POPE SOIL & WATER
CONSERVATION DISTRICT

BA-Board Action
I-Information

MEETING MINUTES

Meeting will be held USDA Service Center at 1680 Franklin Street North, Glenwood, MN 56334
Supervisory Board Meeting 7:00 am**Note change to summer hours**
April 21, 2026

Attendance: Keith Nygaard, Tom Talle, D. Gary Reents, Randy Mitteness, Randy Pederson, Holly Kovarik, Kimberly DeMorett, Nicole Brede, Mason Stewart, Katie Disrud, Allie Lemke, Jeff Hellermann

1. Call To Order & Pledge of Allegiance-*President Keith Nygaard*-The meeting was called to order by President Keith Nygaard at 7:02 a.m. and the Pledge of Allegiance was recited.
2. Introductions of New Staff were made. Allie Lemke has started as one of the staff assisting at the Rosholt Research Farm this season and other office tasks.

3. Approve Agenda-A motion was made by Randy Mitteness to approve the agenda with the additional items noted by Kovarik. Randy Pederson seconded the motion. The motion passed with all in favor.

4. Consent Agenda (approved by one motion)-*President.*
   - *March 17, 2026 Meeting Minutes*
   - *Resolutions-None*

Number	*Description*

   - *Contract/Applications for Approval-None*

Number/Name	*Description*	*Total Application $$*

   - *Appropriations/Payments-None*

	Payee	*Description of Payment*	*Amount*	*Payment Code/Description*
1.	UofM	Rosholt ITC		MDA Grant
2.	UofM	Rosholt Nitrogen Study	$30,000	MDA Grant
3.	Forest City Models	Rain barrels	$21,056.76	Cost of Goods

   - *Grant Payment/Project Approvals-None*

Contract Code	*Grant Name*	*Landowner*	*Type of Project*	*Project Location*	*Amount*	*Payment*

   A motion was made to approve the consent agenda items as presented by Randy Pederson and seconded by Randy Mitteness. The motion passed with all in favor.
5. Commissioner Update-*Paul Gerde*-no report

6. Old Business

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- Legislative Day/Flyer was reviewed by the board members and staff and board members that attended provided an update on the legislative meetings.
- Conservation Technician Position was discussed with the board. Wesley Siira has been hired to fill this position and will start in early May. There were approximately 35 applicants.

7. New Business
   - Cover Crop Academy Budget was shared with the board. Kovarik has submitted the budget to Anna Cates for review. Kovarik went through our commitments with these plots and next steps to cover spring work.
   - Rosholt Weather Station will be getting some updates. Kovarik asked for approval to be authorized to sign any agreements needed with the Minnesota Department of agriculture related to the weather station and the updates. **Randy Mitteness made a motion to approve authorizing Kovarik to sign the agreements for the weather station updates as described. Randy Pederson seconded the motion. The motion passed with all in favor.**
   - Mason Stewart Cover Crop JAA Level 1 340-**A motion was made by Randy Pederson to approve Mason Stewarts JAA Level 1 340 Cover Crop status and D. Gary Reents seconded the motion. The motion passed with all in favor.** Masson provided his report here.
   - Nicole Brede Conservation Cover (327) JAA Level 3, Restoration of Rate or Declining Natural Communities Level 2 (643), Upland Wildlife Habitat (645) JAA Level 2, Wetland Restoration Level 1 (657) CRP context-**Randy Pederson made a motion to approve Nicole Brede's Conservation Cover (327) JAA Level 3, Restoration of Rate or Declining Natural Communities Level 2 (643), Upland Wildlife Habitat (645) JAA Level 2, Wetland Restoration Level 1 (657) CRP. Randy Mitteness seconded the motion. The motion passed with all in favor.**
   - Quote Glacial Computing Update 1 Seasonal Laptop $1,480.70 quote -**Randy Mitteness made a motion to approve the quote and authorize the staff to proceed with purchase of the equipment. D. Gary Reents seconded the motion. The motion passed with all in favor.**
   - Call for Resolutions MASWCD-Kovarik shared that any resolutions we would want to prepare would need to be brought to the next board meeting. There were none presented at this time.
8. *Treasurer Report*-**A motion was made by D. Gary Reents to approve the treasurer's report as presented and subject to audit. Randy Mitteness seconded the motion. The motion passed with all in favor.**
   - Eagle Bank Monthly Checking Account Report
   - Eagle Bank Monthly Savings Account Report
   - Eagle Bank CD
   - Glenwood State Bank Monthly Savings Account Report
   - Treasurer Report (3-year comparison)
9. Reports

