



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

Supervisory Board Meeting 7:00 am October 21, 2014

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

Attendance: D. Gary Reents, Keith Nygaard, Tom Talle, Luke Johnson, Nicole Zimmerman, Mike Billehus, Randy Pederson, Kelly Erickson, and Holly Kovarik

1. The meeting was called to order by President Nygaard at 7:05 a.m and the Pledge of Allegiance was recited.
2. Pederson moved to approve the agenda with additions and Reents seconded the motion. The motion passed with all in favor
3. Consent Agenda (approved by one motion)-*President*
 - a) *September 2014 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>
Lake Minnewaska Targeted Sub Watershed WASCOB Phase II	Project in Lake Minnewaska and Trappers Run watershed to implement water and sediment erosion control projects	\$150,000
Lake Emily Water Quality Assessment & BMP Prioritization	To complete a Terrain Analysis on Outlet Creek and Lake Emily sub watersheds	\$38,158
Lake Emily Targeted Sub watershed Implementation Project	To complete water and sediment control projects in Outlet Creek and Lake Emily sub watersheds.	\$184,800
City of Glenwood Water Quality Assessment and BMP Prioritization Project	To complete an analysis of the City and contributing watersheds to water quality concerns and prioritizing projects on public and private lands for implementation	\$152,000
MDA Targeted Township Nitrate-Nitrogen Sampling Program	To assist the MDA with nitrate sampling project	\$23,584

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MEETING MINUTES

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Peterson Accounting	Letter of engagement to prepare financial statements and audit	
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d) **Appropriations/Payments-None**

Payee	Description of Payment	Amount	Payment Code/Description
1. Houston	Terrain	\$11,831.00	CWF AIG Grant
2. NACD	Dues	\$775	General fund
3. UofM	MDA Rosholt	\$48,508	MDA Grant
4. Stearns SWCD	MDA Rosholt	\$3,190.40	MDA Grant

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

Contract Code	Grant Name	Landowner	Type of Project	Project Location	Amount
WS03-14	Water	Chris	Well	Langhei 9	\$330.00
FY14-01	State Cost Share	Gordon Moen	WASCOB	Barsness 24	\$11,836.09
FY12-05	State Cost Share	Rick Davidson	Grassed waterway with structure	Rolling Forks 27	\$7,786.05
WS06-14	Water	Jason	Well	Leven 7	\$500.00
WS05-14	Water	David	Well	Langhei 25	\$825.00

Gary Reents made a motion to approve the consent agenda with additions and Tom Talle seconded the motion. The motion passed with all in favor.

4. Commissioner Update-Paul Gerde No Report

- Kelly Erickson gave a report on his work as he needed to leave early.
- Modlin Appeal was not heard the Supreme Court refused to pursue.
- Discussed Hauge wetland violation in City of Glenwood.
- Buyse WCA issue building a shed was discussed.
- Attended leadership training and BWSR Academy
- Will attend training to renew pesticide applicator license.
- Asked for approval to pay for rental of mower. Pederson made a motion to authorize payment of \$3,296 to Moe's and Billehus seconded the motion. The motion passed with all in favor.
- The buick had a flat tire and needed wipers since they won't shut off when turned on.

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MEETING MINUTES
Supervisory Board Meeting 7:00 am October 21, 2014

 **ORIGINAL**

- Discussed health insurance changes needed moving forward due to Affordable Health Care Act.

5. Old Business

a) **2015 Budget Discussion** Kovarik

Kovarik presented a budget to the board for discussion and approval. Talle moved to approve the budget as presented for 2015 and Pederson seconded the motion. The motion passed with all in favor.

b) **North Fork Crow River WD 1 Watershed 1 Plan** - Kovarik

To provide an update and discussion regarding bylaws and agreements. Reents made a motion to approve the bylaws and agreement as presented and authorize the chairman or Manager to sign when the official copy is received. Talle seconded the motion. The motion passed with all in favor.

c) **2013 DRAFT AUDIT** - Kovarik

To provide an update on the current audit. Talle made a motion to approve the final 2013 audit and Reents seconded the motion. The motion passed with all in favor.

