



2008 Mahogany St Ste 3
Mora MN 55051
(320) 679-1391
info@KanabecSWCD.org

A G E N D A

Regular Meeting of the Board of Supervisors

Wednesday, December 18, 2023 2:00 pm

Location: 2008 Mahogany St Ste 3 Mora MN 55051

Or Remote Google Meet Option

Purpose Statement: Meet regularly utilizing civic standards to organize ourselves, building capacity and infrastructure as needed to support our goals in leading toward better soil & water quality throughout Kanabec County.

The public is welcome to attend via. the remote platform WebEx via. phone or computer OR in-person at our SWCD office, 2008 Mahogany St Ste 3 Mora MN 55051.

Note: We post our meeting material on our websites' homepage.

Google Meeting computer log-in: Public is welcome to join in remotely or in-person.

Meeting link, Google:

Video call link: <https://meet.google.com/kgp-avuv-rxp>

Or dial: (US) +1 929-277-6175 PIN: 876 635 927#

More phone numbers: <https://tel.meet/kgp-avuv-rxp?pin=8885747171426>

You may need to check your computer speaker/microphone settings to ensure they are working. Please mute your line as needed to reduce background noise. Then remember to unmute when you'd like to speak.

Closed Session, 12:30 pm – Personnel Committee or whole board, District Mgr. 2022 performance review & staff 2023 Cost of Living increase request, merit/performance promotion policy

Regular board meeting to start directly after the personnel committee.

1. 2:00 pm – Pledge of Allegiance to the Flag Chair: Heggernes
2. 2:05 ***Approval of the Agenda**
3. 2:10 SWCD Board Officer and Committee Voting
4. 2:30 NRCS Report (Shannon Bodle)
5. 2:45 Summary of Personnel Committee
6. 3:00 ***Consent Agenda** (no discussion unless Supervisor requests)
 - 6.1. Financial – receipts & disbursements, balance sheet, profit & loss reports
 - 6.2. Outcomes Document:
Kanabec SWCD Board – Dec. 21, 2022

6.3. Staff Reports

6.4. Upcoming Staff Meetings / Outreach / Training

7. 3:10 *Approve Treasurer's Report

8. 3:15 Projects Updates, in consent agenda – any questions

9. 3:25 - Public Input (10 min.)

BREAK (5 min.)

10. 3:40 Business Section

10.1. *Personnel Committee – actions as needed

2023 Cost of Living Increase, Performance Merit Promotion policy proposal, proposed 5%

*Health Care Benefits – clarify benefits for staff not electing health coverage, current coverage \$634/employee / month with overage going into an HSA account

10.2. * DNR Delegation Agreement approval, through 12/2025 – AIS work. Request authorization for Pomije to sign contract

10.3. *Annual renewal:

- SWCD Banks: Neighborhood National, Spire
- Newspaper: Kanabec Times
- Supervisor per diem, currently \$70 / meeting
- 2023 IRS mileage rate \$0.655 (was \$0.625)

10.4. *AIS Expense approval, SWCD staff time 2022 Qtr. 4 – Total Request \$3,854.70

- Edu. / Outreach \$610.28
- Coordination / Adm. \$2,296.51

Total 2022 boat inspector mileage \$947.91

10.5. Snake Watershed Planning Update

- Watershed Plan approval update
- Work planning update
- Voting number preference, 1-2

10.6. Lawns to Legume 2022 Qtr. 4 reporting, seeking \$1,378.43 reimbursement (informational)

13% of grant spent down, \$3,097.10 encumbered funds (3 projects), \$21,902.90 available for pollinator plantings, expires 5/1/24

10.7. *Pay annual Dues / Donation: (total \$6,021.80) budget \$3,910

- MASWCD \$5,301.80 (was \$4,296.02, 23% increase)
- Forestry Assn. \$ 60
- Area 3 SWCD Assn. \$ 300
- St. Croix River Assn. \$ 50 (donation)
- National Assc. Conservation Districts (NACD) \$ 35 (membership donation)
- MN Soil Health Coalition \$ 25 (membership fee)
- Area 3 Envirothon \$ 250 (\$100 last year)

10.8. *Pay Monthly Rent – out of Spire acct. – direct withdrawal \$1,000 / mo.

10.9. *Approval of Billable Rate adjustment, effective 12/25/22, due to any personnel action from today, cost of living adjustment for 2023

10.10. Forest Stewardship Plan, Service Fee Rate

10.11. MCIT – 2023 Insurance Trust annual payment, total \$5,186

- Property Coverage \$2,835
- Workers Compensation \$2,351

11. 4:25 Discussion Session:

Current Grant Opportunities, match – no-till drill & Ann Lake Treatment

12. 4:40 Set Next Meeting Dates / Committee Reports – next meeting dates

- 1/12/23 – COLA – AIS Meeting, 5pm SWCD office (Sandford, Pomije)
- 1/16/23 – Office Closed: Martin Luther King Jr.
- 1/19/23 – Forestry Association Meeting, remote option, 10 am (Carda or Sanford)
- 1/23/23 (4th Monday) - SRWMB Meeting may not occur, courthouse basement, (Belkholm, Pomije)
- 1/23/23 – Snake PC Meeting 9:30, Mora courthouse, (Pomije, Mattson, Belkholm)
- 1/25/23 – Snake Plan in front of BWSR Board for approval
- **1/25/23 – MASWCD legislative agenda update webinar, 10:30 am -12 pm (Supervisors)**
- 1/25/23 – TSA Meeting, remote, 10 am (Johnson)

- 1/26/23, as determined (4th Thurs.) – Rum Watershed Partnership Meeting, 4:30 pm (Johnson)
- TBD (2nd Thurs.) – Kettle PC Meeting, 9 am (Johnson)
- 2/1/23 – Due Grant Reporting on BWSR grant in E-link
- 2/15/23 – Regular SWCD Board Meeting, 2 pm (all)
- March 7-8 – MASWCD Day at the Capital, 4:30 pm on the 7th, at the Capital on the 8th (Supervisors or staff)

Seeking Supervisor report on meeting attended

- 13. 4:50 Evaluate the Meeting** – What worked? What needs further discussion?

Agenda items for next month...

- 14. 5:00 Adjourn Regular Board Meeting**

***Seeking Board Decisions**