

LAKE COUNTY SOIL & WATER CONSERVATION DISTRICT

616 THIRD AVENUE, TWO HARBORS, MN 55616

P: (218) 834-8370

WWW.CO.LAKE.MN.US/SWCD

Minutes

Regular Meeting of the Board of Supervisors

Thursday, February 8, 1pm

408 1st Avenue, Two Harbors, MN 55616

- **Call to Order:** The meeting was called to order at 12:15 PM by Chair Todd Ronning.
Present: Ronning – Haus- Omarzu-Brodigan-Sagan
Absent: None
Staff: Tucker-Smerud
Guests: Sellnow
- **Agenda:** Motion by Sagen and seconded by Omarzu to approve the agenda with two additions.
Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. **Abstain:** None. **Carried.**
- **Minutes:** Motion by Omarzu and seconded by Sagen to approve the minutes for January 4, 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 Haus to approve the treasures report as presented. **Affirmative:** Ronning, Haus, Omarzu, Brodigan, Sagen. **Abstain:** None. **Carried.**
- **BWSR yearend Financial Reports:** Motion by Haus and seconded by Sagen to approve and sign the yearend financial reports. **Affirmative:** Ronning, Haus, Omarzu, Brodigan, Sagen. **Abstain:** None. **Carried.**
- **Voucher:** Motion by Omarzu and seconded by Haus to approve and sign the City of Silver Bay Voucher. **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. A Pollinator Symposium will be held at Fond du Lac on February 17th.

District Manager: Tucker reminded the Board about the Strategic Planning meeting to be held Thursday February 15 at the Two Harbors Credit Union Building. A questionnaire was included in your handouts to answer before the meeting.

- **Motions:** Motion by Omarzu and seconded by Brodigan to accept the grant for a Summer Intern. **Affirmative:** Ronning, Haus, Omarzu, Brodigan, Sagen. **Abstain:** None. **Carried.**
- **Motion by Sagen and seconded by Omarzu to approve and sign the Cooperative Weed Management grant agreement for \$15,000.** **Affirmative:** Ronning, Haus, Omarzu, Brodigan, Sagen. **Abstain:** None. **Carried.**
- **Note:** We received approval for 20 Crew Days for this summer.

1W1P presentation – Sonja Smerud reviewed the waterplan process and the request to extend the waterplan for the County outside of the North/South Watershed. She also reviewed the process to establish a work plan for the Implementation grant from BWSR for \$387,059 to be spent over three years.

- Motion by Haus and seconded by Omarzu to approve and sign an AIS delegation agreement with the DNR for the summer AIS program. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.
- Motion by Haus and seconded by Omarzu to approve and Lilja, Passe and Smerud to attend the Rainy Lake of the Woods Watershed Forum. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.

Correspondence: No action needed

Supervisor Committee Reports and Concerns:

Audit Committee: Motion by Omarzu and seconded by Haus to approve the Audit Committee signed 16 Checks and 13 direct payments for a total of \$90,648.00. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.

TSA Area III: Ronning attended and reported it was the annual meeting. The also announced that Matias Valero passed his Engineering test and has been promoted to Engineer working alongside Keith Anderson.

SWCD Forestry: Haus did not attend

RC&D: Ronning attended, the Superior Shores Symposium will be held in October. Paul Sandstrom will be attending our next meeting to tell us about it.

Legislative Briefing: March 12-13 Motion by Sagen and seconded by Omarzu to approve Ronning to attend. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.

PERA DCP Plan: Omarzu would like to sign up, Tucker stated that should fill out the form given at last meeting.

Dues: Motion by Haus and seconded by Sagen to pay \$2,690.91/MASWCD, \$225/AREA III and Forestry when the invoice arrives. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.

Personnel Committee: Tucker shared a letter that she would like to send out to partners to answer some of the questions that people have asked. Motion by Omarzu and seconded by Brodigan to appoint Karen as District Manager. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried

Motion by Ronning and seconded by Sagen to approve the pay increase for Sonja Smerud for her one-year Anniversary. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried

Lake of the Woods: Ronning stated he was invited to attend but felt it was a better fit for Teresa to attend. Motion by Haus and seconded by Brodigan to approve Sagen to attend and be paid Stipend, registration and mileage and Motel. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.

