Stewardship Plan Update (updates need to be done before July 1, 2023)
- Outreach/Education
 - Farm Island Lake Association
 - Lone Lake Association
 - Adopt a Highway with Planning & Zoning
- Grants
 - Rum River 1W1P, Mille Lacs Flight (80 miles)
- CPL Grant
 - Working with Eagle Scout buckthorne removal

Drone discussion. A motion was made by Tom Fastland and seconded by Bob Janzen to approve purchasing another drone if the one can't be replaced. Approved unanimously.

AIS REPORT

- 20 Inspectors
- Inspection Update
- AIS Grabbers
- Signs for inspectors

The next AIS meeting is scheduled for Tuesday, July 11, 2023.

BUFFER SPECIALIST REPORT

- Buffers
- Ag Inspector
- Rum River 1W1P
- Mississippi Grand Rapids 1W1P
- WCA/TEP meetings
- Culvert Inventory/Lakeside Township
- Soil Health Grant
- No Till Drill
- MN Ag Water Quality Cer. Program
- Rivers & Lakes Fair

WATERSHED MANAGEMENT & OUTREACH SPECIALIST

- Mille Lacs Watershed Mgmt.
 - Lunch & Learn to be held Saturday, June 24, 2023 at Appledorn's.
- Shoreline site visits
- Mille Lacs Study drone flight
- Rivers & Lakes Fair estimated about 300 in attendance
- Invasive Species Grant
- Name tags to be ordered
- AIS articles

NRCS REPORT

- Program updates (EQIP, RCP, CSP)
- Staff Update

DISTRICT MANAGER REPORT

- Conservation Easement Update
- Cisco Lakes Grant
- 1W1P
- Cost-Share projects
- PRAP Grant

A motion was made by Frank Turnock and seconded by Tom Fastland to go ahead with getting bids for a place for PRAP meetings to be held, facilitator, etc. Approved unanimously.

TSA 3 REPORT

Meeting will be held next Wednesday, June 28, 2023 in Duluth.

The next SWCD Board of Supervisors meeting will be held on Tuesday, July 18, 2023, Aitkin County Government Center, 3rd Floor Commissioner's Room at 9:00 a.m.

A motion was made by Tom Fastland and seconded by Bob Janzen to adjourn at 12:15 p.m.

Respectfully submitted,

Franklin Turnock
Secretary

AITKIN COUNTY SWCD
307 2nd STREET NW, ROOM #216
AITKIN, MN 56431

Minutes of the Aitkin County Soil & Water Conservation District Board of Supervisors meeting held on Tuesday, July 18, 2023 at the Aitkin County Government Center, 3rd Floor Commissioners Room. Meeting was called to order at 9:05 a.m. by Wayne Anderson, Chair. Pledge of Allegiance was recited.

Those present were:

Those absent were:

Wayne Anderson, Chair
Bob Janzen, Vice Chair/Treasurer
Franklin Turnock, Secretary
Tom Fasteland, Reporter
Dan Gravley, Supervisor
Janet Smude, District Manager
Lori Nelson, District Secretary
Darren Mayers, MN BWSR Board Conservationist

Additions to the agenda:

-SWCD Apparel
-Mpls Star Tribune article

A motion was made by Bob Janzen and seconded by Tom Fasteland to approve the agenda with additions. Approved unanimously.

A motion was made by Tom Fasteland and seconded by Frank Turnock to approve the June 20, 2023 minutes. Approved unanimously.

A motion was made by Frank Turnock and seconded by Tom Fasteland to accept the June financial statement. Approved unanimously.

A motion was made by Frank Turnock and seconded by Bob Janzen to approve checks written. Approved unanimously.

AITKIN COUNTY FAIR/JULY 5-8, 2023

Discussion of the Aitkin County Fair held July 5-8, 2023.

2024 BUDGET REVIEW AND BUDGET DISCUSSION

Janet presented the proposed 2024 budget to the SWCD Board. A motion was made by Tom Fasteland and seconded by Frank Turnock to approve the 2024 proposed budget. Approved unanimously.

CONTRACT AGREEMENT FOR AIS PREVENTION PLAN SERVICES

This is a 2 yr. agreement. A motion was made by Tom Fasteland and seconded by Dan Gravley to approve signing the contract agreement for AIS Prevention Plan Services. Approved unanimously.

BILLS OVER \$3000

HOUSTON ENGINEERING/\$9565.33

A motion was made by Frank Turnock and seconded by Dan Gravley to approve payment to Houston Engineering for \$9565.33. Approved unanimously.

CROMWELL PARK RAIN GARDEN MNL/\$18,728.05

No motion is needed at this time. Carlton SWCD will pay this and then will bill us at a later time.

CARLTON SWCD, \$5301.10

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve payment to Carlton SWCD for \$5301.10. Approved unanimously.

MISSISSIPPI GRAND RAPIDS 1W1P/FOCUS MEETINGS

A schedule of the Focus meetings was handed out.

AREA III FALL MEETING/SEPTEMBER 21-22, 2023, CLOQUET FORESTRY CENTER

The Area III fall meeting is scheduled for September 21-22, 2023 at the Cloquet Forestry Center. Frank Turnock, Wayne Anderson, Tom Fasteland and Bob Janzen will attend both days. Dan Gravley will attend one day (Thursday).

