



LAKE COUNTY SOIL & WATER CONSERVATION DISTRICT

616 THIRD AVENUE, TWO HARBORS, MN 55616

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WWW.CO.LAKE.MN.US/SWCD

Agenda

Regular Meeting of the Board of Supervisors

Thursday, June 8, 2017, 1pm

408 First Ave, Two Harbors, MN 55616

- Call to Order / Roll Call *Chairman Ronning*
- Review and approve agenda *Motion*
- Approve minutes *Motion*
- Financial and administrative reports *Motion*
 - ❖ Treasurers Report
 - ❖ Audit update: The audit date is set for June 8th
 - ❖ Audit Committee (With Motion total for checks paid)
 - ❖ Envirothon Expense Report
- NRCS Report –
- Staff Updates
- District Manager’s Report – Activity Overview
 - Tree Purchase, \$4,000 – Hammer Tree Nursery *Motion*
 - 50 each of white pine, white cedar, tamarack, and white spruce
 - \$20/tree, with intent for SWCD to sell to landowners/projects
 - To be housed in the waterfront garden space
 - Payment reimburse for Silver Bay E. Branch Beaver River project *Motion*
 - \$9,577.50 for engineering services, Stantec
 - Skunk Creek – “Other Waters” Resolution and Board adoption *Motion*
 - Board motion to adopt resolution provided within Board packet
- Rainy River Coordinator Report – Activity Overview
 - Fee for service – Septic inspection (Passe, per his estimate on cost) *Motion*
- Outreach Coordinator Report- Activity Overview
- Conservation Technician/Forestry Report-Activity Overview
- GIS Technician Report – Activity Overview
 - SWMM model training *Update*
- AIS Coordinator Report- Activity Overview
- Correspondence
- Supervisor Committee Reports and Concerns:
 - Personnel Committee
 - Donated sick time Policy addition *Motion*
 - Policy addition allowing staff to donate sick time to other staff with medical situation w/in family
 - Max Forster submitted 4-week resignation via phone call on Friday, June 2. *Motion*
 - Will work 10 hrs/wk now through June 30th, last day

- Motion to accept Max’s resignation of June 30th, last day
 - Policy Manual addition/clarification *Motion*
 - Policy Manual Addition (w/in Probationary Period text):
“During probationary period of employment (first six months), SWCD staff members who supervise other District staff, after documenting reasons for action and consulting with the Lake SWCD District Manager and Lake SWCD Personnel Committee members, are authorized to permanently dismiss employees not meeting expectations and stipulations of the job they were hired for.
 - Forestry
 - RC&D
 - Resolution Meeting-Ronning
 - Governance 101 training in Bloomington (Sept. 14-15th)
 - MASWCD Leadership Institute 2017-2018
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- Adjourn