

**Carlton County Soil and Water Conservation District**  
**Regular Board Meeting**

September 16, 2024 – Carlton SWCD Office, Carlton MN

The meeting was called to order at 9:01 a.m. by Board Chair Bob Fox. The Pledge of Allegiance was said.

**Roll call** was taken:

Board Members present:     Bob Fox  
   Bruce Heikes  
   Tim Michaelson

Staff present:                     Alyssa Bloss, District Manager  
   Julie Radovich, Asst. Manager, Office Operations  
   Cameron Gustafson, Water Resources Technician  
   Jenny Sherren, Community Conservationist  
   Tim Byrns, Forestry Specialist  
   Kate Reitzel, Administrative Assistant

Guests present:                     Todd Whitesel, NRCS  
   Susan Zmyslony, Carlton County

**Meeting Agenda:**

- A motion was made to approve the amended meeting agenda. M/S Heikes/Michaelson. Motion approved.

**Meeting Minutes:**

- A motion was made to approve the Minutes of the July 8, 2024, regular SWCD Board meeting. M/S Michaelson/Heikes. Motion approved.
- A motion was made to approve the Minutes of the August 12, 2024, regular SWCD Board meeting. M/S Michaelson/Heikes. Motion approved.
- A motion was made to approve the Minutes of the September 6, 2024, special SWCD Board meeting. M/S Michaelson/Heikes. Motion approved.

**Treasurer's Report:**

- Dahl submitted the Treasurer's Report for August 2024, and it was received for filing.

**Financial Report:**

- Radovich submitted the annual audit to the state.

**SWCD Committee Reports:**

- **Personnel Committee:**
  - N/A

### **One Watershed One Plan Reports:**

- ❖ **Nemadji River:**
  - N/A
- ❖ **St Louis River:**
  - N/A
- ❖ **Kettle River:**
  - Woodland Stewardship Plan Statement of Work (decision)
    - Gustafson reported \$24,000 of Cost-Sharing of WSP from Pine County. M/S Michaelson/Heikes. Motion approved.
  - Forestry Staff Time Statement of Work (decision)
    - Gustafson reported \$30,000 of Cost-Sharing for the Foresters' time from Pine County. M/S Michaelson/Heikes. Motion approved.
  - Coordination Staff Time Statement of Work (decision)
    - Gustafson reported \$24,000 of Cost-Sharing for the Staffs' time from Pine County. M/S Michaelson/Heikes. Motion approved.
  - Ag Waste Facility Cost-share (informational)
    - Gustafson updated regarding approval from Special Board Meeting 09/06/24, that the landowner has started the project.
- ❖ **Upper Mississippi – Grand Rapids:**
  - N/A

### **Old Business:**

- ❖ Add on: Radovich requests Matlack's Intermittent Part-Time employment documents reflect an hourly wage amount instead of salary. Further details to be discussed at the Personnel Committee meeting. M/S Michaelson/Heikes. Motion approved.

### **New Business:**

- ❖ New Manager authorization as signatory on bank accounts (decision)
  - Alyssa Bloss, District Manager to be added as an Authorized signatory on bank accounts, and Brad Matlack, former District Manager, to be removed as signatory on bank accounts. M/S Michaelson/Heikes. Motion approved.
- ❖ Carlton SWCD Awards Ceremony - November 12th, 11 am, SWCD Office (informational)
  - Sherren updates awardees are City of Cloquet Public Works, & Big Sandy Area Lakes Watershed Management Projects, & ceremony refreshment preparations.
- ❖ MASWCD Convention registration email (informational)
  - Fox, & Radovich state general convention details. It is December 2-4, 2024, in Bloomington, MN.
- ❖ USFS IRA Reforestation for Climate Mitigation and Forest Resiliency Proposal- Letters of Collaboration and Resolutions (decision)
  - Byrns reports grant opportunity for implementation of forest practices for landowners by the DNR. From a pool of \$250,000 statewide, foresters will be paid \$700/plan (\$500/plan, \$200/installation). DNR is determining the landowners. The importance of forest resiliency is discussed. M/S Michaelson/Heikes. Motion approved.

### **Correspondence:**

- ❖ MCIT Dividend Notice (informational)
  - Radovich updated payroll projection & actuals were submitted.
- ❖ 4-H Thank You note (informational)
  - Fox recited the letter.

- ❖ Matlack Retirement letter (informational)
  - Fox noted a brief letter confirming Matlack's retirement.
  - Radovich is preparing details for a celebration/open house to honor Matlack's retirement.

**Watershed-Based Implementation Funding (WBIF) Cost-Share Projects:**

- Contract: N/A
- Practice: N/A
- Funding Source: N/A
- Amount: N/A

**SWCD Cost Share Projects:**

- ❖ N/A:
  - Contract:
  - Practice:
  - Funding Source:
  - Amount:

**Staff Reports:**

- As presented in packet.

**NRCS Staff Report:**

- As presented by Whitesel.

**County Board Report:**

- As presented by Zmyslony.

**BWSR Report:**

- N/A

**Ten Minute Topic Presentation:**

- N/A:

**Outside Organizations:**

- ❖ BSALWMP (Dahl):
  - Radovich shares report Dahl submitted for meeting.
- ❖ Laurentian RC&D (Samuelson, & Zmyslony)
  - N/A
- ❖ MN SWCD Forestry Assoc (Michaelson):
  - N/A
- ❖ Technical Services Area 3 (Fox):
  - Fox advises meeting is next week.
- ❖ NE Area 3 Association of SWCDs:
  - Fox reported the meeting in Grand Marais, MN was a success. Several from Carlton County attended. Kanabec County is to host 2025.

**Other Business:**

- ❖ N/A.

**Adjourn:** The meeting was adjourned at 9:53 a.m. M/S Michaelson/Heikes. Motion approved.

**Next meeting – Tuesday, October 15, 2024,** at 9:00 a.m. in the Carlton SWCD meeting room (808 3<sup>rd</sup> Street, Carlton MN).

Date \_\_\_\_\_

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SWCD Board Secretary

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SWCD Board Chair