

Snake River Watershed – Steering Committee

Meeting Minutes

November 04 2024, 2:00pm-4:00 pm



Invitees:

Local SWCD & county staff, BWSR staff

Attendance:

Erin C. Hoxsie , Lynn Gallice , Janet Smude, Paul Swanson, Susan Shaw , Nick Foss, Siena Storm, Jaren Peplinski, Barb Peichel, Mary Poelman

Location:

In-person meeting at Kanabec SWCD office: 2008 Mahogany St Ste 3 Mora MN 55051

Video call link: <http://meet.google.com/bam-qgik-hjw>

Or dial: (US) +1 502-667-4238 PIN: 479 537 515#

More phone numbers: <https://meet.google.com/tel/bam-qgik-hjw?pin=2761399208395&hs=1>

Purpose:

Project Proposal/Recommendation, Policy Updates, Project Updates for K.Co., Outreach Plan

	Topics	Assigned	Time
A	Approve Agenda/ Minutes	Mary	5 min
1	Budget Review- - Quarterly Invoicing	Erin	5 min
2	Proposed Projects: Well Sealing	Lynn ML-SWCD	20 min
3	Current Projects Updates: - Manure Pit Closure - Low Income Septic	Emily KSWCD Jaren KSWCD	10 min
4	Policy Update: Forestry Stewardship Practices	Paul PSWCD Jaren KSWCD	10 min
5	Review of Projects for Submission to K.Co Board of Commissioners	Mary	10 min
6	TAC Meeting Update	Mary	15 min
7	Outreach Plan	All	tbd
8	Future Meeting Times	Mary	tbd

AGENDA TOPICS:

- a. **Prior Meeting Minutes Approval**
 - i. Minutes 10.07.2024 (attached)
- b. **Approve Agenda**

[Added discussion of Pokegama lake SWA - Paul PSWCD](#)

Packet Location:

https://drive.google.com/drive/folders/1u9zuLd3591tHrybyTrlaj9wQhYkEBdcC?usp=drive_link

1. Budget Review

1	Budget Review- - Quarterly Invoicing	Erin	5 min
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https://docs.google.com/spreadsheets/d/1fnOpuJTc2wN1F6r13ZXrwNdClnP0h8KuCvEfeHDpEDU/edit?usp=drive_link

- i. Q3 2024 (June 1-Sept 30 2024) invoices and payment reimbursement requests are due by 10/15/24
 - Submit to erin.hoxsie@co.pine.mn.us

Indicated funding categories will be updated by next meeting with Pine SWCD moving forward and getting approved depending upon outcome of policy update for forestry practices.

2. Project Review

3	Proposed Projects: Well Sealing (requesting \$1,638.75) Intended Action: To approve Project for funding by SC (Under \$20,000) Project was recommended by the Steering Committee to move forward and was found eligible for WBIF funds (BWSR)	Lynn ML-SWCD	20 min
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- 1. SOW, Ranking Sheet, Summary, Cost Estimates, Map
https://docs.google.com/document/d/1x3czJnwA4nmXyaqdJOtX4u8yslgDNVID/edit?usp=drive_link&oid=115886762896760527439&rtpof=true&sd=true

[Lynn Gallice](#) presented a well sealing project to the Steering Committee. Action to review funding for Staff time as an acceptable cost under current SOW's

Please Submit with Projects:
1. SOW/ funding request

Template SOW

https://docs.google.com/document/d/1S2bv1Ba4Z1doP2_RM2pJchjxGEgcghws/edit?usp=drive_link&oid=115886762896760527439&rtpof=true&sd=true

Template SOW (ReadMe)

https://docs.google.com/document/d/101w_5q-6i8HMQqMkSuwMK91cEh882Jg/edit?usp=drive_link&oid=115886762896760527439&rtpof=true&sd=true

