



## LAKE COUNTY SOIL & WATER CONSERVATION DISTRICT

616 THIRD AVENUE, TWO HARBORS, MN 55616

P: (218) 834-8370

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### Minutes

#### Regular Meeting of the Board of Supervisors

Thursday, April 12, 12 noon

408 1<sup>st</sup> Avenue, Two Harbors, MN 55616

- Call to Order: The meeting was called to order at 12:13 PM by Chair Todd Ronning.  
Present: Ronning – Haus- Omarzu-Brodigan-Sagen  
Absent: None  
Staff: Tucker-Smerud-Passe  
Guests: Sellnow, Loeffler
- Agenda: **Motion by Sagen and seconded by Brodigan to approve the agenda. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**
- Minutes: **Motion by Omarzu and seconded by Haus to approve the minutes for March 8, 2018 meeting as printed. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**
- Financial and administrative reports:
- Treasurers Report: **Motion by Brodigan and seconded by Omarzu to approve the treasures report as presented. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**
- Annual Financial Reports: **Motion by Sagen and seconded by Haus to approve the annual financial reports pending audit. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**
- Audit Agreement: **Motion by Haus and seconded by Sagan to approve and sign the letter of agreement with Peterson Company LTD to audit our annual report for \$2200 and possible another \$150 for the PERA amortization. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**
- Guest Updates:
- NRCS Report: Jon Sellnow's reported that Lake County has 33 EQUIP contracts of them 21 are eligible the rest are waiting for plans. The work group met this morning with good input. He has been busy working collaborating on the group application for implementing the Farm Bill programs. A letter of support was requested. **Motion by Brodigan and seconded by Omarzu to approve and sign the letter of support. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**
- BWSR: Reported on the request for the BBR. Ours is submitted.

District Manager:

The Strategic Plan is in the handouts. Please review and this will be discussed at the May meeting. Tucker said she thought it had good information.

- Hiring plan: Smerud updated the Board on the summer hiring for AIS. She stated she would like to include a high school student that attended the Water Watchers last summer. **Motion by Omarzu and seconded by Brodigan to approve hiring 2 to 3 Watercraft Inspectors. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**
- **Motion by Haus and seconded by Sagen to approve hiring a 6-month contract person to work on AIS and Water Monitoring. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**

- **Motion by Haus and seconded by Omarzu to explore hiring a high school student and look at other communities as well as Two Harbors upon approval of the DNR. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.** Smerud will make sure the DNR will approve training someone under the age of 18.
- **Motion by Sagen and seconded by Haus to approve signing a contract with Wolf Ridge to supply an Educator for up to \$5000 pending approval of the County Attorney and MCIT, our Insurer. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**

**Guidelines for Letters of Support:**

1. **Request falls within our Mission**
2. **Request does not require financial support**
3. **Motion needed for letters with financial match support**
  - **Motion by Sagen and seconded by Omarzu to approve a letter of support for the Nature Conservancy and pledging a match of up to \$5000 of staff time from the Local Capacity grant. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**

Sliver Bay project update: Passe updated the Board on the wetland permits. A notice will be sent out by the Army Corp for public comments.

Roof repairs: Tucker reported that we would like to get some estimates for the replacing of shingles for the garage and main building. We budgeted \$12,000 for capital improvements. We will consider metal and shingles.

BBR: The BBR was submitted on time.

Cost Share Contract: Passe gave background on a project that he has been working with the landowner to stabilize his shoreline along the Skunk. The site will be re-vegetated and a mat in place. Estimated cost is \$6000. The landowner is working with Shoreview Natives. **Motion by Sagen and seconded by Brodigan to approve and sign a contract with Jonathan Chapek for up to \$3000 or 50% of the cost. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.** Passe stated the project must have the protective mat down by May 15<sup>th</sup>, weather permitting and planting must be completed by October of 2018.

Green Corp Host Site: **Motion by Brodigan and seconded by Omarzu to approve the Manager to sign a host site agreement. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.** We should know by the end of April or the beginning of May we our application was approved.

CWF Forestry Grant: **Motion by Omarzu and seconded by Sagen to approve signing the Financial report and request the second 40% payment. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**

Fee for Service: Passe share that the County has asked him to work with gravel pit owners for restoration plans. He would like a formal fee for engineering services. **Motion by Sagen and seconded by Brodigan to approve setting a fee for service to charge landowners. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.** Passe would be paid at a higher Engineer rate and the fee would be based on the higher rate.

