

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 23, 2024 at the Ag Service Center. Meeting was called to order at 8:50 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
Frank Turnock, Secretary
Tom Fasteland, Reporter
Dan Gravley, Supervisor
Janet Smude, District Manager
Lori Nelson, District Secretary

Additions to the agenda:

- TSA 3
- Addt'l bills over \$3000
 - Hugh Heinecke, CPA/\$4800
 - Houston Engineering, Inc./\$15,441.25
- Project Reviews/Payments/Lake Minnewawa
- Supervisor Training
- SWCD Forestry Committee Update
- SWCD Forestry Dues

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

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve the December 19, 2024 minutes. Approved unanimously.

TREASURER'S REPORT/NOVEMBER & DECEMBER 2023

Discussion. A motion was made by Tom Fasteland and seconded by Dan Gravley to accept the November 2023 and December 2023 financial statements. Approved unanimously.

CHECKS WRITTEN

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

ELECTION OF OFFICERS

Vice Chair Bob Janzen took over for Election of Chair.

A motion was made by Tom Fasteland and seconded by Dan Gravley to nominate Frank Turnock as Chair. Approved unanimously.

Chair Wayne Anderson took over the rest of the SWCD meeting.

A motion was made by Bob Janzen and seconded by Tom Fasteland to nominate Dan Gravley as Vice Chair. Approved unanimously.

A motion was made by Tom Fasteland and seconded by Dan Gravley to nominate Bob Janzen as Treasurer. Approved unanimously.

A motion was made by Frank Turnock and seconded by Dan Gravley to nominate Wayne Anderson as Secretary. Approved unanimously.

A motion was made by Frank Turnock and seconded by Bob Janzen to nominate Tom Fasteland as Reporter. Approved unanimously.

Officers for 2024

Frank Turnock, Chair
Dan Gravley, Vice Chair
Bob Janzen, Treasurer
Wayne Anderson, Secretary
Tom Fasteland, Reporter

2024 IRS MILEAGE RATE

The 2024 IRS mileage rate for 2024 is .67/mile.

DESIGNATE BANKS AND NEWSPAPER

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

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

SWCD FORESTRY COMMITTEE MEETING

Taking small steps in continuing to figure out how to operate in the future. Kaysie put together a financial plan (\$4600). Kaysie is doing the SWCD Forestry minutes and N. St. Louis continues to do mailings and financials.

A motion was made by Dan Gravley and seconded by Frank Turnock to approve payment of 2024 dues of \$265 to the MN SWCD Forestry Association. Approved unanimously.

BILLS OVER \$3000

MCIT/\$12,530

A motion was made by Frank Turnock and seconded by Tom Fasteland to approve payment of \$12,530 to MCIT. Approved unanimously.

MASWCD/\$7077.92

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve payment of \$7077.92 to MASWCD. Approved unanimously.

STEPHANIE FINCH/\$4275, CCFFC GRANT

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve payment of \$4275 to Stephanie Finch. Approved unanimously.

CARLTON SWCD/\$14,093, BIG SANDY 319

A motion was made by Dan Gravley and seconded by Tom Fasteland to approve payment of \$14093 to Carlton SWCD. Approved unanimously.

HUGH HEINECKE, CPA/\$4800

A motion was made by Dan Gravley and seconded by Tom Fasteland to approve payment of \$4800 to Hugh Heinecke, CPA. Approved unanimously.

HOUSTON ENGINEERING, INC./\$15,444.25

A motion was made by Frank Turnock and seconded by Bob Janzen to approve payment of \$15,444.25 to Houston Engineering, Inc. Approved unanimously.

JEFF OURADNIK/OURADNIK AGENCY

Jeff Ouradnik gave a presentation on health benefit options along with Bruce Cunningham, Country Doc.

FEES AND DUES 2024

MFA/\$75

A motion was made by Dan Gravley and seconded by Tom Fasteland to approve payment for MFA dues for \$75. Approved unanimously.

AREA III/\$600

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve payment of Area III dues for \$600. Approved unanimously.

DARREN MEYERS/MN BOARD CONSERVATIONIST REPORT

-Important Upcoming Dates

-Supervisor Training, February 13, 2024

Dan Gravley reported on his Leadership Training.

DAN BYRNE/PEIP HEALTH INSURANCE

Dan Byrne gave a presentation re: health insurance (Virtual)

Discussion after the health insurance presentations. A motion was made by Frank Turnock and seconded by Dan Gravley to form a committee (Tom Fasteland, Wayne Anderson, Dan Gravley, Janet Smude and an employee)

to go over the health insurance presentations that have been presented and come back to the SWCD Board with an option that they think would be best.

CLASEN & SCHIESSL CPAs LTD./LAKES AREA CPA/AUDIT ENGAGEMENT LETTER

A motion was made by Tom Fasteland and seconded by Frank Turnock to approve signing the audit engagement letter from Clasen & Schiessl CPAs Ltd./Lakes Area CPA. Approved unanimously.

STAFFING/SOIL HEALTH POSITION & NEW EMPLOYEE POSITION

Soil Health Grant to be applied for. Veronica is interested in the new Soil Health position and then create a new position to advertise for similar to what Veronica does now with some adjustments. Sam would like to give up WCA. Veronica would keep the Outreach part of her position that she does now.

WCA discussion—does SWCD have to do WCA, only part of TEP, restoration plans? Darren will check into what part SWCD has to have in WCA.

A motion was made by Tom Fasteland and seconded by Dan Gravley to move forward with the new job description. Approved unanimously.

TSA 3/MARY KRUGER, ENGINEERING TECH.

Discussion re: Mary Kruger having a work space at the Aitkin County SWCD. A motion was made by Tom Fasteland and seconded by Dan Gravley to move forward in offering work space for Mary Kruger, TSA 3 Engineering Tech. at the Aitkin County SWCD. Approved unanimously.

PROJECT REVIEWS & PAYMENTS/LAKE MINNEWAWA (4 LANDOWNERS), BIG SANDY 319

These projects were installed in December. TSA 3 was there making sure it was installed correctly and signed off on the project.

A motion was made by Frank Turnock and seconded by Dan Gravley to pay landowner (1) \$9,253.22. Approved unanimously.

A motion was made by Dan Gravley and seconded by Frank Turnock to pay landowner (2) \$12,060.97. Approved unanimously.

A motion was made by Dan Gravley and seconded by Frank Turnock to pay landowner (3) \$10, 237.94. Approved unanimously.

A motion was made by Frank Turnock and seconded by Dan Gravley to pay landowner (4) \$9518.60. Approved unanimously.

Staff reports along with NRCS report and Pheasants Forever report are in your folders.

Cell phones have been purchased and handed out to employees (Janet Smude, Sam Seybold, Kyle Fredrickson, Kaysie Maleski and Veronica Lundquist).

The next SWCD Board meeting will be held on Thursday, February 15, 2024 at the Aitkin County Government Center, Training Room at 9:00 a.m.

A motion was made by Tom Fasteland an seconded by Dan Gravley to adjourn at 12:30 p.m.

Respectfully submitted,

Wayne Anderson
Secretary

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Minutes of the Aitkin County Soil & Water Conservation District Board of Supervisors meeting held on Thursday, February 15, 2024 at the Aitkin County Government Center, 3rd Floor Training Room. Meeting was called to order at 9:00 a.m. by Frank Turnock, Chair. Pledge of Allegiance was said.

Those present were:

Frank Turnock, Chair
Dan Gravley, Vice Chair
Bob Janzen, Treasurer
Tom Fasteland, Reporter
Janet Smude, District Manager
Lori Nelson, District Secretary
Mary Krueger, TSA 3
Steve Hughes, Retired District Manager
Daren Mayers, BWSR Board Conservationist

Those absent were:

Wayne Anderson, Secretary

Additions to the agenda:

- Bill over \$3000
 - Houston Engineering, \$16,205.25
- Postpone presentation by Dan Gravley until the March SWCD Board meeting.

A motion was made by Dan Gravley and seconded by Bob Janzen to approve the agenda with an addition of bill over \$3000 and postpone presentation by Dan Gravley. Approved unanimously.

Steve Hughes stopped by for a visit with staff and supervisors. He gave a little background on the time he was at the district and what he is up to in retirement.

Welcome Mary Kruger, TSA 3. Introductions were made.

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve the January 23, 2024 minutes. Approved unanimously.

TREASURER'S REPORT

A motion was made by Tom Fasteland and seconded by Dan Gravley to accept the January 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.

STAFFING/NEW EMPLOYEE POSITION

Position announcements were handed out (District Technician Watershed Mgmt. Outreach Specialist and Soil Health Specialist)

A motion was made by Tom Fasteland and seconded by Bob Janzen to post the Soil Health Specialist position internally and then post the District Technician Watershed Management & Outreach Specialist position. Website is under construction so the District Technician Watershed Management & Outreach Specialist will be advertised when available to post on website. Approved unanimously.

HEALTH INSURANCE DISCUSSION

A short meeting to discuss health insurance will take place after the regular SWCD Board meeting today with Tom Fasteland, Dan Gravley, Janet Smude, and Sam Seybold, but no decision will be made until Wayne Anderson can be a part of the discussion.

Information was received back from four other districts re: health insurance and they are all doing some kind of health insurance.

BANK SIGNATURES/SECURITY STATE BANK & BREMER BANK

A motion was made by Tom Fasteland and seconded by Dan Gravley to add Wayne Anderson, Secretary on the bank accounts (Security State Bank, Checking, Savings, and Safe Deposit Box; Bremer Bank, Checking and Savings). Approved unanimously.

MARY KRUGER, TSA 3

Mary Kruger, TSA 3 gave a Power Point presentation on projects the TSA 3 have worked on.

DRONE SEEDER PRESENTATION/VERONICA & SAM

Veronica and Sam gave a presentation on drone seeder. A soil health grant was applied for (\$9250) and was approved that will pay for part of the seeder. A motion was made by Tom Fastland and seconded by Dan Gravley to approve the purchase of the drone seeder. Approved unanimously.

DAN GRAVLEY PRESENTATION

Dan Gravley will give his presentation at the March SWCD Board meeting.

HOUSTON ENGINEERING/BILL OVER \$3000

A motion was made by Dan Gravley and seconded by Bob Janzen to approve payment to Houston Engineering in the amount of \$16,205.25. Approved unanimously.

DARREN MEYERS/BWSR BOARD CONSERVATIONIST REPORT

Darren gave a short presentation of the recent Supervisor training that was held (Major roles of Elected Officials, Policy Development, Personnel Policy handbook, Wage scales, Benefits, Cost-share policies, Annual and Long Term Planning, etc.).

SNAKE RIVER REPORT

Snake River Board is looking to dissolve when the last of the projects are completed.

The Snake River 1W1P is moving ahead.

DISTRICT MANAGER'S REPORT-Janet

Recently finished reporting the end of January (24 different grants to report on).

WATERSHED MANAGEMENT/

OUTREACH SPECIALIST REPORT-Veronica

-Shoreline site visits

-Mille Lacs Watershed Management Group meeting

- Rum River Watershed
- Rivers & Lakes Fair
- Website
- Other (business cards, facebook, trainings and webinars, drone research/license)
- Shoreline book stickers
- Intern prep. (list and schedules put together)

Supervisor business cards—discussion of supervisor phone #'s on business cards.

A motion was made by Dan Gravley and seconded by Tom Fastland to order business cards with phone numbers. Approved unanimously.

Ask Wayne before ordering cards.

Veronica showed the SWCD Board a preview of the new Aitkin County SWCD website.

NRCS REPORT-Jesse

- EQIP Update
- RCPP Update
- Forester position in the Aitkin NRCS Field Office
- Internet service in the Aitkin NRCS Field Office has been upgraded.

FARM BILL BIOLOGIST REPORT-Joe

- NRCS Program updates
- Easement updates

Steve Cole and Garrett Christiansen would like to attend the next SWCD Board meeting. They want to discuss forestry and hear from the SWCD Board (We Want Forestry-What Does It Mean?)

DISTRICT TECHNICIAN/FORESTER/AIS UPDATE-Kyle

AIS

- 2024 AIS Education Grants
- AIS network meetings, inspectors, signage, CD 3 units, technology, tablets, etc.

FORESTRY

- (2) Stewardship Plans completed
- Workshops (EAB, Forest Health Webinar, etc.
- CCFFC Grant
- LCCMR Grant
- Meetings
- Other, SFIA, Rum River 1W1P, SWCD Forestry meeting, etc.

