

**POPE SOIL & WATER CONSERVATION DISTRICT**  
**MEETING Minutes**  
Supervisory Board Meeting 7:00 am November 18, 2014  
Meeting site: USDA Service Center,  
1680 N. Franklin Avenue  
Glenwood, MN 56334

**Meeting Minutes:**

**Attendance:** Keith Nygaard, Tom Talle, Mike Billehus, D. Gary Reents, Randy Pederson, Holly Kovarik, Kelly Erickson, Jeff Hellerman, Paul Gerde, and Grant Bullemer

1. The meeting was called to order by President Nyaard at 7:04 a.m. The Pledge was recited.
2. Gary Reents made a motion to approve the agenda with additions and Randy Pederson seconded the motion. The motion passed with all in favor.
3. Consent Agenda (approved by one motion)-President

a) **October 2014 Board Meeting Minutes**

b) **Resolutions-NONE**

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

c) **Contract/Applications for Approval-None**

<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.	Observer	Newsletter	\$1,634.33	general
2	Peterson Company Ltd	Audit	\$1,950.00	general

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>

Tom Talle made a motion to approve the consent agenda with the correction to the minutes.  
Randy Pederson seconded and the motion passed with all in favor.

4. **Commissioner Update-Paul Gerde**

- Discussed three pieces of public property to be auctioned.
- Discussed rainbow rider challenges and changes.
- Discussed budget.
- Announced hiring of David Green new Land and Resource director.
- Discussed ditch hearing.
- Shared that the study was completed on the job descriptions and pay scale analysis for County employees.
- Attended a Sauk River WD meeting.

**POPE SOIL & WATER CONSERVATION DISTRICT**  
**MEETING Minutes**  
**Supervisory Board Meeting 7:00 am November 18, 2014**

---

- Will be a member on the Bonanza Valley Groundwater Management Committee.

**5. Old Business**

a) **MASWCD Convention** Kovarik

*Discussed the details of the convention and attending the Monday night banquet with the Outstanding Conservationists.*

b) **Credit Collection Policy** - Kovarik

*Discussed collections for outstanding accounts. Staff was directed to make contact again to try to collect on this account.*

**6. New Business**

a) **State Cost Share Closeouts/Elink Reporting Updates**-Kovarik

*To discuss status of state cost share reporting*

*To approve payment for Greg Stoen project completed-Tom Talle made a motion to approve the payment of \$3,030 for the Greg Stoen WASCOB project out of the State Cost Share program funds. The motion was seconded by Randy Pederson. The motion passed with all in favor. Randy Pederson made a motion to approve closing out the applicable years of state cost share and returning the funds to meet deadlines and authorized staff to complete this necessary paperwork. Mike Billehus seconded the motion. The motion passed with all in favor.*

*There were two projects that did not get finished this fall because of the snow storm and they will be finished now in the Spring. Several sites were not surveyed as well but if weather warms up it may still be possible before year end to complete.*

b) **Legislative Briefing Day @ Capitol**-Kovarik

*To discuss upcoming legislative days January 26-27-Tabled till the December meeting*

**7. Reports**

a) **Treasurer Report**-Tom Talle moved to approve the report and Gary Reents seconded the motion.  
***The motion passed with all in favor.***

- i. Monthly Checking Account Report #11247 as of October 26, 2014
- ii. Monthly Savings Account Report #870903 as of October 26, 2014
- iii. October Treasurer Report (3 year comparison)
- iv. Water Fest Account Updates
- v. Billable wages to projects status

c) Holly Kovarik, Manager

1. Conservation Corps Apprentice Application is due on December 15<sup>th</sup>. Staff is working to complete and application and the board by general consensus directed the staff to complete this.
2. BWSR Academy updates were given by staff.
3. Christmas party was discussed and will be scheduled in January some time in coordination with the other agencies at the USDA service center.
4. Annual Reports/Calendar Events will be shared at a meeting coming up.

**POPE SOIL & WATER CONSERVATION DISTRICT**  
**MEETING Minutes**  
**Supervisory Board Meeting 7:00 am November 18, 2014**

---

5. 2015 Meeting Schedule by general consensus will be the 3<sup>rd</sup> Tuesday of the month at 7:00 a.m.
  6. Health Insurance was mentioned and will need to be discussed in more detail at the December board meeting.
  7. The board discussed donations for the Envirothon auction. Board members will work on getting donations to bring to the event.
- d) Grant Bullemer, Technician-completed some inspections for state cost share. He is working on CRP plans for 7 sites. He helped seed a project. He attended Farmbill sessions at BWSR Academy.
- e) Kelly Erickson, Technician
1. Modlin was discussed will be hearing on a final verdict and working with BWSR on paperwork associated with the determination.
  2. Completed dormant seedings
  3. Shared the yield report from the Rosholt site.
  4. Rosholt winterized.
  5. Working on verdict on Hauge WCA concern.
  6. Attended WCA sessions at BWSR Academy.
  7. Open House completed on November 10<sup>th</sup> the day of the snow storm. Sales have been slow.
- f) Grant Herfindahl, FSA-no report
- g) Jeff Hellerman, NRCS
- 16 1026 Compliance sites
  - CRP extensions initial work complete.
  - CSP 10 renewals working on now to complete by early December.
  - 2014 30 Contracts for CSP to certify
  - WRP payment applications to complete.
  - 24 EQIP applications for funds mostly grazing and WASCOBs.
  - New policy to have design complete before contract can be completed.
  - Completing field checks for WASCOBs.
  - 11 payment applications.
  - Will attend MASWCD convention.

**8. Board Member Meeting Reports-No report**

**9. Upcoming Meetings:**

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
12-16-14	Pope SWCD Regular Meeting	USDA Service Center	7 a.m.

**POPE SOIL & WATER CONSERVATION DISTRICT**  
**MEETING Minutes**  
Supervisory Board Meeting 7:00 am November 18, 2014

---

**10. FYI Items**

None

**11. Adjourn-Randy Pederson move to adjourn and Mike Billehus seconded the motion. The meeting was adjourned at 9:55 p.m.**

1600g Appel

Pope SWCD chair 12-16-14