



MEETING Minutes

Meeting will be held USDA Service Center at 1680 Franklin Street North, Glenwood, MN 56334
 Supervisory Board Meeting 7:00 am original posted time delayed till 9:00 a.m. due to inclement weather
 February 21, 2023

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

1. The meeting was called to order at 9:01 a.m. by Chairman Keith Nygaard.
2. Randy Mitteness made a motion to approve the agenda with additions by Kovarik. Randy Pederson seconded the motion. The motion passed with all in favor.
3. Consent Agenda (approved by one motion)-*President*

- o *January 17, 2023 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>
1.	WCTSA	Engineering	\$12,574.47	various
2.	Swift SWCD	Project Development and Engineering	\$1,173.11	21 East Branch CWF

- 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>
WS01-23	Local Water Management	Lee Tangen	Well Sealing	WBL 36	\$500.00	

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-no report*
5. Old Business
 - o Legislative Days March 7th updates were shared with the group. Gary Reents will attend and Randy Pederson will need to check his schedule. We will partner with Swift SWCD on our appointments. On January 25th, Kovarik, Nygaard, and Mitteness participated in the Legislative Briefing Virtual Meeting.
 - o MASWCD Area II Meeting February 7th Follow up-Members that attended the meeting shared updates on Camp Ripley and other information shared at the Area II meeting.



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- Sauk River Watershed Citizen Survey has been distributed. This was a random sampling not everyone in the watershed will receive it.
- Pay Equity Report submitted-D. Gary Reents made a motion to approve the report as submitted and Randy Pederson seconded the motion. It was noted that this was approved to be submitted at the January meeting by the Board.
- Signature Cards ready and the signatures were collected to update this information at Eagle Bank.
- Job Posting updates were shared with the board. We have 2 applicants and another prospect that have been received. Two of the interviews are on Friday 2/24/23. Kovarik also has lined up an appointment with the third candidate for 2/28/23. It is a little tougher job market now. The position notice has been adjusted to open till filled. We will need at least two hired with one being available the entire season April till November. More details will be shared as they are available and a full update will be provided at the March meeting.

6. New Business

- March 15th Treasurer Training Reents and Kovarik to attend.
- IRS Mileage Rate 65.5 cents per mile. It was discussed about the mileage being shown on the pay stub. Kovarik will double check this, but this should be reflected on the paystub. She will report back to the board members once she has checked.
- 2022 Sales Program Analysis was reviewed with the board.
- 2022 MAWQCP Report was reviewed with the board.
- 2022 WCTSA Annual Report was reviewed with the board.
- CRP workload will be smaller so not requesting MAWQCP funding through contribution agreement this year.
- Rainbarrels committing to 80 (60 Pope, 20 Douglas). We will be storing some of these but needed to commit to get the better pricing.
- MDA CWMA Grant is available. Brede will be discussing this more under her report.

7. Treasurer Report

- Monthly Checking Account Report #11247
- Monthly Savings Account Report #870903
- Treasurer Report (3-year comparison) January 2023
- D. Gary Reents made a motion to approve the January treasurer report and Randy Mittenness seconded the motion. The motion passed with all in favor.
- Treasurer Report December 2022-D. Gary Reents made a motion to approve the December treasurer report and Randy Pederson seconded the motion. The motion passed with all in favor.

8. Reports

- Holly Kovarik, Manager
 - Quarterly billable is being worked on.
 - Quarterly reports are being worked on.
 - Journal Entries at year end have been completed.



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- Compiling information for Annual Report
 - MASWCD AR \$18,000 for CRP planning
 - Attended Sauk River CWMP Implementation Team Meeting
 - Irrigation RCPP AR 4th Quarter \$1,880.81
 - North Fork Crow IWIP AR 4th Quarter \$290.70
 - Chippewa WRAPS AR 4th Quarter \$635.94
 - Chippewa IWIP AR 4th Quarter \$4,098.29
 - 2022 Local Water Management Grant closing out
 - 2021 Lake Minnewaska CWF Grant working on completing report defer \$23,524.12 12/31/2022 Interim Report
 - 2021 East Branch Chippewa River CWF Grant defer -(negative \$54,197.82) payment request has been submitted and already received
 - 2021 Local Capacity Grant defer \$77,681.34 Interim report
 - 2022 Local Capacity Grant defer \$145,306.50 Interim report
 - PERA Exclusion Report
 - Payroll Data Request for Workers Comp Report
 - Belgrade Samples AR \$108.37
 - AFREC Report 4th Quarter AR \$4,009.58
 - Rosholt Nitrogen Study 4th Quarter AR \$32,233.45
 - Rosholt Irrigation Nitrogen Study 4th Quarter AR \$4,200
 - 2022 State Cost Share Closed Out
 - MDA Soil Health Funding for Equipment updates for landowners
 - Cart/CD Training with Nicole and Kelly
 - Achievement of Level I Conservation Planner Status
 - Worked on completion of project submitted for ranking for EQIP
 - **Randy Mitteness made a motion to approve all reports as submitted and Randy Pederson seconded the motion. The motion passed with all in favor.**
 - Kovarik shared information about the Popcorn, Pints, and Pollinator Event
 - She shared that she has been asked to testify for the Minnesota House Ag Committee for the Kernza project.
 - She has worked on and submitted the Forbord MDA FA grant.
 - She has been out sick some.
 - She shared that there is a new elink reporting system that will be launched.
- Kelly Erickson, Conservation Technician
 - Sales Program Updates-
 - He shared that he has 10 potential tree plans. He has one plan being reviewed for accuracy. Once he has several plans (2-3) then he can have them reviewed for attainment of JAA.
 - WCA-
 - County Road 15 road replacement was discussed.
 - He had a whistle blower complaint in Glenwood Township.



