



LAKE COUNTY SOIL & WATER CONSERVATION DISTRICT

408 FIRST AVENUE, TWO HARBORS, MN 55616

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Minutes

Regular Meeting of the Board of Supervisors

Thursday, January 10, Noon

408 1st Avenue, Two Harbors, MN 55616

- Call to Order: The meeting was called to order at 12:05 PM by Chair Todd Ronning.
Present: Ronning – Haus- Omarzu-Brodigan-Sagen
Absent: None
Staff: Tucker-Nelson
Guests: Sellnow, Loeffler, Car-Ann Alleman-Nature Conservancy
- The Oath of Office was taken by Ronning, Sagen, Omarzu and Brodigan.
- Agenda: **Motion by Sagen and seconded by Haus to approve the agenda as printed. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**
- Minutes: **Motion by Brodigan and seconded by Omarzu to approve the minutes for December 13, 2018 meeting with minor changes. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**
- Financial and administrative reports:
- Treasurers Report: **Motion by Haus and seconded by Sagen to approve the treasures report as presented. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**
- **Guest Updates:**
- Nature Conservancy: Cari-Ann Alleman from the Nature Conservancy shared maps of the Mississippi Headwaters and shared their 10-year plan to increase buffers to preserve the waters of the Mississippi.
- NRCS Report: Jon Sellnow's reported that Lake County has 14 EQUIP contracts and 30 Applications. The EQUIP deadline is January 18th and April 19th. The Federal shut-down has not affected them yet.
- Staff Report: Emily Nelson showed the Board the Story Maps that were included in the Coastal Outreach grant, she also updated the board on the Website revisions that the County is working on. We will have a Micro-site in the Lake County Website. She will be taking a partial leave of absence starting in April. She will continue to work on events. (40 hours per month) She is planning to write a grant to offer more of the Well/Septic Workshops, the grant would pay for Extension presenters.
- District Manager:
- Action Items:
 - **2019 Budget:** Tucker reviewed the budget: **Motion by Sagen and seconded by Brodigan to approve and the Budget as presented. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**
 - **Strategic Planning:** After conversation it was decided that we will meet before the next meeting on February 14th at 10 AM to start working on the District Manager Job Description. Karen will send out the samples of Manager positions she has collected as well as the ones we have used in the past. Supervisors will review them by next meeting.

- **Request for Training: Motion by Brodigan and seconded by Haus to approve the training request. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.** They would like to have Stewart report to the Board after completing the Course.
- **Motion by Sagen and seconded by Omarzu to approve signing the CPL grant. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**
- **Motion by Omarzu and seconded by Sagen to approve and sign the 2017 Local Capacity Final Financial report. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**
- **Motion by Haus and seconded by Brodigan to approve and sign the 2017 Cost Share Final Financial report. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**

Correspondence: Three things were shared, the letter from Matt Huddleston documenting the Local Capacity Match, MCIT newsletter, Area III notes from the Director (Area III meeting date is tentatively set for June 4th)

Supervisor Committee Reports and Concerns:

Audit Committee: Motion by Sagen and seconded by Brodigan to approve the Audit Committee signed 17 Checks and 11 direct payments for a total of \$37,374.30. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried

Election of Officers: Motion by Omarzu and seconded by Brodigan to approve the election of officers as follows. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.

Chair: Todd Ronning

Vice Chair: Ron Brodigan

Treasurer: Teresa Sagen

Secretary: Doug Haus

Public Relations: Barb Omarzu

Committee Assignments: Motion by Sagen and seconded by Omarzu to approve the Committee assignments as follows. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried

TSA Area III: Ronning

SWCD Forestry: Haus

RC&D: Ronning

MN Area III: Haus

North Shore Forest Collaborative: Haus

WaterPlan: Sagen RRHW/Ronning N/S/Brodigan

Personnel Committee: Omarzu/Ronning (Sagen as Alternate)

Legislative Briefing: March 5-6, Ronning will attend.

Designated Depositor: Motion by Sagen and seconded by Omarzu to approve Lake Bank as our Designated Depositor. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried

Designated Newspaper: Motion by Haus and seconded by Sagen to approve the North Shore Journal as our designated newspaper. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried

Regular Meeting Time: Motion by Omarzu and seconded by Brodigan to approve our regular meeting time as the second Thursday of the month starting at noon at 408 First Avenue. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried. Payroll will remain on the 7th of each month.

Omarzu requested attending the Advocate of the Knife River Event: **Motion by Haus and seconded by Brodigan to approve her attending. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**

PERA DCP Plan: Tucker reminded the Board that they may sign up for the PERA DCP plan. They declined.

New IRS rate and Meals Rates: **Motion by Sagen and seconded by Omarzu to approve the IRS mileage rate of \$.58 and follow the County policy on meal reimbursement, to require receipts and not to exceed \$10/\$12/\$15. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried**

Stipend: **Motion by Omarzu and seconded by Haus to continue the stipend at \$75 per day. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried** Tucker suggested paying the Stipend quarterly, it was decided to continue paying it monthly.

Dues: **Motion by Omarzu and seconded by Sagen to approve and pay annual dues as follows: MASWCD \$2,802.58, Forestry Assc. \$60, Area III \$225. Affirmative: Ronning, Haus, Omarzu, Brodigan, Sagen. Abstain: None. Carried.**

Sagen shared the Lake of the Woods Watershed Forum in International Falls will be held March 13-14.

Brodigan shared two books to add to our library: North Shore by Katya Gordon and Lob Trees in the Wilderness by Clifford & Isabel Ahlgren.

Motion to adjourn at 4:00 next meeting will be February 7, 2019 at Noon at 408 1st Avenue.

Submitted by: Karen R. Tucker, District Manager

Doug Haus, Secretary