

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

Supervisory Board Meeting 7:00 am July 18, 2017

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

Meeting Minutes

Attendance: Keith Nygaard, Tom Talle, D. Gary Reents, Mike Billehus, Randy Pederson, Holly Kovarik, Jessica Oldakowski, Kelly Erickson, Dalton Herrboldt, Commissioner Paul Gerde, Alexa Hoffarth, Dan Langseth, Jeff Hellerman, and Laurie Aaberg

1. The meeting was called to order by President Talle at 7:04 a.m. and the pledge of allegiance was recited.
2. Additions/or corrections to the agenda items –items were added under Kovarik’s report.
3. Consent Agenda (approved by one motion)-*President*
 - a) *June 2017 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>
SRWD Pope County Drainage Ditch 6 Contract	Sauk River Watershed District Drainage Water Management Grant Contract for Services	\$\$ based on project assistance billed per quarter
2018 Buffer Cost Share Grant Contract	New grant per the legislative session for cost share to landowners needing to implement a buffer or alternative practice	\$40,000
2018 Farmbill Assistance Grant Contract	New contract for next FY	\$58,500

d) **Appropriations/Payments-None**

	<u>Payee</u>	<u>Description of Payment</u>	<u>Amount</u>	<u>Payment Code/Description</u>
1.				

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	FY2016 State Cost Share	Jim Barchenger	Pit Closure	GL Section 26	\$12,895.25-amendment to increase contract by this amount	

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

4. Commissioner Update-Paul Gerde

-USFWS will be meeting with the County. He mentioned ground breaking on the apartments. He also discussed that there will be a broadband meeting.

5. Old Business

- a. Minnesota Department of Ag Update on Rosholt project/Targeted Township Testing-*Dan Langseth*-Langseth provided a presentation to the board and the summary is that there were no townships noted in Pope County that will have additional requirements for fertilizer management at this time. He also mentioned two nitrate clinics set one at Rosholt Field Day and one at the County Fair.
- b. Cooperative Working Agreement between USDA NRCS and Pope SWCD-*Kovarik Randy Pederson* made a motion to approve the agreement and Gary Reents seconded the motion. The motion passed with all in favor.
- c. Operational Agreement-*Kovarik Mike Billehus* made a motion to approve the agreement and Randy Pederson seconded the motion. The motion passed with all in favor.

6. New Business

- d. Outstanding Conservationists discussion-The board discussed the nominees and decided to offer the honor to the Jim Wulf family. Kovarik will reach out to the landowner when the application has been made available. **Mike Billehus made a motion to recognize the Jim Wulf Family for the 2017 Outstanding Conservationists and Keith Nygaard seconded the motion. The motion passed with all in favor.**

7. Reports

a) **Treasurer Report**-Mike Billehus made a motion to approve the treasurer report 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)

c) Holly Kovarik, Manager

1. City of Glenwood workshop/Inquiry for Interest in BMP Implementation set for July 24th-The staff will report back after the event.
2. 2018 Grant Applications -due August 9th-Kovarik is working on two applications.
3. Final Quarter of this current Farmbill report ending June 30th was submitted-We are waiting for the reimbursement of \$14,233.78
4. Buffer Cost Share-Authorize staff to expedite contracts for cost share due to time constraints-suggested by BWSR staff-**Keith Nygaard made a motion to delegate the official signature to the Manager for signing documents associated with the Buffer Cost Share funds received. Randy Pederson seconded the motion. The motion passed with all in favor. Keith Nygaard made a motion to assign technical authority to staff with appropriate JAA which include NRCS or the TSA for signing on Buffer Cost Share funds. Randy Pederson seconded the motion. The motion passed with all in favor.**

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Keith Nygaard made a motion to approve established cost share rates for the Buffer Cost Share funds received. This rate is for 60% on structural practices and \$250 per acre for establishment of the buffers. Randy Pederson seconded the motion. The motion passed with all in favor.