Brodigan shared and article published in the Timerjay about the Rainy Headwaters.

Motion to adjourn at 2:55 next meeting will be March 8 at Noon at 408 1st Avenue.

Todd Ronning, Chairman

Doug Haus, Secretary

Submitted by:

Karen R. Tucker, District Manager

For:

Doug Haus, Lake SWCD



February 8, 2018

NRCS Conservation Report: Lake SWCD

Jon Sellnow, District Conservationist

Programs:

- 15 Active EQIP Contracts
- 1 Active CSP Contract
- 2018 EQIP Applications
 - Carlton: 34
 - Cook: 16
 - Lake: 33 – **21 Eligible**
 - South St. Louis: 45
- 2018 RCPP-EQIP Applications
 - Carlton: 8
 - South St. Louis: 12
- 2019 Local Work Group
- **Another RFP Option**

Meetings, Trainings, and Events:

- January 4 – Lake SWCD
- January 8 – Carlton SWCD
- January 17 – South St. Louis SWCD
- January 19 – EQIP Eligibility Deadline
- January 24 – RCPP and 1W1P Meeting
- January 26 – Area 3 Technical Training Team Meeting
- January 29 to February 2 – Areawide Conservation Planning Training
- February 1 – Cook SWCD (Missed)
- February 6 – One year in the Duluth Field Office
- February 8 – Lake SWCD

Upcoming Items:

- February 9 – Shutdown??
- February 9 – North Shore Forestry Collaborative Semi-Annual Meeting
- February 12 – Carlton SWCD
- February 17 – Pollinator Symposium, Fond du Lac Tribal and Community College
- February 19 – Presidents' Day
- February 26 – LS North WRAPS and FluteReed TMDL Meeting
- February 28 – Forestry Conference, Sandstone
- March 1 – Cook SWCD
- March 2 – CSP Application Deadline
- March 8 – Lake SWCD

Acronym Codes

- EQIP = Environmental Quality Incentives Program
- WHIP= Wildlife Habitat Incentives Program
- CSP = Conservation Stewardship Program
- GLRI = Great Lakes Restoration Initiative
- RCPP = Resource Conservation Partnership Program
- ACEP = Agricultural Conservation Easement Program
- WRE = Wetland Reserve Easement
- LWG = Local Work Group
- ARC = Area Resource Conservationist
- DC = District Conservationist
- RFP = Request For Proposal



ACTING DISTRICT MANAGER MONTHLY UPDATE JANUARY 5 TO FEBRUARY 1

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

GENERAL ACTIVITIES

- Processed and submitted W2's and 1099's for 2017
- Processed the 4th quarter reports (Federal withholding/State withholding/State Unemployment)
- Elink reporting completed (Thank you Tim and Courtney for help with details)
- Invoiced remaining grants for the Year ending Dec 31, 2017

SPECIFIC ACTIVITIES

- Met with Pat Carey and Derrick about MPCA grants for next few years. (\$160,000 for all watersheds till 2020)
- Met with Auditor from BWSR Completing documents for the Local Capacity Grant
- Met with Courtney to revise our annual review process. Thanks Courtney for working on this.
- Documented the MCIT training video for Sexual Harassment in the workplace. All staff attended.
- Area II meeting for Managers about training grant offered by BWSR.
- Reviewed Budget and looked at staffing expenses
- Preparing for Annual Financial Reports

ITEMS OF NOTE AND/OR MOTION NEEDED

- Accept grant for a Summer intern
- Cooperative Weed Management Grant for \$15,000 (State Funds)



GIS SPECIALIST

JANUARY 15* – FEBRUARY 8, 2018

BOARD REPORT

COURTNEY OLSON

*out first part of the month

PRIORITY FORESTRY MAPPING

- Similar to Crow Wing's Prioritized Targeted Measured by Private Forestry Mapping (example will be at Board Meeting), I'm beginning a priority forestry mapping analysis for Lake and Cook County. It will result in an assessment for forestry protection potential in targeted watersheds by parcel.
 - GIS training day with Mitch Brinks (Crow Wing PTM by PFM GIS Specialist) on February 7th; goal setting for our area's PFM to inform my method planning with Lake and Cook end-users to follow training.

