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LAKE COUNTY SOIL & WATER CONSERVATION DISTRICT

616 THIRD AVENUE, TWO HARBORS, MN 55616

P: (218) 834-8372 F: (218) 834-8545

WWW.CO.LAKE.MN.US/SWCD

Minutes

Regular Meeting of the Board of Supervisors

Thursday, April 13th, 1pm

408 1st Avenue, Two Harbors, MN 55616

Staff reviews preceded the meeting with personnel committee

- Call to Order: The meeting was called to order at 1:09 PM by Chair Todd Ronning.
Present: Ronning – Haus- Omarzu-Brodigan
Absent: Open position
Staff: Tucker-Schutte-Byrns-Passe-Smerud-Olson
- Agenda: **Motion by Haus and seconded by Brodigan to approve the agenda as printed. Affirmative: Ronning, Haus, Omarzu, Brodigan. Abstain: None. Carried.**
- Minutes: **Motion by Omarzu and seconded by Haus to approve the minutes for March 9, 2017 meeting as printed. Affirmative: Ronning, Haus, Omarzu, Brodigan. Abstain: None. Carried.**
- Financial and administrative reports:
- Treasurers Report: **Motion by Omarzu and seconded by Haus to approve the treasures report as presented. Affirmative: Ronning, Haus, Omarzu, Brodigan. Abstain: None. Carried.**
- **Guest Updates:**
- NRCS Report: The Acting DC, Jon Sellnow's report was shared.
- **Staff Updates:**
- **District Manager's Report:** Schutte updated the Board on the East Beaver River project. They would like us to contract for State Historic Preservation Office services. **Motion by Brodigan and seconded by Haus to contract for these services for \$3,500, plus or minus \$500 per the pending estimate. Affirmative: Ronning, Haus, Omarzu, Brodigan. Abstain: None. Carried.** Other actions: **Motion by Omarzu and seconded by Brodigan to sign a cost share contract with North Shore Horizons for up to \$3000. Affirmative: Ronning, Haus, Omarzu, Brodigan. Abstain: None. Carried.** **Motion by Haus and seconded by Omarzu to sign a cost share contract for up to \$5000 for a rain garden with Castle Danger Brewery. Affirmative: Ronning, Haus, Omarzu, Brodigan. Abstain: None. Carried.** **Motion by Omarzu and seconded by Brodigan to sign an agreement with the Forest Service to pay for water sample costs on behalf of WICOLA's sampling. Affirmative: Ronning, Haus, Omarzu, Brodigan. Abstain: None. Carried.** Schutte's service and comments as he serves on the Governor's Pollinator Protection Committee do not necessarily represent the views or opinions of the Lake County SWCD, Lake County SWCD Supervisors, or fellow Lake SWCD staff. **Motion by Haus and seconded by Omarzu to acknowledge Schutte serves on this committee as a private citizen and his opinions are his own. Affirmative: Ronning, Haus, Omarzu, Brodigan. Abstain: None. Carried.**
- **Rainy River Coordinator:** Passe reviewed his report, he has been working on monitoring the Skunk Creek to identify information that guide actions towards addressing the sediment and E. coli impairments. Passe will be in the Boundary Waters for the month of May.

- **Outreach Coordinator:** Nelson No report
- **Conservation Technician:** Byrns updated the Board on his forestry work. Byrns requested a fee for services plan for Engineering services that would be setup by making an estimate based on billable rate times estimated hours. Have the land owner sign estimate before work is started, the fee could be used as a cost share match if a cost share contract is established to do the project. **Motion by Haus and seconded by Brodigan to set a fee for Engineering services as stated. Affirmative: Ronning, Haus, Omarzu, Brodigan. Abstain: None. Carried.**
- **GIS Technician:** Olson stated that the District could have a similar fee for GIS work for maps for landowners could be put in place. **Motion by Omarzu and seconded by Brodigan to approve a \$10 fee for one hard copy of a basic site map, \$1 for additional copies and special sizes or finishes at market rates, and specialized projects estimated by the GIS Specialist and on billable hourly rate multiplied by estimated hours. Have the land owner sign estimate before work is started, the fee could be used as a cost share match if a cost share contract is established to do the project. Affirmative: Ronning, Haus, Omarzu. Abstain: None. Carried.** The AmeriCorps apprentice will start on May 22nd. Three culvert intern interviews will be held April 26th and one on April 28th. Courtney has also been working on a Coastal Star Grant application to help fund stormwater assessment and modeling in Two Harbors.
- **AIS Coordinator:** Smerud has been busy getting materials in place for the summer season as well as interviewing candidates for the Lake Superior Water Inspector. **Motion by Omarzu and seconded by Haus to approve an offer letter to contract with Trenton Monson for 30 hours @ \$13.50 per hour, pending background check. Affirmative: Ronning, Haus, Omarzu, Brodigan. Abstain: None. Carried.** She also requested approval of a shared service agreement with North St Louis SWCD for inspectors for Fall Lake. **Motion by Haus and seconded by Brodigan to approve paying North St Louis \$4,444.55 for 240 hours of inspections and oversight at Fall Lake. Affirmative: Ronning, Haus, Omarzu, Brodigan. Abstain: None. Carried.**
- **Correspondence:** Note: SWCD Governance 101 training will be held September 14-15th in Bloomington. We will add this to the May agenda. Ronning, Schutte, and Tucker encouraged recently elected/appointed Supervisors to attend.

