

MEETING Minutes

Meeting will be held USDA Service Center at 1680 Franklin Street North, Glenwood, MN 56334
Supervisory Board Meeting 7:00 am, July 16, 2024

Attendance: Tom Talle, D. Gary Reents, Randy Mitteness, Randy Pederson, Holly Kovarik, Mason Stewart, Keith Nygaard, Chris Borash, Commissioner Paul Gerde, Nicole Brede, Kimberly DeMorett

1. **Call To Order & Pledge of Allegiance**-The meeting was called to order by President Nygaard at 7:00 a.m. and the Pledge of Allegiance was recited.
2. **Consent Agenda (approved by one motion)**-*President.*
 - o *June 18, 2024 Board Meeting Minutes*
 - o *Resolutions-None*

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

o Contract/Applications for Approval

<u>Number/Name</u>	<u>Description</u>	<u>Total Application \$\$</u>
FY 2024 CWMA	Cooperative Weed Management Grant	\$15,000
FY24 North Fork WBIF Subcontract	North Fork WBIF Subcontract with Wright	
DNR Observation Well Agreement	Well Monitoring	\$5,640

o Appropriations/Payments-None

	<u>Payee</u>	<u>Description of Payment</u>	<u>Amount</u>	<u>Payment Code/Description</u>
1.	WCTSA	Engineering 1 st quarter	\$6,305.44	various
2.				

o Grant Payment/Project Approvals-None

<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>

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

3. **Commissioner Update**-*Paul Gerde*
 - He shared information about the summer construction plans.
 - He shared information on the budgeting process that will be starting soon.
 - We discussed the Transmission Line project.
4. **Old Business**
 - o PRAP Official Response -Randy Mitteness made a motion to approve the official response to the PRAP report as drafted and included in the board packet. Randy Pederson seconded the motion. The motion passed with all in favor. Kovarik will send the official response to BWSR.



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5. New Business

- 2024 Outstanding Conservationist Discussion-The board discussed with staff several landowner projects. Randy Mitteness made a motion to approve Richard & Victoria Syverson as this year's Outstanding Conservationists. If they decline the board authorized Kovarik to offer the award to Mike Billehus. Tom Talle seconded the motion. The motion passed with all in favor.
- Non-Structural Cost Share Policy was discussed for Pope SWCD. The board discussed adding in language to focus on and ranked by the priority areas as identified in the plans. They also discussed language about new projects receiving more points. They discussed that if a landowner does cover crop with a tillage practice this could also give them more points. The applications if changing or improving the way they are doing their work that this would rank higher as well. Kovarik will work on refining the cost share policy for further discussion at the SWCD meeting in August.
- CRWA Coordinator Position Opening Discussion was shared with the board. Kovarik prepared three different budget scenarios for the board to consider at this time. We would be looking to hire this position once the funding is received. We will be discussing a job description and further details over the next few months.
- 2025 Appropriation Request was discussed by the board. The appropriation request will include a 10% increase from last year and the Capacity Match has been rolled into that number starting this year (\$115,946).
- 2025 Budget Discussion-Kovarik shared she is working on the 2025 budget as information is available. We do not have all information yet on grants. Kovarik asked for the budget committee to meet in the next month to discuss the draft she has prepared.
- NRCS CCE & Phone Commitment Discussion \$21,500-Kovarik shared with the additional staff position this would be our approximate commitment we would need to meet for NRCS.

6. Treasurer Report-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)

7. Reports

- Holly Kovarik, Manager
 - End of Quarter Reporting
 - Billable Tracking-Kovarik shared she has one staff person left to report.
 - CRWA Updates were shared with the board. The group will meet this Friday and are working on policies and preparing for implementation.
 - CRWA 1st quarter Invoice \$3,203.55
 - CRWA 2nd quarter Invoice \$4,647.13
 - Annual Report Meeting with Commissioners July 9th-The group discussed the meeting that was held with the Commissioners. The meeting went well.