STORMWATER

- Bacteria Source Assessment—desktop analysis by EOR in progress.
- North Shore Stormwater Protection Team: work plan drafted, will survey municipal officials and staff to determine framework for group; kickoff could be in March, depending on survey response.
 - Looking to link our group to the Regional Stormwater Protection Team (MS4 communities).

MISC.

- We were offered a Conservation Corps Apprentice for Summer 2018. It was competitive this year for SWCDs! They will have a strong stormwater focus in water quality and bacteria monitoring at urban nodes. The Apprentice will also do some invasive species work.
- SWCD positions & market comparison
 - I formatted an analysis of both other SWCDs and similar jobs on the market in the area to compare compensation for each staff member. The result is a percentage increase needed for each staff member to align compensation with comparable positions.
 - Reformatted the yearly job duty evaluation form after staff feedback has been a wish for more constructive feedback. Karen and I will continue to improve it as she works through staff evaluations.

Motion to accept



WATER PLAN REPORT JANUARY 4 – FEBRUARY 1 2018

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

COMPREHENSIVE LOCAL WATER MANAGEMENT PLAN

- Presentation on Comprehensive Local Water Management Plan status; extension request to Lake County Board of Commissioners - 16 January
- Lake County Board of Commissioners passed a resolution requesting extension of local water management plan; subsequently submitted request to BWSR – 23 January 2018
- eLink reporting for 2017 BWSR NRBG/local water plan funding; WCA eLink reporting and assistance to County with other NRBG reports; 2018 eLink work plan for water plan established
- Well abandonment/sealing program for Lake SWCD discussion with NRCS
- Reviewed BWSR's PRAP (Performance Review and Assistance Program) process

LAKE SUPERIOR NORTH ONE WATERSHED ONE PLAN

- Organized old 1W1P files
- KTWH Radio Plug for 1W1P implementation - January 5
- 1W1P Project "Wish List" Meetings to Budget/Implement Fund the Plan Dollars:
 - City of Silver Bay (+ Stormwater discussion & follow-up email) - January 10
 - County Highway Department - January 16
 - SWCD/Staff - January 16
 - Lake County Forestry, Environmental Services, Administrator, 1 Commissioner, and City of Two Harbors - January 17
 - Secondary Meeting with Lake County & Partners upcoming - February 6
 - Compiled all input, edits, and project proposals into a Wish List project summary for Lake County (for later integration with Cook County, then presentation to LSN1W1P policy committee, and final work plan submittal to BWSR by March 12)
- 1W1P Planning meeting & additional conversations for work plan/budgeting with Ilana Hansel, Cook County Water Planner & 1W1P fiscal agent - January 30
- Clean Water Fund Outcomes Review for 1W1P Fund the Plan Dollars
- Culvert Inventory follow up with MNDNR and MPCA (Jeff Jaspersen) for proposed stream connectivity/drainage/erosion culvert replacement projects (for Fund the Plan Dollars or future grants i.e. NOAA fish habitat grant) – January 29

ITEMS OF NOTE AND/OR MOTION NEEDED



AQUATIC INVASIVE SPECIES REPORT JANUARY 4 – FEBRUARY 1 2018

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

OUTREACH

- Radio interview about AIS on KTHW January 5
- Abstract submitted and approved for rusty crayfish presentation at Rainy-Lake of the Woods Watershed Forum (March 7-8)
- AIS Workshop with the MNDNR about Watercraft Inspections and AIS Programming by LGUs – January 24 in Brainerd
 - CBSM Watercraft Inspections Pilot Project for the Arrowhead in the works
 - Private Resort Inspections pilot occurring in St. Louis County
 - Stearns County conducting a tagging inspections pilot for fishing tournaments
 - Emphasis on partnerships, cooperation as key to AIS programming success
- Social media post suggestions & drafts submitted to Conservation Outreach Coordinator
- Billboard near Two Harbors contract/ad developed
- All Over Media contract/ad developed
- Ordered outreach materials: canoe postcards, SWF stickers
- Writeup of program offerings for new website (+ other program areas)
- MPCA Civic Engagement LS South initial suggestions for overlap w/AIS program
- CD3 Station phone calls, follow-up with MNDNR

