

POPE SOIL & WATER CONSERVATION DISTRICT
MEETING Minutes
Supervisory Board Meeting 7:00 am January 16, 2018

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

Attendance: Keith Nygaard, Tom Talle, D. Gary Reents, Randy Pederson, Holly Kovarik, Dalton Herrboldt, Kelly Erickson, Nicole Brede, Jessica Hoheisel, Commissioner Paul Gerde Guest: Matt Schmidgall

1. The meeting was called to order by President Talle and the Pledge of Allegiance was recited.
2. Reorganization of the Board-Keith Nygaard made a motion to leave officers the same. Tom Talle President, Keith Nygaard Vice President, Randy Pederson Secretary, Mike Billehus Treasurer, and D. Gary Reents Public Relations. Randy Pederson seconded the motion. The motion passed with all in favor.
3. 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> |
|---|--------------------|-------------------------------|
| 2018 Lake Emily Watershed BMP Targeted Implementation project | Grant Agreement | \$182,500 |

d) **Appropriations/Payments-None**

| | <u>Payee</u> | <u>Description of Payment</u> | <u>Amount</u> | <u>Payment Code/Description</u> |
|----|--------------|-------------------------------|---------------|---------------------------------|
| 1. | MCIT | Insurance | \$6,381 | |
| 2. | MASWCD | Dues | \$2,748.26 | |

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 Keith Nygaard seconded the motion. The motion passed with all in favor.

4. **Commissioner Update-Paul Gerde**

- Discussed business from Pope Douglas Solid Waste meeting and a donation to the Pope-Stevens Co Waterfest of \$200.
- The County is meeting with USFWS at their meeting today regarding 4 easements.
- He participated in a broadband meeting.

POPE SOIL & WATER CONSERVATION DISTRICT
MEETING Minutes
Supervisory Board Meeting 7:00 am January 16, 2018

- The board will be approving releasing the North Fork Crow River 1W1P for public comment today.

5. Old Business

a. Rosholt Research Farm facilitated discussion/JPA updates-Kovarik

Kovarik shared with the board the current status of the Rosholt Research Farm funding with the Minnesota Department of Ag. We are waiting on a Joint Powers Agreement amendment for funding to be added through the end of 2018. We are uncertain beyond that time what funding will be available and from whom. A group of Stearns and Pope SWCD staff along with a couple of researchers and Dan Langseth MDA staff met in late last fall and in December. The meetings were to draft a long range plan and vision for Rosholt. The group had decided to have a facilitated discussion which will be held on January 26th. Dan Langseth has now left MDA and we are coordinating efforts with Ryan Lemickson and Ron Struss. We have invited researchers, landowners, and other professionals in the field to talk about Rosholt on the 26th. Kovarik asked that a couple of board members attend the session. Keith Nygaard and Randy Pederson have volunteered to attend the meeting. Kovarik and Kelly Erickson will attend from the staff.

- b. 2016 Audit-final bound copies for distribution were given to the board.

6. New Business

1. Schmidgall and Carruthers RIM swap proposal was described to the board by Jessica Hoheisel. Resolution 01-18 was presented to the board for discussion. Matt Schmidgall was in attendance to talk about the proposal. **Keith Nygaard made a motion to approve the resolution and letter prepared by Kovarik and Hoheisel to submit the request to BWSR once all requirements have been met. D. Gary Reents seconded the motion. The motion passed with all in favor.**
2. Approval to release North Fork of the Crow 1W1P plan for 60 day comment period- **Keith Nygaard moved to approve opening the 60 day comment period on the plan. Randy Pederson seconded the motion. The motion passed with all in favor.**
3. **North Fork of the Crow 1W1P discussion**- The board asked Kovarik to break this up into a PowerPoint that can be given to them at an upcoming meeting. They want a higher level overview of what is in the plan.
4. 2018 Billable Rates were discussed-**D. Gary Reents made a motion to approve the following: District Manager \$64.67 per hour, Sales Program Technician \$55.30 per hour, Technician \$47.66 per hour, and Farmbill Technician \$46.24 per hour. These billable rates were established using the Board of Water and Soil Resources spreadsheet. Randy Pederson seconded the motion. The motion passed with all in favor.**

7. Reports

a. Treasurer Report-table till year end processing is completed

- i. Monthly Checking Account Report #11247
- ii. Monthly Savings Account Report #870903
- iii. Treasurer Report (3 year comparison)

b) Holly Kovarik, Manager

- Thank you received from Beuckens
- Irrigation Clinic was held on January 11th with about 40 or so in attendance.

POPE SOIL & WATER CONSERVATION DISTRICT

MEETING Minutes

Supervisory Board Meeting 7:00 am January 16, 2018

- 2018 Lake Emily Watershed work plan has been completed and was included in the board packet for the boards review.
- MCIT coverage documents updated to include chemical storage
- MAWQCP Updates were shared with the board. There are 503 farms and 298,661 acres certified with 898 new BMPs as of 12/18/17. Pope County has 14 certified farms for 8,756 acres certified with at least 3 farms in process.
- SRWD 1W1P Updates-We have started the planning process and we are working on a draft of the Memorandum of Agreement. Once we have a draft of this agreement it will be brought to the board for approval. The board will need to select a member to be on the policy committee after we have an approved agreement.
- NFCRWD 1W1P Updates-Kovarik will provide a link to the plan and will create a summary PowerPoint for a future board meeting.
- Accounts Receivable Discussion-We have around \$1,000 in Accounts Receivable at year end.
- IRS Mileage rate 54.5 cents per mile
- Grant Reporting

| | | |
|--|-------------------------|------------------|
| 2017 Wetland Conservation Act | Closed Out Final Report | \$31,162 |
| 2016 Local Capacity Services | Closed Out Final Report | \$120,337 |
| 2018 Farmbill Report 4 th Quarter | Quarterly Report | \$14,184.55 (AR) |

