

**ISANTI SWCD**

**REGULAR SUPERVISORS MEETING MINUTES  
JANUARY 17, 2023 - 8:01 A.M.**

**Attendance**

**Present:** Al Koczur, Clark Anderson, David Medvecky, Valerie Anderson, Thomas Anderson

**Staff Present:** Tiffany Determan, Linda Gehrking

**Others Present:** Brian Steffen, NRCS

1. **Approve Agenda with additional additions:** 7.c. Authorization to Accept Peterson Audit Bid for 2023 and 7.d. Approve Conservation Easement Agreement for Services with Minnesota Land Trust.

**Motion/Seconded** V. Anderson/C. Anderson to approve agenda with additional additions 7.c. Authorization to Accept Peterson Audit Bid for 2023 and 7.d. Approve Conservation Easement Agreement for Services with Minnesota Land Trust.

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

**Opposed:** None. Motion carried.

2. **Annual Business Meeting Items**

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

**Chair:** Medvecky

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

**Affirmative:** Koczur, C. Anderson, V. Anderson, T. Anderson

**Opposed:** None. Motion carried.

**Vice Chair:** C. Anderson

**Motion/Seconded** D. Medvecky/V. Anderson to approve Election of Vice Chair C. Anderson.

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

**Opposed:** None. Motion carried.

**Treasurer:** Koczur

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

**Affirmative:** Koczur, C. Anderson, V. Anderson, T. Anderson

**Opposed:** None. Motion carried.

**Secretary:** Determan

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

**Affirmative:** Koczur, C. Anderson, 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)

Determan went over the MASWCD Volunteer Committees. V. Anderson notes she was interested in being involved on the Finance or Resolution committees and she would contact MASWCD to get more information. T. Anderson indicated he would review the opportunities and get back to Determan before the deadline.

**Motion/Seconded** V. Anderson/Koczur to approve committee assignments as indicated.  
**Affirmative:** Koczur, C. Anderson, V. Anderson, T. Anderson, Medvecky  
**Opposed:** None. Motion carried.

## c. District Policy Items

- **Set Regular meeting schedule and location:** regular meetings shall be the 3<sup>rd</sup> Wednesday of each month at 8:00am at the Cambridge USDA Service Center.
- **Designate Official Notice Posting Location(s):** Designate the Isanti SWCD website and the bulletin board inside the main entrance of the USDA Service Center as official SWCD notice posting locations. All notices shall be posted in both locations.
- **Designate Official Depository:** Designate First Bank and Trust located in Cambridge as the official SWCD depository.
- **Designate Approved Check Signers:** Authorize Koczur, Medvecky, Determan and Gehrking as authorized check signers.
- **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.
- **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 2023 Policy Handbook:** Operations Committee recommended approval.
- **Adopt 2023 Cost Share Guidelines:** Operations Committee recommended approval.

**Motion/Seconded** C. Anderson/V. Anderson To approve District Policy items:  
**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson, T. Anderson  
**Opposed:** None. Motion carried.



### 3. Consent Agenda

- a. Treasurers Reports: December
- b. Regular Board Meeting Minutes – December 20, 2022

**Motion/Seconded:** No motion needed

### 4. Public Comment

V. Anderson received a call regarding question about a Stanchfield Township ditch letter. V. Anderson wanted to know a little more information before responding. Determan noted the landowner does not appear to be in the County Ditch 16 drainage area and therefore would not be affected. Determan noted that the County would be the ones to send letters and she was not aware of any sent. Determan also noted that Joe Willaert is the County Ditch Inspector and is the contact for this.

### 5. Reports

#### a. Staff

Determan spending much of the month on Rum River Watershed Coordinator related tasks. Determan also noted she has been meeting one-on-one with the new County Commissioners. Finally, Determan is scheduled to present at the Committee of the Whole meeting at the County on January 17<sup>th</sup> regarding the 2023 SWCD County allocation.

Kulaf spent significant time planning for 2023 projects on Spectacle Lake and Green Lakes. He also noted he has begun working with the Blue Lake Improvement District (BLID) to start a community-driven lakeshore restoration program. Kulaf conducted a preconstruction meeting for the wetland restoration on County Ditch 16. Finally, Kulaf noted that he is wrapping up updated Skogman Lake shoreline inventory report.

Remer working on assisting NRCS with processing and ranking the Rum River Watershed focused Environmental Quality Incentives Program (EQIP) applications. Remer noted that he and Lydia met with MN Land Trust to discuss outreach for their easement program.

Godfrey spending a lot of her time on Rum River Education and Outreach Plan, preparing for Elementary Soil Health poster contest, and assisting Remer with preparation for the Ag Lunch N Learn.

Gehrking noted that she provided administrative support as usual. She also let the board know the mileage rate for 2023 went up. She also provided an update on the 2023 tree sale.

#### b. NRCS District Conservationist

Steffen presented the NRCS Annual Civil Rights 2023 and Privacy Policy to be reviewed and signed by the SWCD Board members.

#### c. Committee Reports

None.

### 6. Old Business Items

#### a. Soil Health Grant Work Plan

Board already approved with BWSR. Determan presented the Board of Water and Soil Resources approved work plan which will help to fund staff time for education and technical assistance as well as provide incentives for soil health practices.

**Motion/Seconded:** No motion needed

## 7. New Business Items

### a. Civil Rights Review (NRCS)

Steffen presented the NRCS Annual Civil Rights 2023 and Privacy Policy to be reviewed and signed by the SWCD Board members (under item 5b).

**Motion/Seconded:** No motion needed

### b. MN Association of Soil and Water Conservation District (MASWCD) Volunteer Opportunities.

Discussed under item 2b.

**Motion/Seconded:** No motion needed

### c. Authorization to Accept Peterson Audit Bid for 2023.

**Motion/Seconded** C. Anderson/V. Anderson to approve Peterson Audit Bid for 2023.

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

**Opposed:** None. Motion carried.

### d. Approve Conservation Easement Agreement for Services with Minnesota Land Trust.

Determan explained the outreach the SWCD will help MLT with in regard to their new easement program.

**Motion/Seconded** Koczur/T. Anderson to approve the agreement with MN Land Trust.

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

**Opposed:** None. Motion carried.

## 8. Approve Payment of Bills

Gehrking reviewed the district expenses. Checks as follows: Check #'s 7047 through 7051, Check # 5754 and direct deposits for staff and Supervisors, and all electronically paid bills.

**Motion/Seconded** V. Anderson/C. Anderson to approve Payment of Bills.

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

**Opposed:** None. Motion carried.

## 9. Board Training: Rum River Watershed Partnership Project Funding

Determan reviewed the Rum River Watershed Partnership 2023 Work Plan which includes the work plan that describes the projects planned to be funded with the \$1.1M of Clean Water Fund money. Determan also reviewed the process by which the SWCD will contract with the Rum River Watershed Partnership board to receive funding.



**10. Information/Announcements**

**a. Approved meetings & events**

Meeting/Event	Approved	Date/time
Treasures Report and Bank Reconciliation Review	Koczur	Monthly
Isanti County Board Committee of the Whole meeting	Koczur, Determan	January 17 <sup>th</sup> , 11 a.m.
Lower St. Croix Partnership Policy Committee	T. Anderson, Medvecky-virtual	January 23 <sup>rd</sup> , 4-6 p.m.
Legislative Advocacy Webinar	All	January 25 <sup>th</sup> , 10:30 a.m.-12 p.m.
Rum River Watershed Partnership Board	Koczur, V. Anderson-virtue	January 26 <sup>th</sup> , 4:30-6:30 p.m.
Metro Conservation Districts (MCD) Board	Medvecky, T. Anderson-virtual	February 22 <sup>nd</sup>

**11. Adjourn**

**Motion** Medvecky to Adjourn meeting at 10:20.

Board Secretary:  Date 2.15, 2023





## ISANTI SWCD

### REGULAR SUPERVISORS MEETING MINUTES

February 15, 2023 - 8:00 A.M.

#### Attendance

**Present:** Al Koczur, Clark Anderson, David Medvecky, Thomas Anderson

**Staff Present:** Tiffany Determan, Lydia Godfrey

**Others Present:** Bill Berg, Jason Weinerman, Darren Mayers (virtual)

#### 1. Approve Agenda with additional item:

Determan proposed an addition 5.f. Resolution to Adopt the Snake River Watershed Plan.

**Motion/Seconded** Koczur/T. Anderson to approve agenda with addition 5.f. Resolution to Adopt the Snake River Watershed Plan.

**Affirmative:** Koczur, C. Anderson, Medvecky, T. Anderson

**Opposed:** None. Motion carried.

#### 2. Consent Agenda

##### a. Treasurers Reports: January

Regular Board Meeting Minutes – January 17, 2023

**Motion/Seconded:** No motion needed.

#### 3. Public Comment

Berg provided the Commissioner's Report. Since being sworn in, he has been doing a lot of learning and reading. He has a desire for people to feel comfortable voicing their concerns. At the county level they are pursuing hiring a new administrator and have had many applicants. Interviews will take place at the end of the month. The Board Members have been assigned to their Committees and are now attending their respective meetings.

#### 4. Old Business Items

None.

#### 5. New Business Items

##### a. 2023 Annual Plan

Determan provided an overview of the SWCD's 2023 Annual Plan which is required by statute. The staff met in early February to go over the annual plan and Koczur sat in on the meeting. Koczur provided comments that he noticed the staff worked together well to help each other out. The 2023 Annual Plan will get posted to the website to help with public transparency.

Strategic Planning Information was taken into account when creating the plan, so much of the annual work focuses on surface water restoration and protection. Isanti SWCD is also increasing agriculture outreach, wetland restorations, and soil health programs to align with the board's wishes. Not included in the plan is statutory requirement items which generally does not take up much staff time. Other notable items in the annual work plan include water management planning, doing an MDM for some county ditches, planned lakeshore projects, and initiating the Skogman Lake program.

**Motion/Seconded** Koczur/C. Anderson to approve 2023 Annual Plan.

**Affirmative:** Koczur, C. Anderson, Medvecky, T. Anderson

**Opposed:** None. Motion carried.



**b. Rum River Watershed Partnership Watershed Coordinator Agreement for Services**

The agreement would reimburse Determan's time for coordinating the Rum River Watershed Partnership. The Rum River Watershed Partnership board approved the agreement at their last meeting.

**Motion/Seconded** T. Anderson/ Koczur to approve Rum River Watershed Partnership Watershed Coordinator Agreement for Services.