Supervisor Committee Reports:

- Audit Committee: 15 checks and 11 direct deposit for a total of \$46,821.43
- **Motion by Omarzu and seconded by Brodigan to set pay raise scale at a maximum of 2% for this year due to the added expenses related to the office move. Affirmative: Ronning, Haus, Omarzu, Brodigan. Abstain: None. Carried.**
- Staff evaluations: Personnel Committee (Todd Ronning & Barb Omarzu) did reviews before the meeting and recommended the raises (Schutte 2%, Byrns 2%, Courtney 9.38% (pay equity for GIS Specialist position, outside of Policy), Passe 1.5%, Nelson 1.5%, Tucker 2%) and job description be approved. **Motion by Haus and seconded by Ronning to approve pay raises. Affirmative: Ronning, Haus, Omarzu. Abstain: None. Carried. Motion by Brodigan and seconded by Haus to job descriptions as reviewed and updated. Affirmative: Ronning, Haus, Omarzu, Brodigan. Abstain: None. Carried.** Nelson will meet with the Personnel Committee prior to the May Board meeting to discuss evaluation. Darren Lilja's eval materials will be prepared for the May Board meeting, and if he is available, will be invited to meet or call-in with the Personnel Committee.
- District 1 vacancy: Two extremely well-qualified candidates applied from the Ely & Finland areas; the appointment decision was difficult. **Motion by Brodigan and seconded by Omarzu to appoint Teresa Sagen to represent District 1. Affirmative: Ronning, Haus, Omarzu, Brodigan. Abstain: None. Carried.** The

appointment will be for two years until the next election. The Board thanks all who applied for this appointment.

- Rain Gauge results: The annual results were emailed to Supervisors.
- Forestry: None
- RC&D: Location was changed and Brodigan was not notified of change. He will attend the next meeting.
- Legislative Days: Schutte and Ronning attended a full day of 9 meetings with local and regional legislators. They both felt it was well worthwhile.
- Brodigan recommended an article worth reading in the Minneapolis paper about rising salt (NaCl) concentrations in the Minnesota lakes and surface waters.

Motion to adjourn at 4:45 next meeting will be May 11th, 2017 at 408 1st Avenue. With the personnel committee meeting beforehand.

Todd Ronning, Chairman

Doug Haus, Secretary

Submitted by:

Karen R. Tucker, District Clerk

For:

Doug Haus, Lake SWCD



DISTRICT MANAGER MONTHLY UPDATE MARCH 9 – APRIL 13

DAN SCHUTTE, DISTRICT MANAGER
LAKE COUNTY SOIL & WATER CONSERVATION DISTRICT

GENERAL ACTIVITIES

- Rainy River Headwaters 1W1P planning conversations
 - Conversations with St. Louis Co., NSL SWCD, BWSR, MPCA
- Office Space move and logistics
- East Beaver River project
- Budget work with Karen
- Materials/planning prep for invasives this summer. Materials for buckthorn/barberry treatment in-house.

SPECIFIC ACTIVITIES

- Presentation to Lake County Board
- Presentation @ Clean Water Council meeting w/ Todd
- Stormwater conversations with City, MDH, MPCA
 - *E. coli* impairment discussion for beaches/Skunk Creek
- Planning repairs on Liukkonen project
- Discussed Knife River flood project with new property owner
 - Tesareck project now Lovely
 - Project a go, scheduling with TSA 3 and confirmed DNR and USACOE permits in place
- Met with Darren, Derrick, and USFS staff on Darren's position
 - USFS funding stable currently, looking to maintain joint position in the long term
 - Discussed future projects, input appreciated.

