



**MEETING MINUTES**

Meeting will be held at the Keith Nygaard's heated shop 27820 180<sup>th</sup> Street, Starbuck, MN 56385  
**Supervisory Board Meeting 7:00 am**  
**March 16, 2021**

Attendance: Holly Kovarik, Kelly Erickson, Keith Nygaard, D. Gary Reents, Randy Pederson on Zoom: Randy Mitteness and Commissioner Paul Gerde

1. The meeting was called to order by Chair Nygaard at 7:03 a.m. and the Pledge of Allegiance was recited.
2. The agenda was approved with a couple additions under Kovarik's report.
3. Consent Agenda (approved by one motion)-*President*

a) *February 2021 Board Meeting Minutes*

b) *Resolutions-None*

<u>Number</u>	<u>Description</u>

c) *Contract/Applications for Approval-None*

<u>Number/Name</u>	<u>Description</u>	<u>Total Application \$\$</u>

d) *Appropriations/Payments*

	<u>Payee</u>	<u>Description of Payment</u>	<u>Amount</u>	<u>Payment Code/Description</u>
1.	WSN	City of Glenwood Ravine project	2828.00	City of Glenwood CWF

e) *Grant Payment/Project Approvals-None*

<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 presented and Randy Mitteness seconded the motion. The motion passed with all in favor.

4. Commissioner Update-*Paul Gerde*

- The County Board approved COVID grants to local businesses totaling \$250,000.
- He mentioned a Sauk River cleanout project totaling \$2.7 million that SRWD is levying for.

5. Old Business

- Earl Hauge WCA update-BWSR correspondence  
Kovarik mentioned that we would be receiving a formal letter from Jason Weirnerman. It has not come yet.
- City of Glenwood Ravine Repair Bid Opening and Project status-Kovarik shared that the City will be selecting the bid at the March 31<sup>st</sup> meeting and we will enter into a contract in April with the City for this project.

6. New Business



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- Capacity Funding Impact Report was developed for the FY18-19 funding and is included in the board packet for their information. All SWCDs were asked to complete this form and MASWCD will use them for communicating with legislators at the Capitol.
  - Legislative Days at the Capitol March 18<sup>th</sup> to be held virtually (Gary, Randy P, Randy M, and Keith registered)-Kovarik shared that Zoom meetings have been set with all legislators and we will have a virtual briefing as well starting at 10 a.m.
  - Legislation affecting SWCDs-Kovarik shared some of the highlights of the legislation affecting SWCDs. One to note was the fee on recording on property transactions which is \$25 per transaction. She has reached out to our Recorders office to see what this might look like annually and it would be around \$70,000 give or so depending on the year. It was discussed that this is not a desired approach with more being placed again on the local taxpayer. SWCDs prefer a shared local and state approach and out of the general fund. We continue to desire stable funding to do our work and without a new mechanism to do this it would need to come from the Clean Water Fund again. There are several bills in play and a lot of negotiations to happen yet before this is all figured out. There was discussion about the legislation to increase the supervisor per diem which has not happened since 2003.
  - Clean Water Council Updates-Kovarik shared updates on the Council. The main \$220 million recommendation is moving through the legislature and there is discussion about a supplemental bill for the \$36 million. It is possible that the SWCDs will be funded out the supplemental budget. It is also possible that several programs that the Council vetted will get additional funding from the supplemental budget.
  - East Branch CWF grant subcontract with Swift SWCD-Kovarik shared that the County attorneys are reviewing the agreement and we will have an agreement to review and approve at the April meeting.

### 7. Reports

a. **Treasurer Report**-D. Gary Reents made a motion to approve the Treasurer report and Randy Pederson 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)

b) Holly Kovarik, Manager

- Intern hired- Aria Kapsner held 5 interviews-Kovarik shared that Aria has been hired and will start mid-May and her position will continue to freeze up at the farm.
- North Fork Crow CAC Meeting attended
- US Census Bureau report completed
- Sauk River IWIP updates-Kovarik shared that the plan is being reviewed right now by BWSR.



