

**Board of Supervisors:**

# 2 – Norma Heggernes, Chair  
(Term. 12.2026)  
# 1 – Kevin Belkholm,  
Vice-Chair (Term. 12.2028)  
# 5 – Kim Johnson, Treasurer  
(Term. 12.2028)  
# 3 – (Vacant)  
(Term. 12.2028)  
# 4 – Jon Sanford  
(Term. 12.2026)

**Staff:**

Jaren Peplinski  
District Manager  
(502) 517-SWCD

Jerah Mattson  
Administrative Assistant  
(320) 679-1391

Mary Poelman  
Watershed Coordinator

Emily Larsen  
Conservation Technician

Nick Foss  
Forester

**Cooperators:**

NRCS - USDA

Stephanie Paulsen,  
Soil Conservationist  
(320) 674-3005

Kanabec County Environmental Services

Ryan Carda,  
Environmental Services  
Supervisor  
(320) 679-6456

Minnesota DNR - Hydrology

Craig Wills,  
Area Hydrologist  
(763) 689-7100 ext. 225

Minnesota DNR - Forestry

(Vacant)  
(320) 679-3683

**Kanabec SWCD**  
2008 Mahogany Street, Ste. 3  
Mora, MN 55051  
Office: (320) 679-1391



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

**Kanabec SWCD Board Room**  
2008 Mahogany Street, Suite 3  
Mora, MN 55051

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>

**December 17, 2025**  
**Draft Meeting Agenda**

1. **Call to Order** **2:00 PM**
  - a. Roll call: Norma Heggernes, Kevin Belkholm, Jon Sanford, Kim Johnson
  - b. Others Present: Jaren Peplinski, Jerah Mattson, Mary Poelman, Emily Larsen, Nick Foss, Stephanie Paulsen  
\*Remote attendee. *One or more members may attend remotely pursuant to Minnesota Statutes Section 13D.02 as amended.*
2. **Pledge of Allegiance to the Flag**
3. **Review and Approval of Agenda (Action Item)**
4. **Review and Approval of Minutes (Action Item)**
  - a. [Regular Board Meeting Minutes](#) – 11/12/2025 [**Exhibit A**]
5. **Reports of Partners**
  - a. NRCS (Brian Steffen or Stephanie Paulsen)
  - b. BWSR (Zach Guttormson)
  - c. Kanabec County (Commissioner Peter Ripka)
6. **Public Comment** (None scheduled)
7. **Financial Report**
  - a. November 2025 [Treasurer's Report and Financial Report](#) [**Exhibit B**]
8. **Action Items [Exhibit C]**
  - a. *Appoint Marv Stutz to Supervisor Position #3.* Stutz will take the oath of office and sign the oath of office form and conflict of interest policy statement. Group photo.
  - b. *Recognition of Gene Carda.* Presentation of plaque. Group photo.
  - c. *Closed Session: Labor Negotiations.* The board will enter a closed session for labor negotiations.
  - d. *Kettle and Upper St. Croix Watershed Partnership Update.* Slideshow presentation created by Cameron Gustafson, shared by Jaren Peplinski.
  - e. *District Land Proposal.* Presentation by the District Land Committee.
  - f. *Buckthorn Treatment Payment.* Contract # SR-WBIF-02-KSWCD-2024. Completed project; authorize \$1,460.80 flat-rate payment (75% cost share) through the Snake River Watershed Plan Partnership's WBIF grant; Nick Foss will share project outcomes.

- g. *Manure Pit Closure Payment*. Contract # SR-WBIF-20-KSWCD-2025. Completed project; authorize \$48,415.58 percent-based payment (75% cost share) through the Snake River Watershed Plan Partnership's WBIF grant; Emily Larsen will share project outcomes for this project accomplished in partnership with NRCS technical staff.
- h. *Adopt PFML Policy*. Board adoption of PFML policy to take effect January 1, 2026.
- i. *Authorize Payment to Peterson Company*. Authorize \$5,600.00 payment for the 2024 audit.
- j. *Authorize Preliminary Payment to Ratwik, Roszak & Maloney, P.A.* Authorize preliminary \$690.00 payment for review of personnel policies.
- k. *Authorize Tree Tube Order*. Authorize \$4,076.40 expense for tree tube order for tree sale and office retail.
- l. *Capital Outlay Threshold Resolution*. Resolution presented by Jaren Peplinski to increase the capital outlay threshold from \$2,500.00 to \$5,000.00.
- m. *Tree Planter Update*. Tree planter from LCCMR grant has been received and is in storage; board discussion is needed to determine fair and reasonable compensation for storage services.
- n. *MAWQCP December Report*. Report presented by Jaren Peplinski.
- o. *MCIT Annual Dividend*. Informational update: \$162.00 dividend received.
- p. *2026 Board Meeting Calendar*. Informational item; July 15 meeting will need to be moved due to DMPD cohort conflict.
- q. *Approve 2026 AIS Prevention Program Budget*. Review and approve the 2026 AIS Prevention Program budget.
- r. *Non-Structural Practice Policy and Flat-Rate Cost Share Payments Policy*. Board discussion on potential changes to cover crop eligibility and prioritization, including allowing previously adopted cover crop practices to be eligible while giving higher funding priority to new adoption and to practices with greater complexity, such as more diverse cover crop mixes.
- s. *District Land Discussion*. Board discussion regarding District-owned land and potential next steps.

