

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

Supervisory Board Meeting 7:00 am January 17, 2017

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

ATTENDANCE: Holly Kovarik, Keith Nygaard, Tom Talle, D. Gary Reents, Mike Billehus, Tom Talle, Kelly Erickson, Jessica Oldakowksi, Nicole Brede, and Paul Gerde

1. The meeting was called to order by President Talle and the Pledge was recited at 7:05 a.m.
2. Additions/or corrections to the agenda items were made.
3. The reorganization of the board was discussed. Keith Nygaard made a motion to leave officers the same. (Keith Nygaard Vice President, Tom Talle President, and Mike Billehus Treasurer) Gary Reents seconded the motion. The motion passed with all in favor.
4. Appointment to committees was discussed. There are two standing committees: Employee and Budget. Gary Reents made a motion to approve the appointments of Gary and Randy to the Employee committee and Mike Billehus and Tom Talle to the Budget committee. Randy Pederson seconded the motion. The motion passed with all in favor.
5. Consent Agenda (approved by one motion)-President

a) *December 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>
2017 Local Capacity Services	State funding	\$122,750

d) *Appropriations/Payments-None*

	<u>Payee</u>	<u>Description of Payment</u>	<u>Amount</u>	<u>Payment Code/Description</u>
1.	MASWCD	Dues	\$2,595.76	General fund
2.	MCIT	Insurance	\$8477.00	General fund
3.	Houston Engineering	City of Glenwood AIG	\$9,576.50	Cit yof Glenwood AIG
4.	Sarah Noah	Pay system	\$2,812.50	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>

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

6. Commissioner Update-Paul Gerde

- Mentioned that the County is looking for a new Coordinator.
- Assessor indicated ag values are down 5%
- Working on new staff for Pope Douglas Solid Waste
- Described the ag plastics dumpster program available.

7. Old Business

- a. None

8. New Business

- a. 2009-2016 Sales Analysis presentation was given by Kovarik and Erickson.
- b. 2017 billable rates were presented by Kovarik for staff. (Manager \$64.38, Technician \$55.76, and Farmbill Technician \$44.24, and Buffer Technician \$43.89) **Keith Nygaard made a motion to approve the billable rates effective January 1, 2017 and Gary Reents seconded the motion. The motion passed with all in favor.**

9. Reports

a) **Treasurer Report**-Mike Billehus made a motion to approve the treasurer report as presented 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. 1W1P North Fork Crwo WD governance discussion about selecting the collaboration and requesting that SWCDs have a spot on the joint powers entity was the consensus of the boards discussion.
2. Governors Water Summit will be held on January 27th and Kovarik will be on a panel.
3. CRP Announcement was held in Pope County on December 22nd.
4. Kovarik discussed there are initial discussions from the Chippewa River Watershed and the Sauk River Watershed District regarding a one watershed one plan grant application.
5. **Keith Nygaard made a motion to approve Eagle Bank as the official bank for our accounts. Mike Billehus seconded the motion. The motion passed with all in favor.**
6. **2014 Pope Co Subwatershed Water and Sediment Control Basin Project-Gary Reents made a motion to approve all grant reports under item 6 and 7 and authorize Holly Kovarik to work to finalize this project to meet all grant requirements at the end of the project. Randy Pederson seconded the motion. The motion passed with all in favor.**
7. Grants reporting updates-see approval under item 6.
 - 2016 Wetland Conservation Act (Closed Out Final Report)

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- 2016 Cooperative Weed Management (Interim report ½ grant expended) \$33.79 Deferred
- 2015 City of Glenwood AIG (mid point) expended \$94,173.37 Interim report with payment currently \$18,137.37 on account
- 2017 Farmbill Assistance grant (Interim report) \$13,129.68
- 2015 State Cost Share final report and closed out
- 2017 Conservation Delivery Deferred \$18,592
- 2017 State Cost Share Interim report Deferred \$19,927
- 2017 Easement Delivery Interim report Deferred \$8,447
- 2017 Wetland Conservation Act Interim Report
- 2016 District Capacity funding interim report \$23,832.16 Deferred
- 2017 Local Water Management Interim Report
- 2017 Buffer Initiative Law interim report
- 2015 Lake Emily AIG Interim report \$1,157.58
- 2nd half of the 2016 Local Minnesota Ag Water Quality Incentive Program \$2,849.32

d) Kelly Erickson, Technician

1. Wetland Conservation Act-he is working on the yearend reporting requirements.
2. Sales Program Updates were given working on 4-5 project sites at this time.

e) Nicole Zimmerman, Farmbill Technician

1. CRP updates 126 folders for re-enrollment
2. 6 new CRP contracts
3. Shoreline training attended/pesticide applicator training attended/start watershed specialist training
4. Working on poster contest theme this year is on soils.

f) Jessica Oldakowski, District Technician

1. RIM program changes and updates were shared she is working on 1 plan update for this spring. She has been working on grazing plans for RIM and payment processing on projects.
2. There are no shoreline restorations scheduled for this spring due to lack of funding. She will continue to look for sources of new funding to do these types of projects.
3. CWMA program updates and annual report has been worked on.
4. CREP Information-We have not received a lot of information yet on CREP.
5. Buffer implementation updates-Status of map review/Ordinance updates/Legislative updates-provided a presentation and overview of the status of Buffer Implementation in Pope County.

g) Jeff Hellerman, NRCS

- CSP payments are complete

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- Now taking CSP applications for 2018
- 16-17 plans are going in for funding for EQIP.
- Working on WRP payments
- We are in transition to new area office and our engineering services will now be out of Marshall. Gary Watson is our new AC.

h) Veronica Kurfman, FSA

- The CED position is open and interviews are being held the end of this week.
- ARC-PLC signup will continue till August 1st
- CRWP workload is big right now.
- Landowners can sign up to receive group text information from FSA.
- January 27th there will be an open house for Grant Herfindahl who is retiring.
- Jane Reents has been reelected to the COC.

10. Board Member Meeting Reports-Randy Pederson shared that the Glacial Ridge Trail meeting had been postponed.

11. 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.

12. SWCD Named January Chamber Business of the Month-The Chamber was at the SWCD meeting to present this award and took our picture.

13. FYI Items

- W-2s and 1099s have been processed
- Received a contract for the MDA Rosholt project and signed it per approval of the board at the December 2016 board meeting.
- IRS mileage rate for 2017 53.5 cents per mile

14. Adjourn-Keith Nygaard made a motion to adjourn and Randy Pederson seconded the motion. The motion passed with all in favor. The meeting was done at 10 a.m.



2-21-17
