



Meeting site: USDA Service Center,  
 1680 N. Franklin Avenue  
 Glenwood, MN 56334  
 BA-Board Action  
 I-Information

**MEETING Minutes**  
 Supervisory Board Meeting 7:00 am  
 March 19, 2019

**Attendance:** Randy Pederson, D. Gary Reents, Randy Mittenness, Keith Nygaard, Holly Kovarik, Nicole Brede, Kelly Erickson, Paul Gerde, Jeff Hellerman, Laurie Aaberg (Tom Talle absent)

1. The meeting was called to order by Vice-Chairman Nygaard.
2. Additions/or corrections to the agenda items were made.
3. Consent Agenda (approved by one motion)-*President*

a) *February 2019 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>
Walk In Access	Joint Powers Agreement	\$250 each agreement executed

d) *Appropriations/Payments-None*

	<u>Payee</u>	<u>Description of Payment</u>	<u>Amount</u>	<u>Payment Code/Description</u>
1.				

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 proposed. Randy Mittenness seconded the motion. The motion passed with all in favor.

4. Commissioner Update-*Paul Gerde*

- Shared that Grant Herfindahl met with the County Board regarding broad band and volunteer drivers. Herfindahl works for Collin Peterson's office.
- He mentioned that the County is talking about a bond that the Sauk River Watershed District has asked to implement.
- He shared that the Chippewa River Watershed Project will not have staff after March 31<sup>st</sup>. They are working on finalizing arrangements with the state on the grants they currently hold.

5. Old Business

- a. Area II Meeting is March 20<sup>th</sup> in Little Falls.
- b. Lake Linka Dam Repair update was shared with the board. Kovarik has discussed with the DNR the repair needed. Kovarik is working with engineering staff to create a cost estimate for the repair. Once that is prepared this can be included on the state's dam repair list. That will provide cost share at 50% and the board will need to discuss with what other funds that the structure is repaired. The dam is a property that is owned by the Pope SWCD that was

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constructed in the late 1960's to early 1970's. Kovarik will provide more details when she has the information available.

**6. New Business**

1. Signature Card updates-Randy Mitteness made a motion to approve the updates to the signature cards to include: Kovarik, Erickson, Pederson, and Reents. The rest of the information on the account is to stay the same. The updates are effective for both accounts savings and checking. Randy Pederson seconded the motion. The motion passed with all in favor.
2. Local Work Group Meeting set for April 16, 2019 at 9:15 a.m. all the notifications were sent regarding this meeting.
3. Farmbill Assistance Grant Preproposal was submitted \$95,312
4. 2000 Buick-Authorize staff to sell-D. Gary Reents made a motion to approve selling the Buick. Randy Pederson seconded the motion. The price set was \$2,000. The motion passed with all in favor.
5. CWMA Policy Approval was discussed. D. Gary Reents made a motion to approve the policy and Randy Mitteness seconded the motion. The motion passed with all in favor.
6. Designate Dalton Herrbolt and Jessica Hoheisel having technical approval signing authority for contracts/payment vouchers and Holly Kovarik as administrative signing authority for contracts/payment vouchers for CWMA program-Randy Pederson made a motion to approve these approval authorities for the CWMA program. D. Gary Reents seconded the motion. The motion passed with all in favor.
7. Building Remodel Updates were shared with the board. The construction has begun. The SWCD will assume the eastern end of the building and NRCS is moving to the western end of the building with Farm Service Agency. The addition will be for storage and the conference room.
8. Storage Shed Move-Kovarik asked for a bid from Gateway Construction to move the shed. A quote of \$475 was provided and that was agreeable to the board. By general consensus of the board Kovarik will proceed in getting the storage shed moved so that the construction can move forward.

**7. Reports**

- a. Treasurer Report*-D. Gary Reents made a motion to approve the treasurer report as presented and subject to audit. 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
- HWY 9 Sign needs repair Stevens/Pope-Kovarik will report back to the board when she knows more on the cost of the repair.