LONG LAKE CONSERVATION CENTER (LLCC) SCHOLARSHIP REQUEST

A motion was made by Frank Turnock and seconded by Tom Fasteland to make a \$200 donation to the general scholarship fund to Long Lake Conservation Center. Approved unanimously.

NEW PROJECT PROPOSALS

LONG LAKE, \$4290.38/CISCO GRANT, FY23 COST-SHARE GRANT, DISTRICT CAPACITY 22

A motion was made by Bob Janzen and seconded by Tom Fasteland to approve a cost-share contract for a shoreline stabilization project on Long Lake, cost-share not to exceed \$4290.38 or 75% of the total eligible cost, whichever is less. Approved unanimously.

COMPLETED PROJECTS/REIMBURSEMENT REQUESTS

CLEAR LAKE, \$1259.49 DISTRICT CAPACITY 21

A motion was made by Dan Gravley and seconded by Frank Turnock to approve a cost-share payment for a shoreline stabilization project in the amount of \$1259.49. Approved unanimously.

SOIL HEALTH GRANT 2023/\$465.20

A motion was made by Frank Turnock and seconded by Bob Janzen to approve a cost-share payment of \$465.20 for a cover crop project. Approved unanimously.

SOIL HEALTH/DISTRICT CAPACITY 21/\$7721

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve a cost-share payment of \$7721 for a forage biomass planting project. Approved unanimously.

OBWELL CONTRACT

A motion was made by Frank Turnock and seconded by Bob Janzen to approve signing the Obwell contract. Approved unanimously.

PHEASANTS FOREVER/STAFFING

Update on the Pheasants Forever position—should be hiring soon. Carlton SWCD will split the local match of \$6350.

MPLS STAR & TRIBUNE ARTICLE

A copy of the Mpls. Star & Tribune article was shared with the SWCD Board.

SNAKE RIVER REPORT

Discussion. The next meeting is Monday, July 24, 2023. Wayne Anderson and Dan Gravley will attend.

DISTRICT MANAGER REPORT

The Brainerd 1W1P is now in the 60 day public review.

BUFFER SPECIALIST REPORT

- Buffer update
- Ag Inspector
- Rum River 1W1P
- Miss. Grand Rapids 1W1P
- WCA/TEP meeting
- Culvert Inventory/Lakeside Twp.
- Soil Health Grant
- No Till Drill
- MN Ag Water Quality Cert. Program
- Rivers & Lakes Fair

AIS UPDATE

- 25 inspectors
- 4 decontamination inspectors
- 6800 inspections so far
- Conflict/Resolution meeting scheduled for August 2, 2023 for AIS inspectors.

DISTRICT TECHNICIAN/FORESTER REPORT

- Stewardship Plan Update
- Outreach/Education
- CPL Grant Update
- Meetings

APPAREL

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve \$25 to each employee and supervisor towards SWCD apparel. Approved unanimously.

WATERSHED MANAGEMENT & OUTREACH SPECIALIST

Name tags were handed out.

- Mille Lacs Watershed Management Group
- Shoreline visits
- Mississippi Grand Rapids 1W1P
- Rivers & Lakes Fair
- Invasive Species Grant
- AIS articles

DISTRICT CONSERVATIONIST REPORT (Tom Gervais)

- Conservation Practice updates
- Local Work Group meeting results (similar to prior years)
- Hiring/Staffing update

MN BWSR CONSERVATIONIST REPORT

No report.

TSA 3 REPORT

Meeting held on June 28, 2023. Project report handed out.

OTHER

Discussion re: wage increases and performance. Janet Smude and Dan Gravley will work on this.

The next SWCD Board meeting will be held on Tuesday, August 15, 2023 at 9:00 a.m. at the Aitkin County Government Center, 3rd Floor Training Room.

Meeting adjourned at noon.

Respectfully submitted,

Franklin Turnock
Secretary

AITKIN COUNTY SWCD
307 2ND STREET NW, ROOM #216
AITKIN, MN 56431

Minutes of the Aitkin County Soil & Water Conservation District Board of Supervisors meeting held on Tuesday, September 19, 2023 at Long Lake Conservation Center. Meeting was called to order at 9:15 a.m. by Wayne Anderson, Chair. Pledge of Allegiance was recited.

Those present were:

Those absent were:

Wayne Anderson, Chair
Bob Janzen, Vice Chair/Treasurer
Franklin Turnock, Secretary
Tom Fasteland, Reporter
Dan Gravley, Supervisor
Janet Smude, District Manager
Lori Nelson, District Secretary
Sam Seybold, Buffer Specialist
Kyle Fredrickson, District Technician/Forester & AIS
Veronica Lundquist, Watershed Management & Outreach Specialist
Darren Meyers, MN BWSR Board Conservationist
Ryan Hughes, MN BWSR Northern Region Manager

A motion was made by Tom Fasteland and seconded by Frank Turnock to approve the agenda. Approved unanimously.

A motion was made by Frank Turnock and seconded by Dan Gravley to approve the August 15, 2023 minutes. Approved unanimously.

