

ISANTI SWCD

REGULAR SUPERVISORS MEETING MINUTES 8:00 A.M.

January 18, 2024

Attendance

Present: Al Koczur, David Medvecky, Valerie Anderson, Tom Anderson

Board Members not Present: Clark Anderson

Staff Present: Todd Kulaf, Linda Gehrking

Others Present: Bill Berg, County Commissioner

Call meeting to order, Pledge of Allegiance

- 1. Approve Agenda with additions: 6.c. Approve BWSR Performance Review Assistance Program Grant Agreement and 6.d. Authorize Determan to sign MDA Grant Agreement for drill purchase.**

Motion/Seconded V. Anderson/T. Anderson to approve Agenda with additions 6.c. Approve BWSR Performance Review Assistance Program Grant Agreement and 6.d. Authorize Determan to sign MDA Grant Agreement for drill purchase.

Affirmative: Koczur, Medvecky, V. Anderson, T. Anderson

Opposed: None. Motion carried.

- 2. Annual Business Items**

- a. Election of Officers: Chair, Vice Chair, Treasurer, Secretary**

Chair: Medvecky

Motion/Seconded V. Anderson/Koczur to approve Election of Chair Medvecky.

Affirmative: Koczur, Medvecky, V. Anderson, T. Anderson

Opposed: None. Motion carried.

Vice Chair: C. Anderson

Motion/Seconded V. Anderson/Koczur to approve Election of Vice Chair C. Anderson.

Affirmative: Koczur, Medvecky, V. Anderson, T. Anderson

Opposed: None. Motion carried.

Treasurer: Koczur

Motion/Seconded V. Anderson/T. Anderson to approve Election of Treasurer Koczur.

Affirmative: Koczur, Medvecky, V. Anderson, T. Anderson

Opposed: None. Motion carried.

Secretary: Determan

Motion/Seconded V. Anderson/T. Anderson to approve Election of Secretary Determan.

Affirmative: Koczur, Medvecky, V. Anderson, T. Anderson

Opposed: None. Motion carried.

b. Committee Assignments

Finance Committee: Koczur/V. Anderson

Operations Committee: C. Anderson/V. Anderson

Personnel Committee: C. Anderson/Medvecky

Metro Conservation Districts (MCD) Committee: Medvecky/T. Anderson (alternate)

Isanti County Water Plan Committee: Koczur

Lower St. Croix 1W1P Committee: T. Anderson/Medvecky (alternate)

Rum River 1W1P Committee: Koczur/V. Anderson (alternate)

Motion/Seconded Koczur/T. Anderson to approve Committee Assignments.

Affirmative: Koczur, Medvecky, V. Anderson, T. Anderson

Opposed: None. Motion carried.

c. District Policy Items

- **Designate Approved Check Signers:** Per the Policy Handbook, the Treasurer and District Manager shall be the primary signers for the SWCD checking account. The board shall assign an alternate check signer during the annual meeting in January. Authorize Medvecky (Chair) and Linda Gehrking as authorized signers of SWCD checks. Checks to be signed by one board member and one assigned staff person.
- **Authorize Manager the authority to approve payment of the following items**
 - Maintenance on all District Owned equipment.
 - Bills where the SWCD receives full reimbursement for the expense.
 - Board approved cost share contracts.
 - Emergency repairs to SWCD approved BMP projects needed between board meetings.

The Policy handbook authorizes the District Manger to approve all routine expenditures (payroll, insurance, utilities) all expenditures specifically noted in the approved budget (i.e. tree sales, computer purchases, etc), and expenditures up to \$500 that fall outside of these two categories without board/committee approval.

- **Designate District Manager as authorized representative:** Designate the District Manager as the District authorized representative to sign all board approved contracts, and associated documents (financial statements, change orders, amendments) on behalf of the SWCD. Manager required to notify the board of all documents signed.
- Adopt 2024 Policy Handbook: Operations Committee to make recommendation on approval.
- Adopt 2024 Cost Share Guidelines: No changes.
- Move board meetings to 9am on Wednesdays starting February 2024. Board Meeting time will be discussed again in June 2024.
- June 19, 2024 (holiday) a scheduled board meeting will be changed to June 12, 2024.

Motion/Seconded Koczur/V. Anderson to approve District Policy Items.

Affirmative: Koczur, Medvecky, V. Anderson, T. Anderson

Opposed: None. Motion carried.

