



Chisago Soil & Water Conservation District

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December 13, 2011 REGULAR BOARD MEETING MINUTES

The December Board meeting of the Chisago SWCD was convened at the USDA Service Center, North Branch, MN on December 13, 2011. Chair Jim Birkholz called the meeting to order at 8:00 a.m.

ATTENDANCE

Board members present: Jim Birkholz, Roland Cleveland, Craig Mold and Justin Wilson

Board members absent: David Tollberg

Staff present: Craig Mell and Susan Humble

Others present: Deb Hermel (NRCS District Conservationist) and Bruce Messelt (Chisago County Administrator)

Chair Jim Birkholz welcomed Chisago County Administrator Bruce Messelt to the Board Meeting.

AGENDA

Motion by Cleveland and seconded by Mold to approve the agenda after switching item 6) NRCS/SWCD Update and item 5) Chisago County Administrator on the agenda. Motion carried.

CONSENT AGENDA

Motion by Mold and seconded by Wilson to approve the Consent Agenda as printed. Motion carried.

CORRESPONDENCE

No correspondence for review.

STAFF REPORTS

NRCS and SWCD Staff gave a Power Point presentation of the offices 2011 activities.

BRUCE MESSELT, CHISAGO COUNTY ADMINISTRATOR

Bruce gave the Board a brief overview of his past job experience as well as a review of his first month in Chisago County.

COST SHARE PROGRAMS

Motion by Wilson and seconded by Cleveland to accept the Final Financial Report for FY11 Clean Water Fund Project (\$37,895.00) – Implementation of Water Smart BMP's at Schools and Libraries (*see attached). Motion carried

Motion by Cleveland and seconded by Mold to certify the cost share payments for the following projects:

- Contract # CWFSRA11-2: Lakes Free Church, (Partial Payment: \$7,026.66)
 - \$5,270.00 CWF-SRA
 - \$1,756.66 Chisago Lakes LID BMPs cost share program
- Contract # CWFSRA11-1: City of Center City (total reimbursement: \$30,701.44)
 - \$23,026.08 CWF SRA
 - \$7,675.36 Chisago Lakes LID BMPs cost share program

Motion carried.

OLD BUSINESS

District Administrator Mell gave the Board an update on the FY11 & FY12 Clean Water Fund Grants.

NEW BUSINESS

Motion by Wilson and seconded by Cleveland to approve the first amendment to the 2011 Technical Services Agreement between the Chisago Lakes Lake Improvement District and the Chisago SWCD (*see attached). Motion carried.

Motion by Mold and seconded by Cleveland to approve the first amendment to the contract between the Chisago County Environmental Services Department and the Chisago SWCD for technical services provided as part of the North Branch of the Sunrise River Total Maximum Daily Load implementation plan (*see attached). Motion carried.

Motion by Mold and seconded by Wilson to approve the first amendment to the contract between Chisago County and the Chisago SWCD for services provided to the University of Minnesota Extension Service. Motion carried.

Motion by Mold and seconded by Wilson to approve the Professional/Technical Services Contract between the Chisago SWCD and the Comfort Lake-Forest Lake Watershed District (*see attached). Motion carried.

Motion by Wilson and seconded by Cleveland to approve payment of the 2011 4th quarter expenses, subject to review at the January SWCD board meeting. All expense forms should be returned to the SWCD office no later than December 19, 2011. Motion carried.

COMMITTEE REPORTS

Brief committee reports were given.

UPCOMING BOARD MEETING

The next regular Board meeting is scheduled for Tuesday, January 10, 2012 at 8:00 a.m. at the North Branch Ag Service Center, North Branch, MN.

ADJOURNMENT

Motion by Mold and seconded by Wilson to adjourn the meeting at 10:10 a.m. Motion carried.



Secretary

*Attachments available at SWCD office.

1-10-12
Date