

**ISANTI SWCD**

**REGULAR SUPERVISORS MEETING MINUTES**

**January 18, 2022 - 8:11 A.M.**

**Attendance**

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

**Board Member not present:** Jerry Schaubach

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

**Others Present:** Debra Hermel, NRCS

**1. Approve Agenda**

**Motion/Seconded** Koczur/C. Anderson To approve Agenda with added items: 6.d. Amendment to Wright engineering Contract and 6.e Authorize 2022 protection phase 2 with BWSR standard agreement.

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

**Opposed:** None. Motion carried.

**2. Public Comment/Correspondence**

None.

**3. Consent Agenda**

**a. Treasurers Report**

**b. Regular Board Meeting Minutes – December 21, 2021**

**Motion/Seconded** V. Anderson/Medvecky To approve Consent Agenda.

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

**Opposed:** None. Motion carried.

**4. Annual Business Items**

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

**Chair:** Schaubach

**Motion/Seconded** C. Anderson/Koczur To approve Election of Chair Schaubach.

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

**Opposed:** None. Motion carried.

**Vice Chair:** Medvecky

**Motion/Seconded** C. Anderson/Koczur To approve Election of Vice Chair Medvecky.

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

**Opposed:** None. Motion carried.

**Treasurer:** Koczur

**Motion/Seconded** C. Anderson/Medvecky To approve Election of Treasurer Koczur.

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

**Opposed:** None. Motion carried.

**Secretary:** Determan

**Motion/Seconded** V. Anderson/Koczur To approve as Secretary Determan.

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

**Opposed:** None. Motion carried.

**b. Committee Assignments**

**Finance Committee:** Koczur/Schaubach

**Operations Committee:** C. Anderson/V. Anderson

**Personnel Committee:** C. Anderson/Medvecky

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

**Isanti County Water Plan Committee:** Koczur

**Lower St. Croix 1W1P Committee:** Schaubach/Medvecky (alternate)

**Rum River 1W1P Committee:** Koczur/Schaubach (alternate)

**Motion/Seconded** Koczur/ C. Anderson To approve Committee Assignments with the change of adding V. Anderson as alternate on MCD Committee.

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

**Opposed:** None. Motion carried.

**c. District Policy Items**

- **Set Regular meeting schedule and location:** regular meetings shall be the 3<sup>rd</sup> Tuesday 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, Schaubach, and Determan 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 2022 Policy Handbook:** The DRAFT 2022 Policy Handbook with tracked changes was emailed to all board supervisors.
- **Adopt 2022 Cost Share Guidelines:** 2022 Cost Share guidelines was emailed to all board supervisors with the agenda.

**Motion/Seconded** Koczur/C. Anderson To approve District Policy Items.

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

**Opposed:** None. Motion carried.

## **5. Approve Payment of Bills**

Gehrking reviewed the district expenses. Checks as follows: Check #'s 6934 thru 6944, Check # 5750 and, direct deposits for staff and Supervisors, and all electronically paid bills.

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

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

**Opposed:** None. Motion carried.

## **6. New Business Items**

### **a. Authorize Rum 1W1P Policy Committee member to approve Rum River Comprehensive Watershed Plan for final submission to BWSR**

Determan informed that the upcoming February 24<sup>th</sup> Policy Committee meeting they will be moving for final approval. All comments will be addressed from the public hearing.

**Motion/Seconded** V. Anderson/Koczur To approve Authorize Rum 1W1P Policy Committee member to approve Rum River Comprehensive Watershed Plan for final submission to BWSR.

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

**Opposed:** None. Motion carried.

### **b. Approve Cost Share Contract:**

#### **1. J. Wood, 2022-1, Wetland Restoration, Green Lake 319 for \$75,326**

Determan reported that the contract should be increased by 10% to account for increases due to permits requirements.

**Motion/Seconded** C. Anderson/Koczur To approve J. Wood, 2022-1, Wetland Restoration, Green Lake 319 for \$82,858.6.

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

**Opposed:** None. Motion carried.

### **c. SWCD Election Framework**

**Motion/Seconded** Koczur/V. Anderson To approve SWCD Election Framework what we are currently using (districting via natural resource diversity).

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

**Opposed:** None. Motion carried.

### **d. Approve 2022 Engineering Contract with Wright Soil and Water Conservation District for \$7,369.**

**Motion/Seconded** V. Anderson/Koczur To approve 2022 Engineering Contract with Wright Soil and Water Conservation District for \$7,369.

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

**Opposed:** None. Motion carried.

### **e. Authorize BWSR FY22 Clean Water Fund Grant Agreement for Blue Lake Protection Phase II.**

**Motion/Seconded** Koczur/ V. Anderson To approve FY22 Clean Water Fund Grant Agreement for Blue Lake Protection Phase II.

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

**Opposed:** None. Motion carried.

## 7. Old Business Items

### a. ISG J. Wood Wetland Design Services Signed amendment for \$4,500 (update only)

Determan informed the board on an amendment for design services with ISG for the Wood wetland project. The funds will come from the MCD ETA program and act as a match to the 319 grant. The increase was needed due to unanticipated design changes requested by the landowner and permitting agencies.

**Motion/Seconded:** No motion needed

### b. Approve Final Payment:

#### i. Cargill Cover Crops Grant: N. Alderink, Contract 20216, 3-year, Multi-species, 95.7 acres for \$5263.50

Medvecky requested that the 3-year Multi-species definition be more in-line with the NRCS definition. Determan will draft changes update the cost share guidelines.

**Motion/Seconded** V. Anderson/C. Anderson To approve payment for N. Alderink, Contract 20216, 3-year, Multi-species, 95.7 acres for \$5263.50.

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

**Opposed:** None. Motion carried.

#### f. FY19 Buffers Grant Closeout (update)

Determan informed that all FY19 Buffers Grant Fund has been used. IsantiSWCD will now start using FY20 Buffers Grant Fund.

**Motion/Seconded:** No motion needed

## 8. Activity Reports

### a. Staff

Determan spent much of her time doing year end Grant reporting. Determan also working on J. Wood Wetland Restoration permit and Rum Comprehensive Plan.

### b. NRCS District Conservationist

Hermel reported that all EQIP applications for 2022 funding are being reviewed. Isanti County received 10 applications. CSP applications are due by February 4, 2022. Bork will be working on the EQIP applications. Bork has been helping Foley NRCS with their planning. A lot of vacant positions available for Foley NRCS. Contribution Agreement between NRCS and SWCD is being redone for the year 2022.

### c. County Commissioners

Not present

**d. Committee Reports**

Koczur reported on Public Hearing regarding draft Rum River Comprehensive Water Management Plan that took place on January 10, 2022.

**9. Informational/Announcements**

- a. Program updates/other: Rum River Comprehensive Watershed Plan updates
- b. Approve SWCD meetings & events

Meeting/Event	Approved	Date/time
Isanti County Water Plan Committee	Koczur, Schaubach	January 18 <sup>th</sup> , 3-4:30PM
Lower St. Croix Policy Committee	Schaubach, Medvecky	Jan 24 <sup>th</sup> , 4-6:00 PM
Treasures Report and Bank Reconciliation Review	Koczur	Monthly
Other:		
Other:		

**10. Adjourn**

**Motion** Medvecky to Adjourn meeting at 9:32.

Board Secretary:  Date 2.15, 2022

Faint, illegible text, possibly bleed-through from the reverse side of the page.