3. Public Comment/Correspondence

None.

4. Consent Agenda

a. **Treasurers Report**

b. **Regular Board Meeting Minutes – December 20, 2023**

Motion/Seconded: No motion needed.

5. Approve Payment of Bills

Gehrking reviewed the district expenses. Checks as follows: Check #'s 7146 through 7155, and all electronically paid bills.

Motion/Seconded V. Anderson/Koczur to approve District Policy Items.

Affirmative: Koczur, Medvecky, V. Anderson, T. Anderson

Opposed: None. Motion carried.

6. New Business Items

a. Civil Rights Review

Steffen presented the NRCS Annual Civil Rights 2024 and Privacy Policy to be reviewed and signed by the SWCD Board members. The Board Supervisors reviewed the Civil Rights Policy and signed the policy agreement.

Motion/Seconded: No motion needed.

b. Agreement for Services for LCCMR Pilot Tree Planting Project

Mille Lacs SWCD is acting as the fiscal agent, and we will have a sub-agreement with them for outreach.

Motion/Seconded T. Anderson/Koczur to approve Agreement for Services for LCCMR Pilot Tree Planting Project.

Affirmative: Koczur, Medvecky, V. Anderson, T. Anderson

Opposed: None. Motion carried.

c. Approve BWSR Performance Review Assistance Program Grant Agreement.

Determan plans to start with the strategic plan update. Determan has a meeting on February 8th with Kantani Land Management, they will be completing the Strategic Plan. Determan will also move to working with DDA to update job descriptions and salary schedules.

Motion/Seconded V. Anderson/Koczur to approve BWSR Performance Review Assistance Program Grant Agreement.

Affirmative: Koczur, Medvecky, V. Anderson, T. Anderson

Opposed: None. Motion carried.

d. Authorize Determan to sign MDA Grant Agreement for drill purchase.

We have not received the agreement yet. Determan would like to be approved for her to sign the agreement when it comes in so we can move forward with ordering the drill. It will take several months to get the drill..

Motion/Seconded Koczur/V. Anderson to approve Determan to sign MDA Grant Agreement for drill purchase.

Affirmative: Koczur, Medvecky, V. Anderson, T. Anderson

Opposed: None. Motion carried.

7. Old Business Items

None.

8. Activity Reports

a. Staff

Kulaf mentioned Skogman Lake raingarden design was recently completed. Kulaf is spending a lot of time planning for the spring. Kulaf working on starting a mentor group as part of the Area Technical Training Team.

Godfrey is working on Farmer Led Group planning with Remer. Godfrey has been doing a lot of outreach with Rum Watershed Partnership. She will be meeting with the Watershed Community Organizer. Godfrey is planning a workshop for people looking to buy lakeshore property. Godfrey partnering with Mille Lacs SWCD and Sherburne for Conservation Conversations event on January 27th. Finally, Godfrey is working on "When Development Comes to Town" video promotion.

Remer has been assisting NRCS with EQIP sign-ups. Remer working on 9 applications and the deadline is this Friday, January 19th. Remer went on a site visit with a landowner regarding some erosion issues adjacent to the Rum River. Finally, Remer attended a farming information workshop in Chisago County.

b. NRCS District Conservationist

None.

c. County Commissioners

Berg mentioned Comprehensive plan is still in the process. Strategic planning moves towards being more proactive. He also mentioned the Oakview building is going to be remodeled and transitioned into a Public Health facility.

d. Committee Reports

None.

9. Board Training

People's School Video.

10. Approve SWCD meetings & Events


Staff will be having an annual staff planning meeting on February 21st after the Board meeting. Board Supervisors are invited to attend if they are interested.

Determan will be speaking at the January 21st committee of the whole meeting. She will be covering 2024 planned agricultural programs/rural character protection programs. Anyone can attend if interested.

Meeting/Event	Approved	Date/time
Treasures Report and Bank Reconciliation Review	Koczur	Monthly
Isanti County Committee of the Whole	All, Medvecky	January 23 rd , TBD
Rum River Watershed Partnership	Kocur/V. Anderson	January 25, 4:30-6:30PM
Lower St. Croix Watershed Partnership	T. Anderson/Medvecky	January 22, 4-6 PM

11. Adjourn

Medvecky to Adjourn the meeting at 9:58.

Board Secretary:  Date 2.21, 2024

