OUTCOME DOCUMENTS FROM THE AUGUST 8, 2017 REGULAR BOARD MEETING

SUPERVISORS: Jan Anderson, Paul Hoppe, Joyce Sawatzky, Gene Carda, Kevin Belkholm

STAFF: Deanna Pomije, Jacque Kelzenberg, Anne LeRoy

OTHERS: Dennis McNally, County Commissioner

1. Call to Order: Chair Hoppe called the meeting to order at 4:03pm.

   Approval of Agenda: M/S/Approved Sawatzky/Anderson to approve the agenda with the additions as noted below.

2 Consent Agenda

   Board Chair Hoppe requested to add discussion of the rain simulator public outreach at the county fair and feedback on the administrative training session with Kyle Weinman.

   M/S/Approved Sawatzky/Carda to approve the Consent Agenda with the addition of discussing the rain simulator public education at the county fair and feedback on the administrative training session with Kyle Weinman.

2.1 Financial

   2.1.1 Treasurer’s Report for July
   2.1.2 July Disbursement
   2.1.3 July Receipts

2.2 Outcome Reports

   2.2.1 July 11, 2017 Regular Board Meeting Minutes

2.3 Staff Reports

   2.3.1 District Manager
   2.3.2 Technician
   2.3.3 Administrative Assistant
   2.3.4 Conservation Corps Apprentice

2.4 Upcoming Staff Meetings/Outreach/Training

   Pomije verbally reviewed the financials in detail with the board. Due to technical difficulties, a printed report was not available for the meeting.

   Approve Disbursements: M/S/Approved Sawatzky/Carda to approve the Disbursements.

   Review of the Financials: M/S/Approved Sawatzky/Carda to acknowledge the verbal presentation of the financials with the expectation that an electronic copy will be emailed to the board members and the paper copy will be signed at the September board meeting.
4 Business

4.1 NRCS Report

Pomije updated the board on recent site visits. The EQIP deadline is August 18th and so far, there are four applicants, with 5 pending applications. NRCS staff has attended field trainings and webinars with Cultural Diversity Training coming up on August 15th.

4.2 CY2018 Budget – County Allocation Request- $61,262 (same as 2017)

Pomije discussed how districts benefit from having a forester on staff and how this additional position will benefit citizens of Kanabec County. Pomije and Hoppe will represent the board during upcoming budget sessions with Kanabec County on August 30th.

4.3 COLA-AIS reimbursements–

4.3.1 8 - ‘Clean, Drain, Dispose’ signs for all lakes, $1,520
4.3.2 ‘Starry Trek’ reimbursements $144 newspaper ad.

Shipping veg. samples $6.50
4.3.3 Fish Lake Improvement Assn. – curly leaf pond weed treatment (total cost $8,732)

reimbursement $6,090.02 (entire Fish Lake 2017 allocation)

M/S/Approved Carda/Sawatzky Approved COLA-AIS reimbursement payment total of $7,760.52

4.4 Report on Job Approval Authority (Pomije)

Pomije discussed a webinar that laid out plans to streamline efforts between the NRCS and SWCD when reviewing and approving future projects. Pomije felt that there are still many questions and will work to clarify new processes.

4.5 ‘SWCD Governance’ Training Sept. 14-15, Bloomington (Anderson, Sawatzky) - $150 registration, $119 hotel

Written information was given to Sawatzky and Anderson regarding this training opportunity. The cost of this training is within the 2017 budget.

M/S/Approved Belkholm/Carda Approved payment of up to $538.00 if Sawatzky or Anderson choose to attend this training.

4.6 ‘BWSR Academy’, request approval for 3 staff attendances, $45 registration + hotel

Pomije recommended that the board approve the costs of training and lodging for three staff to attend this annual training presented by BWSR. Course information from the previous year demonstrated the variety of topics that will be covered and how it will benefit Kanabec SWCD operations and cost of this training is within the 2017 budget.

M/S/Approved Carda/Sawatzky Approved $45.00 registration per person and hotel fees for all three staff to attend BWSR Academy training.

4.7 ‘Starry Trek’ Outing report & Nitrate Well Testing Map (Peterson)

Pomije presented a summary of the statewide AIS Starry Trek event that happened on August 5th. Thirteen volunteers inspected seven lakes in Kanabec County.

