

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

**Supervisory Board Meeting 7:00 am July 21, 2015**

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

**Attendance:** Kelly Erickson, Holly Kovarik, Britta Haseman, Randy Pederson, Tom Talle, Keith Nygard, Jessica Oldakowski, Paul Gerde, Mike Billehus, Gary Reents, Jeff Hellerman, and Grant Pearson

1. The meeting was called to order by President Talle at 7:05 a.m. and the pledge was recited.

2. Additions/or corrections made to the agenda.- *President*

- Kovarik asked to add a discussion about an Observation Well Agreement into the agenda.

3. Consent Agenda (approved by one motion)-*President*

a) *June 2015 Board Meeting Minutes*

b) **Resolutions-NONE**

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

c) **Contract/Applications for Approval**

<u>Number/Name</u>	<u>Description</u>	<u>Total Application \$\$</u>

d) **Appropriations/Payments-None**

	<u>Payee</u>	<u>Description of Payment</u>	<u>Amount</u>	<u>Payment Code/Description</u>
1.	Houston Engineering	City of Glenwood Project	\$2,492.05	City of Glenwood CWF
2	Houston Engineering	Lake Emily Watershed BMP Project	\$13,013.75	Lake Emily Watershed BMP Project

e) **Grant Payment/Project Approvals-**

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

Keith Nygard moved to approve the consent agenda and Randy Pederson seconded the motion. The motion passed with all in favor.

4. Commissioner Update-*Paul Gerde*

- County is in several stages of adding positions. Those positions are 2 social workers, 1 land and resource specialist, 2 deputies and 1 coordinator.
- Concerned with transportation budget for the state/county/townships. Transportation funding currently about 1 million deficit, about one year behind. County engineer wants to bond to catch up on projects from 5 years ago
- Talked to township officers at their meeting Thursday, July 16.

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- Concerned about finding permanent funding for road construction.
- CRWP will be featured in a conservation magazine for their work on the Chippewa 10% project.

**5. Old Business**

*None*

**6. New Business**

- a) **Minnesota Ag Water Quality Certification Program**-Grant Pearson (Stearns SWCD)
  - Presented on the MAWQCP steps, partners, and future goals.
  - Went through the assessment tool to further explain farm certification eligibility.
- b) **Position/Staffing**-*Holly Kovarik, Pope SWCD*

Bumped to end of agenda to discuss staffing and positions with the board following the recent passing of legislation.

**7. Reports**

a) **Treasurer Report**

- i. Monthly Checking Account Report #11247 as of June 30, 2015
- ii. Monthly Savings Account Report #870903 as of June 30, 2015
- iii. June Treasurer Report (3 year comparison)

**Mike Billehus moved to approve the treasurer report and Keith Nygaard seconded the motion. The motion passed with all in favor.**

c) Holly Kovarik, Manager

1. 1 watershed 1 plan meeting updates were given. Kovarik discussed the Zonation process that was starting and what that would all include.
2. Clean Water Council Appointment-Kovarik shared with the board that she was appointed to the Clean Water Council effective the end of June. She attended her first meeting in July.
3. Wetland Conservation Act Cease and Desist-Earl Hauge was discussed with the board. A restoration order is being finalized with the TEP and will be issued to Mr. Hauge.
4. Outstanding Conservationist Nominees were discussed. The board directed by general consent for staff to bring back a recommendation of an awardee at the next meeting.
5. SWCD of the Year Application
  - Decided to move this application to calendar year 2016 in order to have 2015 completed projects to add to our accomplishments and to focus staff time right now on the other applications.
6. Irrigation Workshop Discussion-Kovarik provided some background on the winter irrigation workshop being planned under the MDA Rosholt grant. More details will be shared as they become available.
7. SWCD Governance 101 Training was mentioned to the board. They will need to let Kovarik know if they wish to attend.
8. Jaschke Meeting-Kovarik and Erickson met with John Jaschke when he traveled to Alexandria recently to share thoughts and concerns regarding SWCD work.
9. Project Approvals
  - There were no projects needing approvals.

