

POPE SOIL & WATER CONSERVATION DISTRICT
MEETING Minutes
Supervisory Board Meeting 7:00 am May 15, 2018

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

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

1. The meeting was called to order at 7:05 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) *April 2018 Board Meeting Minutes*

b) **Resolutions-NONE**

Number	Description

c) **Contract/Applications for Approval**

Number/Name	Description	Total Application \$\$

d) **Appropriations/Payments-None**

	Payee	Description of Payment	Amount	Payment Code/Description
1.	WCTSA	Engineering	\$7402.27	Various-Lake Emily, MAHS, CS, Buffer CS

e) **Grant Payment/Project Approvals-**

Contract Code	Grant Name	Landowner	Type of Project	Project Location	Amount	Payment
	Lake MAHS CWF	Ed Murken	Shoreline Restoration			

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

4. **Jeff Hellerman-NRCS Report-**

- He mentioned compliance on 1026 reporting.
- He is no longer doing shared management.
- He mentioned CRP continues to be on hold.
- He said there are 7 CSP applications and 6 are eligible.
- He said there are 3 EQIP applications approved.
- There are 4 eligible for RCPP EQIP.
- He said there are 2 wetland restoration projects for this summer.
- He also stated that they will be monitoring 11 easements this summer.
- He shared a little about the pending plan for NRCS restructuring that will be happening.

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5. Commissioner Update-Paul Gerde

- Mentioned that the CRWP has requested funding from the counties in the watershed to meet their budget needs through December 31, 2018. This is \$9,000 that was committed from Pope County.
- He shared that the CRWP has posted for their position opening for a coordinator.
- They have an upcoming board meeting for the CRWP in the next week.
- They have two applicants for the appointment to the board of the North Fork of the Crow River Watershed District. They intend to appoint that this week.
- They are working on remodeling the bathrooms at the courthouse.
- There will be a Minnesota Milk producers event June 11-12.

6. Old Business

- a. Rosholt Farm MDA Grant/Prairie Lakes Coop updates were shared with the board. **Keith Nygaard made a motion to authorize staff to sign the agreement with the Minnesota Department of Ag for the Rosholt Research when it arrives. Randy Pederson seconded the motion. The motion passed with all in favor.** Kovarik shared a draft of the agreement and indicated a final agreement will be coming soon.
- b. Irrigation Upgrade purchase authorization-**D. Gary Reents made a motion to authorize staff to purchase the irrigation system upgrade once the state contract is executed and to work with the University and the MDA to ensure the upgrade meets the needs of the research. Keith Nygaard seconded the motion. The motion passed with all in favor.**
- c. Lawn Mower Upgrade purchase authorization-**Keith Nygaard made a motion to authorize staff to purchase a commercial grade lawnmower from Stoen Farm Supply (Clipper brand lawn mower) within the budget allotted in the grant. Randy Pederson seconded the motion. The motion passed with all in favor.**
- d. Chippewa River Watershed project Board and LWG meeting discussions were shared with the board. Commissioner Gerde earlier on the agenda provided most of the updates.
- e. Sauk River Watershed Conservation Initiative-hiring in process is going on right now. This position will be housed in Stearns SWCD.
- f. Chippewa River Watershed Conservation Initiative-We are discussing how we want to approach the project and if the group would like to hire a person. There are several that would like to split the contract up to build local capacity within their Districts. We are waiting for a response on questions we posed to BWSR. We will report more to the board when we know more.
- g. Maternity Leave-Jessica Hoheisel is requesting maternity leave. **Randy Pederson made a motion to approve 6 weeks paid maternity leave and then she will need to use her sick and vacation leave after that point to get to the 10 weeks of leave she has requested. Keith Nygaard seconded the motion to authorize the leave request. The motion passed with all in favor.**

7. New Business

1. Wetland Conservation Act updates of Resolution to accept jurisdiction-duplicate agenda item.
2. 2018 Resolution for per diem-Kovarik provided an update that a resolution would not need to be submitted as there is a standing resolution till 2020 that covers this.
3. To authorize staff to proceed with purchase of irrigation system-duplicate agenda item

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4. To authorize staff to proceed with purchase of new lawn mower-duplicate agenda item
5. To authorize staff to finalize agreement for MDA grant for Rosholt-duplicate agenda item
6. Area II meeting June 21st -Kovarik asked who would like to attend. Tom and Randy asked to be registered for the event and Keith indicated that he possibly could attend. Kovarik will get the registrations completed for the staff and board members attending the meeting.
7. FYI Resolution 02-18 Accepting the delegation of the Wetland Conservation Act responsibilities from the County-**D. Gary Reents made a motion to approve Resolution 02-18 and Keith Nygaard seconded the motion. The motion passed with all in favor.**
8. Legislative Items: Buffer Tax Credit discussion was shared with the board. We will know more when the legislative session is over.