A motion was made by Frank Turnock and seconded by Bob Janzen to accept the August financial statement. Approved unanimously.

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve the checks written. Approved unanimously.

AREA III FALL MEETING

The Area III Fall meeting is this Thursday and Friday, September 21-22, 2023.

NEW PROJECT PROPOSALS

COVER CROP, SPENCER TWP./2023 SOIL HEALTH GRANT

Vice Chair, Bob Janzen took over for this discussion. Approval was done by e-mail earlier. A motion was made by Frank Turnock and seconded by Dan Gravley to reaffirm motion by e-mail to approve a cost-share contract Cover Crop, Spencer Twp., cost-share not to exceed \$2400 or 75% of the total eligible cost, whichever is less. Approved unanimously.

PROJECT AMENDMENT FY 22 COST-SHARE

A motion was made by Tom Fastland and seconded by Dan Gravley to approve a cost-share amendment extension for shoreland stabilization projects on Lone Lake. Cost-share expires October 2023. Asking for a new extension date of October 2024. So far only half of the dollars have been spent. Approved unanimously.

COMPLETED PROJECTS/REIMBURSEMENT REQUESTS

SHORELAND STABILIZATION, LONG LAKE/PROTECTION OF CISCO LAKES CWF \$883.94, DISTRICT CAPACITY 22 \$498.09, FY23 COST-SHARE \$2870.76

A motion was made by Frank Turnock and seconded by Tom Fastland to approve payment of \$4252.79 for a shoreland stabilization project on Long Lake. Approved unanimously.

SHORELAND STABILIZATION, LAKE MINNEWAWA/BIG SANDY 319 (22), \$6967.89

A motion was made by Tom Fastland and seconded by Frank Turnock to approve payment of \$6967.89 for a shoreland stabilization project on Lake Minnewawa. Approved unanimously.

SHORELAND STABILIZATION, NORD LAKE/DISTRICT CAPACITY 21, \$3412.50

A motion was made by Tom Fastland and seconded by Bob Janzen to approve payment of \$3412.50 for a shoreland stabilization project on Nord Lake. Approved unanimously.

SHORELAND STABILIZATION, DAM LAKE/DISTRICT CAPACITY 21
\$4951.26, FY23 COST-SHARE \$442.24

A motion was made by Frank Turnock and seconded by Dan Gravley to approve payment of \$5393.50 for a shoreland stabilization project on Dam Lake. Approved unanimously.

SHORELAND STABILIZATION, PINE LAKE, WAGNER TWP./DISTRICT CAPACITY 21, \$2655.75

A motion was made by Tom Fastland and seconded by Dan Gravley to approve payment of \$2655.75 for a shoreland stabilization project on Pine Lake, Wagner Twp. Approved unanimously.

COVER CROP, MALMO TWP./2023 SOIL HEALTH COST-SHARE/\$1743.75

A motion was made by Dan Gravley and seconded by Bob Janzen to approve payment of \$1743.75 for a cover crop project in Malmo Twp. Approved unanimously.

Sam gave an update on a cover crop project in McGregor Twp. Project was done in June 2023 (20 acres). Pictures were shown of the project.

Ryan Hughes, MN BWSR arrived.

Garett Christiansen NRCS arrived.

NRCS REPORT-Garett gave the report.

-EQIP update

-RCP update

-Special thank you to Sam Seybold and Veronica Lundquist attending the Prescribed training at Long Lake and showing attendees the pollinator burn site at Long Lake and what had been done. Also, special thank you to Sam Seybold for the drone demonstration at the NE Forage and Grassland Field Day in Orr, MN.

-Garett accepted a new position with NRCS (NE Area Forester)

-October 12th & 13th NE Forage & Grassland Fall Bus Tour

PHEASANTS FOREVER INTERVIEWS

Interviews were held Friday, September 15, 2023. Six applicants were interviewed. Candi Fuller, Janet Smude, Bill Penning and Pheasants Forever did the interviews. The top four applicants were picked. Pheasants Forever will check references. The planned start date for this position is October 16, 2023.

PRAP GRANT/RFP & RESPONSES

Three people were contacted—two bids were received and are within budget (Kanati & UnTapped). No bid was received from the third person—too busy at this time but if we wanted to extend our deadline until February he could help us. It was decided that we didn't want to wait until after the new year.

A motion was made by Frank Turnock to choose one.

A motion was made by Frank Turnock and seconded by Tom Fastland to pick Kanati as the consultant for the PRAP Grant and then UnTapped if Kanati can't meet the timeline.

Discussion.

A motion was made by Tom Fastland and seconded by Frank Turnock to choose UnTapped for the consultant assuming the timeline is reasonable. Approved unanimously.

FORESTRY COST-SHARE

Discussion. \$300 cost-share for those landowners who are not in an area to receive other cost-share (Rum River, Big Sandy 319, Brainerd 1W1P soon to come, etc.). Let's see what is out there re: NRCS and what other districts are doing and bring back for more discussion next month.

COUNTY BUDGET DISCUSSION SUMMARY

Janet reported on the meeting with the County re: budget discussion.