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10. Observation Well Agreement
  - **Keith Nygard moved to approve the observation well agreement. Randy Pederson seconded the motion. Motion unanimously carried.**
  
- d) Kelly Erickson, Technician
  1. Wetland Conservation Act
    - Has one application in for mediation for 2,820 feet from bank 650 sq feet with Audrey Buysse on Lake Amelia in Leven Township. Currently they are searching for wetland credits from a core approved bank.
  2. Irrigation Management/mileage discussion
    - Completed June observation wells and will be doing soil moisture next.
  3. Rosholt Field Day Updates were provided. The event had over 100 people in attendance.
  
  4. Updates
    - Trees are all planted and the fabric is down. Two landowners are concerned about trees that are dead. Kelly will be working with them to resolve this matter.
    - Spring seeding is done.
    - Attended training in Lanesboro.
  
- e) Britta Haseman, Farmbill Technician
  1. Re-enrollments
    - Few site checks left. Jessica will do some site checks to help with the workload and allow for Britta to focus more on plans.
    - Stated that she will be leaving Pope SWCD. She is asking to stay until the end of August, but is unsure about the final work date.
  2. Approve 2016 Farmbill Assistance Grants \$45,000 grant \$5,000 match
    - **Gary Reents moved to approve the 2016 Farmbill Assistance Grant for \$45,000 with a \$5,000 match. Keith Nygaard seconded the motion. Motion unanimously carried.**
  3. CREP signup will happen, most likely in 2016.
  
- f) Jessica Oldakowski, CWMA Intern
  - Focusing on scouting in both Pope and Swift County to document weed sites. Plans to spray sites in fall.
  - Working with township members.
  - Some notices have been sent out on plumeless thistle infestation sites.
  
- g) Amanda Conaway, MDA Rosholt project Intern
  - No report
  
- h) Joe Ayres Johnson, Conservation Corps Intern
  - No report
  
- i) Grant Herfindahl, FSA
  - No report
  
- j) Jeff Hellerman, NRCS
  1. CSP contract renewals
  2. Spot checks

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3. WRP monitoring complete with 12 applications.
4. There are 7 WRP contracts.
5. Currently NRCS is working on EQIP. Melissa is doing the tiling installation.
6. Reminded/Invited board members to the LWG meeting (held at 9 a.m. July 21, 2015 in the USDA Service Center).
7. Discussed the opportunity to give a partnership presentation with Holly Kovarik at the Area II Meeting.

**8. Board Member Meeting Reports- Randy Pederson**

1. No report for the Glacial Trail meeting.
2. Attended the most recent One Watershed One Plan technical committee meeting.
3. Randy sits in on One Watershed One Plan policy committee. They are collaborating on a date and hoping to set one for sometime in August.
4. Informed the group that Mark Halls will be representing the farm community for the One Watershed One Plan.

**9. Upcoming Meetings:**

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
8-18-15	Pope SWCD Regular Meeting	USDA Service Center	7 a.m.

**10. FYI Items**

- Rosholt Field day was held July 16<sup>th</sup>.
- Presented to Rotary on the City of Glenwood project.
- Working on shoreline restoration plans (10 or sites visited with plans being developed on those that meet the criteria).
- Kovarik has been asked to present at BWSR Academy in October on the work that has been accomplished around Lake Minnewaska and at the NRCS Area II meeting on July 30.

**11. Closed Staff Discussion**

**12. Reopened Meeting to discuss Position/Staffing**

- Board members agreed to add a new position/staff. When a job description is created this will be reviewed with the personnel committee. Position and description will be posted for one month.  
**Keith Nygaard moved to approve new staff position. Mike Billehus seconded. Motion unanimously carried.**
- Holly Kovarik brought up purchasing a computer for approximately \$1,500.  
**Keith Nygaard moved to approve the purchase of a computer not to exceed \$1,500. Randy Pederson seconded. Motion was unanimously carried.**

**13. Adjourn**

**Keith Nygaard moved to adjourn the meeting at 9:10 a.m. Gary Reents seconded. Motion unanimously carried.**

**Local Work Group Meeting for EQIP was held.**