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- North Fork Crow River Policy & TAC Committee & Cost Share Policy meetings-Kovarik shared that they are working on the next planning grant workplan. We will have some opportunities to promote work in our County under this grant including well sealing, cover crops, tillage practices, and such that align with priorities in the plan. The Technical Advisory Committee is working on the cost share policy right now and Kovarik will have more details soon what will be able to be cost shared under this grant. A new agreement is coming for the partners that will receive the funds and Kovarik will bring the agreement to the board for review and approval when it is ready.
- Pledging was updated at the bank.
- WCSTA Lead Contacts Meeting-Kovarik shared information on the annual report for the WCTSA from her meeting that she attended.
- COW Meeting and Regular Meeting on Sauk River IWIP resolution. The County and SWCD have both approved the submittal of the plan for BWSR's review.
- Rosholt Annual Planning is being done with each of the researchers for the plots and preparations for the season to begin are in process.
- Chippewa River Watershed Association work
  - Pre-Wraps Workplan is being reviewed now by MPCA.
  - Pre-Wraps Final grant report has been submitted and final payments are being processed.
  - 319 final grant report and expenditures-This grant has been closed out.
  - Insurance updates removal of equipment on policy have been made.
  - MCIT annual reports risk assessment and worker's comp has been completed.
  - transition-The group continues to work on the transition of the organization to fiscal and coordination duties in Pope SWCD.
- Billable staff time tracking has been done for a few of the staff as we are nearing the end of the quarter.
- Project Planning preparations with landowners and site visits
  - Larry Lindor Erosion and Sediment Control practice is in the planning process a contract should be ready by the April board meeting.
- PERA Exclusion report was completed.
- Sales program invoicing has been prepared to be sent out.
- MCIT risk assessment has been completed.
- Kovarik mentioned the Chippewa River Watershed Association Contract for services agreement which should be ready for review and adoption at the next board meeting.
- Kovarik mentioned that a contract with Swift SWCD has been prepared and is being reviewed by the County Attorneys and should be ready for review and approval at the next meeting.



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- Kovarik mentioned a Glacial Ridge Trail project grant that Commissioner Haggerty has been working on and she has named Pope SWCD as a cooperator in the application. Kovarik will keep the board informed if the grant is received. It is a small grant under \$3,000.
- The Annual Report publication has been mailed out.

c) Kelly Erickson, Technician

- Sales Program Updates-6 tree plans sold. He is working on prepping equipment. Tree availability is tough this spring.
- WCA -Kelly mentioned a Finding of Fact for a Restoration Order in Lake Johanna Township for a irrigator pass for Earl Hauge.
- Completed an assessment for an Ag Wetland Bank in Leven Township.
- He has a new application for Co Rd18 project between Pope and Stevens County with a boundary and type determination. This was done by Land Team for .8 acres of impact to widen the road and to fix the slopes. Erickson asked for the board to approve as presented. D. Gary Reents made a motion to approve and Randy Pederson seconded the motion. The motion passed with all in favor.
- Erickson asked about rebuilding a drill and was thinking about using Shoup as it is cheaper. The parts won't last as long. Kovarik mentioned that it is possible to use some Capacity funding but would need to double check with BWSR staff. D. Gary Reents made a motion to rebuild the drills depending on availability of funding and to allow staff to decide if it would be both drills or just one. Randy Mitteness seconded the motion. The motion passed with all in favor. The board members expressed having an email when we know official cost. Kovarik shared the last time this was done it was around \$4,000.
- Erickson mentioned that he is working on moving the tree pickup location from his farm and materials would be moving from his barn. He mentioned he has some work to do for water access. Kovarik mentioned that if it is under \$1,000 that is within her approval authority to work through the set up of the building for our new tree pickup location.
- He participated in Zoom meetings for Rosholt planning.
- He has used all his comp time up.
- He has completed lawnmower maintenance for the lawnmowers at Rosholt.
- He has a few grass plans he has been working on.

d) Jessica Hoheisel, District Technician-Kovarik read the written reports as provided by staff.

e) Nicole Brede, District Technician-Kovarik read the written reports as provided by staff.

f) Jeff Hellerman, NRCS

-CSP 2021 application deadline is 3/26/2021.



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- EQIP they have completed the rankings and now are waiting on the final approvals.
- He has been writing conservation plans for HEL and Loan work.

g) Laurie Aaberg, FSA-no report

**8. Board Member Meeting Reports**

- a. Randy Pederson-North Fork Watershed IWIP meetings & staff update, Glacial Lakes Trail - He mentioned that he had a Policy committee meeting and that Wright is the Fiscal and Coordinator for the Plan. They had an overview of the history of the plan. FY18 million was received. 986 tons of sediment has been saved and 957 lbs of nutrients have been saved from the resources by the project that were implemented. He mentioned that the FY 20 doubles the grant money. They are meeting quarterly now and trying to figure out the Policy Committees purpose.
- b. Randy Mitteness-Chippewa River Watershed Board & staff update-They will be meeting this coming Friday again. They held election of officers. Joe Fox is the Chair and Commissioner Gerde is the Secretary/Treasurer. He mentioned we will use the Pope County Tribune as our main paper but will use other papers for publications as needed. He mentioned that the funding will move to Glenwood at Eagle Bank. He shared that they are still moving forward on a IWIP application.
- c. D. Gary Reents-Sauk River Watershed IWIP Committee meetings & staff update-no meeting held.

**9. Upcoming Meetings:**

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
4-20-21	Pope SWCD Regular Board Meeting	TBD	7:00 a.m.

10. FYI Items-Kovarik mentioned that we are continuing to have all staff in our office and in the event, we have someone who tests positive we will have to have all staff home for 14 days.

**11. Public Comment**

12. Adjourn-Randy Pederson made a motion to adjourn the meeting at 8:36 a.m. and Randy Mitteness seconded the motion. The motion passed with all in favor.

*Keith Nygaard - chair*

*4-20-21*

*Randy Pederson*

*4-20-21*

