

POPE SOIL & WATER CONSERVATION DISTRICT
MEETING Minutes
 Supervisory Board Meeting 7:00 am February 21, 2017

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

Attendance: Tom Talle, D. Gary Reents, Mike Billehus, Randy Anderson, Keith Nygaard, Holly Kovarik, Jeff Helleman, Jessica Oldakowski, Paul Gerde, Nicole Brede, Kelly Erickson

1. The meeting was called to order and the Pledge of Allegiance was recited at 7:05 a.m. by President Talle.
2. There were a few updates to the agenda presented by staff.
3. Consent Agenda (approved by one motion)-*President*

a) *January 2017 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	\$12,347.00	City of Glenwood AIG grant
2.	UofM	MDA Rosholt Grant	\$29,050.00	MDA Rosholt Grant

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>
WS01-17	LWM 2017	Bruce Mitchell	Well Sealing	BM 26	\$446.25	

Keith Nygaard made a motion to approve the consent agenda items and Randy Pederson seconded the motion. The motion passed with all in favor.

4. Commissioner Update-*Paul Gerde*

- Mentioned the legislative session is in progress.
- Facilities committee has met to discuss upgrades to the courthouse including the plumbing.
- Discussed broadband and the feasibility will be working with the local telephone companies and are trying to provide great service coverage in the future.

5. Old Business

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- a. Intern position discussion-new hire Dalton Herrboldt will start February 22/other position for Rosholt Intern will be interviewed the next couple of weeks. That position closed on February 20th.
- b. Adjustment to the December Treasurer Report were discussed for the yearend financial statements preparation.

6. New Business

- a. 2016 Annual Report-Mike Billehus made a motion to approve the annual report and Randy Pederson seconded the motion. The motion passed with all in favor. Kovarik noted that there would be a few adjustments when the final federal cost share numbers are available. She will submit the report by the March 15th deadline.
- b. Pay Equity Report-D. Gary Reents made a motion to approve the Pay Equity Report and Randy Pederson seconded the motion. The motion passed with all in favor.
- c. Financial Statements 2016/Year End-Keith Nygaard made a motion to approve the financial statements and authorized the treasurer to work with the Manager to make the final adjustments to the report and submit by the March 15 deadline. Randy Pederson seconded the motion. The motion passed with all in favor.
- d. Legislative Days March 20-21/platform info-Kovarik shared the information with the board. She will attend the event along with Jessica Oldakowski representing the SWCD.

7. Jeff Helleman, NRCS

- a. We are conducting CRP meetings biweekly.
- b. There are 19 EQIP applications that were screened and ranked.
- c. We are now in Area 5 and we will have 5-6 new people to work with than we had in the past in Area 2.
- d. There are changes in the number of engineering technicians available to the office from the new area.
- e. Some of the other NRCS Technicians are being asked to potentially be shared with other offices. We will know more later.
- f. They are working on 9 CSP contracts applications for 2017 and all 2016 CSP payments have been finished.
- g. He is acting DC in Swift County for up to 120 days.
- h.

8. Reports

- a) **Treasurer Report**-Mike Billehus made a motion to approve the Treasurer Report and Gary Reents 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. Nutrient Management Initiative through MDA details were shared with the board and the flyer was passed out.
 2. Computer replacement updated price \$1,795.02-Keith Nygaard made a motion to approve the purchase at the revised amount and Gary Reents seconded the motion. The motion passed with all in favor.

