

Carlton County Soil and Water Conservation District
Regular Board Meeting
January 8, 2024 – Carlton SWCD Office, Carlton MN

The meeting was called to order at 9:27 am by Board Chair Bob Fox.

Roll call was taken:

Board Members present: Barb Dahl
 Bob Fox
 Bruce Heikes
 Tim Michaelson
 Kim Samuelson

Staff present: Brad Matlack, District Manager
 Julie Radovich, District Administrator
 Cameron Gustafson, Community Conservationist
 Melanie Bomier, Water Resources Manager
 Tim Byrns, Forestry Specialist

Guests present: Susan Zymslony, Carlton County
 Joe Quehl, Farm Bill Biologist

Meeting Agenda: A motion was made to approve the meeting agenda. M/S Dahl/Michaelson. Motion carried.

Meeting Minutes: A motion was made to approve the minutes of the December 3, 2023 regular SWCD Board meeting with the correction that there was no Treasurer’s Report given at the December meeting. M/S Dahl/Heikes. Motion carried.

Treasurer’s Report: The Treasurer’s Report for November and December was presented by Dahl. Motion to approve the Treasurer’s Report. M/S Heikes/Dahl. Motion carried.

Financial Report:

- ❖ 2022 Final Audit and Letter from Peterson Company LTD – presented by Radovich.
- ❖ 2024 County Allocation – update presented by Matlack.

SWCD Committee Reports:

Personnel Committee: The Personnel Committee requested the Board to approve declaring vacancies for two positions – Water Resource Specialist and Part-Time Administrative Assistant. M/S Heikes/Michaelson. Motion carried.

One Watershed One Plan Reports:

- ❖ **Nemadji River:** Information about a county tool to track implementation progress on watershed projects was presented by Bomier. A motion was made to fund Carlton County’s Watershed Tracking Tool for an amount not to exceed \$11,000 from the WBIF Grant C21-8755. M/S Heikes/Dahl. Motion carried.

- ❖ **St. Louis River:** Report by Michaelson.
 - A motion was made to approve the St. Louis River Watershed Woodland Stewardship Plan Cost Share Policy. M/S Dahl/Heikes. Motion carried.
 - A motion was made to approve the St. Louis River Watershed Agricultural Best Management Practice Cost Share Policy. M/S Heikes/Michaelson. Motion carried.
 - A motion was made to approve the Enhanced Street Sweeping Plan and the Street Sweeper Equipment Funding Agreement, both with Carlton County Transportation Department and both from WBIF Grant C24-0082. M/S Michaelson/Dahl. Motion carried.
- ❖ **Kettle River:** Report by Samuelson and Bomier. The draft plan is now out for 60 days of public comment.
- ❖ **Upper Mississippi, Grand Rapids:** Report by Dahl and Bomier on past and upcoming meetings and progress.

Old Business:

- ❖ Matlack introduced Tim Byrns, the new Carlton SWCD Forestry Specialist. Tim gave a brief introduction of his background and service.

New Business:

- ❖ Gustafson presented the information and update about the 2024 Envirothon and the request for funding.
- ❖ Matlack reported on the request for paid time for an Employee Team Building Exercise. A motion was made to approve up to \$400 for expenses for this event. M/S Dahl/Michaelson. Motion carried.
- ❖ Information about the CWPP – Community Wildfire Protection Plan – was presented by Gustafson.

Correspondence:

- ❖ A reminder for Board members to complete the online Campaign Finance Report in January was received.
- ❖ Information was sent via email about the MCIT Open Meeting Law webinar on January 17. Board members were encouraged to attend, if possible.

SWCD Cost Share Projects:

Basilici L2L Pollinator Buffer Voucher

Contract: FY22 L2L-8
 Practice: Pollinator Pocket
 Funding Source: BWSR 2022 Lawns to Legumes
 Amount: \$189.75
 Motion to approve funding. M/S Dahl/Heikes. Motion carried.

Staff Reports: As presented in packet.

NRCS Staff Report: Report from Joe Quehl.

County Board Report: Comments from Susan Zymslony

Ten Minute Topic Presentation: None scheduled.

Guests: None scheduled.

Other Business: None.

Outside Organizations:

- ❖ BSALWMP – update by Dahl
- ❖ Laurentian RC&D – update by Samuelson
- ❖ MN SWCD Forestry Assoc – update by Michaelson.
- ❖ Technical Services Area 3 – update by Fox.
- ❖ NE Area 3 Association of SWCDs – update by Matlack.

Adjourn: Motion to adjourn at 10:41 am. M/S Dahl/Michaelson. Motion approved.

Next meeting – Monday, February 12, 2024 at 9:00 am in the Carlton SWCD meeting room (808 3rd Street, Carlton MN).

Date _____

SWCD Board Secretary

SWCD Board Chair