ITEMS OF NOTE AND/OR MOTION NEEDED

- Contract for SHPO services on East Beaver River project *Motion*
 - \$2,500-3,500, Contract with consultant and Lake SWCD
- North Shore Horizons, Cost share (\$3,000, stormwater) *Motion*
- Castle Danger, Cost Share (\$5,000, stormwater treatment) *Motion*
- Sign Agreement with the Forest Service for sampling costs *Motion*
- Pollinator Protection Committee, Schutte – Not District Rep. *Motion*

Rainy River Coordinator Monthly Update

March 7, 2017– April 12, 2017



Rainy Headwaters/Cloquet, LSS Citizen Engagement Contracts

- NSLSWCD CE
 - Sent deliverables to NSLSWCD for Final Report Documentation (Maps & Spreadsheets)
- RRHW/Cloquet Watersheds
 - International Rainy River Lake of the Woods (IRRLOW) Watershed Forum
 - International Falls - 3/7 to 3/9
 - International Multi-agency Technical Advisor Committee (IMA-TAC)
 - Gave AIS Sub-Committee report
 - Canada just received for WQ funding
 - Focusing on LOW – Sediment and Invasive Cattails
 - LOW Watershed moving forward on 1W1P
 - Civic Engagement Committee Workshop
 - SWCD (staff and Supervisors), MPCA, some International Joint Commission (IJC) Members
 - Discussed programs being conducted by various SWCDs
 - AIS, Cyanobacteria, Disturbance modeling from Landsat Images
 - Lake of the Woods Phosphorus impairment
 - AIS, Legacy impacts, Wind, resuspension, algae
 - 1854 Treaty Authority – Presentation of Rusty Crayfish impacts to wild rice
 - MPCA – Suggested that additional funding may be available to Lake SWCD for an area of concern in the RRHW
 - Talked to USFS, 1854, VCC, DNR about additional sampling in Dumbbell Lake to determine long term effects of AIS (rusty Crayfish) infestation
 - Attended WICOLA Board Meeting – Donations are up, membership is stable
 - Monitoring – Assembled coolers for 2017
 - 2016 RRHW Data missing from MPCA database – contacted MPCA and RMB
 - Wrote Article for Brimson Newsletter to enlist CLMP/CSMP Volunteers
- LSS - Skunk Creek/Two Harbors Sediment and E. coli Impairments
 - Recruited Secchi Volunteers for critical point in Watershed (Rustic Creek/Hidden Springs)
 - Met with City Bolton & Menk, Staff to discuss Two Harbors Storm Sewer mapping and analysis
 - Conducted Synoptic sampling (Secchi Tube) with Courtney

AIS

- St. Urho's Day Parade
 - New for 2017 Baby Cray, Curly Leaf, Sea Lamprey and MUSIC
- EAIT – Attended 3/16 meeting
- AIS Sentry program
 - Shared services agreement with St. Louis County won't cover this work (NSLSWCD doesn't have any education/outreach in their AIS Grant)
 - Talking with Burntside and Vermilion Lake Associations to cover teaching cost.

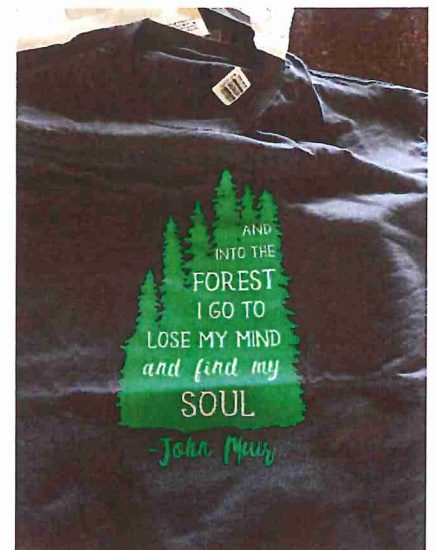


**April 13,
2017**

- Burntside wants Darren and Sonja to be 'go to' people for Ely Area.
- AIS Inspector
 - Reviewed applications and Interviewed Inspector candidates

Lake County Activities

- Castle Danger Rain Garden – Visited site with Tim to look at project scope and survey needs.
-
- White Cedar Restoration
 - Reviewed sites of interest in Lake County
- Anderson Site 806 6th Ave. - Skunk Creek Erosion issue
 - Garage corner has settled due to bank failure of creek
 - Old problem, but Skunk Ck is moving toward garage.
- Carl Schafer Site – Visited Site with Dan and Tim
 - Wants to increase level area between home and Lake Superior
- Fish Site – Reviewed Inspection report and Engineering services proposal
- WCA
 - Neva Widner – New LGU Representative for Lake County
 - Marlow Forest Properties
 - Diesel Spill in ditch along Highway 2.
 - Worked with County to get Notice of Decision Paperwork (de minimus Wetland Exemption)
 - Two Harbors Bike Trail Erosion
 - Contacted BWSR and COE relative to wetland Permit Implications
 - Bike Trail Construction included measures to prevent drainage of adjacent wetlands
 - ATV damage has breached anti-seepage berm
 - Sent letter to City Public Works
 - Offered SWCD to correct erosion
 - City provides Materials (gate, soil, erosion control)
 - SWCD provides labor to install correction.





