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OUTCOME DOCUMENTS – January 8, 2019 - REGULAR BOARD MEETING

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

STAFF: Deanna Pomije, Anne LeRoy, Jacque Kelzenberg

OTHERS: Donna Walters-Nelson, NRCS; Denny McNally, Kanabec County Commissioner

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

   M/S: Hoppe/Carda Motion to approve the agenda as presented.
   Affirmative: Sawatzky, Belkholm, Anderson, Carda, Hoppe
   Opposed: None Abstain: None

2. NRCS Report

   Donna Walters-Nelson provided an update from the NRCS on the behalf of Shannon Rasinski.

   Rasinski attended the MASWCD Annual Convention and NRCS meetings. Rasinski is still acting DC in Mille Lacs and is officed in Milaca two days per week. NRCS met with three producers to review their objectives and conservation planning for possible funding from EQIP and CSP applications. Rasinski completed performance plans with staff. NRCS has been providing customer service as necessary to support producers who have questions for the Farm Service Agency (FSA) during the furlough. EQIP currently has 16 applications that include a variety of practices. Five CSP contracts have been certified and processed for payments. One CSP contract will be terminated. There is currently no new application deadline for the CSP program at this time. The EQIP 2nd round deadline was Jan. 18th and the 3rd deadline is April 19th.

3. Consent Agenda (no discussion unless Supervisor requests)

   3.1. Financial – receipts & disbursements
   3.2. Outcomes Document – December
   3.3. Staff Reports
   3.4. Upcoming Staff Meetings / Outreach / Training

   Hoppe requested a correction to the voting outcomes from the MASWCD Convention to be that 8 out of 9 resolutions were passed.

   Hoppe requested clarification to better understand the St Croix Civic Organizing Group. Pomije explained that attendees include herself, Peg Michaels, the facilitator, Susan Shaw from Mille Lacs SWCD, Jeff Hamme, and Sharon Smith from the Ann Lake Watershed Alliance. The purpose of the group is networking and training/guidance from the facilitator to implement the principals of civic governance as they work together on cross-agency environmental projects.

   There was a St. Croix Organizing meeting on 12/14. We invited Kelly O. to attend and recap our progress with him, as he was around since the beginning of this work. He was unfortunately unable to attend. We’re all proposing to have board approved governing documents by June 2019.

   M/S: Hoppe/Carda Motion to approve the consent agenda with the one correction to the outcomes document on the voting for MASWCD voting of resolutions.
   Affirmative: Sawatzky, Belkholm, Anderson, Carda, Hoppe
   Opposed: None Abstain: None
4. Approve Treasurer’s Report

Pomije reviewed the December expenses and income on the treasurer’s report. Belkholm requested to see a Balance Sheet from QuickBooks. One was provided to him after the meeting.

M/S: Belkholm/Anderson Motion to approve the Treasurer’s Report.

Affirmative: Sawatzky, Hoppe, Carda, Belkholm, Anderson
Opposed: None    Abstain: None

5. Business

5.1. Rum River Watershed – One Watershed One Plan (1W1P), workplan & Memorandum of Agreement (MOA) policy committee supervisor with alternate to represent the Lewis Lake area.

Pomije discussed the Rum River 1W1P for the Lewis Lake area. Kelzenberg attended a steering committee meeting on 1/7/19. Commissioner McNally may be serving on the policy steering committee if the County Board signs the MOA. Pomije suggested the SWCD sign the MOA and have regular attendance at the Policy Board meetings to represent the District. This commitment would involve 18-24 meetings over about 2 years.

A summary of the Rum River Watershed WRAPS report was provided to the board, along with a map of the areas targeted for restoration and protection. Pomije stated that there will be an orientation meeting to be held in the future. If the District approves participation with the Rum River Watershed – One Watershed One Plan approval of the finalized MOA will take place at the February regular SWCD board meeting.

5.2. SWCD Board Seats & Committee Elections:

   Board Chair

M/S: Belkholm/Anderson Motion to nominate Joyce Sawatzky as the Board Chair.

Affirmative: Sawatzky, Hoppe, Carda, Belkholm, Anderson
Opposed: None    Abstain: None

   Board Vice-Chair

M/S: Anderson/Carda Motion to nominate Kevin Belkholm as the Board Vice Chair.

