Members Present: Shane Bowe – Vice Chair
Ruth Trask - Treasurer
Ray Hendrickson – Supervisor

Members Absent: Jeff Haack - Supervisor

Others Present: William Patnaude, District Manager
Kathy Ruzicka
Larry Voltz, NRCS
Travis Doeden, NRCS

Guests: Bill Rabe
Rachel Gray

Election of Officers will be postponed until the March Meeting.

Vice Chair, Shane Bowe, called the Beltrami Soil and Water Conservation District Board of Supervisors Meeting for February 26, 2015, officially to order at 8:00 a.m. The agenda was reviewed and approved with the addition of Shane Bowe’s update on the Stream Crossing Project and WRAP.

Secretary’s Report:
Motion by Ruth Trask to approve the minutes of the December 18, 2014, regular meeting. Motion seconded by Ray Hendrickson. Voting on the motion:

Ruth Trask Yes
Ray Hendrickson Yes

Motion carried and approved 2 to 0.

Treasurer’s Report:
Ruth Trask reviewed the IFS Statement for January 2015. Motion by Ruth Trask to approve the Treasurer’s Reports for December 2014 and February 2015. Motion seconded by Ray Hendrickson. Voting on the motion:

Ray Hendrickson Yes
Ruth Trask Yes

Motion approved and carried 2 to 0.
NEW BUSINESS

Action Items:

- Motion by Ray Hendrickson to approve payment of MASWCD Annual dues in the amount of $3,148.70. Motion seconded by Ruth Trask. Voting on the Motion:
  
  Ray Hendrickson  Yes  
  Ruth Trask       Yes  

  Motion approved and carried 2 to 0.

- Motion by Ruth Trask to approve the 2015 Meeting Schedule. Motion seconded by Ray Hendrickson. Voting on the Motion:
  
  Ray Hendrickson  Yes  
  Ruth Trask       Yes  

  Motion approved and carried 2 to 0.

- Motion by Ruth Trask to adopt the 2015 SWCD Budget. Motion seconded by Ray Hendrickson. Voting on the Motion:
  
  Ray Hendrickson  Yes  
  Ruth Trask       Yes  

  Motion approved and carried 2 to 0.

- Motion by Ray Hendrickson to approve donation request from the Bemidji Food Shelf for trees in the amount of $81.45. Motion seconded by Ruth Trask. Voting on the motion:
  
  Ruth Trask       Yes  
  Ray Hendrickson  Yes  

  Motion carried and approved 2 to 0.

STREAM CROSSING PROJECT:
Shane Bowe reported the Stream Crossing Project has been on hold. New staff (an Assistant Biologist) has now been hired to continue this project. Beltrami SWCD donated $5,000 to the Red Lake Watershed for this project. BIA will be donating approximately $40,000 toward this project. Shane also reported on the WRAP draft work plan.

Ruth Trask moved to recess the February 26, 2015 Meeting to conduct interviews for District 2 Supervisor position. Motion seconded by Ray Hendrickson. Voting on the motion:

  Ray Hendrickson  Yes  
  Ruth Trask       Yes  

  Motion carried and approved 2 to 0.
Ray Hendrickson moved to call to order the interview process. Motion seconded by Ruth Trask. Voting on the motion:

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<td>Ray Hendrickson</td>
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Motion carried and approved 2 to 0.

The SWCD Board interviewed Bill Rabe and Rachel Gray for the District 2 Supervisor position.

Motion by Ray Hendrickson to reconvene the February 26, 2015 Meeting. Motion seconded by Ruth Trask: Voting on the motion:

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<td>Ray Hendrickson</td>
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Motion carried and approved 2 to 0.

Motion by Ray Hendrickson to appoint Rachel Gray to serve as District 2 Supervisor. Motion seconded by Ruth Trask. Voting on the motion:

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<td>Ray Hendrickson</td>
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<td>Ruth Trask</td>
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Motion carried and approved 2 to 0.

MANAGERS REPORT:

- Tree Program: Tree sales are up to approximately $5,000 with about 45 orders. Will do another media blitz on Tree Program in March.
- Will check with Kay as to setting up rain barrel display in Administration Building
- SWCD/NRCS will set up display for 2015 Beltrami County Fair
- Discussion on ordering seed packets to promote pollinators
- District Manager requested to send letter to all township clerks informing what the SWCD is and what they do. Also will include information on Tree Program and order form.

NRCS DISTRICT CONSERVATIONIST REPORT:

EQIP:

- Processing applications from Oct.-Dec. 2014 and have developed conservation plans for each application on file. Are in process of ranking each one.

Conservation Stewardship Program:

- Are accepting new applications for the 2015 sign up period which has been extended two weeks. News releases have been sent to local media outlets and 45 posters have been put up in the County. Have begun the renewal process for contracts that were written in 2011.

Other:

- Every year NRCS is tasked with reviewing and reaffirming the NRCS Civil Rights Policy Statement with the SWCD Board of Supervisors. The handout reminds us all the
importance of emphasizing the agencies commitment and support to civil rights and equal opportunity, to treat all customers and employees fairly and equitably.

- Larry attended training on wetland reserve program. There are dollars available for new RIM Projects. He also reported on the grazing workshop in Guthrie that he attended.