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- Budget Request Meeting with Commissioners August 13th-Kovarik shared that the appropriation meeting is set for August 13th. She is working on putting together all of the information requested by the County.
 - Flagpole flower bed project completed.
 - MDA LAT Meeting was held and Kovarik shared a few details about the DWSMA and the mitigation efforts with landowners.
 - Les Kalina Boat Ramp project was discussed. Kovarik shared the report prepared by engineering staff. Kovarik shared that she will be submitting this as the official year 1 inspection for the project. The landowners have raised some concerns this spring about the boat ramp project. It appears as though heavy equipment was used on the boat ramp which caused some rutting. The soils were very saturated this spring. Engineering staff has completed an inspection and this information for continued maintenance of the site will be shared with the property owners.
 - Sauk River CWMP Implementation Team Meeting-She attended this meeting.
 - Big Stone Transmission Line was discussed previously on the agenda.
 - 2022 Local Capacity Grant Close out-Kovarik shared this grant is nearing completion and almost ready for closeout.
 - Pope County Fair July 31-August 3rd
 - Nitrate Clinic August 2nd @ Pope County Fair Noon-4 pm
 - CRWA update-Kovarik shared an update on the Chippewa planning effort. The group will be meeting with BWSR in early August to go over the plan.
 - DNR OB Well AR \$2,460 report completed
 - Projects-Kovarik shared that some of the projects are delayed due to waiting for the Chippewa WBIF funding. The Chippewa group is working hard to get all of the implementation items prepared so we are ready for the funding.
 - UofM IXN 2nd quarter \$5,500
 - UofM Nitrogen 2nd quarter \$35,000-Randy Pederson made a motion to approve both invoices for Rosholt from the University to be paid. Tom Talle seconded the motion. The motion passed with all in favor.
 - Keith Nygaard brought up projects in Lowry specifically on the east side of town. The group discussed that the study that was completed for Lowry mainly highlighted work on the west side of town. However if a project would be developed we could fund a project on the east side of town potentially as well.
- Kimberly DeMorett, Resource and Outreach Technician-Kimberly shared she has been working on research at Rosholt, preparing for the field day, poster contest follow-up, precipitation monitoring, and the DNR Observation Well monitoring.
 - Nicole Brede, Habitat Resource Specialist-Nicoel shared she has been working on RIM, CREP and CRP, Cooperative Weed Management, and buffers. She shared that Kannegisser is not compliant. She also shared that we did receive the CWMA Grant for \$15,000. Kovarik is working on getting the contract executed with the state at this time.



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- Christopher Borash, Conservation Technician-He is working on training, drill use, weed matting, sent out quotes for grass seed. He is working on learning the MAWQCP program with Grant Pearson. He has been working on repairs to the Irrigation system and the 02 Chevy truck needs repairs as well.
- Mason Stewart, Conservation Technician-He has been at Rosholt working on sampling and analysis. He has assisted with drills and weed fabric installation.
- Abigail Meyer, Intern-no report
- Jeff Hellerman, NRCS-He shared that they are working on the 2025 EQIP and that deadline is in September. He shared that staff are working on CRP plans, practice certifications, and modifications to contracts.
- Alexander Fellbaum, FSA CED-He shared that they are done with certifications for the year. He said they have not heard anything on the Farmbill yet. He also shared we should know soon on prevent plant acres.

8. 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. The Chippewa will meet later this week.
- D. Gary Reents-Sauk River Watershed IWIP Committee meetings & staff update-Gary shared that the meeting will be held before next months meeting.

9. Upcoming Meetings:

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
8-20-2024	Pope SWCD Regular Board Meeting	USDA Service Center Building	7:00 a.m.

10. FYI Items-none

11. Public Comment-none

12. Adjourn-Randy Pederson made a motion to adjourn, and Randy Mitteness seconded the motion. The motion passed with all in favor at 9:30 a.m.





