

EXHIBIT A1: Meeting Minutes



KANABEC SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING

Kanabec SWCD Board Room
2008 Mahogany Street, Suite 3
Mora, MN 55051
(320) 679-1391

Purpose Statement: *This Board of Supervisors meets regularly, utilizing civic standards to organize ourselves and building capacity and infrastructure as needed to support our goals of achieving better soil and water quality outcomes throughout Kanabec County.*

The public is welcome to attend monthly Board meetings in person at the Kanabec SWCD office (address listed above). Note: Meeting material, including agendas and minutes, is posted on the District website at www.kanabecswcd.org.

Remote Google Meet joining info:

Video call link: <https://meet.google.com/qaj-aafx-ruq>

Or dial: (US) +1 505-738-3067 PIN: 922 739 424#

More phone numbers: <https://tel.meet/qaj-aafx-ruq?pin=6566792966442>

October 9, 2024
Meeting Minutes

1. Call to Order

2:01PM

A. Attendance:

I. **Chair:** Norma Heggernes, **Treasurer:** Kim Johnson, Jon Sanford, Gene Carda

1. Supervisors absent: **Vice-Chair:** Kevin Belkholm

II. Others Present: Jaren Peplinski, Jerah Mattson, Emily Larsen, Mary Poelman, Shannon Bodle, Stephanie Paulsen

***Remote attendee**

2. Pledge of Allegiance to the Flag

3. Review and Approval of Agenda (Action Item)

A. Johnson moved to approve the agenda as presented. The motion was seconded by Carda. 4 in favor/0 opposed. Motion carried.

Discussion on hosting a conservation corp. member. The requirements for the position are requiring a cash match which doesn't seem fitting for the District at this time.

4. Review and Approval of Minutes (Action Item)

A. *Regular Board Meeting Minutes 09/18/2024* (Meeting Minutes). Supervisor Sanford moved to approve the Meeting Minutes as written. The motion was seconded by Johnson. 4 in favor/0 opposed. Motion carried.

5. Guest Presentation

A. None.

6. Reports of Partners

- A. NRCS (Brian Steffen, Shannon Bodle, Stephanie Paulsen) – A verbal report was provided.
 - Assessments, field visits and 048 reviews are being done for FY25 EQIP planning
 - CSP apps are currently being worked on for FY25. The deadline to apply for funding is November 15th.
 - RCPP has no funding pools in the county. RCPP was renewed with 1W1P which involves the North Fork Crow and North St. Louis 1W1P.
 - More info to come on the possibility of RCPP to be administered by SWCD's.
 - Work with SWCD is being continued to assist our customers in Kanabec County. Shannon and Jaren met to discuss potential joint projects. Jaren was issued several location maps so he can check priority areas in hopes to move forward into SWCD contracts.
 - Selling Sustainable Future Training will be held in Baxter October 9-10.
 - Morrison County Forestry Day will be held at Belle Prairie Park in Little Falls on October 11th.
 - Prairie Restorations Fall Festival will be held in Princeton October 19th from 10am-2pm.
- B. BWSR (Zach Guttormson) – No report was provided.
- C. Technical Service Area III, BWSR (No primary point of contact listed) – No report was provided.
- D. Kanabec County (Ryan Carda) – No report was provided. It was mentioned to invite Ryan to these meetings.
- E. PCA (No primary point of contact listed) – No report was provided.
- F. MN DNR (Craig Wills) – No report was provided.
- G. MnDOT (No primary point of contact listed) – No report was provided.

7. Public Comment

- A. None

8. Financial Report (Action Item)

- A. *09/30/2024 Year-to-Date Financial Report* (Financial Report). This Financial Report also includes the Treasurer's Report. The Financial Report was detailed by Jerah Mattson and reviewed by the Board of Supervisors. Treasurer Johnson recommended acceptance of the Financial Report on behalf of the Finance Committee. Sanford moved to accept the Financial Report to include the Treasurer's Report. The motion was seconded by Heggernes . 4 in favor/0 opposed. Motion carried.

9. Action Items

- A. *Staff Billable Rates*. Discussion: Johnson moved to approve the resolution updating Staff Billable Rates on behalf of the Board. The motion was seconded by Sanford. 4 in favor/0 opposed. Motion carried.
- B. *Updated rates for 2025 Health Care Coverage*. Sanford moved to approve the updated rates for the 2025 Health Care Coverage on behalf of the Board. The motion was seconded by Carda. 4 in favor/0 opposed. Motion carried.

