EXHIBIT A: 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 build 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/wqm-npaf-xnc
Or dial: (US) +1 636-498-4352 PIN: 977 678 251#
More phone numbers: https://tel.meet/wqm-npaf-xnc?pin=6649306027834

September 16, 2026
Meeting Minutes

1. **Call to Order** **1:00 PM**

   A. **Attendance:**
      I. **Chair:** Norma Heggernes; **Treasurer:** Kim Johnson; Jon Sanford, Marv Stutz
      Supervisors absent: Kevin Belkholm
      Others Present: Jaren Peplinski, Jerah Mattson, Stephanie Paulsen
      ***Remote attendee**

2. **Pledge of Allegiance to the Flag**

3. **Review and Approval of Agenda** (**Action Item**)

   Motion by Johnson to approve the agenda as amended

   Affirmative: Heggernes, Sanford, Johnson, Stutz
   Opposed:
   Motion carried.

4. **Review and Approval of Minutes** (**Action Item**)

   A. *Regular Board Meeting Minutes 08/19/2026*. Motion by Sanford to approve the meeting minutes.

Affirmative: Heggernes, Sanford, Johnson, Stutz
Opposed:
Motion carried.

5. **Reports of Partners**

   A. NRCS (Stephanie Paulsen) – Verbal report was given.
   B. BWSR (Zach Guttormson) – No report was provided.
   C. Kanabec County (Peter Ripka) – No report was provided.

6. **Public Comment** - No public comment was made.

7. **Financial Report (Action Item)**

   A. *08/31/2026 Year-to-Date Financial Report* (Financial Report). The Financial Report was detailed by Treasurer Johnson and reviewed by the board. Motion by Stutz to accept the Financial Report.

   Affirmative: Johnson, Heggernes, Sanford, Stutz
   Opposed:

   Motion carried.

   B. *August 2026 Treasurer's Report* (Treasurer's Report). Motion by Sanford to accept the Treasurer's Report.

   Affirmative: Johnson, Heggernes, Sanford, Stutz
   Opposed:
   Motion carried.

8. **Action Items**

   A. *Operational Handbook and Legal Invoices.* Motion by Johnson to authorize payment for the two invoices totaling $4,557 to Ratwik, Roszak & Maloney, PA.

   Affirmative: Johnson, Heggernes, Sanford, Stutz
   Opposed:
   Motion carried.

   B. *Revised Shoreline Restoration Policy.* Motion by Sanford to approve the proposed revisions to the 2015 Shoreline Restoration Policy

   Affirmative: Johnson, Heggernes, Sanford, Stutz
   Opposed:
   Motion carried.

   C. *Tamarack Mining Public Comment Period.* No action was taken nor required.

   D. *2027 Plat Books.* No action was taken nor required.

   E. *MASWCD Annual Convention.* Motion by Sanford to authorize District Manager and two Board members to attend the MASWCD 90th Annual Convention.

   Affirmative: Johnson, Heggernes, Sanford, Stutz
   Opposed:
   Motion carried.

F. *Annual Management Representation Letter for Audit.* Motion by Stutz to authorize the District Manager and Board Chair to sign and submit the Annual Management Representation Letter for Audit.

Affirmative: Johnson, Heggernes, Sanford, Stutz
Opposed:
Motion carried.

G. *2026 SWCD Winter Banquet and Community Conservationist Award.* Motion by Stutz to authorize staff to work on local recognition program/winter banquet.

Affirmative: Johnson, Heggernes, Sanford, Stutz
Opposed:
Motion carried.

H. *Local Conservation Art and Merchandise Idea.* Motion by Heggernes to allow staff to move forward with Jaren discussing with Carlton County on the success of their sales

Affirmative: Johnson, Heggernes, Sanford, Stutz
Opposed:
Motion carried.

I. *Snake River Watershed Plan Partnership and Kettle/Upper St. Croix Watershed Partnership Staff-Time Statements of Work.* Motion by Johnson to authorize District Manager to draft agreements.

Affirmative: Johnson, Heggernes, Sanford, Stutz
Opposed:
Motion carried.

J. *MDH Private Well Screening Grant Agreement.* Motion by Stutz to enter into grant agreement.

Affirmative: Johnson, Heggernes, Sanford, Stutz
Opposed:
Motion carried.

9. **Other Reports/Discussion**

A. *Subcommittee reports.*

Personnel Committee.

Finance Committee.

Kanabec Coalition of Lake Associations.

Kettle/Upper St. Croix Watershed Partnership.

Rum River Watershed Partnership.

Snake River Watershed Plan Partnership.

Area III Forestry Association.

TSA Area III Board.

District Land. Motion by Johnson to authorize the District Manager to execute the District Land contract.

Affirmative: Johnson, Heggernes, Sanford, Stutz
Opposed:
Motion carried.

Liaison to the County.

Liaison to the Townships.

B. Meeting and Event Announcements

C. Funding opportunities

10. **Consent Agenda**

A. *Snake River TMDL Update.*

B. *Score Your Shore Tool Development.*

C. *District Land Update.*

D. *City of Mora Subdivision Comments.*

Adjournment. Motion by Sanford to adjourn the meeting. **3:31PM**

Affirmative: Johnson, Heggernes, Sanford, Stutz
Opposed:
Motion carried.

Submitted by: Jerah Mattson