

**PINE COUNTY SOIL AND WATER CONSERVATION DISTRICT  
MINUTES  
February 23, 2010**

The Pine County Soil and Water Conservation District Board of Supervisors held their monthly meeting on Tuesday, February 23, 2010. Supervisors present were Paul Olesen, Skip Thomson, Kelly Osterdyk, Doug Odegard and JJ Waldhalm. Office staff present were: Jill Carlier, District Manager; Robin Poppe, Resource Conservationist/Wetland Specialist; and Sam Martin, Water Management/GIS Specialist.

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

**PUBLIC COMMENT PERIOD:**

Dave Koland commented on the changes in the order of agenda items.

**APPROVAL OF AGENDA:**

Motion by Olesen, seconded by Odegard to approve the February agenda with additions.

Motion carried

**STAFF/SUPERVISOR REPORTS:**

**Wetlands:**

Poppe stated she received two road applications. The TEP will review both applications at the March Tep meeting.

**Water Management:**

Martin stated the SWA grant he received in 2008 from MPCA needs to be extended for one year due to dry weather. MPCA sent a contract amendment to extend the grant, which needs to be signed and sent back.

Martin stated on the east side of Pokagama Lake, the ditch at the public access fills with dirty run-off in the spring that runs into the lake. The TSA III staff has developed a plan to put in four large rocks, two on either side of the access road and do a native planting. The cost of this project is \$3,500.00.

The Pokegama Lake Association will discuss this project at their next meeting. This project will also be presented before the Snake River Board for funding approval.

Martin stated the clean water grant for the Pine City rain gardens was not approved.

**Forestry:**

No meeting this month.

**TSA III:**

Nothing at this time.

**RC&D Onanaegozie:**

Olesen stated the rotation of officers was approved at the January meeting.

**Snake River Citizen Advisory Committee:**

Odegard stated the Snake River Citizen Advisory Committee recommended the Kanabec County website show proposed projects and monitoring sites on GIS maps.

**Legislative:**

Waldhalm stated Legislative Days was held at the Capitol on February 17th and 18th. The state's proposed budget was discussed.

**Personnel:**

No meeting this month.

**Policy:**

Osterdyk stated a meeting was held. The language of the policy handbook was discussed.

**Trees:**

Carlier stated as of today there are 108 tree orders. Last year at this time there were 93 orders.

**Envirothon:**

Carlier stated we have been receiving team registration forms.

**Newsletter:**

Carlier stated “in-county” newsletters went out February 19<sup>th</sup>, and “out-of-county” went out February 23<sup>rd</sup>. We received our first tree order from the newsletter February 23<sup>rd</sup>.

*Martin and Poppe left the meeting.*

**JANUARY MINUTES:**

Motion by Odegard, seconded by Olesen to approve the January minutes as amended.

Motion carried

**FEBRUARY FINANCIAL REPORT AND PAYMENT OF BILLS:**

Carlier stated a budget comparison year to date was supplied to the board instead of the report that has been used. Olesen suggested we try using this report for a few months.

Motion by Olesen, seconded by Thomson to approve the February Financial Report and payments of bills, including a \$15,000 funds transfer.

Motion carried

**2010 BUDGET:**

Carlier stated a memo was sent out in the board packs. Carlier stated she overlooked an item in the email from the County Coordinator with our 2010 budget numbers. The water plan budget was cut an additional \$5,000. Carlier stated the budget has been adjusted to reflect the reduction. The budget in the board packs is correct. The board needs to approve the amended budget.

Motion by Thomson, seconded by Olesen to approve the amended 2010 budget.

Motion carried

**GREEN ACRES/RURAL PRESERVES PROPERTY TAX PROGRAM**

Carlier reviewed a draft policy. Thomson informed the board of information he received from the county assessor. Osterdyk discussed Kanabec SWCD’s policy for the program.

Motion by Olesen, seconded by Thomson to set a fee of \$150 + \$1.00/acre for district staff to write Conservation Management Plans.

Motion carried.

Motion by Olesen, seconded by Odegard to approve a fee of \$50/plan for a committee of two board members and the district manager to approve plans.

Motion carried.