**Affirmative:** Koczur, C. Anderson, Medvecky, T. Anderson

**Opposed:** None. Motion carried.

**c. Rum River Watershed Partnership 1<sup>st</sup> Q 2023 Funding Requests**

Determan explained the projects the SWCD is planning within the Rum River Watershed. The SWCD is requesting funding for studies including updating a subwatershed assessment for Skogman Lake and completing a Multi-Drainage Management study for County Ditches 7 and 9. Funds are also being requested to get a final wetland restoration design done and installed, and for staff time to create a list of potential wetland restorations. Money will also be requested for Remer to continue getting landowners on board with soil health projects and to install cover crops. Isanti SWCD also plans to request money for projects on Skogman Lake and Blue Lake for their respective programs. Finally, there will be a request for Godfrey's time to do education and outreach.

**Motion/Seconded** No motion needed.

**d. 2023 CLIMB Theater Agreement for Services for Aquatic Invasive Species Education for \$2,400.**

The agreement is the same as the previous year. CLIMB Theater will do a few performances throughout the county about aquatic invasive species (AIS) as part of the planned AIS outreach.

**Motion/Seconded** Koczur/T. Anderson To approve 2023 CLIMB Theater Agreement for Aquatic Invasive Species Education for \$2,400.

**Affirmative:** Koczur, C. Anderson, Medvecky, T. Anderson

**Opposed:** None. Motion carried.

**e. FY2020 Buffer grant closeout**

The 2020 Buffer Grant Agreement was closed. It had been used to do buffer compliance inspections.

**Motion/Seconded** No motion needed.

**f. Resolution to Adopt Snake River Watershed Plan**

Previously, the SWCD Board decided not to take an active role in the Snake River Watershed because it was a very small amount of the county. The watershed is now asking for partners to sign a resolution to adopt the plan, and then will ask if they want to sign into the JPE. If Isanti SWCD signed onto the JPE staff and board would need to take an active role in the watershed. However, adopting the plan is beneficial in case something comes up in that area of the county.

**Motion/Seconded** T. Anderson/ Koczur to adopt the Snake River Watershed Plan.

**Affirmative:** Koczur, C. Anderson, Medvecky, T. Anderson

**Opposed:** None. Motion carried.

**6. Approve Payment of Bills**

Determan reviewed the district expenses. Checks as follows: Check #'s 7052 through 7056 and direct deposits for staff, and all electronically paid bills.



**Motion/Seconded** C. Anderson/ Koczur to approve Payment of Bills.

**Affirmative:** Koczur, C. Anderson, Medvecky, T. Anderson

**Opposed:** None. Motion carried.

## 7. Reports

### a. Staff

Determan has been getting meetings set up with legislatures for the day SWCDs visit the Capital. Determan attended the MASWCD briefing about SWCD aid which would increase SWCD capacity funding and move it into the state's general fund. She also presented at the Lower St. Croix Watershed's workshop for realtors. Determan included the Skogman Lake monitoring results in her report, since this was the first year of monitoring.

Godfrey showed the board the soil health iSpy activity jars she used for her second-grade presentations. She reported the presentations went well and the students were intrigued by both the activity jars and the "Soil your Undies Display". She also did end of year tasks including the annual report, annual survey, and updating the project map.

Remer, Gehrking, and Kulaf reports are included in the agenda packets. Remer provided a picture of the Woods wetland project in his report. We need to wait until the ground freezes to do the project, so due to the unusually warm weather the project was pushed back.

### b. NRCS District Conservationist

There was another round of funding for EQIP. Six applications in Isanti County were submitted. However, none of them were funded. There were quite a few CIC applications for projects in the Rum River Watershed that were all funded.

### c. Committee Reports

Koczur provided a report on the Rum River Watershed Partnership. Jake Janski and Lisa Fobbe were re-elected as the JPE Board's Chair and Vice Chair. At the last JPE board meeting, the WBIF policies were approved, the board signed the Fiscal Agent and Watershed Coordinator Agreements, and they approved the WBIF grant agreement with BWSR. At the next meeting in March, the board will approve projects.

T. Anderson provided the Lower St. Croix Watershed report. It was his first meeting, so he learned a lot. The Sunrise River WMO dropped out of the partnership. Jennifer Hahn gave a good presentation about the Soil Your Undies display. They also approved their new funding work plan.

## 8. Board Training: Board of Water and Soil Resources- SWCD Board Responsibilities (Jason Weinerman)

The training was recorded so absent board members could view or review it. Weinerman provided an overview of what SWCD's are and how BWSR interacts with them. He provided the statutory definitions. Weinerman reminded that the board is the SWCD, and staff are then employees of the SWCD. SWCD board members have a role as board members, elected officials and community leaders. Members also help set plans and policies of the SWCD.


## 9. Information/Announcements

### a. Approved meetings & events

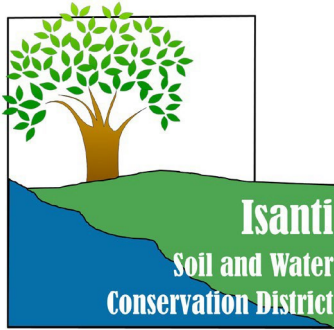
Meeting/Event	Approved	Date/time
Treasures Report and Bank Reconciliation Review	Koczur	Monthly
SWCD Annual Staff Planning	Koczur	February 6 <sup>th</sup>
Metro Conservation Districts Board	Medvecky, T. Anderson (alternate)	February 22nd
MASWCD Legislative Briefing	Koczur, T. Anderson	March 7th
MASWCD Day at the Capital	Koczur	March 8th

## 10. Adjourn

**Motion** Medvecky to Adjourn meeting at 10:03

Board Secretary:  Date 4.19, 2023





**ISANTI SOIL & WATER CONSERVATION DISTRICT**  
**110 Buchanan Street South**  
**Cambridge, MN 55008**  
**763-689-3271**

**Mission:** To provide guidance; to inspire action; and to bring innovative resources to the table so that people can become leaders in keeping land and water healthy for future generations.

### **Notice of Cancellation of the Board Meeting**

NOTICE IS HEREBY GIVEN that the Isanti Soil and Water Conservation District Board of Supervisors scheduled for Wednesday, March 15, 2023 @ 8:00 a.m. has been cancelled.

The next Regular Monthly Meeting of the Isanti Soil and Water Conservation District Board of Supervisors is scheduled for Wednesday, April 19, 2023, at 8:00 a.m.

**ISANTI SWCD**

**REGULAR SUPERVISORS MEETING MINUTES**

**April 19, 2023 8:00 A.M**

**Attendance**

**Present:** Al Koczur, Clark Anderson, David Medvecky, Valerie Anderson

**Staff Present:** Tiffany Determan, Linda Gehrking

**Others Present:** Bill Berg, County Commissioner

**1. Approve Agenda**

**Motion/Seconded** V. Anderson/C. Anderson to approve agenda.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**2. Public Comment**

None

**3. Consent Agenda**

**a. Treasurers Reports-February & March 2023**

**b. Regular Board Meeting Minutes – February 15, 2023**

**Motion/Seconded:** No motion needed.

**4. Old Business Items**

None

**5. New Business Items**

**a. 2023 Water Monitoring Agreements**

Determan noted that the lake group monitoring agreements have not changed for the last 10 years.

**1. Skogman Lake Improvement District**

**2. Oxford Township**

**Motion/Seconded** V. Anderson/C. Anderson to approve the Skogman Lake Improvement District and Oxford Township 2023 Water Monitoring Agreements.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**b. Lower St. Croix Agreements**

**1. Master sub-agreement between Chisago SWCD and Isanti SWCD**

Determan reported the Lower St. Croix will have a master agreement and statement of work similar to the Rum River Watershed Partnership. She went on to state that the Master agreement is good until December 31, 2025.

**Motion/Seconded** V. Anderson/C. Anderson to approve Master Work Agreement.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**2. Statement of Work for LSC Clean Water Fund Soil Health Grant**

Determan explained that the Statement of Work will cover Soil Health projects in the Lower St. Croix Watershed focused on nitrate removal. The Statement of Work will cover \$15,000 based on the rates established in the Lower St. Croix Soil Health Clean Water Fund cost share policy. She also noted that a 10% match will likely be required.

**Motion/Seconded** V. Anderson/Koczur to approve Statement of Work for LSC Clean Water Fund Soil Health Grant.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**c. Rum River Watershed Partnership Agreements**

**1. Master agreement between RRWP and Isanti SWCD**

Determan explained that the Master Agreement runs length of the FY23 grant which expires on December 31, 2025. Statements of Work will also be required for each RRWP Board approved project.

**Motion/Seconded** Koczur/V. Anderson to approve Master agreement between RRWP and Isanti SWCD.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**2. Statements of Work:**

**a. 2023-ISWCD-PAS-1**

Special studies are being completed for Skogman Lake (watershed assessment previously done in 2014) and County Ditch 17 and County Ditch 9 which drain directly to the Rum River. The County Ditch plans will be completed by ISG.

**b. 2023-ISWCD-TE-2**

Technical Engineering assistance for design of the Cartwright wetland restoration on County ditch 23 (ISG) and design assistance for Blue and Skogman Lakes near shore stormwater reduction.



**c. 2023-ISWCD-RBMP-3**

Rural best management practice funding for Cartwright wetland. Cartwright has 4 acres and it has a 26lbs phosphorus reduction. This project is being match with funds from the Green Lake 319 grant and Sportsman Club donated funds.

**d. 2023-ISWCD-PD-4**

\$10,000 for Kulaf's time to develop a list of willing participants for wetland restorations and \$7,000 for Remer to develop a list of willing participants for soil health projects in Isanti and Anoka Counties.

**e. 2023-ISWCD-NS-5**

Non-structural project funds for soil health. Practices include but are not limited to reduced tillage, grazing plans and cover crops. \$18,000 in this fund. Goal is to do 100 acres in soil health.

**f. 2023-ISWCD-UBMP-6**

The fund will cost share near shore stormwater reduction practices for Skogman Lake and Blue Lake in the amount of \$20,000. 25% match will be from landowners.

**g. 2023-ISWCD-EI-7**

This fund covers \$40,000 for Education and information for watershed-wide outreach to be completed by Godfrey. Examples of activities include workshops, newsletters and social media. Education and outreach is being completed in partnership with Anoka Conservation District.

