



# Kanabec Soil & Water Conservation District

2008 Mahogany Street, Suite 3  
Mora, MN 55051  
(320) 679-3982

## OUTCOME DOCUMENTS – October 9th, 2018 - REGULAR BOARD MEETING

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

**STAFF:** Deanna Pomije, Anne LeRoy, Jacque Kelzenberg

**OTHERS:** – Dennis McNally – Kanabec County Commissioner, Shannon Rasinski - NRCS

1. **Call to Order** – Chair Sawatzky called the meeting to order at 4:00 pm.

**M/S:** Hoppe/Anderson Motion to approve the Agenda as presented.

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

**Opposed:** None                      **Abstain:** None

2. **NRCS Report** – Shannon Rasinski reported

As of 10/1 Rasinski is the current District Conservationist now for Mille Lacs, Kanabec, and Mille Lacs Tribal Band. The reorganization team lead will be coming to Mora, covering Pine, Chisago, Kanabec, Mille Lacs and Isanti Counties. Resource Conservationist will be in each office. The reorganizational plan is still in need of approval from Washington. Rasinski's schedule will two days a week in Milaca, and three in Mora. The current farm bill has expired with the hope of an approved bill by the end of the calendar year. No deadlines have been announced for FY19 programs. Ranking tools for the EQIP program will be modified and available after 2/14/19. CSP financial payments are being processed. Unfunded program participants (six in RCPP and three in EQIP) have been sent deferral letters on the option to defer their application into 2019.

3. **Consent Agenda** (no discussion unless Supervisor requests)

3.1. Financial – receipts & disbursements

3.2. Outcomes Document – September

3.3. Staff Reports

3.4. Upcoming Staff Meetings / Outreach / Training

(Belkholm arrived at this point.)

Pomije requested to give an update on item 3.3.1.2. from the consent agenda:

3.3.1.2. Snake River Meeting, 9/24

BWSR approved our grant extension on the Snake Project Grant through 6/30/18. This means we only have one more construction season to complete projects, next spring. We still have \$71,437 for vegetative BMP's within the Snake Watershed. Outreach and project development need to continue with a total of \$199,899 remaining on this grant. Kanabec just completed a project with 3 more in development. Pine has 2 more projects in development and Aitkin has a potential feedlot along the Snake River in need of runoff control. The feedlot project may not fall within the vegetative scope of the grant. After the next Snake meeting 10/22 we are proposing District Managers to meet and propose a plan for 2019 in preparing the Snake Board for the 1 Watershed 1 Plan process.

Pomije discussed the status of the Snake River Project Grant under the Snake River Watershed Management Board (4-county joint power's board) with the board. This is a CWF project grant focused on the entire Snake Watershed with a focus on vegetative practices near lakes and streams.

Hoppe requested discussion on item 3.3.1.5:

3.3.1.5. Area 3 Meeting 9/20, Iron Mountain (Pomije, Hoppe)

This was a very well attended meeting with about 45 people in attendance. Various N. St. Louis staff gave power-point presentations on their general work activities. They gave a live presentation of a AIS decontamination unit. It takes about 20 min. to clean one boat. Kelly Voigt, BWSR's new northern trainer presented on how training is organized for obtaining NRCS job approval authority. She reviewed the Individual Development Training plans that were submitted by each District/NRCS office requesting needed trainings. The board meeting approved \$500 of their funds to reimburse the host District (President's District) for time spent on Area 3 meeting work. Hoppe was voted in as the new Area 3 President for the next two years. Doug Thomas, BWSR reviewed the process BWSR used for distributing the Capacity funds, including how the administrative funds are taken out to cover the needed grant reconciliations, done by BWSR.

Hoppe and Pomije attended the meeting on 9/20. Pine County will be the host district next year for the Sept. tour meeting. After the December meetings, discussion may start for MASWCD resolutions for 2019. The resolutions meeting is proposed for May/June, possibly at the Carlton County Highway Building. Pomije said that the District Managers meet after the recent TSA meeting to discuss how to better assist Supervisors in the professional organizing of the Area 3 Association and meeting facilitation. Formulating a purpose statement was suggested for the Area, as well as developing position descriptions for the board positions. Hoppe felt the meeting was well organized and led. Hoppe discussed the self-contained AIS decontamination station that was demonstrated.

**M/S:** Anderson/Hoppe Motion to approve the consent agenda's outcomes document, financial receipts & disbursements, staff reports and scheduled meetings.

