

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

Supervisory Board Meeting 7:00 am March 29, 2017

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

Meeting Minutes:

Attendance:

1. The meeting was called to order by President Talle and the Pledge of Allegiance was recited.
2. There were no corrections or additions to the agenda.
3. Consent Agenda (approved by one motion)-*President*
 - a) *February 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.	Sustainable Farming Association	DNR WLI	\$700.00	Scholarship for landowners under Working Lands 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>
CS16-02	2016 State Cost Share	Jim Barchenger	Pit Closure	Grove Lake Twp Sect 26	\$1682.50	
WS17-02	LWM 17	Lynn Peterson	Well Sealing	Nora 16	\$498.75	

D. Gary Reents made a motion to approve the consent agenda and Keith Nygaard seconded the motion. The motion passed with all in favor.

4. **Commissioner Update**-*Paul Gerde*
5. They closed the application on the County Coordinator position and received 28 applications. The final interviews will be held in April.
6. Pope Douglas Solid Waste hired a new staff member.
7. They are working on mediation for a road project.

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8. Old Business

9. Intern position discussion-Kovarik shared that the new intern Alexa Hoffarth starts May 15th. She will be the Rosholt Research Farm MDA sponsored intern. She will work mostly at Rosholt but will also assist with other projects in the office.
10. Legislative Days updates-Kovarik/Oldakowski-Kovarik shared an update with the board. The big topics were the CREP funding, capacity funding for SWCDs, and buffers at this legislative days. Jessica Oldakowski and Holly Kovarik attended on behalf of Pope SWCD.
11. 2016 Annual Report Final-Kovarik-This is the final copy and this is what was submitted to BWSR. There were no concerns from the board.
12. 2016 Financial Statements Final-Kovarik-This is the final copy of the financial statements and what was submitted to BWSR. There were no concerns from the board.
13. 2016 Fixed Asset Schedule Final-Kovarik -**Keith Nygaard made a motion to approve the 2016 Fixed Asset Schedule as prepared. Mike Billehus seconded the motion. The motion passed with all in favor.**

14. New Business

15. Vehicle Discussion-Kovarik/Erickson-Erickson mentioned that the brakes were fixed in the Buick. Staff shared that three estimates were received. After discussion the board made a motion. **Randy Pederson made a motion to approve the estimate from John Weiss but asks the staff to see if Marthaler Chevrolet could match it first. If they could not match the price the staff were authorized to purchase the vehicle to not exceed the \$27,831 plus tax and applicable other taxes as well as the cost of the fifth wheel plate. The board discussed that the vehicle needed a fifth wheel plate and that this should be included. Mike Billehus seconded the motion. The motion passed with all in favor.**

16. Reports

- a) **Treasurer Report**-Mike Billehus made a motion to approve the treasurer report as presented and Keith Nygaard 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)

The board started to ask questions regarding the buffer implementation. The board by general consent decided to review the presentation prepared by staff at this time.

Buffer implementation updates

- a. Other Waters Resolution was shared with the board. **Mike Billehus made a motion to approve the resolution and Gary Reents seconded the motion. The motion passed with all in favor.**
- b. WD/County Meetings/Outcomes were shared with the board. The staff has met with each Watershed District, Ditch Authority, and the County to discuss the process for the buffer implementation.
- c. General updates were shared about the status of buffer staking and verification. The letters for all affected parcels needing further review have been sent out approximately 300. We did this in 4 mailings. Staff are meeting with landowners and in the next month will be going into the field to

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stake and verify. It is anticipated some areas will not need much additional buffer.

d. Jurisdictional Authority Acceptance-Both watershed districts have elected jurisdiction and Pope County is going to be discussing this soon.

c. Next Steps were shared with the board. The staff will be coordinating an update meeting with the county commissioners.

