

**PINE COUNTY SOIL AND WATER CONSERVATION DISTRICT  
MINUTES  
July 28, 2009**

The Pine County Soil and Water Conservation District Board of Supervisors held their monthly meeting on Tuesday, July 28, 2009. Supervisors present were Paul Olesen, Skip Thomson, Kelly Osterdyk, JJ Waldhalm and Doug Odegard. Office staff present were: Jill Carlier, District Manager; Tim Olson, Office Assistant; Robin Poppe, Resource Conservationist/Wetland Specialist; Sam Martin, Water Management/GIS Specialist; Mike Yrjo, Soil Conservation Technician; and Bob Korth, NRCS District Conservationist.

Also present Kevin Daw, NRCS; Don Slama Sr., and Dave Koland

**CALL TO ORDER:** Doug Odegard called the board meeting to order at 4:30 p.m.

**PUBLIC COMMENT PERIOD:**

Don Slama stated he provided two water quality test reports for County Ditch 1 from April and June to Martin and the board.

**APPROVAL OF AGENDA:**

Motion by Olesen, seconded by Thomson to approve the July agenda with additions.  
Motion carried

**JUNE MINUTES:**

Motion by Osterdyk, seconded by Olesen to approve the June minutes with corrections.  
Motion carried

**JUNE SPECIAL MEETING:**

Motion by Thomson, seconded by Olesen to approve the June Special Meeting minutes.  
Motion carried

Waldhalm entered meeting.

**JULY FINANCIAL STATEMENTS AND PAYMENT OF BILLS:**

Motion by Olesen, seconded by Thomson to approve the July payments of bills, including a \$7,500 and a \$20,000 funds transfer.  
Motion carried

**SWCD OFFICE SPACE:**

Carlier stated at a special board meeting on July 14th the board voted to move the Pine SWCD to Sandstone. There should be a formal motion in our regular minutes that we are relocating to Sandstone.

Motion by Olesen, seconded by Thomson to approve the relocation of Pine SWCD to Sandstone.  
Motion carried

Carlier stated under the same topic is the lease termination. Effective July 28th 2009 Pine SWCD will be terminating their lease with USDA. The district will be vacating the USDA Service Center Building located at 260 Morris Ave, Hinckley, MN 55037 by November 30th 2009.

Motion by Olesen, seconded by Thomson to submit the lease termination July 28th, 2009.  
Motion carried

Carlier stated the next item is the Resolution for Change of Headquarters.

The resolution needs to be approved, then is forwarded on to BWSR. Once BWSR approves the resolution, Carlier files the resolution with the Secretary of State's Office.

Motion by Olesen, seconded by Osterdyk to approve the Resolution Change of Headquarters.

Motion carried

Carlier stated the next item is the moving date. Our lease is in effect until November 30th.

Motion by Olesen, seconded by Thomson to approve Pine SWCD's move by November 30th 2009.

Motion carried

Carlier stated the final item is furniture/assets to sell and purchase, and the moving of our storage shed. The district owns three computers that could be sold. The panel wall dividers could also be sold.

Carlier stated there are items the district will need once we move. Two or three file cabinets, floor mats, a dorm sized refrigerator, and a microwave. We also need to find someone to move the storage shed to our new location.

### **KEVIN DAW:**

Daw stated he was sorry to see Pine SWCD and NRCS partnership separated. There are a lot of details to work out with the move, but our goal is to keep the partnership working smoothly during and after the transition.

### **OUTSTANDING CONSERVATIONIST/ DISTRICT CAPACITY AWARD:**

Carlier stated that a list of candidates has been distributed for consideration. Nordrum Brothers Dairy, in Pine City, were chosen for the award.

Motion by Thomson, seconded by Osterdyk to approve Nordrum Brothers as Outstanding Conservationist

Motion carried

Carlier stated the District Capacity Award is completed. Board signatures are needed on the form.

### **ST CROIX BASIN TMDL:**

Carlier stated there have been two meetings with the nine counties involved in the St Croix Basin TMDL. The counties are working with MPCA. MPCA is working on the TMDL plan, and will come to the group for implementation. The group has applied for a 319 grant to help with funding for the implementation. Washington Conservation District applied for the grant with all nine counties listed. What they need from us is a letter of intent that we would be involved in-kind services, meetings, and allocation of state cost share technical assistance funds.

Motion by Olesen, seconded by Thomson to approve sending a letter of intent for the St Croix Basin TMDL.

Motion carried

### **TSA III:**

Carlier stated that R.C. from South St. Louis emailed an Area III SWCD Technical Service Area Certification Form. This form is to name a person to be the board representative for the TSA, and to name an alternate. Thomson has been the IMPACK6 Representative, and Olesen has been the alternate.

Thomsom will remain the board representative, and Olesen will remain the alternate for the TSA III.

