

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 3rd 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 17th 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 th , 11 a.m.
Lower St. Croix Partnership Policy Committee	T. Anderson, Medvecky-virtual	January 23 rd , 4-6 p.m.
Legislative Advocacy Webinar	All	January 25 th , 10:30 a.m.-12 p.m.
Rum River Watershed Partnership Board	Koczur, V. Anderson-virtue	January 26 th , 4:30-6:30 p.m.
Metro Conservation Districts (MCD) Board	Medvecky, T. Anderson-virtual	February 22nd

11. Adjourn

Motion Medvecky to Adjourn meeting at 10:20.

Board Secretary:  Date 2.15, 2023

