

Carlton County Soil & Water Conservation District Meeting Minutes

Date: Monday, May 8, 2023 Location: SWCD Board Room

Chair Fox called the meeting to order at 9:00 a.m. Roll Call

Board Present	Staff Present	Other
Barb Dahl	Julie Radovich	NRCS - Alison Praet
Tim Michaelson		NRCS Intern - Cody Hillubeck
Bob Fox		
Kim Samuelson		

Approval of agenda M/S Dahl/Samuelson to approve agenda. Motion carried.

Approval of Minutes M/S Dahl/Michaelson to approve April minutes. Motion carried.

Treasurer's Report - April 2023, Treasurer Dahl

M/S Michaelson/Samuelson to approve the treasurer's report for April 2023. Motion carried.

Bruce Heikes arrived at 9:05 a.m.

SWCD Committee Reports

Policy Committee - updates to Policy Handbook and Employee Handbook

M/S Dahl/Heikes to approve the updates to the Carlton SWCD Policy Handbook as presented. Motion carried.

M/S Heikes/Michaelson to approve adopting FMLA leave calculation as the 12-month period measured forward from the dates of the first FMLA leave usage. Motion carried.

M/S Michaelson/Heikes to approve 12 weeks of Parental Leave with a 90 day written notice to the District Manager. Motion carried.

M/S Michaelson/Heikes to approve

Accrual of Paid Leave Benefits During Paid Leave

All employees who are actively at work or on paid leave, such as vacation leave or sick leave, will continue to accrue paid leave benefits provided by the District.

Accrual of Paid Leave Benefits During Unpaid Leaves

Employees on unpaid leave are not entitled to continue accruing paid-leave benefits. This includes employees who are receiving income replacement benefits from a source other than Carlton SWCD payroll such as short-term disability, long-term disability or workers' compensation insurance.

Employees on unpaid military leave of absence and unpaid leave under the Family and Medical Leave Act (FMLA) are also not eligible for accruals of paid leave.

Carlton County Soil & Water Conservation District

Meeting Minutes

Motion carried.

M/S Michaelson/Dahl to approve amended Carlton SWCD Employee Handbook as presented.
Motion carried.

One Watershed One Plan Reports Updates

- **Nemadji River**
- **St. Louis River** - M/S Samuelson/Dahl to approve MOA for Implementation. Motion carried
- **Kettle River**
- **Upper Miss. Grand Rapids** - M/S Michaelson/Heikes to approve updated MOA for Planning. Motion carried.

Old Business

Staffing - Managers Memo - Fox
Board Member Home Computing Check in - Radovich
Board Code of Conduct Policy - Radovich

New Business

Resolutions - no resolutions to submit

Correspondence

Email from MASWCD SWCD Aid - Fox

Cost Share Projects

- **M/S Michaelson/Heikes to approve Saarela Soil Health Program Application**
Contract #: FY23 BWSR Soil Health-1
Practice: Pasture and Hayland Interseeding
Funding: FY23 BWSR Soil Health
Amount: \$1,715.63
Motion carried
- **M/S Dahl/Samuelson to approve Frones Soil Health Program Application**
Contract #: FY23 BWSR Soil Health-2
Practice: Pasture and Hayland Interseeding
Funding: FY23 BWSR Soil Health
Amount: \$1,166.63
Motion carried
- **M/S Michaelson/Heikes to approve Moffett Soil Health Program Application**
Contract #: FY23 BWSR Soil Health-3
Practice: Pasture and Hayland Interseeding, Cover Crop
Funding: FY23 BWSR Soil Health
Amount: \$1,421.11
Motion carried
- **M/S Heikes/Samuelson to approve Peterson Soil Health Program Application**
Contract#: FY23 BWSR Soil Health-4
Practice: Pasture and Hayland Interseeding
Funding: FY23 BWSR Soil Health
Amount: \$1,029.38
Motion carried
- **M/S Michaelson/Dahl to approve Schmidt Soil Health Program Application**
Contract#: FY23 BWSR Soil Health-5
Practice: Pasture and Hayland Interseeding

Carlton County Soil & Water Conservation District

Meeting Minutes

Funding: FY23 BWSR Soil Health

Amount: \$892.13

Motion carried

- **M/S Michaelson/Heikes to approve Klejeski_Peterson Soil Health Program Application**

Contract# FY23 BWSR Soil Health-6, BWSR 2023 Cost Share

Practice: Pasture and Hayland Interseeding, Cover Crop

Funding: FY23 BWSR Soil Health

Amount: FY23 BWSR Soil Health: \$1,775.13 BWSR 2023 Cost Share: \$312.05

Motion carried

- **M/S Heikes/Dahl to approve Paulson Soil Health Program Application**

Contract # BWSR 2023 Cost Share

Practice: Practice and Hayland Interseeding

Funding: BWSR 2023 Cost Share

Amount: \$1,139.18

Motion carried

- **M/S Dahl/Michaelson to approve Kellerman Midway River Pollinator Partnership L2L Program Application**

Contract#

Practice: Raingarden

Funding: Midway River Pollinator Partnership Lawns to Legumes Program

Amount: \$500

Motion carried

SWCD Staff Reports

NRCS Report - Alison Praet

- Local workgroup meeting to take place in person in the Carlton SWCD board room. Date TBD.

Outside Organization Reports/Updates

Big Sandy - Dahl

Laurentian RC&D - Samuelson

Forestry Association - Michaelson

TSA III - Fox

Next meeting: June 12, 2023 at 9:00 a.m.

Having no further business, M/S Heikes/Michaelson adjourned the meeting at 10:39 am. Motion carried

Submitted by: Julie Radovich

Date Approved:

Chair: Fox

Vice Chair: Michaelson

Secretary: Samuelson