

AITKIN COUNTY SWCD  
130 SOUTHGATE DRIVE  
AITKIN, MN 56431

Minutes of the Aitkin County Soil & Water Conservation District Board of Supervisors meeting held on Tuesday, January 15, 2019 at the Ag Service Center. Meeting was called to order at 9:00 a.m.

Those present were:

Those absent were:

Tom Fasteland, Chair  
Frank Turnock, Vice Chair  
Bob Roseberg, Treasurer  
Roger Vogt, Reporter  
Bob Janzen, Secretary  
Steve Hughes, District Manager  
Lori Nelson, District Secretary

Additions to the agenda:

- Emmons & Olivier Resources, \$3868.92
- Elected Supervisors/Oath of Office
- Laurentician RC&D

A motion was made by Frank Turnock and seconded by Bob Janzen to approve the agenda with additions. Approved unanimously.

A motion was made by Bob Janzen and seconded by Roger Vogt to approve the November 20, 2018 minutes. Approved unanimously.

#### TREASURER'S REPORT/NOVEMBER AND DECEMBER 2018

Discussion re: dollars that have come in since the report was completed and dollars that are expected to come in.

A motion was made by Frank Turnock and seconded by Bob Janzen to accept the November financial statement. Approved unanimously.

A motion was made by Frank Turnock and seconded by Bob Janzen to accept the December financial statement. Approved unanimously.

## CHECKS WRITTEN

A motion was made by Bob Roseberg and seconded by Frank Turnock to approve checks written. Approved unanimously.

## AIS UPDATE

There will be an AIS meeting on Thursday, January 17, 2019 at 1:00 p.m. at the SWCD office. An AIS work plan is required every year by DNR and that has been completed.

The second ½ of the 2018 AIS dollars has been received.

The towels have been ordered (10,000).

AIS Education Grant applications are due March 15, 2019.

AIS Bait Bucket Update

## WRAPS UPDATE

The Grand Rapids WRAPS to be done by the end of 2019. Brainerd WRAPS is a year behind the Grand Rapids WRAP.

## MASWCD ANNUAL CONVENTION UPDATE

Tom Fasteland and Mitch Lundeen attended all three days. Steve Hughes attend Monday. The Forestry Resolution was passed.

## ELECTION OF OFFICERS

Vice Chair took over for the Election of Officers.

Nomination for Chair

Roger Vogt made a motion to nominate Frank Turnock for Chair and Tom Fasteland seconded. A motion was made by Bob Janzen and seconded by Bob Roseberg to cast a white ballot for Frank Turnock as Chair.

### Nomination for Vice Chair

Bob Roseberg made a motion to nominate Roger Vogt for Vice Chair and Bob Janzen seconded. Frank Turnock made a motion to nominate Bob Roseberg no second. A motion was made by Frank Turnock and seconded by Bob Roseberg to cast a white ballot for Roger Vogt as Vice Chair.

### Nomination for Treasurer

Frank made a motion to nominate Bob Roseberg as Treasurer and Bob Janzen seconded to cast a white ballot for Bob Roseberg as Treasurer.

### Nomination for Secretary

Frank made a motion to nominate Tom Fasteland as Secretary and Bob Janzen seconded to cast a white ballot for Tom Fasteland as Secretary.

### Nomination for Reporter

Bob Roseberg made a motion to nominate Bob Janzen as Reporter and Frank Turnock seconded to cast a white ballot for Bob Janzen as Reporter.

### OFFICERS FOR 2019

Frank Turnock, Chair  
Roger Vogt, Vice Chair  
Bob Roseberg, Treasurer  
Tom Fasteland, Secretary  
Bob Janzen, Reporter

Frank Turnock is the Area III Treasurer for 2019.

### DESIGNATE BANK AND NEWSPAPER

A motion was made by Bob Janzen and seconded by Frank Turnock to designate the Security State Bank and Aitkin Independent Age as the official bank and newspaper. Approved unanimously.

2019 IRS MILEAGE RATE/.58/MILE

The 2019 IRS mileage rate is .58/mile. This is for information only. No motion needed as we follow the Federal mileage rate.

## PERSONNEL POLICY

A motion was made by Roger Vogt and seconded by Bob Janzen to approve the annual review of the Personnel Policy. Approved unanimously.

## BILLS OVER \$3,000

## MCIT INSURANCE

A motion was made by Bob Roseberg and seconded by Bob Janzen to approve payment of \$8794 to MCIT. Approved unanimously.

## EMMONS & OLIVIER RESOURCES (EOR)/\$6067.09

A motion was made by Frank Turnock and seconded by Bob Janzen to approve payment of \$6067.09 to Emmons & Olivier Resources (EOR). Approved unanimously.

