



MEETING MINUTES
Supervisory Board Meeting 7:00 am
August 21, 2018

Attendance:

Keith Nygaard, Tom Talle, Randy Pederson, Mike Billehus, Commissioner Paul Gerde, Kelly Erickson, Holly Kovarik, Nicole Brede, Jeff Hellerman, Jessica Hoheisel, Rachel Holmes

1. The meeting was called to order by President Talle and the pledge was recited.
2. Additions/or corrections to the agenda items were made.
3. Consent Agenda (approved by one motion)-President

a) *July 2018 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.	WCTSA	engineering	\$10,359.37	various
2.				

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>

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

Randy Pederson made a motion to approve the Sauk Conservation Planner agreement and Mike Billehus seconded the motion. The motion passed with all in favor.

4. *Commissioner Update-Paul Gerde*

Commissioner Gerde provided an update from the County. They have started the budget process with the County Departments. He participated in a Chippewa River Watershed Project meeting and they are working through adjustments with changes in staffing. He mentioned a Bonanza Valley Groundwater Meeting to be held in the next week or so.

5. *Old Business*

- a. Rosholt Field Day August 16th was held. The attendance was down this year but we estimate around 100 total and about 50 producers.



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- b. 2019 County Appropriation Request-appointment will be on September 11th at 1:45 (provided list of officers, summary of 2018 budget, summary of 2017 budget, and 2017 expenditures per their request)-Keith Nygaard made a motion to approve the 2019 County Appropriation request as presented and Randy Pederson seconded the motion. The motion passed with all in favor.
- c. 2019 Budget Discussion-Kovarik asked for the Budget committee to meet with her when a draft is fully prepared. The Budget Committee is the chairman and treasurer of the board. Kovarik will coordinate a time to meet with them.
- d. 2018 Outstanding Conservationist Selection-Keith Nygaard made a motion to select Shane and Jessica Blair as the 2018 Outstanding Conservationists of the Year. Mike Billehus seconded the motion. The motion passed with all in favor. Kovarik will contact the Blairs and work through the application process for the state award nomination. This is due prior to our next board meeting.

6. New Business

- 1. Stearns SWCD BWSR AIG application for nutrient management specialist and letter of support-Randy Pederson made a motion to authorize a letter of support and direct Kovarik to draft and send it. Keith Nygaard seconded the motion. The motion passed with all in favor.
- 2. 2018 Farmbill Assistance Grant Amendment amended expiration date to 12/31/2019 and the amount went from \$58,500 to \$93,380-Randy Pederson made a motion to approve the grant amendment as presented and Keith Nygaard seconded the motion. The motion passed with all in favor.
- 3. 2015/2016 Lake Minnewaska grant status was shared with the board. Kovarik shared information about several projects in process. She specifically brought information forward about the Dean Paulson project. The site has been specifically identified in the water plan as a project of significance to do. The project is on non-cropland and is eroding directly into Hackberry Creek. The board discussed the challenges with the project including permitting and the expense. The Clean Water Fund Grants have a 25% match requirement overall and if we can meet the match for the grant a project could be reviewed for additional funding. Mike Billehus made a motion to authorize paying for more than 75% of the Dean Paulson project due to the circumstances. Keith Nygaard seconded the motion. The motion passed with all in favor. The board did note that this was a special circumstance and that each project would need to be reviewed for its merit and conditions in the future if utilized again. Kovarik stated that she would immediately begin work on the permits and that a contract would still come before the board. The project would be put out for bid as well.
- 4. 2016 Lake Minnewaska Phase II Extension was requested and granted.
- 5. 2017/2018 State Cost Share grant status was shared.
- 6. Projects: Lundebrek, Amundson, Paulson, Maus, Zavadil, VanLuik, Johnshoy, Johnshoy, Wrolson, Woodke-Kovarik shared the fall workload.
- 7. 2015 City of Glenwood AIG-design of projects-Kovarik has asked Houston Engineering for an estimate and is working to do some design so not to send funding back at the end of the year. Houston did come under budget in this project.



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8. Grant Expiration dates (E-Encumbered, CYE-Closed out Year End, ER-Extension Request) This was provided for the boards information.

Expiration

<u>date</u>	<u>Grant Name</u>	<u>Status Potential</u>
12/31/2018	2017 State Cost Share	E/CYE
12/31/2020	2018 State Cost Share	E/CYE
12/31/2018	2015 Lake Minnewaska Phase II	E/CYE
12/31/2018	2016 Lake Minnewaska Phase III	E/ER
12/31/2018	2016 Lake Emily Phase I	CYE
12/31/2019	2017 Lake Emily Phase II	
12/31/2020	2018 Lake Emily Phase III	
12/31/2018	2015 City of Glenwood AIG	CYE

9. Grant Applications for Clean Water Funds-Kovarik shared that at this time she is not intending to apply for new applications. We have several grants in progress and we are working to spend and finish several projects. The workload for fall will be large.
10. Discussions on a 2 Year agreement with MDA to continue research for Nitrogen trial and possible second agreement on Irrigation/Nitrogen trial-Kovarik provided an update on the status of the discussions with the MDA. There will be more information presented when MDA sends us an agreement.

