

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

**Supervisory Board Meeting 7:00 am May 16, 2017**

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

**Meeting Minutes:**

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

1. The meeting was called to order by Vice Chair Nygaard and the pledge of allegiance was recited at 7:00 a.m.
2. Additions/or corrections to the agenda items-none were made
3. Consent Agenda (approved by one motion)-*President*

a) **April 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	\$10,363.50	City of Glenwood AIG

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>
WS17-01	LWM	Bruce Mitchell	Well Sealing	BM 26	\$446.25	\$446.25

D. Gary Reents made a motion to approve the consent agenda items. Randy Pederson seconded the motion. The motion passed with all in favor.

4. **Commissioner Update-Paul Gerde**

- Hired County Administrator
- Discussed the County Road 17 project review which will take place at the commissioner meeting.

5. **Old Business**

- a. Kovarik mentioned that it was resolution submission time. She did not have any resolutions to present at this time.
- b. Resolution 01-17 to Update the Pope County Land Use Ordinance and to mirror state classification for public waters designation in shoreland zones-Kovarik provided the resolution

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for the boards review it will be presented to the county board for approval per direction of the SWCD board.

- c. Sauk River watershed 1W1P Application submitted-*Kovarik*-Kovarik shared with the board the modified grant application. The application submitted was for more funding than the original agreement and the board discussed that our position remains the same. We do not want a lengthy and expensive process for the 1W1P when the SRWD plan is new and was already prioritized and targeted. The expense noted in the application is excessive and we continue to desire an amendment process to incorporate whatever elements may be missing from their existing plan. The board did not approve the modified application that was received.
- d. City of Glenwood Project Draft Report-*Kovarik*-Kovarik provided a draft copy of the report to the board for review. Kovarik provided a quick update on next steps. The SWCD intends to coordinate with the city to present the information in the report, hold a workshop to gain interest for doing projects, and then apply in the next round for implementation funding.

**6. New Business**

- a. Poster Contest-judge posters/approve camp fee for student-moved to the end of the meeting.
- b. Area II meeting June 15 at Kandiyohi County Health and Human Services Building 8:30 a.m. – Kovarik asked who wanted to end the meeting and that registrations would need to be sent in soon.
- c. 2017 Buffer Initiative Funding Closeout and Report-**Randy Pederson made a motion to approve the grant project closeout and Mike Billehus seconded the motion. The motion passed with all in favor.**
- d. Pay Equity Report outcome was shared with the board. The Pope SWCD has received a passing rating on the reporting elements.

**7. Reports**

- a) **Treasurer Report**-Mike Billehus made a motion to approve the treasurer report as presented and Randy 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. Grant Reconciliation Update was shared with the board. We had three grants that went through this process and the final report information was shared.
- 2. Quarterly reports were completed.
- 3. Quarterly billable has been completed.
- 4. North Fork Crow River Watershed 1W1P in-kind totals \$11,170.93 through April 5, 2017 was information shared with the board. This was for one staff person and the one board member assigned to the effort.
- 5. MDA Rosholt Quarterly submitted was \$27,093.77.
- 6. SRWD Invoice submitted for work on CD6 grant \$257.52 1<sup>st</sup> quarter 2017
- 7. Stearns SWCD Invoiced for 1<sup>st</sup> Quarter MAWQCP \$257.52. We are waiting for payment from these entities for this work completed.

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Randy Pederson talked about the 1W1P report and that work is continuing on these sections for format and content.

**9. Upcoming Meetings:**

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
6-20-17	Pope SWCD Regular Meeting	USDA Service Center	7 a.m.

**10. FYI Items-**Steve Linow has been hired by the WCTSA and will be housed in Stevens County.

**11. Gary Reents made a motion to approve the following poster contest winners and to send the winner to Long Lake Conservation Camp. Mike Billehus seconded the motion. The motion passed with all in favor.**

2017 Poster Contest Results:

BBE

1. Presley Detloff, 5<sup>th</sup> grade Jaeger 2. Ella Halvorson 6<sup>th</sup> grade Jaeger 3. Brooklyn Fischer 5<sup>th</sup> grade Minnewaska

1. Alica Boysen 6<sup>th</sup> grade Reber 2. Makena Thoen 6<sup>th</sup> grade Reber,

3. Ashlyn Bergemann 5<sup>th</sup> grade Breitbach,

Glacial Hills

1. Miranda Longtin, 6<sup>th</sup> grade Schuett 2. Haley Herfindahl, 5<sup>th</sup> grade Kreisel



3. Carolos A Rivera, 5<sup>th</sup> grade Kriesel,

Overall

1. Alica Boysen 6<sup>th</sup> grade Reber, 2. Makena Thoen 6<sup>th</sup> grade Reber

3. Presley Detloff, 5<sup>th</sup> grade Jaeger,

**12. Mike Billehus made a motion to adjourn to County Commissioner Meeting starting at 9:00 a.m. to discuss resolutions presented regarding other waters and a request for an ordinance update and Randy Pederson seconded the motion. The motion passed with all in favor.**

  
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8. Kovarik assisted in tree planting.
9. Annual Report to County Board-Asked for June C.O.W. meeting-Kovarik will let the board know when we are on the agenda later.
10. North Fork Crow River watershed GRAPS report was mentioned to the board. Official comments were sent to the Minnesota Department of Health and Kovarik will participate in a workshop regarding this report later this summer.

d) Kelly Erickson, Technician

1. Wetland Conservation Act-Talked about the Bakko project and another potential stream crossing for Earl Hauge. Both projects have impacts with the Wetland Conservation Act.
2. Sales Program Updates-1 site left to be planted then will be moving to weed fabric installation.
3. He is working on contracts for irrigation water management. We will have fewer contracts this year from last year.

e) Nicole Zimmerman, Farmbill Technician

1. CRP update on workload progress is being made on contract paperwork and a plan is in place for when Nicole goes on maternity leave.
2. CRP Signup 50 Contract Approval Policy 528 and halt on contracts being processed as of May 3, 2017 by FSA-The board discussed the halt on processing of CRP contracts. Pope County has a lot of contracts sitting now and waiting for the enrollment period to reopen.
3. Farmbill program updates were shared for other workload.

f) Jessica Oldakowski, District Technician

1. RIM program-50 inspections need to be completed
2. CWMA program-ordered chemical for treating parsnip.
3. CREP Information general was shared with the board.
4. Buffer implementation updates were shared with the board. We are busy staking and waiting for the legislative session to end to see if there are any changes.

g) Dalton Herrboldt, District Technician Intern-He has been working on CRP, pesticide applicator license, and tree planting.

h) Alexa Hoffarth, Hydrologist Intern-She just started and told the board a little about herself.

i) Jeff Hellerman, NRCS

- He talked about that there are 3- 569 reports at the area office.
- He talked about 9 applications approved for EQIP.
- He may have jury duty and also mentioned that Gary Watson would like to attend the June 20<sup>th</sup> board meeting.

j) Laurie Aaberg, FSA-no report

**8. Board Member Meeting Reports**