

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

**Supervisory Board Meeting 7:00 am September 15, 2015**

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

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

**Meeting Minutes:**

1. The meeting was called to order by Talle at 7:05 am and the pledge was recited.
2. Pederson made a motion to approve the agenda and Nygaard seconded the motion. The motion passed with all in favor.
3. Consent Agenda (approved by one motion)-*President*

a) **August 2015 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.	Houston Engineering	Terrain Analysis	\$12,874.25	Lake Emily AIG
2	UofM	Rosholt research	\$24,254.00	MDA Rosholt research project
3.	WCTSA	Engineering Fees	\$17,817.52	CWF grants

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 and Pederson seconded the motion. The motion passed with all in favor.

4. **Commissioner Update-Paul Gerde**

- Attended groundwater training
- Working on 2016 Budget
- Will set preliminary levy and truth and taxation hearing date
- Kurt Deter will be at the October 13<sup>th</sup> meeting to discuss ditches with the County.

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- Accepted bids for maintenance on the annex building.
- 3 Candidates being interviewed for the County Coordinator position there were 14 applications.

**5. Kelly Erickson Report**

- Conservation Planning Course has been completed.
- Has implemented a contract for use of the drills due to the fact that sometimes the drills come back plugged which takes a considerable amount of staff time. If they are plugged the District will charge the landowner for the hours to clean the drill out.
- Will be looking for replacing the disc blades on the drill and fixing the seed tubes.
- Irrigation season is almost done along with the irrigation site visits.
- WCA TEP will be meeting to discuss the restoration order on the Hauge site.
- Completing observation well monitoring and water fest.
- Discussed with CHS that they need to shut off the irrigation system on the end guns and not let it hit the building or road.

**6. Old Business**

a) **Budget**-Holly Kovarik, Pope SWCD

*Discussed the meeting with the County Commissioners with the board. They would like a tour of the projects this fall. I will be setting this up. Kovarik will continue to work on the 2016 budget.*

b) **Minnesota Ag Water Quality Certification Program**

*Dorrich Dairy certification paperwork completed. The completed application has been sent to the MDA for approval. Pederson made a motion to approve the agreement with BWSR for funding for the MAWQCP \$6,000 and for the Buffer Initiative \$25,000. Nygaard seconded the motion. The motion passed with all in favor.*

**7. New Business-None**

**8. Reports**

a) **Treasurer Report**-Reents made a motion to approve the treasurer report and Pederson seconded the motion. 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. 1 watershed 1 plan meeting updates were provided to the board.
2. Glacial Lakes Environmental Trust Fund Application-Kovarik met with the Trust fund and they approved funding the application as submitted. Construction will begin this fall.
3. Bonanza Valley Groundwater Plan meeting October 1 Paynesville
4. Grant Applications submitted were discussed. There were two applications submitted by Pope SWCD (Lake Minnewaska and Lake Emily subwatersheds) The applications were included in the packet. **Nygaard made a motion to approve the two applications submitted by the SWCD staff and Pederson seconded the motion. The motion passed with all in favor.** There were two other applications submitted by Chippewa River Watershed Project including one for the Rolling Forks and Barsness area which we asked for and another grant application for subwatersheds on the western side of the County which

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9. **Board Member Meeting Reports**-Randy reported on the Glacial Ridge Trail meeting and attended a 1W1P for the North Fork of the Crow River WD meeting on September 2<sup>nd</sup>. Talle, Reents, Pederson, and Nygaard all indicated wanting to attend the Area II meeting on September 23. Kovarik will get them registered.

10. **Upcoming Meetings:**

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
10-20-15	Pope SWCD Regular Meeting	USDA Service Center	7 a.m.

11. **FYI Items**-none

12. **Adjourn**-The meeting was adjourned at 8:10 a.m.

Gene L. Sme 10-20-15

Randy Pederson Sec. 10-20-15

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we had no knowledge of. The SWCD was not provided an opportunity to provide comment on either application. The two grants total over \$600,000 and have a variety of practices included in them.

5. Pope County Water Fest September 11-The day went well with 300 students attending the event.
6. Conservation Day October 1 in Stevens County
7. Resolution to request Buffer/MAWQC Program Grant-Approved earlier on the agenda.
8. Projects: Billehus, Ihnen, Davidson  
Billehus-Reents made a motion to approve an amendment for Mike Billehus in the amount of \$8,475.00 and **Reents made a motion to approve the amendment and Nygaard seconded the motion. The motion passed with all in favor.**  
Ihnen-Kovarik discussed the Ihnen project and that there were limited funds remaining for his project and that they would need to wait for the next funding cycle and see if the District receives funds to provide assistance.  
Davidson-Nygaard **made a motion to approve NTE \$15,000 of state cost share funds for the Davidson repair and Pederson seconded the motion. The motion passed with all in favor.**
9. CWMA Grant application open and staff will be working on application for approval later.
10. Training coming up for staff in the next few weeks.

d) Kelly Erickson, Technician-Provided report earlier on agenda.

1. Wetland Conservation Act

e) Nicole Zimmerman, Farmbill Technician

1. Re-enrollments are being worked on.
2. Training being completed.

f) Jessica Oldakowski, District Technician

1. Rosholt sampling completed 2 days per week.
2. RIM site checks and paperwork working on before the September 24<sup>th</sup> deadline.
3. Wrapping up CWMA program
4. Training being completed.

g) Grant Herfindahl, FSA-no report

h) Jeff Hellerman, NRCS

1. CSP 6 spot checks
2. Contract renewals for CSP
3. Working with a spreadsheet for expiring CRP
4. Working on CRP contracts expiring
5. Working on 18 WRP contracts with 6-7 left
6. EQIP with fall construction coming up and contracts
7. State Conservationist was at the office