**Correspondence:** Tucker passed around a thank you card sent to Byrns for his help on a forestry plan.

We received a request from the NACD for member ship. **Motion by Omarzu and seconded by Sagen to approve the membership at \$100 rate. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**

**Supervisor Committee Reports and Concerns:**

**Audit Committee: Motion by Haus and seconded by Brodigan to approve the Audit Committee signed 17 Checks and 10 direct payments for a total of \$36,351.56. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**

**Legislative Briefing:** Ronning stated it was great to be there and suggested that we add pictures to our handout next year.

**Personnel Committee: Motion by Haus and seconded by Brodigan to approve the pay raises recommended by the Manager and Committee. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**

It was recommended to help with the workload that staff be allowed to work 40 hours per week instead of 37.5 for 6 months period, this would fall within the budget for staffing. **Motion by Haus and seconded by Brodigan to approve a 6-month policy to allow staff to work up to 40 hours per week. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**

**RC&D:** Ronning attended and reported they are busy preparing for the Fall River Conference and they would like to have sponsors. NRRI is looking at monitoring the Baptism watershed for 30 years for effects of climate change.

Area III Resolution meeting: This meeting will be held on June 6<sup>th</sup>, Doug Haus will attend. No one had a resolution that they wanted to put forward.

Filing period: Tucker informed the Board of the need to file for all but Haus. Filing dates will be May 22<sup>nd</sup> to June 5<sup>th</sup>. Future information will be passed on.

Survey Maps: Brodigan share an early (1880 to 1890) survey map of the Rainy Headwaters and some of the history of the surveying.

**Motion to adjourn, next meeting will be May 10th at Noon at 408 1<sup>st</sup> Avenue.**

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Todd Ronning, Chairman

Submitted by:  
Karen R. Tucker, District Manager

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Doug Haus, Secretary

For:  
Doug Haus, Lake SWCD





**DISTRICT MANAGER MONTHLY UPDATE  
MARCH 1 TO APRIL 5**

**KAREN TUCKER, DISTRICT MANAGER  
LAKE COUNTY SOIL & WATER CONSERVATION DISTRICT**

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**GENERAL ACTIVITIES**

- MCIT Payroll Estimate
- Met with staff to complete JAA form
- Met with Staff about Stormwater grants
- Payroll/reviewed timesheets
- Met with Tim for 3-year review

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**SPECIFIC ACTIVITIES**

- Attended an outreach meeting at the Silver Bay Library about cost share and rain gardens (Dan presented and Derrick and I attended to explain cost share/Master gardeners also were represented.
- Met with Cynthia Payhonen and Emily about the Star Grant and reporting on the new Coastal Grant
- Reviewed Strategic Plan
- Worked on scanning documents and purging (Scanned Board meeting minutes and documents from 1986 to 2015) Recycled large amounts of paper.
- Worked on Biennial request with Sonja. Due March 13th
- Worked on Technical Training Certificate Document with Tim, Sonja and Mac. Due March 13th

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**ITEMS OF NOTE AND/OR MOTION NEEDED**

Motion to approve Annual Report

Approve Audit Letter to Audit 2017 funds

Approve new contract with Forestry to share Darren's time

I was on vacation from March 21 to April 2 in Orlando with my Family and had a great time.



# Engineering Monthly Update

March 1 to April 4, 2018

Prepared by Derrick Passe



## WETLAND CONSERVATION ACT

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Shoreview Road – Assisted County highway in Preparation of Permit Application

Beaver River Restoration

- Wetland Alteration Application – Revised application due from Stantec 4/5/2017
- Schedule
  - o Revised Wetland Application 4/5/2017
  - o WCA TEP Meeting 4/11/2017
  - o Design Plans – (Final by May 1)
  - o WCA TEP Action Deadline – May 11, 2018
  - o Bidding (May 15 – June 1)
  - o Award (June or July) based on Bidding
  - o Construction (July 15<sup>th</sup> – September 15<sup>th</sup>) (4 – 6 weeks)

## COST SHARE

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North Shore Horizons – Funding to come from Girl Scouts.

John Hasse Site – Soil Boring Estimate \$1900. Sent Soils estimate to John Hasse.