MONITORING, ASSESSMENTS, GRANTS

- IMA-TAC AIS Subcommittee Risk Assessment Proposal drafted for Rainy-Lake of the Woods Watershed; IMA-TAC subcommittee conference call discussion
- Statistical analyses on rusty crayfish intensive monitoring trapping data from IF Grant
- Initiative Foundation (IF) 4th Quarter Final Report
- Began JAA process with NRCS for shoreline plantings or related AIS/water practices
- Established better tracking mechanisms for AIS programs (timesheet edits)

ITEMS OF NOTE AND/OR MOTION NEEDED

- Rainy-Lake of the Woods Watershed Forum Registration – Signature
- DNR Watercraft Inspection Delegation Agreement – Motion, Signature
- Shared services agreement North St. Louis SWCD – Motion, Signature



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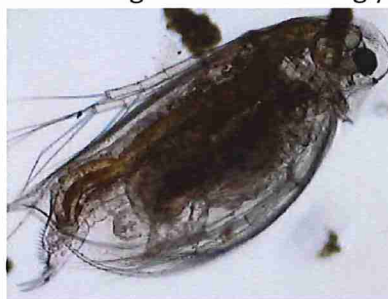
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Rainy River Citizen Engagement

- 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.
 - As of this month, this project is being 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

- Co-authored a grant application for USFS funds directed at expanding ECR's capacity for biological/chemical monitoring projects for 2018.
- Re-organized and entered WICOLA CLMP+ water quality data into spreadsheets in a more user-friendly format.
- Discussed leading a stream geomorphology/chemistry/biological assessment clinic for VCC students with Wade Klingsporn. Tentatively planning a training day for May 2018.
- Participated in a webinar discussing AIS issues/priorities at the national level with participants from all around the US.
- Attended WICOLA board meeting
- RRCE Reporting.



Conservation Outreach Coordinator Report

February, 2018

Rainy River Headwaters Civic Engagement

- Selected lakes to target for citizen lake monitoring volunteers, created a mailing list of residents with properties adjacent to the lakes.
- Met with Christine McCarthy to plan septic system workshop – workshop will take place on Tuesday, June 5th, at 5:30 pm at the Lake County LEC.
- Meeting with MPCA regarding changes to RRHW/Cloquet contract.
- Contracted with Jennifer Gordon to create new logo files with a transparent background.
- Collaborated with Phil Norvitch on creating a civic engagement plan for the RRHW and Cloquet.
- Took over precipitation volunteer program coordination duties from Karen.

Coastal Program

- Held meeting with KTWH, uploaded past episodes to KTWH's website.
- Interviewed Tim Byrns for the radio program, edited program.
- Edited radio episode including interviews from all staff.
- Drafted questions for three more radio interviews.
- Worked on all story maps.
- Attended GIS training.
- Semi-annual reporting completed.

County

- Uploaded all BWSR reports to our website.
- Met with Karen Updegraff (MN DNR) and Ilena Hansel (Cook SWCD) to collaborate on Natural Resources Field Day.
- WTIP interview on the tree sale.
- Began revising SWCD Annual Plan.

Envirothon

- Prepared and sent out registration packets and study materials to schools.
- Selected t-shirts for this year's event.
- Contacted districts about fundraising, soliciting help for event.



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January, 2018 Forestry Report
Tim Byrns, District Forester

Gretchen Gilbertson Forest Stewardship Plan

Gretchen Gilbertson's Forest Stewardship Plan completed. 193 acres were inventoried and management recommendations were offered that matched the landowner's goals with the potential of the land. An invoice has been submitted to the landowner in the amount of \$1,651.00.



