



2008 Mahogany St Ste 3
Mora MN 55051
(320) 679-1391
Deanna@KanabecSWCD.org

Outcomes Documents – Regular Board Meeting

Wednesday July 19, 2023, 2:00 pm

Location: SWCD Conservation Office 2008 Mahogany St. Ste #3 Mora MN 55051

SUPERVISORS: Jon Sanford, Kim Johnson, Gene Carda, Norma Heggernes

STAFF: Deanna Pomije, Jerah Mattson, Stephanie Paulsen, Shannon Bodle

*Remote Attendees

Others:

Absent: Kevin Belkholm

1. Pledge of Allegiance to the Flag

2. *Approval of the Agenda

Motion by Sanford, second by Johnson to approve the agenda as presented with an addition to a Knife Lake update and 8.65 and Staff Update at 8.7 as amended

Affirmative: Sanford, Johnson, Carda, Heggernes

Opposed: None **Abstain:** Belkholm

3. NRCS Report (Shannon Bodle) Currently working on 11 new Conservation Planning Applicants in Kanabec Cty. These applications include: Soil Erosion, No-till Residue Management, Cover Crops, Prescribed Grazing Systems (4), High Tunnel Systems (2), Early Successional Habitat Management, Forest Stand Improvement, Manure Pit Closure, Manure Storage Facility, Comprehensive Nutrient Management Plan (CNMP), Well Decommissioning.

A team meeting and conservation tour is planned at Sapsucker Farm.

NRCS staff met with CentraSota Cooperative staff for a CNMP.

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

4.1. Financial – receipts & disbursements, balance sheet, profit & loss reports

4.2. Outcomes Document:

- Kanabec SWCD Board – June 21, 2023

4.3. Staff Reports

4.4. Upcoming Staff Meetings / Outreach / Training

Hwy 65 Project – it was mentioned that there was no update from the Co. on this project with MN DOT involvement, TSA staff have commented that due to the increased erosion a rock project proposal may be the only option now.

Ann Lake Treatment – Pomije provided a brief update, that a current grant application is not planned as BWSR would only pay for one treatment and one large treatment if recommended would make the grant match even at 10% unattainable. More development is needed with partners and consultants as well as research on multiple grants.

Motion by Sanford second by Carda to approve the Consent Agenda as presented with a discussion of the Ann Lake Treatment and the Hwy 65 project.

Affirmative: Sanford, Johnson, Heggernes, Carda

Opposed: None **Abstain:** None

5. *Approve Treasurer's Report

Motion by Sanford second by Carda to approve the June 2023 Treasurer's Report as presented by Johnson.

Affirmative: Sanford, Johnson, Heggernes, Carda

Opposed: None **Abstain:** None

6. Project Updates, in consent agenda – any questions.

Josh reviewed what a Forest Stewardship Plan is and its benefits. He's working toward certification with the DNR to write these plans.

The proposed streambank project on the Knife River was discussed for possible funding sources as the cost is more than what the grant holds. Federal EQIP funds were mentioned as a possibility.

7. Public Input - no public input, no public present

8. Business Section

8.1. Mapping Solutions, 2023 Plat Books, upon receipts to pay \$4,520, \$22 each

Motion by Johnson, second by to Carda approve the payment \$4,520, when staff has approved the received product

Affirmative: Sanford, Johnson, Carda, Heggernes

Opposed: None **Abstain:** None

Farm & Home Publishers (FHP) was brought forward as a great outreach option as it is sent free throughout the county. Johnson asked staff to look into advertising with them.

8.2. Snake River Watershed Update

It is anticipated the PC will approve the JPA at the next meeting (7/24/23). Upon approval it will be sent to the 8 entities for signatures. Johnson mentioned he still has some concerns with the wording in the draft Snake JPA. Will plan to review these concerns with Pomije after today's meeting. The Kettle River Watershed is leaning toward forming an Entity for implementation. The Steering Cmte had good progress on their last meeting on 7/10. The first draft of a project vetting system has been reviewed with great staff feedback provided. The \$636,684 original 2-year amount anticipated for funding has been bumped up to \$1,024,471. The draft budget will be revised to account for this. Preparations are being made by staff to present the draft work plan and budget to the PC for approval over a few meetings.