## STORMWATER

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2018 Coastal Grant – E. coli sampling – Prepared work plan for Sampling

- Amended MPCA CE Contract to include E. coli sampling prior to grant beginning (Sept. 2018)
- Contacted PACE environmental about E. coli testing.
- Talked to Mike Sadowsky at UM about DNA analysis.
- Reviewed info from Tetrattech, EOR, MPCA about sampling Plan

WICOLA Spring Rendezvous – Resenting with Dan Schutte on How to Plan and Maintain a native plant shoreline.

## MPCA CIVIC ENGAGEMENT

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Attended International Rainy - Lake of the Woods Water Sustainability Forum. -WICOLA won the Wilson Stewardship Award for significant contributions to environmental Stewardship.

International Multi-agency Work Group (IMA) and IMA Technical Advisory Committee (IMA-TAC) – Will be restructured. Focus on Water Quality, AIS and Contaminants (eg.- mining, spills, emergency response)









# Conservation Outreach Coordinator Report

March, 2018

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## Rainy River Headwaters Civic Engagement

- Attended and participated in Cloquet River Watershed core team meeting.
- Created cost-share brochure.
- Compiled narrative for cover letter to accompany invoice.
- Worked on recruiting water monitoring volunteers in the Cloquet River watershed.
- Worked on the website and on training for completing the website.
- Worked on amendment for the RRHW contract so that it includes funding for E. coli sampling during the summer of 2018.

## Lake Superior South

- Helped to publicize and attended WRAPS workshop at Gooseberry State Park. Tetratrec and Kate Kubiak presented on WRAPS report and findings from the LSS watershed.

## Coastal Program

- Edited and aired one radio program. We have revised our plan with KTWH so that we produce one episode per month instead of two. This is due to current funding availability in the Lake Superior basin and our perception of the effectiveness of this mode of outreach.
- Publicized the Earth Day Clean Up in both newspapers (Chronicle and Northshore Journal), on the radio, and on our social media accounts. We are working together with Castle Danger Brewery and the City of Two Harbors to coordinate the cleanup. We will be contributing publicity, pizza, gloves, and trash bags.

## Stormwater

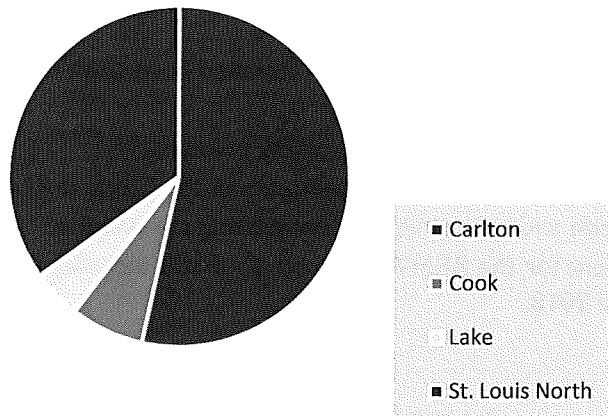
- Met with Courtney to get up-to-speed on the stormwater project.
- Completed the STAR grant progress report, and worked on the final report and invoice.
- Met with Cynthia and Karen to discuss reporting requirements and the new annual coastal grant.
- Discussed DNA sampling with Derrick and Mike Sadowsky.
- Discussed E. coli sampling plans for the summer with Derrick.

## Envirothon

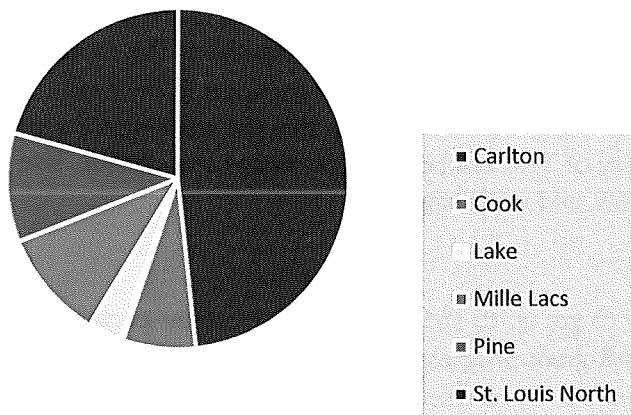
- Received all registrations. This year we have 9 schools from 4 counties participating. There are 43 teams registered, higher than in the past, but we have lost participation from 2 counties (Pine and Mille Lacs) – see pie charts below. I've discussed who will take over Envirothon coordination in 2019 while I'm on leave with Anita (North St. Louis SWCD) and Julie Radovich (Carlton SWCD) because participation is highest in their counties.

