

**POPE SOIL & WATER CONSERVATION DISTRICT**  
**MEETING MINUTES**  
 Supervisory Board Meeting 7:00 am September 16, 2014

*Meeting site: USDA Service Center,  
 1680 N. Franklin Avenue  
 Glenwood, MN 56334*

**ATTENDANCE:** Keith Nygaard, D. Gary Reents, Tom Talle, Mike Billehus, Randy Pederson, Kelly Erickson, Holly Kovarik, Grant Bullemer, Nicole Zimmerman, Luke Johnson, Jeff Hellerman

1. The meeting was called to order by President Nygaard at 7:00 a.m. and the pledge of allegiance was recited.
2. Talle made a motion to approve the agenda with additions or corrections and Pederson seconded the motion. The motion passed with all in favor.
3. Consent Agenda (approved by one motion)-*President*

a) *August 2014 Board Meeting Minutes*

b) Resolutions-NONE

<u>Number</u>	<u>Description</u>

c) Contract/Applications for Approval-None

<u>Number</u>	<u>Description</u>

d) Appropriations/Payments-None

	<u>Payee</u>	<u>Description of Payment</u>	<u>Amount</u>	<u>Payment Code/Description</u>
1.	Houston Engineering	Terrain Analysis Work	\$7,292.00	CWF AIG Grant

e) Grant Payment/Project Approvals-NONE

<u>Contract Code</u>	<u>Grant Name</u>	<u>Landowner</u>	<u>Type of Project</u>	<u>Project Location</u>	<u>Amount</u>

Reents made a motion to approve the consent agenda items as presented and Pederson seconded the motion. The motion passed with all in favor.

4. Commissioner Update-*Paul Gerde*

- Discussed the County budget process and that with the union a 5% increase has been proposed. He will discuss the SWCD increase with the board.
- Discussed AMC legislative priorities including WCA legislation, E-waste, and MACPZA.
- Discussion about transfer of ditches back from watershed districts to Counties.
- Discussed what the SWCD could do to aid Commissioners discussion regarding funding this would include a fact sheet about what the SWCD does.

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**5. Old Business**

a) **Area II Meeting Updates** Kovarik

*Highlights of the meeting were discussed including that Representative Anderson was in attendance at the meeting and that we were able to discuss our concerns with him.*

b) **State Cost Share Program Updates** - Kovarik

*Provided an update of the upcoming projects that will be built this fall. There is another two years of state cost share that will then be closed out once the projects are built.*

**6. New Business**

a) **MCIT 2015 Insurance**-Kovarik

*Reents moved to approve the insurance as presented and Pederson seconded the motion. The motion passed with all in favor.*

b) **2015 BWSR Grants Discussion**- Kovarik

*Kovarik discussed for grant applications that she will be working on submitting including:*

- 1. AIG application for Outlet Creek, Lake Emily Subwatersheds to conduct a terrain analysis*
- 2. AIG application for the City of Glenwood to do a BMP prioritization and assessment and analysis project of the sub watersheds contributing through the City*
- 3. Project application for Trappers Run and Lake Minnewaska sub watersheds to implement projects*
- 4. Project application for Outlet Creek and Lake Emily sub watersheds to implement projects*

*The final applications submitted will be brought to the board at the next meeting for their review.*

c) **Budget Discussion**- Kovarik

*Kovarik discussed the meeting held with the County board. She will work on a draft budget and will hold a committee meeting with Talle and Nygaard to discuss options for refining the budget. It is not clear that the County will be providing the requested amount for the budget.*

**7. Reports**

a) **Treasurer Report**-Talle made a motion to approve the Treasurer Report and items i-iii. Pederson seconded the motion. The motion passed with all in favor.

- i. Monthly Checking Account Report #11247 as of August 31, 2014*
- ii. Monthly Savings Account Report #870903 as of August 31, 2014*
- iii. August Treasurer Report (2014, 2011)*

c) Holly Kovarik, Manager

- 1. AIS Meeting Update was provided to the board. The County received \$40,000 this year and will receive \$80,000 next year. A resolution will need to be adopted by year end to secure the funding.*
- 2. Glacial Lakes Trail Letter of Support was submitted by Kovarik and was shared*

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in the packet.

3. Strengthening your SWCD Training was shared with the board.
4. Fair Booth updates were shared and there were over 30 water samples analyzed by the staff.
5. Water Fest and Conservation Day are coming up. Water fest will be September 12 and Conservation Day is October 2.
6. Staffing for interns-Kovarik asked the board to approve keeping Nicole and Luke on through the end of October for the specific grants and for some assistance with paperwork. **Talle made a motion to approve keeping the interns through the end of October and Pederson seconded the motion. The motion passed with all in favor.**

- d) Grant Bullemer, Technician provided an update on the reenrollments of the CRP. The majority of those wanting to reenroll are able to get this accomplished.
- e) Kelly Erickson, Technician is done with irrigation scheduling, clipping a few sites this month for CRP mid contract maintenance, and had a meeting on continued research at Rosholt.
- f) Nicole Zimmerman, Cooperative Weed Management Intern-provided a presentation on her internship at the District.
- g) Luke Johnson, Rosholt Research Project Intern-He has been doing some CRP mowing, waterfest, testing at Rosholt, drained the irrigator, participated in Winfield field day.
- h) Grant Herfindahl, FSA-No report
- i) Jeff Hellerman, NRCS
  1. Soil Health Demonstration was conducted by staff.
  2. Working on 2026 compliance, CRP status reviews and reenrollments, CSP, 6 payments for WRP, EQIP sign up coming up, and completed a soil health demonstration.

**8. Board Member Meeting Reports**

- Pederson attended a Glacial Ridge Trail meeting.
- Reents and Pederson shared thoughts on the recently held water fest event.

**9. Upcoming Meetings:**

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
10-21-14	Pope SWCD Regular Meeting	USDA Service Center	7 a.m.

**10. FYI Items**

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- 2015 PERA Rate Increase \$550.00
- Received a passing compliance for Pay Equity from the state.
- Outstanding Conservationist Application submitted
- 2015 Workers Compensation Insurance \$912
- 2015 Property/Casualty \$6,114

**11. Closed Session to Evaluation District Manager Performance and one year personnel review was tabled till the October board meeting.**

**12. Adjourn –Pederson moved to adjourn the meeting and Reents seconded the motion. The meeting was adjourned at 9 a.m.**

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**President**

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**Date**

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**Secretary**

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**Date**