BUFFER SPECIALIST REPORT-Sam

- Riparian buffer
- Rum River 1W1P
- WCA/TEP meeting
- Culvert inventory/Lakeside, Logan, Beaver
- Mississippi Grand Rapids 1W1P
- Soil Health Grant

Discussion re: WCA-what we do, not do, time involved, etc. Sam and Janet to look into and report on what they find out at the March SWCD Board meeting.

TSA 3 REPORT-Tom

- Matias gave a presentation at the TSA meeting of all the work that TSA 3 does.

AUDIT 2022 AND BUDGET DISCUSSION-Janet

The 2022 Audit was discussed. Janet handed out the budget and what was actually spent in 2023 and went through it with the SWCD Board.

The next SWCD Board of Supervisors meeting will be held on Tuesday, March 19, 2024 at the Aitkin County Government Center, 3rd Floor Training Room at 9:00 a.m.

A motion was made by Tom Fasteland and seconded by Dan Gravley to adjourn at 1:00 p.m.

Respectfully submitted,

Wayne Anderson
Secretary

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Minutes of the Aitkin County Soil & Water Conservation District Board of Supervisors meeting held on Tuesday, March 19, 2024 at the Aitkin County Government Center, 3rd Floor Commissioners Room. Meeting was called to order at 9:00 a.m. by Frank Turnock, Chair. Pledge of Allegiance was said.

Those present were:

Those absent were:

Frank Turnock, Chair
Dan Gravley, Vice Chair
Bob Janzen, Treasurer
Wayne Anderson, Secretary
Tom Fasteland, Reporter
Janet Smude, District Manager
Lori Nelson, District Secretary
Darren Mayers, BWSR Board Conservationist
Steve Cole, NE NRCS Area Assistant State Conservationist
Garett Christiansen, NE NRCS Area Forester

Welcome Steve Cole, NE NRCS Area Assistant State Conservationist

Introductions were made.

Additions to the agenda and correction to the agenda.

Bills over \$3000

-Houston Engineering, \$9956.50
-Tidholm Productions, \$7344.50
-Mississippi Headwaters Board \$8822

Under Mississippi Brd./1W1P, MOA not MOU

A motion was made by Wayne Anderson and seconded by Bob Janzen to approve the agenda with additions and correction. Approved unanimously.

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve the February 15, 2024 minutes. Approved unanimously.

TREASURER'S REPORT

A motion was made by Wayne Anderson and seconded by Tom Fasteland 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.

STAFFING

SOIL HEALTH SPECIALIST POSITION

A motion was made by Tom Fasteland and seconded by Wayne Anderson to offer Veronica Lundquist the position of Soil Health Specialist contingent on receiving the Soil Health Grant. Effective start date for the new Soil Health Specialist is May 1, 2024. Discussion re: offer a raise to Veronica. No decision was made.

NEW EMPLOYEE POSITION, WCA

We can't reduce any more time from the Wetland Conservation Act. Looking to move ahead in advertising to hire the new employee position (Shoreland, WCA, etc.). Timeline will be as follows--advertise until April 30, 2024. Interviews the middle of May with a start date of June 1, 2024. Also, looking to reserve a spot for the upcoming Wetland training in Brainerd for the new employee. A motion was made by Wayne Anderson and seconded by Dan Gravley to move ahead in advertising for the new employee position. Approved unanimously.

HEALTH INSURANCE DISCUSSION

After the last subcommittee meeting the staff had a meeting discussing the health insurance options. Some staff was not comfortable with the Zion, looking more for a standard Blue Cross Blue Shield Plan. Janet would like to meet with the subcommittee after the meeting today. It was decided that it would be a good idea to get it figured out so we know what we can offer a new employee.

STEVE COLE/GARETT CHRISTIANSEN, NRCS, FORESTRY NEEDS IN NORTHERN MN

Discussion-Looking for More Forestry, What Does That Mean. A list of forest priorities was started. In the future as you think of priorities in forestry reach out to Kyle with your priorities in forestry. Also, Steve mentioned working agreements available with NRCS for Outreach and Education.

MARY KRUGER, TSA 3

Mary Kruger will be coming to Aitkin the end of March, waiting for the background check. Also, Janet has been working with the county to update our lease (sub lease TSA 3).

MISSISSIPPI BRAINERD 1W1P IMPLEMENTATION MOA NOT MOU

A motion was made by Tom Fastland and seconded by Dan Gravley to sign the Mississippi Brainerd 1W1P Implementation MOA. Approved unanimously.

DAN GRAVLEY/POWER POINT PRESENTATION

Dan Gravley gave a presentation re: sheep farm in McGrath.

TREE REPORT

Lori gave an update on the 2024 tree sales.

COST-SHARE PROJECT TO APPROVE/SHORELAND STABILIZATION, ROUND LAKE 2024-1

A motion was made by Tom Fastland and seconded by Bob Janzen to approve a cost-share assistance contract \$5708.25 or 75% of the total cost-share, whichever is less. Approved unanimously.

CHARGES FOR SERVICES, PROPOSAL

Sam went through proposed charges for services. A motion was made by Tom Fastland and seconded by Dan Gravley to charge a \$70 deposit for the planting bars and when returned will receive their full deposit back. Approved unanimously.

MISSISSIPPI HEADWATERS BOARD/\$8822

A motion was made by Tom Fastland and seconded by Dan Gravley to approve payment to Mississippi Headwaters Board for \$8822. Approved unanimously.

TIDHOLM PRODUCTIONS/\$7344.50

A motion was made by Bob Janzen and seconded by Wayne Anderson to approve payment for \$7344.50 to Tidholm Productions. Approved unanimously.

HOUSTON ENGINEERING/\$9956.50

A motion was made by Tom Fastland and seconded by Wayne Anderson to approve payment for \$9956.50 to Houston Engineering, Inc. Approved unanimously.

Frank Turnock read a thank you note from MASWCD.

SNAKE RIVER REPORT-Dan

Both Boards met on February 28, 2024. Criteria was set for dissolving the old Board—will meet in June to see if the criteria have been met.

Watershed Coordinator position-15 applied not qualified will be re-posting.

DISTRICT MANAGER REPORT

- 1W1P Brainerd Grant Application
- Met with staff and went through their Ind. Development Plan (IDP)
- 6-month CD \$100,000 was obtained.

A motion was made by Tom Fastland and seconded by Bob Janzen to approve the \$100,000 CD instead of \$150,000. Approved unanimously.

We are in the process of offering direct deposit to the staff and is also available to the supervisors.

DISTRICT TECHNICIAN/FORESTER REPORT/AIS UPDATE-Kyle

- AIS REPORT
- Education Grants

- AIS Network meetings
- AIS Workshop
- AIS Committee Structure

FORESTRY

- Stewardship Plans
- Outreach/Education
- Grants
- Meetings

FORESTER REPORT-Kaysie (not able to attend, report in folder)

- Stewardship Plans
- CCFFC
- McGregor High School Presentation 3/1/24
- MN Naturalist Presentation/Long Lake 3/29/24
- SFEC Webinar
- Pollinator in Forest Webinar series

BUFFER SPECIALIST REPORT-Sam

- Riparian Buffers
- Rum River 1W1P
- WCA/TEP meeting
- Culvert Inventory
- Soil Health Grant
- Other/Large Culvert Project, Nordland Twp./Miss Brd. 1W1P
& Spalding Twp./Ryan Clark & John Stolz, MN Ag Water

MN BWSR BOARD CONSERVATIONIST REPORT-Darren

- SWCD Employee Training through Central Lakes College-3-day training
only 30 spots available

NRCS REPORT-Tom

- EQIP Update
- New Staff/Training
- CSP Update
- Arc Map-Arc Pro Training

- NRCS Team 6 meeting next week
- New Forestry position

TSA 3 REPORT-Tom

The TSA 3 meeting will be next Wednesday, March 27, 2024.

FARM BILL BIOLOGIST REPORT-Joe

- NRCS Program Update
- Easement Update
- Annual meeting, MN Chapter Wildlife Society
- Arc GIS Pro Training

The next SWCD Board of Supervisors meeting will be held on Tuesday, April 16, 2024 at 9:00 a.m. at the Aitkin County Government Center Training Room.

A motion was made by Tom Fastland and seconded by Dan Gravley to adjourn at 11:50 a.m.

Respectfully submitted,

Wayne Anderson
Secretary

AITKIN COUNTY SWCD
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Minutes of the Aitkin County Soil & Water Conservation District Board of Supervisors meeting held on Tuesday, April 16, 2024 at the Aitkin County Government Center, 3rd Floor Commissioners Room. Meeting was called to order at 9:05 a.m. by Frank Turnock, Chair. Pledge of Allegiance was said.

Those present were:

Those absent were:

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

Additions to the agenda:

- Wilkins Lake, \$4616.44, 2024 Conservation Contract
- Cedar Lake, \$4451.25, Conservation Contract
- Farm Island Lake, \$9992.25, Brd. 1W1P

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

A motion was made by Wayne Anderson and seconded by Dan Gravley to approve the March 19, 2024 minutes. Approved unanimously.

TREASURER'S REPORT

A motion was made by Wayne Anderson and seconded by Dan Gravley to accept the March financial statement. Approved unanimously.

CHECKS WRITTEN

A motion was made by Dan Gravley and seconded by Wayne Anderson to approve checks written. Approved unanimously.

STAFFING

-SOIL HEALTH SPECIALIST POSITION, WAGE REQUEST

Last month Veronica Lundquist was approved the Soil Health Specialist position. Wages were not addressed at that time. Position posted at \$25-\$28, grant was written for \$34-\$36/hr. Veronica requested \$32/hr. for this new position. A motion was made by Wayne Anderson and seconded by Tom Fastland to approve \$32/hr. Discussion. A motion was made by Wayne Anderson and seconded by Dan Gravley to table until the end of the meeting. Approved unanimously.

-NEW EMPLOYEE POSITION, INTERVIEW DATES

New employee position has been posted and also been sent to the Aitkin Independent Age as our SWCD policy requires to be in the local paper for two weeks. Also, has been sent to colleges, been put on the website, and facebook. Review Committee for applications will be Janet Smude, Veronica Lundquist, Tom Fastland and Wayne Anderson, alternate Dan Gravley. Bob Janzen will review the applicants. Interview dates will be May 14-15, 2024.

HEALTH INSURANCE DISCUSSION

Janet is still looking into the cash stipend taxable fringe. Discussion with our accountant Clasen & Schiessl, CPAs and Anita SWCD Manager North St. Louis. re: Section 125 Cafeteria Plan. A motion was made by Dan Gravley and seconded by Tom Fastland to table until next month. Approved unanimously.

MARY KRUGER, TSA 3

Mary is now in the Aitkin County SWCD office.

COST-SHARE PROJECTS TO APPROVE

MCGREGOR COVER CROP, 20 ACRES/\$1000, DISTRICT CAPACITY 23

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve a cost-share contract, McGregor cover crop, not to exceed \$1000 or 75% of the total eligible cost, whichever is less. Approved unanimously.

HAZELTON TWP COVER CROP, 9 acres/\$450 SOIL HEALTH GRANT

A motion was made by Wayne Anderson and seconded by Bob Janzen to approve a cost-share contract, Hazelton cover crop, not to exceed \$450 or 75% of the total eligible cost, whichever is less. Approved unanimously.

CONSERVATION CONTRACTS

WILKINS LAKE/\$4616.44, CONSERVATION CONTRACT

A motion was made by Bob Janzen and seconded by Tom Fasteland to approve a cost-share assistance contract on Wilkins Lake, not to exceed \$4616.44 or 75% of the total eligible cost, whichever is less. Approved unanimously.

CEDAR LAKE/\$4451.25 CONSERVATION CONTRACT

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve a cost-share assistance contract on Cedar Lake, not to exceed \$4451.25 or 75% of the total eligible cost, whichever is less. Approved unanimously.

FARM ISLAND/\$9992.25/BRD 1W1P, CONSERVATION CONTRACT

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve a cost-share assistance contract on Farm Island not to exceed \$9992.25 or 75% of the total eligible cost, whichever is less. Approved unanimously. A motion was made by Tom Fasteland and seconded by Dan Gravley to amend the motion to read to bring the cost-share assistance contract back for signature when we receive the Brainerd 1W1P grant in July. Approved unanimously.

DRONE DEMONSTRATIONS

GLEN AREA

A motion was made by Wayne Anderson and seconded by Tom Fasteland to approve a drone demonstration in Glen (6 acres). Approved unanimously.