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

**Opposed:** None                      **Abstain:** None

#### 4. Approve Treasurer's Report

Pomije answered questions on the treasurer's report on reconciling the top and bottom portions. Work is still needed to fix this. The errors have been amplified through the year as reconciliations of these two portions of the treasurer's report haven't occurred. The bank numbers are accurate, as well as the monthly receipts and disbursements. Monthly bank account reconciliations are also routinely done.

**M/S:** Carda / Hoppe Motion to approve the Treasurer's Report as presented.

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

**Opposed:** None                      **Abstain:** None

#### 5. Business

5.1. Civic Organizing Principle – Political Competence = to define problems, produce solutions and establish policies using civic standards to achieve our goals.

Pomije explained the definition as that the Civic Organizing leaders need political competency to collaboratively define problems and work on common goals with existing government entities.

5.2. AIS – (COLA) Expenses (total \$8,065)

5.2.1. Curly leaf treatment on Knife Lake, 5/17 – \$6,900

5.2.2. Quamba Lake Curly Leaf Assessment, 9/28 - \$1,165

**M/S:** Anderson/Carda Motion to approve AIS invoices for Curly Leaf treatment on Knife Lake in the amount of \$6,900 and to Quamba Lake for their Curly Leaf assessment in the amount of \$1,165. Each Lake Assn. will be reimbursed from the County.

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

**Opposed:** None                      **Abstain:** None

5.3. MASWCD Resolutions – Voting

The board discussed and each member voted on all of the MASWCD resolutions. The official votes will be mailed to the MASWCD. A copy of the voting will be retained with the historical board meeting minutes. See the attached Kanabec SWCD voting results.

5.4. County SWCD Signs (Quantity:4) – vendor approval

At the recent County Board meeting an approval was passed for \$3,500 to go toward SWCD County signs in the 2019 allocation. The board discussed the written quotes from multiple vendors.

**M/S:** Belkholm/Hoppe Motion to approve Colors by Craig as the vendor to create two-sided road signs to be placed at the county lines. Development will be needed to establish a new sign at the southern border.

**Affirmative:** Sawatzky, Anderson, Hoppe, Belkholm

**Opposed:** None                      **Abstain:** Carda

5.5. Shopko tax exempt account set up

LeRoy explained the three options for purchasing retail items tax exempt from Shopko. The easiest option would be to apply for a tax-exempt account that will be invoiced to the District monthly. The purchases from Shopko are mainly minimal for outreach events, and expenses associated with the County Fair.

**M/S:** Hoppe/Belkholm Motion to approve creating an account with the Shopko store in Mora so that purchases can be made using our tax-exempt status. Purchasing procedures will follow the District's established guidelines.

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

**Opposed:** None                      **Abstain:** None

5.6. Buffer Compliance Tracking Policy

Kelzenberg explained that having a buffer compliance tracking policy is required by BWSR. She presented a policy that details how spot checks would be conducted, and how complaints are handled. Funding for staff time to do the compliance tracking is coming from BWSR.

**M/S:** Belkholm / Anderson Motion to approve the buffer compliance tracking policy as presented that will be posted on the district website to comply with BWSR requirements.

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

**Opposed:** None                      **Abstain:** None

5.7. District Work Plan Update with time included

Pomije reviewed updates in the peach area of the graph that summarize actual hours of activities done by the staff. Pomije requested to review the work plan individually with board members. Her intention is to use this document as a tool to measure effectiveness of the staff and board in working toward our goals, following our strategic plan. Belkholm requested some of our reduction goals to be added to the plan.

6. **Project Updates:** None

7. **General Discussion / Public Input**

Hoppe – Hoppe requested reimbursement of \$120 registration fee, and two per diems (\$60 each) for a Living Soil two-day training at Gustavus Adolphus College on October 2 – 3 that he attended. This seminar was not previously approved. Hoppe discussed the importance for the promotion of soil health practices and outreach. He mentioned the importance of incorporating livestock into operations for the bacteria benefits. With soil health practices organic matter can increase over time, providing carbon sequestration and assisting in curtailing the effects of global warming. It was said that our soil is fevered, thirsty and hungry in need of a healthier environment for the promotion of soil organisms.

**M/S:** Belkholm/Carda To approve reimbursement to Paul Hoppe for \$120 registration and two per diems for attending the Living Soil Training at Gustavus Adolphus College on October 2<sup>nd</sup> and 3<sup>rd</sup>.

