



# Kanabec Soil & Water Conservation District

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## OUTCOME DOCUMENTS – November 13, 2018 - REGULAR BOARD MEETING

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

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

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

### 1. **Call to Order** - Approval of Agenda Chair Sawatzky called the meeting to order at 3:04pm

**M/S:** Hoppe/Carda Motion to approve the agenda as presented.

**Affirmative:** Sawatzky, Hoppe, Carda

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

### 2. **NRCS Report**

Rasinski reported participating in a workload cycle time study for 5 weeks. Outreach included meeting with Betty Wilkens to hand seed the last part of a gravel pit restoration and to create a video that features her property. NRCS staff also collaborated with the SWCD to present the Ogilvie Soil Health Field Day. Highly erodible determinations were completed over the past month. EQIP program activities included completing contract reviews and modifications, and certifying prescribed grazing, livestock pipelines, brush management, conservation cover, and tree/shrub site preparation. CSP program work has included meeting with producers to review their enhancements and required documentation as well as contract modifications and terminations.

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

- 3.1. Financial – receipts & disbursements
- 3.2. Outcomes Document – October
- 3.3. Staff Reports
- 3.4. Upcoming Staff Meetings / Outreach / Training

Hoppe requested an update on the new highway signs for the District. Pomije explained that they will be installed in the spring. Staff will be working on unifying the District logo and branding all communications to have one image. The new signs will feature the decided image.

Hoppe requested discussion on the following topics from the District Manager's report on the Consent Agenda:

#### 3.3.1.6. BWSR Academy - October 29th-31st Breezy Point Resort

The session on 'GIS to the Rescue' presented how to's on downloading map layer data publicly available on the web. Much of this data has now been combined for easier access and use. For example, the soil data viewer is available on-line as well as LiDAR and the NRCS toolkit tools. One tool helps delineate drainage areas. Our current ArcMap software is meant to be phased out in 2020-2022 and replaced with ArcPro, a Microsoft based mapping software. As we plan to acquire our own esri ArcMap license, this information is good to know.

Pomije attended this session to learn more and prepare for a possible conversion to using our own ArcMap, apart from the NRCS computers. Going forward with any new staff we'll consider this. If we had a forester on staff and charged landowners for Forest Stewardship Planning, we could not be on the NRCS system. This is a conflict, to charge for the service using NRCS equipment. This would involve the purchase of an esri license and software, so it

was good to learn about this new version coming out. Some District rely on their County for GIS services, which may be an option here. The County does not provide any GIS - IT assistance.

### 3.3.1.1. Civic Organizing

There was a St. Croix Civic Organizing meeting on 11/5. This was another good meeting. We reviewed examples of progress on the 6 civic organizing strategies for a technician and an administrator. This was very helpful. We decided to progress into stage 2 of civic organizing, to expand into a cross sector base. We also decided to give ourselves another 6 months to get understanding and approval on Civic Organizing Policy Document for each of our jurisdictions. I've decided not to attend the MACI meeting on 11/15 in Shoreview, where our written case study of our civic work will be presented and discussed.

Hoppe also requested a review of the November 10<sup>th</sup> Fish Lake Board meeting that was attended by Pomije. Pomije reported that there were approximately seven people in attendance. They learned about the proposed treatment options for Ann Lake and were able to ask questions. Pomije explained the internal load, high phosphorus issue in Ann Lake. She briefly reviewed the options for treatment as presented in the Ann Lake Study. It's important for the Fish Lake Improvement Assn. to be informed on this topic, being directly downstream of Ann Lake. Good questions were asked, providing the group a better understanding for an upcoming treatment. Much work is needed yet in searching out funding options for these expensive treatments.

Update: Our South Fork township private well testing program has resulted in a 46% response in participation. The goal was 40%. This resulted in 256 well being tested for nitrates. The results have yet to be analyzed.

**M/S:** Hoppe/Carda Motion to approve the consent agenda, receipts and disbursements, and staff reports.

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

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

## **4. Approve Treasurer's Report**

Note: as per accountant Martha Stellmach, receipts are required for all future meal or other reimbursable expenses.

**M/S:** Belkholm/Carda Motion to approve the Treasurer's Report.

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

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

## **5. Business**

- 5.1. Civic Organizing Principle – Organizational Effectiveness = civic leaders and active citizens are obligated to produce the civic infrastructure to sustain democracy and develop active citizenship. Pomije explained that civic organizing involves creating a climate, restructuring existing resources, organizing a base of influence and ensuring sustainability.

