

Snake River Watershed Plan Partnership: JPE Board Meeting-**Minutes (DRAFT)**

April 27, 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>

Purpose:

Review and Discuss Annual Report, Letter of Support, Extension of Grant funding, Review Projects list, Update from Pokegama Lake Association, MPCA WRAPS update

	AGENDA	Assigned/ Purpose	Time
A.	Call to order Meeting was called to order 9:32am Pledge of Allegiance	Board Chair	10 min
	Introductions/Attendance Brief introductions in the room and online	Board Chair	

	AGENDA	Assigned/ Purpose	Time
	<p>Meeting Agenda 04.27.2026 Agenda</p> <p>Motion 1st by Belkholm, 2nd Cummins to approve Agenda with no changes Ayes:Leiviska, Gravley, Roeschlein, Belkholm, Hoefert, Mohr, Cummins Noes: 0; Abstain:0 Motion Passed (Ayes 7, Noes 0, Abstain 0)</p> <p>Minutes from previous meeting 02.23.2026 Meeting Minutes</p> <p>Motion 1st by Hoefert, 2nd Cummins to approve Minutes with no changes Ayes: Leiviska, Gravley, Roeschlein, Belkholm, Hoefert, Mohr, Cummins Noes: 0; Abstain:0 Motion Passed (Ayes 7, Noes 0, Abstain 0)</p>	<p>Board Chair</p> <p><u>Purpose</u> Vote to Approve Agenda and previous Minutes</p>	
Public Forum:			
	<p>Public Forum: (Guidelines are found at the end of the agenda*) -No public comment</p>	<p>Chair</p> <p><u>Purpose</u> Invite the public to provide comment</p>	Up to 30 min
1	<p>Annual Report</p> <p>2025 Annual Report 1. Annual report to be received, reviewed, and discussed</p> <p>PDF Annual Report (Draft)</p> <p>Video of Report Layout</p> <p>Board Acknowledged receipt of the annual report noting that they liked how it turned out. Members agreed to distribute the report primarily as a digital document to reduce printing costs. It was generally agreed that printing small batches on demand for those who requested paper copies was acceptable, with the consensus that the acceptance of the report should be noted.</p>	<p>Mary Poelman Coordinator</p> <p><u>Purpose</u> To provide Board members a copy of the Annual Report to be reviewed and discussed.</p> <p>No Vote Required</p>	15 min

	AGENDA	Assigned/ Purpose	Time
2	<p>Projects: List of Approved Projects Since last JPE Meeting</p> <p>Current List of Projects:</p> <p>Will provide an updated copy at the meeting, currently updating with Q1 invoicing.</p> <p>Poelman provided the board with the current list of projects and list of approved projects and took questions. Members highlighted the positive non-state match percentages for these projects.</p>	<p>Mary Poelman Coordinator</p> <p><u>Purpose</u> To provide Board members with updated list of projects</p>	15 min
3	<p>Letter of Support for a Grant Application to the Minnesota Invasive Terrestrial Plants and Pests Center in partnership with The Nature Conservancy (TNC) and Center for Changing Landscapes at the University of Minnesota</p> <ul style="list-style-type: none"> - Request for Board to approve and issue a letter of support for Grant Application <p>Attached Draft: Draft Letter of Support</p> <p>Motion 1st by Gravley, 2nd Cummins to approve and issue a letter of support for Grant Application</p> <p>Ayes:Leiviska, Gravley, Roeschlein, Belkholm, Hoefert, Mohr, Cummins Noes: 0; Abstain:0</p> <p>Motion Passed (Ayes 7, Noes 0, Abstain 0)</p> <p>The board authorized a letter of support for a forestry grant application with University of Minnesota</p> <p>The board discussed a request for a letter of support for a grant application written by partners at The Nature Conservancy and the University of Minnesota to study the social science side of forestry implementation in the Rum River and Snake River watersheds. This grant would fund surveys and assessments of forest landowners regarding sentiment and Best Management Practices. The discussion included an extensive overview of woodland stewardship plans and their role in enabling landowners to enroll in property tax reduction programs like 2C (County) and SFIA (State of Minnesota).</p>	Mary Poelman Coordinator	10 min

