



MEETING Minutes
Supervisory Board Meeting 7:00 am
October 16, 2018

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

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

a) *September 2018 Board Meeting Minutes*

b) *Resolutions-NONE*

<u>Number</u>	<u>Description</u>
04-18	Adopt and Implement Comprehensive Watershed Management Plan for the North Fork of the Crow River

c) *Contract/Applications for Approval*

<u>Number/Name</u>	<u>Description</u>	<u>Total Application \$\$</u>
CS17-01/CS18-01 Gerry Maus	WASCOB project	23,032.50

d) *Appropriations/Payments-None*

	<u>Payee</u>	<u>Description of Payment</u>	<u>Amount</u>	<u>Payment Code/Description</u>
1.	Marloo	MDA CWMA	\$1,086.37	MDA CWMA
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>

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

4. Commissioner Update-*Paul Gerde*

-He shared that the County and Rainbow Rider are both going through an audit right now. The preliminary levy is set at 1.99% and he is hoping that they can get it down from there. He is now serving on the HRA as the County Commissioner representative.

5. Old Business

- a. Area II meeting follow up

6. New Business



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1. Sales Program Order Form 2018 was presented to the board for review and approval. There were very minor changes. The main was the cost for tree tubes and stakes which have went up significantly. Randy Pederson made a motion to approve the order form as presented in the board packet and D. Gary Reents seconded the motion. The motion passed with all in favor.
2. To assign Eagle Bank as our bank-Keith Nygaard made a motion to designate the official bank for the Pope SWCD as Eagle Bank. Mike Billehus seconded the motion. The motion passed with all in favor.
3. Lake Linka Dam Repairs-Kovarik shared the inspection report with the board and the board directed Kovarik to get cost estimates for an anticipated repair. This will be brought back to the board for future discussion.
4. 2018 MASWCD Convention December 9-11-The convention was discussed and Keith Nygaard, D. Gary Reents, Randy Pederson, Holly Kovarik, and Kelly Erickson plan to attend the event along with our Outstanding Conservationists. Kovarik will get everyone registered.
5. NACD Dues \$775-D. Gary Reents made a motion to approve the 2019 NACD dues at \$775 and Randy Pederson seconded the motion. The motion passed with all in favor.
6. CD6 Redetermination of Benefits Discussion-Kovarik shared with the board the correspondence that she received from the Drainage Authority Sauk River Watershed District regarding CD6. The Rosholt research farm has been identified as a benefited parcel by the viewers team. Mike Billehus made a motion to direct Kovarik to send a letter to the Drainage Authority to ask for an exemption based on the water quality benefits that the active research provides at the farm and that the farm is exempted from the County from property taxes. Keith Nygaard seconded the motion. The motion passed with all in favor. Kovarik will prepare and send a letter to the drainage authority and advocate to be exempted from being a benefitted property on the system.
7. NACD Survey was mentioned. Kovarik will include this in the November board packet to complete.
8. Resolutions were moved to the end of the agenda.
9. 2015 City of Glenwood AIG grant next steps discussion-Randy Pederson made a motion to approve Houston Engineering to do the survey and work on BMP26 to look at the feasibility of doing a project. The estimated cost would be less than \$15,000. The board approves by this motion for Kovarik to sign this agreement so that Houston can proceed in this investigation and the expenditure. D. Gary Reents seconded the motion. The motion passed with all in favor.

7. Reports

a. Treasurer Report-Mike Billehus made a motion to approve the treasurer report as presented and Randy Pederson seconded the report. The motion passed with all in favor.

- i. Monthly Checking Account Report #11247
- ii. Monthly Savings Account Report #870903



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iii. Treasurer Report (3 year comparison)

