



2008 Mahogany St. Ste. #3  
Mora, MN 55051  
(320) 679-1391  
Deanna@KanabecSWCD.org

## Outcomes Documents – Regular Board Meeting

Wednesday May 15, 2024, 2:00 pm

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

**SUPERVISORS:** Jon Sanford, Kim Johnson, Norma Heggernes

**STAFF:** Deanna Pomije, \*Jerah Mattson, Emily Larsen

\*Remote Attendees    **Others:**            **Absent:** Gene Carda, Kevin Belkholm

1. 2:32 Pledge of Allegiance to the Flag
2. \*Approval of the Agenda

**Motion by Sanford, second by Johnson to** approve the agenda as presented with the addition 8.6 well sealing proposal and a discussion on the rates

**Affirmative:** Sanford, Johnson, Heggernes

**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. – April 17, 2024
  - 3.3. Staff Reports
  - 3.4. Upcoming Staff Meetings / Outreach / Training
  - 3.5. AIS funding requests

**Motion by Sanford second by Johnson to** approve the Consent Agenda as presented.

**Affirmative:** Sanford, Johnson, Heggernes

**Opposed:** None            **Abstain:** None

4. \*Approve Treasurer's Report

**Motion by Sanford second by Heggernes to** approve the April 2024 Treasurers report presented by Johnson

**Affirmative:** Sanford, Johnson, Heggernes

**Opposed:** None            **Abstain:** None

5. NRCS Report (Steffen) –No report given

## 6. Business Section

### 6.1.\*Personnel Committee:

\*Watershed Coordinator position offer approval, pay rate. It was decided to wait until the District Manager position has been filled.

\*District Manager position description, posting, pay scale – update. The position has been posted. \$65K-\$85K is the starting range based on the county HR analysis.

Approve position description for the District Manager

**Motion by Johnson, second by Sanford** to approve the DM position description posting and payscale update.

**Affirmative:** Sanford, Johnson, Heggernes

**Opposed:** None      **Abstain:** None

\*Soil Health staff – draft position description,

**Motion by Johnson, second by Sanford** to approve the position description as written and grant authority with the stipulation that it is approved through MRA to make sure pay rate is correct.

**Affirmative:** Sanford, Johnson, Heggernes

**Opposed:** None      **Abstain:** None

6.2 \*Kanabec Co. Fair July 25-28, seeking 2 booths (AIS & conservation) \$120 each

**Motion by Sanford, second by Heggernes** to authorize two booths at the Kanabec Co. Fair.

**Affirmative:** Sanford, Johnson, Heggernes

**Opposed:** None      **Abstain:** None

6.3. \*Low Income Septic forms, review

**Motion by Johnson, second by Sanford** to approve the septic grant application and process

**Affirmative:** Sanford, Johnson, Heggernes

**Opposed:** None      **Abstain:** None

6.4. \*Kettle Watershed Plan, seeking board resolution to adopt the plan and/or to join the collaboration by signing the Joint Powers Agreement

**Motion by Johnson, second by Sanford** to approve the resolution to adopt the Kettle Water Plan and to join the joint powers collaborative.

**Affirmative:** Sanford, Johnson, Heggernes

**Opposed:** None      **Abstain:** None

**Motion by Johnson, second by Sanford** to approve the proposed first biennium budget for the Kettle Watershed.

**Affirmative:** Sanford, Johnson, Heggernes

**Opposed:** None      **Abstain:** None

## 7. Public Input –none present

## 8. Project Updates

8.1. Job Approval Authority, review

8.2. \*Lawns to Legumes – pollinator garden completed, seeking payment voucher approval for \$1,500, Arthur twp. sec. 3 #L2L.2024.01

**Motion by Sanford, second by Heggernes** to approve the payment and authorize Deanna to sign the voucher

**Affirmative:** Sanford, Johnson, Heggernes

**Opposed:** None      **Abstain:** None

8.3. \*Fencing interior with Prescribed Grazing, \$4,054 requesting, estimated 75% (\$3,323), Knife Lake twp. sec. 4, seeking contract approval, Conservation Contracts funding source, seeking authority to sign contract.