8.3. Tree Sale Report – Mattson provided a written report on our 2023 tree sale results. We sold a total of 6,650 trees/shrubs and donated 1,200 to the Kanabec Co. Conservation Club. With our labor calculated the sale resulted in a net loss of \$2,950. A post sale survey was sent out to our tree clients. Of just under 100 surveys sent out, we received 17 back with their preferences on future trees/shrubs they'd like to order.

8.4. 2024 draft Budget, County Allocation request – Pomije reviewed the draft budget with the board. They reviewed the proposed 2024 operational expenses with a bump in rent of \$1,920 for the new watershed employee. They proposed a \$30,352 request to the county. The Capacity funding has been projected out 3 years in the budget. Suggestions were provided on how to simplify the budget for the Co. allocation request. There was a request to add in the actual budget numbers into the budget through June of 2023 with a column showing the percent of actual expenses against the budget for 2023.

- 8.5. *AIS Expenses, total \$4,254.85
- 1) SWCD staff time, 2023 Qtr. 2
 - a. Adm/Coordination, \$3,3669.24
 - b. Edu./Outreach, \$572.78
 - 2) Boat Inspector ID misc. supplies, \$12.83 (extend-mirror, sponges)

Motion by Johnson second by Heggernes approve the above AIS expenses listed above totaling \$4,254.85
Affirmative: Sanford, Johnson, Heggernes, Carda
Opposed: None **Abstain:** None

8.6. *Open Grants Application update, due Aug. 24
Pomije spoke on two potential grant applications. As previously mentioned, a new grant application for an Ann Lake treatment is put on hold due to not being able to afford the large match. More project development is needed or fundraising. Recently had a farm visit with a need for a feedlot runoff system. A grant application for this would be difficult without the completion of a Comprehensive Nutrient Management Plan (CNMP) completed to identify the specific needs. If no federal funds are available will seek out watershed funds for the CNMP. Not planning for a grant application this cycle.

8.65 Knife Lake Discussion
Carda suggested for safety purposes that another exit be developed coming out of the South Hwy 19 Knife Lake access. This falls under the DNR Parks and Trails jurisdiction.

8.7 Staff Update – Steph has put in her notice and will be joining our partner agency, NRCS. The board agreed that the Conservation Technician position will be filled. The position description has been modified slightly and was suggested to send it to the County HR company for assessment into the proper pay grade.

Motion by Sanford second by Carda to approve the Conservation Technician position description and to post this opening as soon as possible. The position description will be sent to the County HR company for assessment into the proper pay grade.
Affirmative: Sanford, Johnson, Heggernes, Carda
Opposed: None **Abstain:** None

9. Discussion Session:

10. Set Next Meeting Dates / Committee Reports – next meeting dates

Pomije is seeking a finance / personnel committee between now and July 19 to begin our 2024 budget.

- 7/13/23 – Kettle PC Meeting, 9am (Johnson)
- 7/20/23 – Forestry Assn. Meeting, 10am (Carda or Sanford, Tank)
- 7/24/23 – SRWMB Meeting, 9am, Courthouse (Pomije, Belkholm)
- 7/24/23 – Snake PC Meeting, 10:30am, Courthouse (Pomije, Belkholm)

- 7/27/23 – Aquatic Plant ID Training, St. Paul (Pagel, boat inspector)
- 7/26/23-7/31/23 – County Fair AIS Booth coordination, set-up, take-down (staff)
 - Booth manned by Lake Assn. volunteers
- 8/10/23 – Kettle PC Meeting, 9am (Johnson)
- **8/16/23 – Regular SWCD Board Meeting, 2pm**
- 9/2/23 – TSA Meeting, 10am (Johnson, Pomije-remote)
Johnson reported on his concerns expressed at the past TSA meeting about TSA being able to handle the various watershed workloads coming down the pike.
- 9/21/23-9/22/23 – Area III Annual Meeting, see agenda, Cloquet Forestry Center (Supervisors)
- 9/28/23 – Rum Partnership (RRWP) Meeting, 4:30pm, Milaca (Johnson)
- 10/12/23 – COLA/AIS Meeting, 5pm (Pomije, Sanford)

*Seeking Supervisor report on meeting attended

11. Evaluate the Meeting – What worked? What needs further discussion?

12. 3:40 pm Adjourn Regular Board Meeting

Motion by Sanford second by Johnson to adjourn meeting at 3:40pm

Affirmative: Sanford, Johnson, Carda, Heggernes

Opposed: None

Abstain: None

***Seeking Board Decisions**