ENVIRONMENTAL EDUCATION DAYS/REQUEST FOR DONATION

A motion was made by Frank Turnock and seconded by Tom Fasteland to approve payment of \$300 to Environmental Education Days. Approved unanimously.

OTHER

Thank you letter received from the Aitkin Farmer's Market.

Discussion re: Glen Field Day held earlier this summer, very successful, over 300 people attended, SWCD to have a presence at that next year.

SNAKE RIVER REPORT-DAN GRAVLEY

The next Snake River meeting will be held on Monday, September 25, 2023

Dan Gravley gave a report on the Leadership Training he is attending in 2023/2024. There have been two trainings so far.

DISTRICT MANAGER REPORT

Report was sent in your packet. CWF application was sent in. Snake River meeting is on Monday, September 25, 2023 and plan on attending on-line. Brainerd 1W1P Public Hearing is Tuesday, September 26, 2023 in Fort Ripley. Wednesday & Thursday, September 27 & 28, 2023 meetings in Baxter.

DISTRICT TECHNICIAN FORESTER & AIS REPORT

AIS UPDATE

-End of year picnic and equipment return, 11087 inspections, a few items on the decontamination units to be fixed.

FORESTRY UPDATE

- Stewardship Plan Update
- CPL Grant Update
- CCFFC Update
- Outreach/Education, Meetings etc.

DARREN MEYERS, MN BWSR REPORT

Darren had to leave for another meeting. No report, NRBG and Cost-Share \$ should be coming soon.

FORESTER REPORT/KAYSIE

Kaysie was not able to attend the meeting today. Report is in your folder.

- Stewardship Plans
- Rum River Outreach letter
- MN Tree Inspector Course
- Miss/GR LSP meeting
- BWSR presentation
- Miss Brd. Policy Committee & Public Hearing
- Webinar/BWSR Presentation training, MN Tree Inspector Course

BUFFER SPECIALIST REPORT-SAM

- Buffer Update
- Ag Inspector Update
- Rum River 1W1P
- Mississippi Grand Rapids 1W1P
- WCA/TEP meeting
- Culvert Inventory/Lakeside Twp.
- Soil Health Grant
- No Till Drill
- Other (Native Plant ID class, NRCS Prescribed Burning Training, Drone Demo.)

WATERSHED MANAGEMENT & OUTREACH SPECIALIST REPORT- VERONICA

- Mille Lacs Lunch & Learn
- BSALWMP/Rain Garden Workshop
- Shoreland projects completed
- Apparel order to be sent in this week
- Soil Health Grant submitted (Drone seeder)
- Winter list (Drone license and Quarterly newsletter)
- AIS articles/monthly column in newspaper
- Sustainable Landcare Training

RYAN HUGHES, MN BWSR

-\$ coming
-lots of watershed work going on
-Justin Hanson will be attending the Area III meeting at the Cloquet Forestry Center.

TSA 3 REPORT-TOM

Nothing to report. The next TSA 3 meeting is Wednesday, September 27, 2023

The next SWCD Board of Supervisors meeting will be held on Tuesday, October 17, 2023 at 1:00 p.m. Place of the meeting to be determined.

Next meeting suggested showing forestry videos/Dan Steward

HELP Grant discussion and pictures/Sam & Veronica. Tour will be held after lunch.

Meeting adjourned at noon.

Respectfully submitted,

Franklin Turnock
Secretary

AITKIN COUNTY SWCD
307 2nd STREET NW, ROOM #216
AITKIN, MN 56431

Minutes of the Aitkin County Soil & Water Conservation District Board of Supervisors meeting held on Tuesday, October 17, 2023 at the Aitkin County Government Center, Training Room. Meeting was called to order at 1:00 p.m. by Wayne Anderson, Chair. Pledge of Allegiance was recited.

Those present were:

Those absent were:

Wayne Anderson, Chair
Bob Janzen, Vice Chair/Treasurer
Franklin Turnock, Secretary
Tom Fasteland, Reporter
Dan Gravley, Supervisor
Janet Smude, District Manager
Lori Nelson, District Secretary
Sam Seybold, Buffer Specialist
Kyle Fredrickson, District Tech/Forester & AIS
Veronica Lundquist, Watershed Mgmt. & Outreach Specialist
Dave Peterson, Citizen
Allen Richardson, Tamarack Water Alliance
Jessica Johnson, Talon Metals

Additions to the agenda.

-SWCD Forestry
-Bills over \$3000
-MASWCD Convention

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve the agenda with additions. Approved unanimously.

A motion was made by Tom Fasteland and seconded by Frank Turnock to approve the September 19, 2023 as amended. Approved unanimously.

- Under Cover Crop, Spencer Twp. Change \$2724 to \$2400 (pg. 2)
- Under Shoreland Stabilization, Long Lake add Protection of Cisco Lakes CWF \$883.94, District Capacity 22 \$498.09, FY 23 Cost-Share \$2870.76 (Pg. 2)
- Under Shoreland Stabilization change District Capacity 22 to District Capacity 21 \$4951.26, FY 23 Cost-Share \$442.24 (pg. 3)
- Under Shoreland Stabilization Pine Lake, Wagner Twp. change 2023 State Cost-Share to District Capacity 21 (pg. 3)

TREASURER'S REPORT

A motion was made by Tom Fasteland and seconded by Dan Gravley to accept the September 2023 financial statement. Approved unanimously.