**NCJPB ENGINEER REPORT:**

Bill Patnaude updated the SWCD Board on the North Central Joint Powers Board meeting on February 20, 2015. The NCJPB would like to see profession training for engineer and technician.

This concluded the SWCD Meeting for February 26, 2015. Next Meeting will be held Thursday, March 19, 2015, at 8:00 a.m.

**Motion by Ray Hendrickson to adjourn. Motion seconded by Ruth Trask. Motion carried and approved. Meeting was officially adjourned.**

______________________________________________  ________________________________

Recording Secretary  Date
Beltrami Soil & Water Conservation District
Board of Supervisors Meeting
Thursday, March 19, 2015, 8:00 a.m.
NRCS Office
3217 Bemidji Ave. N, Bemidji, MN 56601

“OUR MISSION IS TO PROVIDE COMPREHENSIVE SOIL AND WATER CONSERVATION SERVICES IN BELTRAMI COUNTY.”

Members Present: Shane Bowe – Vice Chair
                    Ruth Trask - Treasurer
                    Ray Hendrickson – Supervisor
                    Jeff Haack – Supervisor
                    Rachel Gray - Supervisor

Members Absent: None

Others Present: William Patnaude, District Manager
                Larry Voltz, NRCS
                Travis Doeden, NRCS
                Nate Brandt, NRCS

Guests: Brent Rud, Beltrami SWCD
         Bill Best, Beltrami SWCD
         Chad Severts, BOWSR
         Jodee Treat, Beltrami County Auditor
         Samantha Rux, Beltrami County Auditor/Treasure

Vice Chair, Shane Bowe, called the Beltrami Soil and Water Conservation District Board of Supervisors Meeting for March 19, 2015, officially to order at 8:00 a.m.

Shane introduced our guest, Beltrami County Auditor, Jodee Treat. She was here to administer the oath of office to new board supervisor for District 1, Ray Hendrickson, and newly appointed District 2 supervisor Rachel Gray.

Jodee swore in newly elected Ray Hendrickson, and newly appointed Rachel Gray.

ELECTION OF OFFICERS FOR 2015:


Ray Hendrickson moved to nominate Rachel Gray as the secretary. Close nominations. Cast unanimous ballot for Rachel Gray for secretary. Motion was second by Jeff Haack.

Ruth Trask moved to nominate Jeff Haack for liaison for Public Relations and Information. Close nominations. Cast unanimous ballot for Public Relations and Information for Jeff Haack. Motion second by Ray Hendrickson.

**Officers for 2015:**
- Chair: Shane Bowe
- Vice Chair: Ray Hendrickson
- Treasurer: Ruth Trask
- Secretary: Rachel Gray
- Liaison: Jeff Haack

**SECRETARY’S REPORT:**
Motion by Jeff Haack to approve the minutes of the February 26, 2015, regular meeting. Motion seconded by Ray Hendrickson. Voting on the motion:

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<td>Rachel Gray</td>
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Motion carried and approved 4 to 0.

Next on the agenda was an overview of the Wild Rice Lakes Conservation Easement Program. Brent Rud, Environmental Resource Specialist and Chad Severts presented an overview of this program.

**TREASURER’S REPORT:**
Ruth Trask reviewed the IFS Statement for February 2015. Motion by Ruth Trask to approve the Treasurer’s Reports for February, 2015. Motion seconded by Ray Hendrickson. Voting on the motion:

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<td>Rachel Gray</td>
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Motion carried and approved 4 to 0

**NEW BUSINESS**

**MANAGERS REPORT:**
Introduction of the new AIS/Lakes Technician, Bruce Anspach. Bruce worked with the Minnesota Department of Natural Resources for eleven years.

Update on the 2015 Tree Program. As of today’s date we have sold a little over $12,000 of trees and shrubs, and 3 rain barrels.

County Administrator Kay Mack has given her approval for our display by the board room.
Next information handed out at the Area VIII meeting held on March 6, 2015. Copies of the State Association’s legislative platform and information put together by our current Board of Directors representative Tom Schulz.

Manager requested Board authorization to purchase Stewardship for Kid’s Water Sources and Use conservation booklet. Discussion was these would be provided to all 4th and 5th grade science teachers in the county on behalf of the Beltrami Soil and Water Conservation District Board. Jeff Haack moved to authorize the manager to purchase the booklets and to not exceed $650 in such purchase. Rachel Gray second the motion. Voting on the motion:

- Ruth Trask: Yes
- Ray Hendrickson: Yes
- Jeff Haack: Yes
- Rachel Gray: Yes

Motion carried and approved 4 to 0.

Manager reported he has meet with Mr. Joel Rohde who was putting something together for pollinating seed packets to be handed out at the April board meeting.

Next there was a discussion on the Governor’s proposed vegetative buffer initiative. Larry Voltz, NRCS, said it was positive that this had been put forward by the Governor.

**NRCS DISTRICT CONSERVATIONIST REPORT:**

**EQIP:**

12 pre-approved applications on file 5 of these are for seasonal high tunnels. Letters will be going out this week to see whether producers are still interested in pursuing a contract.

**Conservation Stewardship Program:**

28 new applicants, 15 existing contracts that will be re enrolled this year. Next step schedule interviews with each applicant to develop baseline information. Several new enhancements for land uses (crop, pasture and forest) are in place.

