



MEETING MINUTES

Meeting will be held USDA Service Center at 1680 Franklin Street North, Glenwood, MN 56334
Supervisory Board Meeting 7:00 am
 November 15, 2022

Attendance: Tom Talle, D. Gary Reents, Randy Pederson, Randy Mitteness, Keith Nygaard, Kelly Erickson, Jaden Hunter, Sarah Zellmer, Nicole Brede, Jeff Hellerman, Commissioner Paul Gerde

1. The meeting was called to order by President Keith Nygaard at 7:00 a.m. and the Pledge of Allegiance was recited.
2. A couple of items were added to the agenda by Kovarik and the agenda was approved by general consensus.
3. Consent Agenda (approved by one motion)-*President*
 - o *October 18, 2022 Board Meeting Minutes*
 - o *Resolutions-None*

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

- o *Contract/Applications for Approval-None*

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

- o *Appropriations/Payments*

	<u>Payee</u>	<u>Description of Payment</u>	<u>Amount</u>	<u>Payment Code/Description</u>
I.	WCTSA	Engineering	\$3,241.02	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>
EB05-2021	East Branch	Rick Davidson	WASCOB	RF 23	\$75,553.31	

Randy Mitteness made a motion to approve the consent agenda items as presented and D. Gary Reents seconded the motion. The motion passed with all in favor.

4. Old Business
 - o MASWCD Convention-discuss Tuesday evening meal and other convention details. Kovarik shared the details about convention December 12-14. There are quite a few changes including starting on Monday and going till Wednesday. There is no banquet and entertainment on Tuesday evening. There is no environmental auction for the Envirothon and other education programming. We will need to make reservations for our meal on Tuesday evening for our guests Jim and Karen Barchenger offsite. It was agreed to have Kovarik look at a place like Bucca or something else offsite to make reservations on Tuesday evening. Kovarik will be going down on Monday and board members do not need to be there on Monday during the day. Hotel reservations were



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made for Monday and Tuesday evenings for Kovarik, Mitteness, Pederson, and Nygaard. Reservations were made for the Barchengers for Tuesday evening only.

- City of Lowry and sub watershed stormwater analysis project getting started-Kovarik shared that this project will begin for the analysis of the stormwater for the City of Lowry.
- Buckthorn Brigade Work Update and Grant Cycle New Submission-Kovarik shared that this work is progressing in Barsness Park and that she met again with this group. We will be looking to apply in the next cycle ending in January for another grant doing something similar as the last cycle. This work will be done by a private consultant in another area of the park. D. Gary Reents made a motion to authorize Kovarik to work on a grant application for continuing this work in Barsness Park and Randy Mitteness seconded the motion. The motion passed with all in favor.
- 2022 Outstanding Conservationist Resolution Barchengers meeting with Commissioners set December 8th 9 a.m.-Kovarik presented a resolution 02-2022 for consideration of the board. Randy Pederson made a motion to approve the resolution as presented and D. Gary Reents seconded the motion. The motion passed with all in favor.
- Elections information was reviewed by the group and were included in the packet.

5. Commissioner Update-Paul Gerde

- Commissioner Gerde shared information on the Lidar Acquisition project which is newly added to the agenda for today's meeting. Kovarik will discuss further on the agenda and is looking to do a letter of support for this effort for the \$15,000 utilizing the Riparian Aid Fund. He mentioned a haying easement will be discussed in Bangor Township today. He also mentioned the winter feeding permit that is before the board. Kovarik shared information compiled from the Sauk River Watershed IWIP Comprehensive Watershed Management Plan. She shared details from Pope County LRM Staff Report. She shared information from Sauk River Watershed District monitoring staff about locations that monitoring was completed. She shared details about her discussions with Jeff Hellerman as well. Jeff Hellerman did provide some information as well regarding their discussion and submission of the comments that were included in the board packet.
- *Reichmann Land & Cattle Winter Feeding Permit Pope SWCD Agency Staff Comments:*
 Comments: *We have no concerns at this time as long as the applicant follows the conditions of their permit, buffers, and continues to follow their Nutrient Management Plan which has been developed according to the NRCS 590 Standard and as documented by the consultant. The landowner has been cooperative in implementing practices on the proposed sites and are receptive to additional BMPs that will provide water quality benefits. The proposed activity is within the Sauk River Watershed and will have minimal impact to Amelia.*
 Proposed Conditions: *Follow the conditions of the permit, maintain their buffers, and continue to follow the 590 practice standard. Please note comments talking about Lake Amelia and water quality this proposed activity is within the Sauk River Watershed not within the Chippewa River Watershed. There is minimal area in the Chippewa River Watershed with the majority of the area draining to the*



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east in the Sauk River Watershed. This has been a permitted activity previously and it does not appear to have any major changes in the proposed activity.