MCGREGOR AREA

A motion was made by Wayne Anderson and seconded by Dan Gravley to approve a drone demonstration in McGregor. Approved unanimously.

LEAVE OF ABSENCE REQUEST/KAYSIE MALESKI

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve a non-paid leave of absence for Kaysie Maleski (May-July 2024). Approved unanimously.

Resolutions can be discussed in May.

SNAKE RIVER REPORT-Dan

- Prevailing wage discussed
- Forest Stewardship Plans

DISTRICT MANAGER REPORT

- Brd. 1W1P
- Grand Rapids 1W1P, almost ready for public review
- Reminder, Area III Resolution meeting June 7, 2024 at the Cloquet Forestry Center
- Elections are coming up-first day to file is Tuesday, May 21, 2024.
- Leadership Training registration is opening soon. A motion was made by Wayne Anderson and seconded by Dan Gravley to reserve a spot for supervisor or an employee to attend.

OTHER

Discussion re: Talon water sampling. SWCD staff to talk to Jessica/Talon and see if water sampling can be done by an outside source and bring back information from Talon to the next SWCD meeting.

DISTRICT TECHNICIAN/FORESTER REPORT/AIS UPDATE-KYLE

- AIS, approved education grants, AIS inspector training, new tablets and surveys, AIS Committee structure, cleaning stations (10 pilot stations) and order towels
- Forestry, Stewardship Plans
- Outreach Education, EAB Workshop, BWSR Spring Training

- Grants, CCFFC & LCCMR
- Meetings (LCCMR, SWCD Forestry Assoc., & Climate Smart Forestation Initiative)
- Helping landowners with SFIA
- Drone seeder
- Collaborate with area foresters on forestry projects.

FORESTRY UPDATE-Kaysie

- Stewardship Plans
- CCFFC meeting, created and ordered postcards
- 319 Tamarack/Minnewawa created and ordered postcards
- Presented at MN Naturalist Group
- Webinar series SFEC, Pollinators in Forest, and Tree Improvement

BUFFER SPECIALIST REPORT-Sam

- Riparian buffers
- Rum River 1W1P
- WCA/TEP meeting
- Culvert Inventory
- Miss/Grand Rapids 1W1P
- Soil Health Grant
- Ducks Unlimited
- Ag Inspector

WATERSHED MGMT. & OUTREACH SPECIALIST REPORT-Veronica

- Site visits
- TSA Projects
- Rivers & Lakes Fair
- Website
- Cons. Corp member
- Facebook posts
- Dept. of Health grant, \$50,000 450+ exploratory wells
- Drone research/drone license
- Presented at Master Naturalist Adv. Course
- Contractor Workshop
- Designing BSALWMP newsletter
- BWSR snapshot, Mille Lacs Drone Study, statewide newsletter

Discussion re: housing for Conservation Corp. intern. A motion was made by Tom Fasteland and seconded by Wayne Anderson to approve paying housing \$500 month for Conservation Corp. intern. Approved unanimously.

A Dept. of Health grant \$50,000 was applied for by Veronica and received-locate abandon wells. This is a two year grant. This will help fund cost-share to seal wells, partner with Planning & Zoning,, training webinars etc.

MN BWSR CONSERVATIONIST REPORT-DARREN

- Soil Health
- 1W1Ps

NRCS REPORT-Jesse

Tom was unable to be at the SWCD Board meeting today. Jesse gave the NRCS Report.

- Program updates
- Staffing/Forester/Aitkin offer of employment has been given.
- Tom is hoping to go over the Civil Rights Agreement at the next SWCD Board meeting in May.

TSA 3 REPORT-Tom

No meeting due to a snowstorm. Next meeting will be in June.

FARM BILL BIOLOGIST REPORT-Joe

Joe was unable to attend the meeting today. Report in your folder.

SOIL HEALTH SPECIALIST POSITION/VERONICA LUNDQUIST

A motion was made by Wayne Anderson and seconded by Dan Gravley to bring wage discussion for Soil Health Specialist position back to the table. Discussion. A motion was made by Wayne Anderson and seconded by Dan Gravley to approve a wage increase for Veronica Lundquist \$32/hr. effective May 1, 2024 tentatively or whenever the Soil Health Grant comes through. Approved unanimously.

The next Aitkin County SWCD Board of Supervisors meeting will be held on Tuesday, May 21, 2024 at 9:00 a.m. at the Aitkin County Government Center, 3rd Floor Training Room.

A motion was made by Tom Fasteland and seconded by Bob Janzen to adjourn at 12:00.

Respectfully submitted,

Wayne Anderson
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 21, 2024 at the Aitkin County Government Center, 3rd Floor Commissioners Room. Meeting was called to order at 9:00 a.m. by Frank Turnock, Chair. Pledge of Allegiance was said.

Those present were:

Those absent were:

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

Additions to the agenda:

- Resolution to Adopt & Implement the Kettle & Upper St. Croix Comprehensive Watershed Management Plan
- Bill over \$3000
 - Tidholm Productions, \$7344.50

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

A motion was made by Bob Janzen and seconded by Wayne Anderson to approve the April 16, 2024 minutes. Approved unanimously.

TREASURER'S REPORT

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

CHECKS WRITTEN

A motion was made by Wayne Anderson and seconded by Dan Gravley to approve checks written. Approved unanimously.

NEW EMPLOYEE POSITION

Three candidates were interviewed on Tuesday, May 14, 2024. The job was offered to Chelsey Koebernick. A motion was made by Wayne Anderson and seconded by Bob Janzen to approve to hire Chelsey Koebernick as District Technician, Watershed Specialist, WCA at \$25/hr. Start date will be May 22, 2024. Approved unanimously.

HEALTH INSURANCE DISCUSSION

Discussion re: health insurance. Dan Gravley gave some information on QSEHRA for employers with less than 50 employees. QSEHRA allows small employers to provide non-tax reimbursement of certain health care expenses.

A motion was made by Dan Gravley and seconded by Wayne Anderson to get a Plan Administrator. Approved unanimously. Janet will talk to Anita/N St. Louis SWCD and see who they use as their Plan Administrator.

AITKIN COUNTY FAIR JULY 10-13, 2024

The Aitkin County Fair will be held July 10-13, 2024.

2024 SUPERVISOR ELECTIONS

Dates to file for re-election is 5/21-6/4/24. Frank Turnock, District 3, Bob Janzen, District 4 and Dan Gravley, District 5 are up for re-election.

In looking at our map and boundaries for District Supervisor, it was brought to our attention that Wayne Anderson is in District 4 not District 2.

Janet reached out to Darren Mayers, MN BWSR Board Conservationist and Sheila Vanney MASWCD. Janet was told by Sheila Vanney, MASWCD that a special election would need to be held for District 2.

A motion was made by Tom Fastland and seconded by Dan Gravley to have a special election. Approved unanimously.

A motion was made by Dan Gravley and seconded by Bob Janzen to approve Tom Fasteland as Secretary. Approved unanimously.

Also, some other groups Wayne is a part of is Brainerd 1W1P and Area 3 Secretary.

Discussion re: Wayne Anderson as a SWCD advisor position. A motion was made by Dan Gravley and seconded by Bob Janzen to approve Wayne Anderson as an advisor, pay per diem and expenses. Approved unanimously.

2024/2025 LEADERSHIP PROGRAM

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve Veronica Lundquist to attend the 2024/2025 Leadership Program. Approved unanimously.

BILLS OVER \$3000

HOUSTON ENGINEERING, INC./\$5653

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve payment of \$5653 to Houston Engineering, Inc. Approved unanimously.

CROW WING SWCD/\$7104.14

A motion was made by Bob Janzen and seconded by Dan Gravley to approve payment of \$7104.14 to Crow Wing SWCD. Approved unanimously.

RED CANOE/\$4793.75

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve payment of \$4793.75 to Red Canoe. Approved unanimously.

SHIRTS PLUS/\$12,500

Motion to reaffirm payment of over \$3000 that was approved over e-mail for Shirts Plus. A motion was made by Bob Janzen and seconded by Tom Fasteland to approve payment of \$12,500 to Shirts Plus. Approved unanimously.

TIDHOLM PRODUCTIONS/\$7344.50

A motion was made by Bob Janzen and seconded by Dan Gravley to approve payment of \$7344.50 to Tidholm Productions. Approved unanimously.

FOREST STEWARDSHIP RATES

Aitkin SWCD typically follows DNR rates. DNR are increasing their rates to \$10/acre, \$300 base fee. A motion was made by Tom Fasteland and seconded by Bob Janzen to approve to update Forest Stewardship rates to \$10 acre, \$300 base fee. Approved unanimously.

SOIL HEALTH OUTREACH, GLEN DRONE DEMONSTRATION

The Glen Drone Demonstration will be held on Thursday, May 23, 2024 from 9-12.

COST-SHARE PROJECTS TO APPROVE/BIG SANDY, SHORELINE STABILIZATION, \$3830/DISTRICT CAPACITY 23 and 25 CONSERVATION CONTRACT

A motion was made by Bob Janzen and seconded by Dan Gravley to approve a cost-share assistance contract on Big Sandy, not to exceed \$3830.66 or 75% of the total eligible cost, whichever is less. Approved unanimously.

LAKE MINNEWAWA/SHORELINE STABILIZATION, \$1911.75/319 GRANT

Discussion re: project damage. It was suggested to have Mary, TSA 3 to look at this project. BSALWMP discussed this project at their meeting as the \$ came from a 319 grant. It was suggested 75% cost-share to re-do it. No motion at this time-wait until next month.

2024 SWCD AID COST-SHARE FUNDING

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve \$20,000 to be taken from the 2024 SWCD Aid to be used for cost-share. Approved unanimously.

APPAREL

A motion was made by Tom Fasteland and seconded by Dan Gravley to purchase iron-on patches (\$125) from MN Tees for SWCD apparel. Approved unanimously.

RESOLUTIONS/RESOLUTION MEETING

Forest Stewardship/Cost-Share resolution. All Districts have the same rate. A motion was made by Tom Fasteland and seconded by Dan Gravley to approve the Forest Stewardship/Cost-Share same rate for all districts. Approved unanimously.

The Resolution meeting will be held on Friday, June 7, 2024 at the Cloquet Forestry Center. Frank Turnock, Bob Janzen, Janet Smude and Kyle Fredrickson will attend.

POLICY FOR COST-SHARE PROJECT DAMAGE

A motion was made by Dan Gravley and seconded by Tom Fasteland to approve the Cost-Share Project Damage Policy. Approved unanimously.

OTHER

KETTLE-UPPER ST. CROIX COMPREHENSIVE WATERSHED MANAGEMENT PLAN

A motion was made by Bob Janzen and seconded by Tom Fasteland to adopt and implement the Kettle Upper St. Croix Comprehensive Watershed Management Plan. Approved unanimously.

SNAKE RIVER REPORT-Dan

- 2nd meeting in April
- Approve Snake River Assessment \$15,000
- Buffer Zone requirements
- Presentation Nano bubbles, increasing oxygenation in lakes

DISTRICT MANAGER REPORT

- Miss. Brd. 1W1P application submitted and approved, workplan needs to be completed and then to St. Paul to sign.
- Big Sandy newsletter completed-ready to mail

- Soil Health Staffing Grant, everything completed. As of May 1, 2024 Veronica is now Soil Health
- Conservation Easements-Janet has now completed the three that were started when Jake left. Joe Quehl is now totally in charge of Conservation Easements.
- Tree/Plant sale completed
- Chelsey, New hire- Dist. Tech./Shoreland/WCA new hire

Dan Gravley brought to our attention that the 2022 Audit Report that was completed the end of 2023 has (2) page 7's, no page 8. SWCD staff will look into.

DISTRICT TECHNICIAN/FORESTER REPORT/AIS REPORT

AIS REPORT

- Inspector #'s was up as high as 23 then 16 and now around 21 inspectors
- Scheduling new AIS inspector training
- Survey data issues
- Live Bait Pledge Program
- Spirit Lake Association presentation (19 people attended)
- Decontamination Unit Maintenance
- Long Lake Representative meeting
- Penmac billing issues
- Porta Potty issues

FORESTRY

- Stewardship Plan Update
- Outreach/Education
- Grants, CCFFC & LCCMR
- Meetings
 - LCCMR Tree Planting
 - SWCD Forestry Association

OTHER

- SFIA ?'s
- Drone Seeder CPL Grant
- Drone Flight Wealthwood Beaver Dam
- Champion Tree?
- Rum River 1W1P, Forestry Practices Cost-Share
- Tree Sale

-FSC Certification Land Dept. Audit

FORESTER REPORT-Kaysie (report in folder)

- Stewardship Plan update
- Forestry tasks
- Tree sale shifts
- Created Forestry Assistance Contact Worksheet
- Education (Tree Imp. 101 modules finished)

BUFFER SPECIALIST REPORT-Sam

- Riparian Buffers
- WCA/TEP meeting
- Culvert Inventory
- Miss. Grand Rapids meeting
- Soil Health Grant
- No-Till Drill

The No-Till Drill is having some issues. Sam sent a list of parts needed to Truax. No total dollar amount has been sent back to Sam yet. A motion was made by Tom Fasteland and seconded by Bob Janzen to pay for whatever costs are needed to repair the drill. Approved unanimously.