**Other:**

Master Gardener Workshop April 18. NRCS will have a booth for information on landscaping with wild flowers and native grasses, pollinator information, rain barrels, rain garden fact sheets and the SWCD tree orders.

This concluded the SWCD Meeting for March 19, 2015. Next Meeting will be held Thursday, April 16, 2015, at 8:00 a.m.

Motion by Rachel Gray to adjourn. Motion seconded by Ray Hendrickson. Motion carried and approved. Meeting was officially adjourned.

_________________________________  ___________________________
Recording Secretary               Date
Beltrami Soil & Water Conservation District
Board of Supervisors Meeting
Thursday, April 16, 2015, 8:00 a.m.
Beltrami County Board Room
701 Minnesota Ave NW, Bemidji, MN 56601

“OUR MISSION IS TO PROVIDE COMPREHENSIVE SOIL AND WATER CONSERVATION SERVICES IN BELTRAMI COUNTY.”

Members Present: Shane Bowe – Chair
Ruth Trask - Treasurer
Ray Hendrickson – Vice-Chair
Rachel Gray - Secretary

Members Absent: Jeff Haack - Liaison

Others Present: William Patnaude, District Manager
Kathy Ruzicka, SWCD/ESD
Samantha Rux, Beltrami County Auditor/Treasurer

Chair, Shane Bowe, called the Beltrami Soil and Water Conservation District Board of Supervisors Meeting for April 16, 2015, officially to order at 8:00 a.m.

Motion by Ruth Trask to approve Agenda. Motion seconded by Ray Hendricks. Motion carried and approved.

SECRETARY’S REPORT:
Motion by Ruth Trask to approve the minutes of the March 19, 2015, regular meeting. Motion seconded by Ray Hendrickson. Voting on the motion:

Ruth Trask       Yes
Ray Hendrickson  Yes
Rachel Gray      Yes

Motion carried and approved 3 to 0.

TREASURER’S REPORT:
Ruth Trask reviewed the IFS Statement for March 2015. Shows revenue of $30,753.36, expenditures of $28,780.42.00 for a net of $1,952.94 for the month. General ledger balance $95,295.80. Designated Grants $16,196.00. Total balance of $111,491.80. Motion by Ruth Trask to approve the Treasurer’s Reports for March, 2015. Motion seconded by Rachel Gray. Voting on the motion:

Rachel Gray       Yes
Ray Hendrickson   Yes
Ruth Trask        Yes

Motion carried and approved 3 to 0.
NEW BUSINESS

MANAGERS REPORT:
Pollinators: Discussion on putting together pollinator packets. Shane stated he would look into packets also. Larry and Bill will meet and look further into this and full report will be given at the May meeting.

BSWR has stated that the Beltrami SWCD will need an audit done before the end of the year. Audit will probably be conducted sometime in August.

At the May SWCD Meeting will put on training for the Board. District Manager stated the Board should also revisit the Mission Statement and goals that were adopted. Staff is working on the 2015 Work Plan.

Shane Bowe requested District Manager to send short written report to Board Members ahead of each month’s meeting. District Manager said he would do that.

District Manager reported that any resolutions the Board would like to make for the Annual Meeting in December would have to be decided at the May Meeting to bring to the MASWCD Area VIII Meeting in June.

Minnesota Department of Natural Resources submitted a Water Appropriation Renewal Permit for Norbord for groundwater pumping.

RED LAKE RIVER WATERSHED TECHNCIAL ADVISORY COMMITTEE:
Ray Hendrickson attended this meeting and gave a short report. Discussion whether SWCD Board should have representation on this Committee. **Motion by Ruth Trask to appoint Ray Hendrickson to the Red Lake River Watershed Technical Advisory Committee. Motion seconded by Rachel Gray. Voting on the Motion:**

- Rachel Gray: Yes
- Ray Hendrickson: Yes
- Ruth Trask: Yes

Motion carried and approved 3 to 0.

DONATION REQUEST:
Penny Echternach, Sanford Health Foundation had a donation request for 200 seedlings to be distributed at the Sanford Bemidji Cancer Survivor Picnic to be held on June 7, 2015. **Motion by Ruth Trask to donate 200 seedlings to the Sanford Health Foundation. Motion seconded by Ray Hendrickson. Voting on the motion:**

- Ruth Trask: Yes
- Ray Hendrickson: Yes
- Rachel Gray: Yes

Motion carried and approved 3 to 0.

STEERING COMMITTEE:
Chair, Shane Bowe, suggested reconvening the Steering Committee which consists of members from the SWCD Board, District Manager, County Administrator and representation from the County Board.
NRCS DISTRICT CONSERVATIONIST REPORT:
Larry Voltz’ written report:

EQIP:
Staff have processed applications from the #2 sign-up and will be submitting documents for review and pre-approval. Have several applications from the #3 sign up.

Conservation Stewardship Program:
Interview process on 28 new applications going very well. Approximately 80% complete. Gathering information via hardcopy. Once software update has been completed, will begin entering this data to determine eligibility for applicant.

Other:
Master Gardner Workshop is April 18. NRCS Office will have a booth with information on Pollinator habitat, rain gardens and native landscape opportunities.

Staff participating in the Big Bog Adventure Day on May 21st.

MEETING TIME CHANGE:
Beginning May 21, 2015, the SWCD Monthly meeting will begin with a work session for the Board at 9:00 a.m. and the Meeting starting at 9:30 a.m.