Kovarik shared it is common practice for our staff to provide comments to the Planning Commission each month on projects but asked because of this permits high scrutiny to officially approve the staff comments submitted. She shared the maps and plan information with the Board based on the monitoring data and science of what we know in this part of the Sauk River Watershed in Pope County. The data and science should drive our comments and she noted that we work with all people in the county on a variety of landuse and natural resource issues. The facts and data should drive decisions. **D. Gary Reents made a motion to concur with the comments submitted by staff regarding the Winter Feeding Permit for Reichmann Land & Cattle LLC. Randy Mitteness seconded the motion. The motion passed with all in favor.**

6. New Business

- Projects payment authorizations once as built and final invoice are received NTE: Johnshoy repair CS02-23 \$750, Barry Braaten EB07-2021 \$27,004.96 (partial payment likely), Matt Moe EB06-2021 \$12,319.25, Jake Johnsrud CAP01-21 \$9,725.45, Mark Thompson EB03-2021 \$23,839.39-**D. Gary Reents made a motion to approve the project payments and Tom Talle seconded the motion. The motion passed with all in favor.**
- PCMOCH CRWA IWIP Letter that was received was discussed by the Pope SWCD Board of Supervisors.
- 2023 Budget Draft is being worked on and a budget committee meeting has been set for November 28th. Nygaard and Reents are the two board members on the budget committee and the full budget will come to the board for review at the December board meeting.
- Rosholt Soybeans Harvest \$502.70
- Rosholt Corn Harvest \$18,634.67
- Approve purchase of Haybuster drill 2023 Local Capacity Funding- Kovarik shared that the FY 2023 Local Capacity Grant is fully executed. She shared that we no longer have a truck concern and is recommending the purchase of a 2nd No-Till drill. We will receive a cost savings by purchasing before year end of about \$10,000. **Randy Mitteness made a motion to approve the purchase of the no-till drill for \$41,500 from Bakko Bros and Randy Pederson seconded the motion. The motion passed with all in favor.** Erickson mentioned if we should sell the old drills. Kovarik shared that we should first maybe do some research on how much they are worth and can discuss further at a future meeting. There is no action needed today as the equipment is already put away for the season.
- Discuss 2023 Meeting Schedule-The board discussed the meeting schedule for 2023 staying on the 3rd Tuesday of the month at 7 a.m. It was suggested by Randy Mitteness to maybe to start our winter meetings at 8 a.m. following day light savings time. **D. Gary Reents made a motion to leave our meeting time year-round at 7 a.m. and held on the 3rd Tuesday of each month. Randy Pederson seconded the motion.**



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The motion passed 4-1 with Mitteness opposing. It was mentioned by Nygaard that we can revisit this again next year.

- Discuss 2023 Goals and Objectives-Kovarik shared that the Goals and Objectives were included the board packet for review by the board and has been provided to staff to review. Kovarik will bring a final version to the board at the December meeting for approval.

7. Treasurer Report-D. Gary Reents made a motion to approve the treasurer report as presented and Randy Mitteness 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)

8. Reports

- Holly Kovarik, Manager
 - BWSR Academy presentation was completed by Kovarik and included information about the partnerships at Rosholt and the trials.
 - Pope County Mothers and Others support for Water Fest \$1,200 donation for Science Museum-Kovarik shared this with the board for their information.
 - Resolutions were submitted by the deadline for this year's process.
 - AFREC AR \$19,978.92
 - Rosholt IXN AR \$6,400
 - Rosholt Nitrogen Study AR \$42,072.99
 - LCCMR 3rd Quarter Report & Invoice AR \$9,112.58
 - Planning Commission Permit Review discussion was discussed earlier on the agenda.
 - Newsletter has been completed.
 - 2023 Sales Order Form has been released and is in the newsletter that should be hitting mailboxes this week.
 - Seasonal Staffing discussion-Kovarik shared that Zellmer's last day will be Thursday and Hunter's will likely be before the December board meeting.
 - Kovarik shared more information about the updated lidar acquisition project and that she would like to send a letter of support for this to the County. David Green from Pope County LRM will be presenting this to the County board today and is suggesting this be paid from the Pope County Riparian Aid Fund. The amount to be utilized is \$15,000. Kovarik shared that she is supportive of this and Kovarik and Hellerman shared ways that the lidar data is useful. This is helpful to a variety of public and private entities. Randy Pederson made a motion to approve the letter of support submission to the County for this. Tom Talle seconded the motion. The motion passed with all in favor.
- Kelly Erickson, Conservation Technician
 - He shared that the 02 truck is fine at this time.



