



2008 Mahogany St. Ste. #3
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Outcomes Documents – Regular Board Meeting

Wednesday July 17, 2024, 2:00 pm

Location: SWCD Conservation Office 2008 Mahogany St., Ste. #3 Mora MN 55051

SUPERVISORS: Jon Sanford, Norma Heggernes, Kevin Belkholm
STAFF: Deanna Pomije, Jerah Mattson, Emily Larsen, Stephanie Paulsen
***Remote Attendees** **Others:** **Absent:** Kim Johnson

1. 2:02 Pledge of Allegiance to the Flag

2. ***Approval of the Agenda**

Motion by Sanford, second by Belkholm to approve the agenda as presented with the following additions; an AIS expense (consent agenda), a discussion on the CD maturity for reinvestment and a district land discussion added on to the agenda.

Affirmative: Sanford, Heggernes, Carda, Belkholm

Opposed: None **Abstain:** None

3. ***Consent Agenda** (no discussion unless Supervisor requests)

3.1. Financial – receipts, disbursements, balance sheet, profit & loss reports

3.2. Outcomes Document:

- Kanabec SWCD Board Mtg. – June 18, 2024

3.3. Staff Reports

3.4. Upcoming Staff Meetings / Outreach / Training

3.5. AIS funding requests

A question was asked on the tree planter. Pomije provided a summary. Our grant contract with the DNR was amended to add in the price (\$16,500) of the pull behind tree planter with an expiration date of 6/30/25. This unit has been ordered and should be ready for us to pick up from the manufacturer next spring.

Motion by Sanford second by Belkholm to approve the consent agenda as presented with the added AIS expense of \$4,776.42 for Curly Leaf Pond Weed spraying on Ann Lake.

Affirmative: Sanford, Heggernes, Carda, Belkholm

Opposed: None **Abstain:** None

4. ***Approve Treasurer's Report**

Motion by Belkholm second by Sanford to approve the June 2024 Treasurer's Report and to renew the \$150,000 CD for a term of 8 months at 4.5%.

Affirmative: Sanford, Heggernes, Carda, Belkholm

Opposed: None **Abstain:** None

5. NRCS Report (Steffen) –

- Conservation Stewardship Program (CSP-GCI) Grassland Conservation Initiative is returning for FY2025
- The deadline for CSP obligations is August 30th for the 2024 funding

- September 6th is the deadline for the Environmental Quality Incentive Program (EQIP) 2025 sign-up.
- EQIP has 3 pre-approvals in Hinckley, 1 in Mora, 1 in North Branch and Cambridge has one.
- Regional Conservation Planning Partnership (RCPP) applications that are not obligated yet will continue to be worked on.
- Soil collection in Pine Co. was conducted last week, week 2 starts next week for their soil survey. These will hopefully be wrapped up by 2026.
- The administrative position has opened and closed.
- Assistant State Conservationist – Field Operations (ASC-FO) in Faribault has posted for applications.
- Soil Conservationist Certifications for hiring have been sent out. Issues have happened, so details will follow.
- Conservation Planner course starts July 29th.
- Cook-out on Frachette Farm in Hinckley will be held August 9th.
- Soil Health Field Day at Jon Stevens farm will be held August 23rd.
- McVay Farms will be hosting a field day which will be held on August 27th.

6. Business Section

6.1. *Personnel Committee:

*District Manager position: 3 candidates were interviewed on 7/16. Jaren Peplinski was the recommended candidate by the personnel committee.

Motion by Heggernes second by Carda to offer the District Manager position to Jaren Peplinski at a salary within grade 15 pay scale, yet TBD, pending a background check.

Affirmative: Sanford, Heggernes, Carda, Belkholm

Opposed: None **Abstain:** None

*Watershed Coordinator position offer approval, pay rate

Motion by Sanford second by Carda to offer Mary Poelman the Watershed Coordinator position with a salary TBD at a grade 13 pay scale, as recommended by the personnel committee contingent upon passing a background check.

Affirmative: Sanford, Heggernes, Carda, Belkholm

Opposed: None **Abstain:** None

Hiring for the Soil Health position will be postponed until the new District Manager has started. Seven applications have been received.