This concluded the SWCD Meeting for April 16, 2015. Next Meeting will be held Thursday, May 21, 2015, at 9:30 a.m. Work Session will begin at 9:00 a.m.

Motion by Rachel Gray to adjourn. Motion seconded by Ray Hendrickson. Motion carried and approved. Meeting was officially adjourned.

________________________  _________________________
Recording Secretary        Date
Chair, Shane Bowe, called the Beltrami Soil and Water Conservation District Board of Supervisors Meeting for May 21, 2015, officially to order at 9:30 a.m.

Reid Baumann from the Minnesota Department of Transportation attended meeting to discuss the Highway 197 Project. Dedication of the project and the ongoing problem of keeping the area cleaned up was discussed.

Motion by Jeff Haack to approve Agenda. Motion seconded by Ray Hendrickson. Motion carried and approved.

SECRETARY’S REPORT:
Motion by Jeff Haack to approve the minutes of the April 16, 2015, regular meeting. Motion seconded by Ray Hendrickson. Voting on the motion:

- Ruth Trask: Yes
- Ray Hendrickson: Yes
- Rachel Gray: Yes
- Jeff Haack: Yes

Motion carried and approved 4 to 0.

TREASURER’S REPORT:
Ruth Trask reviewed the IFS Statement for April 2015. Shows revenue of $5,321.22, expenditures of $14,382.20 for a net loss of $9,060.98 for the month. General ledger balance
$86,234.82. Designated Grants $16,196.00. Total balance of $102,430.82. Motion by Jeff Haack to approve the Treasurer’s Reports for April, 2015. Motion seconded by Ray Hendrickson. Voting on the motion:

Rachel Gray  Yes
Ray Hendrickson  Yes
Ruth Trask  Yes
Jeff Haack  Yes

Motion carried and approved 4 to 0

NEW BUSINESS

MANAGERS REPORT:
• Area VIII Meeting, June 5, 2015. District Manager asked who would be able to attend. Shane Bowe, Ruth Trask and Bill Patnaude will be attending. Staff will register attendees.
• Questions were asked regarding data privacy. District Manager will check with County Attorney, Annie Husby, to see if she could attend next month’s meeting to discuss this issue.
• Discussion on Master Gardeners Program. Larry Voltz will contact Cathy Peck and let her know that the SWCD is interested in this program.
• District Audit: Motion by Ruth Trask to hire Peterson Company Ltd. to conduct the SWCD Audit. Rachel Gray seconded the motion. Voting on the motion:
  Ray Hendrickson  Yes
  Jeff Haack  Yes
  Ruth Trask  Yes
  Rachel Gray  Yes

Motion carried and approved 4 to 0.
• Pollinator Project: Would like to have pollinator packets made up for the County Fair
• SWCD Logo: Shane Bowe suggested making small video about the SWCD and post on website before SWCD Logo Competition. Bill Patnaude will contact Bob Smith.
• SWCD Website: Suggestion made to contract the website out. Bill Patnaude will talk to Kay Mack regarding this.
• Rain Barrels: All 20 rain barrels were sold.
• Tree Program. Written Tree Program Financial Report was distributed. 5% of the net profits that are to be donated to the Bemidji Food Shelf by previous vote is $140.00. Motion by Ray Hendrickson to send check to Food Shelf in the amount of $140.00. Ruth Trask seconded motion. Voting on the motion:
  Rachel Gray  Yes
  Ruth Trask  Yes
  Ray Hendrickson  Yes
  Jeff Haack  Yes

Motion carried and approved 4 to 0.

ENVIROTHON:
Ruth Trask reported the 2015 Envirothon was held at Bemidji State Park on May 6. There were 6 Senior Teams. Competition results were: 1st Place – Trek North, 2nd Place – Nevis A Team and 3rd Place – Grand Rapids Team. State Competition was held May 18 with Trek North taking 2nd Place.
NRCS DISTRICT CONSERVATIONIST REPORT:
Larry Voltz reported:

EQIP:
Currently have 4 applications for review. 3rd eligibility deadline is set for May 22. Have 2 applications that will be ranked for this sign up period.

Conservation Stewardship Program:
Submitted 28 applications for possible funding. Ten have been preapproved for potential obligation. Preapproval letters have been sent to applicants. Next step is to complete a field visit.

Other:
NRCS set up booth at the Master Gardeners workshop on April 18th. Information available was pollinator habitat development, rain garden benefits and rain barrels. Also had copies of the SWCD Tree Order Form. Approximately 200 people attended the event.

Travis Doeden and Patty Burns attending Big Bog Days celebration. 4th and 5th graders from Blackduck, Northome and Kelliher schools attending this event.

Nate onsite to inspect construction that has begun on Kinney Lake on the Red Lake Reservation. This landing ramp is the first to be installed via EQIP contract.

Bill Patnaude reported on the Aquatic Invasive Species Public Open Houses for tonight in the County Board Room from 6:00 -7:30 p.m. and May 26 at the Waskish Town Hall.

This concluded the SWCD Meeting for May 21, 2015. **Next Meeting will be held Thursday, June 18, 2015, at 9:30 a.m. in the Commissioners Conference Room.** Work Session will begin at 9:00 a.m.