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3. Governors Water Summit update was shared with the board. The event was well attended and Kovarik was on one of the panels.
4. Clean Water Council Updates were shared with the board.
5. Presenting February 16th at the Irrigators Association Meeting in Freeport
6. 1W1P discuss the Sauk River watershed and the Chippewa River watershed applying was shared with the board.
7. Vehicle Purchase Discussion was started with the board. Staff will get a few estimates for the next board meeting.
8. 2017 Capacity Funding Workplan was discussed. **Keith Nygaard made a motion to approve the workplan including a budget for staff and for the replacement of a truck. Randy Pederson seconded the motion. The motion passed with all in favor.**
9. Website Reporting requirements were shared with the board and the staff is on track to have them completed by the March 15 deadline.
10. Grants reporting updates-**Gary Reents made a motion to approve the grant reports as presented and Keith Nyaard seconded the motion. The motion passed with all in favor.**
 - 2016 State Cost Share **Deferred \$11,341.33**
 - 2014 Pope Co Subwatershed Grant \$12,690 Final Report
 - 2016 Lake Minnewaska Phase III **Deferred \$77,814.34**
 - 2016 Local Water Management Closed Out
 - 2015 Lake Minnewaska Phase II **\$28,019.31 Deferred**
 - 2016 Local Capacity **\$23,832.16 Deferred**
 - 2016 Lake Emily Subwatershed Phase I **\$53,327.42 Deferred**
 - MDA Rosholt 4th Quarter \$38,604.05

d) Kelly Erickson, Technician

1. Wetland Conservation Act-He has had five contacts regarding the wetland conservation act and is working with those landowners. There is a site that is a mitigation request and a potential wetland banking project.
2. Sales Program Updates-He has a few sites already but is hoping to finish lining up a few more projects. He has a RIM easement project.
3. He shared information about grass seed mixes and the rates have changed on seedings.
4. He shared that the 3010 needs to have a few repairs and will be coordinating over the next month.
5. He is working on lining of irrigation management projects for this summer.

e) Nicole Zimmerman, Farmbill Technician

1. CRP updates-She has a high workload for CRP and will be on vacation for a week. She has also been working on the UofM Watershed Specialist training. This year's poster contest theme is healthy soils.
2. Farmbill program updates were shared on enrollment and re-enrollments.

f) Jessica Oldakowski, District Technician

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1. RIM program changes and updates-She shared the new joint powers agreement. **Keith Nygaard made a motion to approve the new agreement with BWSR and Randy Pederson seconded the motion. The motion passed with all in favor.**
2. CWMA program updates-were shared and she mentioned that Tom Orr from Swift SWCD is retiring which will change our point of contact in Swift.
3. CREP Information-She participated in a conference call and there will be a minimum acre amount of about 8 acres to enroll into CREP.
4. Buffer implementation updates-Status of map review/Ordinance updates/Legislative updates-We have sent out the second wave of letters to landowners that may be impacted in the county. The rest of the letter will go out by the end of the next month.
5. Watershed Specialist training attended.
6. Attended Drainage and Wetland Conference.

g) Laurie Aaberg, FSA

- a. Working on environmental reviews with staff.
- b. CRP workload is high and we are having biweekly meetings to manage the workload.

9. Board Member Meeting Reports-None

10. Upcoming Meetings:

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
3-21-17	Pope SWCD Regular Meeting	USDA Service Center	7 a.m.

11. FYI Items

- Bonanza Valley Groundwater Mgmt Plan steering committee met on January 19th the plan is finalized and can be found on the DNR's website and a link can be found on the SWCD website as well.
- Attended a Chippewa River Watershed project meeting to discuss projects, 1W1P grant request, and new grants received. We have funding for a new area in Pope County.
- We have several grants that meet the criteria for a verification audit. We will be coordinating that with BWSR over the next few months. Any grant over \$50,000 needs to go through this process. 2016 Local Capacity, 2015 Lake Minnewaska Phase II, and 2015 City of Glenwood AIG
- The winter newsletter has been distributed.
- Attended a North Fork Crow River Watershed CAC meeting on February 6, 2017.
- Presented at MASWCD Leadership meeting January 25th

12. Adjourn-Keith Nygaard made a motion to adjourn the meeting at 10:15 a.m. and Gary Reents seconded the motion. The motion passed with all in favor.

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3-29-17



3-29-17

