Kanabec Soil & Water Conservation District

2008 Mahogany Street, Suite 3
Mora, MN 55051
(320) 679-3982

OUTCOME DOCUMENTS FROM THE NOVEMBER 15, 2016 REGULAR BOARD MEETING

SUPERVISORS: Paul Hoppe, Mike Johnson, Betty Wilkens, Gene Carda

STAFF: Deanna Pomije, Jacque Kelzenberg

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

1. **Call to Order.** Hoppe called the meeting to order at 4:00pm. **M/S/Approved Johnson/Carda to approve the agenda.**
2. **Consent Agenda** (no discussion unless Supervisor requests)

   2.1 Financial
   - 2.1.1 Treasurer's Report for October
   - 2.1.2 October Disbursement
   - 2.1.3 October Receipts

   2.2 Outcome Reports
   - 2.2.1 October 11th, 2016 Regular Board Meeting Minutes

   2.3 Staff Reports
   - 2.3.1 District Manager
   - 2.3.2 Technician – Wilkens asked about opportunities for funding for Forestry BMPs or Private Forest Management and would like to see an informational pamphlet on options as well as an article in the next newsletter. This request was reiterated by Hoppe and McNally. Pomije briefly reviewed the current funding opportunities with the DNR and NRCS.
   - 2.3.3 Administrative Assistant

   2.4 Upcoming Staff Meetings/Outreach/Training – Hoppe would like to see more on BWSR Academy

   M/S/Approved Wilkens/Johnson to approve the consent agenda.

3. **Approve Disbursements**: **M/S/Approved Johnson/Carda to approve the October disbursements**.

4. **Old Business**

   4.1. Interseeder – Approval of Joint Powers Agreement with Mille Lacs SWCD. Mille Lacs SWCD proposed a donation of $2,000 to ensure perpetual access to their new Truax Interseeder. Pomije mentioned that there is a request for a $5,000 donation from the Pokegama Lake Association that would cover this expense (upcoming meeting on 11/19). **M/S/Approved Carda/Wilkens to approve the Joint Powers Agreement with a donation of $2,000 to Mille Lacs SWCD.**

   4.2. Board Elections – Jan Anderson and Joyce Sawatzky were certified as write-in winners of the recent election for Districts 2 and 5, respectively. Kevin Belkholm won in District 1 and Paul Hoppe in District 3. Supervisors would like additional information on re-staggering Supervisor terms. Pomije will investigate the requirements.

   4.3. MASWCD Convention Registration –Hoppe requested to attend the 2nd day of the Convention. **M/S/Approved Carda/Wilkens to cover expenses for Hoppe to attend the Convention and to**

invite the newly elected Supervisors (Jan Anderson & Joyce Sawatzky) and cover their expenses.

5. New Business

5.1. NRCS Report – Rasinski reported on various NRCS programs. The 2017 deadline to apply for CSP—designed to be more user-friendly and transparent—is 2/3/17. NRCS is currently making payment on existing contracts. EQIP applicants have until 12/30/17 to complete project designs for a better ranking score; applications include a wide variety of projects from prescribed grazing to forest management plans. They continue to offer the Regional Conservation Partnership Program (RCPP) for increased habitat for the Golden-Winged Warbler. Rasinski is serving as acting DC for Isanti County while that DC has been assigned on a detail.

5.2. 2015 Financial Audit –Pomije summarized the Peterson 2015 Audit of the District books. The results were fairly standard. District staff followed up with Peterson's on certain items, especially the grant balances at year's end. We now have a better system in place to track our grant balances. Peterson has offered to compile year-end financial reports for $875. **M/S/Approved Johnson/Wilkens to accept Peterson's offer for 2016 year-end financial reporting.**

5.3. District Self-Assessment – Pomije asked all Supervisors and staff to complete the MASWCD District Self-Assessment and return to the office by December 8. These can be tallied and used to help focus our efforts for 2017.