**Motion by Ray Hendrickson to adjourn. Motion seconded by Ruth Trask. Motion carried and approved. Meeting was officially adjourned.**

_________________________________________  _________________________
Recording Secretary                          Date
Beltrami Soil & Water Conservation District
Board of Supervisors Meeting
Thursday, June 18, 2015, 9:30 a.m.
Beltrami County Board Room
701 Minnesota Ave NW, Bemidji, MN 56601

“OUR MISSION IS TO PROVIDE COMPREHENSIVE SOIL AND WATER CONSERVATION SERVICES IN BELTRAMI COUNTY.”

Members Present: Shane Bowe – Chair
Ray Hendrickson – Vice-Chair
Ruth Trask - Treasurer
Rachel Gray - Secretary
Jeff Haack – Liaison

Members Absent: None

Others Present: William Patnaude, District Manager
Kathy Ruzicka, SWCD/ESD
Larry Voltz, NRCS
Chad Severts, BWSR
Sam Rux, Auditor/Treasurer
Bill Best, SWCD/ESD

Guest Speaker: Diane Moe, County Administration

Chair, Shane Bowe, called the Beltrami Soil and Water Conservation District Board of Supervisors Meeting for June 18, 2015, officially to order at 9:30 a.m.

Diane Moe gave an update on the SWCD Website. Discussion on SWCD Website being incorporated into the Beltrami County Website. **Motion by Ruth Trask to incorporate the SWCD website into the Beltrami County website and for Bill Best to take charge of getting all updates to Diane Moe. Rachel Gray seconded the motion. Voting on the motion:**

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<td>Ruth Trask</td>
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Motion carried and approved 4 to 0.

Motion by Rachel Gray to approve Agenda. Motion seconded by Jeff Haack. Motion carried and approved.

**SECRETARY’S REPORT:**
Motion by Jeff Haack to approve the minutes of the May 21, 2015, regular meeting. Motion seconded by Ray Hendrickson. Voting on the motion:
Ruth Trask  Yes
Ray Hendrickson  Yes
Rachel Gray  Yes
Jeff Haack  Yes

Motion carried and approved 4 to 0.

TREASURER’S REPORT:
Ruth Trask reviewed the IFS Statement for May 2015. Shows revenue of $5,158.64, expenditures of $2687.61 for a net of $2471.03 for the month. General ledger balance $88,705.85. Designated Grants $16,196.00. Total balance of $104,901.85. Motion by Ruth Trask to approve the Treasurer’s Reports for May, 2015. Motion seconded by Jeff Haack. Voting on the motion:

Rachel Gray  Yes
Ray Hendrickson  Yes
Ruth Trask  Yes
Jeff Haack  Yes

Motion carried and approved 4 to 0

NEW BUSINESS

MANAGERS REPORT:
Bill reported on meeting with MNDOT District Supervisor, Craig Collison. Bill researched old records and found that MNDOT was responsible for the 197 Project for 10 years but that it expired in 2014. Craig stated that MNDOT has the resources for doing the litter pickup and the maintenance of the educational signs and fence but they do not have the resources for the vegetation maintenance and monitoring. It was suggested that there be a meeting with the City of Bemidji, MNDOT and SWCD to see if they would be willing to have a cooperative agreement. Craig also said that MNDOT would like to do a demonstration project for pollinators on MNDOT land. Larry Voltz and Bill Patnaude will have a follow-up meeting with Craig Collison. Shane Bowe stated he would like staff to explore options for pollinator seed ordering for packets for the County Fair.

Bill reported on the Vegetative Maintenance Plan for the JW Smith Elementary School that will be given to Mike Jessen. Discussed noxious weeds that are present. Ruth Trask stated she also spotted poison ivy at the site. Both Larry Voltz and bill said this would be added to the maintenance plan before forwarding to the school district staff.

NRCS DISTRICT CONSERVATIONIST REPORT:
Larry Voltz reported:

EQIP:
Have one more EQIP application pre-approved as a result of funding opportunities in the 3rd ranking period. Staff continue to field check and certify practices completed this spring.

Conservation Stewardship Program:
9 of the pre-approved applications are moving forward. Several of these will include establishing pollinator habitat.
Other:
Progress on Kinney Lake Project on the Red Lake Reservation is being made. Numerous rain events have hindered construction.

NCJPB:
The Board stated they would like a list of Beltrami County Projects or other projects that might be of interest for Beltrami County. Bill stated he will include this report in his Manager’s Report.

This concluded the SWCD Meeting for June 18, 2015. Next Meeting has been changed to Friday, July 17, 2015, at 9:30 a.m. in the Commissioners Conference Room. Work Session will begin at 9:00 a.m.

Motion by Jeff Haack to adjourn. Motion seconded by Ray Hendrickson. Motion carried and approved. Meeting was officially adjourned.

________________________________________  __________________________
Recording Secretary                                      Date
“OUR MISSION IS TO PROVIDE COMPREHENSIVE SOIL AND WATER CONSERVATION SERVICES IN BELTRAMI COUNTY.”

