SUPERVISORS: Jan Anderson, Joyce Sawatzky, Kevin Belkholm, Gene Carda
STAFF: Deanna Pomije, Jacquelynn Kelzenberg, Anne LeRoy
OTHERS: Shannon Rasinski – NRCS

1. Call to Order & Approval of Agenda - Chair Sawatzky called the meeting to order at 3:00 pm.

2. NRCS Report
   Rasinski presented the report for the NRCS. They have 6 applications for Regional Conservation Partnership Program (RCPP); 5 for wildlife habitat and one for the MN Ag. Water Certification Program. They continue planning on their EQIP applications.

3. Consent Agenda (no discussion unless Supervisor requests)
   4.1. Financial – receipts & disbursements
   4.2. Outcomes Document - February
   4.3. Staff Reports
   4.4. Upcoming Staff Meetings / Outreach / Training

   M/S Belkholm/Carda To approve the Consent Agenda with a correction to the February meeting minutes item 5.1. The approving names of the Treasurer’s Report should be Belkholm/Hoppe.
   Affirmative: Sawatzky, Belkholm, Carda, Anderson
   Opposed: None
   Abstain: None

4. Approve Treasurer’s Report
   M/S Belkholm/Anderson To approve the Treasurer’s Report as presented.
   Affirmative: Sawatzky, Belkholm, Carda, Anderson
   Opposed: None
   Abstain: None

5. Business
   5.1. Supervisor District boundaries – alignment with County Commissioner’s Districts, still elected at-large in the county & Staggering Terms Options – 2018 or 2020
   Discussion included re-alignment of the SWCD district boundaries with the Commissioner’s district boundaries and modifying the supervisor terms (years of service) to create staggered terms to assure continuity of SWCD activities. Belkholm discussed the option on waiting until 2020 for district boundary changes, when four supervisor’s terms will end. Decision on the specifics of term modifications will not need to be decided on until 2020.
   M/S Belkholm/Carda To approve re-alignment of the Soil and Water Conservation District boundaries to match the current boundaries of the Kanabec County Commissioners effective 2020.
   Affirmative: Sawatzky, Belkholm, Carda, Anderson
   Opposed: None
Abstain: None

5.2. 2017 Year End Financials – summary report

Pomije summarized the year-end financial statement as prepared by the accounting firm of Peterson Company. This statement is available on the SWCD website. The report was submitted to BWSR. BWSR has informed the SWCD that there will need to be an audit of the 2017 financials. The supervisors expressed a consensus to have Peterson Co. continue with our needed 2017 audit, unless we are required to obtain multiple bids for this service.

5.3. Geographical Positioning System (GPS) Unit – purchasing options (Kelzenberg)

Kelzenberg presented the results of research on different GPS units and the capabilities and pricing of each option. Research included consulting with neighboring SWCD districts on what they are using. The GPS unit will be used for documenting areas using points and lines. It will not be used for surveying. Surveying work is done through TSA support. Funding for the purchase of the GPS unit will come from a combination of Buffer law and Capacity funds. Kelzenberg presented two options a Garmin model and an Archer II unit. The Archer II unit was preferred by Kelzenberg. The company that sells this system offered to allow Kelzenberg try it out before making a final decision on purchasing.

M/S Carda/Belkholm To approve using the free trial period of the Archer II GPS System. If the system meets the needs of the district it may be purchased or another unit if preferred.
Affirmative: Sawatzky, Belkholm, Carda, Anderson
Opposed: None
Abstain: None

5.4. Seasonal Conservation Assistant Posting – due April 2, advertisement approval

Pomije explained the requirements of the position and asked for approval to fund an ad in the local newspaper. The opportunity is currently listed on the SWCD website, the County website, and on Minnesota Works website. Some supervisors expressed concerns over this employee being covered under our MCIT insurance coverage, working weekends and any concerns there may be if we hire someone that’s <18 years old. The staff will look into these concerns.

