



Regular Minutes of the Crow Wing Soil and Water Conservation District (SWCD), Land Services Building, Brainerd, MN 56401, for March 20, 2013.

I. Meeting called to Order by Chairman Robert Becker at 9:00 a.m.

Members Present: Robert Becker-Board Chair
Robert Albrecht-Vice Chair
Leonard Koering-Treasurer
Diane Jacobson-Secretary
Roger Waytashek-Reporter

Others present: Melissa Barrick - District Manager
Darren Mayers - District Technician
Robert Bauer- Assistant District Technician
Jessica Weis - NRCS District Conservationist
Beth Hippert - District Technician
Al Doty - Assistant to Congressman Rick Nolan

II. Consent Agenda

a. Secretary's Report 2.19.2013

There was a motion by Robert Albrecht, seconded by Leonard Koering, to approve the February 2013 Secretary's Report.

Affirmative: RB, LK, DJ, RA, RW Opposed: None Motion Carried.

b. Treasurer's Report

There was a motion by Robert Albrecht, seconded by Diane Jacobson, to approve the February 2013 Treasurer's Report.

Affirmative: RB, LK, DJ, RA, RW Opposed: None Motion Carried.

c. Approval Agenda

There was a motion by Robert Albrecht, seconded by Roger Waytashek, to approve the agenda as presented.

Affirmative: RB, RA, LK, DJ, RW Opposed: None Motion Carried.

III. Reports

Arrived at Congressman Rick Nolan's Assistant Al Doty 9:00 A.M.

- a. Work Reports SWCD Staff and NRCS: Staff read work reports.
- b. WCA- Beth Variance application for North Long Lake.
- c. Easement Program- Melissa provided an update.
- d. Region 5- Bob B. Cheryl Hills will attend the next SWCD meeting.
- e. Crow Wing Forage Basin Council - Leonard K. & Melissa - Summer tour in Staples/Motley area.
- f. Thirty Lakes Watershed District- Bob A.- working on a contract with CWC to review permits for Breezy Point and Nisswa.
- g. North Central MN TSA - no report.
- h. Elected Officials - Diane Jacobson provided a report.
- i. Tullibee Forestry- 1 new agreement, working on several potential cost-shares.

IV. Old Business:

- a. Grants Update - Received first payment for Little Buffalo Creek. Received Whiskey Creek Grant \$23,000.00. Staff are working with Summerplace an old resort on Serpent Lake on stormwater issues with the City of Deerwood.



- b. Cost-Share - no updates.
- c. MASWCD Legislative Days – Increase in Conservation funds.
- d. U of M CRSDP Fiscal Agent for Crow Wing Forage Basin Council –
There was a motion by Robert Albrecht, seconded by Roger Waytashek, to authorize the SWCD to be the fiscal agent for the Crow Wing Forage Basin Council for the University of Minnesota Central Regional Sustainability Development Partnership 2013 grant and authorize Melissa Barrick, to the sign the grant agreement on behalf of the SWCD Board.
Affirmative: RB, RA, LK, DJ, RW Opposed: None Motion Carried.
- e. Area VIII March Meeting – Friday.
- f. Shoreland/Aquatic Habitat User Group- Interesting topic on restoring beaches.
- g. CWC Committee of the Whole – New method of approval.

V. New Business

- a. Crow Wing SWCD By-Laws Review
There was a motion by Robert Albrecht, seconded by Roger Waytashek, to make following amendments to the Crow Wing SWCD By-laws:
3.1) Regular Monthly Meeting: The SWCD Board and Staff will determine time, date and locations for Regular Board Meetings at the January Board Meeting on annual basis.
4.3) Personnel Committee-The Personnel Committee will meet prior to the regular December Board Meeting
Affirmative: RB, RA, LK, DJ, RW Opposed: None Motion Carried.