**Motion/Seconded** Koczur/C. Anderson to approve all Statements of Work: a) 2023-ISWCD-PAS1; b) 2023-ISWCD-TE2; c) 2023-ISWCD-RBMP-3; d) 2023-ISWCD-PD-4; e) 2023-ISWCD-NS-5; f) 2023-ISWCD-UBMP-6 and g) 2023-ISWCD-EI-7.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**d. Discussion on caps for acres for Soil Health**

Determan explained that there is currently more interest in soil health than we have funding for. Remer made a map for Rum River interested farmers showing the total estimated acres of land is close to 2,000 acres. Determan went on to explain that current funding will cover approximately 100 acres. She asked the board if they would like to set a cap on acres for soil health to extend the number of farmers, we can provide support to. The board concurred that they feel it is not critical to set a cap, but it is important to prioritize projects that benefit water quality. Medvecky mentioned that we need to get landowners interested in other farming practices and not just cover crops.

Determan mentioned that Olmsted County received \$3 million from their county of the ARPA Funds. Determan was told by County Commissioner Berg to submit a proposal plan that Isanti SWCD could use the funds for. The County board will be discussing the use of the funds over the next several months.

**Motion/Seconded** V. Anderson\Koczur to approve prioritizing acres based on water quality benefit and not to set on caps for acres for Soil Health.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**e. Soil Health Contracts**

Determan explained that all contracts for Soil Health are for three years and will be paid upfront after 1<sup>st</sup> year planting is verified.

1. Lower St. Croix FY21 WBIF: Multi-species Cover Crops, 53 acres, 3-yr contract # LSC WBIF 21-01 for \$9,540.
2. Lower St. Croix CWF Soil Health: no-till, 91.1 acres, 3-yr contract # CWF SH I 23-01 for \$5,466-yr.

**Motion/Seconded** Koczur/C. Anderson\Koczur to Soil Health Contracts: 1. Lower St. Croix FY21 WBIF: Multi-species Cover Crops, 53 acres, 3-yr contract # LSC WBIF 21-01 for \$9,540 and 2. Lower St. Croix CWF Soil Health: no-till, 91.1 acres, 3-yr contract # CWF SH I 23-01 for \$5,466-yr.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

- f. RRWP FY23 WBIF: Multi-Purpose Drainage Management (MDM) proposal for CD9 & 17 with ISG for \$10,000.

**Motion/Seconded** V. Anderson\Koczur to approve RRWP FY23 WBIF: Multi-Purpose Drainage Management (MDM) proposal for CD9 & 17 with ISG for \$10,000.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

- g. RRWP FY23 WBIF: Scope of Service agreement for Cartwright Wetland Restoration Design with ISG for \$21,000.

**Motion/Seconded** V. Anderson\Koczur to approve RRWP FY23 WBIF: Scope of Service agreement for Cartwright Wetland Restoration Design with ISG for \$21,000.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

- h. SWCD Summer Tour for Elected and Appointed Officials-Date selection.

Determan mentioned the tentative dates of August 30<sup>th</sup> or September 7<sup>th</sup> for the SWCD Summer Tour. The Board favored September 7<sup>th</sup>.

**Motion/Seconded:** No motion needed.



**i. Virtual meeting/workshop camera purchase**

Determan mentioned that the SWCD has been hosting more hybrid workshops. We currently do not have the equipment to do so properly. Godfrey has done some research on options for equipment. Determan went over Option 1: Owl 3 – the latest version, released in September 2022. The cost is \$1,049. The Owl 3 expands the room at 360-degree and anyone speaking the camera will zoom in on them. The Board asked that staff purchase a warranty if available. Owl 3 camera will be coming out of the general funds.

**Motion/Seconded** Koczur/V. Anderson to approve virtual meeting/workshop camera Owl 3 and warranty agreement.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**6. Approve Payment of Bills**

Gehrking reviewed the district expenses for the month of March and April. Checks as follows: Check #'s 7057 through 7064, Check# 5755 and direct deposits for staff and Supervisors, and all electronically paid bills.

**Motion/Seconded** C. Anderson/Koczur to approve payment of bills.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**7. Reports**

**a. Staff**

Determan recently presented to the County Committee of the Whole on the economic benefits of clean water. Determan also attended Oxford Township meeting and gave them their water quality report. She noted that she has been working with the DNR to secure lake level gauges on a few of the Oxford Lakes and to complete updated biological surveys on all seven lakes. Finally, she noted that she is seeking funds to cover costs to complete a paleolimnological study on West Twin lake.

Kulaf has been spending a lot of time coordinating and designing projects on Green, Blue and Skogman Lakes. He noted that the wetland restoration project on CD16 was delayed due to the warm winter. Kulaf indicated that he has another project for Wyanett watershed (CD23), it is similar to the Woods project. Finally, Kulaf explained the wetland violation in the new development on Upper Birch Lake.

Remer noted that he spent time planning for the Ag luncheon at the Armory in Cambridge. He also indicated that he has been working on several contracts for Lower St. Croix soil health grant. He mentioned that he has been working closely with Jennifer Hahn. Remer also trained Godfrey on observation wells as she will be taking over the program. Working with volunteers for water monitoring on lakes. Lastly, Remer has been going on site visits for erosion projects.

Godfrey did a presentation to the SWCD Board on the SWCDs 2023 Education and Outreach Plan (Agenda item 8).

Gehrking noted that she provided administrative support as usual. She also provided an update on the 2023 tree sale.

#### **b. NRCS District Conservationist**

Steffen not present. Determan went over Steffen's report. Steffen is the new acting Team Lead for the following counties: Isanti, Mille Lacs, Kanabec, Pine and Chisago. Seven applications were approved for the Equip program. NRCS & SWCD collaborating on building a list for FY2024 applicants with deferrals – 20 applications so far. Fifteen of those applicants are new. Planning a day for ARCs to come down and do a site visit with Remer to get his Conservation Planner 3 certification completed. Forester hired in the Hinckley office.

#### **c. Committee Reports**

Koczur attended the legislator briefing and explained the status of the bills.

Koczur reported on the RRWP: the board recently approved 1<sup>st</sup> Quarter projects, several of which the SWCD board approved today. Koczur also attended a Treasurers meeting that basically went over the duties of a Board member as the Treasurer. Attended the Ramsey County public works meeting. Big discussion about funding. Also a discussion on will BWSR have enough funding to keep everything going in the future. There is concern about some of the plans we have will not be controlled by SWCD in the future.

Medvecky attended February 22<sup>nd</sup> MCD meeting via zoom. Election of officers were held, Chair: Rheinberger (Washington County), Vice Chair: Frethem (Ramsey County), Treasurer: Schoenecker (Scott County), Secretary: Meixell (Anoka County). Workplan for 2023 was approved. Children's Water Festival Saturday, June 3<sup>rd</sup> will be put on by Ramsey Washington Metro Watershed District this year. MCD will be meeting 3 times a year. Next meeting is on August 30, 2023.

#### **d. Commissioner Report**

Commissioner Berg noted that he is on the Skogman BLID Board and that Kulaf and Godfrey recently hosted a shoreline restoration workshop. He noted that they did an excellent job. He went on to note that he is still learning the many aspects of being a County Commissioner. He noted that the board is working on filling the Administrator position, the County is going through the process to update the County Comprehensive Plan, the Board is trying to understand the status of the County budget and needs, and they are starting to plan how to utilize the remaining ARPA funds.

#### **8. Board Training: 2023 Education and Outreach Plan-Godfrey**

Godfrey presented the SWCDs 2023 Education and Outreach Plan. Annual task sheet is broken up by goals, resource, month and color coded by time of year. The outreach plan can be made available to anyone is interested in going through it in more detail.




**9. Information/Announcements**

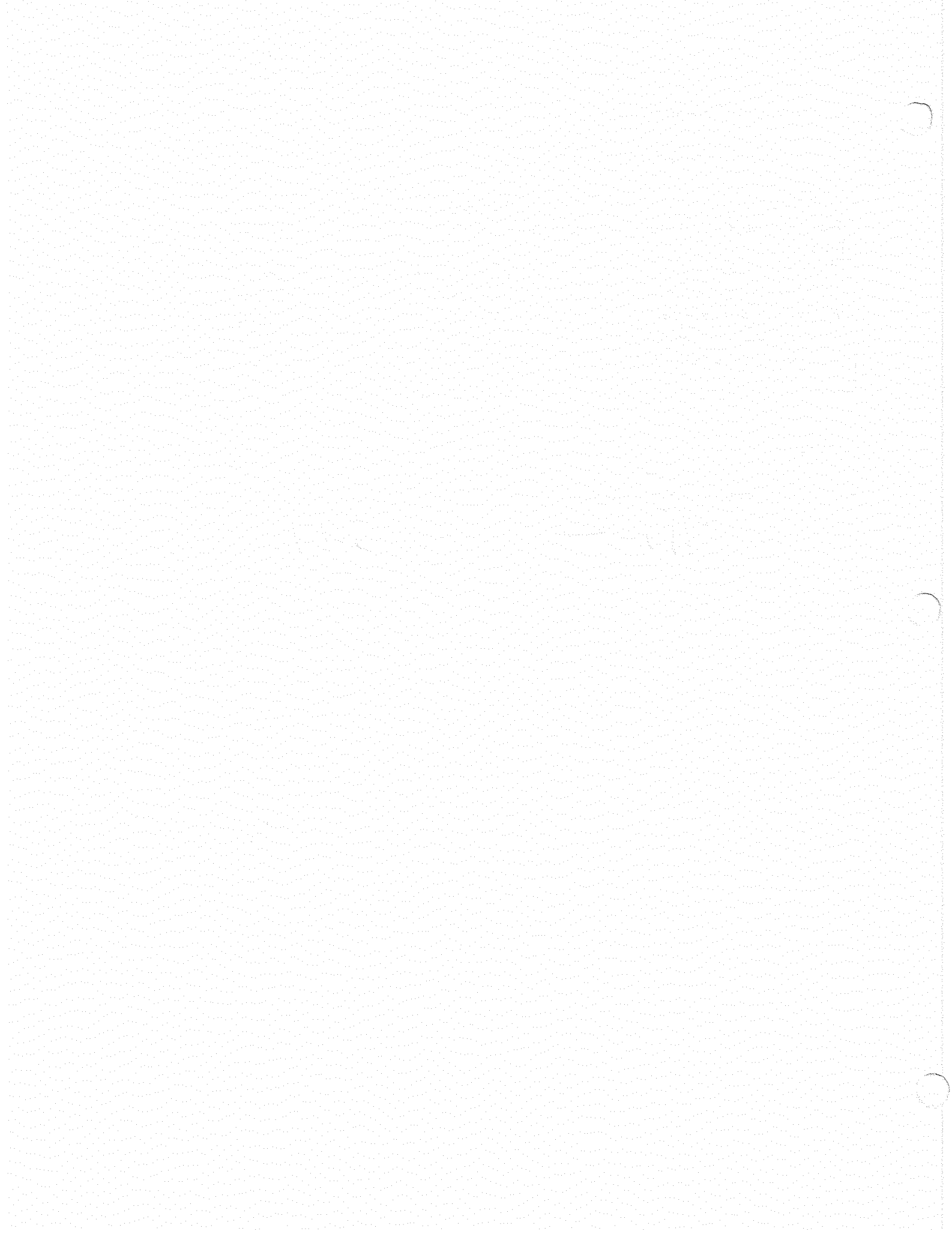
**a. Approved meetings & events**

<b>Meeting/Event</b>	<b>Approved</b>	<b>Date/time</b>
Treasures Report and Bank Reconciliation Review	Koczur	Monthly
RRWP Board Meeting	Koczur, V. Anderson	March 23rd
BWSR Treasurer Training	Koczur	March 24th
MASWCD Area IV Meeting	Koczur, V. Anderson	March 30th
Lower St. Croix Policy Meeting	Medvecky	April 24th
MASWCD Area IV Summer Meeting	All	June 13th