WATERSHED MANAGEMENT & OUTREACH SPECIALIST REPORT-Veronica

- Shoreline site visits
- TSA projects going well.
- Soil Health Field Day, May 23, 2024 9-12
- Drone License, still working on and hoping to have license by fall
- Rivers & Lakes Fair, June 15, 2024
- Website
- Facebook posts
- Aitkin SWCD 1st Newsletter completed
- AIS articles (1 per month)

The Conservation Corp. will start on June 4, 2024. SWCD will pay rent to Long Lake Conservation Center (\$500).

MN BWSR CONSERVATIONIST REPORT-Darren

- DNR Forestry \$?
- Miss. Brd. Work Plan

DISTRICT CONSERVATIONIST REPORT-Tom

- EQIP Report
- CCRP Report
- CSP Update
- Aitkin Forestry Field Office Position (No update)

Tom gave an overview of the Civil Rights Policy.

A motion was made by Tom Fastland and seconded by Bob Janzen to sign the Civil Rights Responsibilities for Partners Checklist. Approved unanimously.

The Local Work Group meeting to be scheduled for Tuesday, June 18, 2024 after the SWCD Board meeting.

TSA 3 REPORT-Tom

Meeting to be held June 26 2024.

FARM BILL BIOLOGIST REPORT-Joe

- EQIP (4)
- Site visits (8) this last month, New clients found through website.
- Signs to be printed (10)
- Easement update

TREE REPORT-Lori

-9100 trees ordered. Trees were picked up on May 8, and sorted, handed out May 9-10. Thank you to Joe for helping the SWCD with trees this year. We ended up with quite a few leftover trees this year and have been selling over the last week or so. A full tree report will be ready for next month.

The next SWCD Board meeting will be held on Tuesday, June 18, 2024 at 9:00 a.m. at the Aitkin County Government Center, 3rd Floor Commissioners Room.

A motion was made by Tom Fastland and seconded by Dan Gravley to adjourn.

Respectfully submitted,

Tom Fasteland
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 18, 2024 at the Aitkin County Government Center, 3rd Floor Training Room. Meeting was called to order at 9:00 a.m. by Frank Turnock, Chair. Pledge of Allegiance was said.

Introductions were made.

Those present were:

Those absent were:

Frank Turnock, Chair
Dan Gravley, Vice Chair
Bob Janzen, Treasurer
Wayne Anderson, Supervisor
Tom Fasteland/Secretary, Reporter
Janet Smude, District Manager
Lori Nelson, District Secretary
Francis Dierickx, Aitkin County resident
Chelsey Koebnick, Dist. Tech./Watershed Specialist/WCA
Emile Sow, Conservation Corp.
Mary Kruger, TSA3

Additions to the agenda:

-Cost-Share Project Payment/\$1678.34
-MN DNR/\$6282.50

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 Dan Gravley to approve the May 21, 2024 minutes. Approved unanimously.

TREASURERS REPORT

Discussion. The 1st (25%) of the Soil Health Staffing Grant was received (\$53,750), the 2nd (25%) will be coming before the end of the year. The \$63,172.45 was reimbursement to the Big Sandy 319 Grant. A motion was made by Tom Fasteland and seconded by Bob Janzen to accept the May financial statement. Approved unanimously.

CHECKS WRITTEN

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

NEW EMPLOYEE INTRODUCTIONS

Chelsey Koebernick introduced herself as the new District Technician and gave background.

Emile Sow introduced himself as the Conservation Corp. here until November and gave background.

Also, Francis Dierickx is here today to learn about the SWCD and interested in becoming a new SWCD Board member (Dist. 2).

AREA III RESOLUTION MEETING

Forest Stewardship Plan Resolution--a couple of words were added. A motion was made by Bob Janzen and seconded by Frank Turnock to confirm added words to the Forest Stewardship Plan Resolution. Approved unanimously.

AITKIN COUNTY FAIR/JULY 10-13, 2024

The Aitkin County Fair will be held July 10-13, 2024. A sign up sheet was passed around to volunteer at the fair booth.

HEALTH INSURANCE DISCUSSION

No update on health insurance at this time.

BILLS OVER \$3000

MASWCD LEADERSHIP INSTITUTE/\$5950

A motion was made by Dan Gravley and seconded by Bob Janzen to approve payment of \$5950 to MASWCD Leadership Institute. Approved unanimously.

HOUSTON ENGINEERING, INC./\$4323.50

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve payment of \$4323.50 to Houston Engineering, Inc. Approved unanimously.

STEPHANIE FINCH/\$7425

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve payment of \$7425 to Stephanie Finch. Approved unanimously.

HOUSTON ENGINEERING, INC./\$5105.50

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve payment of \$5105.50 to Houston Engineering, Inc. Approved unanimously.

MN DNR/TREES/\$6282.50

A motion was made by Dan Gravley and seconded by Bob Janzen to approve payment of \$6282.50 to MN DNR. Approved unanimously.

2024 SUPERVISOR POSITION/ADVISOR POSITION

At our last meeting discussed District 2 Supervisor position, MASWCD had told Janet a Special Election was needed. After our last SWCD meeting Janet checked with Kirk Peysar, Aitkin County Auditor and it is too late for a Special Election. At this time just appoint someone. Because Wayne hasn't formally resigned, he is still a supervisor.

COST-SHARE PROJECTS TO PAY

WILKINS LAKE/SHORELINE RESTORATION/\$366.37, DIST. CAP. 22 & 23

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve partial payment of \$366.37 when landowner signs voucher. Approved unanimously.

CEDAR LAKE, SHORELINE RESTORATION/DIST CAP. 23 \$433.90,
CONSERVATION CONTRACT 24 \$1383.56, CONSERVATION CONTRACT
25 \$2633.79

A motion was made by Dan Gravley and seconded by Bob Janzen to approve payment of \$4451.25. Approved unanimously.

COST-SHARE PROJECT TO APPROVE

FARM ISLAND LAKE, SHORELINE RESTORATION, \$9992.25/MISS. BRD.
1W1P

A motion was made by Tom Fastland and seconded by Bob Janzen to approve a cost-share assistance contract on Farm Island Lake, Shoreline restoration not to exceed \$9992.25 or 75% of the total eligible cost, whichever is less. Approved unanimously.

This is the first project for the Brainerd 1W1P Implementation Grant—a good project for the website.

MISSISSIPPI BRAINERD IMPLEMENTATION GRANT/\$746,327.50

The work plan is completed. The first payment (50%) \$746,327.50 was received. This is a 2 ½ year grant—other counties have projects with this grant.

A motion was made by Dan Gravley and seconded by Bob Janzen to open up a separate checking account for these funds at Security State Bank. Approved unanimously.

Discussion re: CD's, money market etc. for the \$746,327.50

A motion was made by Tom Fastland and seconded by Bob Janzen to put \$50,000 in a 1 year CD.

Discussion—no vote on motion.

A motion was made by Dan Gravley and seconded by Tom Fastland to look into options for the \$746,327.50 (CD's, money market, etc.) and discuss at the next SWCD Board meeting.

SOIL HEALTH DELIVERY GRANT/\$20,000

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve applying for the Soil Health Delivery Grant (\$20,000). This would be used for cost-share and Soil Health Field Days. Approved unanimously.

PHEASANTS FOREVER LOCAL PARTNER AGREEMENT/\$6500

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve the Pheasants Forever Local Partner Agreement and to approve Janet to sign the agreement. Approved unanimously.

Janet & Brad (Carlton) will work out the \$ amount that Carlton will contribute.

BREAK

CALL MEETING BACK TO ORDER

OTHER

Kaysie Maleski is resigning as of June 30, 2024.

The SWCD Board asked that a thank you be sent to Kaysie.

Janet asked the SWCD Board to think about where they want to go with this position and will discuss at our next SWCD Board meeting.

SNAKE RIVER REPORT-Dan

No report.

DISTRICT MANAGER REPORT-Janet

- Attended a lot of meetings
- One Watershed One Plan
- Conservation Easements
- Mille Lacs Watershed Group-Janet is looking into having them take care of their own dollars.

DISTRICT TECHNICIAN/FORESTER REPORT/AIS UPDATE-Kyle

No report, absent today.

BUFFER SPECIALIST REPORT-Sam

Report in folder—absent today.

SOIL HEALTH & OUTREACH SPECIALIST REPORT-Veronica

Report in folder-absent today.

WATERSHED MANAGEMENT & WETLAND SPECIALIST REPORT-Chelsey

- Site visits
- Water samples
- Attend meetings
- Rivers & Lakes Fair
- Radio
- Wetland Conservation Act

NRCS REPORT-Tom

- Program updates
- Employee trainings
- No update on the Aitkin Field Office Forester position

The Local Work Group meeting is today from 1:00-3:00 p.m. at the Aitkin County Highway Department.

TSA 3 REPORT-Tom Fasteland

No meeting-will meet next Wednesday, June 26, 2024.

TREE/PLANT REPORT-Lori

Lori handed out the tree/plant report and went through the report.

SUPERVISOR APPOINTMENT

Francis Dierickx is interested in becoming an Aitkin County SWCD Supervisor/Dist. 2.

A motion was made by Tom Fasteland and seconded by Dan Gravley to accept Wayne Anderson's resignation with regrets. Approved unanimously.

A motion was made by Tom Fasteland and seconded by Dan Gravley to appoint Francis Dierickx as Aitkin County SWCD Supervisor, Dist. 2. Approved unanimously.

OTHER

Congratulations to Wayne and Gabrea Anderson 2024 Farm Family of the Year.

Area III Fall meeting September 2024

The next SWCD Board meeting will be held at the Aitkin County Government Center, 3rd Floor on Tuesday, July 16, 2024 at 9:00 a.m.

A motion was made by Tom Fasteland and seconded by Dan Gravley to adjourn.

Respectfully submitted,

Tom Fasteland
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, July 16, 2024 at the Aitkin County Government Center, 3rd Floor Training Room. Meeting was called to order at 9:00 a.m. by Frank Turnock, Chair. Pledge of Allegiance was said.

Those attending were:

Those absent were:

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

Additions to the agenda:

- Per Diem/Dan Gravley
- Cost-Share Payment
 - Christiansen, Round Lake/\$4836.28 Shoreline Restoration

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

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve the June 18, 2024 minutes. Approved unanimously.

TREASURERS REPORT

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

CHECKS WRITTEN

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

AREA III RESOLUTION MEETING/JUNE 7, 2024

Janet went through survey questions re: Area III Resolution meeting with the SWCD Board.

AITKIN COUNTY FAIR/JULY 10-13, 2024

Discussion re: Aitkin County Fair. Janet thanked all those who helped at the SWCD Booth at the fair. Discussion re: hoping the Aitkin County Private Woodlands Committee will have trees to give away next year.

HEALTH INSURANCE DISCUSSION

Janet will talk with Anita at St. Louis SWCD re: an administrator for QSARA. Dan will also look into an administrator for QSARA.

RESOLUTION GOVERNING WRITE IN VOTE COUNTING

Discussion. A motion was made by Tom Fasteland to table until later in the meeting or next month until more information is given by Kirk Peysar/Aitkin County Auditor.

Kirk Peysar came up to the Aitkin County SWCD Board meeting and explained the Resolution Governing Write in Vote Counting. Roll count vote was taken (4) Yes. A motion was made by Tom Fasteland and seconded by Francis Dierickx to approve the Resolution Governing Write-In Vote Counting. Approved unanimously.

Darren Mayers had to leave for a virtual meeting and will return when finished.

COST-SHARE PROJECTS TO PAY

WILKINS LAKE, PERTULLA/SHORELINE RESTORATION \$10,248.46

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve a cost-share payment of \$10,248.46 for a shoreline restoration project on Wilkins Lake. Approved unanimously.

