



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
 July 16, 2019

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

1. The meeting was called to order at 7:02 a.m. by President Talle.
2. Introduce new AC for NRCS-Cory Walker-Cory Walker was introduced to the Supervisors and he is the new NRCS Customer Team lead in our area for NRCS. He will be covering Traverse, Pope, Douglas, Grant and Stevens Counties. The group talked about staff vacancies in NRCS and their plans on working to fill those positions.
3. Additions/or corrections to the agenda items were made.
4. Consent Agenda (approved by one motion)-*President*

a) *June 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>

d) *Appropriations/Payments-None*

	<u>Payee</u>	<u>Description of Payment</u>	<u>Amount</u>	<u>Payment Code/Description</u>
1.	Houston Engineering	East Branch of Chippewa PTM app	\$2365.50	Capacity Funding
2.	UofM	Fabian Researcher expense	\$26,500	MDA Rosholt Nitrogen

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 Mitteness made a motion to approve the consent agenda items as presented and Keith Nygaard seconded the motion. The motion passed with all in favor.



MEETING Minutes
Supervisory Board Meeting 7:00 am
July 16, 2019

5. Commissioner Update-*Paul Gerde*

- He provided an update of the Chippewa River meeting. Pope SWCD has been selected as the Interim Coordinator.
- Donovan McKigney has been appointed to a Manager position for the Sauk River Watershed District starting July 1st, 2019.
- The County has started their preliminary budget discussions.

6. Old Business

- Chippewa River Watershed project JPB selected Pope SWCD as interim coordination role. Kovarik shared that initially there will be a little brainstorming done in a joint meeting status to get everyone on the same page. She shared that she plans to use a SWOT process to discuss strengths, weaknesses, opportunities, and perceived threats. The main part of the interim process will be to complete the pre-wraps process. There is about \$28,000 in funding available for Pope SWCD to complete this work. A joint meeting is being planned for August 16th with County Commissioners (JPB members), SWCD Supervisors, SWCD staff, and County staff to participate in.
- Construction project updates-approval of payment for Zavadil/other updates-Keith Nygaard made a motion to approve payment on the Zavadil project not to exceed what is encumbered in his contract and if the invoice comes in less 75% of the total cost. Randy Pederson seconded the motion. The motion passed with all in favor.

7. New Business

- Weather Station Commitment was discussed with the board. The previous person doing this has passed away and National Weather Service is reaching out to us to do this for Glenwood. Keith Nygaard made a motion to approve and accept this responsibility and Randy Pederson seconded the motion. The motion passed with all in favor.
- Grant applications due early September for BWSR CWF-Kovarik shared that there may be up to 3 new applications. The staff are working on details to determine what will be submitted. More information will be shared on this status in the next few meetings.
- County Appropriation/Annual update August 13th COW meeting-preliminary information sent to County Administrator-D. Gary Reents made a motion to approve the Appropriation request as presented which is the same as the 2019 request but with the one caveat that we do not know the match requirement yet for the 2020 Capacity funding. This funding could require more match. Keith Nyaard seconded the motion. The motion passed with all in favor.

8. Reports

- a. Treasurer Report-D. Gary Reents made a motion to approve the treasurer report as presented. Randy Mitteness seconded the motion. The motion passed with all in favor.
 - ii. Monthly Checking Account Report #11247
 - iii. Monthly Savings Account Report #870903
 - iv. Treasurer Report (3-year comparison)



MEETING Minutes

Supervisory Board Meeting 7:00 am
July 16, 2019

- Monitoring Updates-She has been completing the monitoring per our contract.
- Easement Updates-She is continuing to work on the RIM Swap agreement.
- She has been working on cover updates as well on RIM and haying and grazing.
- RIM site checks will need to be completed in the next couple of months.
- CWMA-Wild parsnip site identification has been completed. She is starting to execute contracts for this year's funding.
- She is preparing for Conservation Planning training at the end of July.
- She is also planning to attend pollinator training and cover crop training.

f) Tiffany Muellner, Intern

- No report

g) Jeff Hellerman, NRCS/Cory Walker, NRCS

- Cindy is an administrative support person from the Alexandria office and will be helping on 1026 paperwork.
- He mentioned the CRP workload.
- He shared there are 9 CSP applications ranked.
- He said that EQIP there are about \$976,000 of funding secured this year so far for the program and landowners.
- He has been working on WRP sites which plan to do burns this spring.
- He has been working on compatible use agreements for grazing.
- There is 1 wetland restoration project yet to do this year.
- He mentioned the grazing field day at Barchengers on August 1st, 2019.
- He will be a planner at the Conservation Planning Training.

