

Snake River Watershed – Steering Committee

Meeting Minutes

February 3 2025, 2:00pm-4:00 pm



Invitees:

Local SWCD & county staff, BWSR staff

Attendance: Mary Poelman, Jaren Peplinski, Emily Larsen, Nick Foss, Barbera Peichel, Zach Guttormson, Krista Arne, Siena Storm, Erin C. Hoxsie, Susan Shaw

Kelly Condiff

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 approval, review of current projects progress, recommendations on policy

Definition of Terms

KSWCD = Kanabec Soil and Water Conservation District (Kanabec SWCD)

PCo = Pine County

SSF = Shared Services Forester (Pine County SWCD and Kanabec SWCD)

	Topics	Assigned	Time
A	Approve Agenda/Minutes	Mary KSWCD	5 min
1	Budget Review <ol style="list-style-type: none"> 1. Process for moving funds within Workplan/Grant 2. Yearly Review of Admin/Education/Proj Dev funds 3. Projection for needs for programs 2025 	Erin PCo Mary KSWCD	15 min
2	Proposed Projects: <ul style="list-style-type: none"> ● Well Sealing_Whited22 ● Shoreline_Arthur33 ● Ann Lake Treatment Internal Loading Study ● SWCD Newsletter Mailer- Outreach 	Mary KSWCD Emily KSWCD Jaren KSWCD	45 min
3	Current Projects Updates: <ol style="list-style-type: none"> 1. Potential Project_Tree planting (Fruit/Pollinator friendly) 2. Potential Projects_Exclusionary Fencing Ag BMP 3. Admin_Texting Capabilities for Admin Work 4. Updating Income Limits Low Income Septic Application 	Mary KSWCD	15 min
4	Policy Updates: <ol style="list-style-type: none"> 1. Waiving WSP need for acreage under 20 acres for planning Forestry BMP's 2. Annual Review Policy_Ranking Sheet updates- values/suggested additions (Tabled) 3. Annual Review Policy_Cost share rates- Earlier or later in the Year 4. Rain Barrel Distance to priority waterbody for Rebate (Tabled) 	Nick Foss SSF Mary KSWCD	20 min
5	Partner Updates/ Organizational Feedback: <ol style="list-style-type: none"> 1. 12 Week Goals Tracking - Member Checkin 2. (Consent) Google Drive Walk Through 	Mary KSWCD	15 min
6	(Consent)Outreach Updates: <ol style="list-style-type: none"> 1. Forestry Outreach Event Planning -Updates 2. Forestry Mailer-Updates 3. Shoreline Outreach-Updates 4. Septics Outreach-Updates 	tbd	tbd
7	JPE Meeting Location Update: Jail Training Room: 100 S Vine St. Mora, MN 55051 Future Meeting Times	Mary KSWCD	5 min

AGENDA TOPICS:

- a. **Prior Meeting Minutes Approval**
 - i. Minutes 01.06.2025
[Link to Minutes 01.06.2025](#)
- b. **Approve Agenda**

Packet Location:

[2025.02.03 Agenda Packet](#)

1. **Budget Review**

4. Process for moving funds within Workplan/Grant
Erin presented the quarterly budget amounts
5. Yearly Review of Admin/Education/Proj Dev funds
Mary demonstrated the presence of the Admin / Education and/ Proj Dev funds trackers within the fiscal tracking sheet. With the goal of making people aware 1x per year of where these things and where they currently stand
6. Projection for needs for programs 2025

Mary presented the needs for moving funds for the Groundwater (Well Sealing activities) and Funds for Woodland stewardship plans funds moving. It was recommended by the steering committee to move funds from the Shoreland category into the Groundwater category for well sealing. And it was recommended to move funds from the Forestry Practices category into the Project Development Category for the Woodland Stewardship Plan projects.

The Steering Committee recommended and Approved amounts were those presented.

2. **Proposed Projects**

- Well Sealing_Whited22

The project was presented by Mary KSWCD. For a well sealing.

It was recommended by the Steering Committee that this project move forward to contracting.

- Shoreline_Arthur33

This project was presented by Emily KSWCD. Discussion focused on the project pictures and the removal of trees that had previously (>4 years) been removed on this shoreline area. It was unknown if this tree removal would be against any local ordinances that would prevent the funding of this particular project. Mill Lacs noted that in similar situations they sometimes will make a effort to flag the area where it is desired that the landowner not mow and then review the project in 6 months as a sort of Trial Period, to see what will grow back naturally. BWSR noted that they would like staff to check with county and state shoreland rules to see if the landowner would be responsible as Clean Water Money cannot be used to fix violations.

