

Carlton County Soil and Water Conservation District
Regular Board Meeting
February 12, 2024 – Carlton SWCD Office, Carlton MN

The meeting was called to order at 9:00 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
Cameron Gustafson, Community Conservationist

Guests present: Susan Zymslony, Carlton County
Allison Praet, NRCS
Ella Aspenson, NRCS
Laura Murphy, MN DNR NE Firewise Comm. Spec.

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 January 8, 2024 regular SWCD Board meeting. M/S Heikes/Michaelson. Motion carried. The minutes of the January 8, 2024 reorganizational meeting will be brought up for approval at the March board meeting.

Treasurer's Report: The Treasurer's Report for January 2024 was presented by Dahl and was received for filing.

Financial Report: The 2023 Financial Summary was presented by Matlack.

SWCD Committee Reports:

Personnel Committee: An update on the vacancy status on the Water Resources Specialist position was given by Matlack.

One Watershed One Plan Reports:

- ❖ **Nemadji River:** Matlack reported that the SWCD is winding down two funds for watershed work.
- ❖ **St Louis River:** No report.
- ❖ **Kettle River:** Samuelson reported that the Watershed plan will be presented at two public meetings in February.
- ❖ **Upper Mississippi – Grand Rapids:** Gustafson reported on meetings and events coming up.

Old Business:

- ❖ The Cost Share Policy for 2024: A motion was made to remove the Cost Share Policy off the table. M/S Heikes/Michaelson. Motion carried. A motion was made to approve the Cost Share Policy for 2024. M/S Dahl/Samuelson. Motion carried.
- ❖ 2022 Auditor’s Report. A motion was made to approve the Auditor’s Report as presented. M/S Michaelson/Heikes. Motion carried.
- ❖ SWCD Board Voting Procedures: Information was presented.
- ❖ Staff Team Building Event Update: The staff team building event is still in development. It will focus more on training.

New Business:

- ❖ Information about submitting resolutions for the 2024 MARC&D meeting was given.
- ❖ Information about the 2024 Legislative Days and registration was discussed. The emails received will be forwarded. At this time, Michaelson and Heikes are planning to attend.

Correspondence:

- ❖ The Audit Engagement Letter was received from Peterson Company LTD. A motion was made to approve engaging the Peterson Company LTD to conduct the 2023 audit. M/S Heikes/Dahl. Motion carried.

SWCD Cost Share Projects:

City of Cloquet Buckthorn Project Application

- Contract: 2022 BWSR CWMA-6
- Practice: Brush Management (314)
- Funding Source: BWSR CWMA
- Amount: \$3,862.50
- Motion to approve funding. M/S Michaelson/Heikes. Motion carried.

Reynolds Knotweed Project Application:

- Contract: 2022 BWSR CWMA-7
- Practice: Brush Management (314)
- Funding Source: BWSR CWMA
- Amount: \$175.00
- Motion to approve funding. M/S Dahl/Michaelson. Motion carried.

Staff Reports: As presented in packet.

NRCS Staff Report: Report from Aspenson and Praet.

County Board Report: Comments from Susan Zymslony

Ten Minute Topic Presentation: An interesting presentation on the Firewise program and activities was presented by Murphy.

Outside Organizations:

- ❖ BSALWMP – update by Dahl
- ❖ Laurentian RC&D – update by Samuelson
- ❖ MN SWCD Forestry Assoc – no report.
- ❖ Technical Services Area 3 – no report.
- ❖ NE Area 3 Association of SWCDs – update by Matlack on the call for resolutions.

Other Business: An update about the Envirothon was given by Gustafson.

Adjourn: Motion to adjourn at 10:52 am. M/S Michaelson/Heikes. Motion approved.

Next meeting – Monday, March 11, 2024 at 9:00 am in the Carlton SWCD meeting room (808 3rd Street, Carlton MN).

Date _____

SWCD Board Secretary

SWCD Board Chair