



MEETING Minutes

Meeting will be held USDA Service Center at 1680 Franklin Street North, Glenwood, MN 56334
Supervisory Board Meeting 7:00 am
November 21, 2023

Attendance: Holly Kovarik, Christopher Borash, Nicole Brede, Kimberly DeMorett, Keith Nygaard, Randy Pederson, Randy Mitteness, Tom Talle, D. Gary Reents, Cory Walker, John Naig, Terry Meierding, Ted Kannegiesser, Jeff Hellerman

1. Call To Order & Pledge of Allegiance-*President Keith Nygaard*-The meeting was called to order at 7:01 a.m. by Chair Nygaard.
2. Approve the Agenda-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 *October 17, Board Meeting Minutes*
 - o *August 26, 2023 Strategic Plan Meeting Minutes*
 - o *Resolutions-None*

<u>Number</u>	<u>Description</u>
03-2023	Resolution Recognizing Outstanding Conservationists
02-2023	Resolution adopting County Water Plan till December 31, 2024 for areas not covered by Comprehensive Watershed Management Plans

- o *Contract/Applications for Approval-None*

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

- o *Appropriations/Payments-None*

	<u>Payee</u>	<u>Description of Payment</u>	<u>Amount</u>	<u>Payment Code/Description</u>
1.	Peterson Co	Audit	\$3,825.00	General Fund
2.	NACD	Dues	\$775.00	General Fund
3.				

- 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>
Emily 03-2023	2023 Lake Emily CWF	Les Kalina Group	Lined Channel	Reno Section 1		\$18,900
Emily 01-2023	2023 Lake Emily CWF	Les Kalna	WASCOB	Reno Section 1		\$10,668.98
CAP03-2022	2022 Local Capacity	Richard Syverson	WASCOB	Langhei Section 21	\$5,491.63	

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 not in attendance*



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5. Old Business

- No-till drills sold payments received-The drills have been sold and picked up.
 - Update on grant amendment requests-2020 City of Glenwood grant extension requested & approved-Randy Mitteness made a motion to approve the grant extension and Tom Talle seconded the motion. The motion passed with all in favor.
 - 2022 Audit/Financial Statements completed-Tom Talle made a motion to approve the audit and financial statements and Randy Pederson seconded the motion. The motion passed with all in favor.
 - City of Lowry Erosion and Stormwater Assessment Report was shared with the board. D. Gary Reents made a motion to approve the report and Randy Pederson seconded the motion. The motion passed with all in favor.
 - Kaylee Martin Thank you for camp sponsorship
 - MASWCD Resolutions were submitted
 - Rosholt Harvest Expenses-Tom Talle made a motion to approve the payments for harvesting and tillage at Rosholt. Randy Mitteness seconded the motion. The motion passed with all in favor.
- Hoff Township/Naig Notice of Decision was presented for the boards review. This is an exemption decision for a culvert repair and road right of way ditch maintenance. Randy Mitteness made a motion to approve the NOD as presented and Randy Pederson seconded the motion. The motion passed with all in favor.

6. New Business

- Billable Rate set for new staff \$27.99-Randy Mitteness made a motion to authorize the billable rate for Chris Borash through year end. Randy Pederson seconded the motion. The motion passed with all in favor.
 - Open House set for December 20th
 - MASWCD Convention December 11-13-The board discussed the details of the convention.
 - Rosholt Harvest Completed 11/09/23
 - FY2022 WBIF North Fork Subcontract Policy & Procedure-Randy Pederson made a motion to approve the subcontract and policy and D. Gary Reents seconded the motion. The motion passed with all in favor.
- Kimberly DeMorett provided her report at this point on the agenda. It was also included in the board packet.
- Newsletter distributed
 - 2024 Board Meeting Schedule-Randy Mitteness made a motion to approve the schedule with the change for the March meeting to the 26th. Randy Pederson seconded the motion. The motion passed with all in favor.
 - Lloyd Campbell Shoreline Restoration Project Discussion-Randy Mitteness made a motion to allow buyout of the 2.5 years left on the contract for the Campbells. D.

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Gary Reents seconded the motion the amount will be prorated on the state's investment for the project. The motion passed with all in favor.

- Amur Maple Discussion-Kovarik shared we had people ask about purchasing Amur Maple. It was taken off our list because it is considered invasive. Randy Mitteness made a motion that we should not sell Amur Maple and any other noxious or invasive species. D. Gary Reents seconded the motion. The motion passed with all in favor.
- Christmas Party-The board discussed by general consensus to have the Christmas Party at the Minnewaska House. The staff were directed to work out the details.
- Soil Health Funding For Staff-D. Gary Reents made a motion to authorize Kovarik to work with other SWCDs on sharing a Soil Health staff position and putting together a grant application. Randy Mitteness seconded the motion. The motion passed with all in favor.
- Policy Discussion for WCA items-The board and staff had a discussion about ongoing implementation of WCA and its challenges as a program. There are pros and cons for the Pope SWCD continuing to administer the program. We are currently waiting for a final decision from Pope County if they will be administering WCA in the future. We should know soon.

7. Treasurer Report-June and July-D. Gary Reents made a motion to approve the treasurer report 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
 - East Branch Article was shared with the board.
 - Office Holidays Closed November 23, 24, December 22, 25th, 29th, and January 1st.-Tom Talle made a motion to approve the office holidays schedule. Randy Pederson seconded the motion. The motion passed with all in favor.
 - Attended virtual meeting Irrigation RCPP grant project
 - 3010 rear seal leak-Randy Mitteness made a motion to approve the repairs and to the 3010. Randy Pederson seconded the motion the motion passed with all in favor.
 - Convention Breakout Session Clean Water Council Recommendations
 - Fall Inspection Update-Kovarik shared we still have several inspections to complete and may not get them all done before snowfall.
 - Watershed Updates were given to the board.
 - Budget discussion-C.O.L, Step Increases, Health Insurance-D. Gary Reents made a motion to approve the draft recommendations and budget and

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Randy Pederson seconded the motion. The motion passed with all in favor.

