

Carlton County Soil and Water Conservation District
Regular Board Meeting Minutes

August 12, 2025 – Carlton SWCD Office, Carlton MN

The meeting was called to order at 10:00 a.m. by Board Chair Gary Peterson

Roll call was taken:

Board Members present: Bob Fox
 Gary Peterson
 Barb Dahl
 Roger Hurd

Staff present: Alyssa Bloss, Manager
 Julie Radovich, Assistant Manager

Guests present: Al Torgeson, NRCS
 Julianne Motis
 Jason Paulson

Meeting Agenda: M/S Hurd/Fox to approve agenda. Motion approved.

Meeting Minutes: July regular board meeting, M/S Dahl/Fox to approve. Motion carried.

Finance Report:

Statement from Treasurer Fox

SWCD Committee Reports

Personnel Committee

M/S Fox/Dahl to appoint Julianne Motis as the District 2 Board Supervisor. Motion carried

Oath of Office

Julianne Motis sworn in by Chair Gary Peterson

Policy Committee

M/S Motis/Hurd to adopt Health Care Saving Plan Policy. Motion carried.

Finance Committee

M/S Fox/Hurd to approve 2026 Draft Budget including a 5% increase (\$11,411.00) to the county allocation request. The total county allocation request for 2026 - \$239,631.00.

Roll Call Vote

Peterson - Aye
Fox - Aye
Dahl - Aye
Hurd - Aye
Motis - Aye
Motion carried

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M/S Dahl/Peterson to approve HCSP agreement with the contribution rates of \$10 per pay period by each employee and \$10 per pay period for each employee by the District.

Roll Call Vote
Peterson - Aye
Fox - Aye
Dahl - Aye
Hurd - Aye
Motis - Aye
Motion carried

M/S Motis/Hurd to approve the Dependent Care Savings Plan/Flexible Savings Account through FlexPlan Administrators Inc.

Roll Call Vote
Peterson - Aye
Fox - Aye
Dahl - Aye
Hurd - Aye
Motis - Aye
Motion carried

M/S Fox/Hurd to approve Quickbase 3 year renewal as presented.

Year 1 Renewal: \$7,938
Year 2 Renewal: \$8,335
Year 3 Renewal: \$8,752

Roll Call Vote
Peterson - Aye
Fox - Aye
Dahl - Aye
Hurd - Aye
Motis - Aye
Motion carried

One Watershed One Plan Reports

Old Business

STAR Rebranding Grant M/S Fox/Peterson to approve sub-contract with Creative Arcade.
Motion carried

New Business

M/S Dahl/Motis to approve Carlton SWCD Ground Water Joint Powers Agreement. Motion carried

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M/S Motis/Fox to approve GIS mapping and Analysis Quote from Brinks Wetland Services.

Roll Call Vote
Peterson - Aye
Fox - Aye
Dahl - Aye
Hurd - Aye
Motis - Aye
Motion carried

M/S Hurd/Fox to approve amendment to AG BMP Loan Program.

Roll Call Vote
Peterson - Aye
Fox - Aye
Dahl - Aye
Hurd - Aye
Motis - Aye
Motion carried

M/S Motis/Dahl to approve Skunk Creek 319 Phase 2 Grant Agreement.

Roll Call Vote
Peterson - Aye
Fox - Aye
Dahl - Aye
Hurd - Aye
Motis - Aye
Motion carried

M/S Peterson/Motis to approve updated Stormwater Project Fund Agreement with CCTD.

Roll Call Vote
Peterson - Aye
Fox - Aye
Dahl - Aye
Hurd - Aye
Motis - Aye
Motion carried

Watershed Based Implementation Funding (WBIF) Cost-Share Projects

WBIF Cost-Share Projects

Contract: Esko CSAH 61 Stormwater Designs
Practice: Engineered Stormwater Design
FundingSource: St. Louis River WBIF Biennium 1
Amount: \$87,375.00

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M/S Dahl/Motis approve Contract: Esko CSAH 61 Stormwater Designs in the amount of \$87,375.00

Roll Call Vote
Peterson - Aye
Fox - Aye
Dahl - Aye
Hurd - Aye
Motis - Aye
Motion carried

SWCD Cost-Share Projects

Pasture and Hay Planting

Contract: BWSR 2025 Soil Health-2
Practice: 512 Pasture and Hay Planting
Funding Source: 2025 BWSR Soil Health
Amount: \$1450

M/S Peterson/Julianne to approve Contract BWSR 2025 Soil Health-2 in the amount of \$1,450

Roll Call Vote
Peterson - Aye
Fox - Aye
Dahl - Aye
Hurd - Aye
Motis - Aye
Motion carried

Pasture and Hay Planting

Contract: BWSR 2025 Soil Health-3
Practice: 512 Pasture and Hay Planting
Funding Source: 2025 BWSR Soil Health
Amount: \$1325.50

M/S Motis/Fox to approve Contract BWSR 2025 Soil Health-3 in the amount of \$1,325.50

Roll Call Vote
Peterson - Aye
Fox - Aye
Dahl - Aye
Hurd - Aye
Motis - Aye
Motion carried

Other Reports

NRCS

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Outside Organizations

BSALWMP

Laurentian RC&D

Minnesota Forestry Association

TSA 3

Northeast Area 3 Association of SWCD's

Adjourn

M/S Peterson/Fox to adjourn the regular meeting at 12:08. Motion carried.

Next meeting September 9th at 10:00 a.m. in the Carlton SWCD meeting room (808 3rd Street, Carlton MN).

Date Sept. 9, 2025

Barbara Dahl

SWCD Board Secretary

Gary E. Peterson

SWCD Board Chair