

**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>

**February 19, 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. **Supervisor Oaths of Office (Action Item)**
  - a. **Certificate of Election - file with County Auditor**
4. **Review and Approval of Agenda (Action Item)**
5. **Review and Approval of Minutes (Action Item)**
  - a. [Regular Board Meeting Minutes](#) – 1/15/2025 [Exhibit A]
6. **Reports of Partners**
  - a. NRCS (Brian Steffen or Shannon Bodle)
    - Civil Rights Document(s)
    - Review MOA
  - b. BWSR (Zach Guttormson)
  - c. Kanabec County (Ryan Carda)
7. **Public Comment** (None scheduled)
8. **Financial Report (Action Item)**
  - a. January 2025 [Treasurer's Report and Financial Report](#) [Exhibit B]
9. **Action Items [Exhibit C]**
  - a. Consider approval of draft Remote Work Policy
  - b. Consider request for AIS campaign funding from Minnesota Traditions (\$500 from AIS Education and Outreach budget category)
  - c. Consider approval of the updated contract for Contract # SR\_WBIF\_01-KSWCD-2024
  - d. Consider transfer of \$100,000 in savings from NNB (0.49% APR) to BlazeCU (1.6% APR). High Yield Savings accounts can also accrue 3.65-4.86% APR with current rates but are now risky with no more CFPB.
  - e. Consider acceptance of 2023 Audit of Financial Statements
10. **Other Reports**
  - a. Subcommittee reports
    - i. Personnel Committee (Belkholm, Johnson)
    - ii. Finance Committee (Belkholm, Johnson)
    - iii. Coalition of Lake Associations – Aquatic Invasive Species (Sanford)
    - iv. Kettle/Upper St. Croix Watershed Partnership (Johnson)
    - v. Rum River Watershed Partnership (Johnson)
    - vi. Snake River Watershed Plan Partnership (Belkholm)
  - b. Meeting and Event Announcements, pg. 2 (Peplinski)
  - c. Funding opportunities, pg. 2 (Peplinski)
11. **Other Business :[Exhibit D]**
  - a. Discussion: County Attorney shall be District Attorney ([Minn. Stat. § 103C.321](#))
  - b. Discussion: Budget Update

	<ul style="list-style-type: none"> <li>c. Discussion: Draft updates to Personnel Policies/Employee Handbook</li> <li>d. Discussion: Crop Plan Presentation</li> <li>e. Discussion: ArcGIS needs, wants</li> <li>f. Discussion: County Fair Booth</li> <li>g. Discussion: Matrix of supervisor responsibilities and commitments</li> <li>h. Discussion: Area III planning</li> <li>i. Discussion: Deed Correction Update</li> <li>j. Discussion: Local Work Group Update</li> <li>k. Discussion: Buckthorn event planning</li> <li>l. Discussion: CD renewal (matures 3/30/25)</li> </ul> <p>12. <b>Consent Agenda [Exhibit E]</b></p> <ul style="list-style-type: none"> <li>a. <b>Staff Report [Exhibit F]</b></li> </ul> <p><b>Adjourn</b> <span style="float: right;"><b>4:30PM</b></span></p> <p style="text-align: center;">The next Regular Monthly Meeting is Wednesday, March 19, 2:00 PM</p>

### Meeting and Event Announcements

- March 11, 2025-Kettle/Snake RIM Team Meeting, Sandstone  
\* = tabling / promotional opportunity

### Current Funding Opportunities

- 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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