

Snake River Watershed Plan Partnership
Steering Committee

Meeting Agenda (Amended) Minutes

January 5, 2026 2:00pm-4:00pm



Steering Committee

Voting Members:

Pending Hiring, Aitkin County
Janet Smude, Aitkin County SWCD-[present](#)
Ryan Carda, Kanabec County
Jaren Peplinski, Kanabec SWCD-[present](#)
Siena Storm, Mille Lacs SWCD-[present](#)
Kelly Schroeder, Pine County
Paul Swanson, Pine County SWCD-[present](#)

Partners and Staff:

Barb Peichel, BWSR
Zach Guttormson, BWSR-[present](#)
Emily Larsen, Kanabec SWCD
Susan Shaw, Mille Lacs SWCD
Heather Donoho, Pine County SWCD
Krista Arne, Pine County SWCD-[present](#)
Nick Foss, Pine County SWCD/Kanabec SWCD

Fiscal:

Erin Hoxsie, Pine County SWCD-[present](#)

Coordinator:

Mary Poelman, Kanabec SWCD-[present](#)

[Others Present: Kelly Condiff DNR](#)

Location:

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

Video call link: <https://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:

Next steps for Work planning, Waste Facility Closure Amendment, Annual Planning Discussion

Topics	Assigned	Attachments	Time
Approve Agenda/Minutes	Coordinator	<ol style="list-style-type: none"> 01.05.2026 Agenda Minutes 12.05.2025 	DECIDE 5 min
<p>Agenda approved with the addition of the Ag Cost-Share revision. Yes: 4, No: 0, Absent:3</p> <p>Minutes approved Yes: 4, No: 0, Absent:3</p>			
Budget Review <ol style="list-style-type: none"> Work Plan Revision (approved by Board)-update Budget Review-Current Budget Q4 Invoicing (Due) 	Erin Fiscal	<ol style="list-style-type: none"> Approved Work Plan Revision Q3 Financials Invoices Due 	DISCUSSION 15 min
<p>Erin Hoxsie provided a brief budget update, noting that Q4 invoices are due by the end of next week, the 16th (subsequently updated to the 14th). Mary Poelman updated the Steering Committee on the submission timeline for work plan revision approved at the December JPE meeting.</p>			
Projects <ol style="list-style-type: none"> KSWCD _ Waste_Facility _ Closure_South_Fork_WBIF _2024_Amendment 1 Total Project Cost: \$ 84,736.00 Requesting: \$53,120.40 Non-State Match: \$ 31,615.60 Intent is to increase Cost share by an additional \$24,183.24 to reflect the unforeseen increased costs of the project. The overall project cost increased from \$38,582.79 to \$84,736.00. Projects List updates- All partners verbal updates on projects 	<ol style="list-style-type: none"> KSWCD All Partners 	<ol style="list-style-type: none"> Waste Facility Closure Amendment SOW List of Projects (PDF) List of Projects (Excel) 	<ol style="list-style-type: none"> DECIDE 15 min DISCUSS 15 min

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<p>Projects</p> <p>1. Jaren Peplinski introduced the topic of cost overruns for the waste facility closure project, noting that the project had more solids than expected, increasing the total cost from an estimated \$38,000 to \$84,000. Jaren suggested increasing the cost share by an additional \$24,183.24 to reflect the overruns stating that even with the increase, the total cost share would remain below 75% of the total cost.</p> <ul style="list-style-type: none"> - Discussion was held. - Partners emphasizing clear communication with the JPE - Partners noted that increased project cost was not outside of what might be expected in similar facility practices of the same size and nature. - Partners emphasized expectation of no more than 75% Cost-Share , and questioned landowner contribution levels proposing a possible 10% match <p>Jaren Peplinski mad the Motion: Seconded by Paul Swanson Motion: to adjust the original cost share rate from 75% to 62.7% Cost Share. Discussion was held. Yes: 3, No: 1, Absent: 3 Motion Failed</p> <p>Paul Swanson requested to modify the Motion: Janet Smude seconded the request: Motion to Modify: to adjust the original cost share rate from 75% to 62.7% with the potential to increase or decrease the overall cost share rate pending discussion with the landowner on contributions. Discussion was held. Yes: 4, No: 0, Absent:3 Motion Passed</p> <p>2. Partners provided feedback on all projects currently encumbered. Projects were discussed for any potential for delay, funding changes, or completion.</p>			
<p>Implementation</p> <p>Work Plan FY26 (2026-2027)</p> <p>1. Work Plan Approved by the Board</p> <p>Annual Report (2025)</p> <p>2. Annual Report- Are there any areas that should be added, expanded, changed for 2025?</p>	<p>Mary</p>	<p>1. Approved Work Plan</p> <p>2. Annual Report 2024</p>	<p>1. Info 5 min</p> <p>2. Discuss 10 min</p>
<p>Mary Poelman provided the SC with a copy of the Approved FY 26 work plan. Discussion was held with suggestions from the Steering Committee on Annual Report.</p>			
<p>Ag Cost-Share Review / Subcommittee</p>	<p>Paul</p>		

Topics	Assigned	Attachments	Time
<p>Paul Swanson Moved to create a subcommittee to review the soil health policy and provide recommendations if warranted. Siena Storm Seconded the motion. Discussion was held. Yes: 4, No: 0, Absent: 3 Motion Passed</p>			
<p>Strategic Direction</p> <p>1. Reconnecting with our Mission for 2026 as a Steering Committee:</p>	<p>All Partners</p>		<p>Discussion</p>
<p>Mary Poelman initiated a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis to help the steering committee reconnect with the mission for 2026. Results of SWOT analysis will be shared with the team for further discussion at subsequent meetings.</p> <p>Several team members volunteered particular examples including:</p> <p>a major strength is the potential for 10-year funding, enabling longer-range planning</p> <p>significant threat is staff turnover necessitating investment in current staff</p> <p>weaknesses related to staff gaps in knowledge and skill sets due to many people being new to SWCDs, which they noted would improve with time and experience</p> <p>opportunities in partnering with DIYers and beginning farmers, particularly given challenges in rural economic health and the desire for traditional ways of working with the land as well as the opportunity to seek outside funding sources beyond WBI, noting the beginnings of relationship building with partners like TNC and potential collaboration with the Department of Agriculture and Department of Health</p> <p>Mary Poelman continues to thank everyone for participating in the analysis and confirmed that the anonymous responses would be compiled and shared</p>			
<p>Future Meeting Times JPE Feb 23 SC Feb 2 TAC Last: Oct 6 2025 , Next May 2026</p> <p>Newsletter Content Suggestions? Please send to Coordinator</p>		<p>SC Meeting Calendar 2026</p>	<p>Informational</p>
<p>Steering committee calendar was discussed with Possible conflict with the March meeting tbd. Newsletter Content suggestions were requested, Meeting Adjourned 3:55pm</p>			