

EXHIBIT A1: Meeting Minutes



**KANABEC SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING**

Kanabec SWCD Board Room
2008 Mahogany Street, Suite 3
Mora, MN 55051
(320) 679-1391

Purpose Statement: *This Board of Supervisors meets regularly, utilizing civic standards to organize ourselves and building capacity and infrastructure as needed to support our goals of achieving better soil and water quality outcomes throughout Kanabec County.*

The public is welcome to attend monthly Board meetings in person at the Kanabec SWCD office (address listed above).

Note: Meeting material, including agendas and minutes, is posted on the District website at www.kanabecswcd.org.

Remote Google Meet joining info:

Video call link: <https://meet.google.com/qaj-aafx-ruq>

Or dial: (US) +1 505-738-3067 PIN: 922 739 424#

More phone numbers: <https://tel.meet/qaj-aafx-ruq?pin=6566792966442>

**June 18, 2025
Meeting Minutes**

1. **Call to Order** **1:58 PM**
 - A. **Attendance:**
 - I. **Chair:** Norma Heggernes, **Vice-Chair:** Kevin Belkholm, **Treasurer:** Kim Johnson, Jon Sanford, Gene Carda
Supervisors absent:
Others Present: Jaren Peplinski, Jerah Mattson, Emily Larsen, Mary Poelman*, Stephanie Paulsen*, Peter Ripka (departed at 4:13 PM)
***Remote attendee**
2. **Pledge of Allegiance to the Flag**
3. **Review and Approval of Agenda (Action Item)**
 - A. Sanford moved to approve the agenda as presented with an addition of an Area III meeting discussion. Belkholm seconded the motion.
Affirmative: Belkholm, Sanford, Heggernes, Johnson, Carda
Opposed: None
Motion carried.
4. **Review and Approval of Minutes (Action Item)**
 - A. *Regular Board Meeting Minutes 5/21/2025* ("Regular Meeting Minutes"). Johnson moved to approve the Regular Meeting Minutes as presented. Sanford seconded the motion.
Affirmative: Heggernes, Johnson, Sanford, Belkholm, Carda
Opposed: None
Motion carried.

5. **Review and Approval of Minutes (Action Item)**
 - A. *Special Board Meeting Minutes 6/3/2025* (“Special Meeting Minutes”). Sanford moved to approve the Special Meeting Minutes as presented. Belkholm seconded the motion.
Affirmative: Heggernes, Johnson, Sanford, Belkholm, Carda
Opposed: None
Motion carried.
6. **Reports of Partners**
 - A. NRCS (Stephanie Paulsen) – A written report was provided and reviewed. All Inflation Reduction Act funding applicants have been notified that NRCS is no longer taking any additional applications. All prior applications will be rolled into next year's funding. Site visits are being conducted for next year. EQIP has received 23 applications for FY26. CSP has received 3 applications, and RCPP has received 1. Several events and training sessions are being held from now until the beginning of August.
 - B. BWSR (Zach Guttormson) – No report was provided.
 - C. Kanabec County (Peter Ripka) – A verbal report was provided. The tire ordinance issue in Grasston is in the process of being resolved.
7. **Public Comment** - None
8. **Financial Report (Action Item)**
 - A. *5/31/2025 Year-to-Date Financial Report* (Financial Report). The Financial Report was detailed by Jerah Mattson and reviewed by the Board of Supervisors. Treasurer Johnson recommended acceptance of the Financial Report on behalf of the Finance Committee. Sanford moved to accept the Financial Report. Belkholm seconded the motion.
Affirmative: Heggernes, Belkholm, Johnson, Sanford, Carda
Opposed: None
Motion carried.
 - B. *Treasurer's Report*. Sanford moved to approve the Treasurer's Report. Belkholm seconded the motion.
Discussion: Johnson will check on the COD documents located in the office before the next meeting.
Affirmative: Heggernes, Belkholm, Johnson, Sanford, Carda
Opposed: None
Motion carried.
9. **Action Items**
 - A. *Authorize Staff to Order 2026 Plat Books*. Sanford moved to table conversation until next year, offering the current 2023 books at a discounted price. Heggernes seconded the motion.
Affirmative: Heggernes, Belkholm, Johnson, Sanford, Carda
Opposed: None
Motion carried.
 - B. *Authorize Temporary Stipend for Use of Personal Resources*. Johnson moved to authorize a \$7 per day stipend for temporary work from home for an employee. The motion failed for lack of a second.
 - C. *Authorize Staff to apply to an individual placement Clean Water Fund RFP*. Sanford moved to authorize staff to apply for an intern hosting opportunity. Johnson seconded the motion.
Affirmative: Heggernes, Belkholm, Johnson, Sanford, Carda
Opposed: None
Motion carried.
 - D. *Adoption of Draft Kanabec SWCD Board Subcommittee Guidance*. Johnson moved to adopt the Draft Kanabec SWCD Board Subcommittee Guidance with the addition of a Kanabec County liaison subcommittee section to be reviewed at the next regular meeting, and the omission/removal of a proposed strategic planning subcommittee section. Belkholm seconded the motion.

Affirmative: Heggernes, Belkholm, Johnson, Sanford, Carda
Opposed: None

10. Other Reports/Discussion

A. Subcommittee reports.

Personnel Committee. The attorney interviews have been completed. The executive summary will be complete by the end of this week or beginning of next week. The board will look to schedule a special meeting mid-week next week.

Finance Committee. Nothing to report.

Kanabec Coalition of Lake Associations. The meeting was held last Thursday. Emily is doing a great job keeping the group updated.. Local lakes gave updates, including weed spraying. Funding from the state will occur in 2027. A Boat Inspector has officially been hired.

Kettle/Upper St. Croix Watershed Partnership. The meeting was held last Thursday. Two new members were brought on board and are getting caught up with the process.

Rum River Watershed Partnership. Nothing to report.

Snake River Watershed Plan Partnership. The next meeting will be held Monday. There are two projects to be discussed and voted on.

Area III Forestry Association. No meeting due to lack of attendees.

TSA Area III Board. The meeting will be held next Wednesday.

District Land. The food plot has been planted.

MASWCD Area III Annual Meetings Committee. During the spring resolution meeting, it was suggested that business cards be available for all Supervisors. The nanobubbles resolution did not pass. It was suggested to gather more information and results to revisit at the next resolution meeting next year.

B. Meeting and Event Announcements.

C. Funding Opportunities.

11. Other Business

- A. Discussion: *MNIT Phone System Transition and Retirement of VoIP Services*. With the new expected rates, staff will gather more information and seek alternatives. We also have to find out if MNIT is a requirement of the District.
- B. Discussion: *Deed Restrictions for Publicly-Funded Projects*. Discussion will be added to next month's agenda for further questions and comments.

12. Consent Agenda Action Items.

Emily reviewed the sticker contest results. It is suggested to add the winners, excluding names, for privacy purposes.

Adjournment Sanford moved to adjourn. Carda seconded the motion.

4:16 PM

Affirmative: Heggernes, Belkholm, Johnson, Sanford, Carda
Opposed: None

Motion carried.

Submitted by: Jerah Mattson