**Outcomes Documents - Regular Board Meeting**

Tuesday, Sept. 17, 2019 3:00 pm

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

**STAFF:** Deanna Pomije, Nick Smetana

**OTHERS**: Dennis McNally, Maggie Kuchenbaker

1. 3:03 Call to Order - \***Approval of Agenda**

**M/S:** Hoppe / CardaMotion to approve the agenda with addition of Plat Map Discussion.

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

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

1. 3:05 NRCS Report (Rasinski) – written report provided
2. 3:20 **\*Consent Agenda** (no discussion unless Supervisor requests)

3.1. Financial – receipts & disbursements, balance sheet, profit & loss report

3.2. Outcomes Document – Aug. 13, 2019

3.3. Staff Reports

3.4. Upcoming Staff Meetings / Outreach / Training

**M/S:** Hoppe / AndersonMotion to approve the consent agenda with correction to August outcomes document.

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

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

1. 3:35 **\*Approve Treasurer’s Report**

**M/S:** Anderson / BelkholmMotion to approve the treasurer’s report as presented.

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

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

1. 3:45 **Business**

5.0 \*Plat Mapping Solutions – Pomije presented pricing and quantity options for the new 2020 plat book.

 **M/S:** Hoppe / Carda Motion to approve ordering 200 plat books and sign one-time contract with mapping solutions.

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

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

* 1. \*Administrative Assistant Position – personnel committee recommendations

Job Offer & Pay Rate - $20.54 / hr., pending background check

**M/S:** Hoppe / AndersonMotion to hire Jerah Mattson as recommended by the personnel committee.

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

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

* 1. \*Aquatic Invasive Species (AIS) Invoices: approval on payments, total $2,043.75
* Lewis Lake Curly Leaf Pondweed Delineation Invoice - $825
* Ann Lake Veliger sampling -RMB labs - $95
* AIS Labor Day newspaper ads - $142
* Staff time 2019 Q2 - $981.75

**M/S:** Anderson / CardaMotion to approve AIS invoices.

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

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

* 1. \*Peterson recommendation:

Capitalizing Fixed Asset threshold – Adjust from the current $1,000 -> $2,500, for depreciation

**M/S:** Anderson / BelkholmMotion adjust current capitalizing fixed asset threshold from $1000 to $2500 for depreciation as recommended by Petersons.

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

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

* 1. \*Aitkin County funding request – Regional Forester Position $4,000 / yr. for 2 years per SWCD from Capacity funds

Discussion. Board agreement that Hoppe will get more information at the next Forestry meeting and report back to the board on the October meeting. Hoppe will ask about a sliding scale rate and request a list of deliverables that can be expected of the regional forester.

* 1. \*MN Ag. Water Quality Certification Program (MAWQCP) Update (Smetana)

Offer of Mille Lacs SWCD to service / outreach with this program to producers in Kanabec County,

~$9,000 or ~9% Nick’s time.

**M/S:** Belkholm / CardaMotion to have Smetana continue to work on the MAWQCP program.

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

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

* 1. \*Rum RIM Easement Resolution of Support for protection of a healthy watershed for clean drinking water

**M/S:** Hoppe / BelkholmMotion to support Rum River RIM easement resolution of support for protection of a healthy watershed for clean driving water.

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

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

* 1. Kanabec SWCD Civic Organizing Policy Document, questions & future acceptance

Pomije presented the Board with the civic organizing policy document. Discussion.

* 1. Forest Stewardship Plans completed, approval to pay Timberlane Forestry $288 & Dickson Forestry $2,694 from TNC Forestry Services contract.

Approved by District Manager with grant completing 8/31/19.

Timberlane Forestry, Erik Eggen – 1 plan

* Rodriguez: Arthur sec 30; 119 ac - $288

Dickson Forestry, Paul Dickson – 5 plans

* Egger: Ford sec 11; 160 ac - $370
* Christensen: Hillman sec 30; 142 ac - $334
* Gilfillan: Haybrook sec 28, 33; 640 ac - $1330
* Martin, David: Haybrook sec 29; 240 ac - $530
* Martin, William: Haybrook sec 28; 40 ac - $130
	1. \*Project Tour, proposed after the Snake Board meeting 10/28, bus rental - ~$135 ($25/hr.)

**M/S:** Hoppe / AndersonMotion to approve the rental of a bus in the amount of $135.00 for the tour.

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

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

1. 4:30 Supervisor Check-In (Supervisors weigh in on topic)

Topic: Snake 1W1P Pre-planning (Approved for Funding!) – Kanabec SWCD Role

* Coordinator’s Position
* Fiscal Agent
* 3 Options for Snake Board Set-Up – discuss more

Discussion on next steps. Pomije presented the Board with an overview of the 1W1P process and committee assignments. The next steps are for staff to create a work plan, budget and memorandum of agreement (MOA).

1. 4:45 **Project Updates:**

The consent agenda includes details on project developments.

\*Mattson, Jane & Mark, well decommissioning, Arthur 7, bid $550, contract $275 (50%) using State Cost-Share Funds

**M/S:** Belkholm / AndersonMotion to approve contract for Mattson, Jane & Mark for well decommissioning, Arthur 7, bid of $550, contract $275 (50%) using state cost share funds.

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

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

1. 4:50 **General Discussion / Public Input**

Carda – Rosnow site discussion.

1. 5:00 **Set Next Meeting Dates / Committee Reports –** next meeting dates
* 9/10 – Soil Health Day, Jon Stevens, Rush City, Pine Co. 9-4:30 pm (all staff)

9/12 - COLA-AIS Meeting, 5 pm, courthouse basement (Sawatzky, Smetana)

9/14 – Making the Most of your Land, Betty Wilkens field tour/workshop, lunch included, RSVP TNC Coordination (landowner workshop) (Smetana, Walter-Nelson, Pomije)

9/17 – Tues. NEW DATE, **Regular SWCD Board Meeting**, 3 PM (all staff)

9/19 – Forestry Assoc. Meeting, McGregor 9:30 am (Hoppe, Carda)

9/23 - Snake River Watershed Board, 9am (Hoppe, Pomije)

9/25 – Area 3 TSA Meeting, 10 am Duluth (Carda)

9/26 – Area 3 Annual Meeting, Hinckley (Hoppe, Anderson, Pomije)

10/28 – Kanabec Conservation Tour, 12:30-4:30 pm, start/end at Courthouse (all staff)

1. 5:10 **Evaluate the Meeting** – What worked? What needs further discussion?

Agenda items for next month?

1. 5:20 Adjourn Regular Board Meeting

**M/S:** Carda / AndersonMotion to adjourn the meeting at 5:40 pm.

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

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

 **\*Seeking Board Decisions**