

# Snake River Watershed Plan Partnership: JPE Board Meeting **MINUTES (DRAFT)**



**February 23, 2026 9:30 am-11:30 am**

**IN-PERSON**

Kanabec County Courthouse  
Basement Rm 3 and 4  
317 Maple Avenue East, Mora, MN 55051

**VIRTUAL**

Video call link: <https://meet.google.com/ybi-uzdv-yhz>  
Or dial: (US) +1 937-696-9474 PIN: 149 734 749#  
More phone numbers: <https://tel.meet/ybi-uzdv-yhz?pin=4021771821790>

## **Board Members**

Aitkin County Board of Commissioners	Travis Leiviska- <b>absent</b>
Aitkin County Soil and Water Conservation District	Dan Gravley - <b>present</b>
Kanabec County Board of Commissioners	Tom Roeschlein- <b>present</b>
Kanabec County Soil and Water Conservation District	Kevin Belholm- <b>present</b> Alternate Jon Sanford- <b>present</b>
Mille Lacs County Soil and Water Conservation District	Robert Hoefert- <b>present</b> Alternate Tim Braun- <b>present</b>
Pine County Board of Commissioners	Joshua Mohr- <b>present (Chair)</b>
Pine County Soil and Water Conservation District	Michael Cummins - <b>present (Vice Chair)</b>
Board Secretary/ Watershed Coordinator	Mary Poelman Kanabec SWCD- <b>present</b>
Board Treasurer	Erin Hoxsie Pine County- <b>present</b>

Other Attendees: Kathy Nielson Pokegama Lake Association, Don Deutch Cross Lake Association, Doug Sabinash (Knife Lake Improvement District), Zach Guttormson BWSR, Susan Shaw MLSWCD, Jaren Peplinski KSWCD, Emily Larsen KSWCD, Nick Foss Watershed Forester, Paul Swanson PSWCD, Heather Donaho PSWCD, Krista Arne PSWCD, Aaron Gustafson Pine County

**Purpose:**

To Elect Officer Positions, Establish 2026 Meeting Times, Vote on Project request, Vote on Policy recommendation

	Topics	Assigned/ Purpose	Time
	Call to order -Meeting was called to order 9:30am Pledge of Allegiance	Mary Poelman Coordinator	
	Introductions/Attendance	Mary Poelman Coordinator	
	Meeting Agenda <a href="#">02.23.2026 Meeting Agenda</a> Motion 1st by Joshua Mohr, 2nd Tom Roeschlein to approve Agenda with no changes Approved 6, Absent 1  Minutes from previous meeting <a href="#">9.22.2025 Meeting Minutes-</a> <a href="#">12.22.2025 Meeting Minutes</a>  Motion 1st by Michael Cummins , 2nd Dan Gravley to approve Agenda with no changes Approved 6, Absent 1	Mary Poelman Coordinator  <u>Purpose</u> Vote to Approve Agenda and previous Minutes	5 min
<b>AGENDA</b>			

	Topics	Assigned/ Purpose	Time
1	<p>Elections of Officers for 2026</p> <ol style="list-style-type: none"> <li>1. Chair           <ol style="list-style-type: none"> <li>i. Serve as Chairperson for all meetings</li> <li>ii. Sign and deliver in the name of the Partnership any correspondence pertaining to the business of the Partnership.</li> </ol> </li> <li>2. Vice Chair           <ol style="list-style-type: none"> <li>i. Discharge the Chairperson’s duties in the event of the absence or disability of the Chairperson.</li> <li>ii. Perform any other duties as may be assigned by the Board</li> </ol> </li> </ol> <p>Election Process:</p> <ol style="list-style-type: none"> <li>1. Call for nominations for Office of ___ (3x)</li> <li>2. Nominated - Accept the nomination</li> <li>3. Opportunity for Nominated to Speak</li> <li>4. Vote on the Nomination(s) (if more than one nomination will use paper voting)</li> </ol> <p>Joshua Mohr elected to chair for 2026 Nominated by Michael Cummins and Seconded by Tom Roeschlein Votes for: 6 Votes Against: 0, 1 Absent</p> <p>Michael Cummins elected to Vice Chair for 2026 Nominated by Dan Gravley Seconded by Robert Hoefert Votes for: 6 Votes Against 0, 1 Absent</p>	<p>Mary Poelman Coordinator</p> <p><u>Purpose</u> Elect Officers for 2026</p>	15 min
2	<p>Public Forum: (Guidelines are found at the end of the agenda*)</p> <ol style="list-style-type: none"> <li>1. Comment from Doug Sabinash Knife Lake Improvement District. Interested in seeing discussion on FY26 work plan and Knife Lake in Priorities.</li> </ol>	<p>Chair (Joshua Mohr)</p> <p><u>Purpose</u> Invite the public to provide comment</p>	Up to 30 min