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- Holly Kovarik, Manager
  - Grant Reporting is being completed at the end of the quarter.
  - Billable Tracking is being processed at the end of the quarter.
  - Election Information was reviewed by the board, and the filing period begins in May.
  - Legislative Update was reviewed.
  - Newberg Project was discussed with the board. They are being allowed with BWSR approval to replant willow in the planting where shrubs did not survive.
  - Haats Update-Kovarik provided an update on the Haats replant.
  - MCIT Workers Comp Payroll Estimate report was completed.
  - BWSR Academy Session on HR is being planned and Kovarik will be presenting.
  - Minnesota Ag Weather Network Survey was completed.
  - CD Opened $100,000 transferred
  - MCIT EDP Report was completed.
  - Kannegiesser Invoice was discussed. We have attempted to settle the account. The board directed it to send a letter to attempt to collect payment again and to add the accrued interest.
  - Nationwide Report Year In Review was shared.
  - Legislative Day at Capitol was discussed.
  - Tree Planter Discussion-Kovarik shared discussion about equipment updates. **Randy Mitteness made a motion to approve research and exploring new planters and finding funding sources. D. Gary Reents seconded the motion. The motion passed with all in favor.**
  - Tandem Drill Rental-The board discussed keeping the rate at $10 per acre. If we deliver, we will charge two delivery service fees of $150 per drill.
  - Website updates to add grantee contact info have been completed.
  - Annual Report is in process.
  - Quarter 1 Reporting is in progress.
  - CRWA Audit is in process.
  - Sales Program Updates were shared with the board and number of plantings and grass seedings along with trees and shrubs sold.
  - Policies-Kovarik is working on researching several policy updates. The group discussed our safety policy and Kovarik will bring a policy for discussion at a future meeting.
  - Rosholt Updates-Kovarik went through each plot and our responsibilities for each plot this spring.
  - Construction Project Contracts: Knoblauch, Davidson/Lagred-**D. Gary Reents made a motion to approve the Knoblauch contract CR-WBIF-24-25-023erosion control project cost share $40,027.43. Randy Mitteness seconded the motion the motion passed with all in favor.**

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Randy Mitteness made a motion to approve the amendment to the Davidson/Lagred erosion control project amendment CR-WBIF-24-25-011 to add funds total cost share of $39,289.88. Randy Pederson seconded the motion. The motion passed with all in favor.

- A motion was made by Randy Pederson to approve the North Fork FY25 CRP Contract for Darin Brower for 16.34 acres in the amount of $5,220.00. The motion was seconded by D. Gary Reents. The motion passed with all in favor.
- Watershed Meetings: CRWA, SRW, NFCRW
  - CRWA-FY26 WBIF Grant Agreement Approved