5. MDA Rosholt Quarterly report is being submitted by July 20th.
6. Attended the North Fork Crow River Watershed GRAPS meeting at the Minnesota Department of Health building in St Paul-Kovarik provided a brief update on this meeting.
7. Submitted DNR OB Well Invoice -\$2,910
8. Reviewed our Lease Agreement-expires soon-The SWCD pays for 600 square feet of space for \$812.50 per month or \$9,750 per annually-Kovarik will contact the property owner to get a new lease agreement.
9. Pope County Fair booth was discussed.
10. 2018 Budget process-Kovarik will provide a draft allocation request for the next meeting.
11. Attended via phone conference Managers Meeting-provided updates on leases, agreements, and other concerns from this meeting.
12. Quarterly reports are being worked on right now.
13. Several new engineering requests have been submitted and more are still coming in.
14. Several projects have been submitted for permitting and we will have a few more that will be submitted soon.

d) Kelly Erickson, Technician

1. Wetland Conservation Act-WCA TEP meeting was held in early July and there were 3 applications one was to gain a concurrence on a wetland delineation. BWSR now has new guidance on solar gardens.
2. Sales Program Updates-He expressed concerns we had about some of the trees received from the nursery and will keep the board apprised.
3. He attended the cattlemen's tour.
4. He has been working on soil moisture checks.
5. The new pickup has arrived and the new decals are on it.

e) Jessica Oldakowski, District Technician

1. RIM/CREP program-She is working with a few landowners to update cover. She is participating in a grazing tour at the Blair farm on August 10th. There is limited interest in CREP mainly due to the payment rate being low and that it is a perpetual easement.
2. CWMA program-Continuing to work on treatment of Wild Parsnip.
3. Buffer implementation updates-continuing to work with landowners on reviewing their buffer information.
4. Township Meeting Update-They served ice cream at the event and provided updates about the SWCD at the meeting.
5. She will be presenting at the Urban Stormwater Workshop.

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6. She has been working with staff on shoreline maintenance on the sites under contract from the last year.

- f) Dalton Herrboldt, District Technician Intern-He has been spraying, completing shoreline maintenance, flyers for the raingardens, crop history, fair poster, and locked the keys in the truck.
- g) Alexa Hoffarth, Hydrologist Intern-Working on analysis at Rosholt, shoreline maintenance, flyers for raingardens, lake report articles, and her fair display poster.
- h) Jeff Hellerman, NRCS-
 - He is working on CRP Plan compliance.
 - There are 3 CSP applications ranked and only 1 was approved.
 - They have 4 contract modifications for CSP.
 - The EQIP application deadline is August 15th they currently have 25-30 applications.
 - WRP PF person has completed onsite monitoring.
 - Jeff will be doing shared management again in Benson till the position is filled. He has Tuesdays and Thursdays when he has been assigned there.
 - The Ultima position will be filled again likely the end of September.
 - He attended the grazing tour.
 - He shared that there is currently only 1 area conservationist in the state with staffing changes recently.
- i) Laurie Aaberg, FSA
 - She mentioned that Emergency Haying and Grazing can be done here.
 - Arc PLC deadline is August 1st.
 - Certifications are done.
 - CRP work continues and clippings are to be done after August 1st. No news has been provided about continuing signups.

8. **Board Member Meeting Reports**-Randy Pederson reported that there is a meeting in Litchfield for 1W1P for the North Fork of the Crow River watershed.

9. **Upcoming Meetings:**

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
8-15-17	Pope SWCD Regular Meeting	USDA Service Center	7 a.m.

10. **FYI Items**

- The new truck has arrived. We are working on getting logos onto the new vehicle. We have an F250 Ford 2017 model.
- The newsletter was just distributed in the last week or so. The next one will go out in the fall. There are several events noted in the newsletter.
- Sauk River Watershed District has distributed their annual report for 2016. A copy has been provided at the meeting to each board member.

11. **Adjourn**-Keith Nygaard made a motion to adjourn the meeting and Mike Billehus seconded the motion. The motion passed with all in favor.

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Steve Lee

8-15-17

Randy Pedersen

8-15-17