Affirmative: Sawatzky, Hoppe, Carda, Belkholm, Anderson
Opposed: None    Abstain: None

   Board Secretary / Treasurer

M/S: Carda/Hoppe Motion to nominate Jan Anderson as the Secretary/Treasurer

Affirmative: Sawatzky, Hoppe, Carda, Belkholm, Anderson
Opposed: None    Abstain: None

   Liaison to the County Board (meets as needed with the County Board, about 4x per year)

M/S: Carda/Anderson Motion to nominate Paul Hoppe as the Liaison to the County Board

Affirmative: Sawatzky, Hoppe, Carda, Belkholm, Anderson
Opposed: None    Abstain: None

Committee Expectation – supervisors not able to attend their committee meetings will seek out another supervisor to attend in their place

• Personnel / Finance – (2 supervisors, meets as needed, about 4x per year) Anderson/Belkholm
• **District Land** – (1-2 supervisors, meet as needed, about 2x per year) **Carda/Belholm**

• **Coalition of Lake Association – Aquatic Invasive Species (COLA-AIS)** – (1 supervisor, meets 2nd Thurs. every other month, basement of courthouse, 5 pm) **Sawatzky**

• **Snake River Watershed Management Board, Citizen Advisory Committee (CAC)** – (1 supervisor, meets monthly, 4th Mon. 9 am, basement of courthouse, may meet more often as the ‘One Watershed One Plan’ planning begins) **Hoppe**

• **Snake River Watershed – One Watershed One Plan, Policy Committee** – (1 supervisor with alternate, may meet every 2-3 months, if funding to begin fall, 2019) **Left open, not needed at this time.**

• **Forestry Association** – (1-2 supervisors, meets every other month, 3rd Thurs. 9 am McGregor) **Hoppe/Carda**

• **Technical Service Area – Area 3 (TSA)** – (1 supervisor, meets quarterly, 10 am in Duluth, last Wed. of the month) **Anderson**

• **Rum River Watershed – One Watershed One Plan, Policy Committee** – (1 supervisor with alternate, may meet every 2-3 months) **Belholm as primary and Joyce as an alternate**

• **Kanabec County Water Plan** – meet as needed at Environmental Services, This plan will eventually transition into the One Watershed One Plan. **Hoppe**

• **East Central Landscape Forestry Committee** – currently starting a plan revision and asking for participation (1 supervisor, meets quarterly in Mora or Cambridge) **Hoppe**

**M/S: Hoppe/Carda Motion to approve the above positions as volunteered**

**Affirmative:** Sawatzky, Belholm, Anderson, Carda, Hoppe

**Opposed:** None  

**Abstain:** None

5.3. **COLA – DNR Delegation Agreement for 2019**

**M/S: Hoppe/Anderson Motion to approve the 2019 Delegation Agreement for the use in having a 2019 summer AIS boat inspector.**

**Affirmative:** Sawatzky, Belholm, Anderson, Hoppe, Carda

**Opposed:** None  

**Abstain:** None

5.4. **Approval for Pomije to advertise, interview and hire 2019 summer Conservation Assistant: AIS boat inspector & culvert inventory for this 3-month position.**

**M/S: Anderson/Carda Motion to approve Pomije to advertise, interview and hire 2019 summer Conservation Assistant: AIS boat inspector & culvert inventory for this 3-month position.**

**Affirmative:** Sawatzky, Belholm, Anderson, Hoppe, Carda

**Opposed:** None  

**Abstain:** None

5.5. **Resolution - Updated Billable Rates as per staff pay increases approved 12/11/18. Effective 1st pay period of 2019 or 12/30/18.**

Pomije explained that the billable rates are used to charge grants for work done by SWCD staff.
M/S: Carda/Belkholm Motion to approve Updating Billable Rates as per staff pay increases approved 12/11/18. Effective 1st pay period of 2019 or 12/30/18 per BWSR recommendations.
Affirmative: Sawatzky, Belkholm, Anderson, Hoppe, Carda
Opposed: None Abstain: None

5.6. Through 2-28-19 reporting season, grant Pomije signature authority to close-out and process grants as needed through the 2018 reporting season; grants processed will be included on this agenda, 8 grants expire 12/31/18
M/S: Hoppe/Carda Motion to approve Pomije with secondary signature approval by Kelzenberg for signature authority to close-out and process grants through 2-28-19.
Affirmative: Sawatzky, Belkholm, Anderson, Hoppe, Carda
Opposed: None Abstain: None