6.2 Finance Committee Update, 7/8. Pomije reviewed a draft 2025 budget

6.3. *Seeking approval on FY2025 observation well contract with DNR, requesting authority for the District Manager (DM) to sign the contract electronically

Motion by Sanford, second by Belkholm to authorize the (DM) to sign the DNR FY2025 Observation Well contract.

Affirmative: Sanford, Heggernes, Carda, Belkholm

Opposed: None **Abstain:** None

6.4. *Seeking approval on a BWSR Soil Health Delivery grant contract for \$20,000, work plan, requesting DM authority to sign electronically.

Motion by Belkholm, second by Sanford to authorize the DM to sign the BWSR Soil Health Delivery grant contract in the amount of \$20,000 with the work plan set up for staff time to extend the new ‘Soil Health Conservationist’ position’s time.

Affirmative: Sanford, Heggernes, Carda, Belkholm

Opposed: None **Abstain:** None

6.5. *Seeking approval on new easement work orders, requesting DM authority to sign
Staff explained that new easement work orders are needed after application packets are sent to BWSR but prior to continuing work to finalize the easement. BWSR compensates us \$2,500/ new easement now.

Motion by Belkholm, second by Heggernes to authorize the DM to sign new easement work orders that come down from BWSR in order to proceed with processing the easement.

Affirmative: Sanford, Heggernes, Carda, Belkholm

Opposed: None **Abstain:** None

7. Public Input –none present

8. Project Updates

8.1. *Payment voucher approval, completed shoreland restoration project, contract #2023.1

- Funding source SCS FY22 - \$7,685.60
- Funding source Snake WBIF - \$2,406.39

Motion by Sanford, second by Heggernes to approve the payment on this voucher for \$10,091.99 with funding sources listed above for contract #2023.1.

Affirmative: Sanford, Heggernes, Carda, Belkholm

Opposed: None **Abstain:** None

9. Discussion Session

- District Land Discussion: The food plot has not been planted yet due to wet conditions.
- Supervisor rental of SWCD equipment – Do we charge? Do we want a policy?
Supervisors may rent equipment at no charge. There will be no extra policy put in place.
- Larsen mentioned that her 6-month performance review is due. Pomije confirmed to get this scheduled.
- Carda brought forward for discussion an old potential shoreland project near the outlet of the Knife River into Knife Lake. Awaiting landowner consent on the project. Carda proposed a new letter to be sent to the landowner, seeking his consent. Carda mentioned not charging for the rock at his quarry if the project were to be completed.

10. Set Next Meeting Dates / Committee Reports – next meeting date

- 7/11/24 – 1st Kettle Partnership PC Meeting, 9am, Sandstone (Johnson)
- 7/11/24 – COLA/AIS Meeting, 5pm (Larsen, Sanford)
- ~7/18/24 – Forestry Assn. Meeting, 10am, McGregor (Carda, Sanford)
- 7/22/24 - Snake Watershed Partnership Meeting, 9:30am, Courthouse (Pomije, Belkholm)
- 7/22/24 – SRWMB Meeting, 9am, Courthouse (Pomije, Belkholm)

- 7/24/24 – 2024 Audit in-house with Peterson, 1pm (Mattson)
- 7/25-28 – Thurs-Sun, County Fair, Conservation & AIS booth (staff & board)
- **8/21/24 – Regular SWCD Board Meeting, 2pm**
- 9/25/24 – TSA Area 3 Meeting, 10am remote (Heggernes)
- 9/26/24 – Rum RRWP Meeting, 4:30pm, Milaca (Johnson)

*Seeking Supervisor report on meeting attended

11. Evaluate the Meeting – What worked? What needs further discussion?

Agenda items for next month

12. 3:46 Adjourn Regular Meeting

Motion by Sanford second by Belkholm to adjourn Regular Board Meeting at 3:46pm

Affirmative: Sanford, Belkholm, Carda, Heggernes

Opposed: None

Abstain: None

***Seeking Board Decisions**