Isanti Soil & Water Conservation District
110 Buchanan St. North
Cambridge, MN 55008
763-689-3271

REGULAR SUPERVISORS MEETING

ISANTI SWCD DISTRICT OFFICE **March 20, 2018 8:00 A. M.**
CAMBRIDGE, MN 55008

Attendance

Present:	Al Koczur, Roger Larsen, Barb Kilpatrick, Clark Anderson, and Wayne Calander
Staff Present:	Tiffany Determan, Anne LeRoy, Todd Kulaf
Others Present:	Josh Bork, NRCS

The regular board meeting was called to order by Chairman, Wayne Calander at 8:02 am.

1. **Approve Agenda**
   Determan requested to add the following new business items:
   D. Lower St Croix 1W1P
   E. Biennial Budget Request
   There will only be two candidates interviewed for the Conservation Technician position today.

   Motion/Seconded Kilpatrick/Koczur To approve the agenda with the changes as requested by Determan.
   Affirmative: Calander, Koczur, Anderson, Kilpatrick and Larsen
   Opposed: None. Motion carried.

2. **Public Comment**
   No comments were made at this meeting.

3. **District Technician Final Interviews (2 candidates- ~45 min/interview-start at 8:30)**
   Determan verbally reviewed the first interviews and qualifications of each applicant. Applicants were interviewed by the entire board and staff using standardized questions.
   Motion/Seconded Anderson/Kilpatrick To approve offering the position of District Technician to Thomas Zimmermann, pending verification of references and background check. Starting wage will be set at $18.62 per hour and after successful completion of 6 month probation period, increase to $19.63 per hour.
   Affirmative: Calander, Koczur, Anderson, Kilpatrick and Larsen
   Opposed: None. Motion carried.

4. **Approve Regular Board Meeting Minutes – February 20, 2018**

   Motion/Seconded Larsen/Clark To approve the board meeting minutes as presented.
   Affirmative: Calander, Koczur, Anderson, Kilpatrick and Larsen
   Opposed: None. Motion carried.

5. **Financial Reports**
   a. **Treasurers Report**
   b. **Approve Payment of Bills**
   Determan observed that an expense was classified incorrectly on a payment that was issued to return grant funds. This will need to be corrected.

Motion/Seconded Larsen/Kilpatrick To approve the treasurer's report with correction to grant expense classification and approve payment of the bills. Checks as follows: Check # 5523 thru 5528, Check # 6468 thru 6473, and all electronically paid bills.
Affirmative: Calander, Koczur, Anderson, Kilpatrick and Larsen
Opposed: None. Motion carried.

6. New Business

a. Lake Services Agreements

i. Green Lake LID
ii. Blue Lake LID
iii. Francis Lake LID
iv. Oxford Township

Determan reviewed details of each contract, noting that expenditure amounts had previous approvals.
Motion/Seconded Koczur/Clark To approve signing the 2018 lake services agreements for Green Lake LID, Blue Lake LID, Francis Lake LID, and Oxford Township.
Affirmative: Calander, Koczur, Anderson, Kilpatrick and Larsen
Opposed: None. Motion carried.

b. FY18 Blue Lake CWF Grant Contracts

i. Stanford Township Contract CWF18-01
ii. Spencer Brook Township Contract CWF18-02 (contract provided at meeting)

Motion/Seconded Koczur/Kilpatrick To approve the Stanford Township Contract CWF-18-01.
Affirmative: Calander, Koczur, Anderson, Kilpatrick and Larsen
Opposed: None. Motion carried.

Motion/Seconded Koczur/Clark To grant Determan authority to make modifications to the Spencer Brook Township Contract CWF18-02 as requested by the township board to include an indemnification clause that includes contractors. Determan will e-mail the revisions to the Isanti SWCD board members. Each board member will reply individually with their approval to sign the contract. Approval will be communicated this way to expedite facilitation of the contract so the partnership isn't delayed due to meeting dates.
Affirmative: Calander, Koczur, Anderson, Kilpatrick and Larsen
Opposed: None. Motion carried.

c. 2017 Financial Statement Review
Determan reviewed the District's 2017 financial statements as prepared by the accounting firm of Peterson Company. The financial statements will be posted on the District website.

e. Biennial Budget Review
Determan reviewed the Biennial Budget that needs to be submitted to BWSR by April 15th.
Motion/Seconded Larsen/Clark To accept the Biennial Budget as prepared by Determan.
Affirmative: Calander, Koczur, Anderson, Kilpatrick and Larsen
Opposed: None. Motion carried.