- b. 2013 Fee Scheduled
There was a motion by Leonard Koering, seconded by Diane Jacobson, to adopt 2013 Fee Schedule as the following:

Description	Cost	Billing
Labor & Installs:	\$ 50 per hour	Invoice Land Owner
Onsite Visit:	\$ 60 flat fee (2 hr max.) \$ 90 flat fee <i>*Request onsite within 3 days or weekend (2 hr max.)</i> \$50 per hr for each additional hr.	Pay on site
Technical Assistance:	\$ 60 flat fee (2 hr max.) \$50 per hr for each additional hr.	Pay on site or Invoice
Wetland Conservation Act:	\$ 60 flat fee (2 hr max.) for onsite or visit.	Pay on site or Invoice
1. Wetland Formal wetland type or boundary determinations		
2. Onsite, review wetland impacts,	\$50 per hr for each additional hr.	
3. Exemption or No Loss Certificate		
4. Replacement Plan and Banking Plan Application	\$ 250.00 Nonrefundable Application Fee plus \$50 charge for field and office time	

- Affirmative: RB, RA, LK, DJ, RW Opposed: None Motion Carried.**
- c. Equipment Purchase



There was a motion by Robert Albrecht, seconded by Leonard Koering, to make equipment purchases include: tools for shoreline stabilization, computer, Microsoft office 2010 software, Tablet, Flat Rock Geographic Software and annual subscription/host and to authorize Board Chair, Robert Becker to sign agreement with FlatRock Geographic for GIS software.

Affirmative: RB, RA, LK, DJ, RW Opposed: None Motion Carried.

- d. Community Assistance Program (CAP) Grant –

There was a motion by Robert Albrecht, seconded by Leonard Koering, to authorize SWCD to apply for University of Minnesota Community Assistance Program Summer Student.

Affirmative: RB, RA, LK, DJ, RW Opposed: None Motion Carried.

- e. Tour of the St. Cloud Curb-Cut Raingardens –After next board meeting staff and board will tour St. Cloud curb-cut Raingardens.

- f. Teleworkshops April 17-18 and LID Workshop –

There was a motion by Leonard Koering, seconded by Roger Waytashek, to authorize SWCD to pay for registration and hotel cost for Robert Albrecht and Darren Mayers to attend the Teleworkshop and Robert Bauer and Darren to attend the LID workshop.

Affirmative: RB, RA, LK, DJ, RW Opposed: None Motion Carried.

- g. SWAG SWIFT Authorization Delegation :

There was a motion by Robert Albrecht, seconded by Roger Waytashek, to authorize Melissa Barrick to sign SWAG grant agreement in the SWIFT Program on behalf of the SWCD Board.

Affirmative: RB, RA, LK, DJ, RW Opposed: None Motion Carried.

- h. Thirty Lakes Agreement –

There was a motion by Leonard Koering, seconded by Robert Albrecht, to authorize Board Chair, Robert Becker to sign Service agreement with Thirty Lakes Watershed District.

Affirmative: RB, RA, LK, DJ, RW Opposed: None Motion Carried.

- i. Amendment DNR Tullibee Forestry Contract –

There was a motion by Leonard Koering, seconded by Robert Albrecht, to authorize Board Chair, Robert Becker sign # 1Amendment for Grant Contract #51590 to increase grant contract from \$75,500.00 to \$85,500.00.

Affirmative: RB, RA, LK, DJ, RW Opposed: None Motion Carried.

- j. Darren Mayers' Vacation May 29-June 11, 2013

There was a motion by Leonard Koering, seconded by Robert Albrecht, to approve Darren Mayers to take annual leave from May 29-June 11, 2013.

Affirmative: RB, RA, LK, DJ, RW Opposed: None Motion Carried.

VI. District Bills

There was a motion by Roger Waytashek, Seconded by Diane Jacobson to pay the district bills.

Affirmative: RB, LK, DJ, RA, RW Opposed: None Motion Carried.

VII. Calendar

March 19, 2013	Shoreline/Aquatic Habitat User Group	8:00 a.m.
April 19, 2013	Regular Board Meeting	9:00 a.m.
March 22, 2013	Area VIII Meeting, Bemidji	9:30 a.m.



VIII.
IX.

Correspondence:
Adjournment

The meeting was adjourned by Bob Becker at 11:04 am.

Diane Jacobson

Diane Jacobson, Secretary