Members Present: Shane Bowe – Chair
Ray Hendrickson – Vice-Chair
Ruth Trask - Treasurer

Members Absent: Rachel Gray, Secretary
Jeff Haack, Liaison

Others Present: William Patnaude, District Manager
Kathy Ruzicka, SWCD/ESD
Larry Voltz, NRCS
Travis Doeden, NRCS
Nate Brandt, NRCS
Jim Gries, USFS, Chippewa National Forest
Nathan Peterson, USDA, FSA
Kurt Svendsgaard, USFWS

Guest Speaker: Annie Huseby, County Attorney – Had to be rescheduled

Chair, Shane Bowe, called the Beltrami Soil and Water Conservation District Board of Supervisors Meeting for July 17, 2015, officially to order at 9:30 a.m.

Motion by Ruth Trask to approve Agenda with the addition of the Buzzle Lake Access. Motion seconded by Ray Hendrickson. Motion carried and approved.

SECRETARY’S REPORT:
Motion by Ray Hendrickson to approve the minutes of the June 18, 2015, regular meeting. Motion seconded by Ruth Trask. Voting on the motion:

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<td>Ruth Trask</td>
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<td>Ray Hendrickson</td>
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<td>Shane Bowe</td>
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Motion carried and approved 3 to 0.

TREASURER’S REPORT:
Ruth Trask reviewed the IFS Statement for May 2015. Shows revenue of -$86.91, expenditures of $1,029.45 for a net of $1,116.36 for the month. General ledger balance $87,589.49. Designated Grants $16,196.00. Total balance of $103,785.49. Motion by Ruth Trask to
approve the Treasurer’s Reports for June 2015. Motion seconded by Ray Hendrickson. Voting on the motion:

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<td>Shane Bowe</td>
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Motion carried and approved 3 to 0

NEW BUSINESS

MANAGERS REPORT:
Bill Patnaude was not in attendance at this time. He had submitted his written report

NRCS DISTRICT CONSERVATIONIST REPORT:
Larry Voltz reported:

EQIP:
Last application for a Forestry Conservation Activity Plan was approved.
Will be conducting a 10% spot check of contracts currently on file

Conservation Stewardship Program:
9 applications discussed at last meeting have been funded. Now working on the 2011 renewals.

Other:
Kinney Lake Project on the Red Lake Reservation has been completed.

Travis and Nate attended a Prairie Plant ID training session near Holt, MN and reported on this training.

Larry received 500 seed packets that were produced for MN Dept of Ag to promote pollinator habitat. Packets will be handed out at the Beltrami County Fair along with MDA Pollinator handouts. Discussion as to which Board Members would be able to work the fair booth. Shane stated he could cover on Friday. Ray and Ruth will get back to Bill on this.

NCJPB:
Bill Westerberg’s submitted written report.

Local Work Group consisting of SWCD Board Members, District Manager, Larry Voltz and NRCS Staff, USFS, USFWS and USDA/FSA met during Board Meeting.

This concluded the SWCD Meeting for July 17, 2015. Next meeting will be August 20, 2015 at 9:30 a.m. Work Session will begin at 9:00 a.m.

Motion by Ray Hendrickson to adjourn. Motion seconded by Ruth Trask. Motion carried and approved. Meeting was officially adjourned.
Beltrami Soil & Water Conservation District
Board of Supervisors Meeting
Thursday, August 20, 2015, 9:30 a.m.
Beltrami County Board Room
701 Minnesota Ave NW, Bemidji, MN  56601

“OUR MISSION IS TO PROVIDE COMPREHENSIVE SOIL AND WATER CONSERVATION SERVICES IN BELTRAMI COUNTY.”

Members Present: Ray Hendrickson – Vice-Chair
Ruth Trask - Treasurer
Jeff Haack – Liaison
Rachel Gray - Secretary

Members Absent: Shane Bowe - Chairman

Others Present: William Patnaude, District Manager
Kathy Ruzicka, SWCD/ESD
Chad Severts, BWSR
Sam Rux, Auditor Treasurer’s Office
Travis Doeden, NRCS

Guest Speaker: None

Vice-Chair, Ray Hendrickson, called the Beltrami Soil and Water Conservation District Board of Supervisors Meeting for August 20, 2015, officially to order at 9:30 a.m.

Motion by Ray Hendrickson to approve Agenda. Motion seconded by Jeff Haack. Motion carried and approved.

SECRETARY’S REPORT:
Motion by Ruth Trask to approve the minutes of the July 17, 2015, regular meeting. Motion seconded by Jeff Haack. Voting on the motion:

- Ruth Trask: Yes
- Rachel Gray: Yes
- Jeff Haack: Yes

Motion carried and approved 3 to 0.

TREASURER’S REPORT:
Motion carried and approved 3 to 0

Motion by Ruth Trask to change the September meeting from the 17th to September 23, 2015 due to a conflict with another meeting. Motion seconded by Jeff Haack. Voting on the motion:

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<th>Name</th>
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<tbody>
<tr>
<td>Jeff Haack</td>
<td>Yes</td>
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<tr>
<td>Rachel Gray</td>
<td>Yes</td>
</tr>
<tr>
<td>Ruth Trask</td>
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Motion carried and approved 3 to 0.

NEW BUSINESS

MANAGERS REPORT:
The Mississippi Headwaters Board contracted with the engineering firm, HDR & Shawn Tracy to undertake a storm water assessment for the cities of Bemidji, Grand Rapids and Little Falls. Bill reported on the Lake Bemidji projects with the City of Bemidji and BSU.

Reports on Resource Concerns in Beltrami County from Bill Patnaude and Larry Voltz were distributed to Supervisors for their review and future discussion.