b) Holly Kovarik, Manager

- 3rd quarter billable processing is in being done.
- 2018 Buffer Initiative grant submitted for closeout \$25,000
- Cost Share Project Inspections are in process.
- 2019 Budget set committee meeting-Kovarik prepared and presented the draft budget for discussion and no action was taken at this time to finalize the budget. Kelly Erickson mentioned that we have had issues with the buick and that we should maybe consider replacement. Staff will look into a replacement vehicle.
- Audit was on September 26th, 2018-Kovarik presented the audited financial statements in the board packet. They have been submitted to the State Auditor for review.
- Project construction season has begun-Vanluik/Johnshoy done/Wrolson started 10/12, Steve Schaefer, Dan Schaefer-Kovarik provided updates on fall construction projects.
- Doug Schlief easement progress was discussed. Kovarik has submitted all paperwork to the state and the final easement documents. The rest of the process is handled by the state. We do not have anything further at this time to deal with.
- DUNS # Registration process is being worked on. Kovarik has sent the paperwork in for this process.
- 2018 Farmbill Quarterly report submitted \$21,299.32
- 2017 and 2018 Cost Share logs were shared with the board for review.
- Rick Faehnrich Well Sealing project was discussed. We are waiting on final bills from the contractor to finish processing the payment.
- 319 Small Watershed Focus grant discussion-The board discussed this grant opportunity and at this time the Pope SWCD is not interested in applying. Our current grant funding is enough workload for us at this time.
- Historical photos submitted to MASWCD per their request celebrating 80 years
- Rosholt repairs were shared with the board. This included an electric cord repair and irrigation system hose repair. Kovarik and Erickson are working with Prairie Lakes Coop in reimbursement for these repairs.
- Science Museum was paid for by PCMOCH \$1,100-Kovarik shared that PCMOCH has paid for the Science Museum expense at the Pope and Stevens County Water Fest.
- Submitted request to DNR for Johnshoy project-Kovarik shared that documentation has been submitted to the DNR for this request and that we are waiting on hearing back for the approval of this project.



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- Working with University on new grants-Kovarik shared that she is working with the University on a few grant opportunities. She will share more information on these applications when they are prepared.
 - BWSR Academy presentation with Dennis Fuchs-Kovarik shared she has been working on a presentation for BWSR Academy and that she will be co-presenting with Dennis Fuchs.
 - Outstanding Conservationist Nomination has been submitted.
 - She is working on fall newsletter.
 - Watershed project updates-Kovarik provided a brief update on the North Fork of the Crow IWIP grant. Kovarik shared that little is known but that there was some issue with the grant. She will share more when she learns more. Kovarik also shared that the Chippewa River Watershed project is still working with BWSR grant verification specialists regarding two grants and there will likely be more information to come. The CRWP has several expenditures that need to be made and not enough income coming in to cover operational expenditures.
 - Kovarik discussed the water plan and that it is time for a 5 year update. D. Gary Reents made a motion to ask for a waiver based on our multiple plans in a cycle 2 update for WRAPs and two of the watersheds currently in a one watershed one plan process. The Pope SWCD would support Kovarik going to the County Commissioners to ask them to approve this waiver via a resolution. Keith Nygaard seconded the motion. The motion passed with all in favor.
- c) Kelly Erickson, Technician
- Wetland Conservation Act program updates were shared. He mentioned that we have been working with the county staff on trying to streamline how they are reviewed for wetland conservation act requirements on projects as they come in.
 - Sales Program Updates-He is working on selling trees.
 - RIM Inspections were completed.
 - He has been working on the drills and winterization of Westport.
- d) Jessica Hoheisel, District Technician
- CWMA Program Updates-grant application-Kovarik shared the application with the board. Keith Nygaard made a motion to approve the grant application as submitted and Randy Pederson seconded the motion. The motion passed with all in favor.
 - Rosholt monitoring is continuing till freeze up. This will be for a few more weeks likely early November.



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- Pope SWCD Monitoring Plan for Buffer Compliance was shared with the board. The board approved the plan by general consent. Kovarik will get this online by November 1st to meet our deadline requirement.

The resolutions were reviewed and by general consent of the board members each vote was tallied and submitted to the state.

e) Nicole Brede, District Technician

- CRP-updated on work completed and inspections to be done now for 2019 expiring.

f) Jeff Hellerman, NRCS

- Mentioned that the forester is out doing checks.
- CSP payments have begun.
- Discussed EQIP and they do not have many structural practices this fall.
- He mentioned that a Local Work Group Meeting will need to be held.
- He mentioned that they are finishing the last two WRP Easement projects.
- He mentioned that they are participating in a workload analysis survey.
- He shared that we are again with the Northwest part of the state for our engineering and are no longer with Marshall.
- He is acting DC in Alexandria and Elbow Lake till the last week of October.

g) Laurie Aaberg, FSA-no report

8. Board Member Meeting Reports

- Randy Pederson-North Fork Watershed IWIP policy meetings, Glacial Lakes Trail-There were no meetings held this past month.
- Mike Billehus-Chippewa River Watershed Board Meeting-He was not able to attend the last meeting.
- D. Gary Reents-Sauk River Watershed IWIP Policy Committee Meetings-They are sending things out for comment. The next meeting will be held in December.

9. Upcoming Meetings:

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
10-16-18	Pope SWCD Regular Meeting	USDA Service Center	7 a.m.

10. FYI Items-none

11. Adjourn-Keith Nygaard made a motion to adjourn the meeting at 9:45 a.m. and Randy Pederson seconded the motion. The motion passed with all in favor.



11-20-18
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POPE SOIL & WATER



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

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