h) Laurie Aaberg, FSA

- Certification will be for 1 more week. They currently have about 8,000 acres of prevent plant.
- CRP sign up is in process. Staff is working on the paperwork and Nicole reported on this program earlier in the meeting.
- Farm program sign up will go until September.
- She has a position opening that she is working on filling.
- There are 20 people left to certify.

9. Board Member Meeting Reports

- a. Randy Pederson-North Fork Watershed IWIP policy meetings, Glacial Lakes Trail-July 3rd is the next meeting for the North Fork Watershed IWIP. Glacial Ridge Trail did not have a meeting this month.
- b. Randy Mitteness-Chippewa River Watershed Board-This was report was given already by Kovarik and Commissioner Gerde. He was not able to attend the meeting.
- c. D. Gary Reents-Sauk River Watershed IWIP Policy Committee meetings-nothing to report at this time.



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
July 16, 2019

b) Holly Kovarik, Manager

- Pope County Fair is July 16-20 and the Pope SWCD will have a booth and will hold the nitrate clinic on Friday this year.
- October 16, 2019 Tentative Date for next Area II meeting to be held in Todd Co.
- Annual Report/Appropriation Request in August on the 13th
- Accounts Receivable was discussed with some drill rental and grass seed projects just sent out to landowners for payment.
- WCTSA Nutrient Management Specialist-Tim Ebnet
- Bob Peterson project update was shared with the board. NRCS is working through the details with the landowners and this does include engineering staff from BWSR.
- 2nd half of appropriation received \$42,425

c) Kelly Erickson, Technician

- Wetland Conservation Act program updates-3 WCA boundary and type determinations, 1 is a no loss application and all 3 are for solar gardens. 1 of the sites has a wetland and is a type 1. **Keith Nygaard made a motion to concur with the boundary and type determinations on the 3 solar garden projects. Randy Pederson seconded the motion. The motion passed with all in favor.**
- He mentioned that he has 1 whistleblower complaint to follow up on.
- Sales Program Updates-He has been working on billings, finalizing tree projects, and seedings.
- He has been working on Rosholt maintenance and irrigation water management on 15 pivots.

d) Nicole Brede, District Technician

- Farmbill Updates-Quarterly report submitted \$20,472.82
- CRP-151 total contracts to work on. Staff will be splitting up this work and to determine what contracts can be reenrolled or extended or have no option.
- Authorize to sign Contribution Agreement if it materializes-**Randy Mitteness made a motion to approve the agreement and to authorize Kovarik to sign once it is received. Randy Pederson seconded the motion. The motion passed with all in favor.**
- RIM Inspection Letters to go out end of the month.
- She worked on the fair booth, Nitrate Clinic, training for conservation planning training.

e) Jessica Hoheisel, District Technician

- Buffer Updates-She has a couple more sites to stake. There are 70 sites to verify but the spring was extremely wet.



MEETING Minutes
Supervisory Board Meeting 7:00 am
July 16, 2019

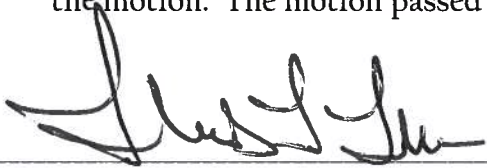
10. Upcoming Meetings:

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
8-20-19	Pope SWCD Regular Meeting	USDA Service Center	7 a.m.

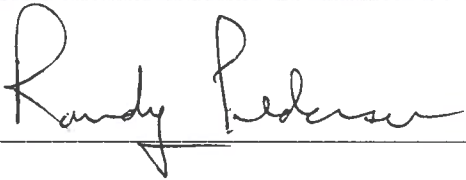
11. FYI Items

- Holly Ridge Manor bought our conference table.
- Conservation Planning Training-Jess, Nicole, Holly

12. Adjourn-Keith Nygaard made a motion to adjourn the meeting and Randy Mittenness seconded the motion. The motion passed with all in favor.



8-20-19



8/20/19
