



MEETING Minutes
Supervisory Board Meeting 7:00 am
November 20, 2018

Attendance: Tom Talle, D. Gary Reents, Keith Nygaard, Randy Pederson, Commissioner Paul Gerde, Kelly Erickson, Jeff Hellerman, Holly Kovarik, Jessica Hoheisel, Nicole Brede

1. The meeting was called to order by President Talle at 7:05 a.m. and the pledges were recited.
2. Additions/or corrections to the agenda items were made.
3. Consent Agenda (approved by one motion)-*President*

a) *October 2018 Board Meeting Minutes*

b) *Resolutions-NONE*

<u>Number</u>	<u>Description</u>
05-18	Recognition of Shane and Jessica Blair as Outstanding Conservationists

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.	UofM	Rosholt Research	\$23,150.00	MDA Rosholt Grant
2.	Peterson Co	2017 Audit	\$2,200	General fund

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>
WS04-18	LWM	Richard Faehnrich	Well sealing (2)	BW36		\$1,000

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*

- There was a meeting last week of the Chippewa River Watershed project board. Commissioner Gerde attended the meeting. He shared that they have a grant that is closing at year end with a payment due back to the state at the close out of the grant. He shared that there is a shortfall and they are working through this. They are currently discussing an audit and a possible claim through Minnesota Counties Insurance Trust to cover the expenses.
- They are holding a public hearing on a proposed increase on the food and beverage tax in December.



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- The truth in taxation hearing will be held in December as well as a Road and Bridge hearing.
- He discussed a deed grant that was received by Starbuck Telephone Company and that continued project.

5. Old Business

- a. MASWCD Convention December 9-11 updates were given. The MACDE Auction donations were discussed. Board members and staff will work on getting donated items for the educational programming fundraiser event. These items should be brought with to the convention. Keith, Gary, Randy indicated interest in attending the convention. Staff and board members wanting to attend should let Kovarik know soon so registrations can be completed.
- b. Sauk River IWIP Informational Meetings-Kovarik was not able to attend this meeting. There were two informational meetings held and supervisors were informed of the meeting prior. The meeting was posted on our website and email to several of our local contacts.
- c. City of Glenwood BMP 26 updates site investigation and analysis-Kovarik shared that the scope signed was \$12,000 which was well under the budget approved at the October meeting. Kovarik stated that this adjustment more closely reflected what was remaining in the grant. Houston has been to the site and has been working with our staff that completed surveying of the area. A report will be ready in December and all expenditures will be finalized in December prior to the 12/31/2018 grant end deadline. Kovarik reported that this work is on track to be finalized by the deadline.
- d. BWSR Academy updates from staff-Erickson and Brede attended the convention. Kovarik was unable to attend due to family matters.
- e. Local Water Plan Waiver Update was shared with the board. Kovarik met with the Committee of the Whole to discuss the waiver process. The County board will be discussing the official waiver resolution at the County Commissioners meeting today. Kovarik will provide an update as she learns more how this request progresses.
- f. Construction project inspections completed years 1, 5, 9 of the contract have been completed. SWCD staff is working on follow up and sending out the final inspection paperwork to the landowners. There were not major concerns on projects sites noted.
- g. NACD Survey was discussed by the board and answers were obtained on several questions by general consensus of the board. Kovarik will submit the survey to NACD for their use. A copy of the survey was included in the board packet for each board member.
- h. 2019 Board Meeting Schedule was discussed. Keith Nygaard made a motion to approve the calendar as presented. The meeting schedule will be the 3rd Tuesday of each month at 7:00 a.m. at the Pope USDA Service Center. Randy Pederson seconded the motion. The motion passed with all in favor.

6. New Business

1. Financial Statements and Audit Requirements 2019 were shared with the board. There will be no major change for Pope SWCD.
2. Mission Statement Review-The board directed staff to review the mission statement and bring back edits to the next meeting. The board stated a shorter more concise mission statement of 10-12 words is desired.



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The Mission of Pope Soil & Water Conservation District is to promote, guide, and provide high quality technical assistance for Pope County and for the enhancement and protection of land and water resources through implementation projects that will lead toward effective conservation of soil and water.

3. Rosholt Research Farm Nutrient Project JPA with MDA 1/1/2019 to 12/31/2020
\$280,000
4. Rosholt Research Farm Irrigation Project JPA with MDA 1/1/2019 to 12/31/2010
\$40,000 (New Plot)
D. Gary Reents made a motion to approve items 3 and 4 under New Business and Randy Pederson seconded the motion. The motion passed with all in favor.
5. Irrigation Nitrogen Study SARE Pre Proposal Submitted 1/1/2019 10/31/2022 \$150,000 to \$250,000 (New Plot)-Kovarik shared that she has been working with the Irrigation Specialist on submitting a proposal. There will be more information shared as we learn more.
6. Evaluation and Performance of different irrigation scheduling methods and their impact on corn production and nitrate leaching in central sands region of Minnesota (Barrel Lysimeter plot) MDA Agricultural Non-Point Source BMP research and evaluation RFP-Kovarik shared that she has been working with the Irrigation Specialist on submitting a proposal. There will be more information shared as we learn more.
7. 2019 AGRI Crop Research Grant-Impact of Irrigation and Nitrogen Management Strategies on corn yield, water productivity, water quality, and farm economic returns 6/2019 to 6/2022 to \$249,549 (New Plot) -Kovarik shared that she has been working with the Irrigation Specialist on submitting a proposal. There will be more information shared as we learn more.