17. Holly Kovarik, Manager

- Clean Water Council Updates were shared with the board. The Clean Water Council will be discussing budget recommendations for the Clean Water Fund money.
- 1W1P updates on all three watersheds-The Chippewa River watershed will not be applying for this round. They will be working with the current Joint Powers group to discuss changing the structure to include SWCDs. The goal is to eventually apply for a 1W1P planning process. The Sauk River Watershed District is working on an application on behalf of the partners. The North Fork of the Crow River watershed 1W1P is in the governance and final stages of the planning process.
- 2017 Local Capacity Work plan revisions were shared with the board. There were only minor revisions.
- 2017 Lake Emily Work plan was shared with the board. This funding will be used for projects, engineering, and staff time for erosion and sediment control projects.
- North Fork Crow River WD CAC meeting details-Kovarik sits on the North Fork Crow River Watershed District CAC and attended a meeting where they were reorganizing and setting priorities for the watershed.
- SRWD Watershed Grants/CRWP Watershed Grants were shared with the board. Staff is working with both organizations to gain understanding on project implementation funds available as well as the SWCDs role in implementation or assistance. The SWRD project funding has a landowner that has been into the SWCDs office and staff is coordinating with this landowner to begin survey and design of several rock inlets (approximately 24).
- Pope County Community Expo event is coming up in April. The SWCD has a booth for the event and the staff will attend in shifts.
- 2017 Poster Contest-Theme Soils deadline May 12 th –Kovarik and Herrboldt have been going to the three schools to present this year’s theme “Healthy Soils are Full of Life.” The posters will be ready for the board at the May meeting to judge.
- 2016 Working Lands Initiative Grant was shared with the board and the revision to the contract to include a couple of new projects.
- Conservation Day Scheduled September 28th
- Water Fest Schedule September 15
- Irrigators Association Meeting attended and presented info on Irrigation Management Services.

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18. Kelly Erickson, Technician

- Wetland Conservation Act-There are 2 violations that are being worked on and the TEP will be meeting on April 13th.
- Sales Program Updates were shared with the board. Erickson is working on about 8-9 plans and mentioned that the tractor is going through a few repairs. He currently has 2 irrigation management contracts. The trees are coming in the week of the 19th of April.
- Erickson discussed rental of his facility for equipment. **Keith Nygaard made a motion to pay Erickson \$1,000 for the fee for rental of his buildings and use of his yard during tree pickup and for various SWCD equipment. Randy Pederson seconded the motion. The motion passed with all in favor.**
- Tree pickup date is set for 21st and the 22nd of April-landowners that have purchased trees will be notified by mail.

19. Nicole Zimmerman, Farmbill Technician

- CRP updates were shared there are 129 contracts being worked on.
- Farmbill program updates were shared.

20. Jessica Oldakowski, District Technician

- RIM program-working on paperwork as it comes up. Jessica mentioned the Master Joint Powers Agreement which has been submitted to BWSR.
- CWMA program-will coordinate with Duffy Morton to finish treatment of Wild Parsnip. Dalton Herrboldt has been cross trained to assist with this effort.
- Attended Legislative Days and the watershed specialist training is almost complete.
- CREP Information general has been shared but we do not know much more at this time.

21. Dalton Herrboldt, District Technician Intern-Dalton was introduced to the board and then headed to training in Fergus Falls.

22. Jeff Hellerman, NRCS

- Civil Rights information was included in the board packet and was mentioned by Hellerman. The board reviewed this information and signed the document that indicated that they did discuss this at their meeting.
- Hellerman mentioned workload including 1026s, CRP, EQIP, projects being designed, and site visits in the next month.

23. Laurie Aaberg, FSA-no report

24. Board Member Meeting Reports-Glacial Ridge Trail and 1W1P meetings were mentioned by Randy Pederson.

25. Upcoming Meetings:

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<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
4-18-17	Pope SWCD Regular Meeting	USDA Service Center	7 a.m.

26. FYI Items-none

27. Adjourn-Randy Pederson made a motion to adjourn at 9:15 a.m. and Gary Reents seconded the motion the motion passed with all in favor.

 4-18-17

 4-18-17

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