OUTCOME DOCUMENTS FROM THE JULY 19, 2016 RESCHEDULED BOARD MEETING

SUPERVISORS PRESENT: Gene Carda, Paul Hoppe, Mike Johnson, Betty Wilkins

STAFF PRESENT: Deanna Pomije, Kyle Weimann

OTHERS: Shannon Rasinski (NRCS), Dennis McNally (Kanabec County Commissioner),

1. Call to Order. Chair Hoppe called the meeting to order at 4:05pm. Pomije asked to add 9.4 Forestry Association Meeting (7/21); 7.3 District Land Committee to the agenda. M/S/Approved Johnson/Carda to accept the Agenda as amended.

2. Consent Agenda (no discussion unless Supervisor requests)
   2.1. Financial
      2.1.1 Treasurer’s Report for June
      2.1.2 June Disbursements
      2.1.3 June Receipts
   2.2 Outcome Reports
      2.2.1 June 14, 2016 Board Meeting Minutes
   2.3 Staff Reports
      2.3.1 Administrative Assistant
      2.3.2 Technician
      2.3.3 District Manager
   2.4 Upcoming Staff Meetings/Outreach/Training

Wilkins inquired about items 2.3.1 (administrative workload), 2.3.2 (stream monitoring, RUSLE2), and 2.3.3. (County Water Plan update committee membership). M/S/Approved Johnson/Wilkins to approve the consent agenda.

3. Approve Disbursements: M/S/Approved Carda/Johnson to approve the vouchers for payment.

4. Old Business
   4.1. Interseeder – Possible donation to Mille Lacs SWCD to guarantee equal access for County. Pomije reported that Tom Gervais, NRCS Grazing Specialist, said that the District should recommend use of no-till for many different types of planting. Pomije recommends not purchasing one for the district with one available in surrounding counties. Weimann explained that as of now, the equipment is available at the same rate; the Mille Lacs SWCD Board could opt to either increase the rental rate or not allow rental in Kanabec. Rasinski said that a smaller drill than the new Truax from Mille Lacs (11.7”) might be more appropriate for Kanabec. M/S/approved Wilkins/Carda to investigate purchase of a smaller interseeder.

5. New Business
5.1. **Annual Business** – M/S/approved Wilkins/Carada to continue use of Neighborhood National Bank. Motion carried unanimously. M/S/approved Johnson/Carada to continue use of the Kanabec County Times as the District’s newspaper of record. Motion carried unanimously.

5.2. **NRCS Report** – Rasinski provided a report of NRCS activities: Conservation Stewardship Program (CSP) quality assurance reviews; new applications starting. Staff completed civil rights training to guarantee fairness and equal treatment to all clients.

5.3. **2017 Budget** – Draft was prepared by staff to include: new technician/forestry position; 3% county funding boost + 10% of new position (total allocation increase of $6,635) to receive 1¼:1 matching funds ($8,294). Pomije said it the position would work with landowners to create Forest Stewardship Plans, RIM easements for the northern part of the county, technical assistance to service grants, District Land, and outreach. Wilkins sees a gap in landowner education of good forestry practices and proper riparian buffers. M/S/approved Johnson/Carada to approve the preliminary 2017 budget.

5.4. **Technical Approval Authority** – Pomije said NRCS would grant TAA approval to Olson based on ability but Board approval is a first step. M/S/approved Wilkins/Johnson motion to pursue TAA for Olson.

5.5. **District Manager Spending Authority** – Pomije said that there are a variety of regular, budgeted expenses that come up that she would like authority to approve up to $1,000. M/S/approved Wilkins/Johnson to grant authority to District Manager to spend up to $1,000 on any budgeted, routine expenses. M/S/approved Johnson/Wilkins to grant District Manager authority for routine payroll expenses.

5.6. **Cost Share Application Form** – Staff created a template for cost share applications. Pomije said prioritization ranking was somewhat subjective and based on site-specific details. Any completed application would be presented to the Board for approval before moving forward with a contract. M/S/approved Carda/Johnson to approve the application form.

5.7. **Staff Health Insurance** – Pomije provided background information on the need for the personnel committee to meet to clarify the District’s health insurance policy. The recent audit revealed a that the lack of employer contributions may be a problem; the District is out of contract with its group plan. Johnson said it thought it was important to stay competitive for employee. Wilkins said she would like to see the process expedited if employees are being shorted based on the Kanabec County pay-scale. Pomije will convene a meeting of the Personnel Committee.

