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
August 18, 2026

Attendence: Keith Nygaard, D. Gary Reents, Randy Pederson, Tom Talle, Randy Mitteness, Jeff Hellermann, Shannon Groetsch, Holly Kovarik, Nicole Brede, Mason Stewart, Wesley Siira, Katie Disrud

1. Call To Order & Pledge of Allegiance-The meeting was called to order by President Keith Nygaard at 7:00 a.m.

2. Approve Agenda-D. Gary Reents made a motion to approve the agenda as presented with adjustments. Randy Mitteness seconded the motion. The motion passed with all in favor.

Jeff Hellermann provided an update on the agenda at this time. He shared they have been working on CSP and EQIP practice certifications since spring. He shared they are working on 2026 CSP & EQIP approved applications. Melissa has been working on CRP plans. They will be working on CRP status reviews.

3. Consent Agenda (approved by one motion)-*President.*
   - *July 21, 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.				
2.				

   - *Grant Payment/Project Approvals-*

Contract Code	Grant Name	Landowner	Type of Project	Project Location	Amount	Payment
CR-WBIF-26-27-004	FY26-27 CRWA WBIF	Zach Johnson	Erosion Control	Benwade 15	$43,797.81	
CR-WBIF-26-27-006	FY26-27 CRWA WBIF	David Wrolson	Erosion Control	Nora 33	$33,106.88	
CR-WBIF-26-27-007	FY26-27 CRWA WBIF	Bryce Farms	Erosion Control	Glenwood 28	$10,906.88	

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CR-WBIF-26-27-007	FY26-27 CRWA WBIF	Meixel Land Partnership	Erosion Control	WBL 33	$112,605.00	
CR-WBIF-26-27-009	FY26-27 CRWA WBIF	Don Gjerdigen	Erosion Control	Rolling Forks 29	$18,064.52	
CR-WBIF-26-27-010	FY26-27 CRWA WBIF	Don Gjerdigen	Erosion Control	$13,305.99		

- ***Grant Program Reports***

Grant Name	Report Type	Payable or Receivable	Amount
MDA Rosholt ITC	Interim	$12,500	
MDA Nitrogen Study	Interim	$51,671.63	
NF CRP Incentive Payment	Final	$5,220.00	
MAWQCP	2nd Quarter	$4,721.45	
North Fork WBIF	Interim	$2,365.57	
DNR CPL Phase IV	Final	$50,000.00	
CRWA FY24 WBIF 2nd quarter	2nd Quarter	$39,316.18	
Irrigation RCPP	1st Quarter	$11,115.88	
Irrigation RCPP	2nd Quarter	$2,454.37	

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.

4. **Commissioner Update**-*Paul Gerde-no report*

5. **Old Business**
   - County Commissioners' Budget Meeting 8-11-26 was shared with the group. Mitteness and Pederson attended the meeting with Kovarik.
   - Outstanding Teacher Application-Kovarik has approval from the previous meeting to submit this application to meet the deadline.
   - Outstanding Conservationist Application-**Randy Pederson made a motion to recommend the City of Glenwood as this year's Outstanding Conservationists. Randy Mitteness seconded the motion. The motion passed with all in favor.**
   - Hail

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- Randy Pederson made a motion to sell the 2002 truck and not take the salvage option and work to sell the vehicle. Randy Mitteness seconded the motion. The motion passed with all in favor.
- D. Gary Reents made a motion to keep the Acadia and not take the salvage value and not repair it. Randy Pederson seconded the motion. The motion passed with all in favor. We will only be able to have liability on this vehicle moving forward.
- D. Gary Reents made a motion to fix the 2025 Chevy vehicle based on the Kar Kraft quote and to not fix the 2017 Ford vehicle. Randy Pederson seconded the motion. The motion passed with all in favor.
- Kovarik provided an update on the status of the hail damage on the shed at Rosholt. She has two bids in the work. We have received one bid so far. Kovarik provided an update on the adjuster's determination and payment received for the damage. **Randy Mitteness made a motion to fix the shed and to authorize Kovarik to work with the Chairman to determine the bid to select to proceed in a timely manner. The shed is leaking in areas, and it is important to get the building fixed timely. The motion passed with all in favor.**

- Rosholt Field Day/Updates-Kovarik and staff provided updates from the field day. We had good feedback from MDA on the day, and the Assistant Commissioner was in attendance. We had approximately 50 in attendance.

