



MEETING Minutes

Meeting will be held USDA Service Center at 1680 Franklin Street North, Glenwood, MN 56334

Supervisory Board Meeting 7:00 am

September 21, 2022

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

1. The meeting was called to order by Chairman Nygaard and the Pledge of Allegiance was recited at 7:04 a.m.
2. Randy Mitteness made a motion to approve the agenda and Randy Pederson seconded the motion. The motion passed with all in favor.
3. Consent Agenda (approved by one motion)-*President*
 - o *August 16, 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.	WCTSA	Engineering	\$12,188.96	Various grants East Branch, Minnewaska, and Capacity
2.	Swift SWCD	East Branch project development expense	\$1,487.87	East Branch CWF grant
3.	Swift SWCD	East Branch Engineering WCTSA	\$6,400.16	East Branch CWF grant

- 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>
EB02-2021	East Branch 2021 CWF	Mark Thompson	Grassed Waterway			\$35,959.50 to Swift SWCD
EB04-2021	East Branch 2021 CWF	Mark Erdahl	WASCOB	RF 9 & 10		\$23,929.69



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Randy Pederson made a motion to approve the consent agenda items as presented and Tom Talle seconded the motion. The motion passed with all in favor.

4. Commissioner Update-*Paul Gerde*

- Chippewa River Watershed Association meeting was cancelled.
- He has attended meetings for AMC.

5. Old Business

- NRCS Agreement MOU Computer/Phone-**Gary Reents made a motion to approve the agreement and Randy Pederson seconded the motion. The motion passed with all in favor.**
- 2023 County Appropriation Meeting follow up discussion-The group discussed how the presentation went we will know soon what the preliminary levy is set at. Commissioner Gerde indicated that the budget was set at 7.9% and they can go down in December as they continue to work on the budget.
- Rosholt Field Day Follow up discussion was had by the board. We will be starting to plan for the 2023 field day already as we will have the AFREC council attending the event.
- 2023 Jim and Karen Barchenger Outstanding Conservationists Application-**Randy Pederson made a motion to approve the application and Gary Reents seconded the motion. The motion passed with all in favor.**

6. New Business

- North Fork Comprehensive Watershed Management Plan Update was discussed. **Randy Pederson made a motion to concur with the action to proceed with an amendment to the plan and Randy Mitteness seconded the motion. The motion passed with all in favor.**
- MCIT Property Casualty \$7,215 and Workers Compensation \$3,867 2023 Budget Estimate FYI
- 2023 Lake Emily Watershed BMP Targeted Implementation Phase IV \$362,500 CWF grant submitted
- 2023 East Branch Chippewa River Targeted Subwatershed Implementation Project Phase II \$345,000 CWF grant submitted-**D. Gary Reents made a motion to approve both applications submitted for Clean Water Funds and Tom Talle seconded the motion. The motion passed with all in favor.**
- 2021 Fixed Asset Schedule was presented to the board. **Randy Mitteness made a motion to approve the schedule and Randy Pederson seconded the motion. The motion passed with all in favor.**
- Set Fixed Asset Threshold to \$2,500 effect January 1, 2022-**Tom Talle made a motion to approve the threshold of \$2,500 for the fixed asset schedule effective January 1st, 2022. D. Gary Reents seconded the motion. The motion passed with all in favor.**
- Lake Reports updated through 2021-Kovarik shared that the reports are updated and on our website.
- BWSR Academy October 25-27 and we will have several staff attending the training.



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- 2020 Local Capacity Grant 1 year extension request-Randy Pederson made a motion to approve the Local Capacity 2020 and 2020 City of Glenwood Grant extensions. Randy Mitteness seconded the motion. The motion passed with all in favor. These grants will now expire 12/31/2023.
 - 2020 City of Glenwood Grant 1 year extension request
 - 2023 Buffer Law Agreement \$21,500
 - 2023 Local Capacity Agreement \$127,449-D. Gary Reents made a motion to approve the 2023 Buffer Law and Local Capacity Agreement and Randy Pederson seconded the motion. The motion passed with all in favor.
 - Projects-Houle, Baycrest, Peters Resort to encumber
 - Randy Mitteness made a motion to approve M04-21 Nick Houle project and encumber \$51,795 in cost share from the 2021 Lake Minnewaska CWF grant. Randy Pederson seconded the motion. The motion passed with all in favor.
 - Randy Pederson made a motion to approve the M05-21 David Peters project and encumber \$24.516 in cost share from the 2021 Lake Minnewaska CWF grant. Tom Talle seconded the motion. The motion passed with all in favor.
 - Projects-City of Glenwood-payments to approve \$7,124.64 final payment-Randy Mitteness made a motion to make the final cost share payment of \$7,124.64 for the City of Glenwood ravine project and Randy Pederson seconded the motion. The motion passed with all in favor.
7. Treasurer Report-D. Gary Reents made a motion to approve the treasurer report as presented subject to audit. 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
 - Lead Contacts Meeting Update-Kovarik attended this meeting.
 - 2021 Lake Reports updated and loaded online
 - LCCMR Kernza grant first phase closed out
 - Dividend Notice \$1,939
 - Kelly Erickson, Conservation Technician
 - Sales Program Updates-He has been working on drill rentals, Easement reviews.
 - WCA-He has been reviewing several project sites for WCA.
 - Kimberly DeMorett, Resource and Outreach Technician -see written report.
 - Nicole Brede, Habitat Resource Specialist-see written report.
 - Jeff Hellerman, NRCS-He has been working on CRP plans, EQIP, along with other NRCS staff.



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- Alexander Fellbaum, FSA CED-no report.

9. Board Member Meeting Reports

- Randy Pederson-North Fork Watershed IWIP meetings & staff update, Glacial Lakes Trail-August 3rd was the last meeting held.
- Randy Mitteness-Chippewa River Watershed Board & staff update-The next meeting will be in November.
- D. Gary Reents-Sauk River Watershed IWIP Committee meetings & staff update-He was going to check when the next meeting date will be with this group.

10. Upcoming Meetings:

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
10-18-22	Pope SWCD Regular Board Meeting	USDA Service Center Building	7:00 a.m.

11. FYI Items-none

12. Public Comment-none

13. Adjourn-Randy Mitteness made a motion to adjourn the meeting and Tom Talle seconded the motion. The time was 8:00 a.m.