6. New Business

a) **2015 MASWCD Resolution Packet/State Convention**-Kovarik

To discuss attendance at convention and to vote on 2015 resolutions. The resolutions were reviewed by a committee of the whole and voted upon with all votes tallied and approved by each individual member for submission to the state.

7. Reports

a) **Treasurer Report**-Talle made a motion to approve the treasurer report and items i-iii as presented subject to audit. Reents seconded the motion. The motion passed with all in favor.

- i. Monthly Checking Account Report #11247 as of September 30, 2014
- ii. Monthly Savings Account Report #870903 as of September 30, 2014
- iii. September Treasurer Report (3 year comparison)

c) Holly Kovarik, Manager

1. Bonanza Valley Groundwater Committee changes were shared with the board. The majority of the committee will now be permit holders.
2. Outstanding Conservationist Update was shared with the board Halls Farm has been selected as a regional winner.
3. Chippewa River Watershed Project meeting update was shared with the board and that there was a project submitted by CRWP in the Gilchrist area which includes two townships primarily in the County.
4. Cost Share project inspections will be conducted in the next month.

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

Supervisory Board Meeting 7:00 am October 21, 2014

5. Strengthening your SWCD Training update was shared on training attended by Kelly and Holly.
6. Cost Share Program Updates-(Stoen WASCOB project) were provided to the board and status of projects. Billehus made a motion to approve encumbrance of \$2,218.71 to the Greg Stoen WASCOB project and Pederson seconded the motion. The motion passed with all in favor.
7. Well sealing updates were shared with the board. There were approximately 10 completed this year. A little funding remains in the 2014 funds for well sealing cost share.

- d) Grant Bullemer, Technician provided an update on the CRP re-enrollment status and upcoming Farmbill training.

- e) Kelly Erickson, Technician-Report was shared earlier on the agenda.

1. Modlin

- f) Nicole Zimmerman, Cooperative Weed Management Intern Final Report was given to the board.
- g) Luke Johnson, Rosholt Research Project Intern-Presentation to the board on internship was given.
- h) Grant Herfindahl, FSA-No report
- i) Jeff Helleman, NRCS-provided a report on:

- 22 applications for 2015 EQIP funding
- 10 application were for WASCOBs
- 5 grazing applications
- 3 feedlots
- 1 energy audit
- 1 aqua culture project
- 1 seasonal high tunnel
- 1 Irrigation Management

8. Board Member Meeting Reports

- Convention is coming up in December the 7-9th—Reents, Billehus, Nygaard, Bullemer, Kovarik, and Erickson plan to attend and registration will be submitted including the hotel.

9. Upcoming Meetings:

Meeting Date	Meeting Description	Meeting Location	Meeting Time
11-18-14	Pope SWCD	USDA Service	7 a.m.

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ORIGINAL

	Regular Meeting	Center	
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10. FYI Items

- PERA rate increases 6.5% members and 7.5% employers both up .25% January 1 2015

11. Closed Session to Evaluation District Manager Performance and one year personnel review

The meeting was closed to discuss the District Manager's performance. The meeting was resumed at 10:17 p.m. A motion was made by Talle to raise District Managers wages by 6% (\$1.44 per hour) for the pay period including her annual hiring date. (October 2, 2014) The motion was seconded by Pederson. The motion passed with all in favor.

A motion was made by Pederson to give \$20.00 per month for the Manager cell phone use to be considered as additional compensation and taxable. The motion was seconded by Billehus. The motion passed with all in favor.

12. Adjourn –Billehus made a motion to adjourn at 10:24 a.m. and Billehus seconded the motion. The motion passed with all in favor.

Keith Aysof Pope Sec CD chair

11-18-14

Randall E Pederson Sec.

11-18-14