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve the checks written. Approved unanimously.

AREA III FALL MEETING DISCUSSION

Frank Turnock was re-elected Treasurer for Area III. Wayne Anderson is the Secretary for Area III. Increase in dues in 2024.

INTRODUCTIONS WERE MADE

TALON METALS/JESSICA JOHNSON

Jessica gave an update on the Talon project. Handouts were given out.

- EAW was submitted to DNR for Environmental Review Process.
- DNR has a web page specific to the Talon project.
- 1st round of comments have been received.
- Comments and responses are on the DNR webpage.

Questions and discussion to follow on the Talon project.

Allen Richardson, Tamarack Water Alliance handed out a postcard. Tom Anderson is available to come to an Aitkin County SWCD Board meeting and give an updated presentation.

COMPLETED PROJECTS

SHORELAND STABILIZATION PROJECT, RIPPLE LAKE/DISTRICT CAPACITY \$8314.63

A motion was made by Frank Turnock and seconded by Bob Janzen to approve payment of \$8314.63 for a Shoreland Stabilization Project, Ripple Lake. Approved unanimously.

WATERSHED MANAGEMENT & OUTREACH SPECIALIST REPORT- VERONICA

- Mille Lacs Watershed Group/Healthy Lakes, Healthy Lands
- BSALWMP
- Shoreline site visits
- Rivers & Lakes Fair Planning meeting
- Apparel is almost ready
- BWSR Academy
- Drone license, newsletter (winter list)
- Tree sales & Plant sales order forms
- Project plans from TSA to come through

2023 SOIL HEALTH PROJECT, SPENCER TWP./\$2194

A motion was made by Frank Turnock and seconded by Bob Janzen to approve payment of \$2194 for a Cover Crop project, Spencer Twp. Approved unanimously.

BUFFER SPECIALIST REPORT-SAM SEYBOLD

Discussion to work with a landowner re: ditch, culvert etc. A motion was made by Frank Turnock and seconded by Bob Janzen to approve Sam Seybold to work with landowner re: ditch, culvert, etc. Approved unanimously.

- Riparian buffers
- Ag Inspector
- Rum River 1W1P
- WCA/TEP meeting
- Culvert Inventory/Lakeside Twp.
- Soil Health Grant
- No Till Drill

Monday, October 30, 2023 Secretary of Ag/Hearing Session Drought Program.
Frank asked if Sam was available to attend.

DNR PERMIT FOR WORK IN PUBLIC WATERS/319 GRANT, \$1200

This will allow for a cost-share project to keep moving along. Janet asked if SWCD could pay for the DNR permit and then this amount would come out of the landowner cost-share. A motion was made by Dan Gravley and seconded by Tom Fasteland to approve payment for \$1200 to DNR.

PHEASANTS FOREVER EMPLOYEE & START DATE

Joe Quehl will start on Monday, October 23, 2023. His office will be at the NRCS office and will travel to Carlton when needed.

BILLS OVER \$3000

CARLTON COUNTY SWCD

A motion was made by Tom Fasteland and seconded by Dan Gravley to pay Carlton County SWCD \$27,841.74. Approved unanimously.

NRCS REPORT-TOM GERVAIS

- Program updates
- Forage & Grassland Bus Tour
- People's Garden, Paige is an Earth Team volunteer and spends many hours planting, weeding, watering and harvesting the People's Garden. This year she was able to take 40 lbs of produce from the People's Garden to the Food Shelf.

OTHER

SWCD FORESTRY ASSOCIATION

Discussion re: SWCD Forestry Association booth at the MASWCD Convention. Kyle Fredrickson and Tom Fasteland will work on the details to make that happen. Kyle will attend the MASWCD Convention to help with the booth.

PRAP GRANT

Discussion re: supervisors and staff meeting with UnTapped Monday, November 20, 2023. We will look into a meeting room at Long Lake Conservation Center. UnTapped is requesting the 1st half payment. A motion was made by Frank Turnock and seconded by Dan Gravley to pay UnTapped \$7300. Approved unanimously.

SNAKE RIVER REPORT-DAN GRAVLEY

Snake River Partnership

- New officers were elected.
- A lot of time was spent going through the by-laws.
- Dissolving procedure of the Snake River Board-2 counties to leave

MISSISSIPPI BRAINERD ONE WATERSHED ONE PLAN RESOLUTION TO ADOPT

A motion was made by Dan Gravley and seconded by Bob Janzen to adopt the Mississippi Brainerd One Watershed One Plan as the Local Comprehensive Watershed Plan. Approved unanimously.

CONSERVATION CONTRACTS PROGRAM UPDATE

Discussion of the Conservation Contracts Program Update. This was the State Cost-Share Program now called Conservation Contracts Program. This is more flexible, can set our own \$ amount for technical assistance. A motion was made by Tom Fasteland and seconded by Dan Gravley to approve \$6,000 for cost-share projects, \$4,000 for technical assistance and set 75% cost-share rate to landowners. Approved unanimously.