- Mailed more fund-raising letters, purchased office supplies, formatted tests, organizing the t-shirt order, and contacted districts and schools with final details.
- Would any of our board members like to be a judge at the event? It's on Monday, May 7<sup>th</sup> and lasts from about 8:30 am until 1:30 pm.

2018 Envirothon  
43 Teams Total



2017 Envirothon  
29 Teams Total





## **WATER PLAN REPORT MARCH 1 – APRIL 5, 2018**

**SONJA SMERUD, WATER PLAN COORDINATOR  
LAKE COUNTY SOIL & WATER CONSERVATION DISTRICT**

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### **COMPREHENSIVE LOCAL WATER MANAGEMENT PLAN**

- CLWMP extension APPROVED by BWSR
- Organization of old water plan files
- Contract for Wolf Ridge ELC joint hire w/some water resources work approved
  - Scope and Goals Written for Educational Goals of Water Resources
- Green Corps Application (wrote main proposal; submitted by Mac)
- Wrote, submitted, and edited after feedback from the State an LCCMR draft proposal for shoreline restoration in the Rainy Basin (and Lake Superior Basin)
  - JAA (conservation practice certification with NRCS) to be pursued for shoreline resto
  - IDP written for pursuit of JAA & outlining training goals in NE BWSR Region
- Aided in submittal of the Biannual Budget Request (BWSR – outlines additional water plan goals as projects)

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### **LAKE SUPERIOR NORTH ONE WATERSHED ONE PLAN**

- Admin
  - LSN1W1P Work Plan submitted via e-Link and ACCEPTED by BWSR
  - Drafted press release on BWSR work plan
- Stormwater
  - Presentations to City Councils (and survey) begun and scheduled
    - Survey completed for North Shore Protection Team idea
  - Meeting with EOR to outline future expenditures/goals – April 11<sup>th</sup>
- Aided in initial coordination of a conifer planting/North Shore Forestry project with private area land owners
  - Wrote scope of work and developed action plan > Goal 1: 1 acre large trees (approx. 20) with Cleveland Cliffs in 2018; scale to 20 acres of seedlings in 2019
- Northeast Landscape Committee Meeting – March
  - MN Power foundation started with primary holdings at Taconite Harbor (opportunity for additional forestry work)
- LSN WRAPS Report (MPCA) Comments submitted
- Tim helped apply for additional NRCS funds, which are outlined to help in implementation of the 1W1P

- Tim and Mac: essential work compiling data and scoping the 1W1P Land Use Change Prioritization Model; contact with BWSR; meeting with Clint Little
- Project profiles drafted and developed for LSN1W1P outreach and communication
- Interview with WTIP about 1W1P and County water planning

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ITEMS OF NOTE AND/OR MOTION NEEDED

- Resolution approving LCCMR application “Shoreline Restoration for Resilient Rural Communities” – Motion, signature
- Resolution approving Green Corps application “Urban Forest Restoration” – Motion, signature
- Biannual Budget Request Review - approval



## AQUATIC INVASIVE SPECIES REPORT MARCH 1 – APRIL 5, 2018

SONJA SMERUD, AIS COORDINATOR  
LAKE COUNTY SOIL & WATER CONSERVATION DISTRICT

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### OUTREACH

- Duluth Home Show Tabling - April 5<sup>th</sup>
- New tank for native fish in the office
- Water Watchers
  - 4-H Extension partners presented at state conference
  - Transportation plan for summer 2018
- Summer positions posted & staffing selection
- Contract negotiations with Wolf Ridge ELC for summer position
- **St. Urho's Celebration Float (March 17<sup>th</sup>)**
- Crayfish trapping boil/event planning
- Letter of Support to Wildlife Forever
- Ordered materials from MN SeaGrant and Wildlife Forever, new in 2018 include:
  - Water bottles for parade
  - Gas station pumps
  - Retractable banners
  - Kids "Aquatic Inspector" backpacks (from Cook County AIS)
  - Northern Wilds Ads; Billboard (now Two Harbors area); maps (with some edits) printing to continue throughout opening fishing (along with t-shirts, stickers, LS Angler ad, Two Harbors Chamber of Commerce ad, and North Shore Visitor online ad)
- Resort outreach tour of Lake County – Private Watercraft Inspection Program with NSL SWCD
- EAIT Meeting – March 15<sup>th</sup>
  - Outlined AIS Sentry workshop dates
- International Rainy-LOW Watershed Forum Crayfish presentation



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### MONITORING, ASSESSMENTS, GRANTS