**10. Adjourn**

**Motion** Medvecky to Adjourn meeting at 10:52

Board Secretary:  Date 5.17, 2023



**ISANTI SWCD**

**REGULAR SUPERVISORS MEETING MINUTES 8:00 A.M.  
May 17, 2023**

**Attendance**

**Present:** Al Koczur, Clark Anderson, Valerie Anderson, Tom Anderson

**Staff Present:** Tiffany Determan, Linda Gehrking

**Board Member not Present:** Medvecky

**Others Present:** Bill Berg, County Commissioner

**1. Approve Agenda**

**Motion/Seconded** V. Anderson/Koczur to approve agenda with additions 5.b.3. FY20 Spec Lake CWF: Contract 2023-3, stormwater runoff control for \$7,560. and 5.b.4. Lower St. Croix Soil Health CWF: Contract 2022-02, 3 yr. Multi-species cover crops interseeded into corn, 52.96 acres for \$9,532.80.

**Affirmative:** Koczur, C. Anderson, V. Anderson, T. Anderson

**Opposed:** None. Motion carried.

**2. Public Comment**

None

**3. Consent Agenda**

a. Treasurers Report April 2023

b. Regular Board Meeting Minutes - April 19, 2023

**Motion/Seconded:** No motion needed.

**4. Old Business Items**

None

**5. New Business Items**

**a. Call for MASWCD Resolutions**

Resolutions need to be voted on at the Area meeting on June 20<sup>th</sup>.

Discussion on the resolutions related to Conservation Reserve Program (CRP) in permanent conservation easements and Human Resources for SWCDs. The board concurred that Determan should write a resolution to initiate the development of a committee to investigate shared human resource needs across the state.

**Motion/Seconded** V. Anderson/T. Anderson to approve Human Resource Exploration resolution.

**Affirmative:** Koczur, C. Anderson, V. Anderson, T. Anderson

**Opposed:** None. Motion carried.



**b. Contracts:**

**1. Green Lake 319: Contract 2023-1, Practice 570 Stormwater Runoff Control for \$4,549.50.**

The total cost of the 100 square foot rain garden project is estimated at \$6,066.

**Motion/Seconded** Koczur/V. Anderson to approve Contract 2023-1, Practice 570 Stormwater Runoff Control for \$4,549.50 from the Green Lake 319 Grant.

**Affirmative:** Koczur, C. Anderson, V. Anderson, T. Anderson

**Opposed:** None. Motion carried.

**2. Green Lake 319 and FY23 Rum River WBIF: Contract 2023-2, Wetland Restoration for \$103,085.**

Determan explained that the wetland restoration is 4 acres and will result in a 26-pound phosphorus reduction. This project will be funded by a combination of Green Lake 319, Rum River Watershed Based Implementation Funds and Sportsman Club donated funds. In addition, there may be phase 2, but it would involve a ditch plug and ditch abandonment.

**Motion/Seconded** T. Anderson/V. Anderson to approve Contract 2023-2, Wetland Restoration for \$103,085 to be funded by Green Lake 319, Rum River FY23 WBIF and Sportsmen's club funds.

**Affirmative:** Koczur, C. Anderson, V. Anderson, T. Anderson

**Opposed:** None. Motion carried.

**3. FY20 Spectacle Lake CWF: Contract 2023-3, stormwater runoff control for \$7,560.**

**Motion/Seconded** V. Anderson/Koczur to approve Contract 2023-3, stormwater runoff control for \$7,560 funded by the FY20 CWF.

**Affirmative:** Koczur, C. Anderson, V. Anderson, T. Anderson

**Opposed:** None. Motion carried.

**4. LSC SH CWF: Contract SH I 2022, 3-yr multi-species cover crops interseeded into corn, 52.96 acres for \$9,532.80.**

Determan noted that the farmer has additional acreage in that they are interested in seeding with cover crops; however, Isanti SWCD currently does not have funding to cover the acres. Determan noted that she will check with Anoka Conservation District to see if they have funding, they would be willing to transfer. There was discussion regarding Nitrogen focus of the grant.

**Motion/Seconded** Koczur/V. Anderson to approve Contract SH I 2022, 3-yr multi-species cover crops interseeded into corn, 52.96 acres for \$9,532.80 from the LSC Soil Health Grant.

**Affirmative:** Koczur, C. Anderson, V. Anderson, T. Anderson

**Opposed:** None. Motion carried.

**c. LCCMR PILOT Tree Planting Project**

Determan provided an information sheet developed by BWSR. There is money from LCCMR grant to plant trees on Rum River on conservation easements and sustainable forest incentive act (SFIA) lands. Determan went on to note that LCCMR grants must be used on permanently protected land. The goal is to reach the 1-million acre of reforestation. Mille Lacs SWCD is the coordinator for this project. Determan plans to reach out to existing eligible landowners. There is money to purchase tree planters; however, they are only good for open field sites. Determan noted that she spoke with Medvecky and he is in agreement not to house a tree planter at this time because we do not know what the interest level in the county is. The board concurred that

Isanti should share with another county if possible. Determan will request tree bars from BWSR.

**Motion/Seconded:** No motion needed.

## 5. Approve Payment of Bills

Gehrking reviewed the district expenses. Checks as follows: Check #'s 7065 through 7077 and direct deposits for staff, and all electronically paid bills. Discussion was had regarding CDs or other options with high interest rates.

**Motion/Seconded** C. Anderson/V. Anderson to approve payment of bills and to approve Koczur, Determan and Gehrking to meet with First Bank & Trust and to decide on new options for CDs or Money Market if monthly interest could be increased.

**Affirmative:** Koczur, C. Anderson, V. Anderson, T. Anderson

**Opposed:** None. Motion carried.

## 6. Reports

### a. Staff

Determan spent time on quarterly granting tracking, reimbursements and closing out the Conservation Partners Legacy grant. She also communicated with partners and State representatives regarding SWCD Aid.

Remer spent time coordinating volunteer surface water monitoring and collected water samples from Skogman Lake inlets and Tiger Street basin. Remer has also been doing site visits with NRCS and worked on the development of a Soil Health group with Determan and Godfrey. Lastly, Remer did a site visit near Stanchfield creek which erosion issues and a potential water and sediment control basin. Lastly, Remer mentioned again that he is looking for additional LSC funds for non-structural projects and that he would likely contact Anoka Conservation District.

**Motion/Seconded** V. Anderson/Koczur to approve Determan and Remer to pursue additional funding for non-structural projects in the Lower St. Croix.

**Affirmative:** Koczur, C. Anderson, V. Anderson, T. Anderson

**Opposed:** None. Motion carried.

Kulaf spent time coordinating and designing projects on Green, Blue and Skogman Lakes. He noted that the wetland restoration project on CD16 was delayed due to the warm winter. Kulaf indicated that the Cartwright project on Wyanett Creek (CD23), it is like the CD 16 project.

### b. NRCS District Conservationist

None

### c. Committee Reports

Koczur reported on the RRWP: he attended the May 8<sup>th</sup> Staff Technical meeting where they discussed tracking implementation, the updated statement of work, Education and outreach, and a new RRWP logo. He mentioned the group also spent time talking about the deed restriction process for structural projects over \$5,000. you will need to have a deed restriction.

### d. Commissioner Report

Berg mentioned that the board has not had a conversation on the use of the remaining ARPA funds. Berg went on to explain that the County board is starting the 2024 budget discussions. He also noted that the board appointed Determan as the County representative on the Metropolitan Drinking Water Supply committee.

**7. Board Training; OPTIONAL Site visit to Future Rain Garden on Spectacle Lake.**

Kulaf will be speaking on how it is determined to install a rain garden. T. Anderson and Koczur will be going.

**8. Information**

**a. Approved meetings & events**

<b>Meeting/Event</b>	<b>Approved</b>	<b>Date/time</b>
Treasures Report and Bank Reconciliation Review	Koczur	Monthly
MASWCD Area IV Summer Meeting	Koczur/V. Anderson/T. Anderson	June 13 <sup>th</sup>
NRCS Local Work Group	Koczur/Medvecky/ T. Anderson	June 20
RRWP Board Meeting	Koczur/V. Anderson	June 22 <sup>nd</sup>
St. Croix River Workshop	Koczur/V. Anderson/ T. Anderson	June 27 <sup>th</sup>

**9. Adjourn**

**Motion C.** Anderson to Adjourn meeting at 9:23

Board Secretary: 

Date

6.21

, 2023



**ISANTI SWCD**

**REGULAR SUPERVISORS MEETING MINUTES 8:00 A.M.**

**June 21, 2023**

**Attendance**

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

**Staff Present:** Tiffany Determan, Linda Gehrking

**Others Present:** Bill Berg, County Commissioner

**1. Approve Agenda**

**Motion/Seconded** Koczur/C. Anderson to approve agenda with additions 5.e.3. FY20 Spec Lake CWF: Contract #2023-6, critical area planting, for \$5,625.00 and 5.f.2 Green Lake 319: Contract #2022-6, for \$1,523.40.

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

**Opposed:** None. Motion carried.

**2. Public Comment**

None

**3. Consent Agenda**

a. Treasurers Report May 2023

b. Regular Board Meeting Minutes – May17, 2023

**Motion/Seconded:** No motion needed.

**4. Old Business Items**

None

**5. New Business Items**

a. SWCD State Aid use guidelines

Determan informed us that we are required to put up guidelines for State Aid use on our website. A template was created by our state association. We will be receiving our first ½ allocation in July 2023 and the second half will be received in December 2023. Money will be used to support staff.