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- Sales Program Updates-He shared that he did a fall dormant seeding, and the machinery has been winterized. He shared that the 2023 Sales form is out and he expects a few sales to start to come in now.
 - WCA-He shared that he attended BWSR Academy. He mentioned he is working with the City of Starbuck on a project to build a lighthouse. He mentioned the Dan Schaefer and Earl Hauge projects will be reviewed by the TEP and presented at the December board meeting for their review.
 - He shared that harvest has been completed at Rosholt. He shared that tillage had not been completed. He also shared that a water pipe had to be fixed as it did not get winterized quick enough.
 - He shared he is working on reporting for Irrigation Water Management.
- Kimberly DeMorett, Resource and Outreach Technician report was a written report provided to the board as she is at Leadership Training this week.
 - Sarah Zellmer- Sarah provided a report on what she did for the season in a written and verbal format for the board. Her last day will be on November 17, 2022. The board thanked her for her work.
 - Nicole Brede, Habitat Resource Specialist-Nicole provided a written report for the board as well.
 - RIM and Cost Share Inspections have been completed and she is working on getting the inspection reports to be mailed. Jaden will be assisting with the mailings. There were 60 RIM inspections completed with Erickson doing 18 and Brede doing the remainder. There were about 20 cost share inspections completed by Brede this season.
 - She shared information on a couple of new programs HELP Habitat Enhancement Pilot program.
 - She mentioned RIM training and BWSR Academy training she attended.
 - Buffer Report-She provided a detailed report on Nissen, Kannegeiser, and Jackson buffer compliance. She shared that Nissen and Kannegeiser are still noncompliant. She shared that the Darwin Jackson parcel is compliant.
 - She shared details about the Darin Adolphson parcel and that DNR has indicated that water may not be public water. She is working on finding out how we make this correction then. Then this parcel would not be required to have a buffer per the Buffer Law. She will share more details as we learn more.
 - She shared that she is work on Gregg Wellers rock intakes and we are just waiting on the contractor at this time.
 - She is learning the RCPP Irrigation program and will be following up with landowners on this.



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- o Jaden Hunter-Jaden provided a report on his activities working this year for the Pope SWCD. He also provided a detailed report on buffer compliance review that he has been working on and has reviewed all parcels applicable. Now we are working on compiling information to provide to the enforcement entities. It is our hope to complete inspections yet but with the snow cover this may not happen. This information will be helpful for Nicole as she works through this effort to report to the County and State on Non-Compliance. Jaden will continue for a while to help us specifically with this project.



Shown above is an example of a buffer that is currently non-compliant (Above left: buffer compliance map, 2021 imagery) (Above right: county interactive map, 2020 imagery)

For the past couple weeks, I have been using the BuffCAT software along with the counties interactive map to check for buffer compliance along ditches and public waterways. After working through each of the parcels in the county, I was able to compile a list totaling 24 possible violations, 20 of which were on public waterways with the other 4 involving ditches. Landowners were then contacted to ask for permission to conduct a field site check on the possible buffer violations.

The next step in the process will be to go out and physically measure the potentially non-compliant buffers. If a buffer is found to be non-compliant the proper enforcing agency will be notified. Pope SWCD would then fill out a non-compliance form for the enforcing agency. This form would include information like location, landowner contact information and a map of the parcel. After informing the proper agencies it will be their responsibility to follow up with



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landowners and deal with consequences if necessary. Our role then would be to provide the information related to the parcel for this process and to assist the county as needed in attaining compliance.

- o Jeff Hellerman, NRCS
 - He shared information on what NRCS staff have been working on. Cole has been working on CSP contract modifications and verifications. Melissa has been working on grazing projects, cover crops, and certifications. He has been working on construction inspections, as built, certifications and payments. He also shared that yesterday was his 29th Anniversary working for NRCS.
- o Alexander Fellbaum, FSA CED-No report

9. Board Member Meeting Reports

- o Randy Pederson-North Fork Watershed IWIP meetings & staff update, Glacial Lakes Trail -Randy shared that the just recently had a meeting. Kovarik shared briefly that the North Fork IWIP and partners will be going through a PRAP in the next year. This is like a program audit for the plan and partners. It will likely look different than the last time we went through this which was about 10 years ago. (PRAP-Performance Review and Assistance Program)
- o Randy Mitteness-Chippewa River Watershed Board & staff update-Randy Mitteness reported that the group has not met in person since July due to conflicts. The group will be meeting on Friday morning. Kovarik shared while the JPB has not met the TAC has continued to work on the plan.
- o D. Gary Reents-Sauk River Watershed IWIP Committee meetings & staff update-Gary shared that a meeting will be held on Thursday of this week. There were no other updates on this.

10. Upcoming Meetings:

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
12-20-22	Pope SWCD Regular Board Meeting	USDA Service Center Building	7:00 a.m.

11. FYI Items

- MCIT 2021 Annual Report is available for review for those who are interested.

12. Public Comment-none

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

Kate Ayres

Randall E Pederson

12-20-22

12-20-22

POPE SOIL & WATER



BA-Board Action
I-Information

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