- Secured necessary monitoring & collection permits for 2018
- Paul Trygstad hired as "AIS Technician/Inspector" for 2018

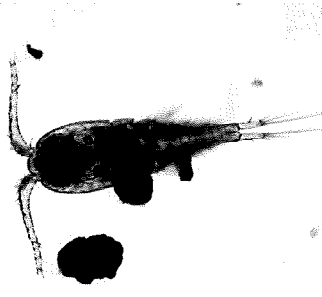
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ITEMS OF NOTE AND/OR MOTION NEEDED

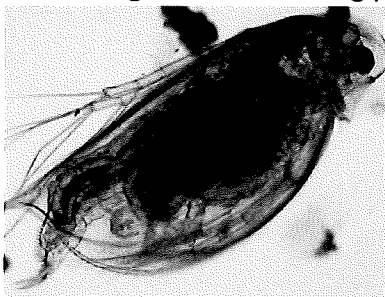
- Agreement for Services with Wolf Ridge ELC – approval, signature
- Hiring watercraft inspectors – selection approval

### Rainy River Citizen Engagement

- Ely Community Resource AIS monitoring projects
  - (Ongoing) Native Plankton Community project aimed at characterizing the current plankton community in Shagawa and Fall Lakes to see how it responds to spiny waterflea colonization. We are exposing several students per week to AIS/plankton sampling protocols, laboratory techniques, microscope use, and dichotomous key use.
  - Project has been expanded from just the “Science Club”, to be a regular part of Biology class. This means more students involved and more data collected.
    - Plankton samples are collected and delivered to school weekly.
    - Additional cyanoscope kits were purchased by Ely High School to serve as extra capacity for additional students.
    - The Kit is also used for its intended purpose during the open water season. (CyanoScope citizen science program through iNaturalists.org.)



*Cyclopidae*



*Daphniidae*



*Anabaena*

- Held meetings with ECR to “flesh out” summer 2018 plans.
- Planning a stream geomorphology/chemistry/biological assessment clinic for VCC students with Wade Klingsporn. Tentatively planning a training day for May.
- Purchased materials for, and assembled 6 aquatic vegetation samplers for WICOLA.
- Contacted citizen lake monitoring volunteers regarding schedule and plans for upcoming sampling season. Added 2 new volunteers. 1 each for Cedar and Browns Lakes.
- Formalizing sampling plans with RMB Lab.
- Calibrations and maintenance on water quality sondes.
- Discussions with MPCA over summer 2018 data collection plans in Lake County. We will be sampling several streams as part of the WRAPS process.
- Attended the Rainy River/Lake of the Woods forum in I. Falls.
- Attended EAIT meeting.







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**March, 2018 Forestry Report**  
**Tim Byrns**

**Forestry GIS Tool**

We are partnering with Clint Little, Coastal Program Specialist MN DNR-Waters, to develop a GIS based tool that illustrates what parcels have the greatest need for protection within individual watersheds within the 1W1P area. The resulting data analysis will serve to direct what conservation practices should be implemented, indicate which land occupiers need to be contacted, target where cost share dollars should be spent, and provide structure for grant proposals and presentations.

**NRCS Forestry Planning and Practice Assistance RFP- "Arrowhead Forest Partnership"**

This grant will accelerate technical assistance for landowners to develop and implement forestry related conservation practices related to the Environmental Quality Incentives Program and the Conservation Stewardship Program. The goal is to ensure that landowners who are seeking NRCS technical assistance receive service. Collaboratively the SWCD's will provide support and match by providing practice planning, implementation, and certification. SWCD's will work towards a 1:1 match with practices they offer from their district relating to NRCS work load. Through this effort, more landowners will be reached and conservation planning/implementation will be increased. Potential reimbursement to the SWCD will be approximately \$30,000 over a three year grant agreement.

**Forestry Assistance**

Sheri Zoff- 38 acres, Site visit and stand inventory for spruce budworm treatment  
Nick Turman- 60 acres, Site visit and stand inventory for spruce budworm treatment  
John Cloutier- spruce budworm treatment planning  
Tom Bott- spruce budworm treatment planning  
Dan Schutte- spruce budworm treatment flagging  
Sue Bott- planning for red pine and white spruce thinning  
Leanne Jacoby- 96 acres, Forest Stewardship Planning

**Training/Meetings**

CWPP meeting, March 8, Silver Bay  
MFRC NE Landscape Committee meeting, March 23, Duluth

