



February 17, 2021

**Regular Minutes of the Crow Wing Soil and Water Conservation District (SWCD)
Land Services Building, Brainerd, MN 56401.**

Pursuant to MN Statutes 13D.021, the Crow Wing SWCD will be holding its SWCD meeting on 01/20/2021 at 9:00am by teleconference means due to the Health Pandemic Emergency declared under Chapter 12 by the Governor. A notice of the meeting was posted on the door of the SWCD Office Location 322 Laurel Street, Brainerd, MN and explained how the public was able to participate in the meeting. The meeting followed all the requirements for an electronic meeting as spelled out in MN Statutes 13D.021 Subdivision 1, 1-4.

1. Meeting called to Order by Board Chair Diane Jacobson at 9:00 a.m. in SWCD Meeting Room.

Members Present: Jim Chamberlin-Board Chair (video)
Roger Wayteshek-Vice Chair
JoAnn Weaver-Secretary (video)
Leonard Koering-Treasurer (video)
Diane Jacobson-Reporter (video)

Others present: Melissa Barrick-District Manager
Tasha Lauer-Office Manager (video)
Chris Pence-BWSR (video)
Candi Fuller-NRCS (video)
Kayla Mattson-FSA (video)
Bethany Chaplin-SWCD Green Corp Intern (video)
Clayton Lenk- SWCD Forestry Technician (video)

2. Pledge of Allegiance/Moment of Silence

3. Agenda Approval

There was a motion by Leonard Koering seconded by Roger Waytashek to approve the agenda as presented with following additions: New Business Deerwood Technologies \$3,000 and e. Oak Hills Christian College

Affirmative: LK, RW, JC, JW, DJ

Opposed: None Motion Carried.

4. Secretary's Report 01-20-2020

There was a motion by JoAnn Weaver seconded by Diane Jacobson to approve the secretary's report, and special board meeting minutes as presented and have Leonard Koering to sign as needed.

Affirmative: LK, RW, JC, JW, DJ

Opposed: None

Motion Carried.

5. Treasurer's Report:

There was a motion by Roger Waytashek seconded by JoAnn Weaver to approve the January 2020 treasurer's report as presented.

Affirmative: LK, RW, JC, JW, DJ

Opposed: None

Motion Carried.

6. Old Business:

- a. NRCS Work Report
- b. Abe Hollister-1W1P/PRWP Grazing

- c. County Commissioner Report
- d. BWSR Report-Chris Pence
- e. Grants:

Grant:	Action:	Details:	Total Amount authorized:	Motion /Seconded
1. Rum River 1W1P	Consensus to agree with structure of the format of the agreement	Joint Powers Agreement		Motion: to approve support Rum River 1W1P Agreement JW/DJ , LK, RW, JC, JW, DJ
2. NRCS Cooperative Agreement	Grant Support Letter for grazing intern	Labor assistance and CCMI crew		Motion: to approve Labor assistance through the CCMI to NRCS Cooperative Agreement LK/JW, abstain JC, approve LK, RW, JW, DJ
3. BSWR Whiskey Creek	Sign grant agreement		\$890,000 grant	to approve to sign BWSR Whiskey Creek grant agreement
4. PRAP strategic Planning session	PRAP planning session with facilitator	Work/engage with landowners	\$5,000	to approve up to \$5000 for PRAP planning session with facilitator to approve to Melissa Barrick sign contract behalf of the board with details to follow at next meeting
5. PRWP/1W1P policy	Discuss Application process	Projects, BMPs, PRWP application process, \$25 fee, time period		To approve the policy as presented.
6. LC FY21 Razinka	Sign contract	Lower Hay Lake	50% of \$8,646 = \$4,323	to approve Razinka project and to sign contract for \$4,323.
7. LC FY21 Laughridge	Sign Contract	Crow Wing Lake	50% of \$13,200 = \$6,600	Motion: to approve Laughridge Project and to sign contract for \$6,600.
8. PRWP Gilchrist	Sign Contract		75% of \$11,606= \$8704.	to approve Gilchrist project and to sign contract for \$8,704.

9. LSOHC Hubbard SWCD	MOU for Crow Wing, Cass and Hubbard SWCD	900 hours of work	\$45,000	to approve MOU, and to sign contract with Hubbard SWCD
10. HR Green Services	Sign Contract for Professional Services	Pine River Watershed	\$	To approve contract/work orders with HR Green for Professional services and provide the specific work order at the next meeting.
11. Cover Crop Farmer Outreach	Sign Contract	Farmer Outreach to do more cover crops		To approve Denny Blowers contract for Cover Crop farmer outreach in amount of \$7,500.

There was a motion by JoAnn Weaver seconded by Roger Waytashek to approve the items 3-11 grants/projects/contracts and approve Leonard Koering to sign as needed.

Affirmative: LK, RW, JC, JW, DJ Opposed: None Motion Carried.

9. New Business

- a. MASWCD Virtual Day at the Capitol-3/18/2021. Staff email details on the event.
- b. Job descriptions/compensation updated

There was a motion by Leonard Koering seconded by Roger Waytashek to approve changes in job descriptions and compensation for Adam Maleski to be District Technician at \$18.25/hour, with .50/.75 increase with JAA approval.

Affirmative: LK, RW, JC, JW, DJ Opposed: None Motion Carried.

There was a motion by Leonard Koering seconded by Roger Waytashek to approve the changes in job description and compensation for Sheila Boldt at \$22.15 with .50/.75 increase with JAA approval.

Affirmative: LK, RW, JC, JW, DJ Opposed: None Motion Carried.

- c. Personnel Policy Updated

There was a motion by Leonard Koering seconded by Roger Waytashek to approve the personnel policy updates as C: General Procedures, and 5d A Sick Leave, see attached.

Affirmative: LK, RW, JC, DJ Opposed: None Abstain: JW Motion Carried.

- d. Oak Hills Christian College
- e. Deerwood Technologies

There was a motion by JoAnn Weaver seconded by Diane Jacobson to approve d and e above (Oak Hills Christian College and Deerwood Technologies

Affirmative: LK, RW, JC, JW, DJ Opposed: None Motion Carried.

- f.

10. Reports

- a. Work Reports
 - i. Green Corp Bethany Chaplin Education Report



- ii. Customer Survey Report 2020
- b. Tree Sale Open House 1/27/2020
- c. Landowner Event 2/18/2021, 9am-11am
- d. Elected Officials
- e. 1W1P-Pine River and Rum River
- f. Region 5 Development Commission
- g. Mille Lacs Lake Watershed Management Group
- h. Crow Wing River Basin Forage Council
- i. North Central MN TSA 8

11. District Bills

There was a motion by Leonard Koering Seconded by JoAnn Weaver to pay the monthly bills.

Affirmative: LK, RW, JC, JW, DJ Opposed: None Motion Carried.

12. Calendar

Date	Meeting	Location
3/17/2021	Regular Board Meeting	Virtual Zoom Meeting
3/18/2021	MASWCD Day at the Capitol	Virtual Meeting

11. Adjournment:

There was a motion by JoAnn Weaver Seconded by Roger Waytashek to adjourn the meeting at 11:14 am.

Affirmative: LK, DJ, JC, RW, JW Opposed: None Motion Carried.

JoAnn Weaver, Secretary