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Outcomes Documents – Regular Board Meeting

Wednesday December 21, 2022, 2:00 pm

Location: SWCD Conservation Office 2008 Mahogany St. Ste #3 Mora MN 55051
Or Remote Google Meeting

SUPERVISORS: Jon Sanford, Kim Johnson, Kevin Belkholm, Gene Carda, Norma Heggernes

STAFF: Deanna Pomije, Jerah Mattson, Stephanie Paulsen

Others: Absent:

*Remote Attendees

1. 2:50 Roll Call – ***Approval of Agenda** Shortened meeting as a snowstorm was approaching.

Motion by Sanford, second by Belkholm approve the agenda as presented omitting the NRCS report and item 8.1. the personnel committee.

Affirmative: Sanford, Johnson, Carda, Belkholm, Heggernes

Opposed: None **Abstain:** None

2. NRCS Report –no report given
3. Summary of Personnel Committee - The personnel committee is to be continued at our Jan. 2023 board meeting. This is when the board will finalize the District Manager’s performance review and the discussion for any 2023 staff cost of living increase and/or merit/performance promotion policy.
4. ***Consent Agenda** (no discussion unless Supervisor requests)
 - 3.1. Financial – receipts & disbursements, balance sheet, profit & loss reports
 - 3.2. Outcomes Document:
 - Kanabec SWCD Board –November 16, 2022
 - 3.3. Staff Reports
 - 3.4. Upcoming Staff Meetings / Outreach / Training

Motion by Sanford, second by Belkholm to approve Consent Agenda as presented.

Affirmative: Sanford, Johnson, Belkholm, Carda, Heggernes

Opposed: None **Abstain:** None

5. ***Approve Treasurer’s Report**

Motion by Sanford second by Belkholm to approve the November 2022 Treasurer’s Report as presented by Johnson

Affirmative: Sanford, Johnson, Belkholm, Carda, Heggernes

Opposed: None **Abstain:** None

6. **Project Updates, in consent agenda – any questions.**

The contracted cover crop project with the SRWMB was not installed this fall due to the early snowfall. Briefly discussed a possible revisit on the SRWMB non-structural practice incentive payment policy to allow more flexibility. Some grant limitations may be involved at times.

7. Public Input - none present

8. Business Section

8.1. Personnel Committee – actions as needed - Tabled Item for the Jan. 2023 board meeting.

*2023 Cost of Living Increase, Performance Merit Promotions, proposed 5% - Agenda item tabled till our Jan. 2023 board meeting. The board is seeking objective options for offering merit/performance promotions.

8.2. *Shared Forester with Pine SWCD

- Position Description

Motion by Johnson second by Carda to approve the job description as presented and authorize Pomije to revise content as needed and report back to the board.

Affirmative: Sanford, Johnson, Belkholm, Carda, Heggernes

Opposed: None **Abstain:** None

- Shared Employee Agreement. 25% of time will be spent in Kanabec, 75% in Pine.

The board voiced a preference for no input on the hiring process of the forester with Pine SWCD, as they are the hiring authority.

Motion by Johnson second by Heggernes to approve the shared employee agreement as presented and authorize Pomije to revise content as needed and report back to the board.

Affirmative: Sanford, Johnson, Belkholm, Carda, Heggernes

Opposed: None **Abstain:** None

8.3. *Health Care Benefits – clarify benefits for staff not electing health coverage, current coverage \$634/employee/month with overage going into an HSA account - Agenda item tabled till our Jan. 2023 board meeting.

8.4. *Approval on payment on invoice for our 2021 Audit, \$3,000 to Peterson Co.

Pomije provided for the board a summary through tables of our financial status over the years. This is based on our latest 2021 audit details.

Motion by Johnson, second by Belkholm to approve the payment for the 2021 Audit to Peterson Co. in the amount of \$3000.

Affirmative: Sanford, Johnson, Belkholm, Carda, Heggernes

Opposed: None **Abstain:** None

8.5. *Grant Reporting through Jan 31, 2023 – request permission for Pomije to sign general grant reporting paperwork through our Feb. 15, 2023 Board Meeting for more efficient grant progress reporting – will report details back to the Board any actions taken.

Motion by Sanford, second by Carda to approve Pomije to sign general grant reporting paperwork through our Feb. 15, 2023 Board Meeting for more efficient grant progress reporting – will report details back to the Board any actions taken.

