

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

October 15, 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: Barb Dahl  
Bob Fox  
Bruce Heikes  
Tim Michaelson

Staff present: Julie Radovich, Asst. Manager, Office Operations  
Jenny Sherren, Community Conservationist  
Cameron Gustafson, Water Resource Technician  
Tim Byrns, Forestry Specialist

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

**Meeting Agenda:**

- M/S Dahl/Heikes to approve agenda. Motion approved.

**Meeting Minutes:**

- September special board meeting, M/S Heikes/Michaelson to approve. Motion carried.
- September regular board meeting, M/S Dahl/Heikes to approve. Motion carried.

**Treasurer's Report:**

- Dahl reviewed the bank statements and Quickbooks reconciliations for both the checking and savings accounts.

**Financial Report:**

**SWCD Committee Reports:**

**Finance Committee** - Budget review with Bloss and Radovich

**Personnel Committee**

- M/S Michaelson/Heikes to declare vacancy for Administrative Assistant position. Motion carried
- M/S Dahl/Heikes to declare vacancy for Conservation Technician position. Motion carried.

**One Watershed One Plan Reports**

**Nemadji River:**

**St Louis River:**

**Kettle River:**

M/S Heikes/Michaelson to approve Soil Health Statement of Work. Motion carried

M/S Dahl/Heikes to approve Education and Outreach staff time Statement of Work. Motion carried.

**Upper Mississippi – Grand Rapids:**

Upper Mississippi - Grand Rapids CWMP: Public Hearing

**Old Business:**

Supervisor expense reports due for 3rd quarter

MASWCD Convention in December, registration due by November 18th.

MASWCD 2024 Resolutions Packet due by November 1

**New Business:**

M/S Heikes/Michaelson to change December board meeting date to December 9th. Motion carried.

2025 Board Officers discussion

Officer Succession Policy discussion

M/S Heikes/Dahl to approve Carlton SWCD Forestry Program. Motion carried.

SWCD Board promotion clothing (informational)

**Correspondence:**

Matlack updated retirement date.

Reitzel resignation.

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

**John Benzie and Barnum Ecological Nature Zone, Inc.**

- Contract: C25-0185-WSP-002
- Practice: WSP
- Funding Source: Kettle River 1W1P
- Amount: N/A

M/S Dahl/Heikes to approve C25-0185-WSP-002. Motion carried

**Ryan Clark**

- Contract: C25-0185-WSP-003
- Practice: WSP
- Funding Source: Kettle River 1W1P
- Amount: N/A

M/S Heikes/Dahl to approve C25-0185-WSP-003. Motion carried

**Mike Connor**

- Contract: C25-0185-WSP-001
- Practice: WSP
- Funding Source: Kettle River 1W1P
- Amount: N/A

M/S Dahl/Michaelson to approve C25-0185-WSP-001. Motion carried

**SWCD Cost Share Projects:**

Kellermann False Spirea Application M/S Heikes/Michaelson to approve. Motion carried

- Contract: BWSR CWMA-13
- Practice: Brush Management (314)
- Funding Source: 2022 BWSR CWMA
- Amount: \$1,405.00

City of Floodwood Knotweed Application M/S Dahl/Heikes to approve. Motion carried

- Contract: BWSR CWMA-14
- Practice: Brush Management (314)
- Funding Source: 2022 BWSR CWMA
- Amount: \$295.00

Ballweber Knotweed Application M/S Dahl/Heikes to approve. Motion carried

- Contract: BWSR CWMA-16
- Practice: Brush Management (314)
- Funding Source: 2022 BWSR CWMA
- Amount: \$425.00

Serino Knotweed Application M/S Heikes/Dahl to approve. Motion carried

- Contract: BWSR CWMA-15
- Practice: Brush Management (314)
- Funding Source: 2022 BWSR CWMA
- Amount: \$265.00

**NRCS Staff Report****County Board Report****Outside Organizations:**

- ❖ BSALWMP (Dahl)
- ❖ Laurentian RC&D (Samuelson)
- ❖ MN SWCD Forestry Assoc (Michaelson)
- ❖ Technical Services Area 3 (Fox)
- ❖ NE Area 3 Association of SWCDs

**Adjourn:** The meeting was adjourned at 10:38 a.m. M/S Michaelson/Heikes Motion approved.

**Next meeting – Tuesday, November 12, 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