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

- Buffer Cost Share Contracts executed/payments: We have had a total of 17 inquiries for the funding and some payments have been executed. We have a reporting deadline of March 1st to return any unspent or not encumbered funds. There are 60 waivers in place. We have not heard from about 25 landowners or approximately 30 parcels. These landowners have never been into the office to talk with the staff. There are options for the buffers including CREP and Buffer Cost Share funding. We sent out another letter to the landowners and after this spring will compile those that are still not compliant and send them to the County. This last mailing had about 50 letters which includes about 60 parcels.

c) Kelly Erickson, Technician

- Wetland Conservation Act updates-He has been working on a boundary and type building application.
- Sales Program Updates-Tree orders and tree plans are starting to come together. He asked about updating equipment to be safe for tying down the stuff on the trailer as well as electrical work needed. **Randy Pederson made a motion to approve the purchases and D. Gary Reents seconded the motion. The motion passed with all in favor.**

POPE SOIL & WATER CONSERVATION DISTRICT
MEETING Minutes
Supervisory Board Meeting 7:00 am January 16, 2018

- d) Jessica Hoheisel, District Technician
- Participated in CREP training. We are still eligible for CREP so far there is 1,000 acres enrolled.
 - CWMA Grant application was shared for the board to review and approve. **Keith Nygaard made a motion to approve and Randy Pederson seconded the motion. The motion passed with all in favor.**
 - Chippewa River Watershed Local Work Group Meeting update-Jessica attended their recent meeting of the local work group. She provided an update from the meeting. The CRWP has 3-4 grants and 2 are ending in 2018. The Gilchrist project grant remains mostly unspent. There was discussion about MPCA 319 funding. There was discussion about a 1W1P application and the CRWP wants to consider one. The partners in attendance all agreed that the JPA process needs to be addressed first. Jennifer Hoffman of CRWP asked the partners for letters of general non-support of an application at this time. The board discussed the information presented. **D. Gary Reents made a motion to not support an application for 1W1P at this time for the CRWP. Keith Nygaard seconded the motion. The motion passed with all in favor.** There was additional discussion on this topic. We are in 2-1W1P processes at this time. This process takes a lot of staff time effort and there isn't a desire to add a 3rd at this time. In addition the Joint Powers Agreement amendment needs to happen first and has taken a considerable amount of time with the current 1W1P processes. The NFCRW 1W1P took a year to get the Memorandum of Agreement in place. The Sauk River 1W1P is already 6 months in and still working on the agreement. Once the agreement is in place there is a lot of work to be done with the new organizational group including governance which includes by-laws, operating procedures, and such.
 - Buffer program update-These details were provided earlier on the agenda.
- e) Nicole Brede, District Technician
- CRP is on hold still but they have been sending out letters. The letters being sent are in regards to upgrading of cover that may be required.
 - She attended a Farmbill meeting in Willmar which included the Pheasants Forever convention.
 - Walk In Access sign up is starting and all of our current contracts expire this year.
- f) Dalton Herrboldt, District Technician Intern
- He helped with the Irrigation Clinic.
 - He completed a site check on a shoreline with other staff.
 - He has been working on CRP paperwork.
- g) Jeff Hellerman, NRCS
- February 16th is the deadline for payments for CSP.
 - He is still shared management with Swift County.
 - The EQIP deadline is January 19th for planning and staff has been working on plans.
 - There is a new State Conservationist.
 - February 16th is the new EQIP deadline.

POPE SOIL & WATER CONSERVATION DISTRICT

MEETING Minutes

Supervisory Board Meeting 7:00 am January 16, 2018

- RCPP EQIP Deadline is March 2nd
 - The Johnson project is being processed for payment.
 - Matt Rose our WRP specialist has taken a new job. Jon Frei is our new contact.
 - Cathee Pullman our current State Conservationist is on a 6 month leave of absence and Curt Elke is our acting State Conservationist.
 - We will have a new Ultima person Judy Ellingson.
 - We need to set a local work group meeting and the board discussed setting this for the March meeting and that the SWCD would take a more active role.
- h) Laurie Aaberg, FSA-no report

8. Board Member Meeting Reports


- Randy talked about the 1W1P planning meeting and that the plan is out for comment.

9. Upcoming Meetings:


| <u>Meeting Date</u> | <u>Meeting Description</u> | <u>Meeting Location</u> | <u>Meeting Time</u> |
|---------------------|----------------------------|-------------------------|---------------------|
| 2-20-18 | Pope SWCD Regular Meeting | USDA Service Center | 7 a.m. |

10. FYI Items

11. Adjourn –Keith Nygaard made a motion to adjourn at 9:50 a.m. and Randy Pederson seconded the motion. The motion passed with all in favor.



2-20-18



2-20-18

POPE SOIL & WATER CONSERVATION DISTRICT
MEETING Minutes
Supervisory Board Meeting 7:00 am January 16, 2018