FRIENDS OF RICE LAKE MEMBERSHIP

A motion was made by Frank Turnock and seconded by Bob Janzen to approve payment of \$35 to Friends of Rice Lake. Approved unanimously.

PERSONNEL POLICY/SICK & SAFE TIME UPDATE

Discussion of the new 2024 Sick & Safe Time. Also, discussion of a review and update to our Personnel Policy. Wayne Anderson and Tom Fasteland will help with reviewing and updating our Personnel Policy.

TSA 3 UPDATE-TOM FASTELAND

DISTRICT MANAGER REPORT-JANET

Report is in your folder.

The next SWCD Board of Supervisors meeting will be held on Tuesday,
November 21, 2023 at 9:00 a.m. at the Aitkin County Government Center.

A motion was made by Frank Turnock and seconded by Dan Gravley to adjourn
at 4:00 p.m.

Respectfully submitted,

Franklin Turnock
Secretary

AITKIN COUNTY SWCD
307 2nd STREET NW, ROOM 216
AITKIN, MN 56431

Minutes of the Aitkin County Soil and Water Conservation District Board of Supervisors meeting held on Tuesday, November 21, 2023 at the Aitkin County Government Center, Board Room. Meeting was called to order at 9:00 a.m. by Wayne Anderson, Chair. Pledge of Allegiance was said.

Those present were:

Those absent were:

Wayne Anderson, Chair
Bob Janzen, Vice Chair/Treasurer
Franklin Turnock, Secretary
Tom Fasteland Reporter
Dan Gravley, Supervisor
Janet Smude, District Manager
Lori Nelson, District Secretary
Daren Meyers, MN Board Conservationist
Joe Quehl, Farm Bill Biologist

Welcome to Joe Quehl, Farm Bill Biologist. Introductions were made.

Addition to the agenda.

-Health Insurance

A motion was made by Frank Turnock and seconded by Dan Gravley to approve the agenda with an addition. Approved unanimously.

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve the October 17, 2023 minutes. Approved unanimously.

TREASURER'S REPORT

A motion was made by Tom Fasteland and seconded by Dan Gravley to accept the October financial statement. Approved unanimously.

A motion was made by Frank Turnock and seconded by Tom Fasteland to approve the checks written. Approved unanimously.

Discussion re: health insurance. Farmer's Union writes health insurance plans, to be able to give a quote needs ages of the employees. Janet and Wayne had talked to another company earlier this year.

JOE QUEHL/FARM BILL BIOLOGIST, AITKIN/CARLTON

Joe Quehl introduced himself and gave background.

PRAP GRANT/STRATEGIC PLANNING

Discussion re: meeting of supervisors and staff that was held Monday, November 20, 2023 at Long Lake Conservation Center.

BILLS OVER \$3000

SANDPIEPER DESIGN/\$3452/KEEP IT CLEAN

A motion was made by Frank Turnock and seconded by Tom Fasteland to approve payment of \$3452 to SandPieper Design. Approved unanimously.

WILDLIFE FOREVER/\$3000/KEEP IT CLEAN

A motion was made by Frank Turnock and seconded by Dan Gravley to approve payment of \$3000 to Wildlife Forever. Approved unanimously.

PERSONNEL POLICY/SICK & SAFE TIME UPDATE

Table until next meeting.

NACD DUES

A motion was made by Frank Turnock and seconded by Bob Janzen to pay the NACD dues \$101. Approved unanimously.

MASWCD CONVENTION

The MASWCD Convention will be held Monday, December 11, through Wednesday, December 13, 2023. Frank Turnock, Wayne Anderson, Bob Janzen and Tom Fasteland will attend. Check with SWCD staff to see if any are interested in attending.

HEINECKE'S-CHANGE IN ACCOUNTING FIRM

Heinecke's CPA has been sold to Clasen & Schiessl CPAs. A motion was made by Tom Fasteland and seconded by Frank Turnock to approve Clasen & Schiessl CPAs as our new accounting firm. Approved unanimously.

SWCD FORESTRY COMMITTEE

Lindberg Ekola is stepping back from involvement with the SWCD Forestry Association. Discussion re: someone to do agendas, minutes, etc. North St. Louis has agreed to do the bills, etc. A motion was made by Frank Turnock and seconded by Dan Gravley to support raising the SWCD Forestry dues up to \$375. Approved unanimously.

NORTH REGION BWSR MEETING/BWSR BOARD MEETING

Wayne Anderson gave an update on the meeting.

WAGE & BENEFIT REQUEST 2024

This will be discussed at the end of the meeting.

SNAKE RIVER REPORT-Dan

- Reviewed changes in by-laws
- Roles of each county
- Whether to dissolve is still being discussed

DISTRICT MANAGER REPORT-Janet

Report was sent out in your packet.