**Affirmative:** Sawatzky, Anderson, Carda, Belkholm

**Opposed:** None                      **Abstain:** Hoppe

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

8.1 10/11 COLA – AIS next Meeting, 5pm in Courthouse (Kelzenberg)

8.2 10/19 – MN Forest Resources Council (MFRC) East Central Regional Landscape Committee Meeting, Cambridge 10am (Hoppe, Pomije)

8.3 10/22 Snake River Watershed Board, 9am in Courthouse – next meeting (Hoppe, Kelzenberg, Pomije)

8.5. 10/24 – Soil Health Field Day, Ogilvie 9am-12pm (Kelzenberg, Pomije)  
Board members were asked to attend & learn.

8.6. 11/13 - Regular SWCD Board Meeting: Tues. Nov. 13, **3:00 PM**

8.4 11/15 - Forestry Association Report – next meeting 9:30 in McGregor (Carda, Hoppe)

Hoppe reported that the expert at the previous meeting confirmed that good forestry practices can positively affect bird populations.

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

The board was satisfied with the amount of discussion needed for the MASWCD resolutions.

10. **Adjourn Chair Sawatzky adjourned the regular meeting at 6:00 pm**

**M/S:** Hoppe/Anderson Motion to adjourn.

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

**Opposed:** None                      **Abstain:** None

**11. Closed Session – Review Personnel Performance Reviews – individually with staff**

Kelzenberg and LeRoy met individually with the Board to review any personnel concerns they have directly with the board. Going forward this will be an annual option for staff.

**12. Closed Session - \*Personnel Actions**

Pomije met briefly with the board, but due to the late hour, no personnel actions were made. Another closed session will be held after the Nov. Board meeting.

**13. The Closed Session Adjourned at 7:45 pm**

**Civic Governance** is a new approach to organizing to facilitate change for the common good, creating effective and stable organizations.

The **purpose of Civic Organizing Agencies** is to develop civic imagination, leadership and infrastructure needed to organize sustainable partnerships between government and community with the capacity to address complex public policy issues.



Minnesota Association of Soil and Water Conservation Districts  
2018 RESOLUTION BALLOT

**INSTRUCTIONS:**

- Each current SWCD Supervisor is entitled to **ONE** vote on each resolution.
- Mark the vote of each Supervisor in **ONE** category (approve, disapprove or bring resolution for discussion or amendment) for each resolution.
- Each resolution can receive only as many votes as the number of Supervisors signing the ballot.
- ALL SUPERVISOR VOTES & SIGNATURES MUST BE TALLIED & SUBMITTED ON THIS BALLOT.**
- Mail ballots to MASWCD, 255 Kellogg Boulevard East, Suite 101, St. Paul, MN 55101
- Only member SWCDs are eligible to participate.

SWCD Name: Kanabec SWCD

	name of voting Supervisor (please print)	voting Supervisor's signature
1	Joyce Sawatzky	<i>Joyce Sawatzky</i>
2	Jan Anderson	<i>Jan Anderson</i>
3	Paul Hoppe	<i>Paul Hoppe</i>
4	Gene Carda	<i>Gene Carda</i>
5	Kevin Belkholm	<i>Kevin Belkholm</i>

The number by each Supervisor's name & signature above should correspond to his/her votes in below table. E.g. For each resolution, the vote of Supervisor 1 should be recorded in one of the three "1" (green) columns.

**DEADLINE:** Ballots must be received in MASWCD office by November 2, 2018. **Late ballots will not be accepted.**

Mark votes with a ✓ or an X.

#	Resolution Title	APPROVE					DISAPPROVE					DISCUSS OR AMEND				
		1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
1	Equal Opportunity Under Watershed Based Funding Program			X	X							X	X			X
2	Promotion of SWCD Leadership for Multipurpose Drainage Management	X	X	X	X	X										
3	Restoration of Local Approval Authority Pertaining to Wetland Replacement Plans						X	X	X			X				X
4	Private Forest Management Service Delivery in Minnesota	X	X	X	X	X										
5	LGU Collaboration for BWSR Policies	X	X	X	X	X										
6	Reevaluate Erosion & Sediment Control BMPs for Projects Located within Sensitive Landscape Areas	X	X	X	X	X										
7	MPCA County Feedlot Officer TEMPO Reporting Program	X	X	X	X	X										
8	Crop Insurance Reduction Incentive for Planting Cover Crops	X	X	X	X	X										
9	Defining the Content of Conservation Plans									X	X	X	X	X		