7. Old Business

a. Lower St. Croix 1W1P Policy Committee Appointment
Wayne Calander volunteered to accept the position as Isanti SWCD representative on the Lower St. Croix 1W1P Policy Committee.
Motion/Seconded Kilpatrick/Larsen To grant accept Wayne Calander to represent the Isanti SWCD on the Lower St. Croix 1W1P Policy Committee.
Affirmative: Calander, Koczur, Anderson, Kilpatrick and Larsen
Opposed: None. Motion carried.

8. **Activity Reports**

a. **Staff**

Determan reported time spent on the hiring process and preparation of office equipment/accesses for the new employee. Coordination of meetings with Rum River Watershed partners, BWSR and the Forest Resource Council to discuss RIM easements and other forest related conservation for the watershed. Determan attended Lower St. Croix MPCA WRAPS meeting- during this meeting the MPCA told partners about monitoring they intend to do as part of the process. Outreach included going to the SWCD Day at the Capitol with SWCD Board Members and sending out a flyer for the Geographic Atlas meeting that will be held on April 3rd. Determan prepared contracts for Stanford and Spencer Brook Townships that included maintenance plans. Determan coordinated a local planning meeting for the Lower St Croix 1W1P.

Kulaf attended trainings that included a 2 day AIS Summit in Brooklyn Center and Water monitoring Equipment training in Brainerd. Outreach included taking phone calls from residents regarding water quality and tree order questions. Water monitoring reports were started for Green Lake and Long Lake. The water report for Oxford Township was completed. Planning has begun for the Blue Lake boat access, Tiger Street projects, and Blue Lake AIS plan.

LeRoy spent time on District administrative duties and provided year-end reports as needed to BWSR and the US Census. Much time was spent on the 2018 tree sale. The fairgrounds has been contracted for the distribution site. The actual sale and distribution will be held on May 4th and 5th. The District website was updated weekly.

b. **NRCS District Conservationist**

Bork provided program updates. EQIP has 6 applications under review with 13 eligible applications. Work has also included prescribed grazing, high tunnel systems, a well decommissioning, and pasture planting. The NRCS has received 4 CSP applications. There have been no new sign ups for CRP. Other updates included Federal administrative level restructuring and the move to FPAC (Farm Production and Conservation)

c. **County Commissioners**

Commissioner Greg Anderson submitted his report via e-mail as follows:
On 3/14/18 the Isanti County Board of Commissioners approved the Resolution for the One Watershed One Plan for the Rum River and the Memorandum of Agreement for the Lower St. Croix One Watershed One Plan.
Isanti County Zoning is coordinating and presenting a ditch/drainage informational meeting that will include BWSR, DNR, SWCD, and USDA. The meeting is expected to happen in April.
The Isanti County Economic Development Authority recommended to the Isanti County Board that the board should continue efforts to pursue a plan to provide quality, affordable high speed broadband/internet service to all residents and businesses in Isanti County.

d. **Metro Conservation Districts Rep**

Koczur summarized the MCD meeting. The MCD yellow pages is a recently developed database where users can find peers who have expertise on specific conservation topics. The MCD re-elected incumbent officers. Budgets, grant reports, and projects were reviewed. The 18-19 Budget was reviewed and there was discussion about funding for campus groundwater studies. The next meeting will be on May 30th.

e. **BWSR/Legislative Update** – no updates at this time.

9. **Informational/Announcements**

a. **Program updates/other:** 1W1P updates

b. **Upcoming meetings/events:** MACD Spring Meeting: April 4th, 9AM-3PM; Geological Atlas Meeting: April 3rd, 1-3PM; CLIMB Theater Arts and Science Academy, April 4th.

c. **Meeting evaluation:** What worked? What were the gaps? What could be done to improve the meeting?

10. Adjourn

Motion/Seconded Koczur/Anderson to adjourn meeting at 12:23 p.m.
Affirmative: Calander, Koczur, Anderson and Larsen
Opposed: None. Motion carried.

_____ Barb Kilpatrick, Board Secretary _____ Date