

Board of Supervisors:

- # 2 – Norma Heggernes, Chair (Term. 12.2026)
- # 1 – Kevin Belkholm, Vice-Chair (Term. 12.2028)
- # 5 – Kim Johnson, Treasurer (Term. 12.2028)
- # 3 – Jon Sanford (Term. 12.2028)
- # 4 – Gene Carda (Term. 12.2026)

Staff:

Jaren Peplinski
District Manager
(502) 517-SWCD

Jerah Mattson
Administrative Assistant
(320) 679-1391

Mary Poelman
Watershed Coordinator

Emily Larsen
Conservation Technician

Nick Foss
Forester

Jéssica Barbosa Oliveira
Soil Health Conservationist

Cooperators:

NRCS - USDA
Shannon Bodle
District Conservationist
(320) 674-3012

Kanabec County Environmental Services
Ryan Carda
Supervisor – Wetlands, Septic, Shoreland
(320) 679-6456

Minnesota DNR - Hydrology
Craig Wills
Area Hydrologist
(763) 689-7100 ext. 225

Minnesota DNR - Forestry
Tony Miller
Area Forester
(320) 679-3683

Kanabec SWCD
2008 Mahogany Street, Ste. 3
Mora, MN 55051
Office: (320) 679-1391



**KANABEC SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD OF SUPERVISORS MEETING**

Kanabec SWCD Board Room
2008 Mahogany Street, Suite 3
Mora, MN 55051

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>

**January 15, 2025
Open Meeting Agenda**

1. **Call to Order** **2:00PM**
 - a. Roll call: Norma Heggernes, Kevin Belkholm, Jon Sanford, Gene Carda, Kim Johnson
 - b. Others Present: Jaren Peplinski, Jerah Mattson, Mary Poelman, Emily Larsen, Nick Foss, Jéssica Barbosa Oliveira, Shannon Bodle, Stephanie Paulsen
*Remote attendee
2. **Pledge of Allegiance to the Flag**
3. **Elect Officers (Action Item)**
 - a. Chair
 - b. Vice Chair
 - c. Treasurer
 - d. Subcommittees
 - i. Personnel Committee
 - ii. Finance Committee
 - iii. Coalition of Lake Associations
 - iv. Kettle/Upper St. Croix Watershed Partnership
 - v. Rum River Watershed Partnership
 - vi. Snake River Watershed Plan Partnership
 - vii. District Land
4. **Review and Approval of Agenda (Action Item)**
5. **Review and Approval of Minutes (Action Item)**
 - a. [Regular Board Meeting Minutes](#) – 12/18/2024 [Exhibit A]
6. **Introduction for New Staff** (Peplinski, Barbosa Oliveira)
7. **Guest Presentation** - Jake Janski, MASWCD NE/Area III Director and Mille Lacs SWCD Supervisor on leadership opportunities (committee assignments, etc.) and planning for the year's Area meetings
8. **Reports of Partners**
 - a. NRCS (Brian Steffen or Shannon Bodle)
 - b. BWSR (Zach Guttormson)
 - c. Kanabec County (Ryan Carda)
9. **Public Comment** (None scheduled)
10. **Financial Report (Action Item)**
 - a. December 2024 [Treasurer's Report and Financial Report](#) [Exhibit B]
11. **Action Items [Exhibit C]**
 - a. Consider approval of continued banking services with Blaze Credit Union and Neighborhood National Bank
 - b. Consider approval of updated mileage reimbursement rate - 70 cents/mile ([federal 2025 rate - IRS](#))
 - c. Consider authorization for Chair to sign letter to Kanabec County requesting legal assistance for personnel policies review on behalf of the Board
 - d. Consider approval of Meal Reimbursement Policy
 - e. Consider approval of dates and times for 2025 SWCD Board meetings (<https://www.kanabecswcd.org/board-meetings>)
 - f. Consider authorization for payment to MCIT for Property/Casualty and Workers Comp

insurance renewal (\$6,385.00)
g. Consider authorization of FY25 dues payment to MASWCD (\$7,013.48)

12. Other Reports

- a. Subcommittee reports
 - i. Personnel Committee (Belholm, Johnson)
 - ii. Finance Committee (Belholm, Johnson)
 - iii. Coalition of Lake Associations – Aquatic Invasive Species (Sanford)
 - iv. Kettle/Upper St. Croix Watershed Partnership (Johnson primary, Sanford alternate)
 - v. Rum River Watershed Partnership (Johnson primary, Sanford alternate)
 - vi. Snake River Watershed Plan Partnership (Belholm primary, Sanford alternate)
- b. Meeting and Event Announcements, pg. 2 (Peplinski)
- c. Funding opportunities, pg. 2 (Peplinski)

13. Other Business [Exhibit D]

- a. Discussion: Review of Open Meeting laws
- b. Discussion: Update on BWSR grants and funding expenditures
- c. Discussion: Update on donations from Pokegama Lake Association (Poelman)
- d. Discussion: Draft updates to Personnel Policies/Employee Handbook (Peplinski, Johnson)
- e. Discussion: SWCD Staff Event
- f. Celebrating 75 years