Gilbertson property, 7176 Airbase Rd, Finland

Kyle Weideman Timber Stand Improvement and Woody Residue Treatment Certification

14.25 acres of balsam treatment was certified at 2232 Hwy 3. Practice Certification has been submitted to NRCS for landowner reimbursement.

Superior Shores Reforestation Plan

Superior Shores condo association is interested in implementing a reforestation project in Flood Bay. The project scope involves removal of balsam fir, dead birch, and planting of potted and bare root conifers with fencing. Initial site visit is scheduled for February 8.

Sue Bott Pine Plantation Management

Inventoried a 2 acre red pine/white spruce plantation that is 45 years old. Landowner is requesting a management plan for thinning.

Northshore Adventure Park Small Acre Stewardship Plan

Completing a small acre stewardship plan for 7 acres of aspen and ash forest at 42 Outer Drive in Silver Bay.

Chainsaw Safety Training

Lake SWCD is hosting a chainsaw safety course to be put on by the CCMI field coordinator for new CCMI hires. Training will take place on February 14 and 15.

2018 Environmental Quality Incentive Program

Practice planning and applications have been completed for the following landowners for timber stand improvement activities:

Chris Von Goertz- 3 acres
Paul Rossbach- 20 acres
Sam Nelson- 10 acres
Lucille Markus- 9.5 acres
Noel Legendre- 25 acres
Milt Larson- 28 acres
John Cloutier- 36 acres
John Geodel- 20 acres
Sheryl Camper- 13 acres
Nic Cain- 21.5 acres
Tom Bott- 10 acres
Lynn Boggie- 9.15 acres
Sean Bjornstad- 48 acres



Total Acreage- 253.15

1W1P Cost Estimates and Prioritization

Provided cost estimates for tree planting, timber stand improvement, and culvert replacements for potential water plan projects. Met with Jeff Jaspersen, Watershed Scientist with MPCA to prioritize projects and partner in assessing stream connectivity projects.

NACD Grant

\$82,800.00 was requested from the National Association of Conservation Districts. This funding will provide planning, implementation, and certification services for existing NRCS conservation program participants. Cash and in-kind match will be provided by Lake SWCD in the amount of \$22,200.00. Expense items include employee salary/benefits, training, supplies/equipment, and other related activities. The NRCS practices that will be delivered through this SWCD office include the following:

Forest Stand Improvement
Woody Residue Treatment
Wildlife Habitat Improvement
Tree and Shrub Establishment
Windbreak Shelterbelt
Establishment Riparian Forest Buffer



Paul Fish Tree Planting

Twenty conifers from the SWCD nursery and 12 tree cages were purchased from Paul Fish in the amount of \$1,780.00. The trees will be planted along Lake Superior shoreline this spring and certified for 75% state cost share reimbursement.

Crown Creek Rd Culvert Replacement

The Crown Creek Road homeowner's association is requesting technical and financial assistance for the replacement of a 2' diameter culvert which conveys water from an unnamed stream that flows into the West Branch of the Baptism River (Tier 2 watershed). Existing channel has a bankfull width of 4.5' and the slope is approximately 2.5% with a cobble/boulder substrate. The current culvert is undersized for the existing stream dimensions which causes annual freezing resulting in the water overtopping the road and washing out a large amount of road gravel to be discharged into the Baptism River. A minimum 4.5' diameter culvert with end protection, as well as raising the existing road grade, is recommended to address this problem.

The Crown Creek Road homeowner's association is requesting technical and financial assistance from Lake SWCD for survey, design, and installation in 2018/19.



