

**POPE SOIL & WATER CONSERVATION DISTRICT
MEETING MINUTES**

Supervisory Board Meeting 7:00 am July 16, 2013

Meeting site: USDA Service Center,

1680 N. Franklin Street

Glenwood, MN 56334

Supervisors: Mike Billehus, Keith Nygaard, Gary Reents, Randy Pederson, Tom Talle

**SWCD Staff: Kelly Erickson, Matt Fischer, Melissa Gearman, Conservation Corps
Apprentice; Alex Nemmers, Cooperative Weed Management Area Intern; David
Langer, Rosholt Hydrology Intern**

**Guests: Paul Gerde, Commissioner, Jeff Hellermann, NRCS-DC; Jim Thoreen, Pope County
Coordinator; Pete Waller, BWSR**

Meeting Agenda:

1. Chair Nygaard called the meeting to order at 7:01 a.m.
2. Motion by Talle, second by Pederson to accept the agenda as presented. Carried.
3. Motion by Reents, second by Pederson to approve the June 18, 2013 meeting minutes as sent. Carried.
4. Motion by Talle, second by Pederson to accept the Financial Report as presented. Carried.
5. Jim Thoreen, Pope County Coordinator, distributed and discussed payroll schedule for county. Reviewed and discussed Office Manager Job Description for the County as an example and the County wage grade and step. Thoreen said that their human resources could be of assistance if needed.
6. Reports-
 - **Paul Gerde, County Commissioner**
Discussed erosion and flooding problems along South Lakeshore Drive after 7" rain event. See news article for pictures. A single landowner has replaced a culvert with one of inadequate size and that is assumed to be part of the problem. Discussed how the SWCD could help find a solution. Stark RIM-WRP project - impoundment of County Ditch Public Hearing and Resolution for approval of Pope County Comprehensive Local Water Management Plan on the County Board Agenda later today.
 - **Kelly Erickson, Technician**
WCA - We have received more ag drainage inquiries this month. Mr. Modlin put in a request to the Court to remove stay on court order.
New rental agreement on Rosholt Farm with Prairie Lakes Coop is complete.
West Central irrigation has not yet installed the new equipment. The 2013 crop looks good.
Tree plantings are done. CRP seeding for spring is done. Drill being rented still for alfalfa interseeding. Billing is still being worked on.
Measured observation wells for July.
Storage shed is complete and is use.
 - **David Langer, Rosholt Water Quality Intern**
Has completed 10 sample sets and nitrate concentrations are increasing.
About 50 samples per set not pulling water, 4 lysimeters not working. Jennifer and Ryan did maintenance on Lysimeters July 10, 2013.
Irrigator working and has made 2 passes so far
As of July 15, 2013 corn is at v10 and soybeans at r2
 - **Matt Fischer, District Technician**
Went to Prairie Summit in Spicer June 25-26, TMDL meeting July 9, and Met with Luan to go over projects she has been working on July 10.

Completed two continuous conservation plans (29.0 acres)

Amundson easement has been posted and is at the title agent to be recorded. Completed RIM application for John Gandrud (6 acres). Working on WRP easement monitoring and must be completed July 19th.

Motion by Reents, second by Pederson to approve amendment to increase cost share amount from \$7,162.50 to \$11,649.89 for State Cost Share contract FY12-03. Carried. Riley Bros was low bid and was selected by the landowner to do the work.

Motion by Pederson, second by Talle to approve final payment for PSCWMA10-04, thistle treatment for Curt Blair, \$1,012.50. Carried.

Motion by Reents, second by Billehus to approve entering into Phase XIII Farm Bill Assistance Grant contract and authorize Fischer to sign it when it comes. Carried

Irrigation Management for the Nelson's. Has helped Kelly keep the drills moving while he was on vacation.

- **Melissa Gearman, Conservation Corps Apprentice**

Has worked with the cooperative weed management program

Has worked on People's Garden and rain garden at the fairgrounds

Went banding geese with DNR

- **Alex Nemmers, Cooperative Weed Management Intern**

Has been scouting and/or spraying weeds in Pope and Swift County. Targeting Wild Parsnip around Camp Lake area.

Talked with Dave Perryman about weeds in Glenwood. Sprayed thistles around town to prepare for Waterama.

Measured fabric on tree planting for Kelly.

- **Jeff Hellermann, NRCS DC**

1026's have been organized and 20 have been sent to area off in Brooklyn Center. He and Todd along with a team of area and field office staff will meet at the area office in Fergus Falls to work on 1026's July 22-26.

Completed off site reviews of 5 – 569 Whistleblower complaints.

CRP – Warm season grass seeding date extensions due to wet conditions have been requested and received.

CStP – The 2013 signup, interview and rankings complete. Has to now meet on farms for field verifications. 16 applications received, 2 have been approved.

WRP – 3 applications have been submitted for 2013 WRP sign up. Has field checked WRP easement violations

EQIP - 2013 signup period has ended. We received 26 applications and waiting for final number of approved applications so we may proceed with obligating funds. Currently there are 30 active EQIP contracts

Office has received an ATV to be used on USDA projects. Staff members are required to receive certified training before operating. There is a strong security policy due to two ATV's being stolen in the past year.

7. New Business

- Supervisor Fair Booth Schedule handed out. Help needed August 8-11. Interns will work booth during the day.

- 2014 Draft Budget – Fischer will work on draft budget and prepare presentation for County Board for allocation request. Fischer will meet with Nygaard and Talle at 7 am August 8th to review draft budget and presentation. Fischer will request to get on agenda for County Committee of the Whole meeting on August 13th.

- Upcoming CWF grant process - Fischer suggested focusing on 2 applications for the upcoming Clean Water Funds grant process because the SWCD is going to be short staffed. Fischer picked 3 priority projects out of the Water Plan: 1) Emily/Pelican – BMPs for Little Chippewa/Trappers Run; 2) Irrigation management in Pope/Stevens/Stearns Counties; 3) Hoff Township – talk with 3 or 4 landowners first. Fischer asked Board what they would like to pursue. Board recommended going after BMPs along Little

Chippewa/Trapper's Run to reduce sediment and phosphorus entering Lake Emily and Pelican Lake and Irrigation Management. Fischer will put article in paper to get a list of landowners interested in BMPs and talk with District Managers from Stearns and Stevens about possibility of putting application together for a staff person between the 2 counties. Waller mentioned there may be an option to submit a grant through the TSA for an irrigation staff person.

- Discussed District Manager staffing options with Waller.
 - Motion by Pederson second by Billehus to approve rental of 4-H building for WaterFest (\$175 to the Ag Society). Carried
 - Conservationist of the Year – Bruce Brown has accepted. Luan will follow up with getting paperwork done and to the MASWCD.
8. Motion by Reents, second by Talle to close meeting at 10:36 a.m. to discuss staffing options.
- Discussed staffing options. Motion by Billehus, second by Talle to appoint Fischer interim District Manager. Carried
 - Nygaard and Reents will meet with Fischer on July 22nd to discuss staffing options. Fischer was asked to put together a Job Description for District Manager and what he thinks the staffing needs are for the SWCD.
9. Chair Nygaard opened the meeting at 11:02 a.m.
10. Motion by Talle, second by Pederson to adjourn the meeting at 11:03 a.m. Carried.