**AREA III ANNUAL MEETING:**

Carlier supplied a list of possible meeting locations, tour sites, and hotels for the Area III Annual Meeting. Carlier stated possibly having the meeting be a 1-day event, rather than two ½ days. Carlier stated the business meeting could be held in the morning, we would provide lunch, and follow up with the tour. Olesen suggested the meeting be held at Tobies, and maybe the Audubon could give a tour of their site. Carlier stated she will look into this, as well as discuss it with Kurt Beckstrom, Area III Director.

**FEE SCHEDULE:**

The board tabled the discussion of raising fees until the March meeting. Carlier will send out a copy of the fee schedule in next months board pack.

**STATE COST SHARE:**

Carlier stated there are no projects. Osterdyk stated he reviewed the close-out letter from Ryan Hughes (BWSR) for the 2007 and 2008 state cost share grants. Osterdyk stated Hughes offered to hold a training session for the board to review the cost share program at a board meeting. Carlier will contact Hughes to schedule it.

**PLATBOOK:**

Carlier stated the platbook inventory is currently at 500. The office receives many inquiries about when the new platbook is coming out. Carlier stated she would like to get bids from companies to print the new platbook. Carlier stated she will present bids at the March board meeting. Motions by Olesen, seconded by Thomson to approve Carlier getting bids from platbook companies.

Motion carried

**COUNTY ATTORNEY OPINION:**

Carlier stated a complaint was filed against the district regarding violations of the Record Retention Schedule and Data Practices Act. The county attorney reviewed the complaint and submitted his opinion, which was sent out in board packs. The board needs to decide how to address the information request from November 2008 that has not been dealt with yet.

Motion by Olesen, seconded by Thomson to comply with the recommendation from the County Attorney.

Motion carried

**2010 WATER PLAN UPDATE:**

Carlier stated the Water Plan Working Group approved the 2010 Water Plan draft on February 5<sup>th</sup>. Water Plan Task Force approved the draft plan on February 18<sup>th</sup>. Both groups approved the plan unanimously. Carlier stated maps from MPCA, and other information brought up at the Water Plan Task Force meeting will be added to the 2010 Water Plan before going to the commissioners at the public hearing. At this point, the board needs to approve the plan. Carlier stated she will schedule a public hearing during the County Board meeting on March 16<sup>th</sup> for the county's approval. Carlier and Martin will present a final draft to the BWSR committee addressing agency comments BWSR receives. BWSR review can take up to three months. Once we get the plan back from BWSR, the county must reapprove and adopt the plan. This must all take place before August 28, 2010.

Motion by Odegard, seconded by Olesen to approve the 2010 Water Plan with the changes and corrections noted at the Water Plan Task Force Meeting.

Motion carried.

Motion by Olesen, seconded by Thomson to send a thank you note to all Water Plan Task Force members for all of their work and help.

Motion carried

**AREA III DUES:**

Carlier stated the Area III dues are \$260.00. This amount has not changed in the past 4 years.

Motion by Olesen, seconded by Odegard to approve paying the Area III dues of \$260.

Motion carried

**DISTRICT CONSERVATIONIST REPORT:**

NRCS representatives were not present.

EQIP and WHIP sign-up deadline is Friday, February 26<sup>th</sup>. Clayton Schmitz will be the new District Conservationist for Pine County. He will start on March 1<sup>st</sup>.

**MISC ITEMS:**

Carlier stated she would like to discuss the travel policy from the district policy book regarding ride-sharing and vehicle use. Carlier stated Waldhalm attended legislative days, but did not wish to share a hotel room, and drove back and forth both days. Carlier stated this situation has not come up before, and she would like the board to decide if mileage should be paid or not.

Motion by Thomson, seconded by Odegard to pay Waldhalms mileage to legislative days.

Motion carried

Carlier stated she received an email from Waldhalm on February 17<sup>th</sup> (copy was provided). Carlier stated a comment made in the email was offensive and inappropriate, and would like an apology. Waldhalm apologized to Carlier & Osterdyk.

**NEXT MEETING DATE & TIME:**

Motion by Olesen, seconded by Odegard to hold the next meeting on Tuesday March 23rd

At 4:30 p.m.

Motion carried

**ADJOURNMENT:**

Motion to adjourn the meeting at 6:40 p.m. by Olesen, seconded by Thomson

Motion carried

Respectfully submitted,

Skip Thomson, Secretary