**Motion/Seconded** C. Anderson/Koczur to approve SWCD State Aid use guidelines.

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

**Opposed:** None. Motion carried.

b. Approve DRAFT 2024 Budget and County Allocation Request.

Determan presented the draft 2024 budget and County Allocation Request.

**Motion/Seconded** V. Anderson/T. Anderson to approve Proposed DRAFT 2024 Budget and County Allocation Request.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson, T. Anderson  
**Opposed:** None. Motion carried.

**c. Authorize Matthew Remer to execute non-structural contracts for Rum WBIF and Soil Health State Cost Share for the remainder of 2023.**

Determan mentioned that there is typically a limited time-frame for non-structural contracts. Remer will sign-off on non- structural contracts for Rum WBIF and Soil Health State Cost Share for the remainder of 2023.

**Motion/Seconded** V. Anderson/Koczur to approve Authorization for Matthew Remer to execute non-structural contracts for Rum WBIF and Soil Health State Cost Share for the remainder of 2023.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson, T. Anderson  
**Opposed:** None. Motion carried.

**d. Medvecky SWCD Drill storage and maintenance gratuity.**

**Motion/Seconded** V. Anderson/C. Anderson to approve a drill storage and maintenance gratuity for a \$300 gift card from Fleet Farm for Medvecky.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson, T. Anderson  
**Opposed:** None. Motion carried.

**e. Contracts:**

**1. Amend contract #CWF SH 23-01: Reduce no-till acres from 91.1 to 88.7.**

**Motion/Seconded** Koczur/V. Anderson to approve Amend contract #CWF SH 23-01: Reduce no-till acres from 91.1 to 88.7.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson, T. Anderson  
**Opposed:** None. Motion carried.

**2. Green Lake 319: Contract #2023-5, Shoreline Protection 580, for \$15,800.**

Determan noted that this is the location of an existing contract on Green Lake wich was damaged due to unpredictable weather events. The engineer recommended that we use hard armor along with vegetation. A new contract needs to be signed with the landowner to move forward with this project. Contractor would have to come in with a barge this winter.

**Motion/Seconded** V. Anderson/Koczur to approve Green Lake 319: Contract #2023-5, Shoreline Protection 580, for \$15,800.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson, T. Anderson  
**Opposed:** None. Motion carried.

**3. FY20 Spec Lake CWF: Contract #2023-6, critical area planting, for \$5,625.00.**

Determan reviewed the Spectacle Lake hillside stabilization. The project consists of a native planting covering 1,250 ft. 25% is landowner responsibility.

**Motion/Seconded** V. Anderson/T. Anderson to approve FY20 Spec Lake CWF: Contract #2023-6, critical area planting, for \$5,625.00.

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

**Opposed:** None. Motion carried.

**f. Payments:**

**1. Contract #CWF SH 23-01, no-till, 88.7 acres for \$5,322.**

**Motion/Seconded** V. Anderson/Koczur to approve Contract #CWF SH 23-01, no-till, 88.7 acres for \$5,322.

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

**Opposed:** None. Motion carried.

**2. Green Lake 319: Contract #2022-6, for \$1,523.40.**

**Motion/Seconded** Koczur/C. Anderson to approve Green Lake 319: Contract #2022-6, for \$1,523.40.

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

**Opposed:** None. Motion carried.

**6. Approve Payment of Bills**

Gehrking reviewed the district expenses. Checks as follows: Check #'s 7078 through 7087 and direct deposits for staff, and all electronically paid bills.

**Motion/Seconded** V. Anderson/T. Anderson to approve payment of bills.

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

**Opposed:** None. Motion carried.

**7. Reports**

**a. Staff**

Determan checked into CD rates with First Bank & Trust, and they said that because it is public funds the SWCD would not get 4% rate on CDs, we would get 1.5%. Determan will be checking with other SWCDs to see what bank they use and interest rates on CDs they are receiving. If we meet with another bank and they will give us the 4% rate on CDs, we are to get a letter stating that information in a letter from that bank. First Bank & Trust will make sure they discuss with a higher-up bank employee to see if they can make an exception so we will not have to switch banks hopefully.

Determan reported on the Rum River Easements (RIM). Remer puts many hours into the RIM Easement project and BWSR only gives \$2,000 per easement. Determan contacted Penning (BWSR staff) to let him know of the issue which is common to other partners. If BWSR pays us



money to hire another staff to do RIM easements it would allow us to do more. Penning response was positive and said BWSR is currently having discussions regarding the issue. Determan is to write something in a letter, and it will be discussed with their board.

Remer spending a lot of time on NRCS federal projects.

Determan was asked to present at BWSR's Academy. Determan will be presenting on formal partnerships – Blue Lake.

County Commissioners appointed Determan as metropolitan advisory by governor. She will be attending the meeting on August 8<sup>th</sup>. Meetings are 4x a year and Determan will not get paid for doing this.

Lastly, Determan met with 2 landowners regarding Krans Lake. Determan gave them some guidance options that are available.

Gehrking noted that she provided administrative support as usual. Gehrking went over NCPERS Public Employee Financial Protection Plan's Group Term Life Insurance Program.

#### **b. NRCS District Conservationist**

Steffen coordinated Local Work Group meeting. This year, producers renewed 2,600 CSP contracts covering 3.4 million acres. Bob Tullgren is the new forester for NRCS.

#### **c. Committee Reports**

Koczur attended the Rum River Watershed Partnership Implementation Planning Committee meeting. Discussion were focused at project funding approvals. Koczur also attended the MASWCD Area IV meeting. There was discussion regarding increased funding from the Inflation Reduction Act. Finally, Koczur attended the local work group meeting to help prioritize the use of federal funding.

#### **d. Commissioner Report**

Berg mentioned that the second half payments for FY23 Soil and Water was approved. Berg also noted the board is having discussions regarding the 2024 budget. He also noted that the Board of Commissioners chose to offer Josi Woods the position as Isanti County Administrator. She will replace Julia Lines. Woods came back with a counteroffer. There will be a meeting held to discuss Woods counteroffer.

**8. Information/Announcements**

**a. Approved meetings & events**

Meeting/Event	Approved	Date/time
Treasures Report and Bank Reconciliation Review	Koczur	Monthly
RRWP Board Meeting	Koczur, V. Anderson	June 22 <sup>nd</sup> , 4:30-6:30PM
LSC Workshop on the Water	Koczur/V. Anderson/ T. Anderson/Medvecky	June 27 <sup>th</sup> , 5-7PM

**9. Adjourn**

**Motion** Medvecky to Adjourn meeting at 9:48

Board Secretary:  Date 7.19, 2023

**ISANTI SWCD**

**REGULAR SUPERVISORS MEETING MINUTES 8:00 A.M.**

**July 19, 2023**

**Attendance**

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

**Board Supervisors not present:** Clark Anderson, Tom Anderson

**Staff Present:** Tiffany Determan, Linda Gehrking

**Others Present:** Bill Berg, County Commissioner

**1. Approve Agenda with addition 5.f. Pheasants Forever Membership.**

**Motion/Seconded** Koczur/V. Anderson to approve Agenda with addition 5.f. Pheasants Forever Membership.

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

**Opposed:** None. Motion carried.

**2. Public Comment**

None.

**3. Consent Agenda**

**a. Treasurers Report June 2023**

**b. Regular Board Meeting Minutes – June 21, 2023**

**Motion/Seconded:** No motion needed.

**4. Old Business Items**

None.

**5. New Business Items**

**a. 2023 Outstanding Conservationist**

Determan mentioned that it is time to think about the 2023 outstanding conservationist. Two landowners were presented and debated. 1. A landowner that focuses on soil health cover crops for small grain, is in the process of getting MN Ag Water Quality Certified, does mostly no-till, recently became a member of the farmer lead group, is hosting the SWCDs soil health field day and is involved in several federal programs; 2. A landowner that is involved in several pollinator programs, is a lake improvement district board member, took the lead in a community-led lakeshore restoration program and helped to install several projects which led to an eight pound reduction on phosphorus.

**Motion/Seconded** Koczur/V. Anderson to approve 2023 Outstanding Conservationist.

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

**Opposed:** None. Motion carried.

**b. Isanti SWCD Partnership Recognition Program**

Kulaf explained a new conservation recognition program titled "The Clean Water Club". This program would recognize all participants in SWCD programs by: providing signage, posting success stories and pictures along with quotes on our website, and having a bi-annual recognition BBQ. Kulaf noted that we would need to purchase 12x18" signs which could likely be included in grant costs. Koczur mentioned he thinks a t-shirt would also be a good option. Determan said the budget would be for \$750. This would be worked into a cost grant. She will check with BWSR to verify.

**Motion/Seconded** V. Anderson/Koczur to approve Isanti SWCD Clean Water Club Recognition Program.

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

**Opposed:** None. Motion carried.

**c. Authorize purchase of new Computer for \$1,572.75**

Determan noted that the 2023 budget for new computers was originally approved at \$2,000. She went on to explain that two new computers are needed in this fiscal year and the budget would need to be changed to \$6,000 to accommodate expenses.

Determan will bring adjusted 2024 budget to the August Board board meeting. The budget will recognize the increased expense by raising computer software to \$6,000.

**Motion/Seconded** Koczur/V. Anderson to approve purchase of new Computer and adjusted budget.

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

**Opposed:** None. Motion carried.

**d. No-Till Drill Discussion**

Medvecky mentioned that the Minnesota Department of Agriculture has a grant to which would assist with purchasing new soil health related equipment. If selected, the SWCD could be reimbursed up to 50% of the cost to purchase a new drill.

Determan suggested increasing the service range for the drill use to partners within portions of the Lower St. Croix and Rum River watersheds.

**Motion/Seconded** V. Anderson/Koczur to approve applying for the MDA grant for a new no-till drill.

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

**Opposed:** None. Motion carried.



**e. Contracts:**

1. **FY20 Spec Lake CWF: Contract #2023-4, 1001 Raingarden, for \$7,488.00.**

This project will result in a rain garden to infiltrate stormwater from impervious surfaces before draining to Spectacle Lake.

**Motion/Seconded** Koczur/V. Anderson to approve FY20 Spec Lake CWF: Contract #2023-4, 1001 Raingarden, for \$7,488.00.

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

**Opposed:** None. Motion carried.

2. **FY20 Spec Lake CWF: Contract #2023-7, 1001 Raingarden, for \$5,985.00.**

This project will divert stormwater to a rain garden to and address erosion on Spectacle Lake.