Hoppe asked if the financial commitments made by the board towards the civic organizing group are worth it for promoting the civic organization principles. He also asked if the principles are needed/enough, or if a program plan is needed. Pomije explained that the principles of civic organizing are being utilized in working collaboratively with the stakeholders of the Ann Lake toward the common goal of an Ann Lake treatment to reduce the Phosphorus levels in the sediment. Hoppe asked for a definition of "Civic Engagement" vs. "Civic Organizing." Pomije explained that civic engagement is like our typical one outreach event, planned and done, that's it. Whereas civic organizing is working together with individuals and groups towards a common goal,

using the civic organizing principles as guidance. Civic organizing requires more time, holds people accountable for progress and plans for more sustainability.

Belkholm asked how effectiveness is measured in terms of civic governance and how are they held accountable. Pomije explained that having agendas and outcomes provides transparency. During meetings people are held accountable by reporting on completed assigned action items, leading toward common goals. These are all ways to measure performance through civic organizing.

(Jan Anderson arrived at 3:38pm during the civic organizing discussion)

5.2. AIS – (COLA) Expenses (total \$5,776.05)

5.2.1. Curly leaf treatment on Knife Lake (KLID), 5/17, to use remaining AIS funds in their account for this treatment – \$5,590.24

5.2.2. Ann Lake Watershed Alliance (ALWA) - \$185.81, veliger (young zebra mussels) sampling test & AIS showcase attendance for 2 people

Kelzenberg explained that a previous amount submitted by Knife Lake was for a partial amount of their allotted fund balance, and that they would like to receive the balance of the AIS funds to cover expenses.

**M/S:** Hoppe/Belkholm Motion to approve the AIS COLA expenses in the total amount of \$5,590.24 to Knife Lake Improvement District and \$185.81 to Ann Lake Watershed Alliance.

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

**Opposed:** None

**Abstain:** None

5.3. AIS – Approval of the 2019 budget, including approval of funds to hire summer boat inspector for 2019 at 70% time & continue the county culvert inventory 30% time (Capacity funds)

Kelzenberg reviewed the 2019 AIS budget plan that includes outreach, education, administration, and hiring of a summer inspector. The budget also includes earmarking \$5,000 to be saved towards future acquisition of an AIS decontamination unit for boats. The annual AIS funding for 2018 was \$48,632.00. During the COLA meetings the lake associations share experiences, vote on policy and how to best spend the AIS funds. In the past the COLA has reallocate funding between lake assn. when requested or as needed for specific projects and concerns. Hoppe discussed that the lakes use AIS funds for part of the costs to control the spread curly leaf pond weed.

**M/S:** Belkholm/Anderson Motion to approve the 2019 AIS Budget as presented, to include AIS funds for an AIS Boat Inspector, and to fund each COLA Lake Association equally for AIS expenses. Funding for processing a culvert inventory would be funded from Capacity Funds.

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

**Opposed:** None

**Abstain:** None

5.4. Health / Dental Benefit coverage increase request for 2019, requesting board review every 2 years

Pomije reported increases from the insurance companies for both health (3.1%) and dental insurance (10.6%) costs. Currently the district is offering \$450 per month for employee benefits per employee.

**M/S:** Hoppe/Carda Motion to provide \$525 monthly benefit beginning January 1, 2019.

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

**Opposed:** None

**Abstain:** None

5.5. Private Forester Contract for services to promoting Forest Stewardship activities within the Snake Watershed of Kanabec County, utilizing the funds from The Nature Conservancy. Pomije requested signature authority for the individual contracts.

Pomije explained that the contract would promote Forest Stewardship plans and Forestry Consultations done by private foresters who are certified by the MN DNR. This contract is between the private forester and the District for forestry services. The contract does not involve landowners directly. The private forester will submit completed, signed plans for payment to the District or completed landowner surveys for on-site forestry consultations. The district will reach out to eligible foresters letting them know about this opportunity. Funding for reimbursements are limited as per the amount available from the Nature Conservancy and are on a first come first serve basis.

**M/S:** Hoppe/Belkholm Motion to approve the contract with private foresters to provide compensation for completed Forestry services within the Snake River Watershed and to grant the District Manager signing authority on the individual contracts.

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

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

5.6. MASWCD Conference attendance – Dec. 9-11, Bloomington

Hoppe explained that the Conference is a good networking event. Online registration is due on 11/26/19.

Hoppe wants to attend the entire event. Carda will think about attending and let staff know, Belkholm would not be able to go at this time.

**M/S:** Hoppe/Carda Motion to fund all supervisors that would like to attend the conference, and staff to attend for one day, if able.

