

Carlton County Soil and Water Conservation District
Regular Board Meeting
December 4, 2023 – Carlton SWCD Office, Carlton MN

The meeting was called to order at 9:00 am 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
 Kim Samuelson

Staff present: Brad Matlack, District Manager
 Julie Radovich, District Administrator
 Cameron Gustafson, Community Conservationist

Guests present: none

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

Meeting Minutes: A motion was made to approve the minutes of the November 13, 2023 regular SWCD Board meeting. M/S Michaelson/Heikes. Motion carried.

Treasurer's Report: The report was presented by Dahl. Motion to approve the Treasurer's Report. M/S Heikes/Dahl. Motion carried.

Financial Report: No Financial Report.

SWCD Committee Reports:

Personnel Committee: The Staff Performance Reviews for the new staff hired in 2023 were presented. Motion made to approve the reviews. M/S Heikes/Michaelson. Motion carried.

According to Matlack, a new forestry personnel has accepted the position and will be starting soon. They will be able to immediately do forest stewardship planning, and they bring good experience, skills, and knowledge to Carlton SWCD.

Finance Committee: The final draft of the 2024 budget was presented. According to Matlack, the Carlton SWCD is in a good financial position right now. Motion made to approve the 2024 budget. M/S Michaelson/Dahl. Motion carried.

Policy Committee: The Short-Term Telecommuting Policy and form were presented. Motion made to approve the new policy and form. M/S Heikes/Samuelson. Motion carried.

One Watershed One Plan Reports:

- Nemadji River: .
 - **Laveau Manure Storage Facility Design**
 - Grant: C21-8755 Nemadji Comprehensive Watershed Management Implementation Phase 1
 - Practice: Design of Manure Storage Facility (313)
 - Amount: \$5,000.00 to DeHaan, Grabs & Associations LLC
- Motion to authorize payment after checking to see if payment should be made to DeHaan, etc., or to Duane Laveau. M/S Dahl/Samuelsen. Motion carried.
- St. Louis River: Report by Michaelson.
 - Agreement with South St. Louis SWCD for Watershed Based Implementation Funding. Motion to approve agreement. M/S Michaelson/Dahl. Motion carried.
- Kettle River: Report by Samuelson. The draft plan is now out for public comment.
- Upper Mississippi, Grand Rapids: Report by Dahl on past and upcoming meetings.

Old Business:

- Motion was made to authorize Melanie Bomier to sign the grant extension in DocuSign for the C21-8755 – Nemadji Comprehensive Watershed Management Implementation Phase 1 Grant Extension until December 31, 2024. M/S Dahl/Samuelsen. Motion carried.

New Business: None

Correspondence:

- MCIT 2023 Dividend Payment – presented by Radovich
- Pay Equity Report – presented by Radovich.

SWCD Cost Share Projects:

Carlton County Transportation Department Roadside Stormwater Project Agreement

- Contract: C21-8244-1
 - Practice: Grade Stabilization (410)
 - Funding: Clean Water Fund Grant – Net River Sediment Reduction Project
 - Amount: \$36,000.00
- Motion to approve funding. M/S Michaelson/Heikes. Motion carried.

Carlton County Transportation Department CSAH 4 and Clear Creek Crossing Voucher

- Contract: Enbridge 009-604-042
 - Practice: Stream Crossing
 - Funding: Enbridge Grant
 - Amount: \$538,425.44
- Motion to approve funding. M/S Dahl/Heikes. Motion carried.

Peterson Conservation Cover Voucher Packet

Contract: FY22 SCS1
Practice: Conservation Cover (327)
Funding: 2022 BWSR State Cost Share
Amount: \$754.47

Motion to approve funding. M/S Michaelson/Samuelson. Motion carried.

Reports:

- SWCD Staff Reports – as presented in packet.
- NRCS Staff Report – no report.

Outside Organizations:

- BSALWMP – report presented by Dahl
- Laurentian RC&D – report presented by Samuelson
- MN SWCD Forestry Assoc – report presented by Michaelson on funds available for tree clean up from storms.
- Technical Services Area 3 – no report.

County Commissioner Comments: no report

Ten Minute Topic: none

Other Business:

- Well visits to observe ground water level changes are conducted one time per month from April through November at \$60 per visit, increased from previous \$30 per visit.
- Motion to hold annual reorganization meeting followed by the regular board meeting on Monday, January 8, 2024 at the Carlton SWCD Office meeting room. M/S Michaelson/Dahl. Motion carried.

Adjourn: Motion to adjourn at 9:50 am. M/S Dahl/Heikes. Motion approved.

Next meeting – Monday, January 8, 2024 in the Carlton SWCD meeting room (808 3rd Street, Carlton MN). (Annual Reorganization Meeting at 9:00 am, followed by regular Board Meeting.)

Date _____

SWCD Board Secretary

SWCD Board Chair