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)

b) Holly Kovarik, Manager

- RIM Easement Inspections will be conducted in the next couple of weeks. 94 approximately that will need to be inspected. Letters have been sent out to the landowners.
- Cost Share Project Inspections will need to be completed. Kovarik will be compiling this list. Projects are inspected in years 1, 5, and 9 of their contract.
- Office space discussion was shared. There continues to be discussion regarding the office space. The USDA and Valnes have not reached a final agreement yet.
- Submitted MDA Rosholt Quarterly reimbursement request and report of \$80,443.31
- Submitted Annual FY 2019 DNR Observation Well program agreement and FY2018 invoice \$2,160.00
- Final payment Buffer Cost Share Farmers Coop Society processed \$945.00



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- Buffer Cost Share Payments in process: Nemmers \$550, Reichmann \$1,220, Hoiium \$1,125-staff will be doing final inspection to verify then will process payments
 - UofM Minimum irrigation study 2nd Quarter reimbursement \$1,267.94
 - Stearns SWCD 2nd Quarter MAWQCP \$2,554.47
 - CWMA Program updates: Randy Pederson made a motion to approve amendment to MDA Noxious Weed Grant to move \$4,000 from the herbicide line to contracts/Delegation of authority for (Holly, Kelly, Jessica) to execute and enter into contracts with landowners for cost share contracts and payments/approval of cost share policy of 75% including chemical and application (special priority for pasture management and invasives listed under CWMA Strategic Management Plan) Keith Nygaard seconded the motion. The motion passed with all in favor.
 - RIM/SWAP Updates-approved staff is working on the processing of the paperwork
 - Fair Booth July 18-21 and Nitrate Clinic was held Saturday July 21 Noon to 4 (18 samples ran at the fair.)
 - Buffer Alternative Practice Determinations-update of status
 - MCIT meeting
 - Additional workload the last few weeks included: Irrigation Management, Rosholt, RIM paperwork, Buffer Alternative Practice determinations
 - Keith Nygaard made a motion to approve payment for the Ed Murken CWF08+15 project pending engineering and staffing approval of the expenditures not to exceed project funds encumbered \$11,625. Mike Billehus seconded the motion. The motion passed with all in favor.
- c) Kelly Erickson, Technician
- Wetland Conservation Act program updates-solar garden, wetland banking projects mentioned, Barsness Township
 - Sales Program Updates-clipping and drill rentals.
 - Rosholt-neutron probe issues, drop nozzles blowing off, put up tents for field day.
 - Irrigation Water Management-soil moisture checks being conducted.
- d) Rachel Holmes, Intern-provided an update on her overall internship. She is going back to school soon and her internship is coming to a close.
- e) Nicole Brede, District Technician
- CRP-provided a report on the status of CRP. The deadline is coming up and she is working hard to finish all paperwork to meet it.
- f) Jeff Hellerman, NRCS-Talked about CRP, CSP (5 pre-approved contracts), WRP projects in the works, and grazing field day to be held the end of August. He also mentioned he



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cannot attend the board meeting outside of core hours. That is why he showed up at 8 am. He also shared some details about cover crops and a meeting recently on a project site.

g) Laurie Aaberg, FSA-no report

8. Board Member Meeting Reports

- Randy Pederson-North Fork Watershed IWIP policy meetings, Glacial Lakes Trail-He attended a Runestone Park meeting.
- Mike Billehus-Chippewa River Watershed Board meeting-Mike Billehus made a motion to not enter into a Joint Powers Agreement or Agreement with the Chippewa River Watershed Project at this time. It was discussed the financial liability would be a concern and until resolved the Pope SWCD would not be interested in entering into any agreement. Randy Pederson seconded the motion. The motion passed with all in favor. He attended their meeting and the group has taken out a \$50,000 temporary operational loan to cover expenditures. There is work being done trying to put together the details on some of the grants include the Gilchrist and Lake Simon project. This grant expires at the end of 2018 and any funds not utilized or lacking paperwork will need to be returned to the state. There are additional grants being reviewed more information will be known for an upcoming meeting.
- D. Gary Reents-Sauk River Watershed IWIP Policy Committee meetings-RESPEC engineering was selected to do the plan writing.



9. Upcoming Meetings:

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
9-18-18	Pope SWCD Regular Meeting	USDA Service Center	7 a.m.

10. FYI Items

- Thank you from Taylor Oeltjenbruns for sponsorship of camp attendance.
- MCIT dividend payment of \$2,434 for 2018.
- Per Diems are reimbursed through July.
- Grazing field day to be held on August 30, 2018 by NRCS.
- Holly Kovarik attended MASWCD Locally Led meeting with Jeff Hellerman.

11. Adjourn-The meeting was adjourned at 9:10 a.m. by the chairman.


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POPE SOIL & WATER



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

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