**9. Other Reports**

- a. Subcommittee reports
  - i. Personnel Committee (Belkholm, Johnson)
  - ii. Finance Committee (Belkholm, Johnson)
  - iii. Coalition of Lake Associations (Sanford)
  - iv. Kettle/Upper St. Croix Watershed Partnership (Johnson)
  - v. Rum River Watershed Partnership (Johnson)
  - vi. Snake River Watershed Plan Partnership (Belkholm)
  - vii. Area III Forestry Association (Sanford)
  - viii. TSA Area III Board (Heggernes)
  - ix. District Land (Heggernes, Sanford)
  - x. MASWCD Area III Annual Meetings Committee (Heggernes, Johnson)
- b. Meeting and Event Announcements, pg. 2 (Peplinski)
- c. Funding opportunities, pg. 2 (Peplinski)

	<p><b>10. Other Business and Possible Action Items</b></p> <p>a. <i>County attorney responsibilities and SWCD legal support.</i> Brief discussion on recent questions about access to required legal services.</p> <p><b>11. Consent Agenda Items</b></p> <p>a. None</p> <p><b>Adjourn</b> <span style="float: right;"><b>4:30 PM</b></span></p> <p style="text-align: center;">The next Regular Monthly Meeting is Wednesday, January 21, 1:00 PM</p>
--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**Meeting and Event Announcements**

- Snake River Watershed Plan Partnership JPE Meeting | Mora, MN | 9:30 AM | December 22, 2025
- Conservation Conversations: Livestock & Conservation | Little Mermaid Cafe, Askov, MN | 4:30 PM | January 23, 2026 | Register at [z.umn.edu/conservationconversations](https://z.umn.edu/conservationconversations)
- 2026 Stearns County Shoreland Workshop | St. Joseph, MN | 8 AM - 4 PM | February 5, 2026 | Register at <https://bit.ly/4iXiOqD> | \$35.00
- Conservation Conversations: Small Farms & Land Stewardship | Doc's Sports Bar & Grill, Sturgeon Lake, MN | 4:30 PM | February 11, 2026 | Register at [z.umn.edu/conservationconversations](https://z.umn.edu/conservationconversations)
- Conservation Conversations: Row Crops & Soil Health | Rock Creek City Center, Rock Creek, MN | 12:30 PM | March 13, 2026 | Register at [z.umn.edu/conservationconversations](https://z.umn.edu/conservationconversations)

**Funding Opportunities**

- University of Minnesota Extension Regional Sustainable Development Partnerships' Farmer Climate Action Fund. Small grants will be awarded through a competitive process to support on-farm projects, examples include, but are not limited to:
  - Implementing production practices that promote continuous living covers.
  - Incorporating renewable energy alternatives.
  - Adopting soil health practices that sequester carbon.
  - Fostering on-farm resilience through improved water management or installing protective infrastructure (e.g., high tunnels).

*Priority will be given to projects that are shovel-ready and can be completed by December 31, 2026. The deadline to apply is January 2, 2026, with awards announced in early February.*

**Applications Submitted in FY24/FY25**

- 2026 Clean Water Funds RFP - 2026 conservation IP intern (denied)
- MDA Soil Health Equipment Grant (application in review)
- NDAWN/MDA Weather Station (denied)
- Keep It Clean Grant - Kanabec COLA (denied)
- 2026/2027 Conservation Delivery Grant (awarded)
- 2026/2027 Conservation Contracts Grant (awarded)

**Annual or Ongoing Funding to Consider Applying For**

- FY26 Soil Health Delivery | Deadline: January 5, 2026