**Motion by Johnson, second by Sanford** to authorize Deanna to sign the prescribed grazing request in the amount of \$3,323, 75% of the requested amount of \$4,054

**Affirmative:** Sanford, Johnson, Heggernes

**Opposed:** None      **Abstain:** None

8.4. \*Soil Health SCS funds, reduced tillage potential applications – spring planting, seeking authority to sign contracts as apply, \$9,000 budget

**Motion by Sanford, second by Heggernes** to authorize Deanna to sign contracts that are applied for.

**Affirmative:** Sanford, Johnson, Heggernes

**Opposed:** None      **Abstain:** None

8.5. MN Tree nursery video

8.6. Well Sealing and rates. Align with

**Motion by Johnson, second by Sanford** to align ourselves with Snake Watershed to pay for 75% well sealing costs.

**Affirmative:** Sanford, Johnson, Heggernes

**Opposed:** None      **Abstain:** None

**Motion by Sanford, second by Heggernes** to authorize Deanna to sign contract for the well sealing and payment voucher to pay for 75% of the amount requested.

**Affirmative:** Sanford, Johnson, Heggernes

**Opposed:** None      **Abstain:** None

## 9. Discussion Session

\*Soil Health position new computer

**Motion by Johnson, second by Sanford** to approve Deanna to purchase new equipment needed to get position up and running up to \$3,500.

**Affirmative:** Sanford, Johnson, Heggernes

**Opposed:** None      **Abstain:** None

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

- 5/9/24 – Kettle PC Meeting, 9am, Sandstone (Johnson)
- 5/10/24 – Nannobubbles Presentation from Moleaer Co., jail meeting room, 9-11am, remote option (Pomije, Sanford)
- 5/10/24 – Tree Sale Pick-Up, 1-6:30pm (Mattson, Larsen, other staff as needed) tree sale prepping Tues-Thurs
- 5/13/24 – Snake Steering Meeting, as needed 9-11am (Pomije)
- 5/16/24 – Forestry Assn. Meeting, 10am, McGregor (Carda or Sanford)
- 6/11/24 – Snake/Kettle RIM Easement Tech. Committee 2pm, Sandstone (Mattson)
- 5/21-6/4 – Filing period for SWCD Supervisors, Districts 1,3,5
- 5/27/24 – Memorial Day Holiday
- 6/3/24 – Conservation Corps Intern, Austin Lee Starts
- 6/5/24 – Local Work Group meeting with NRCS, multi-county location TBD, (staff, Sanford)
- 6/7/24 – Area 3 Association Meeting, 9-2, Cloquet Forestry Center (Supervisors, Sanford)
- 6/13/24 – COLA/AIS Meeting, 5pm (Larsen, Sanford)
- **6/18/24 – Regular SWCD Board Meeting,**
- 6/24/24 – SRWMB Meeting, 9am, Courthouse (Pomije, Belkholm)
- 6/24/24 – Snake Watershed Partnership Meeting, 10am, Courthouse (Pomije, Belkholm)
- 6/26/24 – TSA Area 3 Meeting, 10am, remote (Johnson, Larsen)
- 6/27/24 – RRWP Meeting, 4:30pm, Milaca (Johnson)

- 7/24/24 – 2024 Audit in-house with Peterson, 1pm (Mattson)

\*Seeking Supervisor report on meeting attended

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

Agenda items for next month

**12. 3:54 Adjourn Regular Meeting**

**Motion by Sanford second by Johnson** to adjourn Regular Board Meeting at 3:54pm

**Affirmative:** Sanford, Johnson, Belkholm, Carda, Heggernes

**Opposed:** None

**Abstain:** None

**\*Seeking Board Decisions**