



MEETING MINUTES

Meeting will be held USDA Service Center at 1680 Franklin Street North, Glenwood, MN 56334
Supervisory Board Meeting 7:00 am
January 18, 2022

Attendance: Keith Nygaard, Tom Talle, D. Gary Reents, Randy Pederson, Randy Mitteness, Commissioner Paul Gerde, Holly Kovarik, Kelly Erickson, Jeff Hellerman, Alex Fellbaum

1. The meeting was called to order and the Pledge of Allegiance was recited at 7:03 a.m. by President Nygaard.
2. D. Gary Reents made a motion to approve the agenda with the addition of the audit representation letter. Randy Pederson seconded the motion. The motion passed with all in favor.
3. Election of Officers-D. Gary Reents made a motion to leave the officers the same in 2022. They are as follows: Keith Nygaard, Chairman; Tom Talle, Vice-Chairman; Randy Pederson, Secretary; and D. Gary Reents, Treasurer. Tom Talle seconded the motion. The motion passed with all in favor.

4. Appointments to Committees:

Budget: D. Gary Reents and Keith Nygaard
Personnel: Randy Pederson and D. Gary Reents
North Fork IWIP: Randy Pederson, D. Gary Reents alternate
Sauk River IWIP: D. Gary Reents, Randy Pederson alternate
Chippewa River IWIP: Randy Mitteness, and Keith Nygaard alternate

Tom Talle made a motion to approve the committee appointments and Randy Pederson seconded the motion. The motion passed with all in favor.

5. Approve official newspaper for publications/bank accounts
 - Official Newspaper is the Pope County Tribune, but we try to also post in the Bonanza Valley Voice
 - Official Bank is Eagle Bank
Randy Pederson made a motion to approve the official newspaper for publications as the Pope County Tribune and Eagle Bank as our official bank. D. Gary Reents seconded the motion. The motion passed with all in favor.

6. Consent Agenda (approved by one motion)-President

- o *December 2021 Board Meeting Minutes*
- o *Resolutions-None*

<u>Number</u>	<u>Description</u>
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- o *Contract/Applications for Approval-None*

<u>Number/Name</u>	<u>Description</u>	<u>Total Application \$\$</u>
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- o *Appropriations/Payments*



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	<u>Payee</u>	<u>Description of Payment</u>	<u>Amount</u>	<u>Payment Code/Description</u>
1.	MASWCD FY 2022 Dues	Dues	\$4,164.49	General
2.	UofM	Rosholt Nitrogen Study	\$25,000	Rosholt
3.	WCTSA	Engineering	\$11,207.52	various

o 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 Mittenness arrived at 7:10 a.m.

7. Commissioner Update-Paul Gerde

- He shared the final budget was 3.9%.
- He shared that there was not a meeting last month for the Chippewa River Watershed.
- The group discussed the 2022 Draft Impaired waters delisting for Pope County specifically CD #15. Pope County has 4 delistings on this notice. There were questions about who is monitoring these areas. It is mostly MPCA that is monitoring these streams. We do have a citizen lake monitoring program in place as well in addition to MPCA or DNR monitoring programs.

8. Old Business

- o Reminder to file for Campaign and Finance Public Disclosure in January
- o CS01-2021 Roger Shike Shelterbelt amendment for increase in cost-Randy Mittenness made a motion to approve and encumber the additional funds for this project to a total cost share amount of \$16,785. The total amended project cost is \$22,500.

9. New Business

- o IRS Mileage Rate 2022 58.5 cents and the Pope SWCD has a standing motion to follow the IRS Mileage rate. This will go into effect as of January 1st, 2022.
- o Irrigation Clinic Tentative March 17th McKinney's Benson more details are being worked on including the agenda and speakers. Information will be distributed in the next month to producers.
- o 2022 Billable Rates were discussed. Kovarik asked to set the billable rates for 2022 as presented. D. Gary Reents made a motion to set the following rates: Kovarik \$70.66, Brede \$52.20, Erickson \$64.05, and open position \$45.89. Randy Mittenness seconded the motion. The motion passed with all in favor.

10. Treasurer Report-D. Gary Reents made a motion to approve the treasurer report subject to audit. Randy Pederson seconded the motion. The motion passed with all in favor.

- Monthly Checking Account Report #11247
- Monthly Savings Account Report #870903
- Treasurer Report (3-year comparison)



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II. Reports

- Holly Kovarik, Manager
 - Quarterly invoicing
 - Billable Time Tracking
 - Donation to PCPR was 2 rain gauges.
 - Deposit on Sales has been entered.
 - W-2s/1099s are completed.
 - Pope and Stevens Water Fest \$4,533.38 DEFER
 - Impaired Waters Article Outlet Creek featured
 - CRWA 4th Quarter \$2,978.57 AR
 - Easement Delivery \$9,600 AR
 - Grant Reporting updates: **Randy Mitteness made a motion to approve the reports as presented and subject to audit and Randy Pederson seconded the motion. The motion passed with all in favor.**