14. Consent Agenda [Exhibit E]

- a. **Staff Report [Exhibit F]**

15. Closed Session - Personnel Committee

Adjourn

4:30PM

The next Regular Monthly Meeting is Wednesday, February 19, 2:00 PM

Meeting and Event Announcements

- January 16, 2025 - Meeting with NRCS to discuss JAA, Conservation Planning, and Training Needs
 - January 20, 2025 - Martin Luther King, Jr. Day (office closed)
 - January 22, 2025 - Kettle/Upper St. Croix Steering Committee Meeting
 - January 22, 2025 - TSA Area III Board Meeting
 - January 27, 2025 - Snake River Watershed Plan Partnership JPE Meeting
 - January 29-30, 2025 - University of Minnesota [Soil Management Summit](#) (Mankato, MN)
 - February 1, 2025 - Annual Grant Reporting Deadline (BWSR)
 - February 6, 2025 - Stearns County Shoreland Workshop (St. Joseph, MN)
 - February 10, 2025 - RRWP Implementation Planning Committee
 - February 13, 2025 - COLA Meeting
 - February 13, 2025 - Kettle/Upper St. Croix Policy Committee Meeting (Sandstone, MN)
- * = tabling / promotional opportunity

Current Funding Opportunities

- Good Food Access Program Equipment and Physical Improvement Grant (MDA)
 - <https://www.mda.state.mn.us/grants/grants/gfapequipmentgrant>
 - The Good Food Access Program (GFAP) Equipment and Physical Improvement Grant increases the availability of and access to affordable, nutritious, and culturally appropriate foods for underserved communities in low- and moderate-income areas. Grants help grocery stores and small food retailers make physical improvements and purchase equipment to stimulate sales of such foods.
 - **Grant Amounts: \$5,000 - \$75,000**

- Eligible Applicants: For-profit and nonprofit grocery stores and small food retailers such as corner stores and farmers markets
- Funds must be used for projects that will increase the sales of nutritious and culturally appropriate foods. Eligible expenses include:
 - Equipment (like coolers and freezers).
 - Installation costs for eligible equipment.
 - Costs for physical improvements needed for installing equipment (like electrical or architectural work).
- Key Dates and Information:
 - Application Deadline: January 16 by 4 p.m.
- Small Communities Planning Grants for Stormwater, Wastewater, and Community Resilience (MPCA)
 - <https://www.pca.state.mn.us/grants-and-loans/small-community-planning-grants-for-stormwater-wastewater-and-community-resilience>
 - **Grant Amounts: Total of \$500,000 available with no minimum or maximum grant award.**
 - Eligible Applicants: Tribal nations, cities, counties, towns/townships, soil and water conservation districts, water management organizations, and water districts that have or serve populations under 10,000.
 - Example projects:
 - Stormwater resilience, such as vulnerability assessments and plan development.
 - Wastewater resilience, such as climate vulnerability assessment and plan development.
 - Community resilience, such as community-wide climate adaptation planning or planning for public water supply resilience.
 - Key Dates and Information:
 - Question and Answer period closes: January 13
 - Application Deadline: January 17 by 4 p.m.
 - Grantee Announcement: March 2025
- Minnesota Community IDEAS Grant Program (Saint Paul & Minnesota Foundation - SPMCF)
 - <https://spmcf.org/nonprofits/grants-for-nonprofits/minnesota-community-ideas-program>
 - The Minnesota Community IDEAS Program seeks to design, test and spread ideas that make our communities better for everyone and inspire, equip, and connect people through meaningful, community-led change.
 - **Grant Amounts: 15 organizations will each receive a total award of \$160,000, paid over three years.**
 - Eligible Applicants: Organizations that are 501(c)(3) public charities or government entities (including schools), organizations or programs that are fiscally sponsored by 501(c)(3) public charities or government entities (including schools). Groups of organizations (such as coalitions or collaboratives) are eligible to apply, but only one organization may apply and receive the award on behalf of the group.
 - Key Dates and Information:
 - Short interest forms due January 30 by 1 p.m.
 - Selected organizations submit full application by March 13 by 1 p.m.
 - Grantee Announcement: April 2025
- Solar For Schools Grant (MN Commerce Department - Energy & Utilities)
 - <https://mn.gov/commerce/energy/industry-government/solar-schools/>
 - This program was designed to promote the installation of solar energy systems on Minnesota schools, while using the opportunity to integrate renewable energy use into school curriculum. All eligible schools are encouraged to apply for grants up to 40-70% of the cost to purchase and install a solar energy system. For K-12 schools, the maximum allowable grant size is determined by the most recent Adjusted Net Tax Capacity (ANTC) divided by the Adjusted Pupil Unit (APU).
 - **Grant Amounts: Up to \$500,000 (or \$675,000 in Xcel Energy service territory)**
 - Eligible Applicants: Independent and Special School Districts, Tribal Contract schools, and Cooperative School Districts statewide
 - Key Dates and Information:
 - Readiness Assessment - January 2025 (tentative)
 - Full Application - May 2025 (tentative)

Applications Submitted in FY24/FY25

- **UMN Water Resources 2025 Soil Health Days Funding Mini-Grant**
 - **Funding for Farmers to Attend Soil Health Peer and Professional Learning Events**
 - **November 8, 2024** – The University of Minnesota Water Resources Center has awarded a \$1,500 Soil Health funding grant to Kanabec Soil and Water Conservation District (SWCD) to support local farmers' participation in soil health-focused learning opportunities. The funds will cover direct expenses such as registration fees and travel costs for attending events like the Emerging Farmers Conference, SHC Premier Soil Health Event, U of M Soil Management Summit, or SFA Midwest Soil Health Summit. Selected events must focus on soil health practices such as cover crops and reduced tillage. Attendees will be reimbursed for actual costs based on pre-approved cost estimates and must submit receipts for reimbursement. In accordance with reporting requirements in the funding agreement, Kanabec SWCD will track key learning or networking outcomes - participants receiving funding will be asked to provide feedback on what they learned and how they plan to apply it to their farming practices. The funding must be used by September 30, 2025.

Annual or Ongoing Funding to Consider Applying For

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