Board of Supervisors:

 # 2 – Norma Heggernes, Chair **(Term. 12.2026)**
 # 1 – Kevin Belkholm, Vice-Chair **(Term. 12.2028)**
 # 5 – Kim Johnson, Treasurer **(Term. 12.2028)**
 # 3 – Marv Stutz **(Term. 12.2028)**
 # 4 – Jon Sanford **(Term. 12.2026)**

Staff:

Jaren Peplinski
District Manager
(502) 517-SWCD

Jerah Mattson
Administrative Assistant
(320) 679-1391

Mary Poelman
Watershed Coordinator

Emily Larsen
Conservation Technician

Nick Foss
Conservation Forester

Mallory Kaiser
Conservation Technician

Cooperators:

NRCS - USDA
Stephanie Paulsen,
Acting District Conservationist
(320) 674-3005

Kanabec County Environmental Services
Ryan Carda,
Environmental Services Supervisor
(320) 679-6456

Minnesota DNR - Hydrology
Craig Wills,
Area Hydrologist
(763) 689-7100 ext. 225

Minnesota DNR - Forestry
David Fraundorf, Forester
(320) 679-3683

Kanabec SWCD
2008 Mahogany Street, Ste. 3
Mora, MN 55051
Office: (320) 679-1391

KANABEC SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD OF SUPERVISORS MEETING

Kanabec SWCD Board Room
2008 Mahogany Street, Suite 3
Mora, MN 55051

Remote Google Meet joining info:
Video call link: https://meet.google.com/wqm-npaf-xnc
Or dial: (US) +1 636-498-4352 PIN: 977 678 251#
More phone numbers: https://tel.meet/wqm-npaf-xnc?pin=6649306027834

September 16, 2026
Regular Meeting Agenda

1. **Call to Order** **1:00 PM**
   a. Roll call: Norma Heggernes, Kevin Belkholm, Jon Sanford, Kim Johnson, Marv Stutz
   b. Others Present: Jaren Peplinski, Jerah Mattson, Stephanie Paulsen

   *Remote attendee. *One or more members may attend remotely pursuant to Minnesota Statutes Section 13D.02 as amended.*
2. **Pledge of Allegiance to the Flag**
3. **Review and Approval of Agenda (Action Item)**
4. **Review and Approval of Minutes (Action Item)**
   a. Regular Board Meeting Minutes – 8/19/2026 **[Exhibit A]**
5. **Reports of Partners**
   a. NRCS (*Stephanie Paulsen*)
   b. Kanabec County (*Commissioner Peter Ripka*)
6. **Public Comment**
7. **Financial Report**
   a. August 2026 Treasurer's Report and Financial Report **[Exhibit B]**
8. **Action Items [Exhibit C]**
   a. *Operational Handbook and Legal Invoices.* Authorize payment of two invoices from Ratwik, Roszak & Maloney, PA totaling $4,557.00. The completed draft handbook has been received; the Personnel Committee is reviewing the draft and finalizing proposed edits.
   b. *Revised Shoreline Restoration Policy.* Approve the proposed revisions to the District's 2015 Shoreline Restoration Policy.
   c. *Tamarack Mining Public Comment Period.* Review and discuss a draft comment letter that Pine SWCD will consider at its next Board meeting and determine whether Kanabec SWCD should submit comments.
   d. *2027 Plat Books.* Authorize an agreement with Mapping Solutions to purchase 100 plat books for an estimated total of $2,570, or $25.70 per book. The

estimated cost for 200 books would be $4,755, or $23.78 per book. Staff recommends ordering 100.

e. *MASWCD Annual Convention.* Authorize the District Manager and up to two Board members to attend the MASWCD 90th Annual Convention in Bloomington from November 30 through December 2, 2026; designate the attending Board members; and authorize associated registration and lodging expenses.

f. *Annual Management Representation Letter for Audit.* The annual management representation letter is required to complete the District's financial audit. Staff recommends authorizing the District Manager and Board Chair to sign and submit the letter to Peterson Company Ltd.

g. *2026 SWCD Winter Banquet and Community Conservationist Award.* The Board will discuss attendance at the 2026 SWCD Winter Banquet and selection of a recipient for the District's Community Conservationist Award. The Board may approve attendees and select an award recipient.