- Fall Construction-Randy Mitteness made a motion to approve the project payments and contracts as described. Randy Pederson seconded the motion. The motion passed with all in favor.
 - Gerry Maus CAP01-2022 Payment not to exceed encumbered \$19,784.06
 - Roger Hippe CAP02-2022 Payment not to exceed encumbered \$6,968.37
 - Mark Schumann Emily06-2023 Payment not to exceed encumbered \$73,021.54
 - David Edmunds Emily04-2023 Payment not to exceed encumbered \$15,497.36
 - Richard Syverson \$5,491.63 for WASCOB project CAP03-2022
 - Joe Cihlar M08-21 \$19,004.37 WASCOB project
- New Drill Delivered/Ready for tandem hitch as well.
- FAC meeting attended
- Grant/Program Reporting-Randy Pederson made a motion to approve the quarterly reports and final reports and Tom Talle seconded the motion. The motion passed with all in favor.
 - Buffer Law 2024 Workplan \$20,000
 - CRWA 3rd Quarter AR \$2,093.52
 - 2021 Minnewaska CWF grant reported
 - Irrigation RCPP grant reported all in kind
 - AFREC IXN AR 3rd quarter \$12,478.98
 - 2020 City of Glenwood 3rd quarter \$18,475.48
 - Water Fest Account Balance \$1,537.10
 - 2023 Lake Emily 3rd quarter \$10,403.10
 - 2023 Local Capacity 3rd quarter reported
 - 2022 Local Capacity 3rd quarter \$51,783.93
 - 2021 Local Capacity 3rd quarter \$17,113.06 Closing out
 - Local Water Plan 3rd quarter \$1,746.47 3rd quarter Closing out our half
 - WCA 3rd quarter \$11,062.77, as of 11/3/23 fully spent grant and match
 - 2022 Buffer Initiative 3rd quarter \$2,337.47
 - DCD Trial \$4,000 AR
 - MAWQCP 3rd quarter AR \$1,914.17
 - 2023 Conservation Delivery 3rd Quarter \$2,830.33 Closed out
 - 2020 City of Glenwood 3rd quarter \$26,275.92
 - MDA Nitrogen Study 3rd quarter \$54,533.19 AR
 - 2021 East Branch CWF AR \$34,500 final closed
 - MDA IXN \$7,250 submitted 3rd quarter AR
 - 2024 Buffer Initiative Workplan

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- Wetland Conservation Act
 - Olson Restoration Order Extended 12-15-23
 - Moe Restoration Order Issued
 - Bakko Project NOD-D. Gary Reents made a motion approving the TEP recommendation for a denial of the application. Randy Pederson seconded the motion. Randy Mittness opposed. The motion passed.
 - Hoff Township/John Naig NOD-addressed earlier on the agenda
 - CSAH 17 Reconstruction NOD-Randy Mittness made a motion to approve the CSAH 17 NOD and Tom Talle seconded the motion. The motion passed with all in favor.
 - Gerry Maus NOD-Tom Talle made a motion to approve the NOD for the repair project and Randy Mittness seconded the motion. The motion passed with all in favor.

- Kimberly DeMorett, Resource and Outreach Technician (see attached)

- Nicole Brede, Habitat Resource Specialist (see attached)

Nicole provided updates on buffer compliance, RIM, MAWQCP, CREP, and CWMA.

- Nissen Buffer
- Maylon Buffer
- Faulkner Buffer
- Solvie Buffer (2)
- Johnson Buffer
- RIM Floodplains
- RIM & Cost Share Inspections
- MAWQCP
- CREP
- CWMA Inventory

- Christopher Borash, Conservation Technician (see attached)

- Rosholt Harvest has been completed

- Jeff Hellerman, NRCS

- There are 50 2024 EQIP applications.
- CSP and EQIP certifications are being worked on.
- Jeff celebrated 30 years with NRCS recently.

- Alexander Fellbaum, FSA CED-no report

9. Board Member Meeting Reports



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- Randy Pederson-North Fork Watershed IWIP meetings & staff update, Glacial Lakes Trail -He shared an update with the board for the meeting attended via Zoom for the North Fork. The purpose was to approve the workplan.
- Randy Mitteness-Chippewa River Watershed Board & staff update-Randy shared that they did have a meeting in October but no meeting in November for the Chippewa. The main items for business in October were additional expenditures with Houston Engineer and setting the date for putting the plan out for public comment.
- D. Gary Reents-Sauk River Watershed IWIP Committee meetings & staff update-He shared that they are working on the Biennial Workplan and a supplemental funding request.
- The board discussed the response letter to Mr. Hauge included in the packet. D. Gary Reents made a motion to approve the letter and send it to Mr. Hauge and Randy Mitteness seconded the motion. The motion passed with all in favor.

10. Upcoming Meetings:

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
12-19-23	Pope SWCD Regular Board Meeting	USDA Service Center Building	7:00 a.m.

11. FYI Items

12. Public Comment

13. Adjourn Randy Mitteness made a motion to adjourn at 10:10 a.m. and Tom Talle seconded the motion. The motion passed with all in favor.