BIG SANDY LAKE, CLARK/SHORELINE RESTORATION \$3826.39

A motion was made by Dan Gravley and seconded by Tom Fasteland to approve a cost-share payment of \$3826.39 for a shoreline restoration project on Big Sandy Lake. Approved unanimously.

WILKINS LAKE, LANGER/SHORELINE RESTORATION \$4616.44

A motion was made by Bob Janzen and seconded by Tom Fasteland to approve a cost-share payment of \$4616.44 for a shoreline restoration project on Wilkins Lake. Approved unanimously.

LAKE MINNEWAWA/PIGNATELLO, BIG SANDY 319/\$1158.05

A motion was made by Tom Fasteland and seconded by Francis Dierickx to approve a cost-share payment of \$1158.05 for a shoreline restoration project on Lake Minnewawa. Approved unanimously.

LAKE MINNEWAWA/JOHNSON, BIG SANDY 319/\$1158.05

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve a cost-share payment of \$1158.05 for a shoreline restoration project on Lake Minnewawa. Approved unanimously.

ROUND LAKE/CHRISTIANSEN, SHORELINE RESTORATION/\$4836.28

A motion was made by Bob Janzen and seconded by Dan Gravley to approve a cost-share payment for \$4836.28 for a shoreline restoration project on Round Lake. Approved unanimously.

COST-SHARE PROJECTS TO APPROVE

OBERSTAR, LAKE MINNEWAWA/SHORELINE RESTORATION, BIG SANDY 319/TOTAL \$4495, 90% PROPOSED

This project was installed last year and was damaged due to natural causes. A new project proposal was approved up to 90% at the Big Sandy meeting as long as the project wasn't done the same as last time. A motion was made by Francis Dierickx and seconded by Bob Janzen to approve a cost-share assistance contract for Oberstar, Shoreline Restoration, Lake Minnewawa, total project cost \$4495 up to 90% of the total project \$4045.50. Approved unanimously.

LAWSON, LONE LAKE/SHORELINE RESTORATION/MISS BRD
IMPLEMENTATION GRANT, \$11925.00

A motion was made by Bob Janzen and seconded by Dan Gravley to approve a cost-share assistance contract for a shoreline restoration project, \$11,925 or 75% of the total cost, whichever is less. Approved unanimously.

ANDERSON, SPALDING TOWNSHIP/LIVESTOCK CROSSING, MISS BRD
IMPLEMENTATION GRANT/\$45,352.93

A motion was made by Francis Dierickx and seconded by Tom Fasteland to approve a cost-share assistance contract for a livestock crossing project, cost-share not to exceed \$29,014 or 75% of the total eligible cost, whichever is less. Approved unanimously.

OBSERVATION WELL CONTRACT FY25, 2 NEW WELLS/\$2880

Two new wells were added in the DNR Contract (Hill City, Grayling Marsh). A motion was made by Dan Gravley and seconded by Bob Janzen to approve the Observation Well Contract FY25. Approved unanimously.

OTHER

FORESTRY STAFFING

Discussion re: forestry staffing. It was decided to go ahead and hire a forester/AIS position. Janet will put together a position description for a forester/AIS position and bring to the August SWCD Board meeting.

2025 SWCD BUDGET

THE 2025 SWCD Budget was given to Jessica Seibert, Aitkin County Administrator. The SWCD Board will discuss the 2025 SWCD budget at their meeting in August.

PER DIEM/DAN GRAVLEY

Discussion re: Dan Gravley per diem, mileage and meals for Leadership Training. SWCD Board agreed this is a part of being a supervisor so bill for those expenses.

BREAK

CALL MEETING BACK TO ORDER

SNAKE RIVER REPORT-Dan

The Snake River meeting was held on June 21, 2024.

There is still discussion dissolving the Old Snake River group. If and when it is dissolved \$226,000 to go back to four counties in various amounts.

Kanabec County newsletter was passed around. It was suggested that Aitkin County SWCD do something like Kanabec County newsletter. It cost \$2000 printing and \$2000 mailing)

DISTRICT MANAGER REPORT-Janet

-Reporting/Recordkeeping

-SWCD was awarded the DNR Partnership Award. This is Kyle working with forestry, Private Woodlands, etc.

BUFFER SPECIALIST REPORT-Sam

-Riparian buffers

-Culvert Inventory

-Miss. Grand Rapids 1W1P

-Soil Health

-Culvert Projects

-Ag Inspector

-Noxious Weed discussion with landowner

-Drone Presentation, County Ag Inspectors, Grand Rapids

WATERSHED MGMT./WETLAND SPECIALIST/CHELSEY-No report, absent

DISTRICT TECHNICIAN/FORESTER REPORT/AIS UPDATE-Kyle

-AIS (inspector issues, survey data issues, Live Bait Pledge Program, towels, grabbers deliver, decontamination unit maintenance, porta potty issues, cleaning station signs, E-DNA sampling rather than veliger sampling)

-FORESTRY (Stewardship Plans)

-OUTREACH/EDUCATION (Aitkin County Fair, Master Woodland Steward Class, Plan Writer Workshop, Private Woodlands discussed fall tour)

-CCFFC Grant

-LCCMR Tree Plant

-1W1P Rum (working with consultants in writing plans)

-Meetings

-Other (helping folks with SFIA)

SOIL HEALTH SPECIALIST/OUTREACH SPECIALIST REPORT-Veronica

-Watershed Management

-Shoreline site visits, wrapping up projects

-Soil Health

-Trainings

-Drone License still studying

-Drill Delivery

-Planning a few presentations with Sam about new drone and practices that can be done.

-Outreach

-Rivers & Lakes Fair

-Conservation Corp. member

-Other

-Facebook postings

-Writing AIS articles

-Rain Garden with Paige/Aitkin Library

-Realtor Workshop (1)

-Trainings & Workshops

-Fair Booth

-Website editing and familiarizing with website

MN BWSR CONSERVATION REPORT-Darren

-BWSR Grant FY25 information sheet

-Legislative Session-SWCDs allowed to take out loan if needed

DISTRICT CONSERVATIONIST REPORT-Candi

Candi Fuller, NRCS gave the District Conservationist Report.

- Program Updates
- EQIP deadline application is September 6, 2024
- No update on Aitkin Field Office Forester
- NE Forage & Grassland Council Field Day (Pine County) in August
- Local Work Group meeting results compiled and sent to Area Office
- FFA Farm Olympics
- Plant materials training in Bismarck

TSA 3 REPORT-Tom

- Meeting held June 26, 2024
- Discussion raising salary for engineers
- 2024-2025 budget, \$653,324 includes health and dental of \$71,000
- List of projects—where they are, status of project. Not a lot of projects in Aitkin County.

FARM BILL BIOLOGIST-Joe

- Program Updates/EQIP
- Easement Updates
- HELP Grant
- BWSR Easement Training in Brainerd
- Wetland Reserve Program/Easement monitoring
- Aitkin County Fair-helped staff the booth
- Miss. River/Brd. Mailing sent out-2 people have contacted me already.

The next SWCD Board meeting will be held on Tuesday, August 20, 2024 at 9:00 a.m. at the Aitkin County Government Center.

A motion was made by Tom Fasteland and seconded by Dan Gravley to adjourn at 11:50 a.m.

Respectfully submitted,

Tom Fasteland
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 Wednesday, August 21, 2024 at the Aitkin County Government Center, 3rd Floor Training Room. Meeting was called to order at 9:00 a.m. by Frank Turnock, Chair. Pledge of Allegiance was said.

Those attending were:

Those absent were:

Frank Turnock, Chair
Dan Gravley, Vice Chair
Bob Janzen, Treasurer
Tom Fasteland, Secretary/Reporter
Francis Dierickx, Supervisor
Janet Smude, District Manager
Lori Nelson, District Secretary

Additions to the agenda:

-Carlton SWCD/Bill over \$3000
-Signs

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 Francis Dierickx to approve the July 16, 2024 minutes. Approved unanimously.

TREASURERS REPORT

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

CHECKS WRITTEN

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

A motion was made by Dan Gravley and seconded by Tom Fasteland to remove Wayne Anderson from the Bremer Bank Savings and Checking accounts and Security State Bank Savings and Checking Accounts and Safe Deposit Box. Approved unanimously.

HEALTH INSURANCE DISCUSSION

Janet handed out a sheet of four different options health care options to discuss (benefits & drawbacks). A motion was made by Tom Fasteland and seconded by Francis Dierickx to explore option #3 FSA, if it doesn't work #2 PEIP insurance, \$1,000 per month, also contact Innova Benefits Administration. Approved unanimously. If information is found out before the next SWCD Board meeting it was suggested to e-mail supervisors and could be approved and then reaffirm at the next SWCD Board meeting.

2025 BUDGET

A copy of the SWCD 2025 budget was handed out to the supervisors. Note: this is not a final budget. A motion was made by Francis Dierickx and seconded by Dan Gravley to approve the 2025 budget. Approved unanimously.

STAFF POSITIONS

Kyle Fredrickson resigned position at the Aitkin County SWCD. His last day is September 20, 2024.

Janet handed out two job descriptions.

DISTRICT TECHNICIAN-FORESTER

Discussion. Check hourly rates in other counties. A motion was made by Tom Fasteland and seconded by Dan Gravley to post the District Technician Forester position. Approved unanimously.

Discussion re: Interview Committee. Tom Fasteland agreed to be on the Interview Committee. Also, suggested Troy Holcomb, DNR.

DISTRICT TECHNICIAN-PROJECT COORDINATOR

A motion was made by Bob Janzen and seconded by Francis Dierickx to approve to hire a District Technician-Project Coordinator. Approved unanimously.

BILLS OVER \$3000

PHEASANTS FOREVER/\$6500

A motion was made by Francis Dierickx and seconded by Dan Gravley to approve payment to Pheasants Forever for \$6500. Approved unanimously.

CROW WING SWCD/\$3896.09

A motion was made by Tom Fasteland and seconded by Francis Dierickx to approve payment to Crow Wing SWCD for \$3896.09. Approved unanimously.

CARLTON COUNTY SWCD/\$6352.50

A motion was made by Francis Dierickx and seconded by Bob Janzen to approve payment to Carlton County SWCD for \$6352.50 when we get approval from MPCA. Approved unanimously.

RESOLUTION-SWCD AID

SWCD Aid is from the Dept. of Revenue. The resolution needs to be posted on our website and also need to say how we are going to use the money.

A motion was made by Tom Fasteland and seconded by Francis Dierickx to approve the Resolution-SWCD Aid. Approved unanimously.

COST-SHARE PROJECTS TO APPROVE

MALMO TWP. SOIL HEALTH FORAGE PLANTING/\$3620.25

A motion was made by Francis Dierickx and seconded by Bob Janzen to approve a cost-share assistance contract for a Soil Health Forage Planting, Malmo Twp., \$3620.25 or 75% of the total eligible cost, whichever is less. Approved unanimously.

COST-SHARE PROJECT TO PAY

LAKE MINNEWAWA, BIG SANDY 319 GRANT/\$4045.40

A motion was made by Tom Fasteland and seconded by Francis Dierickx to approve payment of \$4045.50 for a shoreline restoration project on Lake Minnewawa. Approved unanimously.

AIS CONTRACT WITH AITKIN COUNTY

A motion was made by Francis Dierickx and seconded by Bob Janzen to sign an AIS Contract with Aitkin County (Aitkin County not taking the \$ before we receive it, Aitkin SWCD will receive the \$ and pay the Sheriff's Dept.) Approved unanimously.

BREAK

CALL MEETING BACK TO ORDER

OTHER

SIGN/AITKIN COUNTY SOIL & WATER

A motion was made by Francis Dierickx and seconded by Tom Fasteland to pay Dan Gravley \$125 to clean around the Aitkin County SWCD border sign in the south end of Aitkin County. Approved unanimously.

SNAKE RIVER REPORT-DAN

- Public Hearing will be held to dissolve or not dissolve the previous Snake River Board.
- Project Update
- Deanna resigned as the Snake River Coordinator

DISTRICT MANAGER REPORT-JANET

Report was sent in your packet.

- DNR/CPL Grant, Big Pine Lake/Garrison
- Reminder Area III meeting, Cook County SWCD

BUFFER SPECIALIST REPORT-SAM

- Riparian buffers
- Culvert Inventory

- Miss. GR 1W1P
- Soil Health
- Well Inventory
- Ag Inspector
- Mille Lacs Prioritizing Lake Study
- Rum River Partnership

SOIL HEALTH GRANT POLICY TO SIGN

A motion was made by Tom Fastland and seconded by Bob Janzen approve the Soil Health Grant Policy. Approved unanimously.