2. Priority Area Map (within SOW)
3. Project Description/Timeline (within SOW)
4. Ranking Sheet

Template Ranking Sheet

https://docs.google.com/document/d/1sR6nwZQ9PZg2iDjLlgmd2dBAvi0leaK1/edit?usp=drive_link&oid=115886762896760527439&rtpof=true&sd=true

3. Current Project Updates

3	Current Projects Updates: <ul style="list-style-type: none">- Manure Pit Closure- Low Income Septic- Pokegana SWA - Paul PSWCD	Emily KSWCD Jaren KSWCD	10 min
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Paul spoke on SWA indicating that the report is ready and they are looking for a time to meet with Staff to go over the report before its release. (within the next month)

It was noted that SWA might be a good future topic to discuss to inform staff on process/ uses etc.

Low income septic- Jaren updated on visit to site and meaning for presentation to the K.Co board of Commissioners concerning the dissolution of the SRWMB

Manure Pit Closure- Mary updated that landowner is currently wanting to apply for EQIP funding to potentially match encumbered WBIF funds.

4. Proposed Policy Updates

4	Policy Update: Forestry Stewardship Practices Intended Action: to recommend policy update to JPE	Paul PSWCD Jaren KSWCD	10 min
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<https://docs.google.com/document/d/1kBD2Hh0k-9-P1czg0q2d2vLEZY1QIDua/edit?usp=sharing&oid=115886762896760527439&rtpof=true&sd=true>

Policy was discussed. Paul presented general background noting the intention of the original contracting was to have these plans covered at 100% (see current contract language). Mary Noted discrepancy was in the category that FSP's were applied to in Elink- Barb noted that FSPlanning might not be an eligible "forestry Practice"

Staff recommended the adoption of the policy with the intent to bring to the board (barring new info from Zach on eligibility of the category)

Next Steps: Paul/Mary to meet with Zach(Board Conservationist BWSR) on Forestry Practices in Elink. Policy to be brought to the next scheduled JPE.

5. Review of Projects for Submission to K.Co Board of Commissioners

5	Review of Projects for Submission to K.Co Board of Commissioners	Mary	15 min
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https://docs.google.com/presentation/d/1zTZLQmFaWylC998FKQgP_FnOsjwBvCQk/edit?usp=drive_link&oid=115886762896760527439&rtpof=true&sd=true

Mary presented ppt to the Steering Committee to review before presenting to the K.Co Board of Commissioners.

6. TAC Meeting Update

6	TAC Meeting Update	Mary	15 min
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TAC Meeting Preparation was discussed with expectation of what is included in a TAC meeting and how the meeting might be useful for everyone. Noted that it was good idea to spend time on introductions/ getting to know each other(contacts)

Ice breaker may be needed (Adult learners)

Discussed having partners / time available to update watershed on information from agencies.

7. Outreach Plan

7	Outreach Planning	tbd	5
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Request was made for volunteers to draft a short Outreach master plan for funding/ activities involved with funding a outreach program in the Snake River watershed.

Jaren, Susan, Mary, +BWSR (Barb, Zach) prepared to meet to discuss Outreach Plan before next Steering Committee Meeting.

7. Members check-in:

Staff Capacity (Site Visits, Meetings, Applications)

Staff brought forward that process for Ranking sheet was cumbersome and confusing to partners and board members. Wish to revisit need for Ranking Sheet / clarification . They need a better process.

8. Upcoming Meeting Times

Regular scheduled meetings Upcoming :

Steering – 1st Monday, 2:00-4:00 pm

~~Dec 2, 2024 2:00 PM~~ **Noted this information is wrong , Meeting is set for Dec 9 at 3pm**

Jan 6, 2025 2:00 PM

Feb 3, 2025 2:00PM

TAC, as needed 1-2 times/yr. (2nd Thurs. 1:30-4:30 pm)

Nov 18, 2024 10:00 AM (date/time moved)

May 8 2025 1:30 PM

Partnership Board, 4th Monday, 9:30 am

Nov 25, 2024- 9:30am

December 30, 2024- 9:30am (date moved)

Jan 27, 2025- 9:30 am