Affirmative: Sanford, Johnson, Belkholm, Carda, Heggernes

Opposed: None **Abstain:** None

8.6. *AIS Expense, reconciliation of boat inspector wages reimbursed to the district, requesting \$6,436.80. Previously only the net wages were reimbursed, not gross. – there is enough AIS budget available for this.

Motion by Sanford, second by Belkholm to request reimbursement from the County for the difference between what we were reimbursed and all previous Boat Inspector gross wages.

Affirmative: Sanford, Johnson, Belkholm, Carda, Heggernes

Opposed: None

Abstain: None

11/2022 reconciliation of inspector salary				
Number Inspectors	AIS Boat Inspector	reimbursed	salary gross pd.	Difference to request
1	2022	\$ 3,777.07	\$5,966.25	\$2,189.18
2	2021	\$ 8,535.34	\$9,695.00	\$1,159.66
2	2020	\$ 7,428.12	\$9,318.75	\$1,890.63
1	2018	\$ 4,688.67	\$5,886.00	\$1,197.33
				<u>\$6,436.80</u>

8.7. *Snake Watershed Planning Update

- Watershed Plan presentation to the BWSR committee 1/5, 2:30-4pm
- Discuss organization option as needed
- Voting number preference, 1-2

Pomije provided a quick update on our Snake planning efforts. I'm scheduled to present our plan to the BWSR committee on 1/5. She invited everyone to attend (remote or in-person) to support our plan for approval. She mentioned the Nov. SRWMB voted and passed to seek administration of the plan's implementation under the SRWMB if the counties wish this. On 12/6 I presented to the Kanabec Board a powerpoint explaining the complexities and options of the plan's implementation organizational structure with a recommendation to consider this further. They voted and passed to seek administration of the plan's implementation under the SRWMB. This is all assuming that the SRWMB would remain a commissioner voting only entity. Given this decision our next steps were discussed. We also discussed if we would also wish for 2 votes within any implementation board as the Kanabec Board may be seeking 2 votes for themselves. No preferences on this were expressed by the board. The Steering committee continues to make progress on our work plan, given staff available time.

Johnson left at 3:29

9. Discussion Session:

Sandford voiced support for a commissioner to attend our meetings with per diem reimbursement. On our District land Belkholm mentioned it was corn in 2022 and he plans to do some brush cutting soon.

10. Set Next Meeting Dates / Committee Reports – next meeting dates

- 12/23/22 & 12/26/22 – Office Closed: Christmas
- 12/30/22 (1/2 day closed) & 1/2/23 – Office Closed: New Years
- 1/5/23 - Snake Watershed Plan presentation to BWSR Committee, St. Paul 2:30-4pm (Pomije)
- 1/12/23 – COLA – AIS Meeting, 5pm SWCD office (Sanford, Pomije)
- 1/16/23 – Office Closed: Martin Luther King Jr. Day

- 1/18/23 – **Regular SWCD Board Meeting, 2pm** (all)

- 1/19/23 – Forestry Association Meeting, remote option, 10am (Carda or Sanford)

Sanford reported on attending he last Nov. Forestry Assn. meeting. He mentioned briefly the 1-million acre tree planting initiative within the Rum Watershed for us and extending west into other counties. The assn. is updating their roster currently.

- 1/23/23 (4th Monday) – SRWMB Meeting TBD, Courthouse basement, 9-10:30am (Belkholm, Pomije)
- 1/23/23 – Snake PC Meeting, Mora Courthouse (Pomije, Mattson, Belkholm)
- 1/25/23 – Snake Plan in front of BWSR Board for approval
- 1/26/23 – as determined (4th Thursday) – Rum Watershed Partnership Meeting, 4:30pm (Johnson)
- TBD (2nd Thursday) – Kettle PC Meeting, 9am (Johnson)
- 2/1/23 – Due Grant Reporting on BWSR grant in E-link

*Seeking Supervisor report on meeting attended

11. Evaluate the Meeting – What worked? What needs further discussion?

12. 3:37 pm Adjourn Regular Board Meeting

Motion by Sanford second by Carda to adjourn meeting at 3:37pm

Affirmative: Sanford, Belkholm, Carda, Heggernes

Opposed: None

Abstain: None

***Seeking Board Decisions**