6. **Project Decisions**

6.1. **CWF14 Ann River** – Pomije said that the project was successfully installed. The total project cost was $20,248 with grant funding for 90%. M/S/approved Wilkins/Carada to approve the landowner payment of $18,000 for Lynn Erickson.

6.2. **CWF14 Ann River - Flood Repairs** – The Erickson project was built for 4.8” of rain in 24 hours but about 7” fell. Considering the amount of rain, the work held up well. The smaller material on top of the crossing washed down into the grass waterway. The bottom of the grass waterway should be carefully re-contoured to allow uniform flow. The grass embankments held but the
native grass seeds may have washed away. It is possible that some emergency funding will be available. **M/S/approved Johnson/Carda to approve payment of up to 90% of the cost of repairs for the Erickson project.**

Pomije mentioned that there has also been flood-related erosion at another property completed last year (Tentis, Fish Lake). It is partially a result of shortcomings in the initial design brought to light by the large amount of rain.

6.3. **CPL Tree Planting** – Conservation Corps completed the planting of fruiting shrubs and other wildlife enhancement on District land and the Mille Lacs WMA. The crew provided 2 half days of work. **M/S/approved Carda/Johnson to pay the Conservation Corps $1,470 for tree planting services.**

6.4. **State Cost Share** – Pomije presented a cost-share application from Chad Douglas for a winter waterer in the Mud Creek watershed that would provide 5.9 T/yr of soil savings from conversion of row crops to rotational grazing. It has a 20-year lifespan. Funding will come out of the State Cost Share funds. **M/S/approved Johnson/Wilkins to approve 75% cost share up to $1,261 for the Douglas winter waterer project.**

6.5. **County AIS** – The Lewis Lake Association requested reimbursement of $1,500 for a vegetation survey. It showed curly leaf pond weed is in areas that requires hand pulling; protection is required for rare species found in the Lake. **M/S/approved Johnson/Wilkins to approve the request for $1,500 reimbursement to Lewis Lake from County AIS funds.**

6.6. **2016 Capacity Match** – Kanabec is eligible for an additional $15,337 pending a revised work plan. Pomije expects to dedicate $3,000 for the vehicle and $5,000 for BMPs with the rest backfilling other expenses. **M/S/approved Wilkins/Johnson motion to accept the grant amendment for the additional funding.**

7. **Committee / Meeting Reports**

7.1. **TSA Area III**; Johnson attended. His main takeaway was on BWSR capacity funding and the additional county match.

7.2. **Personnel Committee**: Hoppe and Johnson met with staff to discuss and approve minor revisions to the employee handbook; a new document will be brought to the full Board following the upcoming meeting to discuss health insurance. Pomije asked for approval of the personnel evaluation form included in the consent agenda; **M/S/approved Johnson/Carda to approve use of the form for employee evaluations.**

7.3. **District Land Committee**: Pomije said that committee met with the Soil Scientist at the land to create a plan to evaluate baseline soil health conditions in each of the fields. Recommended a Haney test of the soil biology. An obstacle to moving forward is finding an operator willing to employ improved practices for soil health. McNally mentioned that he would like the District land to include demonstration areas of different buffer types. Rasinski suggested offering financial assistance for use of no-till practices, etc. Wilkins recommended discussing with the
High School agriculture teacher. Johnson said to look into tax exempt status for the land. Hoppe suggested checking with the 4-corners group for forestry purposes.

8. **General Discussion / Public Input**
McNally would like mention of pesticides and herbicides in the water plan. He also noted that Knife Lake Sanitation was bought out and now owned by Waste Management.

9. **Set Next Meeting Dates**
   9.1. **District Land Committee:** July 13th, 9:30am
   9.2. **Personnel Committee:** TBD
   9.3. **Regular Meeting:** August 9, 4:00pm
   Discussion of appropriate time for meetings and need to have later meetings for working people.
   Wilkins suggested scheduling employees to leave early on Friday.
   9.4. **Forestry Association:** Thursday the 21st in McGregor – Carda to attend.
   County Board: 7/19: Water Plan public hearing 10:00am; Geology: 10:15am; Public Comment: 10:30am. Hoppe will attend.

10. **Adjourn**

    **M/S/approved Wilkins/Card to adjourn. Adjournment at 6:23pm**

    **Approved:**

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    **Date:** __________________________