5.7. Designation of Kanabec SWCD bank: Neighborhood Bank & Spire Bank and designate the official newspaper for SWCD for public notices as The Kanabec County Times, Mora
M/S: Anderson/Hoppe Motion to approve Designation of the Kanabec SWCD banks as Neighborhood Bank and Spire Bank and designate the official newspaper for SWCD for public notices as The Kanabec County Times, Mora.
Affirmative: Sawatzky, Belkholm, Anderson, Hoppe, Carda
Opposed: None Abstain: None

5.8. Professional Assoc. Dues 2019 Budget ($3,800):
- MASWCD $2,945.86
- Forestry Assoc. $60
- Midwest Active Citizen Initiative (MACI) $500
- Area 3 – SWCD Association $225 (if no increase)
- St. Croix River Assn. $50

$3,780.86
M/S: Carda/Hoppe Motion to approve annual payment of professional dues as presented.
Affirmative: Sawatzky, Belkholm, Anderson, Hoppe, Carda
Opposed: None Abstain: None

5.9. AgBMP Loan approval, failing septic, SE Isanti County, Athens twp. Cole, Jack, $16,000
M/S: Anderson/Belkholm Motion to approve AgBMP loan for a failing septic for Jack Cole in the amount of $16,000.
Affirmative: Sawatzky, Belkholm, Anderson, Hoppe, Carda
Opposed: None Abstain: None

5.10. Staff Training Budget, designate Pomije to approve training as needed for 2019, staying within the $2,750.00 budget, some trainings have short sign-up times that require quick responses.
M/S: Hoppe/Anderson Motion to designate that Pomije approval authority for training registration for staff not to exceed the annual budget of $2,750.00
Affirmative: Sawatzky, Belkholm, Anderson, Hoppe, Carda
Opposed: None Abstain: None
6. **Project Updates:**

No new updates as many projects are currently going through the Snake Project Grant and being reviewed by the Snake Board.

7. **Supervisor Check-In** (Item to allow all Supervisors an opportunity to weigh in on topic of interest for the District.)

Belkholm introduced discussion the financial liability of PERA to the District as part of the annual financial statements. Pomije’s understanding is that the District would not actually be asked to pay for the PERA shortfalls that are required to be accounted for in our financials. Belkholm was concerned that the District will be held liable to make future payments. Anderson suggested inviting a representative from PERA to a Board meeting to explain the liability potential to the District.

Commissioner McNally asked if NRCS competes with the SWCD on manure pit closures. Staff clarified that there is no competition for these funds. When available funds are grouped together to offer up to a maximum of 75% funds to landowners for conservation practices. The District no longer has protection funds for closing manure pits.

Hoppe attended the Mille Lacs SWCD meeting. He noticed differences in how the meetings were run and he recommended that the board members visit other Districts to get new ideas on how others operate.

8. **General Discussion / Public Input**

The board was given copies of the newsletter that will be mailed to all residents of Kanabec County.

Carda asked if any contacts / plans have been made for farming the District land for 2019. Pomije hasn’t had any feedback from the existing (Marohn) or potential producers. Belkholm stated that he will reach out to a potential producer (Kelling).

9. **Set Next Meeting Dates / Committee Reports**

- 2/12 - Regular SWCD Board Meeting, 3 PM
- 1/17 - Forestry Association Meeting – 9:30 in McGregor (Carda, Hoppe)
- 1/23 – TSA Area 3 Meeting, technical presentations & meeting to follow – Duluth (Kelzenberg/Anderson)
- 1/25 – MN Forest Resources Council (MFRC) East Central Regional Landscape Committee Meeting (Hoppe)
- 1/28 - Snake River Watershed Board, 9am – next meeting (Hoppe, Kelzenberg, Pomije)
- 1/31 – BWSR Area III Shoreland Restoration Training, Duluth (Kelzenberg, Pomije)
- 2/14 - COLA-AIS Meeting, 5 pm, courthouse basement

10. **Evaluate the Meeting** – What worked? What needs further discussion?

Agenda items for next month?
11. Adjourn Regular Board Meeting

   M/S: Belkholm/Anderson Motion to adjourn the meeting at 5:05pm
   Affirmative: Sawatzky, Belkholm, Anderson, Hoppe, Carda
   Opposed: None Abstain: None

   POTLUCK TO FOLLOW MEETING