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- Received MDA CWMA 2018 Final Payment \$4,250 working on reimbursement of overpayment-Kovarik will be working on getting the funds reimbursed to the state for this overpayment.
  - Received MDA CWMA 2019 75% Initial Funding (\$9,000)
  - Legislative Updates were shared with the board. Kovarik mentioned that they should have received this also from the Minnesota Association of Soil and Water Conservation District staff.
  - Conservation Trainee Position has been filled. Kovarik has hired Tiffany Muellner and she will be starting on April 1<sup>st</sup>.
  - Discussion with City of Lowry/Kalina-Kovarik shared this project with the board. She will be coordinating with the landowner and the City on the drainage/stormwater concerns in this sub watershed. The first step is a site visit and assessment or survey of the sub watershed area.
  - Restocked Plantskydd-added sprayer
  - Rosholt funding updates were shared with the board. Kovarik is working with Vasudha Sharma (Irrigation Specialist) on an application for the last study.
  - Buffer final notice letters will be sent by end of March (134 parcels, 109 landowners)-We are just needing final verification that they seeded and then we will go out and field verify the sites.
  - SWAG Purchases \$7,508.25-**Randy Pederson made a motion to authorize the purchase of the equipment for the monitoring to be conducted. D. Gary Reents seconded the motion. The motion passed with all in favor.**
  - Office Desks/Chairs-Kovarik shared that most of the office equipment that the SWCD uses is not owned by the SWCD. She will be working with FSA/NRCS and may speak for some of their used furniture when the time comes. FSA/NRCS are likely to get new furniture.
- c) Kelly Erickson, Technician
- Wetland Conservation Act program updates-He shared that he has a meeting on the CR33 culvert of the Sauk River Watershed District. He has been working with Earl Hauge on a wetland application. He is working on signing contracts for Irrigation Water Management. He has also been coordinating with Kovarik on vehicle shopping to replace the Buick.
  - Sales Program Updates
- d) Nicole Brede, District Technician
- Farmbill Program Updates-There are no new updates on this program.
  - Poster Contest Updates-She has presented at Glacial Hills school and will present to other schools in the next few weeks. The posters will be judged at the May board meeting.
  - Conservation Day set for September 26
  - Water Fest set for September 13



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- Walk In Access Sign up-She has one new contract to enroll.
- She attended training for pesticide applicator certification.

e) Jeff Hellerman, NRCS-There are 38 EQIP applications that are in the works. There are 17 that are planned and ranked. Jessica and Nicole have assisted with a few cover crop plans. The CSP application deadline is coming soon. He will be out of the office April 15-19. He stated that they are getting a new copier.

f) Laurie Aaberg, FSA-She discussed building collapses with the board. She mentioned that they are working on a Physical Loss Notification process for the dozen or so buildings she is aware of that collapsed. There is not much to report on the Farmbill. There will likely be a sign up this summer for CRP. There was a discussion about livestock losses.

**8. Board Member Meeting Reports**

- Randy Pederson-North Fork Watershed IWIP policy meetings, Glacial Lakes Trail-The North Fork Crow River Policy Meeting is to be held April 10<sup>th</sup>. Kovarik shared that the TAC is working on the cost share policy information.
- Randy Mitteness-Chippewa River Watershed Board-He shared that the CRWP has a shortfall of about \$116,504. They need to decide by their April meeting. He stated that Emma their staff person will work 1 day a week until the end of March and that her position is done at the end of March. He shared that Pope County's share is likely around \$25,000-\$30,000.
- D. Gary Reents-Sauk River Watershed IWIP Policy Committee meetings-Randy attended the meeting for Gary and that will take place on March 29<sup>th</sup>. Kovarik shared that the TAC has been working on the goals and objectives for the plan.

**9. Upcoming Meetings:**

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
4-16-19	Pope SWCD Regular Meeting	USDA Service Center	7 a.m.

**10. FYI Items**

- Invited to Present at Middle Sauk Water Fest May 14<sup>th</sup>.
- Irrigation Clinic to be held March 21 at Prairie Woods Environmental Learning Center-Spicer MN.

**11. Adjourn-Randy Pederson made a motion to adjourn the meeting and D. Gary Reents seconded the motion. The motion passed with all in favor.**

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