

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

Supervisory Board Meeting 7:00 am March 15, 2016

ORIGINAL

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

Meeting Minutes:

Attendance: Keith Nygaard, D. Gary Reents, Mike Billehus, Randy Pederson, Holly Kovarik, Jessica Oldakowski, Kelly Erickson, Nicole Zimmerman and Commissioner Paul Gerde Tom Talle absent

1. The meeting was called to order at 7:02 a.m. by Vice President Nygaard and the pledge was recited.
2. Pederson made a motion to approve the agenda as presented and Reents seconded the motion. The motion passed with all in favor.
3. Consent Agenda (approved by one motion)-President

a) February 2016 Board Meeting Minutes

b) Resolutions-NONE

<u>Number</u>	<u>Description</u>
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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.	Frontier Precision	Trimble	\$25,548.22	\$15,000 Capacity Funds and remaining general fund

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>

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 Board received a presentation about health insurance.
- Attended the AMC conference.

5. Old Business

- a) Kovarik shared the final yearend audit with the adjusting entry for PERA. It was submitted to the state by the March 15th deadline.
- b) Legislative Days at the Capitol are March 21-22

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- c) Kovarik shared that the SWCD is going through an audit by MPCA on the Clean Water Partnership funds which will release the next allotment.
- d) Kovarik shared a status update on the Minnesota Ag Water Quality Certification program. We are asked to sign up 10 applications and we currently have 7.
- e) Staff discussed the Pope Douglas Feedlot meeting which was well attended in Forada this past month.

6. New Business

- a) Water Quantification and Data Automation for Sauk Watershed LCCMR-Kovarik shared this proposal with the board and will bring the final application to the next board meeting.
- b) Annual Report-**Pederson made a motion to approve the Annual Report document as presented. Reents seconded the motion. The motion passed with all in favor.**
- c) Drill Repairs-Kelly presented two estimates to repair the drills one from Haybuster \$4533 and one from Shoup \$3508. **Reents made a motion to approve the Haybuster estimate as the parts are better quality and Billehus seconded the motion. The motion passed with all in favor.**
- d) Kovarik shared a state website that details information about city sewer system infrastructure in the state.
- e) WCTSA Meeting was discussed with the board and that this group talked about adding engineering staff in the future. There will be more discussion on this topic at the Area II meeting.

7. Reports

- a) **Treasurer Report**-Billehus made a motion to approve the report and Pederson seconded the report as submitted. The motion passed with all in favor.
 - i. Monthly Checking Account Report #11247
 - ii. Monthly Savings Account Report #870903
 - iii. Treasurer Report (3 year comparison)
- c) Holly Kovarik, Manager
 - 1. Tangen CUP process was discussed with the board. The next step is for the County board to approve the CUP. We are still working for spring construction on this project.
 - 2. Kovarik has submitted information to the City of Glenwood to provide an update on the modeling project. Houston engineering is now running the model and this work is anticipated to be finished by year end.
 - 3. We are working on the Biennial Budget Request to the state which is due on April 15. The final reports will be shared with the board at the April board meeting.
 - 4. Intern positions will close on March 25. We will have two interns hired by the April board meeting.
 - 5. Kovarik shared some highlights of information from the Clean Water Council meeting.
 - 6. Kovarik shared some updates on the North Fork of the Crow River Watershed 1W1P process.

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7. Kovarik shared some discussion on the status of continued dialogue about the ordinance and our desire to streamline. A meeting is set with other agencies to discuss buffers as well as the ordinance on April 1st.
8. Kovarik shared that approximately 15 contractors attended training in March to learn about programs and requirements. Those presenting including: Kovarik/SWCD, Hellerman/NRCS, Ross Reiffenberger/WCTSA, and David Green/Land and Resource Management.
9. Kovarik mentioned that we were dealing with a few vendor issues related to programs. She will keep the board apprised as this proceeds.

d) Kelly Erickson, Technician

1. Wetland Conservation Act-none
2. Preparing for spring tree planting/seeding

e) Nicole Zimmerman, Farmbill Technician-Working on CRP site checks and deadlines.

f) Jessica Oldakowski, District Technician

1. Buffer Flyer/updates-landowners continue to come in. She has about 5 CRP quotes sent out.
2. RIM-Working on a few update of covers on RIM contracts with BWSR and the landowners.
3. Working on 3 shoreline restoration projects for spring implementation.

g) Veronica Kurfman, FSA-Introduction to the group as the acting CED for Pope until the position is filled. She mentioned there are 4 COTs finishing up in April and there will likely be a posting for positions in May. There was a deadline of February 26 for General CRP. We have 168 contracts expiring for CRP. She mentioned the PLC program.

h) Jeff Hellerman, NRCS-Wetland Determinations will be centralized in St. Paul now. March 31st. Conducted 4 CSP spot checks. 15 EQIP applications that have made through the quality assurance review we have 34 applications total. We are waiting to find out what was funded.

8. **Board Member Meeting Reports**-Randy Pederson shared an update on the Advisory committee for the North Fork 1W1P project.
- The board asked about the Radermacher issue and advised the landowner to talk to Collin Peterson.
 - April 13th will be the AREA II meeting in Foley. Board members should let Kovarik know if they plan to attend.

9. **Upcoming Meetings:**

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
4-19-16	Pope SWCD Regular Meeting	USDA Service Center	7 a.m.

10. **FYI Items**

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- Board members attended the County Board meeting following the regular meeting to discuss the fee waiver policy during the public hearing.

11. Adjourn-Billehus made a motion to approve adjourning the meeting and Reents seconded the motion. The motion passed with all in favor. 8:45 a.m.

With Approval Pope SWCD
vice- chair

Randall E Pedersen