



LAKE COUNTY SOIL & WATER CONSERVATION DISTRICT

408 FIRST AVENUE, TWO HARBORS, MN 55616

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WWW.CO.LAKE.MN.US/SWCD

Minutes

Regular Meeting of the Board of Supervisors

Thursday, May 14, Noon

408 1st Avenue, Two Harbors, MN 55616

- Call to Order: The meeting was called to order at 12:12 PM by Chair Doug Haus.
Present: Haus-Omarzu-Brodigan-Hippert-Sagen
Absent: None
Staff: Scranton, Solem, Passe, Smerud, Anderson
Guests: Erin Loeffler (BWSR), Joshua Hanson (NRCS)
- Agenda: **Motion by Sagen and seconded by Brodigan to approve the agenda as printed. Affirmative: Haus, Omarzu, Brodigan, Hippert, Sagen. Abstain: None. Carried.**
- Minutes: **Motion by Omarzu and seconded by Brodigan to approve the minutes from the March 12, 2020 meeting as printed. Affirmative: Haus, Omarzu, Brodigan, Hippert, Sagen. Abstain: None. Carried.**
- **Appoint Supervisor: Motion made by Brodigan and seconded by Sagen to appoint Beth Hippert as Supervisor. Affirmative: Sagen, Haus, Brodigan, Omarzu. Abstain: Hippert. Carried.** Beth read the Oath of Office and will make arrangements to notarize her signature on the Oath.
- Financial and administrative reports:
 - Treasurers Report: **Motion by Sagen and seconded by Omarzu to approve the treasurer's report as presented. Affirmative: Haus, Omarzu, Brodigan, Hippert, Sagen. Abstain: None. Carried.**
- **Guest Updates:**
- NRCS Report: Joshua Hanson informed the board they are working on field work and in the process of hiring a new engineer for the Duluth field office.
- BWSR Report: Erin Loeffler was in attendance and offered support of training and guidance to new staff and Supervisor.
- Staff Report
 - Anderson presented DNR Consumer Based Social Marketing (CBSM) grant information. \$2595 will be requested in the grant proposal, which includes materials and equipment along with 400 bait vouchers for anglers who participate in the survey. Anderson's time would be 67 hours and would start mid June and finish February 2021.
Motion by Sagen and seconded by Omarzu to approve the grant application. Affirmative: Haus, Brodigan, Omarzu, Hippert, Sagen. Abstain: None. Carried.
 - Smerud requested approval for approval of Joint Powers Agreement with Cook County SWCD for the Rustic Creek Project.
Motion by Omarzu and seconded by Hippert to approve the Joint Powers Agreement with Cook County SWCD. Affirmative: Haus, Brodigan, Omarzu, Hippert, Sagen. Abstain: None. Carried.
 - Solem reported that there will be two CCMI Apprentices (Archie and Leah) starting the week of May 18th. Due to lack of housing resources in Two Harbors, one CCMI apprentice requested to utilize the

downstairs apartment of the office for living quarters during his apprenticeship. A lease agreement was drafted for his signature and was provided to the Board. Any overnight guests would be on approval from Solem.

Motion by Omarzu and seconded by Hippert to approve lease agreement. Affirmative: Haus, Sagen, Omarzu, Brodigan, Hippert. Abstain: None. Carried.

- **Motion by Omarzu and seconded by Brodigan to approve the \$50,000 contract for the CPL Buckthorn grant that Hogfeldt was awarded to start this fall. Affirmative: Haus, Brodigan, Sagen, Hippert, Omarzu. Abstain: None. Carried.**

- Nelson requesting approval on LSS WRAPS Phase One work plan to submit on our behalf. Nelson is still working on the final details of the contract with collaboration with Sea Grant.

Motion by Sagen and seconded by Hippert to approve the LSS WRAPS contract contingent upon distribution and review of the documents to the board by May 28th. Affirmative: Haus, Brodigan, Omarzu, Hippert, Sagen. Abstain: None. Carried.

- Passe reported that Chan Lan will provide her Agate Bay/Skunk Creek/Burlington Bay research presentation on E.Coli May 26th, MPCA, BSWR, Two Harbors City Staff, Two Harbors City Council, local radio and news, the MN Dept of Health, and others have been invited and informed. This open meeting has been posted on our website and facebook site.