5.4. Steve Cole, NRCS Assistant Conservationist – Cole provided an update on NRCS activities. He would like to attend at least one meeting a year. The agency is under a continuing resolution, awaiting a budget with the new administration. 75% of the NRCS funding comes from Farm Bill Programs. The state is currently re-structuring staff to concentrate employees where the workload is heaviest. This effort is meant to take 3-4 years. The CSP program is the largest opportunity for NRCS to bring more money into the state. Cole discussed the joint operation agreement process between co-located NRCS and SWCD offices; Kanabec is slated to be part of an initial pilot. The committee has been working on a template agreement with the pilot set to start in December. Cole mentioned the broader and more efficient service to landowners with a co-located office. Pomije reiterated these benefits.

6. Project Decisions

6.1. CWF13 Feedlot – Pomije reported that once a signed contract is in hand an extension will have to be requested from BWSR. **M/S/Approved Carda/Johnson to approve Pomije signing extension once all documentation is in order.**

6.2. CWF13 Feedlot – Contract approval, Habeck, Aaron $17,238 estimate (funding 75% - $12,928.50) **M/S/Approved Wilkens/Johnson to approve funding up to 75% or $12,928.50 whichever is less for the CWF13 Feedlot grant project for Aaron Habeck.**

6.3. CWF14 Ann River – Pomije reported that although progress on completing the grant has been steady, it will take an additional year to finish off all projects. **M/S/Approved Johnson/Wilkens to request an extension of the CWF14 Ann River grant through 12/31/2017.**

6.4. CWF14 Ann River - Erickson flood repairs: Approve payment ($3,960, 90%). **M/S/Approved Wilkens/Carda to approve payment of $3,960 (90% of total repair cost).**

6.5. CWF14 Ann River - Pink Diamond: Requesting re-approval of the contract, new estimate added $15,300 (50%-$7,650) – cleaned up contract, as per BWSR. **M/S/Approved Johnson/Carda re-approve clean contract.**

6.6. CWF14 Ann River –Pink Diamond: Requesting a contract extension to 6/30/17. Approval for Deanna to sign. **M/S/Approved Carda/Johnson to amend contract deadline with Deanna having signing authority after landowner signs.**

6.7. CWF14 Ann River – Reiser erosion control: Approve payment (TBD-needs deed recording). **No action required this month.**

6.8. State Cost Share – Douglas winter waterer: Approve payment (TBD) **No action required this month.**

6.9. CWP15 – Contracts already signed are to be cancelled since EQIP will cover more than 75% of eligible costs.

Besser, Brian **M/S/Approved Carda/Wilkens to cancel contract FY2016-04 for Brian Besser due to EQIP funding 75% or more of the project.**
Besser, Blaine **M/S/Approved Carda/Johnson to cancel contract FY2016-03 for Blaine Besser due to EQIP funding 75% or more of the project.**

6.10. CWP15 – Paul Waste Pit Closure: A joint EQIP-SWCD funded project to close a waste pit is ready for contract approval. **M/S/Approved Johnson/Wilkens to approve a contract with Paul Kent for Waste Pit Closure, total estimated cost of $26,548 with EQIP funding $9,350 and CWP15 funding $10,561 for total cost-share of 75%.** Hoppe requested pollution reduction numbers.

6.11. Aquatic Invasive Species (AIS) – The Fish Lake Improvement Association purchased floating key chains as an educational item. **M/S/Approved Wilkens/Jonson to approve reimbursement from County AIS funds of $227 to the Fish Lake Improvement Association.**

7. General Discussion / Public Input

Pomije discussed applying for conservation corps apprentice for 2017 spring season. An apprentice could assist with our monitoring, AIS, and buffer outreach workload. Hoppe asked about forestry and other staff needs. A discussion ensued on Water Planning and the Snake River Board. With the 'One Watershed – One Plan' to come soon (possibly 2019) there will be a need for a coordinator to lead this planning effort. Options for this were discussed, including: Aaron Johnson, Teresa Wickeham, District staff, a new employee, or a contractor hired. Pomije mentioned a technical meeting coming up on 11/28 to discuss the 'One Watershed – One Plan' with more details on how the process works. McNally requested a future meeting with the Commissioners to discuss this process and how it may affect the County.

Johnson requested technical assistance from the District for a seeding plan for the boulevard on 9th Street in the City of Mora; a salt-tolerate, short grass mix is needed.

8. Set Next Meeting Dates

8.1. Regular Meeting to start at 2 PM: December 13, 4:00 PM – **Potluck!**

9. Johnson motion to adjourn. Adjournment at 6:15pm

Approved:

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Date: _____