

MEETING Minutes

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

Attendance: Tom Talle, D. Gary Reents, Randy Pederson, Keith Nygaard, Holly Kovarik, Kimberly DeMorett, Jaden Hunter, Nicole Brede, Sarah Zellmer, Commissioner Paul Gerde

1. The meeting was called to order by President Nygaard at 7:02 a.m.
2. The agenda was approved by general consensus with no additions.
3. Consent Agenda (approved by one motion)-*President*
 - o *September 21, 2022 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>

- o *Appropriations/Payments*

	<u>Payee</u>	<u>Description of Payment</u>	<u>Amount</u>	<u>Payment Code/Description</u>
1.	Swift SWCD	Project Development and TA	\$2,210.47	East Branch 2021
2.	UofM	IXN Trial	\$5,000	MDA IXN
3.	UofM	Nitrogen Trial	\$28,000	MDA Nitrogen Study

- 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>
CS01-23	State Cost Share	Gregg Weller	Alt Intakes	Bangor 11 & 14	\$1,750	
CAP01-20	2020 Capacity and 2021 Minnewaska CWF	Baycrest HOA	Stormwater Control	Minnewaska 26	\$50,235	

Tom Talle made a motion to approve the agenda as presented and D. Gary Reents seconded the motion. The motion passed with all in favor.

4. Commissioner Update-*Paul Gerde*
 - He shared information on the public drainage hearing that will be held today.
 - He said there is progress on the broadband project.
 - He mentioned the overpass ribbon cutting ceremony.
5. Old Business
 - o 2023 County Appropriation Preliminary set at 10% increase \$97,891-The board and staff thanked Commissioner Gerde for the Counties support.



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- 2021 Audit & Engagement Letter-D. Gary Reents made a motion to approve the 2021 Audit and Engagement Letter and Randy Pederson seconded the motion. The motion passed with all in favor.
 - 2020 City of Glenwood Stormwater updates-working on a scope of services for dry pond from the plans at 5th Street SE and 6th Ave SE which is another ravine. Kovarik shared that the project was under budget and the City and Kovarik have been reviewing the Stormwater Management Plan for another project. It looks like project #8 in the plan is the one that will be the focus next on the list. More information will be shared with the board when we have it. WSN will be asked for a quote to do a preliminary survey and plan concept as the first step.
 - 2020 North Fork Crow River IWIP MOA-D. Gary Reents made a motion to approve the 2020 North Fork Crow River IWIP MOA and Randy Pederson seconded the motion. The motion passed with all in favor.
6. New Business
- NACD Dues were mentioned for 2023. There was no action taken at this time on the dues.
 - 2023 Buffer Initiative Grant Workplan Submitted \$21,500
 - 2023 Soil Health Cost Share \$14,175
 - 2023 Local Capacity Grant \$127,449-Randy Pederson made a motion to approve the Workplans for the 2023 Buffer Initiative, 2023 Soil Health, and 2023 Local Capacity funding. Tom Talle seconded the motion and the motion passed with all in favor.
 - BWSR Academy October 25-27 with DeMorett, Erickson attending the entire conference and Brede attending the first day and a half. Kovarik will only attend for her presentation time on Wednesday. An intern will staff the office in her absence.
 - Projects- Peters Resort, Johnshoy repair -Tom Talle made a motion to authorize Kovarik to fully execute a contract with David Peters from Peters Resort based on a bid received. The project will be funded at 75% cost share out of the 2021 Lake Minnewaska project grant. D. Gary Reents seconded the motion. The motion passed with all in favor. Randy Pederson made a motion to authorize a repair on the Johnshoy project in White Bear Lake Township as described by Kovarik. Funding will be utilized out of a Capacity grant or State Cost Share. D. Gary Reents seconded the motion to approve the repair not to exceed 75% of the total cost of the repair. The motion passed with all in favor.
 - Resolutions-were moved to the end of the agenda.
 - MASWCD Convention Attendance-Randy Pederson and Keith Nygaard will attend from the board. The Outstanding Conservationists will also attend.
 - Sales Program Pricing 2023-discussion on tree and shrub pricing and Service Fee.-D. Gary Reents made a motion to approve the 2023 price increase to \$1.90 per tree and drills will remain \$9 per acre rental and the service fee will be \$100. Randy Pederson seconded the motion. The motion passed with all in favor to approve the 2023 price list.



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7. **Treasurer Report**-D. Gary Reents made a motion to approve treasurer report subject to audit and Tom Talle 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
 - Presentations: Glenwood United Parish, Glenwood Rotary, and BWSR Academy
 - End of the Quarter reporting is being completed.
 - Quickbooks Updates were done and adjusted to reflect the updated credit card.
 - Quarterly FAC Meeting Attended
 - MAWQCP 3rd quarter AR \$3,132.63
 - CRWA 3rd quarter AR \$3,675.39
 - MASWCD Contribution Agreement AR \$18,000
 - LCCMR 3rd quarter AR \$9,112.58
 - AFREC AR \$22,273.52
 - MDA IXN 3rd quarter AR \$6,400
 - MDA Nitrogen Study 3rd quarter AR \$42,072.99
 - Kelly Erickson, Conservation Technician
 - He helped out at the Water Fest and Conservation Day.
 - He helped with a few easement inspections.
 - Sales Program Updates-There have been drill rentals, he has 1 tree plan in process for 2023 and a few other inquiries. There have been truck issues. It will be looked at and more information will be shared on this later.
 - WCA-There was a whistleblower complaint.
 - Kimberly DeMorett, Resource and Outreach Technician
 - The nitrous oxide and neutron probe equipment has been removed for the season. The Hach machine has been repaired.
 - She had her first Leadership session in Duluth.
 - She helped present at Water Fest and Conservation Day.
 - She has been completing online training.
 - Jaden Hunter and Sarah Zellmer introduced themselves to the board. They have been interns at Rosholt since April working on the sample collection and analysis along with other projects.
 - Nicole Brede, Habitat Resource Specialist
 - 40 CRP Plans completed and submitted to MASWCD for reimbursement.
 - She has been coordinating and completing RIM site reviews.
 - She has been working on ownership changes.



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- She planned and presented for Water Fest and Conservation Day.
- She has been attending some training.

- Jeff Hellerman, NRCS-no report
- Alexander Fellbaum, FSA CED-no report

9. Board Member Meeting Reports

- Randy Pederson-North Fork Watershed IWIP meetings & staff update, Glacial Lakes Trail -no meeting
- Randy Mitteness-Chippewa River Watershed Board & staff update-no meeting
- D. Gary Reents-Sauk River Watershed IWIP Committee meetings & staff update-no meeting

10. Upcoming Meetings:

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
11-15-22	Pope SWCD Regular Board Meeting	USDA Service Center Building	7:00 a.m.

11. FYI Items

- MCIT 2021 Annual Report

12. Public Comment-None

13. Randy Pederson made a motion to approve the resolution responses as recorded and approved by each board member and authorized Kovarik to submit this to MASWCD. D. Gary Reents seconded the motion. The motion passed with all in favor.

14. Adjourn-Randy Pederson made a motion to adjourn the meeting at 8:45 a.m. D. Gary Reents seconded the motion. The motion passed with all in favor.

Keith Huggard

Randy Pederson

Pope SWCD Chair

PSWCD Sec