Motion by Omarzu and seconded by Sagen to approve the meeting. Affirmative: Haus, Brodigan, Sagen, Omarzu, Hippert. Abstain: None. Carried.

- Passe reported he did an inspection on the Julie Andrus site. The trees are healthy along with the native plants that were previously cost shared. Nordic is the contractor working with the landowner on slope destabilization. He suggested a \$1750 cost share for native plant establishment to address erosion concerns.

Motion by Hippert and seconded by Sagen to approve entering into a cost share agreement with Andrus to plant additional native plants. Affirmative: Haus, Brodigan, Hippert, Omarzu, Sagen. Abstain: None. Carried.

- Passe reported on the Smerud shoreline stabilization on Lax Lake. He suggested a native vegetation buffer with a cost share of \$5250.

Motion made by Omarzu and seconded by Brodigan to approve the cost share not to exceed \$5250. Affirmative: Haus, Brodigan, Omarzu, Hippert, Sagen. Abstain: None. Carried.

- **District Manager:**

- Solem reported that the Forest Service will renew the WICOLA testing money for another two years at \$2,000 a year. **Motion by Omarzu and seconded by Brodigan to approve Grant Agreement form the Forest Service to continue WICOLA Testing. Affirmative: Haus, Brodigan, Sagen, Omarzu, Hippert. Abstain: None. Carried.**
- Solem reported that Tucker will be officially retiring as of June 1, 2020 however due to stay at home order training for new staff was segmented. Tucker would be available as a contracted staff as needed but not exceed the allowed hours determined by PERA of 28 hours a week and not to exceed 1,044 hours a year. **Motion by Brodigan and seconded by Hippert to approve Tucker's Phased Retirement. Affirmative: Haus, Brodigan, Hippert, Omarzu, Sagen. Abstain: None. Carried.**
- **Motion by Omarzu and seconded by Sagen to approve Roxanne Scranton as the District Financial Clerk. Affirmative: Haus, Omarzu, Sagen, Hippert, Brodigan. Abstain: None. Carried.**
- Solem updated the board regarding the COVID-19 staff plan and proposed at least one more virtual Board Meeting through Zoom. We will determine the format of the meeting next month. The Board

requested that all staff wear a face mask when out in the public and also in the office when using shared spaces and in close proximity of other staff.

Motion by Hippert and seconded by Sagen to approve the Covid Plan and the June 11th meeting as a zoom meeting. Affirmative: Brodigan, Haus, Hippert, Sagen, Omarzu. Abstain: None. Carried.

- **Motion by Sagen and seconded by Omarzu to approve Liz Anderson as the AIS Coordinator/Water Technician. Affirmative: Haus, Brodigan, Sagen, Omarzu, Hippert. Abstain: None. Carried.**
- **Motion by Omarzu and seconded by Sagen to approve payment to Nordic Group for the final components of the Stewart River Repairs. Affirmative: Haus, Hippert, Brodigan, Omarzu, Sagen. Abstain: None. Carried.**

Correspondence:

- **Motion by Sagen and seconded by Brodigan to approve contributing the same amount as last year to the National Association of Conservation Districts Membership. Affirmative: Haus, Omarzu, Sagen, Hippert, Brodigan. Abstain:None. Carried.**
- Supervisor Election Packets were given to Haus, Omarzu, Hippert. Sagen will not be running for re-election.

Supervisor Committee Reports and Concerns:

Audit Committee: Motion by Sagen and seconded by Omarzu to approve 11 check payments and 25 direct/on-line payments for a total of \$57,967.11. Affirmative: Omarzu, Haus, Hippert, Brodigan, Sagen. Abstain: None. Carried.

Vacant Committee Appointments: LSN1W1P Policy Committee. Motion by Sagen and seconded by Omarzu to appoint Hippert to the LSN1W1P Policy Committee. Affirmative: Haus, Omarzu, Brodigan, Sagen. Abstain: Hippert. Carried.

Motion by Brodigan and seconded by Omarzu to adjourn the meeting at 2:45.

Next meeting will be held on June 11th , 2020 at Noon via zoom.

Submitted by Tara L. Solem, District Manager

Doug Haus, Secretary