



**Regular Minutes of the Crow Wing Soil and Water Conservation District (SWCD),
Land Services Building, Brainerd, MN 56401, for December 20, 2017.**

I. Meeting called to Order by Board Chair Diane Jacobson at 9:00 a.m.

- Members Present: Diane Jacobson-Board Chair
Leonard Koering-Treasurer
JoAnn Weaver-Reporter
Robert Albrecht-Vice Chair
Absent: Roger Waytashek-Secretary
Others present: Melissa Barrick-District Manager
Tasha Lauer-District Coordinator
Beth Hippert-District Technician
Darren Mayers-District Technician
Sheila Boldt-District Outreach
Scott Kittleson-NRCS
Mitch Lundeen-Regional Forester Areas 3 & 8

II. Consent Agenda

- a. Secretary's Report 11-15-2017
There was a motion by Robert Albrecht seconded by Leonard Koering, to approve the November 15, 2017 Regular Meeting Minutes.
Affirmative: DJ, BA, LK, JW Opposed: None Motion Carried.
- b. Treasurer's Report
There was a motion by JoAnn Weaver seconded by Robert Albrecht to approve November 2017 Treasurer's Report as presented.
Affirmative: DJ, BA, LK, JW Opposed: None Motion Carried.
- c. Approval of Agenda.
There was a motion by Robert Albrecht seconded by Leonard Koering, to approve the December 20, 2017 Agenda.
Affirmative: DJ, BA, LK, JW Opposed: None Motion Carried.
- d. Work Reports: SWCD staff, WCA and NRCS.

III. Old Business:

- a. Audit Report-Hugh Heinecke
- b. Staff Annual Reports
- c. Grants Updates:
 - i. One Watershed One Plan MOA
There was a motion by Robert Albrecht Seconded by Leonard Koering, to approve MOA for One Watershed One Plan.
Affirmative: DJ, BA, LK, JW Opposed: None Motion Carried.
Opposed: None Motion Carried.
 - ii. Big Trout/DeChantal partial payment \$124,000
There was a motion by Robert Albrecht Seconded by JoAnn Weaver, to approve partial payment of \$124,785.09, with Change Order to add additional costs.
Affirmative: DJ, BA, LK, JW Opposed: None Motion Carried.
 - iii. EcoFootPrint payment: Terry Long Farm \$960
There was a motion by Leonard Koering Seconded by JoAnn Weaver, to approve partial payment of \$960 to Terry Long, Willow Creek Project.
Affirmative: DJ, BA, LK, JW Opposed: None Motion Carried.



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- d. MASWCD Annual Convention: Discussion
- e. Cost Share:

i. **There was a motion by JoAnn Weaver Seconded by Robert Albrecht, to approve:**

Name	Resource/Location	Practice	Grant	Payment Amount
Crow Wing Power	Brainerd, MN	327	Cost Share FY17	\$4607.00
Crow Wing Power	Brainerd, MN	327	Local Capacity FY17	\$80.50

Affirmative: DJ, BA, LK, JW Opposed: None Motion Carried.

- f. MOU CWC and 2018 BWSR Matching Grant: Discussion

- g. Personnel Committee Meeting

There was a motion by Robert Albrecht Seconded by JoAnn Weaver, to approve Personnel Committee Meeting Minutes.

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

- h. Budget 2018

There was a motion by Robert Albrecht Seconded by Leonard Koering, to approve 2018 Budget for Crow Wing SWCD.

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

IV. New Business:

- a. WCA Administration for cities: Discussion

- b. Resolution for Crow Wing County Water Plan Comp Plan

There was a motion by Leonard Koering Seconded by JoAnn Weaver, to approve Resolution for Crow Wing County Water Plan Comp Plan 2018 -2022.

Affirmative: DJ, BA, LK, JW Opposed: None Motion Carried.

- c. Grant Financial Forms

- i. 2016 Local Capacity Final Financial Form
- ii. 2017 Conservation Delivery Final Financial Form
- iii. Big Trout Grant Partial Financial Form

There was a motion by Robert Albrecht Seconded by JoAnn Weaver, to approve the 3 Grant Financial forms as stated above.

Affirmative: DJ, BA, LK, JW Opposed: None Motion Carried

- d. 2018 Board Meeting Schedule

There was a motion by Robert Albrecht Seconded by JoAnn Weaver, to approve 2018 Board Meeting Schedule, to stay at the 3rd Wednesday of the month.

Affirmative: DJ, BA, LK, JW Opposed: None Motion Carried

- e. Manager and Board Chair Meeting in Bemidji

There was a motion by Robert Albrecht Seconded by JoAnn Weaver, to approve Manager and Board Chair Meeting in Bemidji, January 3, 2018.

Affirmative: DJ, BA, LK, JW Opposed: None Motion Carried

- f. MECA Conference

There was a motion by Robert Albrecht Seconded by Leonard Koering, to approve Melissa and Beth's expenses to attend the MECA conference.

Affirmative: DJ, BA, LK, JW Opposed: None Motion Carried

- g. Vacation Payout for Darren Mayers

There was a motion by Leonard Koering Seconded by Robert Albrecht, to approve final vacation payout for Darren Mayers in the amount of \$3,229.54.

Affirmative: DJ, BA, LK, JW Opposed: None Motion Carried

- h. MMFCU credit card



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There was a motion by Leonard Koering Seconded by JoAnn Weaver, to approve new financial institution Mid Minnesota Federal Credit Union, account with credit cards.

Affirmative: DJ, BA, LK, JW Opposed: None Motion Carried

i. Bob Becker Memorial Fund accept money

There was a motion by Robert Albrecht Seconded by Leonard Koering, to approve to accept memorial fund from Bob Becker's Funeral, to go to the Big Trout Project on County Road 66.

Affirmative: DJ, BA, LK, JW Opposed: None Motion Carried

VI. Reports

- a. Forestry and Conservation Club: Bob A/Mitch Lundeen provided an update.
- b. Region 5: Diane provided an update.
- c. Elected Officials: Diane and Melissa provided an update.
- d. Mille Lacs Lake Watershed Management Group. Diane provided an update.
- e. Crow Wing Basin Forage Council: Leonard provided an update.
- f. North Central MN TSA/JPB: Bob and Melissa provided an update.

VII. District Bills

There was a motion by JoAnn Weaver Seconded by Robert Albrecht to pay the monthly bills in the amount of \$159,057.18.

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

VIII. Calendar

Date	Meeting	Place
12/22-26/2017	Office closed for Christmas	
12/29/2017-1/1/2018	Office closed for New Years	
1/3/18	Managers and JPB Board Meeting	Bemidji, Beltrami county
1/17/2018	Regular Board Meeting	CWC Land Svcs Bldg

IX. Adjournment:

Meeting adjourned at 11:55 a.m.

Robert F. Albrecht vice chair

Roger Waytashek, Secretary