?’s re: Drone Seeder

Discussion rates, use outside county, how far out and if that is something we are going to do.

RENVILLE COUNTY/DRONE SEEDER

Veronica had a request for her to use the drone seeder in Renville County at a demonstration project. A motion was made by Tom Fastland and seconded by Dan Gravley to approve Veronica Lundquist to use the drone seeder in Renville County, \$57/hr plus \$10/acre, establish a base rate and bring back to the SWCD Board with rates we can agree to and also meals to be paid for Veronica and Emile on that day. Emile Sow, Conservation Corp. will also be going to Renville County.

Discussion re: using the drone for fertilizer

A motion was made by Francis Dierickx and seconded by Tom Fastland that the drone is not to be used for fertilizer. Approved unanimously.

DISTRICT TECHNICIAN/FORESTRY/AIS UPDATE

- AIS
 - Veliger sampling
 - (10) Cleaning stations
 - Purple Loosestrife Long Lake
 - Decontamination unit trade-in

FORESTRY

- Stewardship Plans
- Outreach/Education
- Grants
- Meetings
- DNR Forestry Partnership Award
- SFIA ?'s

WATERSHED MANAGEMENT & WETLAND SPECIALIST REPORT- CHELSEY

- Site visits
- Water samples
- Mille Lacs Watershed, Big Sandy Watershed, staff meetings
- Designing rain gardens
- Site inspections
- Spirit Lake, Shoreline presentation 8/31/24
- WCA
- FAA Part 107 Drone Certification

SOIL HEALTH SPECIALIST/OUTREACH SPECIALIST-VERONICA

- Shoreline visits
- ACLARA presentation
- Trainings
- Forage & Grassland Tour
- Seeding
- Rivers & Lakes Fair
- Groundwater Grant
- Website
- AIS article
- Newsletter
- Cromwell Open House
- Apparel

APPAREL

A motion was made by Dan Gravley and seconded by Tom Fastland to approve whatever was done in the past for apparel for new employee Chelsey Koebernick and new supervisor Francis Diedrickx. Approved unanimously.

DISTRICT CONSERVATIONIST REPORT-JESSE

Tom Gervais is not able to attend today.

Jesse gave the District Conservationist Report

- Program update
- Aitkin Field Office Forester position-no update
- NE Forage and Grassland Field Day

TSA 3 REPORT-TOM

No TSA 3 report, will meet in September.

Mary TSA 3 is retiring in September. Mary thanked the staff and SWCD Board for hosting her. It was a pleasant experience.

The next SWCD Board meeting will be held on Tuesday, September 17, 2024 at 9:00 a.m. at the Aitkin County Government Center.

A motion was made by Dan Gravley and seconded by Francis Dierickx to adjourn.

Respectfully submitted,

Tom Fasteland
Secretary/Reporter

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 17, 2024 at the Aitkin County Government Center, 3rd Floor Training Room. Meeting was called to order at 9:00 a.m. by Frank Turnock, Chair. Pledge of Allegiance was said.

Those attending were:

Those absent were:

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

Additions to the agenda:

- Amendment to Statement of Work
 Rum River Watershed Partnership & Aitkin SWCD
- (2) Cost-Share Payments (Malmo Twp. & Hazelton Twp.)
- DNR Award
- Area III Annual Meeting Report (Cook County)

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

A motion was made by Tom Fasteland and seconded by Francis Dierickx to approve the August 21, 2024 minutes. Approved unanimously.

TREASURER'S REPORT

Discussion. A motion was made by Tom Fasteland and seconded by Francis Dierickx to accept the August financial statement. Approved unanimously.

CHECKS WRITTEN

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

SOIL HEALTH SPECIALIST/OUTREACH SPECIALIST REPORT-Veronica

-SOIL HEALTH

- Workshops (Cromwell Pavilion Open House)
- Projects (Renville County, Drone Seeder need to schedule a time)
- Passed drone license
- Working with a Duluth news reporter writing an article about Soil Health practices, no till drills in the area and at different SWCDs

-WATERSHED MANAGEMENT

- BSALWMP Boat Tour (Lake Minnewawa)
- Groundwater Grant
- Leadership Training (1st Leadership training at the end of August, headed out today for the 2nd session in Duluth)
- Website-adjust website and learn the website
- Newsletter sent out
- Apparel order sent in
- AIS article to write in Oct. (last one)

AREA III ANNUAL MEETING

Tom Fasteland, Bob Janzen, and Frank Turnock attended—very well attended, 24 supervisors all nine districts represented and at least one supervisor from each district.

Next year Kanabec County will be hosting and looking at having a 2-day meeting.

There will be a \$500 scholarship offered for Leadership Training (Aitkin & Lake County SWCD).

DRONE RENTAL COSTS

There is no new information on drone rental costs. After Veronica goes to Renville County for a drone seeder demo will have more information.

HEALTH INSURANCE

Janet has been working with Benefit Innovation—Darren Mayers recommended them and Stearns County uses them re: benefits. Benefit Innovation has proposed a plan (Group Plan Blue Cross & Blue Shield (BCBS) with a HSA that would cover employees if they choose. The Aitkin SWCD would cover a health insurance premium up to \$1000. Example: If a plan is \$350 that would be covered and the remainder \$650 would go into a HSA.

Discussion: It was brought up that there is a cap on a HSA. A motion was made by Dan Gravley and seconded by Tom Fasteland to stop at the maximum amount. Approved unanimously.

MEDICAL ALLOWANCE/\$1000 year

Over the last few years a medical allowance was given \$1000 a year, pro-rated for part-time. A motion was made by Tom Fasteland and seconded by Dan Gravley to do away with the medical allowance when the new insurance becomes effective. Approved unanimously.

INSURANCE BENEFIT FOR PART-TIME EMPLOYEES

A motion was made by Dan Gravley and seconded by Bob Janzen to approve health insurance for part-time employees if they so choose. Approved unanimously.

CHELSEY KOEBERNICK/6-MONTH PROBATION UNTIL 11/22/24

Chelsey Koebernick is a new hire 5/22/24, probation is up on 11/22/24. Discussion re: is she covered or does she have to wait until probation is ended? A motion was made by Francis Dierickx and seconded by Dan Gravley to cover Chelsey immediately or any other new employee immediately. Approved unanimously.

EFFECTIVE DATE FOR HEALTH INSURANCE

Discussion as to when to start the health insurance. A motion was made by Francis Dierickx and seconded by Tom Fasteland to start the health insurance benefits earliest available date 10/1/24. Approved unanimously.

WELCOME DENNIS THOMPSON, AITKIN COUNTY LAND COMMISSIONER

Dennis Thompson gave a Power Point Presentation on the new MN Tax Forfeiture Law.

DNR Award-The Aitkin County SWCD was given a DNR Award in July. Tom Fasteland read the DNR letter to Dennis as he was an important part of forestry for many years at the Aitkin County SWCD.

BREAK

Called meeting back to order.

STAFF POSITIONS

The deadline for the forester position was at the end of the day on September 16, 2024. A time needs to be set up for interviews. It was suggested to reach out to DNR Forestry and see what qualifications they require for writing stewardship plans. Sam Seybold, Tom Fasteland, Dan Gravley and Janet Smude will be a part of the interview committee.

Discussion re: posting the AIS Coordinator/Forestry Grant Coordinator

A motion was made by Tom Fasteland and seconded by Francis Dierickx to post the AIS Coordinator/Forestry Grant Coordinator. Approved unanimously.

COST-SHARE PROJECTS TO APPROVE

NORDLAND TWP/AGRO FORESTRY SILVOPASTURE, SOIL HEALTH
23 \$475 & DISTRICT CAPACITY 22 \$1000

A motion was made by Francis Dierickx and seconded by Dan Gravley to approve a cost-share assistance contract (Agro Forestry SilvoPasture, cost-sharing not to exceed \$1475 or 75% of the total eligible cost, whichever is less and amend the meeting agenda to read \$1475 not \$475. Approved unanimously.

MORRISON TWP/SOIL HEALTH 23, COVER CROP, \$4663.82

A motion was made by Francis Dierickx and seconded by Bob Janzen to approve a cost-share assistance contract for a cover crop project, cost-sharing not to exceed \$4663.82 or 75% of the total eligible cost, whichever is less. Approved unanimously.

MALMO TWP/FORAGE PLANTING, SOIL HEALTH 23, \$1856.90

A motion was made by Francis Dierickx and seconded by Tom Fasteland to approve payment of \$1856.90 to landowner in Malmo Twp. Approved unanimously.

HAZELTON TWP/COVER CROP, SOIL HEALTH GRANT 23, \$120

A motion was made by Francis Dierickx and seconded by Bob Janzen to approve payment of \$120 to landowner in Hazelton Twp. Approved unanimously.

AMENDMENT TO STATEMENT OF WORK RUM RIVER WATERSHED PARTNERSHIP AND AITKIN SWCD

A motion was made by Tom Fasteland and seconded by Francis Dierickx to approve and sign the Amendment to Statement of Work Rum River Watershed Partnership and Aitkin SWCD. Approved unanimously.

BUFFER SPECIALIST REPORT-Sam

- Riparian Buffers
- Culvert Inventory
- Miss GR 1W1P
- Soil Health
- Well Inventory
- Ag Inspector
- Rum River Partnership

SUPERVISOR MEETING RESPONSIBILITIES/APPOINTMENTS

Darren Mayers, MN BWSR Board Conservationist gave a presentation on Board Officer roles.

DAN GRAVLEY, MN SWCD FORESTRY ASSOCIATION

FRANCIS DIERICKX, CATTLEMEN'S MEETING

A motion was made by Tom Fastland and seconded by Francis Dierickx to approve Dan Gravley to attend the MN SWCD Forestry Association meetings and amend the motion to also approve Francis Dierickx to attend the Cattlemen's meetings. Approved unanimously.

Discussion re: appoint a supervisor to attend the Miss. Brd. 1W1P meetings. This can be thought about and decide at the October meeting. The next Miss. Brd. 1W1P meeting is in late October.

SNAKE RIVER REPORT-Dan

No report.

DISTRICT MANAGER'S REPORT-Janet

- Boat tour (Lake Minnewawa) was held last Wednesday.
- Conservation Partnership Legacy Grant was working on, will apply for \$ due in November.
- Mary TSA 3 retired last Friday 9/13/24.

AIS COORDINATOR/FORESTER REPORT-Kyle

-AIS

- 10 Cleaning Stations
- Decont. units winterized and in storage
- AIS end of year picnic
- Last AIS Committee meeting
- Finishing guide on AIS program

-FORESTRY

- Stewardship Plan update
- Private Woodlands Group-Fall tour mailing
- Grants (CCFFC, LCCMR, 1W1P Rum River, CPL)
- Meetings (LCCMR, CCFFC)
- Other (SFIA ?'s, forest/tree health ?'s)

WATERSHED MANAGEMENT & WETLAND SPECIALIST REPORT-Chelsey

- Site visit
- Water samples
- Meetings (staff meetings and Board meeting)
- Site inspection forms
- Outreach
- WCA (writing restoration orders, TEP meetings, compliance visits, wetland delineation training for a week)
- Passed FAA part 107 drone certification

NRCS REPORT-Tom

- Program update
- Update on Aitkin field office forester position
- Area Resource Conservationists visited Aitkin Field office and worked with staff on establishing JAA for NRCS/Partner staff and provided training on HEL determinations.

A motion was made by Tom Fastland and seconded by Francis Dierickx to write a thank you letter to Troy, NRCS thanking him for attending the Area III annual meeting in Cook County.

TSA 3 REPORT-Tom

No report—next meeting is next Wednesday, September 25, 2024.

FARM BILL BIOLOGIST REPORT-Joe Quehl

- NRCS Program Updates
- Easement Updates
- New position with NRCS, Soil Conservationist, Baxter Field Office—last day will be October 18, 2024.

CONSERVATION CORP REPORT-Emile

- Groundwater Initiative Grant (abandoned well mapping)
- Easement inspections with Joe
- Trash survey, Mille Lacs
- Drone footage delivered to Mille Lacs SWCD and Mille Lacs Band of Ojibwe DNR
- Soil Health Peer Group
- September newsletter

-AIS article

The next SWCD Board meeting will be held on Tuesday, October 15, 2024 at 9:00 a.m. at the Aitkin County Government Center.

A motion was made by Tom Fasteland and seconded by Dan Gravley to adjourn at 12:25 p.m.