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March, 2017 Forestry Report

Tim Byrns

Meeting/Conferences

- Emerald Ash Borer Field Workshop March 7
- 2017 DNR Cooperative Forest Management Meeting March 8
- ANRW meeting
- Contractor Stormwater BMP training April 11

Forestry

- Gene Lafonde- 1 ac CCM forest stand improvement and wildlife habitat management implemented
- Marilyn French- .5 ac CCM forest stand improvement and wildlife habitat management implemented
- Gretchen Gilbertson-10 ac CCM forest stand improvement and wildlife habitat management implemented
- CCM crew selected for CWF grant
- Barb Omarzu planning
- John Cloutier planning
- Chuck Gould EQIP assistance
- Neighbor to Neighbor Program ambassador- Marilyn French
- Nick Cane planning
- EQIP update- contracts expected next week

State Cost Share Requests

- Dave Bergman

Engineering

- Trimble Total Station Training, Grand Marais
- Paul Fish- Bank Stabilization
- Clair Nelson Community Center estimate



March 10 – April 13, 2017

Courtney Olson
GIS Specialist
Monthly Update

- Upcoming Interns/Apprentices
 - Culvert Inventory
 - 13 applicants (an additional 14 on Indeed)
 - Deadline is Monday, April 17; looking to interview 3-5 candidates in weeks after
 - Start date end of May
 - Conservation Corps
 - LeAnna Bender will be starting Monday, May 22
 - Geography and Environmental Studies student at University of WI—La Crosse; graduating May 2017
 - Experience in GIS and GPS; currently a Land Protection Intern at the Mississippi Valley Conservancy
- Upcoming maps for the office
 - Project: all SWCD project locations map
 - Environmental Reference: watersheds, hydrography, topography
 - Human Reference: administrative areas, recreation, infrastructure
 - Current culvert map up in office
- Unofficial Ad Hoc Interagency Watershed Protection Discussion Group
 - Saw more of Dan Steward and Mitch Brink's forest targeting
 - Great future project potential to rework to suit Lake
- Stormwater Analysis
 - Partner meetings
 - City, Bolton and Menk
 - County meeting on Monday
 - Applying for Coastal STAR grant for federal match to current primary BWSR grant
 - Skunk sampling with Derrick
- Buffer Implementation
 - Skunk creek potentially named as "other water" under Buffer Protection Map
 - Not a listed public water, so didn't fall under original analysis
 - Following up with flagged landowners (technically in compliance) with BMP potential
- Outside Mapping requests
 - Mapping/professional services fee: use loaded staff rate with time estimate; customer review and signature

Aquatic Invasive Species Coordinator Monthly Update

9 March – 13 April 2017

Sonja Smerud



DATA & LOGISTICS

Ensured accuracy of AIS infested waters list and updated for 2017.

Finalized and proofed a print of AIS Field guide (print/binder version, online version, pocket guide).

Finalized GIS data and sent to Northern Wilds > map will print end of April (by May 1). Intending to help Cook County develop a GIS map of AIS infestations next Winter.

Developed spreadsheet for Dumbbell Lake Fish Survey & Water Chemistry data; graphed and analyzed.

Finalized DNR Delegation Agreement.

Helped ensure proper permitting (& agreements to inspect at USFS/DNR accesses for upcoming season).

Shampooed carpets, cleaned, and helped move into new offices for Lake SWCD.

OUTREACH & EDUCATION

Ordered and picked up promotional materials from MN SeaGrant & On the Limit.

Participated & helped organize St. Urho's Day Parade/Tabling (March 18) (incl. costume sewing; t-shirt gun)

Met with Mark Leblanc (Lil Dog Carwash) to secure boat wash gift cards to handout at boat landings.

Met with U of MN Extension (April 21) to discuss 6-week summer AIS/Water Watchers program for middle school youth. Target audience: approx. 6 students at Two Harbors & Silver Bay/Finland, respectively.

Tabled for MN SeaGrant at Duluth Area Home Show > talked to at least 3 Lake County residents

Conducted interviews and selected a candidate for a Lake Superior Watercraft Inspector > **Motion**

Agreement for Services with North St. Louis SWCD > Fall Lake Inspections, 240hrs over season > **Motion**

UPCOMING

April 18: Help with Volunteer Water Monitoring Training at VCC

April 20: Ely Area Invasives Team Meeting

May 1: North Shore Elementary 4th Grade Classroom "Aquatic Invaders"/Great Lakes Watershed Lesson

May 3: Lake County Invasives Team Meeting, Lake SWCD Offices

May 8-9: Two Harbors High School 7th grade classrooms plankton lesson