2021 East Branch CWF	DEFER	\$158,514.09	Interim
2020 Buffer Initiative	CLOSE OUT		FINAL
2022 Local Capacity	DEFER	\$125,736.00	Interim
2023 State Cost Share			Interim
2023 Conservation Delivery			Interim
2022 Conservation Delivery	DEFER	\$18,592.00	Interim
2019 Local Capacity	CLOSE OUT		Final
2022 Buffer Law	DEFER	\$24,500	Interim
2023 Wetland Conservation Act			Interim
2023 Local Water Management			Interim
2022 Local Water Management			Interim
2022 Wetland Conservation Act			Interim
MAWQCP 4 th Quarter	AR	\$962.61	4 th Quarter
2021 Wetland Conservation Act	CLOSE OUT		Final
Rosholt Nitrogen Study	AR	\$34,954.05	4 th Quarter
LCCMR Kernza	AR	\$450	Rent
LCCMR Kernza	AR	\$1,423.15	4 th Quarter
2018 Lake Emily	DEFER	\$21,903.34	Interim
2021 Buffer Initiative	DEFER	\$17,012.00	Interim
2022 State Cost Share	DEFER	\$14,665.53	Interim
2021 Lake Minnewaska	DEFER	\$62,442.57	Interim



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2021 Local Capacity	DEFER	\$150,750.50	Interim
2020 Local Capacity	DEFER	\$99,350.98	Interim
2020 City of Glenwood	DEFER	\$68,787.18	Interim
MDA Irrigation X Nitrogen	AR	\$4,200.00	4 th quarter
AFREC 2021 and 4 th Quarter Becker	AR	\$20,955.67	4 th quarter
Irrigation Methods	AR	\$1,278.62	4 th quarter

Tom Talle made a motion to approve the audit information for the preparation for the 2021 year and the expense of \$3,150. D. Gary Reents seconded the motion. The motion passed with all in favor.

- Kelly Erickson, Technician
 - Sales Program Updates
 - He mentioned that there are some tree availability concerns.
 - He has currently 3 projects that are potential CRP and 1 is the Shike State Cost Share project.
 - He participated in a meeting with Milborn Seeds last week and met with others in his similar position with other SWCDs. He thinks our drill rental and delivery charge may be too low in comparison. We currently have a \$75 delivery charge and \$9 per acre fee. The board took no action on this item.
 - WCA: Schaefer, Hauge-He shared that the Schaefer project has two appeals one from the landowner and one from USFWS that BWSR has received. It has been put on hold until the landowner and his consultant can gather their information. The TEP will then review and complete a Finding of Fact and submit this to BWSR for review and determination. He shared that the court date for Hauge is January 31st. We will be meeting with our attorney in the next week.
 - He is working on the Rosholt Water Use report and mentioned concerns about equipment for tillage at the site.
 - He completed his USDA required training.
 - He has four pivots signed up for Irrigation Water Management in 2022.
- Nicole Brede, District Technician (see written report below) She was not in attendance at the meeting.
 - MAWQCP: Erickson, Bryce, Walker, K. Reents
 - Conservation Plans: Shike, Shirmer, Weller, Cihlar
 - WIA signup coming
 - Annual Reports
 - Billable tracking
 - RIM: Jackson
 - Filling in on meetings: SRW Education Committee, LTT Glacial Lakes meeting
 - Finalized CREP reporting
 - CREP 2022 Grant Application was submitted



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- Jeff Hellerman, NRCS
-He mentioned EQIP as being his main workload now but also CSP. He said cover crops, no-till, and WASCObS are most of the practices he is working on.
- Alexander Fellbaum, FSA CED
-He mentioned CRP and ARC PLC signup and information. He also stated he is still at 25% capacity in the building.

There was general discussion about COVID protocols in the building. Kovarik shared how they are still doing this for the SWCD. Masks are required if we go over to the USDA office space and we have asked them to wear them over here if they come over. We are not masking in the hallways but Kovarik has asked staff to socially distance. We are continuing to bring in clients by appointment to our office space. This seems to be working out good. USDA is at 25% capacity so FSA staff rotate who is in the building. They mask in our space but don't while in their own space. They are using the entry way to assist one client at a time. NRCS staff are both in the building most days working. They either go to landowners at their farm to meet or are using the entry way to assist customers.

We will continue to try to socially distance at board meetings but masks are not required at this time. Kovarik shared case counts were higher in December in Pope County. We currently have about 60 active cases in the county of which 1/2 of that number is in one of our school districts. There is community spread happening and staff will continue to monitor how we should proceed based on the best information we have available.

Commissioner Gerde shared that the County is still operating the same and there have been no changes recently to the COVID protocols.

12. Board Member Meeting Reports

- Randy Pederson-North Fork Watershed IWIP meetings & staff update, Glacial Lakes Trail -There was no report because there was no meeting.
- Randy Mitteness-Chippewa River Watershed Board & staff update-We will have a meeting this Friday. Kovarik shared a few updates. The CRWA has a contract now from elink, the workplan has been set up in elink. The Chairman will be here Wednesday to sign paperwork. We have a contract in hand for Houston Engineering but are waiting to sign until our contract is fully executed from BWSR. The JPB will be meeting on Friday for updates and a IWIP Overview. Kovarik was unsure if BWSR staff would be doing this virtual or in person. The state staff have some additional COVID protocols to follow now.
- D. Gary Reents-Sauk River Watershed IWIP Committee meetings & staff update-He shared that a doodlepoll has come out to fill out to set a 1st quarter meeting. There was nothing further to report on this.

13. Upcoming Meetings:

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
2-15-22	Pope SWCD Regular Board Meeting	USDA Service Center Building	7:00 a.m.



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- 14. FYI Items-Kovarik shared details about the position postings and our fulltime opening will close this Friday. She will conduct interviews likely next week. The intern posting will close in a couple of weeks.
 - 15. Public Comment-None
 - 16. Adjourn-Randy Mitteness made a motion to approve adjourning the meeting. Randy Pederson seconded the motion. The motion passed with all in favor.

Kerry Agguel

2-15-22

Randy Pederson

2-15-22