h. *Local Conservation Art and Merchandise Idea.* Staff will present an idea for a local conservation-themed design contest and the potential sale of District merchandise featuring the selected artwork. The Board will discuss the concept and provide direction on whether staff should move forward.

i. *Snake River Watershed Plan Partnership and Kettle/Upper St. Croix Watershed Partnership Staff-Time Statements of Work.* Staff will present proposed agreements to fund District staff time associated with implementing watershed priorities in the Snake River and Kettle/Upper St. Croix planning areas. The Board may authorize the District Manager to finalize and execute the agreements.

j. *MDH Private Well Screening Grant Agreement.* The District has been awarded funding through the Minnesota Department of Health for private well screening activities. Staff recommends authorizing the District Manager to sign and execute the grant agreement and related documents.

Other Reports

a. *Subcommittee reports.*

i. Personnel Committee *(Heggernes, Belkholm)*

ii. Finance Committee *(Johnson, Sanford)*

iii. Coalition of Lake Associations *(Stutz; Sanford is alternate)*

iv. Kettle/Upper St. Croix Watershed Partnership *(Johnson; Stutz is alternate)*

v. Rum River Watershed Partnership (*Stutz; Johnson is alternate)*

vi. Snake River Watershed Plan Partnership *(Belkholm; Sanford is alternate)*

vii. Area III Forestry Association *(Sanford; Johnson is alternate)*

viii. District Land *(Belkholm, Stutz)*

ix. Liaison to the County (*Sanford; Stutz is alternate*)

x. Liaison to the Townships *(Johnson; Sanford is alternate)*

b. *Meeting and Event Announcements*, pg. 3.

c. *Funding opportunities*, pg. 3.

9. **Consent Agenda**

a. *Snake River TMDL Update.* The MPCA published the updated Snake River TMDL in August 2026. The previous TMDL was completed in 2013, making this a significant update that is already supporting watershed plan implementation and project prioritization.

b. *Score Your Shore Tool Development.* Staff completed version 1.0 of an in-house, primarily offline tool for collecting Score Your Shore data with the District's GPS/GNSS device. The data will help identify shoreline improvement opportunities and track progress over time. Additional staff capacity is needed to conduct annual surveys.

c. *District Land Updates.* Updates include new annual soil sampling efforts, interest in agricultural management, and a wildland seed harvesting and propagation workshop being planned for this fall.

d. *City of Mora Subdivision Comments.* The District received a request for comment from the City of Mora on August 27 regarding a proposed subdivision south of the city, with comments due September 8. The District recommended requiring a subdivision-wide stormwater management plan to protect Spring Creek and the Snake River.

Adjourn **3:30 PM**

The next Regular Monthly Meeting is Wednesday, October 28, 1:00 PM

Meeting and Event Announcements

- City of Mora Fall Fest | September 26, 2026 | Enviroscape Table Education and Outreach
- MASWCD Area III Fall Meeting | September 30, 2026 | 9:00am - 3:30pm | Two Harbors
- BWSR Academy | October 20-22, 2026 | Brainerd
- October Board Meeting | October 28, 2026 | Rescheduled from October 21
- MASWCD 90th Annual Convention | November 30-December 2, 2026 | Bloomington | Registration is open through November 13
- Wildland Seed Collection/Harvesting Event | October 13, 2026 | 10:00am - 1:00pm | Kanabec SWCD Land

Funding Opportunities

- MDA AGRI Works FY27 RFP | Applications due October 29, 2026 | Grant awards of $5,000 to $75,000 are available; the District is not currently considering submitting a funding proposal due to the local cash match requirement.

Applications Submitted in FY26/FY27

- Keep It Clean Grant - Kanabec COLA (denied)
- 2026/2027 Conservation Delivery Grant (awarded)
- 2026/2027 Conservation Contracts Grant (awarded)
- FY 2027 Managing Invasives for a Resilient Landscape (MIRL) Grants (submitted)

- Private Well Screening Grant (awarded)
- MDA Soil Health Equipment Grant (submitted)
- DNR 2026 Protect Community Forests Grant - EAB replacement project (submitted)

Annual or Ongoing Funding to Consider Applying For

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