	AGENDA	Assigned/ Purpose	Time
4	<p>Update from Pokegama Lake Association</p> <ul style="list-style-type: none"> - Pokegama Lake Association will provide a 1 Year Nanobubbles and Monitoring Data <p>Jill Jakusz of the Pokegama Lake Association (PLA) presented the results of a nanobubbles pilot project (handout) conducted the previous summer in the lake's North Bay, which involved pumping highly oxygenated water into the lake. She noted members can request a copy of the data report from PLA and the DNR taskforce had been provided a copy when the data came out. The Lake Association plans to seek LCCMR funding for a three-year grant to expand the nanobubbles treatment across the entire lake as a long-term, chemical-free alternative to methods like alum treatment. Kathy Nielsen (PLA) concluded the presentation by requesting that the board consider allocating future budget funds for a summer intern position dedicated to water quality monitoring. This intern would maintain monitoring buoys, take water samples, and upload data to the MPCA system for projects across the partnership, which is a needed component for advancing lake improvement initiatives</p> <p>Leviska left the meeting</p>	Pokegama Lake Association	20 min

<p>5</p>	<p>FISCAL</p> <p>1. Budget Q1 Spreadsheet</p> <p>Hoxsie presented the budget spreadsheet and took questions from Board members. Indicated that if board members want a detailed breakdown of project categories that it can be provided. The board reviewed the budget following the Q1 payout. They noted the partnership has spent 58% of the first grant and are requesting the second 40% payment, with reconciliation scheduled for the following week. There was a discussion about the administrative budget, which had approximately three months of funding left, but this was not considered an issue because a new grant agreement for the next biennium has been executed</p> <p>2. Update on Invoicing and FY24 Grant Request for 2nd half of funding- 50% payout milestone</p> <p>Hoxsie updated the board on the status of the FY24 Grant noting the need to request the 40% of funds after having gotten to the 50% spending mark in Q1. The new grant agreement for the next biennium (FY26) was executed on the 22nd. The current grant (FY24) is set to expire on 12/31/2026, and participants discussed the need for a detailed breakout of how the administrative and project development funds are being spent. The detailed expenditure breakdown is available on the google shared drive and can be provided individually to those who request it from Erin Hoxsie.</p> <p>3. Request for Extension of FY24 Grant Funding Memo: Request for Extension</p> <p>Poelman presented a request for the board to approve applying for a one-year extension for the fiscal year 24 implementation funds, which are currently set to expire in December. The extension would allow the board until December of the following year to utilize the remaining funds from their first implementation cycle.</p> <p>Motion 1st by Hoefert, 2nd Belkholm To request for extension of the FY24 WBIF funding Grant Agreement for 1 Year. Discussion was held. Ayes: Gravley, Roeschlein, Belkholm, Hoefert, Mohr, Cummins Noes: 0; Abstain: 0 Motion Passed (Ayes 6, Noes 0, Abstain 0)</p>	<ol style="list-style-type: none"> 1. Erin Hoxsie Fiscal 2. Erin Hoxsie Fiscal 3. Mary Poelman Coordinator 4. Mary Poelman Coordinator 	<p>15 min</p> <p>Requires Board Decisions</p>
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4. Update on FY26 Grant
Request to Authorize the Board Chair to sign Master Project Amendments and SOW's.

[MEMO: Authorization of Board Chair to Sign Master Project Agreement Amendments and Statements of Work](#)

An update was provided on the fiscal year 26 grant, which was recently executed (April 22, 2026). Coordinator presented amendments to master grant agreements and statements of work for staff salaries. These updates included adjustments to budgets, based on implementation history whereas the original budgets were best guesses, notably increasing project development funds by \$85,000 to better align staff time allocation with project work over administrative tasks. The board passed a motion to accept the amendments and authorize the board chair or acting chair to sign the master project agreements and statements of work

Motion 1st by Cummins, 2nd Belholm To authorize the board chair to sign/execute the following list of agreements:

Kanabec SWCD:

1. Amendment_1_1KSWCD Master Project Agreement.pdf

Type: Extension Amendment

Purpose: Extend Master Project Agreement by 3 years

2. Amendment 1 KSWCD Coordinator Contract.pdf

Type: Extension and Funding Amendment

Purpose: Extend Watershed Coordinator Agreement by 3 years and add \$52,400 in Administrative funding for the extension

3. KSWCD_Coordinator_ProjectDevelopment_FY26WBIF_2026.pdf

Type: New Statement of Work (SOW)

