



**Regular Minutes of the Crow Wing Soil and Water Conservation District (SWCD),  
 Land Services Building, Brainerd, MN 56401, for September 19, 2018.**

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

Members Present: Diane Jacobson-Board Chair  
 Roger Waytashek-Vice Chair  
 JoAnn Weaver-Secretary  
 Leonard Koering-Treasurer  
 Jim Chamberlin-Reporter

Others present: Melissa Barrick-District Manager  
 Beth Hippert-District Technician  
 Tasha Lauer-District Coordinator  
 Sheila Boldt-Conservation Outreach  
 Clayton Lenk-District Tech/Forester  
 Barb Zeroth-NRCS  
 Rosemary Franzen-CWC Commissioner  
 Brian Steffen-NRCS

2. Approval

a. Agenda Approval

**There was a motion by JoAnn Weaver seconded by Roger Waytashek, to approve the September 19, 2018 Agenda as presented.**

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

b. Secretary’s Report 08.15.18 (Decision)

**There was a motion by JoAnn Weaver seconded by Roger Waytashek, to approve August 15, 2018 Secretary’s Report as presented.**

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

c. June 2018 Treasurer’s Report.

**There was a motion by JoAnn Weaver seconded by Roger Waytashek, to approve the August 2018 Treasurer’s report.**

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

3. Old Business:

- a. NRCS Work Report: Barb provided an update.
- b. County Allocation Request: Melissa provided an update.
- c. Grants:

i. LCCMR Forest Grants

GRANTEE	GRANT #	Practice	GRANT AMOUNT	APPROVED / DENIED
Mark Lawrence	LF17-5	327,612	\$2,125 is 50%	Approved
David Swan	LF17-23	314	\$2,250 is 50%	Approved



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Scott Hoff, Motley	LF17-6	342,666,612,655,384	\$10,000 is 50%	Approved
Susan Brown, Brainerd	LF17-7	314,384	\$5,000 is 50%	Approved
Sand Ridge Farm	LF17-22	Amendment to remove Practice 338	No change	Approved

**There was a motion by Jim Chamberlin seconded by Leonard Koering, to approve LCCMR Forest Contracts as seen above.**

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

- ii. Financial Report for Community Partner FY17

**There was a motion by Leonard Koering seconded by Roger Waytashek, to approve the chair to sign Financial Report for Community Partner FY17.**

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

- iii. Financial Report for Big Trout/CR 66 final payment

**There was a motion by Leonard Koering seconded by Roger Waytashek, to approve Board chair to sign Final financial Report to receive the Big Trout CR 66 final payment.**

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

4. New Business:

- a. 2019 Local Capacity Contract

**There was a motion by Leonard Koering seconded by JoAnn Weaver, to approve 2019 Local Capacity Contract.**

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

- b. BWSR Academy

**There was a motion by Leonard Koering seconded by Jim Chamberlin, to approve staff to attend BWSR Academy with costs of registration and close office for one of those days.**

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

- c. Annual Plan and Budget Preliminary Meeting

**There was a motion by Leonard Koering seconded by Roger Waytashek, to approve Annual Plan and Budget Preliminary Meeting.**

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

- d. Serpent Lake Deerwood Stormwater Project City Park

**There was a motion by Jim Chamberlin seconded by Roger Waytashek, to approve Serpent Lake Deerwood Stormwater Project City Park Cost-Share Contract as the following:**

GRANTEE	GRANT #	Practice	GRANT AMOUNT	APPROVED / DENIED
City of Deerwood	Targeted Watershed Serpent Lake	580 Stormwater Runoff Control	Up to \$100,000 at 75 % Cost-Share	Approved

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

- e. Willow Creek-Enbridge Grant Extension Authorization

**There was a motion by Leonard Koering seconded by JoAnn Weaver, to approve Willow Creek-Enbridge Grant Extension Authorization.**



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- Affirmative: LK, JW, RW, JC, DJ**                      **Opposed: None**                      **Motion Carried**
- f. Scanned and Digital Signature Policy  
**There was a motion by JoAnn Weaver seconded by Leonard Koering, to approve Scanned signature policy and create a Digital Signature Policy.**
- Affirmative: LK, JW, RW, JC, DJ**                      **Opposed: None**                      **Motion Carried**
- g. Buffer Law Policy  
**There was a motion by Leonard Koering seconded by JoAnn Weaver, to approve Buffer Law Policy as presented.**
- Affirmative: LK, JW, RW, JC, DJ**                      **Opposed: None**                      **Motion Carried**

5. Reports

- a. Work Reports: SWCD Staff, WCA
- b. Subcommittee For Future Planning: planned for October 2018
- c. Forestry: Woodland Master Series: Clayton
- d. Elected Officials: JoAnn
- e. 1W1P-Pine River: JoAnn
- f. Region Five: Diane
- g. Mille Lacs Lake Watershed Management Group: Diane
- h. Crow Wing Basin Forage Council: Leonard/Jim. Next meeting October 11<sup>th</sup>.
- i. North Central MN TSA 8: Melissa

7. District Bills

**There was a motion by Jim Chamberlin Seconded by Roger Waytashek to pay the monthly bills in the amount of \$5,753.08.**

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

8. Calendar

Date	Meeting	Place
September 7, 2018	Crow Wing County Budget Meeting	Jinx Ferrari Room
September 27-28, 2018	Area VIII Tour and Meeting	Wadena County
October 17, 2018	SWCD Board Meeting	CWC Land Services
October 29-31, 2018	BWSR Academy	

9. Adjournment:

**There was a motion by Leonard Koering Seconded by JoAnn Weaver to adjourn the meeting at 10:51 am.**

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

JoAnn Weaver, Secretary