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

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

5.7. FY2019 Buffer (\$10,000) & Local Capacity BWSR Funds (\$100,000) – approval on grant agreement

**M/S:** Belkholm/Carda Motion to approve FY19 funding from BWSR.

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

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

## 6. Project Updates:

6.1. Reiser, David - Comfort Twp., Sec.27 SW ¼, NE ¼, waterway/terrace repairs completed; State Cost Share FY2017 – payment voucher approval - \$873.75 at 75% cost

Total project cost was \$1,165.00.

**M/S: Hoppe/Carda** Motion to fund payment of voucher approval in the amount of \$873.75 using funds from State Cost Share FY17.

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

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

## 7. Supervisor Check-In (round robin) – Topic: Content Ideas for January Newsletter

New item to allow all Supervisors an opportunity to weigh in on topic of interest for the District.

The supervisor's suggestions included the following:

Kevin Belkholm: Buffer law and cover crops

Joyce Sawatzky: Cover the soil health field day that was done in October.

Paul Hoppe: General overview of who and what is the SWCD

Jan Anderson: Climate change / pollinators

Gene Carda: Erosion control

## 8. General Discussion / Public Input

‘One Watershed One Plan’ (1W1P) – When does the SWCD want to begin participation in the process of engaging this funding source with the Snake River Watershed Board? It is estimated that the process will need approx. 400 hours of the District Manager’s time. The impact to staff time was discussed; in that more tasks will need to be delegated to LeRoy and Kelzenberg and certain tasks may not get done timely.

**M/S Hoppe/Belkholm Motion** that the Kanabec SWCD board support a Snake 1W1P funding application in 2019.

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

**Opposed:** None

**Abstain:** None

Belkholm requested discussion for requesting the operator, Colton Marohn on the district land to plant Kernza in 2019. The district land has approximately 15 acres that are farmable. Per Belkholm, Kernza would demonstrate a perennial gluten-free wheat crop. Kelzenberg advised that the current soil is clay and in poor condition. Pomije and Belkholm will plan on meeting with the current operator this winter to discuss plans. If the current operator is not interested in planting Kernza, other operators will be considered.

Belkholm requested information if Rinke-Noonan will have another drainage training this winter. Staff will provide the Rinke-Noonan flyer to the board.

## 8. Set Next Meeting Dates / Committee Reports

8.1 11/15 - Forestry Association Meeting – 9:30 in McGregor (Carda, Hoppe)

8.2 11/26 - Snake River Watershed Board, 9am – next meeting (Hoppe, Kelzenberg, Pomije)

8.3 12/11 - Regular SWCD Board Meeting: Wed. Dec. 12 or Tues Dec. 18, 4 PM

The board discussed their availability and the possible conflict that may be caused by attending the MASWCD Convention in Bloomington. Pomije proposed alternate dates of December 12th or 18th.

**M/S:** Belkholm/Carda Motion to conduct the December regular board meeting on December 11<sup>th</sup> @ 4pm with the annual potluck to happen during the January meeting.

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

**Opposed:** None

**Abstain:** None

8.4 12/13 COLA – AIS next Meeting, 5pm in Courthouse (Kelzenberg, Pomije, Sawatzky)

8.3 1/23 – TSA Area 3 Meeting – Duluth (Kelzenberg)

8.4 1/25 – MN Forest Resources Council (MFRC) East Central Regional Landscape Committee Meeting

## 9 Evaluate the Meeting – What worked? What needs further discussion?

The board members were satisfied with discussions and appreciate the updates from NRCS.

10 Adjourn Chair Sawatzky adjourned the meeting at 5:27 pm.

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

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

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

11 **5:30 Closed Session** – Review Personnel Performance Review, finish

The closed Session was called to order at 5:33 pm. Pomije met with the board individually reviewing her work activities over the 2018 year. Workload was discussed. After this discussion the board met alone to complete Pomije’s performance review. Afterwards Pomije met again with the board to see her performance review.

12 **Closed Session - Personnel Actions**

Due to the lateness of the meeting, it was decided that the personal actions will resume after the December 11 SWCD Board meeting, as a closed session.

13 6:40 Adjourn Closed Session

**Civic Principles in Review:**

**Human Capacity**

- Every individual can be a policy maker to organize for the common good.

**Democracy**

- Rule “by the people” for the common good, relieving tension between individuals and diverse interests.

**Active Citizenship**

- Civic leaders or stakeholders organize the infrastructure needed for individuals to be active citizens in all aspects of the community.

**Political Competence**

- The skills needed for civic leaders to define problems, produce solutions and establish policies following civic standards to meet their goals.

**Organizational Effectiveness**

- The societal structure needed to sustain democracy, providing the capacity for leaders and active citizens to govern for the common good.

**Approved:** \_\_\_\_\_ **Date:** \_\_\_\_\_