8. Reports

a. Treasurer Report-April reports **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

- Wetland Conservation Act/Local Water Management grant 2018 updates- The grant should now be executed and we should have payment soon. The County has been invoiced.
- North Fork Crow 1W1P next steps-We will be discussing a Memorandum of Agreement for implementation, cost share policy, and executing a grant agreement with the state once our plan has been approved.
- Attended a Managers Meeting in Traverse-Kovarik shared a few updates from this meeting.
- Quarterly billable is in process.
- Email addresses questions-Kovarik asked if she was allowed to share their email addresses with outside people. The board preferred to have all correspondence sent through Kovarik. They did not want their personal email shared.
- Soil Survey update project was shared with the board.
- Received CRWP payment for 4th quarter 2017
- Received 1st half rent from Prairie Lakes Coop
- Donation of 1 rain barrel and 1 \$5 gift card was done in Community Expo booth
- County approved Resolution 201809 delegating WCA to the Pope SWCD 4-17-18

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- Audit bid for approval \$2,200 from Peterson Co. –**Keith Nygaard made a motion to approve the Audit Bid and Randy Pederson seconded the motion. The motion passed with all in favor.**
 - MAWQCP event June 25th at Lakeside Ballroom (featuring Pope producers)- Advisory Committee will have meeting with farmer panel in the morning and a tour in the afternoon of projects
 - MOU Discussion for Buffer Law-Kovarik shared that they have been discussing the MOU with the various partners. This agreement will identify roles and responsibilities.
 - Building Remodel updates-Kovarik shared that the building remodel and lease discussions are continuing. There are no new things to report at this time.
 - Kovarik shared that her printer quit and she is now using the printer that was set aside for the interns.
 - She shared that an incident report has been submitted to MCIT for one of the trucks and we are working on getting it repaired. The tailgate was bent during and incident.
 - Kovarik reminded board members that their offices need to be filed for by June 5th. We have three up for election Tom Talle, Mike Billehus, and Keith Nygaard.
- c) Kelly Erickson, Technician
- Wetland Conservation Act program updates were shared with the board.
 - Sales Program Updates-Tree Pickup/Planting-The trees are all planted and now we are moving on to grass seedings.
- d) Jessica Hoheisel, District Technician
- Buffer program update-She shared we are currently 97% compliant and that we are continuing to work through alternative practices and.
 - She has completed soils training.
 - RIM/SWAP Discussion is progressing more will be known by the next meeting.
 - CWMA program update-She is waiting for a bid from Duffy Morton to complete some of the treatment. We have received the first 75% in our account for this grant.
- e) Nicole Brede, District Technician
- Walk in Access-We have one contract approved.
 - CRP-This is still on hold.
 - Poster Contest-She has coordinated the poster contest this year along with Kovarik.
 - Buffer Staking-She has been completing all the buffer staking this spring for Jessica.
- f) Jeff Hellerman, NRCS-see above
- g) Laurie Aaberg, FSA-CRP is still on hold. Nothing new to report.

9. Board Member Meeting Reports

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- Randy Pederson-North Fork Watershed 1W1P policy meetings, Glacial Lakes Trail-There will be a NFCRW policy meeting in the next month. The Glacial Lakes Trail meetings bimonthly.
- Mike Billehus-Chippewa River Watershed Board meeting-He attended the meeting and shared a few additional highlights of the meeting.
- D. Gary Reents-Sauk River Watershed 1W1P Policy Committee meetings-They went through a fair number of agreements, elected officers, and discussed the RFQ for consultants.

10. Upcoming Meetings:

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
6-19-18	Pope SWCD Regular Meeting	USDA Service Center	7 a.m.

11. Judge posters and select winners

Minnewaska Winners-1st Natalie Parish

2nd Grace Larson

3rd Miaya Guggisberg

BBE 1st Taylor Oeltjenbruns

2nd Presley Detloff

3rd Mia Gates

Glacial Hills 1st Melena Longtin

2nd Shayne Wilgman

3rd Isabelle Porter

Overall winners- 1st Taylor Oeltjenbruns BBE

2nd Natalie Parish Minnewaska

3rd Presley Detloff BBE

Mike Billehus made a motion to approve the winners as selected and send the overall

winner to Long Lake Conservation Camp. Camp registration paid by the Pope SWCD.


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

12. FYI Items-Received the last quarterly reimbursement from CRWP.

13. Adjourn-Keith Nygaard made a motion to adjourn the meeting. Randy Pederson seconded the motion. The motion passed with all in favor. (9 a.m.)



6-19-18



6/17/18

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