M/S Carda/Belkholm To approve placing an ad for the seasonal position of Conservation Assistant in the Kanabec County Times.
Affirmative: Sawatzky, Belkholm, Carda, Anderson
Opposed: None
Abstain: None

5.5. Feedlot Grant – expired 12/17 – corrected spent total to exactly $30,000

5.6. Buffer Cost-Share – BWSR requires the district to return $13,666 in money not anticipated to be spent on funding buffer implementation projects.

M/S Carda/Anderson To approve returning the un-encumbered $13,666 that had been designated for buffer implementation to BWSR.
Affirmative: Sawatzky, Belkholm, Carda, Anderson
Opposed: None
Abstain: None

5.7. COLA-AIS Reimbursements – Education Fund:

- AIS Summit training attended by Paul Weingart (monitoring volunteer) - $169
M/S Anderson/Belkholm To approve reimbursement of $169.00 to Paul Weingart for AIS training.
Affirmative: Sawatzky, Belkholm, Carda, Anderson
Opposed: None
Abstain: None

5.8. Forester Position - long term funding options
Pomije explained the current funding sources for hiring a forester and the board discussed revenue generating activities that could also help fund the salary of a forester.
M/S Carda/Belkholm To approve the development of the forester job description and pursue long-term funding sources for this new position.
Affirmative: Sawatzky, Belkholm, Carda, Anderson
Opposed: None
Abstain: None

6. Project Updates:

- Mike Boster / Brian Graber – Contract - waste closure with CWP 50% funding ($24,109.71) pending sale, includes recording fee

  Pomije is seeking legal advice on how to properly write the contract given the pending sale of the property.

7. General Discussion / Public Input

Belkholm and Carda reported attending the Rinke Noonan Drainage and Waters Conference on February 15th in St Cloud. Both thought it was informative and it helped them to better understand environmental phosphorous loading.

8. Set Next Meeting Dates / Committee Reports

8.1 Forestry Association Report – next meeting March 15th in McGregor – no report was given for February.

8.2 COLA – AIS Training 3/8, 5pm in Courthouse (Kelzenberg, Pomije)

Kelzenberg summarized the COLA meeting. Ten members completed an AIS refresher training and background checks will be completed for those who participated.

8.3 Legislative Day at the Capital – Mar 12-13, report from Belkholm, Pomije

Belkholm reported successful meetings were held with Representative Jason Rarick, Senator Andrew Mathews, Representative Sondra Erickson, Senator Tony Lourey, and Speaker of the House Kurt Daudt. The meeting with Senator Lourey discussed the SWCD levy authority and also included Carlton and Pine Supervisors. Pomije attended the MASWCD meetings that were held the day prior.

8.4 Snake River Watershed Board – next meeting 3/26, Jason (BWSR) to review the original Snake River Watershed Board’s management plan and by-laws

8.5 TSA Area 3 Meeting – 3/28, Duluth (Hoppe, Pomije)

8.6 Regular SWCD Board Meeting: Tues. April 10, 4 PM

M/S Belkholm/Carda To hold the April 10, 2018 meeting at 4:00pm
9. **Evaluate the Meeting** – What worked? What needs further discussion?

Board members discussed the seasonally adjusted start times for board meetings. Consensus was that due to work schedules, having flexibility improves attendance of the board members. Once the time has been determined it will be posted as per open meeting guidelines.

10. **Adjourn**

   M/S Belkholm/Anderson To adjourn the meeting at 5:30 pm  
   **Affirmative:** Sawatzky, Belkholm, Carda, Anderson  
   **Opposed:** None  
   **Abstain:** None

**Civic Governance** is a new approach to organizing to facilitate change for the common good, creating effective and stable organizations.

The **purpose** of Civic Organizing is to organize people to the obligation of being an active citizen; providing the opportunity for them to impact decision making in their **role** and in day to day work; learning what is good and growing in that knowledge.

- To broaden governing responsibility to include those impacted but not replacing existing governing responsibilities of board members and supervisors. We need to work together; no one group can alone solve our environmental concerns.
- Organizing comes with the obligation of active citizenship.
- **Active citizenship** is developed in the way institutions and projects are governed in the process of carrying out their mission/purpose/achieving goals.

Approved: _______________________________ Date: __________________________