Erosion on Crown Creek Culvert upstream from undersized culvert

Upcoming Training/Meetings

Forest Health Workshop, February 6, Walker MN

GIS Training, February 7 Carlton MN

CWPP meeting, February 8, Silver Bay MN

Northshore Forest Collaborative Meeting, February 9, Beaver Bay

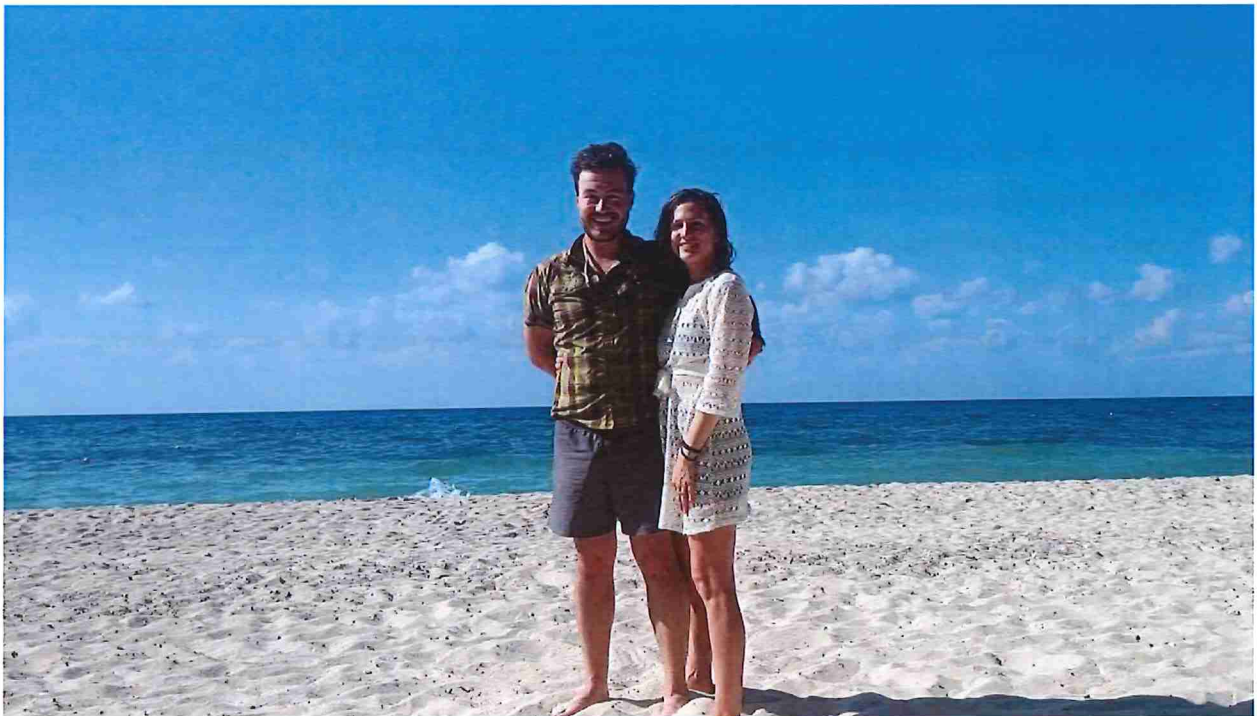
MONTHLY REPORT: TERRESTRIAL INVASIVE SPECIES

Mackenzie Hogfeldt | 2018 | January | 132 days

- Submitted grant application for USFS-GLRI-CWMA-2018 to fund the Lake County Invasives Team Coordinator position.
- Cozumel Mexico (Leave Without Pay) January 08-12. Exploring beaches, reefs, ruins, and markets with my new fiancé Taylor Holm.
- Reporting on GLRI-USFS-MNDNR Barberry contract grant closing FY2017.
- Reporting on LCCMR Thirteen Counties Propagating Native Plants, Restoring Diverse Habitats FY2017.
- Reporting on USFS-GLRI-CWMA-2015 for 2017 season.
- Worked on 2018 work plan for Mackenzie Hogfeldt.

Wild Blue Yonder

- Forest Health Workshop February 06, 2018 on the Chippewa National Forest with Tim Byrns.
- CWPP Firewise Meeting Feb 08.
- Chainsaw safety course through CCMI partners February 14 & 15.
- 2018 work plan for Mackenzie Hogfeldt.
- Submit Transcripts for Society of American Foresters Accreditation to become a SAF accredited forester in order to write Forest Stewardship Plans.
- LCCMR: Start Growing some plants and figure out where we can put them, spend funds on chainsaws and brushcutters.
- Start writing 6 Firewise plans for CWPP.



2018 Cozumel, Mexico
Traversing island via scooter to look at fish and birds.



GIS SPECIALIST

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