**Motion/Seconded** V. Anderson/Koczur to approve FY20 Spec Lake CWF: Contract #2023-7, 1001 Raingarden, for \$5,985.00.

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

**Opposed:** None. Motion carried.

**f. Pheasants Forever Membership.**

The SWCD typically purchases a Membership for Pheasants Forever. Koczur mentioned the SWCD could setup a soil health table at Pheasants Forever Banquet on September 7<sup>th</sup> in Braham, MN at event center.

**Motion/Seconded** V. Anderson/Koczur to approve \$250 Pheasants Forever Membership.

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

**Opposed:** None. Motion carried.

**6. Approve Payment of Bills**

Gehrking reviewed the district expenses. Checks as follows: Check #'s 7088 through 7096 (Check #7096 was voided), Check # 5756 and direct deposits for staff and Board Supervisors, and all electronically paid bills.

**Motion/Seconded** V. Anderson/Koczur to approve Payment of Bills.

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

**Opposed:** None. Motion carried.

**7. Reports**

**a. Staff**

Determan mentioned that we would be receiving a R12 Trimble survey unit through Metro Conservation District funding. Determan went on to note that she presented the SWCD 2024 budget request to the County Board on July 11<sup>th</sup>. She also mentioned the draft County budget will be set in September 2023.

On Tuesday Determan spoke with State Employee Association regarding the SWCDs Human Resources Management resolution. She indicated that the MN Association of Soil and Water Conservation Districts is interested in getting a jump start in creating a subcommittee to identify human resources needs gaps for SWCDs.

Val requested information that can be shared with Stanchfield township regarding available programs.

Gehrking noted that she provided administrative support as usual.

**b. NRCS District Conservationist**

Steffen not present. Determan reported that 40 people on waiting list for federal funding. She went on to note that there is a significant amount of funding and work coming and NRCS will be relying on us to help. Remer is excelling in his knowledge helping with NRCS programs.

**c. Committee Reports**

Koczur attended Rum River Watershed Partnership board meeting on meeting on June 22<sup>nd</sup>. They approved agricultural projects for Benton SWCD and forest stewardship plans for Morris SWCD.

All Attended the Lower St. Croix Workshop on the Water tour- no report given.

**d. Commissioner Report**

Berg noted that he attended the Lower St. Croix Workshop on the Water and found the program useful. Berg also explained that the County Board will be setting a preliminary budget on September 19th. Finally, he reported on the status of administrator noting that Amanda Usher filling the role temporarily.

**8. Information/Announcements**

**a. Approved meetings & events**

Meeting/Event	Approved	Date/time
Treasures Report and Bank Reconciliation Review	Koczur	Monthly
2024 Budget	Finance Committee	June 14th, 10AM
LSC Policy Committee Meeting	T. Anderson/Medvecky	July 24 <sup>th</sup> , 4-6PM

**9. Adjourn**

**Motion** Medvecky to Adjourn meeting at 9:39.

The meeting was Reopened at 9:43.

Todd Kulaf requested to be authorized to approve Blue and Skogman Lake stormwater reduction projects funded with FY23 Rum River Watershed Based Implementation Funds.

**Motion/Seconded** V. Anderson/Koczur to approve authorizing Kulaf to Blue and Skogman Lake stormwater reduction projects funded with FY23 Rum River Watershed Based Implementation Funds .

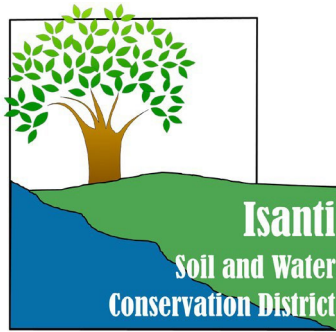
**Affirmative:** Koczur, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

Medvecky to Adjourn meeting at 9:46.

Board Secretary:  Date 9.20, 2023





**ISANTI SOIL & WATER CONSERVATION DISTRICT**  
**110 Buchanan Street South**  
**Cambridge, MN 55008**  
**763-689-3271**

**Mission:** To provide guidance; to inspire action; and to bring innovative resources to the table so that people can become leaders in keeping land and water healthy for future generations.

### **Notice of Cancellation of the Board Meeting**

NOTICE IS HEREBY GIVEN that the Isanti Soil and Water Conservation District Board of Supervisors scheduled for Wednesday, August 16, 2023 @ 8:00 a.m. has been cancelled.

The next Regular Monthly Meeting of the Isanti Soil and Water Conservation District Board of Supervisors is scheduled for Wednesday, September 20, 2023, at 8:00 a.m.



**ISANTI SWCD**

**REGULAR SUPERVISORS MEETING MINUTES 8:00 A.M.  
September 20, 2023**

**Attendance**

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

**Staff Present:** Tiffany Determan, Linda Gehrking

**Others Present:** Bill Berg, County Commissioner

**1. Approve Agenda**

Determan requested addition of item 4a. 8 Payment for Contract #2021-9, 3<sup>rd</sup> yr payment for S. Osborn for \$1,100.

**Motion/Seconded** Koczur/V. Anderson to approve Agenda with addition of 4a. 8 as recommended.

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

**Opposed:** None. Motion carried.

**2. Public Comment**

None

**3. Consent Agenda**

- a. Treasurers Report July & August 2023
- b. Regular Board Meeting Minutes – July 19, 2023

**Motion/Seconded:** No motion needed.

**4. Old Business Items**

**a. Payments**

1. Green Lake 319: 2023-1, M. Elrath raingarden for \$4,167.00
2. Green Lake 319. K. Hocamp (paid to LK Landscaping) shoreline stabilization for \$15,765
3. FY20 Spectacle Lake CWF: 2023-3, G. Lambert raingarden for \$7,273.50
4. FY20 Spectacle Lake CWF: 2023.4, J. Hammerstrom raingarden for \$7,401.78
5. FY20 Spectacle Lake CWF: 2023-6 M. Brotscheller hillside and shoreline stabilization for \$5,250
6. FY20 Spectacle Lake CWF: 2023-7, J. Runyon raingarden for \$5,962.50
7. FY23 Rum WBIF: 2023-11, R. Shultz shoreline restoration for \$3,650.04
8. Cover Crop: Contract #2021-9, Sharon Osborn for \$1,100

Determan mentioned that all above projects are completed and have been certified.

**Motion/Seconded** T. Anderson/C. Anderson to approve payments for Green Lake 319: 2023-1, M. Elrath raingarden for \$4,167; Green Lake 319. K. Hocamp (paid to JK Landscaping) shoreline stabilization for \$15,765; FY20 Spectacle Lake CWF: 2023-3, G. Lambert raingarden for \$7,273.50; FY20 Spectacle Lake CWF: 2023.4, J. Hammerstrom raingarden for \$7,401.78; FY20 Spectacle Lake CWF: 2023-6 M. Brotscheller hillside and shoreline stabilization for \$5,250; FY20 Spectacle Lake CWF: 2023-7, J. Runyon raingarden for \$5,962.50; FY23 Rum WBIF: 2023-11, R. Shultz shoreline restoration for \$3,650.04 and Cover Crops, Contract #2021-9, Sharon Osborn for \$1,100.

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

**Opposed:** None. Motion carried.

## **5. New Business Items**

### **a. FY23 BWSR Conservation Delivery Closeout**

Determan submitted FY23 BWSR Conservation Delivery Closeout on eLINK. This grant covered a portion of Gehrking's position.

**Motion/Seconded:** No motion needed.

### **b. Approve 2023 Adjusted Budget**

Determan reminded the board that she felt the 2023 budget should be adjusted due to significant changes to some lines such as computers/software. She noted that the Finance Committee has approved the adjusted budget.

**Motion/Seconded** V. Anderson/C. Anderson to approve 2023 Adjusted Budget.

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

**Opposed:** None. Motion carried.

### **c. Approve 2022 Audit**

- 1. Management and Representation Letter**
- 2. Draft Audit**
- 3. Adjusting Journal Entries**

Determan explained the findings for the 2022 Audit. Determan noted there were three findings, note of which were significant. She went on to question whether the board felt the SWCD should be completing their own year-end financial statements. The board concurred that it makes financial sense to have Peterson Co. complete the statements.

**Motion/Seconded** C. Anderson/V. Anderson to approve 2022 Audit and have Peterson continue doing our year end financials.

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

**Opposed:** None. Motion carried.

**d. Approve FY2024 BWSR Buffer Law Agreement**

**Motion/Seconded** V. Anderson/Koczur to approve FY2024 BWSR Buffer Law Agreement.

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

**Opposed:** None. Motion carried.

**e. Approve ISG Proposal for concept design for Green Lake wetland for \$2,500**

Determan explained that Kulaf is working with a landowner on Green Lake to design a near-shore wetland restoration. She noted that staff would like to continue to contract with ISG as they do an excellent job. This project may be funded with a combination of 319 and Rum WBIF funds.

**Motion/Seconded** Koczur/T. Anderson to approve ISG Proposal for concept design for Green Lake wetland for \$2,500.

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

**Opposed:** None. Motion carried.

**6. Approve Payment of Bills**

Gehrking reviewed the district expenses. Checks as follows: Check #'s 7097 through 7116 , and all electronically paid bills.

**Motion/Seconded** V. Anderson/Koczur to approve Payment of Bills.

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

**Opposed:** None. Motion carried.

**7. Reports**

**a. Staff**

Determan presented at a County Committee of the Whole (COW) meeting regarding SWCD values within the community. She went on to mention that D. Howard attended the meeting with her and briefly spoke on the value of the SWCD to the Green Lake Improvement District. She also mentioned that C. Bjorklund planned to attend the COW but instead called all five County Commissioners regarding the importance of the SWCD funding. Determan also noted she will be sitting on the MASWCD Human Resources Sub-committee and discussed the potential Federal shutdown impacts to the SWCD. Finally, Determan mentioned that staff are signing up for BWSR October 2023 Academy and she will be presenting a friendly partnerships class.

Kulaf explained that he completed seven projects during the 2023 field season. He went on to note that he is now working on a few projects ready on Skogman Lake. Kulaf highlighted that he has been approved for authority signoff on raingardens and is now working on building a list of wetland restoration projects.

Gehrking noted that she provided administrative support as usual.

**b. NRCS District Conservationist**

Not present

**c. Committee Reports**

T. Anderson attended Lower St. Croix meeting on July 24<sup>th</sup>. He reviewed the plans phosphorus goals and highlighted the groups presence on social media. Anderson also mentioned the group plans to host a webinar on how to restore and protect your shore. Finally, he recommended that the board watch the MIDS recording on You Tube: Presented by Jay Michels, "Program snapshot: Minimal Impact Development Standards (MIDS)".