DISTRICT TECHNICIAN/FORESTER REPORT/AIS UPDATE-Kyle

-AIS

- Education Grants
- Radio-AIS Summary
- Decontamination units winterized and stored
- Water Plan/End of year summary

FORESTER/DISTRICT TECHNICIAN REPORT-Kyle

- Stewardship Plan Update
- BWSR Academy
- Radio-EAB
- MN Master Woodland Owner Class Planning
- Invasive Species Management Consulting
- CCFFC
- SWCD Forestry Meeting
- Mille Lacs Lake Inventory
- Other

BUFFER SPECIALIST REPORT-Sam

- Riparian Buffer Update
- Ag Inspector
- Rum River 1W1P
- WCA/TEP meeting
- Beaver Twp./Culvert inventory
- Soil Health Grant
- No Till Drill
- Other

WATERSHED MANAGEMENT & OUTREACH SPECIALIST REPORT- Veronica

- Shoreline site visits
- Rum River Watershed/Mille Lacs Lake Drone Study
- Mississippi GR Watershed/Stormwater Topic meeting
- Rivers & Lakes Fair
- BWSR Academy
- Outreach Workshop
- Tree & Plant Sale order forms
- Corp. member application/May-November 2024

MN BWSR BOARD CONSERVATION REPORT-Daren

- Soil Health Programs

DISTRICT CONSERVATIONIST REPORT-Tom Gervais

No written report.

- Update on conservation practices installed.
- CSP payments
- EQIP applications (58) to get through and rank by the middle-end of January.
- RCPP update
- Staffing update, Soil Conservationist and Soil Conservationist Tech. will start on December 18, 2023 at the Aitkin office.
- Candi will be attending the MASWCD Convention.

TSA3 REPORT-Tom Fasteland

No meeting. The next TSA 3 meeting will be held in January 2024.

FARM BILL BIOLOGIST REPORT-Joe

- Understanding NRCS programs EQIP etc.
- Understanding easement options
- Carlton easement spot checks
- NRCS access (using SWCD vehicles, computers etc. until I get NRCS access)
- BWSR Academy

AITKIN COUNTY SWCD MISSION STATEMENT

It is the mission of the Aitkin County Soil and Water Conservation District (SWCD) to protect and enhance Minnesota's soil, water, and other natural resources by applying conservation practices and educating present and future generations on conservation and environmental issues.

A motion was made by Frank Turnock and seconded by Dan Gravley to accept the above as the Aitkin County SWCD mission statement. Approved unanimously.

CLOSED MEETING TO DISCUSS 2024 WAGE AND BENEFIT REQUEST

A motion was made by Frank Turnock and seconded by Tom Fasteland to approve the 2024 Wage and Benefit request. Approved unanimously.

By March 31, 2024 New Performance Review Process.

The next Aitkin County SWCD Board of Supervisors meeting will be held on Tuesday, December 19, 2023, at 9:00 a.m. at the Aitkin County Government Center, Training Room.

A motion was made by Frank Turnock and seconded by Tom Fasteland to adjourn.

Respectfully submitted,

Franklin Turnock
Secretary

6AITKIN COUNTY SWCD
307 2nd STREET NW, ROOM 216
AITKIN, MN 56431

Minutes of the Aitkin County Soil & Water Conservation District Board of Supervisors meeting held on Tuesday, December 19, 2023 at the Aitkin County Government Center, Training Room. Meeting was called to order at 9:00 a.m. by Wayne Anderson, Chair. Pledge of Allegiance was said.

Those present were:

Those absent were:

Wayne Anderson, Chair
Bob Janzen, Vice Chair/Treasurer
Franklin Turnock, Secretary
Tom Fasteland, Reporter
Dan Gravley, Supervisor
Janet Smude, District Manager
Lori Nelson, District Secretary

Additions to the agenda:

- Envirothon donation requested
- Website
- Bill over \$3000

A motion was made by Dan Gravley and seconded by Tom Fasteland to approve the agenda with additions. Approved unanimously.

Correction to the November 19, 2023 minutes. Minutes should read: A motion was made by Frank Turnock and seconded by Bob Janzen to approve payment of \$101 for NACD dues. A motion was made by Frank Turnock and seconded by Dan Gravley to approve the November 19, 2023 as corrected. Approved unanimously.

TREASURER'S REPORT

No November financial statement was available.

CHECKS WRITTEN

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve checks written. Approved unanimously.

PRAP GRANT/STRATEGIC PLANNING

Good plan. At the end of the SWCD Board meeting PRAP Grant will be discussed in detail with staff and SWCD Board.

PERSONNEL POLICY/SICK & SAFE TIME/APPROVE UPDATE

Effective January 1, 2024 Sick and Safe time. The hours of sick time will stay the same 8 hrs. a month for full-time employees, pro-rated for part-time employees. It is now called Sick & Safe Time. Also, Juneteenth holiday added and took NRCS language out of the Personnel Policy as we are not located in the same office with them any longer. A motion was made by Tom Fasteland and seconded by Dan Gravley to make changes to the Personnel Policy (Sick & Safe Time, Juneteenth holiday, NRCS). Approved unanimously.

MASWCD CONVENTION

Discussion re: MASWCD Convention

ENVIROTHON/\$250

A motion was made by Tom Fasteland and seconded by Frank Turnock to approve payment of \$250 to the Envirothon. Approved unanimously.