## EMMONS & OLIVIER RESOURCES (EOR)/\$3868.92

A motion was made by Frank Turnock and seconded by Roger Vogt to approve payment of \$3868.92 to Emmons & Olivier Resources (EOR). Approved unanimously.

## RESPEC/\$12,306.73

A motion was made by Frank Turnock and seconded by Bob Roseberg to approve payment of \$12306.73 to RESPEC. Approved unanimously. Reaffirm motion from phone approval.

## EMMONS & OLIVIER RESOURCES (EOR)/\$6893.01

A motion was made by Frank Turnock and seconded by Bob Roseberg to approve payment of \$6893.01 to Emmons & Olivier Resources (EOR). Approved unanimously. Reaffirm motion from phone approval.

## 2019 LEASE AGREEMENT/AITKIN COUNTY SWCD

Nothing has changed on the Lease Agreement for 2019. The monthly rent is \$1102.50. A motion was made by Roger Vogt and seconded by Bob Janzen to approve the 2019 Lease Agreement with Bogland Investments, LLC. Approved unanimously.

#### 2019 LEASE AGREEMENT/AIS STORAGE SPACE

Nothing has changed on the Lease Agreement for 2019. The yearly amount for the AIS Lease Agreement is \$4392.00. A motion was made by Frank Turnock and seconded by Bob Janzen to approve the 2019 Lease Agreement with Bogland Investments, LLC. for the AIS storage space. Approved unanimously.

#### 2019 DUES/MN FORESTRY ASSOCIATION/\$60

A motion was made by Frank Turnock and seconded by Bob Roseberg to approve \$60 for the 2019 MN Forestry Association dues. Approved unanimously.

#### PLANS FOR SWCD OFFICE AT THE COURTHOUSE

Discussion. Steve Hughes copied the plans for SWCD office space at the Courthouse and handed out to the supervisors.

#### MN GOVERNMENT DATA PRACTICES ACT POLICY

Discussion re: additions to the MN Government Data Practices Act Policy. All requests must be made in writing and \$20/hr. to \$40/hr. to make copies and .05/ per copy. A motion was made by Roger Vogt and seconded by Bob Janzen to approve the additions to the policy. Approved unanimously.

#### 2019 DISTRICT CAPACITY FUNDS

The 2019 District Capacity Work Plan was approved. We don't have the dollars yet. Most of the dollars is for staff. A motion was made by Bob Janzen and seconded by Frank Turnock to approve the 2019 Capacity Fund Work Plan. Approved unanimously.

#### OTHER

#### LAURENTICIAN RC&D

There will be an upcoming Laurentician RC&D meeting in Duluth. Some question if we should get involved and look for some dollars. It was suggested Mitch Lundeen attend and Frank Turnock will attend. Steve Hughes is not able to attend.

## OATH OF OFFICE

Just a reminder to the newly re-elected supervisors to go to the Courthouse and take Oath of Office at the Auditor's Office.

## SNAKE RIVER REPORT

- One Watershed One Plan
- Discussion re: landowner cost-share project

## DISTRICT MANAGER'S REPORT

Last meeting discussion re: yearly audit and monthly reports should Heinecke's be doing both? Steve Hughes had a discussion with Jeremy, MN BWSR and it is okay to have them do both. There are e-mails with that discussion. It was suggested that we get bids re: yearly audit.

## DISTRICT FORESTER'S REPORT (see attached report)

Dennis handed out a 2018 Stewardship Plan Summary and gave an update to the SWCD Board.

Riparian Forest Stewardship Grant expires in September and will be looking into Phase III Riparian Forest Stewardship Grant.

Crow Wing has some dollars in a grant and responsible for some of those plans.

There are CAP Plans for 2019.

Expect some Tree Farm inspections.

Private Woodland Committee will be planning a Logger's Workshop in April.

Tree Planting Workshop in the spring.

MFA President and Treasurer for the third year in a row.

FSC Audit- field audit this year.

DISTRICT CONSERVATIONIST REPORT (see attached report)

FARM BILL BIOLOGIST REPORT (see attached report)

Updates on RIM Easements, EQUIP, and misc.

DISTRICT TECHNICIAN'S REPORT (see attached report)

-Reporting

-WRAPS/Grand Rapids & Brainerd

NORTH REGION FORESTER (see attached report)

Steve gave the AIG Forester Grant financial report as of November 30, 2018.

Steve will give this report at the Forestry meeting in McGregor on Thursday. A couple options for future funding of the AIG Forester position 1.) Continuation of an AIG Grant 2.) Give \$4,000 each year using District Capacity \$.

The next meeting will be Tuesday, February 19, 2019 at 9:00 a.m. at the Ag Service Center.

A motion was made by Frank Turnock and seconded by Bob Roseberg to adjourn at 12:30 p.m.

Respectfully submitted,

Tom Fasteland  
Secretary