Respectfully submitted,

Tom Fasteland 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 15, 2024 at the Aitkin County Government Center, 3rd Floor Training Room. Meeting was called to order at 9:00 a.m. by Frank Turnock, Chair. Pledge of Allegiance was said.

Those attending were:

Those absent were:

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

Additions to the agenda:

-Friends of Rice Lake Refuge

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 Francis Dierickx and seconded by Dan Gravley to approve the September 17, 2024 minutes. Approved unanimously.

TREASURER'S REPORT

Discussion re: CDs come back in November with information, interest rates, etc.

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

CHECKS WRITTEN

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

DRONE RENTAL COSTS

Nothing at this time. Renville County found a local person with a drone.

HEALTH INSURANCE DISCUSSION-HEALTH BENEFIT POLICY

Benefit Innovations manages our healthcare and another company manages HSA/VEBA (Volunteer Employees Beneficiary Association).

It was recommended to have a Health Benefit Policy.

-A Health Savings Account (HSA) qualifying plan will be offered to each employee. It will include general health care, vision and dental coverage. An employee may elect all, some, or none of them.

-Remaining funds will be placed in a Health Savings Account (HSA) for employee until the maximum annual contribution limit is reached as determined by the IRS.

-Once the maximum HSA contribution is met the balance will be placed in a Voluntary Employers Association (VEBA) account for the employee.

All disbursements from these accounts will meet IRS/plan guidelines.

The Aitkin County SWCD Board has allocated a \$1000 per month for employee for the health care benefit.

This policy applies to all employees of the SWCD equally.

No cash payment in lieu of offered benefits is available.

There is an administrative fee for the HSA/VEBA account.

STAFF POSITIONS

Forester Position-Four applied for the forester position. It was recommended to re-advertise for the forester position. List of DNR courses etc. was received.

Sam Seybold SWCD Buffer Specialist is interested in the forester position and has the required courses. It was a general consensus by the Aitkin County SWCD Board to give it a try.

In taking the forester position the SWCD Board would like Sam Seybold to be a part of the SWCD Forestry Association-not the technical part of it.

AIS COORDINATOR/OTHER GRANTS COORDINATOR

This position has been posted and applications are due on October 28, 2024. Interview Committee will be Dan Gravley, Tom Fasteland along with Janet Smude.

GROUNDWATER PROTECTION INITIATIVE GRANT

Veronica and Emilee gave a Power Point presentation on the Groundwater Protection Initiative Grant.

Plan is to educate, locate wells, GPS mark, score/grade.

It is a 2 yr. grant (\$50,000) ends April 2026.

COST-SHARE PROJECTS TO APPROVE

KING, LONE LAKE/STORMWATER RUNOFF CONTROL PROJECT
\$21,156.75, MISS BRD 1W1P

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve a stormwater runoff control project, cost-sharing not to exceed \$21,156.75 or 75% of the total eligible cost, whichever is less. Approved unanimously.

STANEK/SHORELINE STABILIZATION & REVEGETATION, \$3967.50
BIG SANDY 319

A motion was made by Dan Gravley and seconded by Francis Dierickx to approve a cost-share assistance contract for a shoreline stabilization and revegetation project \$3967.50, cost-share not to exceed 75% of the total eligible cost whichever is less. Approved unanimously.

PROPERTY 1/SHORELINE STABILIZATION & REVEGETATION/BIG
SANDY 319

No action taken.

PROPERTY 2/SHORELINE STABILIZATION & REVEGETATION/BIG SANDY 319

Discussion. Estimate came in \$4000 more than expected. A motion was made by Francis Dierickx to table until later in the meeting when Environmental Services can come up and talk to SWCD about this property.

RIPPLE LAKESHORE RE-RESTORATION

COIR Log failure-Request for cost-share to fix the project that was installed in 2023. A motion was made by Francis Dierickx and seconded by Dan Gravley to approve a redo of this project \$3192.74 (90%). Approved unanimously.

COST-SHARE PROJECTS TO PAY

MCGREGOR TOWNSHIP SOIL HEALTH/\$1000, DISTRICT CAPACITY 23

A motion was made by Francis Dierickx and seconded by Tom Fasteland to approve payment of \$1000 for a soil health project in McGregor Township. Approved unanimously.

LONE LAKE SHORELINE RESTORATION, MISS BRD 1W1P

No bill was sent in.

VOLUNTEER HOURLY RATE/\$32

A motion was made to change our volunteer hourly rate to \$32/hr. It was previously \$30/hr. Approved unanimously.

OTHER

FRIENDS OF RICE LAKE REFUGE/\$35

A motion was made by Francis Dierickx and seconded by Dan Gravley to approve \$35 to Friends of Rice Lake for membership dues. Approved unanimously.

MASWCD CONVENTION/DECEMBER 2-4, 2024

Dan Gravley, Tom Fasteland, and Frank Turnock will attend. Janet Smude is also planning to attend the MASWCD Convention.

MN BWSR BOARD CONSERVATIONIST REPORT-Darren

BWSR Academy is coming up at the end of October.

Tom Schultz is now on the BWSR Board.

Grant Agreements from BWSR will now include the policy in the Grant Agreement.

2024 RESOLUTIONS

The 2024 Resolutions were sent out and ballots are due by November 1, 2024.

SNAKE RIVER REPORT-Dan

No meeting

DISTRICT MANAGER REPORT-Janet

- Project spot checks/DNR Cisco Lakes Grant
- County Strategic Plan
- Miss. GR Public Hearing
- Budget Committee meeting review with the County
- Interviews on 10/24 for Farm Bill Biologist
- Miss. Brd. Policy meeting
- BWSR Academy

PROPERTY 2 SHORELINE STABILIZATION AND REVEGETATION/ BIG SANDY 319

Discussion with the Environmental Services. It was decided to take care of only the drainage part of this project now. A motion was made by Francis Dierickx and seconded by Dan Gravley to approve \$5591.25 or 75% of the total eligible cost, whichever is less for the drainage part of this project. Approved unanimously.

WATERSHED MANAGEMENT/WETLAND SPECIALIST REPORT/CHELSEY

- Site visits
- Water samples
- Attended meetings (staff meetings, board meetings, Mille Lacs Watershed Mgmt. Group, Big Sandy Watershed)
- Site Inspections
- Project plans, cost estimates and contracts
- News articles (Rusty Patched Bumblebee)
- Podcast with Emilee on shorelines
- Writing restoration orders
- TEP meetings
- Compliance visits
- Wetland Delineation Certificate

SOIL HEALTH SPECIALIST/OUTREACH SPECIALIST REPORT-Veronica

- Soil Health Peer Group
- Presentations (Cattleman's Association)
- FFA Alumni, hoping to attend some meetings
- Projects (4), Lake Minnewawa
- Groundwater Grant
- Leadership Training

DISTRICT CONSERVATIONIST REPORT-Tom

- Program update
- FY 2025 deadline for Conservation Stewardship Plan, November 15, 2024
- 2024 Program results
- Update on Aitkin Field Office Forester position
- Staff attended training on "Selling Conservation"

TSA 3 REPORT-Tom

The TSA 3 met on September 25, 2024. They went over the budget and will post Mary's position in January 2025. The position will be located in Duluth or Aitkin.

The next SWCD Board meeting will be held on Tuesday, November 19, 2024 at 9:00 a.m. at the Aitkin County Government Center.

A motion was made by Tom Fasteland and seconded by Francis Dierickx to adjourn at 11:55 a.m.

Respectfully submitted,

Tom Fasteland
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, November 19, 2024 at the Aitkin County Government Center, 3rd Floor Training Room. Meeting was called to order at 9:00 a.m.

Those present were:

Frank Turnock, Chair
Dan Gravley, Vice Chair
Bob Janzen, Treasurer
Tom Fasteland, Secretary/Reporter
Janet Smude, District Manager
Lori Nelson, District Secretary
Darren Mayers, MN BWSR Board Conservationist
Paul Swanson, Pine County SWCD, District Manager

Those absent were:

Francis Dierickx, Supervisor

Welcome Paul Swanson, Pine County SWCD

Under Old Business, Chelsey/Probation Period Frank Turnock, Chair requested a closed meeting at the end of the SWCD Board meeting.

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

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve the October 15, 2024 minutes. Approved unanimously.

TREASURER'S REPORT

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

CHECKS WRITTEN

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

OTHER

BLUE CROSS BLUE SHIELD INSURANCE

This is a monthly bill over \$3000. A motion was made by Tom Fasteland and seconded by Dan Gravley to pay every month without approval. Approved unanimously.

PROJECT COORDINATOR APPLICANTS

Interviews will be held this Friday, November 22, 2024. Dan Gravley, Tom Fasteland, Janet Smude and Sam Seybold will be on the Interview Committee.

OTHER

DARREN MAYERS PRESENTATION

Darren will do a presentation when all supervisors are in attendance.

2023 SOIL HEALTH 4M COST-SHARE PAYMENT/MORRISON TWP,
\$4663.82

89 acres of cover crop. A motion was made by Bob Janzen and seconded by Dan Gravley to approve payment of \$4663.82 for a Soil Health Cost Share in Morrison Township. Approved unanimously.

BILLS OVER \$3000

MORRISON SWCD, \$7292.69, BRD 1W1P

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve payment of \$7292.69 to Morrison SWCD. Approved unanimously.

CROW WING SWCD, \$47,839.02, BRD 1W1P

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve payment of \$47,839.02 to Crow Wing SWCD. Approved unanimously.

CLASEN & SCHIESSL, CPAs LTD/\$9824.40

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve payment of \$9824.40 to Clasen & Schiessl, CPAs, Ltd. Approved unanimously.

Supervisors asked to invite Clasen & Schiessl, CPAs, Ltd. to come to the next SWCD Board meeting and go over the 2023 audit.

NACD MEMBERSHIP

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve payment of \$101 to NACD for membership. Approved unanimously.

MISSISSIPPI GRAND RAPIDS 1W1P/RESOLUTION TO APPROVE AND ADOPT THE PLAN

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve and adopt the Mississippi Grand Rapids 1W1P Resolution.

Frank asked that a cover letter and information be sent to the clerks in the townships re: projects etc. that will be covered under the Mississippi Grand Rapids 1W1P.

OTHER

MASTER PROJECT AGREEMENT PINE & AITKIN COUNTY KETTLE UPPER ST CROIX 1W1P

A motion was made by Dan Gravley and seconded by Bob Janzen to approve and sign the Master Project Agreement Pine & Aitkin County Kettle Upper St. Croix 1W1P. Approved unanimously.

COST-SHARE PROJECTS TO APPROVE

MINNEWAWA SHORELINE PROJECTS

PROJECT 1 SHORELINE STABILIZATION & REVEGETATION/ \$11390.25, BIG SANDY 319

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve a cost-share Project 1, shoreline stabilization and revegetation not to exceed \$11390.25 or 75 percent of the total eligible cost, whichever is less. Approved unanimously.

PROPERTY 2 SHORELINE STABILIZATION & REVEGETATION/
\$11,220, BIG SANDY 319

A motion was made by Dan Gravley and seconded by Bob Janzen to approve a cost-share Project 2, shoreline stabilization and revegetation not to exceed \$11,220 or 75 percent of the total eligible cost, whichever is less. Approved unanimously.

PROPERTY 3 SHORELINE STABILIZATION & REVEGETATION/
\$5695.13, BIG SANDY 319

A motion was made by Dan Gravley and seconded by Tom Fastland to approve a cost-share Project 3, shoreline stabilization and revegetation not to exceed \$5695.13 or 75 percent of the total eligible cost, whichever is less. Approved unanimously.

PROPERTY 4 SHORELINE STABILIZATION & REVEGETATION/
\$5695.13, BIG SANDY 319

A motion was made by Dan Gravley and seconded by Bob Janzen to approve a cost-share Project 4, shoreline stabilization and revegetation not to exceed \$5695.13 or 75 percent of the total eligible cost, whichever is less. Approved unanimously.

A motion was made by Tom Fastland and seconded by Dan Gravley to pay the DNR permit (\$1200) for the Minnewawa projects. Approved unanimously.

COST-SHARE PROJECTS TO PAY

LONE LAKE SHORELINE RESTORATION/\$11,925 MISS BRD 1W1P &
STATE COST-SHARE

A motion was made by Bob Janzen and seconded by Dan Gravley to approve payment of a Lone Lake shoreline restoration project in the amount of \$11,925. Approved unanimously.