	Topics	Assigned/ Purpose	Time
3	<p>Important Links:  <a href="#">Joint Powers Agreement</a>  <a href="#">Bylaws</a></p> <p><a href="#">Open Meeting Law Resources</a>- MCIT</p> <p>- Informational , Chair reminded board members of the need to have a primary representative and an alternate selected</p>	<p>Mary Poelman Coordinator</p> <p><u>Purpose</u>  Provide board members with copies and links to the Bylaws and Open Meeting Law Requirements</p>	5 min
4	<p>Vote on Meeting Times for 2026  1. <a href="#">JPE Meeting Calendar</a>  Added meetings May 18th 2026, as well as made meetings in July and September not Tentative.</p> <p>Motion 1st by Michael Cummins, 2nd Robert Hoefert to approve Approve schedule for the regularly scheduled meetings with the addition of a meeting on May 18 and making the July and September meetings not Tentative Approved 6, Absent 1</p> <p>Coordinator will provide updated calendar to board and post on Website</p>	<p>Chair (<a href="#">Joshua Mohr</a>)</p> <p><u>Purpose</u>  To review the proposed meeting times, Discuss alternatives, Vote on final meeting Schedule</p>	10 min
5	<p>Review of Annual Work Plan  1. FY24- Work Plan (2026 is Year 3 of 3)  2. FY26- Work Plan (2026 is Year 1 of 3)  a. FY26 WBIF Funding- Status Report</p> <p>Mary Poelman (Coordinator) Presented the FY 24 Annual work plan Update for the Snake River Watershed Plan Partnership. Gave status update on the FY26 Grant funds.</p>	<p>Mary Poelman Coordinator</p> <p><u>Purpose</u>  To review established watershed workplan goals for 2026</p>	10 min
6	<p>Financial Report</p> <p>Review of budget and Q4 invoices  <a href="#">Q4 Financials</a></p> <p>Erin Hoxsie(Fiscal Agent) presented the Q4 financials to the board.</p>	<p>Erin Hoxsie Fiscal</p> <p><u>Purpose</u>  To review current Budget and note previous transactions</p>	10 min
7	<p>Projects:  <a href="#">SRWPP Project Tracker February 2026</a></p> <p>Mary Poelman (Coordinator) updated the board on the project tracking spreadsheet</p>	<p>Mary Poelman Coordinator</p> <p><u>Purpose</u>  To provide Board members with updated list of projects</p>	5 min

	Topics	Assigned/ Purpose	Time
8	<p>Projects:</p> <p>KSWCD _ Waste_Facility _ Closure_South_Fork _ WBIF _2024_Amendment 1</p> <p><a href="#">Link To Memo</a></p> <p>Total Project Cost: \$ 84,736.00 Requesting: \$48,120.40 Non-State Match: \$ 36,615.60</p> <p>Intent is to increase Cost share by an additional \$19,183.24 to reflect the unforeseen increased costs of the project. The overall project cost increased from the original estimate of \$38,582.79 to \$84,736.00.</p> <p>Motion 1st by Michael Cummins , 2nd Dan Gravley to approve Increase to Cost share by an additional \$19,183.24 and to move any additional funds needed for this project from Stream and Shoreland protection category.</p> <p>Approved 6, Absent 1</p>	<p>Jaren Peplinski Kanabec SWCD</p> <p><u>Purpose</u> To request additional funding for Livestock Waste Facility Closure Project</p>	15 min
9	<p>Projects:</p> <p>Update on the Mille Lacs Waste Management Project</p> <p>Susan Shaw stood in for Sienna Storm and presented the board an update on the waste management project on the border of the Rum River and Snake River Watersheds.</p>	<p>Sienna Storm Mille Lacs SWCD</p> <p><u>Purpose</u> To update the board on progress made with project to date</p>	10 min
10	<p>Policy:</p> <p>Update to the Flat-Rate Cost-Share Policy</p> <p><a href="#">Link</a></p> <p>Heather Donoho presented the reasoning behind the request as presented in the Linked Memo for the Flat Rate Policy Cost-Share updates.</p> <p>Motion 1st by Dan Gravley , 2nd Kevin Belholm to approve Approved 6, Absent 1</p>	<p>Heather Donoho PSWCD Ag SubCommittee</p> <p><u>Purpose</u> To recommend updating flat-rate cost share policy</p>	15 min

	Topics	Assigned/ Purpose	Time
11	<p>Letter of Support for Pokegama Lake Association application for LCCMR Grant for full lake Nanobubbles Application</p> <p>Kathy Nielsen Pokegama Lake Association presented an update to the board on the process of the LCCMR Grant application for PLA nanobubbles.</p> <p>Motion 1st by Dan Gravley, 2nd Josh Mohr to approve the board chair to sign a letter of support for the Pokegama Lake LCCMR Grant Application</p> <p>Approved 6, Absent 1</p>	<p>Kathy Nielsen Pokegama Lake Association</p> <p><u>Purpose</u> To discuss and decide if SRWPP will provide a letter of support for the LCCMR application for Nanobubbles Full Lake Treatment</p>	10 min
12	<p>Next Meeting Time (Proposed-TBD)</p> <p><b>April 27, 2026 9:30 am</b></p> <p>Kanabec County Courthouse Basement conference room 3 317 Maple Ave E, Mora MN 55051</p> <p>Meeting Adjourned: 11:35 am</p>		5 min

**\*Public Forum Guidelines:** Members of the public are invited to speak. After being recognized by the Chair, speakers should approach the podium and speak into the microphone. Speakers should state their name, County, Township or City, and limit comments to three (3) minutes. Speakers may not share minutes with other speakers.”