7. Reports

a. Treasurer Report-Keith Nygaard made a motion to table the treasurer report until the December meeting. Randy Pederson seconded the motion. The motion passed with all in favor. It was tabled as our treasurer was absent from the meeting.

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

b) Holly Kovarik, Manager

- MDA Rosholt Quarterly Reimbursement-\$47,418.04
- Newsletter was sent out-December 10th receive 10% on Trees Discount deadline
- Project construction updates
-Lundebrek project constructed finished 11/16 waiting on as built information Total Cost=\$52,230.25 Cost Share 75%-\$39,172.69 Payment Approval contingent on Technical Certification -Keith Nygaard made a motion to approve the payment contingent on the Technical Certification and not



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to exceed \$39,172.69. D. Gary Reents seconded the motion. The motion passed with all in favor.

-Maus project completed on 11-14-18 basins and seeding Not To Exceed Encumbered amount \$23,032.50-Keith Nygaard made a motion to approve the payment for the Maus project not to exceed the encumbered amount \$23,032.50 or 74% of the total cost of the project once the technical certification is received. Randy Pederson seconded the motion. The motion passed with all in favor.

-Johnshoy project completed on 11-15-18 w/ seeding of berms \$23,507.15 Total Cost \$17,630.36 75% Cost Share Payment Approval contingent on Technical Certification -D. Gary Reents made a motion to approve the cost share payment upon receipt of the technical certification of \$17,630.65 or 75% of the total cost not to exceed what was encumbered. Keith Nygaard seconded the motion. The motion passed with all in favor.

-Vanluik project completed on 11-15-18 w/ seeding of berms \$10,737.00 Total Cost \$8,052.75 75% Cost Share Payment Approval contingent on Technical Certification-Randy Pederson made a motion to approve the cost share payment upon receipt of the technical certification of \$8,052.75 or 75% of the total cost not to exceed what was encumbered. D. Gary Reents seconded the motion. The motion passed with all in favor.

- 2018 Buffer Cost Share Grant closed out was shared with the board. The funds were used for staff time implementing the Buffer Law. The final report was included in the board packet for their review.
- Chippewa River watershed update was shared with the board earlier on the agenda. The next meeting of their board is on the 21st of December.
- North Fork Crow River watershed update was shared with the board. There are a couple of meetings planned for December.
- Sauk River watershed update-The next meeting is scheduled for in December.
- MCIT 2018 Dividend Payment \$2,434.00
- Grant Reporting-Randy Pederson made a motion to approve the two submitted annual grant reports as presented. Kovarik will get these reports posted online as part of our grant processing requirements. D. Gary Reents seconded the motion. The motion passed with all in favor.
- 2019 Conservation Delivery Grant
- 2019 Buffer Law Grant Workplan

c) Kelly Erickson, Technician

- Attended BWSR Academy wetland conservation act sessions.
- He shared a wetland boundary and type application for Ted Holsten and asked the board for their approval. Keith Nygaard made a motion to approve the wetland boundary and type application as presented and



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Randy Pederson seconded the motion. The motion passed with all in favor.

- He mentioned another boundary and type determination on a solar garden in Bangor Township but nothing formal has been submitted yet.
- He mentioned a ditch clean out by Lake Minnewaska but no official application has been received yet.
- He has been working on the sales program and putting machinery away for the fall.
- Sales Program Updates-He is working on 7-8 tree plans for 2019. He lost a CREP bid but he stated he was not going to be able to seed it this fall.
- Rosholt Research Farm building has been winterized.
- The soybeans and corn have been harvested.
- He has taken some time off.
- He has completed construction site follow up inspections.

d) Jessica Hoheisel, District Technician

- CWMA Program Updates were shared with the board. She is finalizing the report and that is due by year end. We did ask for an time extension to allow for more time to finish the reporting.
- Rosholt monitoring is wrapping up the last week of monitoring was November 12th.
- She is working on catching up on Easement paperwork.

e) Nicole Brede, District Technician

- CRP-update on work completed
- There were 97 CRP site checks completed.
- They have been working on calling people about site prep and update of cover.
- She has been researching the poster contest theme for 2019 which is Soils-Dig Deeper.
- There is a potential for a government shut down on December 7th.

f) Jeff Hellerman, NRCS

- There are no 1026's in process right now.
- HE has been working on CSP document requirements with landowners.
- He has been working on 2018 EQIP payments.
- He has been working on WRE Easements and processing for 2 projects.
- He has 1 new WRE application.
- He talked about the Plant Materials Center and some new varieties and species that they are looking to plant. Landowners would then work with the center to gather data on the species.

g) Laurie Aaberg, FSA-no report



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8. Board Member Meeting Reports

- Randy Pederson-North Fork Watershed IWIP policy meetings, Glacial Lakes Trail-He shared that the North Fork Watershed IWIP policy committee will meet on the 5th of December.
- Mike Billehus-Chippewa River Watershed Board meeting-He was unable to attend the last meeting.
- D. Gary Reents-Sauk River Watershed IWIP Policy Committee meetings-He shared that the public meetings are coming up and anticipates a policy committee meeting in December.

9. Upcoming Meetings:

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
11-18-18	Pope SWCD Regular Meeting	USDA Service Center	7 a.m.

10. FYI Items-Kovarik shared that it is NRCS's turn to organize or Christmas party. That information will be shared once the event has been planned.
-She also asked board members to get their timesheet information submitted so that they can be paid.
11. Adjourn-Keith Nygaard made a motion to adjourn the meeting. Randy Pederson seconded the motion. The motion passed with all in favor.

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12-18-18

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