- Kimberly DeMorett, Resource and Outreach Technician
  - Poster Contest Presentations/Delegation of winner selection-D. Gary Reents made a motion to delegate selection of the poster winners to staff. Randy Pederson seconded the motion. The motion passed with all in favor. She shared updates on prepping the research efforts for Rosholt. She provided an update on the poster contest, stewardship week, water fest, and the Envirothon. She also has worked on the observation well monitoring and submitting the precipitation monitoring information.
- Nicole Brede, Habitat Resource Specialist
  - Irrigation RCPP Update was shared. We had 11 applications, 4 ranked high, 7 ranked medium. We did have one funded, but the landowner backed out changing their mind on which field they wished to do. Nicole noted that adding additional practices helped with the scoring this round and that it would be a focus for the next round to add additional practices to improve their scoring. She has submitted 1 CREP application. She will be reviewing buffer updates in BuffCAT. She has one site for a buffer seeding to stake. She attended training for RIM and has been working with landowners on questions for improvements to their RIM site. She assisted at the Expo, and has been working on training.
- Mason Stewart, Conservation Technician
  - RCPP Soil Health Applications/Contracts-A motion was made by D. Gary Reents to approve the following Soil Health RCPP contracts and authorizes Kovarik to sign the agreements and to adjust which funding source as needed. Randy Mitteness seconded the motion. The motion passed with all in favor. There are some of these that will be funded by Soil Health RCPP and at least one will still be funded out of the FY24 Soil Health CWF grant.

Contract	Resource Concern	Practice	Acres	Years	Amount
61-1-1	Soil Quality - Organic Matter Depletion	Cover Crop Multi-Specie	213.6	1	$12,816

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61-1-2	Soil Quality - Organic Matter Depletion	**Cover Crop Multi-Specie**	**86.2**	**1**	**$5,172**
61-1-3	Soil Quality - Organic Matter Depletion	**Cover Crop Multi-Specie**	**210.4**	**1**	**$12,624**
61-1-4	Soil Quality - Organic Matter Depletion	**No-Till**	**86.2**	**1**	**$3,017**
61-1-5	Soil Quality - Organic Matter Depletion	**No-Till**	**47.3**	**1**	**$1,655.50**
61-1-6	Soil Quality - Organic Matter Depletion	**No-Till**	**64.1**	**1**	**$2,243.50**
61-1-7	Soil Quality - Organic Matter Depletion	**No-Till**	**135.9**	**1**	**$4,756.50**
Total					**$42,284.50**

- He assisted with the poster contest presentations.
- He has been completing training.
- He has been assisting with the drill rentals and setting up for trees coming in.
- He has been assisting as needed at Rosholt.

- Katie Disrud, Watershed Planner & Outreach Coordinator
  - Irrigation Clinic Survey information was shared.
  - Equipment Log was shared with the board.
  - CRWA FY26-27 WBIF Agreement Executed
  - She provided updates on the Chippewa Watershed activities including meetings, water testing clinic event, well sealing promotion, meetings attended, and assistance with other tasks.
- Jeff Hellerman, NRCS-We will have the local work group meeting in June based on conversation with the board. He provided an update on their current work.
- Shannon Groetsch, FSA CED-She mentioned the CRP batching period and that they were getting ready for acreage reporting.

10. Board Member Meeting Reports
    - Randy Pederson-North Fork Watershed IWIP meetings & staff update, Glacial Lakes Trail -no meeting held
      - Plan Renewal
      - FY26 Partner Agreements
    - Randy Mitteness-Chippewa River Watershed Board & staff update-No meeting held

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- D. Gary Reents-Sauk River Watershed 1W1P Committee meetings & staff update-No meeting held
  - Stearns CD-New Fiscal Agent
  - Sauk WD-Host SharePoint site -shifting from Stearns Co
  - Incentive Funding Available for CRP

11. Upcoming Meetings:

Meeting Date	Meeting Description	Meeting Location	Meeting Time
4-21-26	Pope SWCD Board Meeting	USDA Service Center Building	7:00 a.m.****
5-19-26	Pope SWCD Board Meeting	USDA Service Center Building	7:00 a.m. ****

12. FYI Items-none
13. Public Comment-none
14. Adjourn- A motion was made by Randy Mitteness to adjourn the meeting at 9:35 a.m. and seconded by D. Gary Reents. The motion passed with all in favor.

5-19-26

Randy Pedersen 5-19-26