Medvecky provided feedback he heard about soil health day and conservation tour.

**d. Commissioner Report**

Berg mentioned the SWCD has been approved for it's full funding request for 2024. He went on to note that 2025 may be a different story. He went on to indicate that Determan's presentation on how funds are used was an excellent presentation because a lot of people do not understand what all the funding is used for. Berg lives on Skogman Lake and appreciates all the work that is being done.

**8. Information/Announcements**

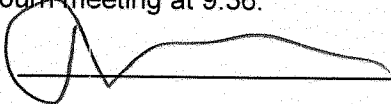
**a. Approved meetings & events**

Meeting/Event	Approved	Date/time
Treasures Report and Bank Reconciliation Review	Koczur	Monthly
LSC Policy Committee Meeting	T. Anderson/Medvecky	July 24 <sup>th</sup> , 4-6PM
2023 Adjusted Budget	Finance Committee	August 2, email/review
Isanti SWCD Conservation Tour	All	September 7, 10-2PM
Soil Health Field Day	All	September 14 <sup>th</sup> , 9-1PM
RRWP Board Meeting	Koczur	September 27 <sup>th</sup>

**9. Adjourn**

Medvecky to Adjourn meeting at 9:36.

Board Secretary:



Date 10-19, 2023

## ISANTI SWCD

### REGULAR SUPERVISORS MEETING MINUTES 8:00 A.M. October 18, 2023

#### Attendance

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

**Staff Present:** Tiffany Determan, Linda Gehrking

**Others Present:** Bill Berg, County Commissioner

#### Call meeting to order, Pledge of Allegiance

#### 1. Approve Agenda with addition New Business Item 5.f. People School training.

**Motion/Seconded** C. Anderson/T. Anderson to approve Agenda with addition 5.f. People School training.

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

**Opposed:** None. Motion carried.

#### 2. Public Comment

None

#### 3. Consent Agenda

a. Treasurers Report September 2023

b. Regular Board Meeting Minutes – September 20, 2023

**Motion/Seconded:** No motion needed.

#### 4. Old Business Items

##### a. Payments

1. Cargill Grant: 2021-4, J. Engquist, 3 of 3 payment for multi-species cover crops on 18 acres for \$990.
2. Cargill Grant: 2021-7, Haubenschield's Farm Dairy Inc., 3 of 3 payment for single species cover crops on 100 acres for \$4,500.
3. Cargill Grant: 2021-6, N. Alderink, 3 of 3 payment for multispecies cover crops on 96 acres for \$5,263.
4. Rum River WBIF: 2023-10, D. Smith, 3-year payment for multispecies cover crops on 30 acres for \$5,400.
5. Rum River WBIF: 2023-8, J. Holz, 3-year payment for multispecies cover crops on 45 acres for \$8,100.
6. Isanti SH Grant: 2023-12, B. Bauwman, 3-year payment for multispecies cover crops on 40 acres for \$7,200.
7. LSC WBIF: WBIF21-01, K. Stamm, 3-year payment for multispecies cover crops on 53 acres for \$9,540.



Determan noted that the SWCD policies for most current soil health programs prescribe a 3-year up-front payment after the first year's successful planting and certification of cover crops. She went on to state that Remer will be responsible for verifying and certifying the 2<sup>nd</sup> and 3<sup>rd</sup> year planting according to the contract. If the farmer does not plant the same amount of acres, they will be required to pay money back. Finally, Determan indicated the Cargill cover crops are in their final year of payment, an annual payment for each of three years planting.

**Motion/Seconded** V. Anderson/C. Anderson to approve payments Cargill Grant: 2021-4, J. Engquist, 3 of 3 payment for multi-species cover crops on 18 acres for \$990; Cargill Grant: 2021-7, Haubenschild's Farm Dairy Inc., 3 of 3 payment for single species cover crops on 100 acres for \$4,500; Cargill Grant: 2021-6, N. Alderink, 3 of 3 payment for multispecies cover crops on 96 acres for \$5,263; Rum River WBIF: 2023-10, D. Smith, 3-year payment for multispecies cover crops on 30 acres for \$5,400; Rum River WBIF: 2023-8, J. Holz, 3-year payment for multispecies cover crops on 45 acres for \$8,100; Isanti SH Grant: 2023-12, B. Bauwman, 3-year payment for multispecies cover crops on 40 acres for \$7,200; and LSC WBIF: WBIF21-01, K. Stamm, 3-year payment for multispecies cover crops on 53 acres for \$9,540.

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

**Opposed:** None. Motion carried.

**5. New Business Items**

**a. FY24 & 25 Conservation Delivery Grant Agreement**

Determan noted that the funds are for FY25 & 25 for Conservation Contracts (aka State Cost Share) and Conservation Delivery. The funds will expire on December 31, 2025. Determan noted that the Conservation Delivery money pays for a portion of the Administrative Assistants time and the Conservation Contracts can be used to cost share projects. BWSR has updated the policies for use which lessen the red tape on spending the funds on priority projects. Finally, Determan indicated that she would like to use the funding for Rum River and Lower St. Croix projects.

**Motion/Seconded** Koczur/T. Anderson to approve FY24 & 25 Conservation Delivery Grant Agreement.

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

**Opposed:** None. Motion carried.

**b. MACDE Education Grant for LSC**

Determan let the board know that she had previously signed this grant from the Employees Association and the funds will help cover costs associated with developing an educational video to introduce Minimal Impact Design Standards (MIDS) to decision makers. She indicated the funds, \$3,600.25, will be routed through the SWCD to the Washington Conservation District.

**Motion/Seconded:** No motion needed.

**c. MASWCD Resolutions**

Determan let the board know that voting must be done online by November 1, 2023. Isanti SWCD's resolution is included in the packet, "Human Resources Exploration for SWCDs."

**d. MASWCD Annual Convention Attendance**

MASWCD Convention this year is November 12<sup>th</sup>, 13<sup>th</sup>, and 14<sup>th</sup>. November 14<sup>th</sup> will be when Outstanding Conservationist is acknowledged. Koczur, V. Anderson and Determan will be attending.

**e. Contracts:**

1. **T. DeWall, FY23 and 24 State Cost Share, Well Sealing for \$500**

Determan noted the well is on Blue Lake.

**Motion/Seconded** V. Anderson/C. Anderson to approve T. DeWall, FY23 and FY24 State Cost Share, Well Sealing for \$500.

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

**Opposed:** None. Motion carried.

**f. People School**

Determan mentioned that People School is an online interpersonal skills improvement program that improves communication, work relationships, and empathy to become high performers at work. Determan noted that the SWCD relies on people skills for success and the district will take the lessons together. One year access to online training is \$1,495. Rates will be increasing 30% next year.

**Motion/Seconded** T. Anderson/Koczur to approve People School training for staff for \$41,495

**Opposed:** None. Motion carried.

**6. Approve Payment of Bills**

Gehrking reviewed the district expenses. Checks as follows: Check #'s 7117 through 7133, Check # 5757 and all electronically paid bills.

**Motion/Seconded** C. Anderson/T. Anderson to approve payment of bills.

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

**Opposed:** None. Motion carried.

**7. Reports**

**a. Staff**

Determan attended the MASWCD Human Resources Sub-committee meeting. There are nine SWCD managers from across the state on the Committee. She noted that the group is focusing

on hiring, retention, and policies and they will be developing a white paper to help address the needs. She noted that she has realized that there is a need to spend more time and money on human resources upfront vs. waiting until there is a problem and then spending more money. Determan told the board that the SWCD policies must be updated.

Kulaf has been planning for next year. Kulaf sent out eight bids for Cartwright wetland project. Kulaf indicated that he is working on developing a list of landowners interested in wetland projects.

Remer spent a significant amount of time on the Soil Health Field Day. During the event he spoke about NRCS and SWCD programs. Remer noted that approximately 40 people attended. Remer went on to note that the EQIP deadline was October 6 and he spend quite a bit of time helping NRCS with site visits and paperwork.

Godfrey highlighted the booth she had at the Anderson Park Fall Festival. She also noted that she coordinated the Soil Health Field Day, has been taking minutes at the RRWP meetings, and is in the process of finalizing the county-wide newsletter "Everyday Environment."

Gehrking noted that she provided administrative support as usual.

**b. NRCS District Conservationist**

Steffen not present. Determan mentioned that Isanti has 39 applicants interested in the EQUIP program and Remer and Riley are working on processing the applications.

**c. Committee Reports**

Koczur attended the Rum River Watershed Partnership meeting. He indicated there was discussion on shifting money in the grant work plan and the board authorized Determan to make the funding shift as needed. He indicated there was discussion on Morrison County manure storage project on the West Branch of the Rum River. Koczur said the feedlot project could not be funded due to BWRS policies. Determan mentioned there is extra funding available for watersheds and the planning team is interested in using the money for well sealing, completing the Mille Lacs County geologic Atlas and a new Land Protection Staff.

**d. Commissioner Report**

Berg mentioned the County is again pursuing hiring a County Administrator.

**8. Information/Announcements**


**a. Approved meetings & events**

Meeting/Event	Approved	Date/time
Treasures Report and Bank Reconciliation Review	Koczur	Monthly
LSC Policy Committee Meeting	T. Anderson	October 23, 4-6PM

MASWCD Area IV Meeting-Cabela's	Koczur/V. Anderson	October 26th
Small Lakes seminar	All	November 8th

**9. Adjourn**

Medvecky to Adjourn the meeting at 9:49.