Pomije presented a map showing locations of private wells that were tested for nitrates over the past two years. This information can be used to identify and rank priority of future conservation projects.

4.8 Summary (to date) on 2017 Water Monitoring (Peterson)

Deferred - More information will be available at the September board meeting.
5 Project Updates

5.1 Falcon Street (north Ann Lake): design nearly complete, cost estimate $20,740

request to grant Pomije signing authority on contract,
$10,370 - 50% funding thru SCS FY16 & FY17 & Capacity 2016

M/S/Approved Sawatzky/Belkhom – to grant Pomije signing authority and to approve funding of $10,370.00 in support of this township project to replace a culvert and ditch stabilization to prevent erosion.

5.2 Project Completion – Payment Voucher

5.2.1 Weidner, Dan / Pink Diamond (Ann Lake) – lakeshore restoration, final gutters installed

Payment Voucher - $23,436 total cost. CWF-Ann River $7,650 – 33%, (contract eligible for 50% of $15,300 estimate.

Pomije requested to authorize payment of $7,650.00 as contracted.

M/S/Approved Carda/Sawatzky – to approve the payment of $7,650.00 as contracted.

5.2.2 Donley, Deb (Fish Lake) – native lakeshore restoration

Was tabled until September – pending final completion & submitted invoices

5.2.3 Smith, Walt (Ann Lake) - native lakeshore restoration

Contract Amendment – no change in funding, just split differently: 50% CWP, 25% CWF-Ann River
Payment Voucher - Total Cost ($6,528), CWP - $3,264, CWF - $1,632 (Total funded $4,896)

Pomije requested to re-allocated the percentage of funds to pay this contract, and keep the payment the same as before at $4,896.00

M/S/Approved Sawatzky/Anderson to approve the payment of $4,896 with a modification to changing the cost share between different programs.

6 General Discussion / Public Input

Pomije reported that operation of the rain simulator demonstration was shared between SWCD and NRCS staff daily at 2:30pm at the Kanabec County Fair on July 27-31. The equipment worked as expected, but attendance at the demonstrations was low. Pomije thought that the demonstration could be more effective as an educational tool if it was presented to a more focused audience such as a targeted soil health workshop to farm producers in 2018.

Pomije reported that the administrative training time spent with Kyle Weinman was beneficial to understand and clarify specific financial information that is critical to the accuracy in the treasurer’s report. Pomije would still like to pursue additional advanced Excel software training for herself and LeRoy. This would help in transitioning our reports for calendar year 2018.
7 Set Next Meeting Dates / Committee Reports

7.1 County Board Mtg. 8/30, 3pm, SWCD budget presentation (7th on list) Pomije
7.2 COLA – AIS Meeting 8/10, 5pm in Courthouse (Kelzenberg, Peterson)
7.3 Forestry Association Report 5/18 – next meeting 9/28 in McGregor (Hoppe)
7.4 Shallow Lakes Workshop 8/22 – 6-8pm, Courthouse basement (Pomije, Hoppe, Kelzenberg), everyone invited
7.5 Water Plan Mtg. 8/23 – 1:30pm, Environmental Services (Pomije, Hoppe)
7.6 Snake River Board 7/24, tour of peat manufacturing plant in Aitkin, no Kanabec attendance – next meeting 8/28
7.7 East Central Landscape Stewardship Committee 7/28 (Pomije, Hoppe & Peterson) – next meeting in October
7.8 Regular SWCD Board Meeting: Sept. 12, 4:00 PM

8 Evaluate the Meeting – What worked? What could be more efficient?

Sawatzky asked if the meeting could start at 3pm rather than 4pm. Belkholm and Carda requested it to remain at 4pm because of other commitments. McNally commented on the need to keep the meeting focused and moving on the agenda topics. Carda and Belkholm stated that 2 hours was a good length for the meeting.

9 Adjourn – M/S Approved Belkholm/Sawatzky Adjourned at 6:07pm.

Civic Standards:
1. All those impacted by the problem are stakeholders. Together they define the problem, set goals and work toward solutions as active citizens.
2. The stakeholders are accountable for contributing resources (leadership/time, knowledge, constituencies and dollars) to solve the problem for the common good.
3. All stakeholders are engaged in making decisions and policies that contribute to the common good.
4. All stakeholders agree to be transparent throughout this process. We agree to implement policies where we individually have the authority to act.

Approved:

__________________________________________________ Date: _________________________