

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 29th. 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.

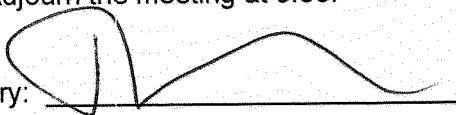
8. Information/Announcements

- 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