2015 BELTRAMI COUNTY FAIR:
Bill reported on the Beltrami County Fair. Next year the SWCD and NRCS will share a booth and the Beltrami County ESD/AIS will have a separate booth. There was quite an interest shown in the rain barrels. Bill contacted NEI Bottling to get 20 more rain barrels. It was mentioned that next year the booth should have a garbage can.

JPB BOARD MEETING:
September 10, 2015 from 9:30 – 1:30. Chad will check if Marcy McLaughlin from the MDA can attend. Staff will send notice of this meeting to all Supervisors and District Managers.

SWCD NEWSLETTER:
It was discussed by the board that they would like to see the SWCD send out news updates.

NRCS DISTRICT CONSERVATIONIST REPORT:
Travis Doeden reported:

EQIP:
Begin certification of prescribed grazing and seasonal high tunnels. Conservation planning on current applications.

Conservation Stewardship Program:
Have now finished the 10% spot checks (land control, baseline conservation, and enhancement implementation). 11 contracts for 2015, 3 – crop/pasture and 8 – Forestland. Working on 2016 renewal applications. Sending out 2015 certification letters.

Other:
Client Gateway is now available. Two people in Minnesota have signed up.
Fair Booth: Pollinator seed packets were all taken in a short time.

**RED LAKE WATERSHED MEETING:**
Ray Hendrickson reported he attended the last meeting but that most of the projects in Beltrami County were on the Red Lake Reservation so not much involving the Beltrami SWCD.

This concluded the SWCD Meeting for August 20, 2015. Next meeting will be Wednesday, September 23, 2015 at 9:30 a.m. Work Session will begin at 9:00 a.m.

**Motion by Rachel Gray to adjourn. Motion seconded by Ruth Trask. Motion carried and approved. Meeting was officially adjourned.**

____________________  ____________________
Recording Secretary        Date
Beltrami Soil & Water Conservation District
Board of Supervisors Meeting
Tuesday, September 29, 2015, 9:30 a.m.
Beltrami County Board Room
701 Minnesota Ave NW, Bemidji, MN 56601

“OUR MISSION IS TO PROVIDE COMPREHENSIVE SOIL AND WATER CONSERVATION SERVICES IN BELTRAMI COUNTY.”

Members Present: Shane Bowe - Chairman
Ray Hendrickson – Vice-Chair
Ruth Trask - Treasurer
Rachel Gray - Secretary

Members Absent: Jeff Haack – Liaison

Others Present: William Patnaude, District Manager
Kathy Ruzicka, SWCD/ESD
Chad Severts, BWSR
Larry Voltz, NRCS

Guest Speaker: Annie Huseby, County Attorney

Chairman, Shane Bowe, called the Beltrami Soil and Water Conservation District Board of Supervisors Meeting for September 29, 2015, officially to order at 9:30 a.m.

Annie Huseby, County Attorney was the Guest Speaker and gave a presentation on Chapter 13 Data Privacy of Government Data and the Open Meeting Law. SWCD is covered under the County Data Privacy Policy and is reviewed every year. Annie suggested the SWCD should have a copy of policy in the office. Under Open Meeting Law the SWCD Meetings are open to the public. Special Meetings need to be posted 3 days before the meeting on the Public Bulletin Board. Posting of Special Meeting need to list time, place and purpose. Cannot make any changes on the published agenda.

Additions to Agenda were SWCD Resolution, Buffer request from BWSR and Designating Bill Patnaude as the Responsible Authority and designating Bulletin Board in County Administration Building as legal posting place. Motion by Rachel Gray to approve Agenda with additions. Motion seconded by Ray Hendrickson. Motion carried and approved.

Motion by Rachel Gray to designate Bill Patnaude as the RA. Motion Seconded by Ruth Trask. Voting on the Motion:

Ray Hendrickson  Yes
Rachel Gray  Yes
Ruth Trask  Yes
Motion carried and approved 3 to 0.

Motion by Ruth Trask to designate the Public Bulletin Board located in the County Administration Building as the legal posting place. Motion seconded by Ray Hendrickson. Voting on the motion:

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<td>Ray Hendrickson</td>
<td>Yes</td>
</tr>
<tr>
<td>Rachel Gray</td>
<td>Yes</td>
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Motion carried and approved 3 to 0.

SECRETARY’S REPORT:
Motion by Ruth Trask to approve the minutes of the August 20, 2015, regular meeting. Motion seconded by Ray Hendrickson. Voting on the motion:

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<td>Ray Hendrickson</td>
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Motion carried and approved 3 to 0.

TREASURER’S REPORT:

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<tr>
<td>Ray Hendrickson</td>
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</table>

Motion carried and approved 3 to 0

NEW BUSINESS

Chad Severts reported on Buffer Request from BWSR. Beltrami SWCD will receive $20,000 and $4,000 for MDA.

Motion by Rachel Gray to give Bill Patnaude authority to sign resolution request for $20,000 from BWSR for buffer implementation and $4,000 for MDA.

MANAGERS REPORT:
There will be a Strategic Planning Meeting held October 30, 2015 from 8:00 – 11:30 a.m. Agenda for Meeting will be a review of the mission and goals. Chad and Bill will get together and put together an overview of where the SWCD is and the history of the SWCD before and after the Cooperative Agreement. Staff will review local water plan.