It was recommended by the Steering Committee that this project move forward with the action of talking with the county about any issues with ordinance and permits prior to contracting.

- Ann Lake Treatment Internal Loading Study

Mary KSWCD presented this as an informational item. It was noted that the previous study was considered out of Date. The history of the project was briefly discussed with BWSR noting some issues that the DNR had with the previous study recommendations. It was noted that BWSR has updated policy and that if this was to be used for applying to grant funding that the feasibility study would need to meet/ check the boxes that BWSR sets out for feasibility studies. Recommended to meet with DNR, BWSR, Consultants to be sure this meets all requirements.

- SWCD Newsletter Mailer- Outreach

Jaren KSWCD presented the idea / request for sending KSWCD newsletter to priority lakes areas around Pokegama and Cross lakes. It was noted that funds cannot be used as a replacement for **funds that are already being funded**. As such since Pine County already sends out a newsletter it was noted that this would not be eligible for funding this distribution.

Please Submit with Projects:

1. SOW/ funding request

Template SOW

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

Template SOW (ReadMe)

https://docs.google.com/document/d/101w_5q-6i8HMqgMIkSuuMK91cEh882Jg/edit?usp=drive_link&ouid=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&ouid=115886762896760527439&rtpof=true&sd=true

3. Current Project Updates

- Potential Project_Tree planting (Fruit/Pollinator friendly)

Discussion was brought forward by Mary concerning tree planting of non-native trees for pollination purposes. It was concluded through discussion that tree planting- would have to be “Native Trees” to meet the requirements set forward by BWSR and the NRCS practice guidelines. It was noted that the watershed would be willing to plant any type of “Native Tree” including fruit-bearing trees such as Chokecherry to meet landowner resource concerns depending upon the project.

- Potential Projects_Exclusionary Fencing Ag BMP

Discussion was brought forward by KSWCCD to discuss the use of watershed funds for fencing projects and the use of obstruction removal for prescribed grazing practices. This discussion was tabled to give BWSR time to review policy.

- Admin_Texting Capabilities for Admin Work

Discussion was brought forward by Watershed Coordinator (Mary) request for potential ideas on not using personal phones for watershed business purposes. The request was by Board members to be texted , and the coordinator does not want to use a personal phone. Mille Lacs brought up the current political climate of FOIA requests and the possibility of any personal phones used for work being subject to holding for that purpose. BWSR was going to follow up with grants compliance to assess if WBIF funds could be used for a work phone for the coordinator duties.

- List of Active Projects- Updates/Feedback from All Partners (voted to table this discussion/ ran out of time in meeting)

4. Policy Updates

5. Waiving WSP need for acreage under 20 acres for planning Forestry BMP's

Discussion was had on updating policy for the requirements for the WSP under 20 acres. It was recommended that the policy be that a WSP is required on acreage at or over 20 acres and and Planting Plan is required on acreage under 20 acres

6. Annual Review Policy_Ranking Sheet updates- values/suggested additions (Tabled)

~~7. Annual Review Policy_Cost share rates- Earlier or later in the Year~~

8. Rain Barrel Distance to priority waterbody for Rebate(Tabled)

5. Partner Updates/ Feedback:

Partner Updates/ Organizational Feedback:

(voted to table this discussion/ ran out of time in meeting)

- 12 Week Goals Tracking Member Checkin
- (Consent) Google Drive Walk Through

6. Outreach Plan

(voted to table this discussion/ ran out of time in meeting)

(Consent)Outreach Updates:

- Forestry Outreach Event Planning -Updates
- Forestry Mailer-Updates
- Shoreline Outreach-Updates
- Septics Outreach-Updates

7. Upcoming Meeting Times

Regular scheduled meetings Upcoming :

Mary noted that our next JPA meeting will be at an alternative location as noted below due to a conflict in scheduling at the courthouse.

Steering – 1st Monday, 2:00-4:00 pm

March 3, 2025 2:00 PM

April 7, 2025 2:00 PM

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

May 8 2025 1:30 PM

Partnership Board, 4th Monday, 9:30 am

Jan 27, 2025- 9:30 am- CANCELLED

Feb 24, 2025- 9:30am- (ALTERNATE LOCATION: Jail Training Room: 100 S Vine St. Mora, MN 55051)