OTHER

RIPPLE LAKE SHORELINE RE-RESTORATION/\$2873.47, DISTRICT
CAPACITY 22

A motion was made by Bob Janzen and seconded by Tom Fasteland to approve payment of a Ripple Lake Shoreline Re-Restoration project in the amount of \$2873.47. Approved unanimously.

SOIL HEALTH SPECIALIST/OUTREACH SPECIALIST REPORT-Veronica

-Soil Health Peer Group meeting, 10/24/24-10 people attended and went well. The next meeting will be held in February and grazing will be the topic.

-Rum River Watershed Ag Group, talked about the drone and what we are using it for, rate and how we are charging for the use of the drone.

-Site visits

-Minnewawa (4 projects) and wrapped up two more

-Groundwater Grant

-Leadership training

-Rivers & Lakes Fair (First planning meeting for 2025 fair)

-Other (BWSR Academy, Tree & Plant sale shopping page, Podcast episode with Frank & Emile, Economic Development (Aitkin County Podcast)

MASWCD CONVENTION/DECEMBER 2-4, 2024

Dan Gravley, Tom Fasteland, Bob Janzen, Frank Turnock, and Janet Smude will attend the MASWCD Convention.

OTHER

WAGE & BENEFIT REQUEST

This was sent out in your packet. Look over and discuss and can act on it in December.

SHORELINE MEETING ORDINANCE MEETING

This meeting will be Thursday, November 21, 2024 at 1:00 p.m. at the Aitkin County Government Center, 3rd Floor. A motion was made by Tom Fasteland

and seconded by Dan Gravley to recommend to stay with our stricter standards for shoreline. Approved unanimously.

SECURITY STATE BANK/CDs-6-MONTH

Janet checked with Security State Bank re: 6-month CD. Security State Bank will give 4.55% interest with no penalty for early withdrawal. A motion was made by Tom Fastland and seconded by Dan Gravley to do a 6-month CD \$600,000. Approved unanimously.

SNAKE RIVER REPORT-Dan

Two Snake River meetings were held in the last month. The new Snake River group and met the new Snake River Coordinator and the new District Manager. Also, approved a manure pit closer, approximately \$29,000.

The old Snake River group met and voted for dissolution. Aitkin County will be receiving dollars back from the Snake River.

DISTRICT MANAGER REPORT-Janet

- 1W1Ps
- Big Sandy Watershed
- Strategic Plan/Aitkin County
- 2023 Audit
- Health Benefits/HSA Veba Accounts
- AIS duties
- Pheasant Forever interviews/Laura will start November 25, 2024
- Conservation Easements
- 2025 Budget with the County Board/No CONCON \$
- BWSR Academy, H/R topics
- Grant for Big Pine Lake, Conservation Partnership Legacy

BUFFER SPECIALIST REPORT-Sam

- Riparian buffers
- Culvert Inventory—Hill Lake, Kimberly and Glen Townships be completed and ready to give to the townships in December
- Soil Health
- BWSR Academy
- Forestry

-Rum River Partnership

WATERSHED MGMT./WETLAND SPECIALIST REPORT-Chelsey

WATERSHED MGMT.

-Site visits, attend meetings, Water Quality monitoring summaries (Cedar Lake, Clear Lake and Lake Minnewawa, Project Development (project plans, cost estimates, and contracts), writing newsletters

WETLAND SPECIALIST

-Writing restoration orders, attend TEP meetings, compliance visits

OTHER ACTIVITIES

-BWSR Academy, Oct. 29-31, 2024

-Training videos (best seeding practices, improving restorations, restoration records matter, and rewilding lakeshores in MN through the U of M

MN BWSR CONSERVATIONIST REPORT-Darren

-December 15, 2024 extension on grants is due

-December 31, 2024 grants expiring

-February 1, 2025 deadline for reporting

DNR applied for an IRA Grant, Forestry

NRCS REPORT-Tom, no written report

-Update on CSP, application deadline was last Friday, funding down a little

-EQIP payments

-No forestry applications

TSA 3 REPORT-Tom

Next meeting is January 22, 2025. Hopefully will hire an engineer position to take Mary's place.

CONSERVATION CORP REPORT-Emile

- BWSR Academy
- Well Project Update
- Podcast Update
- Soil Health Peer Group
- Meetings, Rivers & Lake Fair Planning meeting and Water Planning Task Force
- Long Lake, shadowed Long Lake education staff in Oct.
- Updated tree information pamphlets to make them less technical
- Reading and trainings (plant id, cover crops, beneficial insect management)

A motion was made by Tom Fasteland and seconded by Dan Gravley to move to a closed session.

Closed session to discuss Chelsey Koebernick/Probation.

The next SWCD Board of Supervisors meeting will be held on Tuesday, December 17, 2024 at 9:00 a.m. at the Aitkin County Government Center, 3rd Floor.

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

Respectfully submitted,

Tom Fasteland
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, December 17, 2024 at the Aitkin County Government Center, 3rd Floor Training Room. Meeting was called to order by Frank Turnock, Chair at 9:00 a.m.

Those present were:

Those absent were:

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

Under Old Business, Chelsey/Probation Period Review. Frank Turnock, Chair requested a closed meeting at the end of the SWCD Board meeting.

Additions to the agenda

- Bill over \$3000, Lake Minnewawa Association, 2024 AIS Education Grant
- Soil Health Cost-Share Payment, \$1475
- 2023 SWCD Audit Report, Jordan, Clasen & Schiessl CPAs, Ltd. will join the meeting virtual.
- Addresses for staff and supervisors

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

A motion was made by Tom Fasteland and seconded by Francis Dierickx to approve the November 19, 2024 minutes. Approved unanimously.

TREASURER'S REPORT

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

CHECKS WRITTEN

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

MASWCD CONVENTION

The convention went well, many attended. Discussion re: employee sessions that were attended.

CLASEN & SCHIESSL CPAs, Ltd./2023 SWCD AUDIT

Jordan, Clasen & Schiessl CPAs, Ltd. joined the SWCD Board meeting virtual. He went through the 2023 SWCD Audit and the Communication Letter. Questions and comments to follow. Clasen & Schiessl CPAs, Ltd. will no longer do audits for Aitkin County SWCD. He suggested Peterson Company, Waconia, MN as they are very familiar with SWCDs and how they operate.

A motion was made by Tom Fasteland and seconded by Dan Gravley to search out another auditor for the 2024 audit and bring back information at the January SWCD meeting.

STAFF POSITIONS

PROJECT COORDINATOR

Interviews were held for the Project Coordinator. The Project Coordinator position was offered to Brian Roulet at \$27/hr. Brian will start on Monday, January 6, 2024.

Discussion re: hiring another District Technician. A motion was made by Dan Gravley and seconded by Tom Fasteland to offer the District Technician position to Ellie Joing at \$25/hr. Approved unanimously.

COST-SHARE PROJECT TO APPROVE SHORELINE STABILIZATION, REVEGETATION PINE LAKE WAGNER TOWNSHIP, KETTLE RIVER/UPPER ST CROIX WATERSHED

This project was tabled.

2023 SOIL HEALTH COST-SHARE PAYMENT, AGROFORESTRY/\$1475

A motion was made by Francis Dierickx and seconded by Tom Fasteland to approve payment of \$1475 for a Soil Health Cost-Share, Agroforestry. Approved unanimously.

RUM RIVER 1W1P STATEMENT OF WORK

A motion was made by Dan Gravley and seconded by Bob Janzen to sign the Rum River 1W1P Statement of Work. Approved unanimously.

BUFFER SPECIALIST REPORT-SAM

- Riparian Buffers
- Culvert Inventory
- Soil Health
- Ag Inspector
- Forestry
- Rum River Partnership
- HELP Grant
- Mississippi Grand Rapids 1W1P
- Lakeshore Restoration

FORESTRY COST-SHARE

Discussion re: standard rate for Forest Stewardship Plans in the county. A motion was made by Tom Fasteland and seconded by Dan Gravley to offer 75% cost-share for Forest Stewardship Plans to keep things going, noting that this could change in the future.

Tom Fasteland asked to add an item to the agenda MN SWCD Forestry Association.

CONSERVATION CORP STAFF MEMBER

The Conservation Corp member could start anywhere between Feb.-May (6-month position). The work plan was submitted. A motion was made by Francis Dierickx and seconded by Tom Fasteland to continue to have a Conservation Corp staff member. Approved unanimously.

SOIL HEALTH SPECIALIST/OUTREACH SPECIALIST-Veronica

SOIL HEALTH SPECIALIST, OUTREACH

Soil Health Peer Group-Hit the Ground Running will meet again on February 6, 2024, 6-7:30 p.m. at the Aitkin Library. Jace Stalman, NE Rangeland Specialist will be there.

I attended a Women in Agriculture event. I also spoke at MN Women in Conservation Learning Circle-talked about soil health practices, soil health practice resource concerns and why they are important.

SOIL HEALTH SPECIALIST, PROJECTS

City of Duluth and Cloquet DNR Wildlife are interested in using the drone next year.

WATERSHED MANAGEMENT, PROJECTS

Minnewawa (4 Projects), drainage work to begin this week, riprap postponed until spring.

WATERSHED MANAGEMENT, OUTREACH

Groundwater Grant wrapping up 4th Qtr. Checked with Dan Gravley, re: Company he was checking out.

Leadership Training will again take place in January in Alexandria, no training in December.

Rivers & Lakes Fair--starting to plan for 2025. Also, met with Dave & Beth, Long Lake and discussed future of Long Lake & Rivers & Lakes Fair.

Conservation Corp was discussed earlier in the meeting.

The online shopping page for tree, plant and seed sale is live. A few orders have been received.

OTHER

I did a podcast with Aitkin County about the SWCD and all the different things we do. I will be teaching a Master Naturalist class at Long Lake probably in February. I attended an outreach training how to effectively host a meeting and get the most out of participants. I continue to work on the newsletter to be posted in January. Emile was able to get three podcasts ready for us and hoping to keep up with interviewing and posting in conjunction with the newsletter.

BILLS OVER \$3000

MINNEWAWA LAKE ASSOCIATION, \$3096.72/ 2024 AIS EDUCATION GRANT

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve payment of \$3096.72 to Minnewawa Lake Association. Approved unanimously.

WAGE & BENEFIT REQUEST

Discussion re: Sam's Job Title. A motion was made by Bob Janzen and seconded by Francis Dierickx to change Sam's Job Title to Senior Technician. Approved unanimously.

A motion was made by Francis Dierickx and seconded by Dan Gravley to approve the 2025 Wage & Benefit request. Approved unanimously.

2025/2026 AIS CONTRACT WITH AITKIN COUNTY

A motion was made by Tom Fasteland and seconded by Dan Gravley to approve the 2025/2026 AIS Contract with Aitkin County. Approved unanimously.

OTHER

MN SWCD FORESTRY ASSOCIATION

Discussion: increase in dues. Dues continue to increase as Lindberg Ekola is no longer able to help and the Forestry Association needs assistance with minutes, financials, and technical support.

A motion was made by Tom Fasteland and seconded by Bob Janzen to approve the increase in 2025 dues, possibly \$352. Approved unanimously.

Addresses for supervisors and staff for 80th Birthday Party for Frank Turnock.

Discussion re: if addresses could be given out.

SNAKE RIVER REPORT-Dan

No meeting. Dan did meet with the new Snake River Coordinator and looking to add more projects for Aitkin County.

DISTRICT MANAGER REPORT-Janet

January will be reporting on BWSR Grants and 319 Grant.

Discussion re: Volunteer Lunch. We normally have the Volunteer Lunch in January. Should we change to July with a picnic at Long Lake and recognize partners and nominate a Cooperator of the Year? It was decided that we would go with changing to a summer picnic. 2025 Weatherguide Calendars will still be ordered and sent out to volunteers in January.

BWSR REPORT-Darren

Darren is looking to set up team meeting for the SWCD technicians in the area.

TSA 3 REPORT-Tom

No meeting.

NRCS REPORT-Tom Gervais

NRCS report is in your packet. Tom is not able to attend today.

WATERSHED MGMT/WETLAND SPECIALIST-Chelsey

No report-absent today.

FARM BILL BIOLOGIST-Laura

Laura introduced herself as the new Pheasant Forever Farm Bill Biologist and gave background.

The next Aitkin County SWCD Board meeting will be held on Tuesday, January 21, 2025 at the Aitkin County Government Center, 3rd Floor.

Closed session to discuss Chelsey Koebernick Probation Period Review.

A motion was made by Bob Janzen and seconded by Francis Dierickx to adjourn.

Respectfully submitted,

Tom Fasteland
Secretary