WEBSITE

Part of the Strategic Plan discussion was to make the website better. Dane Erickson, Red Canoe gave the Aitkin County SWCD bids with or without photography of staff and supervisors. A motion was made by Tom Fasteland and seconded by Dan Gravley to approve Dane Erickson, Red Canoe Creative to do the Aitkin County SWCD website (bid of \$4875) without photography of staff and supervisors. Approved unanimously.

AREA III DUES/\$600

There is an increase in the Area III dues in 2024. Dues will be \$600 this year. Frank asked Lori to send out invoices for Area III dues.

BILLS OVER \$3000

UNTAPPED/\$7300

This bill is the balance for UnTapped services. A motion was made by Tom Fasteland and seconded by Frank Turnock to approve final payment to UnTapped for \$7300. Approved unanimously.

LAKE MINNEWAWA ASSOCIATION/\$3600

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve payment of \$3600 to Lake Minnewawa Association. Approved unanimously.

CROW WING COUNTY, BRD 1W1P/\$5127

A motion was made by Frank Turnock and seconded by Dan Gravley to approve payment of \$5127 to Crow Wing County. Approved unanimously.

TREE & PLANT SALE OPEN HOUSE/JANUARY 9, 2024

The Tree & Plant Sale Open House will be held on Tuesday, January 9, 2024 from 4-6 p.m. at the Aitkin Public Library. There will be \$10 off on a \$100 tree order the day of the Open House.

CELL PHONES FOR EMPLOYEES

Discussion re: cell phones for employees (Janet, Sam, Kyle, Veronica, Kaysie). The cost of (5) cell phones would be \$298.99/month includes a case, protective screen, protection plan and data plan. A motion was made by Tom Fasteland and seconded by Dan Gravley to approve purchase of (5) cell phones from Verizon. Approved unanimously.

TODD OSTROW, FARMERS UNION AGENCY, GROUP HEALTH INSURANCE

Todd Ostrow, Farmers Union Agency gave a presentation on group health insurance (Blue Cross Blue Shield).

SECURITY STATE BANK & BREMER BANK/CDs

Rates were looked into at both Security State Bank and Bremer Bank. A motion was made by Dan Gravley and seconded by Frank Turnock to approve \$150,000 8-month 4% CD at Bremer Bank unless Security State Bank offers a higher rate. Approved unanimously.

OTHER

Discussion re: January SWCD Board meeting. The next SWCD Board meeting will be Tuesday, January 23, 2024 instead of Tuesday, January 16, 2024.

The SWCD Refresher Course training will be held on Tuesday, February 13, 2024 in Brainerd.

Two more agencies have been contacted to do presentations re: health insurance.

DISTRICT MANAGER REPORT-Janet

- Conservation Easements
- Miss. Brd./1W1P
- Miss. GR/1W1P
- Strategic Planning
- Reporting/Budget

DISTRICT TECHNICIAN/FORESTER REPORT/AIS UPDATE-Kyle

- AIS
 - Education grants
 - County Board
 - 2024 Planning
 - AIS network meetings
 - Spirit Lake, Zebra mussel infestation
- Forestry
 - Stewardship Plan Update
 - Outreach/Education
 - Grants/CCFFC & LCCMR
 - Meetings/Kaysie & Troy
 - Lake Inventory Mille Lacs video syncing

FORESTER REPORT-Kaysie

- Stewardship Plan Update

- Forestry tasks
- MN SWCD Forestry Assoc. minutes taken
- Meetings
- McGregor School/Erin Wagner/Presentation sometime in February
- Looking into different grants
- American Bird Conservancy webinar
- SFEC monthly webinar

BUFFER SPECIALIST REPORT-Sam

- Riparian buffers
- Rum River 1W1P
- WCA/TEP meeting
- Culvert Inventory/Beaver Twp.
- E-link reporting
- Miss./GR
- No Till Drill

WATERSHED MANAGEMENT & OUTREACH SPECIALIST REPORT-Veronica

- Shoreline, site visit
- Mille Lacs Drone study
- Rivers & Lakes Fair
- Tree & Plant Sale
- Corp member 6-month application submitted
- Presented at a Master Naturalist Course on Dec. 7th
- Created thank you notes for the office to use

MN BWSR CONSERVATIONIST REPORT-No report, not able to attend

DISTRICT CONSERVATIONIST REPORT-Joe Quehl, Pheasants Forever

Joe gave the District Conservationist Report as Tom was unable to attend.

- RCPP Update
- Aitkin Field Office staffing (2 new employees, Soil Conservationist and Soil Conservation Technician)

TSA 3 REPORT-Tom

FARM BILL BIOLOGIST-Joe

Going well. Thanks to the SWCD for use of computer and vehicles, now able to use NRCS vehicles and computers. Working on Conservation Easements.

STRATEGIC PLAN REVIEW (Staff and Supervisors)

Staff and supervisors went through and discussed the Strategic Plan for Aitkin County SWCD.

The next Aitkin County SWCD Board of Supervisors meeting will be held on Tuesday, January 23, 2024 at the Ag Service Center at 9:00 a.m.

A motion was made by Tom Fasteland and seconded by Bob Janzen to adjourn.

Respectfully submitted,

Franklin Turnock
Secretary