Motion by Rachel Gray to adopt the Beltrami County Comprehensive Local Water Plan as the comprehensive plan of the SWCD. Motion seconded by Ray Hendrickson. Voting on the motion:

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<td>Ray Hendrickson</td>
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</table>
Motion carried and approved 3 to 0.

Shane Bowe gave a brief report on the SWCD 101 Training that he and Ruth had attended.

NRCS DISTRICT CONSERVATIONIST REPORT:
Larry Voltz reported:

EQIP:
Field certifications/payments have been completed for this year. Staff currently working on conservation planning efforts preparing for next sign up process.

Conservation Stewardship Program:
Enhancement certifications are being processed for payments to be made sometime this fall. Pollinator plantings are still showing flowers well into September.

Continuing to process the 2016 renewals for new fiscal year.

Other:
Staff will participate in the up-coming Water Festival that is sponsored by the Red Lake DNR held at the Concordia Language Village.

Ruth reported on the Area VIII Fall Tour and Meeting.

This concluded the SWCD Meeting for September 29, 2015. Next meeting will be Thursday, October 15, 2015 at 9:30 a.m. Work Session will begin at 9:00 a.m.

Motion by Ray Hendrickson to adjourn. Motion seconded by Ruth Trask. Motion carried and approved. Meeting was officially adjourned.

__________________________________  ______________________________
Recording Secretary                  Date
Beltrami Soil & Water Conservation District
Board of Supervisors Meeting
Thursday, October 15, 2015, 9:30 a.m.
Beltrami County Board Room
701 Minnesota Ave NW, Bemidji, MN  56601

“OUR MISSION IS TO PROVIDE COMPREHENSIVE SOIL AND WATER CONSERVATION SERVICES IN BELTRAMI COUNTY.”

Members Present: Shane Bowe - Chairman
Ray Hendrickson – Vice-Chair
Ruth Trask - Treasurer
Jeff Haack - Liaison

Members Absent: Rachel Gray

Others Present: William Patnaude, District Manager
Kathy Ruzicka, SWCD/ESD
Larry Voltz, NRCS
Sam Rux – Auditor/Treasurers Office

Chairman, Shane Bowe, called the Beltrami Soil and Water Conservation District Board of Supervisors Meeting for October 15, 2015, officially to order at 9:30 a.m. with the Pledge of Allegiance.

Addition to the Agenda was discussion of the Resolution Packet. Motion by Jeff Haack to approve Agenda with the addition. Motion seconded by Ray Hendrickson. Motion carried and approved.

SECRETARY’S REPORT:
Motion by Jeff Haack to approve the minutes of the September 29, 2015, regular meeting with noted corrections. Motion seconded by Ruth Trask. Voting on the motion:

  Ruth Trask  Yes
  Jeff Haack  Yes
  Ray Hendrickson  Yes

Motion carried and approved 3 to 0.

TREASURER’S REPORT:
Ruth Trask reviewed the IFS Statement for September 2015. Shows revenue of $75.00, expenditures of $778.04 for a net of -$703.04 for the month. General ledger balance $89,242.33. Designated Grants $16,196.00. Total balance of $105,438.33. Motion by Ruth Trask to approve the Treasurer’s Reports for September 2015. Motion seconded by Jeff Haack. Voting on the motion:

  Jeff Haack  Yes
  Ruth Trask  Yes
  Ray Hendrickson  Yes
Motion carried and approved 3 to 0

NEW BUSINESS

MANAGERS REPORT:
Bill Patnaude reported on the North Central Joint Powers Board Meeting which was held on Tuesday, October 13, 2015. Crow Wing SWCD will be taking over the duties of Host District beginning January 1, 2016. Next NCJPB Meeting will be December 2, 2015.

There will be a SWCD Strategic Planning Meeting on Wednesday, November 4, 2015. Bill Patnaude will be putting together a packet for Board Members for the November 4th Planning Session.

2015 RESOLUTION PACKET:
SWCD Board Supervisors reviewed resolutions and voted on them. Kathy will tally votes and send the report to MASWCD.

NRCS DISTRICT CONSERVATIONIST REPORT:
Larry Voltz reported:

EQIP:
New sign up process has begun. We are working with producers to get applications on file by the November 20th deadline. Contracts approved will be created in 2016. Office has several applications on file now and will be contacting folks we worked with this past summer on conservation plans for their farms.

Met with staff from the Red Lake DNR Office to discuss future opportunities for additional ramp accesses to be installed. Tom Borth from Area Office was onsite and will begin survey/design work. Application presented to Nikki for Chairman Seki to sign.

Conservation Stewardship Program:
Continuing to process the 2016 renewal applications. We are gathering data necessary to promote the applications to approved. Now that we are in the new fiscal year, we will be working on making payments.

Other:
Office Staff participated in the water Festival that is sponsored by the Red Lake DNR at Concordia Language Village.

October is recognized as National Hispanic Heritage Month to recognize the long and important presence of Hispanic and Latino Americans in North America.

This concluded the SWCD Meeting for October 15, 2015. Next meeting will be Thursday, November 19, 2015 at 9:30 a.m. Work Session will begin at 9:00 a.m.

Motion by Jeff Haack to adjourn. Motion seconded by Ray Hendrickson. Motion carried and approved. Meeting was officially adjourned.

_________________________________________  __________________________
Recording Secretary                                    Date