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- The Notice of Decision for the Schaefer project was sent out.
 - The Restoration Order on the Freeman site has not been finalized yet.
 - He finished getting the logger net working again on his computer.
 - The observation well program there has been no activity.
 - He has 5 pivots signed up for 2023. He has 2 project folders from last season for IWM ready to be reviewed for accuracy.
 - He participated in the desktop training with Nicole and Holly.
 - He attended the IAM Annual Meeting with Kimberly last week.
 - Kimberly DeMorett, Resource and Outreach Technician (see attached written report)
 - Irrigation Clinic March 6th Greenwald Pub-She has been assisting with the planning of this event and will attend.
 - Irrigators Conference attend in Freeport February 16th a booth was created featuring Rosholt. Kimberly created the display. She shared updates on the information from the event with the board.
 - She has been assisting with pulling reports and filing. She is learning the Rosholt grant paperwork requirements as this duty will be shifted to her. Kovarik will assist but the goal is to train Kimberly on how to do these quarterly reports for Rosholt.
 - She worked on Annual Report content.
 - She has been working on training.
 - She had a 2-day leadership training in Alexandria. Next month she will be going to St. Paul to the Capitol and meeting with legislators.
 - She has been helping plan the Pollinator, Pints, and Popcorn event.
 - She has been preparing a mailing for promotion for well sealing projects in the North Fork Watershed within Pope County.
 - She attended the Stearns Shoreland Training and provided a recap of that as well.
 - Nicole Brede, Habitat Resource Specialist (see attached written report)
 - There will be less workload for CRP this year.
 - There are 2 new interests with MAWQCP program. She shared updates on the MAWQCP Financial Assistance funding. We are working with producers on applications for irrigation, cattle panels, and cover crops recently as examples.
 - She is working on a MDA grant for noxious weeds. D. Gary Reents made a motion to approve the grant submission and Randy Pederson seconded the motion. The motion passed with all in favor.
 - She has been working on Annual Reports.
 - She attended the Area II meeting.
 - Buffer Report-The information was submitted to the county for enforcement on sites noncompliant with the buffer law.

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- Jeff Hellerman, NRCS
 - EQIP 2023 there were 30 applicants that were assessed and ranked. 15 of the applicants ranked well.
 - CSP 2023 there was 1 contract approved
 - They are working on current applications for general
 - There is a request for a wetland mitigation or review.
 - March 21st will be the Local Work Group Meeting at 9:15 a.m.
- Alexander Fellbaum, FSA CED-no report

9. Board Member Meeting Reports

- Randy Pederson-North Fork Watershed IWIP meetings & staff update, Glacial Lakes Trail -There will be a meeting on March 30th.
- Randy Mitteness-Chippewa River Watershed Board & staff update-The meeting was canceled due to lack of items for the agenda.
- D. Gary Reents-Sauk River Watershed IWIP Committee meetings & staff update-He shared they had a meeting last week talking about the focused efforts for the biennial work plan. He shared that there will be a discussion in March on regulations. He shared the Citizen Survey has been distributed. He shared information about JD2 on Lake Osakis and the Miller Bay concerns. He shared that they discussed a tracking tool for the plan on implementation. He also shared that Cole Loewen has changed positions. He mention that Osakis Lake is trying to set up a Lake Improvement District.

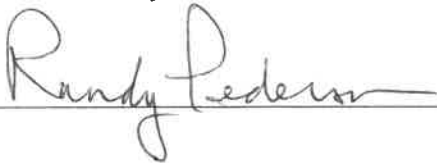
10. Upcoming Meetings:

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
3-21-2023	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 at 10:50 a.m. and D. Gary Reents seconded the motion. The motion passed with all in favor.



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