

## **Carlton County Soil and Water Conservation District Regular Monthly Board Meeting Minutes**

**Date: Monday, February 13, 2011**

**Location: SWCD office at 414 South Avenue, Carlton**

Chair called the meeting to order at 4:00 p.m.

### **Roll Call**

<b>Present</b>	<b>Absent</b>	<b>Staff Present</b>	<b>County Rep</b>
Mark Thell		Brad Matlack	Bob Olean
Merrill Loy		Kelly Smith	
James Nynas		Julie Radovich	<b>NRCS</b>
Pam Coughlin Hall		Kirstin Stutzman	Dan Weber
Barb Dahl			Jen Hahn
			Erin Loeffler

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The pledge of allegiance was said.

Thell asked for additions to Agenda. Matlack added an addition under Staff Reports, BWSR Biennial Budget Request under Correspondence, Assignment of Payment and Tree Sales under New Business. Thell asked for approval of amended agenda.

**M/S Nynas/Hall to approve amended agenda.  
Motion carried**

Thell asked for approval of Reorganization minutes.  
**M/S Nynas/Hall to approve minutes of January 9, 2011.  
Motion carried**

Thell asked for approval of Regular Board Meeting minutes.  
**M/S Nynas/Hall to approve minutes of January 9, 2011.  
Motion carried**

Thell asked for approval of Treasurer's Report. Nynas added the report matches the bank statement.  
**M/S Nynas/Dahl to approve Treasurer's report for January 25, 2012.  
Motion carried**

**Guests & Visitors:** None

**NRCS:** Daniel Weber gave NRCS report, and reviewed submitted report.

**Staff Reports:** Matlack presented the Coastal Nonpoint Technical Assistance Project Final Report. The report was submitted in January by Matlack and Smith.

Matlack presented GLRI Program numbers for 2011 and talked about what is planned for 2012.

Matlack reported that SWCD Water Resource Technician, Kirstin Stutzman, has accepted a position with the DNR in Two Harbors. Stutzman's last day with the SWCD has not been finalized. Matlack asked the board to take action on opening a vacancy for a water resource technician allowing him to post the position and start seeking a replacement.

**M/S Loy/Hall to approve opening the Water Resource Technician position.  
Motion carried**

**Cost Share Contracts:** Matlack reviewed the 2011 Clean Water Assistance Fund Report and the Red Clay Dam time worksheet. Matlack asked for board approval to expend \$479.70 for the Red Clay Dam CWF for the month of December.

**M/S Nynas/Loy to approve expenditures from the Red Clay Dam CWF in amount of \$479.70.  
Motion carried**

**Cooperators Agreements:** None

**Correspondence:** Matlack reviewed the Soil and Water Conservation District Leadership/Self-Assessment Tool that was created by the MASWCD and distributed to all board members.

BWSR Biennial Budget Request was distributed. BWSR is moving away from annual plans and will be using biennial plans. Matlack would like to discuss this plan approach at the managers meeting in March.

**Old Business:**

Legislative Day Planning – Matlack set up meeting schedule with legislators and asked board members to bring copies of annual report and 50<sup>th</sup> book to give to each legislator. Loy will hand out annual report and 50<sup>th</sup> book to legislators.

Matlack reviewed Meeting Per Diem and Expense Forms. The meeting and expense forms must be filled out for each reimbursed expense and meeting date. All forms must be signed at the end of each quarter before payroll is processed.

The 2012 meeting schedule was distributed with snack/speaker assignments. June 4<sup>th</sup> has been set for the date of the staff retreat with location TBD.

Nursery Issue – discussion continues on this issue. Private nurseries will be working more with the SWCD. The SWCD would like to try to document how the trees they purchase from the private nurseries grow.

**New Business:**

Memo of Agreement for Kettle River Cooperation – Matlack recommends approval for the joint agreement.

**M/S Nynas/Dahl to approve & authorize Chair to sign joint agreement.  
Motion carried**

Wild Rice Lake Protection Project Update – Matlack met with districts that have this program. Matlack updated board on meeting outcomes with supporting documentation that was distributed to all board members.

2012 Annual Plan – Matlack distributed 2011 Plan with progress on projects and gave overview of 2012 Plan. Matlack asked for approval of 2012 Plan to submit to BWSR.

**M/S Hall/Loy to approve 2012 Annual Plan to submit to BSWR  
Motion carried**

Assignment of Payment Program – Matlack gave overview of the program and stressed it is something to consider for the future. Matlack suggested this be assigned to a committee. Nynas suggested the finance committee.

**Outside Organizations Issues:** Bob Olean – The Chub Lake Association will ask the Carlton County Board for financial support for a weevil project to help with the Eurasian milfoil in the lake. Olean informed the board that the weevil is an insect rarely seen by human eyes. It's native to some Minnesota lakes, and its natural food is the native northern water milfoil. But it likes the invasive Eurasian variety even better. The adult female lays two to four eggs a day on the top of a plant, and when they

hatch, the larvae eat their way down the stem, killing it as they go. Over the course of a summer they produce three or four generations of insects, and in the right circumstances they can do a lot of damage to a stand of milfoil.

**M/S Loy/Dahl to support Chub Lake Association's weevil project.**

**Motion carried**

**Other Business:** Tree Program – Tree sale brochures and holders were distributed to all supervisors to bring to local businesses. Radovich will have additional copies available if needed. Nynas would like to get a quote from the Manney's Shopper to do an insert for 3 zip codes for the tree sale. Radovich to call and get pricing information.

Having no further business,

**M/S Dahl/Nynas to adjourn.**

**Motion carried**

Meeting adjourned at 5:58 p.m.

Submitted by: Julie Radovich

Date Approved:

Chair: Mark Thell

Secretary: Barb Dahl