Purpose: Coordinator Staff time-Project Development \$157,200.00

4. KSWCD_Coordinator_Outreach_FY26WBIF_2026.pdf

Type: New Statement of Work (SOW)

Purpose: Coordinator Staff time-Education/Outreach \$52,400.00

Pine SWCD

1. Amendment_1_Pine SWCD SRWPP Master Project Contract.pdf

Type: Extension Amendment

Purpose: Extend Master Project Agreement by 3 years

2. PSWCD_Shared-Services Forester_Project Development_FY26WBIF_2026

Type: New Statement of Work (SOW)

Purpose: Forester Staff time-Project Development \$93,000.00

	AGENDA	Assigned/ Purpose	Time
	<p>3. PSWCD_Woodland Stewardship Planning_Planning and Assessment_FY26WBIF_2026 Type: New Statement of Work (SOW) Purpose:Woodland Stewardship Plan Writing \$22,000.00</p> <p>Mille Lacs SWCD 1. Amendment_1_ML SWCD Master Project Agreement.pdf Type: Extension Amendment Purpose: Extend Master Project Agreement by 3 years</p> <p>Aitkin SWCD 1. Amendment_1_Aitkin SWCD SRWPP Master Project Agreement Type: Extension Amendment Purpose: Extend Master Project Agreement by 3 years</p> <p>2. ASWCD_Reporting Admin_FY26WBIF_2026.pdf Type: New Statement of Work (SOW) Purpose: Grant Reporting-Admin \$4,000.00</p> <p>Pine County 1. Amendment 1 Pine County Fiscal Agent Agreement.pdf Type: Extension and Funding Amendment Purpose: Extend Fiscal Agent Agreement by 3 years and add \$41,000.00 in Administrative funding for the extension</p> <p>Ayes: Gravley, Roeschlein, Belkholm, Hoefert, Mohr, Cummins Noes: 0; Abstain: 0 Motion Passed (Ayes 6, Noes 0, Abstain 0)</p>		

	AGENDA	Assigned/ Purpose	Time
6	<p>Presentation on WRAPS Report Draft</p> <ul style="list-style-type: none"> - MPCA will be providing a presentation on the newly released WRAPS /TMDL Report <p>Link to DRAFT WRAPS/TMDL- Snake River Watershed</p> <ul style="list-style-type: none"> - Request for Comments period (OPEN until May 13 2026) <p>Due to the MPCA being unable to send a representative, a recorded presentation on the WRAPS report for the Snake River Watershed was shown for informational purposes. Poelman noted she would send a copy of the recorded WRAPS report presentation video to attendees via email.</p> <p>The board discussed the unfinished second half of a previously planned erosion assessment of the Snake River, which was intended to assess stream bank erosion. Participants requested that an update on getting the erosion study put forward be added as an agenda item for the next meeting</p>	<p>Kate McDonald MPCA Mary Poelman Coordinator</p>	<p>30 min</p> <p>Informational</p>
7	<p>Next Meeting Time (JPE MEETING CALENDAR 2026)</p> <p>May 18, 2026 9:30 am Kanabec County Courthouse Basement conference room 3 317 Maple Ave E, Mora MN 55051</p> <p>Meeting was adjourned 11:20am</p>	<p>Chair</p>	<p>5 min</p>

Board Members

Aitkin County Board of Commissioners	Travis Leiviska-present
Aitkin County Soil and Water Conservation District	Dan Gravley -present
Kanabec County Board of Commissioners	Tom Roeschlein-present
Kanabec County Soil and Water Conservation District	Kevin Belholm/ Alternate Jon Sanford-present
Mille Lacs County Soil and Water Conservation District	Robert Hoefert-present
Pine County Board of Commissioners	Joshua Mohr-present
Pine County Soil and Water Conservation District	Michael Cummins-present

Board Secretary/ Watershed Coordinator	Mary Poelman Kanabec SWCD-present
Board Treasurer	Erin Hoxsie Pine County-present

Other Attendees: Kathy Nielson and Jill Jakusz (Pokegama Lake Association), Doug Sabinash (Knife Lake Improvement District), Zach Guttormson BWSR, Susan Shaw MLSWCD, Jaren Peplinski KSWCD, Emily Larsen KSWCD, Kelly Condiff DNR, Jon Sanford KSWCD, Rickey Mattson KCo,

***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.”