It was requested to bring the 2024 Wage and Benefits report when the new report is populated.

- C. *Supervisor voting or delegating votes to Staff for MASWCD 2024 Resolutions*. No action was taken nor required.

10. Other Reports/Discussion

- A. Subcommittee reports
The Forestry meeting had discussion on EAB and Climate Change. MN tree population is about 1/3 Ash trees.
It is being asked to have a list of all of the committees/subcommittees listed with active members so each member can share what has been discussed during meetings/events attended. January revisit of subcommittee roles will be added to personnel policies handbook.

The Kettle has a PC in Pine City on November 14th.

The Rum tour on September 26th. The meeting was short before the tour but it is being well represented.

Mary plans to attend the Fish Lake Association meeting this week.

The Master Garden program has put our SWCD office in contact with the folks working on the Veteran's Memorial building grounds. Mary and Jaren plan to work with them on what will benefit them while handling a wetland location on the grounds.

An SOW has been sent to the Snake Board for approval on a manure pit closure.

It was asked how Jaren is receiving information from the Rum and Kettle River Watersheds. Johnson is requesting this information being requested by each individual watershed. When meetings are being held Mary and Jaren are attending, taking in information so they can stay in the loop with updates.

Mary is going to request the local Lake Associations send her their updated newsletters.

The Area III meeting was short.

B. Funding opportunities

It is not aware we are signed up for SAM.gov. or Grants.gov. Jaren is going to sign up as the process takes a while. When new funding comes available we will be signed up and can apply.

The five county dump site has had issues with the liner which has resulted in poisoning the wells of landowners around the dump site. Janell Trupe is the manager that we will follow up with. MN Well index shows the surrounding wells. This site will be researched to see what data is classified. Water Quality is the focused

The Snake River and Lake Mora has been the focus of the runoff. The current culvert is going to be replaced with a larger one to help prevent in town flooding.

The county consulting in a subdivision. There is subdivision zoning for building on a lakefront property. Jaren will meet with Ryan Carda to discuss further. If we get into subdivision reviews with the county would that be beneficial to us?

11. Other Business

- A. Discussion: 75th Anniversary (1950-2025). Jaren found a notarized document stating the District began in 1950, not 1951. We would like to plan in 2025 celebrating this milestone. We could partner with local folks to develop items such as stickers to display. We need to verify if we became a District in 1950 or 1951.
- B. Planning for hosting 2025 Area III Supervisors Fall Business Meeting. Our SWCD is next up to host the annual meeting. We are going to be looking for ideas on what to do with guests. Do we have a sub-committee to plan this event? Where would we like to visit? What projects would we like to display? Norma and Kim were nominated to help plan this event? Norma and Kim have volunteered to help with this event.

It was brought up that more supervisors should attend area meetings and state meetings.

- C. Discussion: Joint Personnel and Finance Committee. The committees will be separate for the duration of the year. Starting 2025 both committees will be separate and new members will be appointed. Kim will finish the year on both committees then would like to continue his role on the Finance Committee if he is appointed but would opt out of the personnel committee.
- D. Soil Health Conservationist position hiring. Is the personnel committee going to help with the hiring of this position? The position has been posted to multiple sites. It is anticipated that this new hire will start with the District in the beginning of January 2025. Jaren will plan to do some outreach while at a conference in Minneapolis.
- E. Low-Income Septic Grant form Johnson to change the wording on the low income septic grant application to read up to 100% based on available funding. The motion was seconded by Carda 4 in favor/0 opposed. Motion carried

12. Consent Agenda Action Items

- 1. Supervisors interested in planning the MASWCD Convention will reach out to Jerah by the end of the week.
- 2. Outreach on the rain barrels will be amped up next Spring.
- 3. Jaren is going to research new options for our website. Our current one isn't user friendly. This change will depend on cost.
- 4. Sanford brought up the phosphorus load on Ann Lake. Mary is following up with Wenck on the reports done on the levels.
- 5. Jerah will follow up with the Pokegama Lake association on the pull tab funding we have been receiving.

Adjourned Sanford moved to adjourn, seconded Johnson. 3 in favor/0 opposed. Motion carried. **4:15 PM**

Submitted by: Jerah Mattson