### **STATE COST-SHARE CONTRACTS:**

Carlier stated there are no new contracts. Carlier stated there is a close-out on two Cost-Share Grants. The 2007 State Cost Share grant has slippage funds to be returned to BWSR in the amount of \$4,354.39

Motion by Olesen, seconded by Osterdyk to approve the close-out of the 2007 State Cost Share Grant, with funds totaling \$4,354.39 being returned as slippage.

Motion carried

The 2008 State Cost Share grant has slippage funds of \$714.00 to be returned.

Motion by Olesen, seconded by Waldhalm to approve the close-out of the 2008 Cost Share-Grant, with funds totaling \$714.00 being returned as slippage.

Motion carried

**APPEAL POLICY:**

Waldhalm stated he would like the board to create an appeal policy and board for WCA issues; and he is requesting a roll call vote on the motion, and would like this reflected in the minutes.

Motion by Waldhalm, seconded by Thomson to approve the motion of requesting a roll call vote on a motion.

Motion carried

Olesen stated we should amend this motion to have the policy committee write up a draft policy based on the WCA rules and the resolution that was passed last year instructing our WCA person authority. The policy can then be brought back to the next board meeting for a vote.

Waldhalm stated we have talked about this in the past, and there is no local appeal process in place. He also stated a person has the right to appeal in front of an elected board. Thomson also agreed with Olesen that this issue should go to the policy committee before the board acts on it.

Motion by Olesen, seconded by Thomson to amend the motion to say to the policy committee will draft a policy and bring it back to the board for approval.

Motion carried

Olesen stated that the board now needs to vote on the actual motion. Carlier reminded the board that it is to be a roll call vote.

Motion by Waldhalm, seconded by Thomson to approve the policy committee drafting a policy on appeals and bring it back to the board for approval.

Odegard: approved    Waldhalm: approved    Osterdyk: approved

Olesen: approved    Thomson: approved

Motion carried

**2010 DRAFT BUDGET:**

Carlier stated she has not submitted the budget to the county. There could be changes and items added with the districts move.

Motion by Olesen, seconded by Thomson to approve the 2010 Draft Budget with a \$6,000 reduction from the 2009 budget.

Motion carried

**RESOURCE TOUR:**

Korth stated the Resource Tour will be in the Rock Creek area on September 17th.

In the past the district has sponsored the tour. The amount of \$300.00 was the cost for a bus in past years.

Motion by Osterdyk, seconded by Olesen to approve up to \$300.00 for the cost of a bus.

Motion carried

**PINE COUNTY FAIR BOOTH:**

Carlier stated we need to schedule time to work the fair both at the Pine County Fair.

**FOREST EASEMENT PROGRAM:**

Carlier stated there is a group of fifteen SWCD’s working on forestry issues. The group would like to know if our district has an interest in the program.

Olesen questioned what the cost would be if the district decided to get involved, and would like to see more information on the program before a decision is made.

**DISTRICT CONSERVATIONIST REPORT:**

Korth reviewed the attached report.

**STAFF/SUPERVISOR REPORTS:**

**Wetlands:**

Poppe stated she provided the TEP minutes and agenda to the board members.

Poppe stated at a previous meeting she had brought to the board the issue of incomplete monitoring reports. Les Lemm from BWSR sent a letter to Poppe stating the main focus is if a replacement wetland itself has been constructed. The monitoring report is a component of this issue.

Poppe will send out a reminder letter to those people who need to complete their monitoring reports.

**Water Management:**

Martin stated the PICKM water planning group will do a lake and river association round table dinner event at the Pokegama Lake Association building on October 1st.

The Scoping Document presentation will be on August 12th in Wadena.

**Forestry:**

Waldhalm stated there was a meeting in McGregor on July 16th. The topic was on Woodland Stewardship Plans. Waldhalm also provided information and literature on Emerald Ash Borer disease.

**TSAIII:**

Thomson stated this was the first meeting with TSA III after the merger.

**RC&D Onanaegozie:**

None

**Snake River Citizen Advisory Committee:**

Odegard stated the committee is working on a map for the Snake River Watershed.

**Legislative:**

None

**Personnel:**

Carlier stated the Personnel Committee will be meeting with the staff and an insurance broker on Monday August 3rd, to discuss health insurance policies.

**Policy:**

Carlier stated there was no meeting.

**Trees:**

None

**Envirothon:**

None

**MISC ITEMS:**

**NEXT MEETING DATE & TIME:**

Motion by Olesen seconded by Thomson to hold the next meeting on Tuesday August 25th, 2009 at 4:30p.m.

Motion carried

**ADJOURNMENT:**

Motion to adjourn the meeting at 6:15 p.m. by Olesen, seconded by Waldhalm.

Motion carried

Respectfully submitted,

Paul Olesen, Secretary