Board Secretary:  Date 11.15, 2023





**ISANTI SWCD**

**REGULAR SUPERVISORS MEETING MINUTES 8:00 A.M.  
November 15, 2023**

**Attendance**

**Present:** Al Koczur, Clark Anderson, David Medvecky, Valerie Anderson

**Board Members not Present:** Tom Anderson

**Staff Present:** Tiffany Determan, Linda Gehrking

**Others Present:** Bill Berg, County Commissioner

**Call meeting to order, Pledge of Allegiance**

- 1. Approve Agenda with addition to Old Business 4.a.2. FY23 and FY24 State Cost Share for payment to Thomas Dewall in the amount of \$422.50 for well sealing.**

**Motion/Seconded** Koczur/C. Anderson to approve Agenda with addition 4.a.2. FY23 and FY24 State Cost Share for payment to Thomas Dewall in the amount of \$422.50 for well sealing.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**2. Public Comment**

None

**3. Consent Agenda**

- a. Treasurers Report October 2023
- b. Regular Board Meeting Minutes – October 18, 2023

**Motion/Seconded:** No motion needed.

**4. Old Business Items**

**a. Payments**

- 1. Cargill Grant: 2021-3, C. Bjorklund, 3 of 3 payment for multi-species cover crops on 100 acres for \$4,500.**
- 2. FY23 and FY24 State Cost Share for payment to Thomas Dewall in the amount of \$422.50 for well sealing; FY23 \$179.55 & FY24 \$242.95.**

**Motion/Seconded** V. Anderson/Koczur to approve Cargill Grant: 2021-3, C. Bjorklund, 3 of 3 payment for multi-species cover crops on 100 acres for \$4,500 and FY23 and FY24 State Cost Share for payment to Thomas Dewall in the amount as stated above for a total of \$422.50 for well sealing.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

## 5. New Business Items

### a. Approve Lower St. Croix 2024 Annual Plan of Work

**Motion/Seconded** V. Anderson/Koczur to approve Lower St. Croix 2024 Annual Plan of Work.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

### b. Authorize John Riens, USFWS Job Approval Authority for Design and Construction oversight of Wetland Restorations

Isanti SWCD Staff does not have job authority to design wetlands. Fish and Wildlife will do job authority of wetland at no direct cost to the District.

**Motion/Seconded** V. Anderson/Koczur to approve John Riens, USFWS Job Approval Authority for Design and Construction oversight of Wetland Restorations.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

### c. Grant closeouts: FY20 CWF Spec Lake, FY21 Capacity, FY21 Buffers

**No Motion Needed**

### d. BWSR Soil Health Capacity and Delivery Funding

Determan noted there is significant funding coming from the State and Federal government for soil health. She went on to note that there is currently a request for proposals from BWSR to enhance capacity (i.e. hire new staff). Determan indicated she is having conversations with Chisago & Washington SWCDs as well as Mille Lacs and Anoka SWCDs regarding shared, new staff.

**Motion/Seconded** V. Anderson/Koczur to give Determan the authority to determine the best route to enhance capacity for soil health.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

### e. BWSR Performance Assistance Program Assistance Grant (PRAP)

Determan noted there is up to \$10,000 of grant funding available through BWSR to improve SWCD operating performance. The grant activities typically include facilitation, mediation or consulting services related to organizational improvement activities such as reorganizations/mergers, strategic planning, organizational development, benchmarking, audits, and staff and board capacity assessments. Determan noted the match requirement is 50% and she plans to apply for funds to one or more of the following: 1) update the strategic plan; conduct and updated classification and compensation study and 3) update SWCD policy handbook. \

**Motion/Seconded** Koczur/ V. Anderson to authorize Determan to apply for the PRAP grant.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

## 6. Approve Payment of Bills

Gehrking reviewed the district expenses. Checks as follows: Check #'s 7134 through 7142 and all electronically paid bills.

**Motion/Seconded** V. Anderson/Koczur to approve payment of bills.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

## 7. Reports

### a. Staff

Determan mentioned she has been talking with The Nature Conservancy regarding partnership to build a program aimed at implementing prairie strips in the Rum River Watershed. She noted the funds can support staff and installation. TNC will select one partner to move forward with on the program. Determan also mentioned the MN Pollution Control Agency will be conducting intensive watershed monitoring in the Rum River Watershed in 2024-2025. She plans to apply for funds to reimburse staff and lab expenses for the SWCD to complete the monitoring. Determan went on to give the board an update on the MASWCD Human Resources sub-committee. She pointed out that the SWCD should be spending more time and funding on human resources/management related items such as policy updates, updated job descriptions, and compensation studies. Finally, Determan gave an update on the A1-Tire rezoning Planning commission request.

Gehrking noted that she provided administrative support as usual.

### b. NRCS District Conservationist

None

### c. Committee Reports

MASWCD Fall Meeting: Koczur and V. Anderson attended. There was discussion regarding the State Envirothon. Determan explained the program to the board. There was also significant discussion regarding new funding available to SWCDs.

### d. Commissioner Report

Berg updated the board on the County Comprehensive Plan, the County Ditch 16 redetermination of benefits process, and the County Administrator position status.

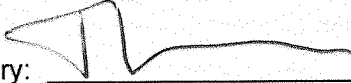
**8. Information/Announcements**

**a. Approved meetings & events**

<b>Meeting/Event</b>	<b>Approved</b>	<b>Date/time</b>
<b>Treasures Report and Bank Reconciliation Review</b>	Koczur	<b>Monthly</b>
<b>Personnel Committee meeting</b>	C. Anderson, Medvecky	<b>December 14<sup>th</sup> at 8:00</b>
<b>Finance Committee</b>	Koczur, V. Anderson	<b>November</b>
<b>Operations Committee</b>	C. Anderson, V. Anderson	<b>TBD</b>
<b>Metro Conservation District</b>	Koczur	<b>November 15<sup>th</sup></b>
<b>RRWP IPC meeting</b>	Koczur	<b>November 20<sup>th</sup></b>

**9. Adjourn**

Medvecky to Adjourn the meeting at 9:27.

Board Secretary:  Date 1/20, 2023

**ISANTI SWCD**

**REGULAR SUPERVISORS MEETING MINUTES 8:00 A.M.  
December 20, 2023**

**Attendance**

**Present:** Al Koczur, Clark Anderson, David Medvecky, Valerie Anderson

**Board Members not Present:** Tom Anderson

**Staff Present:** Tiffany Determan, Linda Gehrking

**Others Present:** Bill Berg, County Commissioner

**Call meeting to order, Pledge of Allegiance**

**1. Approve Agenda**

**Motion/Seconded** V. Anderson/Koczur to approve Agenda.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**2. Public Comment**

None

**3. Consent Agenda**

- a. **Treasurers Reports: Revised September & October 2023, November 2023**
- b. **Regular Board Meeting Minutes – November 15, 2023**

**Motion/Seconded:** No motion needed.

**4. Old Business Items**

**a. BWSR PRAP Grant Update**

The funds from the Performance Review Assistance Program (PRAP) grant can be used to enhance operational effectiveness. The SWCD will use funds to 1) Update the 5-Year Strategic Plan and Complete a Classification and Compensation Study. The grant will reimburse \$10,000. The SWCD will provide in-kind and cash match. Cash match is in the 2024 budget.

**Motion/Seconded** V. Anderson/Koczur to approve BWSR PRAP Grant update.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**5. New Business Items**

**a. Personnel Committee Recommendations**

The personnel committee supported the 2024 PayScale, and salary increases per staff and manager annual reviews.

**Motion/Seconded** C. Anderson/Koczur to approve Personnel Committee Recommendations.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**b. Adopt 2024 budget**

The Finance Committee met in November to discuss the 2024 budget.

**Motion/Seconded** Koczur/C. Anderson to approve adopt 2024 budget.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**c. RRWP Statement of Work Amendment**

Agreement with watershed regarding Cartwright project. An adjustment was made to the the size and phosphorus reductions for the Cartwright wetland restoration project. An amendment to the Statement of Work agreement with the Rum River Watershed Partnership is necessary.

**Motion/Seconded** V. Anderson/Koczur to approve amendment to 2023-ISWCD-RBMP-3 Statement of Work.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**d. Earned Sick and Safety Time (ESST) Policy**

January 1, 2024, there were legislative changes regarding ESST. We already have that incorporated into our policy, but we need to add language so it meets the new law requirements.

**Motion/Seconded** V. Anderson/Koczur to approve Earned Sick and Safety Time (ESST) Policy.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**e. Grant closeout: FY23 State Cost Share**

**Motion/Seconded:** No motion needed.

**f. 2024 Wright SWCD Agreement for Engineering Services**

The agreement is from January 1, 2024, to December 31, 2024. Costs for services shall not exceed \$6,000.

**Motion/Seconded** V. Anderson/C. Anderson to approve 2024 Wright SWCD Agreement for Engineering Services.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

**g. Amendment to project cost: Contract 2023-2, Cartwright Wetland Restoration from \$103,085 to 108,414.35**

**Motion/Seconded** V. Anderson/Koczur to approve Amendment to project cost: Contract 2023-2, Cartwright Wetland Restoration from \$103,085 to 108,414.35.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.



- h. 2023 reflections:** Come prepared to reflect on the past year's accomplishments:
- one thing that went well and we should continue to do and/or
  - one thing that didn't go as well and we should not do again

Discussion occurred.

## **6. Approve Payment of Bills**

Gehrking reviewed the district expenses. Checks as follows: Check #'s 7143 through 7145, Check# 5758 and all electronically paid bills.

**Motion/Seconded** V. Anderson/Koczur to approve payment of bills.

**Affirmative:** Koczur, C. Anderson, Medvecky, V. Anderson

**Opposed:** None. Motion carried.

## **7. Reports**

### **a. Staff**

Determan mentioned MN Campaign notice needs to be reviewed by board and signed. Letters will be sent to all Board Members directly with website information. Form needs to be done by January 29<sup>th</sup>. She noted she is working with Chisago and Washington SWCD regarding a shared soil health staff person. The person will be a Chisago SWCD employee. She went on to note that she has requested new funding from the Rum River Watershed Partnership for a Land Protection Staff person. The person will work on forestry, easements, and wetland restorations in Isanti and Mille Lacs. The position will likely start May 2024 through December 2025. Determan attended the county ditch 16 meeting regarding redetermination.

Gehrking noted that she provided administrative support as usual.

Written staff reports were reviewed for Remer, Kulaf and Godfrey.

### **b. NRCS District Conservationist**

None.

### **c. Committee Reports**

Koczur and V. Anderson attended the MN Association of Soil and Water Conservation District (MASWCD) Annual Convention. Koczur attended the business meeting and Anderson attended sessions on forestry and well sealing.

### **d. Commissioner Report**

Berg noted Amanda Usher was offered the position as the permanent Isanti County Administrator. Next, the board will work on filling the Human Resources Director.

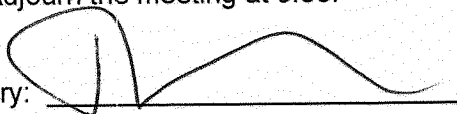
**8. Information/Announcements**

- a. Board Training: NONE
- b. Approved meetings & events

Meeting/Event	Approved	Date/time
Treasures Report and Bank Reconciliation Review	Koczur	Monthly
Operations Committee	C. Anderson, V. Anderson	Digital Review

**9. Adjourn**

Medvecky to Adjourn the meeting at 9:50.

Board Secretary:  Date 1.17, 2023