

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 building 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/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>

October 15, 2025
DRAFT Meeting Minutes

1. **Call to Order** **2:01 PM**
 - A. **Attendance:**
 - I. **Chair:** Norma Heggernes; **Vice Chair:** Kevin Belkholm; **Treasurer:** Kim Johnson; Gene Carda; Jon Sanford
Supervisors absent:
Others Present: Jaren Peplinski, Jerah Mattson, Emily Larsen, Mary Poelman, Nick Foss, Peter Ripka
***Remote attendee**
2. **Pledge of Allegiance to the Flag**
3. **Review and Approval of Agenda (Action Item)**
 - A. Sanford moved to approve the agenda as amended.
Affirmative: Heggernes, Johnson, Carda, Sanford, Belkholm
Opposed: None
Motion carried.
4. **Review and Approval of Minutes (Action Item)**
 - A. *Regular Board Meeting Minutes 9/17/2025.* Johnson moved to approve the meeting minutes as presented.
Affirmative: Johnson, Heggernes, Carda, Sanford, Belkholm
Opposed: None
Motion carried.

5. **Reports of Partners**

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

6. **Public Comment** - None

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

9/30/2025 Year-to-Date Financial Report (Financial Report). The Financial Report was detailed by Jerah Mattson and reviewed by the Board of Supervisors. Sanford moved to accept the September 2025 financial report.

Affirmative: Johnson, Heggernes, Carda, Sanford, Belkholm

Opposed: None

September 2025 Treasurer's Report. Sanford moved to accept the September 2025 Treasurer's Report.

Affirmative: Johnson, Heggernes, Carda, Sanford, Belkholm

Opposed: None

8. **Action Items**

- A. *Agreement for Forestry Services*. Renewal of Agreement with Pine SWCD for Shared Services Forester; Term: January 1, 2025 through December 31, 2027 or until terminated by either party. Belkholm moved to renew the agreement with Pine SWCD for Shared Services Forester.

Affirmative: Johnson, Heggernes, Carda, Sanford, Belkholm

Opposed: None

Motion carried.

- B. *FY2026 Draft Budget*. Finance Committee to present draft budget recommendation for the upcoming fiscal year. Johnson moved to accept the proposed draft budget.

Affirmative: Johnson, Heggernes, Carda, Sanford, Belkholm

Opposed: None

Motion carried.

- C. *FY2026 MN PEIP Renewal Rates*. Resolution updating the monthly staff healthcare payment amount for 2026. Johnson moved to approve the resolution to update monthly health care premium payment to increase from \$740 to \$807.

Affirmative: Johnson, Heggernes, Carda, Sanford, Belkholm

Opposed: None

Motion carried.

- D. *PFML Insurance*. The private insurance rate from Shelterpoint for PFML program, required under the state mandate effective January 1, 2026, is 0.59%, compared to the state program rate of 0.66%. The District and employees will share costs equally (50/50). Johnson moved to approve Shelterpoint as being the private insurance company used to facilitate PFML insurance.

Affirmative: Johnson, Heggernes, Carda, Sanford, Belkholm

Opposed: None

Motion carried.

- E. *ECSWC Landfill Expansion - Draft SEAW Public Comment*. Consider approval of the Kanabec SWCD comment letter on the East Central Solid Waste Commission (ECSWC) Sanitary Landfill Expansion Scooping Environmental Assessment Worksheet (SEAW). The draft letter outlines baseline environmental concerns related to groundwater quality protection, surface water management, wildlife attraction and litter control, and post-closure financial assurance. Sanford moved to approve the comment letter to ECSWC as amended.

Affirmative: Johnson, Heggernes, Carda, Sanford, Belkholm

Opposed: None

Motion carried.

- F. *MASWCD Resolutions.* Discussion and action items based on support or opposition to MASWCD resolutions. Johnson moved to have a staff member tally and submit votes on resolutions.
Affirmative: Johnson, Carda, Sanford, Belkholm
Opposed: Heggernes
Motion carried.
- G. *Supervisor Resignation and Appointment.* Supervisor Gene Carda submitted his resignation effective at the conclusion of today's meeting. Carda moved to appoint Sanford to fill Position #4, contingent upon Sanford's relocation into the district on October 24, 2025, to then assume Position #4.
Affirmative: Johnson, Heggernes, Carda, Sanford, Belkholm
Opposed: None
Motion carried.
- H. *Supervisor Recognition.* Heggernes moved to formally recognize Supervisor Gene Carda for his service, with a plaque to be presented at the November meeting.
Affirmative: Johnson, Heggernes, Carda, Sanford, Belkholm
Opposed: None
Motion carried.
- I. *Supervisor Appointment.* Action item to appoint a supervisor to SWCD Supervisor Position #3. No action taken nor required.

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.

MASWCD Area III Annual Meetings Committee.

B. *Meeting and Event Announcements.*

C. *Funding Opportunities.*

10. **Other Business**

- A. *November Board Meeting.* Regular meeting moved to November 12, 2025 (2:00pm).
- B. *SWCD Bylaws.* Discussion item on Kanabec SWCD bylaws (Peplinski).

11. **Consent Agenda**

Adjournment. Heggernes moved to adjourn; unanimous vote in favor of adjournment.

5:01 PM

Submitted by: Jerah Mattson