6. New Business
   - September 17 Area II Meeting will be in Stearns, Nygaard, Pederson, Mitteness, and Reents to attend with staff.
   - Water Fest September 18th
   - Conservation Day September 24th
   - Wesley Siira Level 1 and 2 Conservation Planner-**Randy Mitteness made a motion to approve this status, and D. Gary Reents seconded the motion. The motion passed with all in favor.**
   - Watershed Dinner and Discussion NFCRWD information was shared with the group. Pederson and Kovarik to attend.
   - Prescription on Irrigation System-Kovarik shared that the prescription has not been working on the irrigation system which has affected one of the trials. She has reached out to West Central Irrigation to discuss next steps for a repair and is in conversation with MDA and our researchers on next steps.
   - Thank you for Long Lake Camper Sponsorship was passed around.
   - Billable Rates-**Kovarik shared the billable rate for Siira in the 2nd quarter at $31.95. D. Gary Reents made a motion to approve his billable rate as suggested for 2nd quarter and Randy Pederson seconded the motion. The motion passed with all in favor.**

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7. *Treasurer Report*-**D. Gary Reents made a motion to approve the report as presented and 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)
8. Reports
   - Holly Kovarik, Manager
     - Billable Tracking is being done.
     - Paid Leave no change 2027
     - Pope SWCD Audit is in progress.
     - Dividend Payments $903 Workers Compensation, $629 Property Casualty
     - Renewal of Rosholt MDA Agreements are being discussed with MDA.
     - Attended One Watershed One Plan Meeting in Cambridge
     - IRS Mileage Rate July 1 $0.76
     - Sales Program Updates: drills, seedings, etc.-We discussed the National Wild Turkey Federation Grant. If we applied for staffing costs our application would not rank well. We could apply for equipment, and we discussed purchase of a batwing mower. There was no consensus on adding this service. Kovarik shared information on new CRP sites that being able to bid projects and offering mowing services on those newly planted CRP sites would help us secure a few more projects. It is hard to compete when we cannot offer mowing, especially on a new CRP site. Kovarik shared that we would then likely not apply for this grant at this time.
     - Construction Projects were discussed earlier on the agenda. We have a lot of projects in the works, and we are now seeing them come forward for contracting. We have several projects that will be ready for fall construction.
     - Watershed Meetings: CRWA, SRW, NFCRW
   - Kimberly DeMorett, Resource and Outreach Technician
     - Nitrate Clinic Recap at Fair-There were 19 samples ran during the nitrate clinic. Her report was in the packet that was distributed. She was not in attendance at the meeting.
   - Nicole Brede, Habitat Resource Specialist
     - She has been working on Irrigation Water Management for 4 pivots. She has been assisting with RCPP grant reporting. She shared updates on RIM with inspection letters going out to landowners. Equitable Holding project has a berm repair in process. She mentioned she is reviewing parcel splits and compliance for buffer law in BuffCAT. She has fielded a few questions on CREP reenrollment. She has been working on a cover crop plan and a pasture and hay planting plan. She assisted in participating in a North Fork Subcommittee meeting over Teams.
   - Mason Stewart, Conservation Technician

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- He has been working on training.
- He has several soil health projects he has been working on plans for.
- He has assisted with Glacial Hills seeding and preparations for the field day at Rosholt.
- Soil Health Practices- Note 61-1-12 was approved at the last board meeting allowing latitude for the staff to adjust which grant fund was the best fit. This project was funded by SH FY25 CWF this number was reassigned to a new project and is not the same project as discussed and approved of last month. The project approved last month was for a cover crop practice for Cory Walker. **A motion was made by Randy Mitteness to approve the following projects and allow staff to adjust contract numbers or funding sources of these projects to get the most projects funded. Kovarik shared we are getting close to having all our funding encumbered. She shared that at least one of the projects listed below is in the Sauk River Watershed and we could have that project funded there. The contract number could change if that is the case based on the funding source. The board agreed this motion would give the staff the ability to determine best source to fund and then the contract number may need to be adjusted for these projects. The RCPP Soil Health grant cannot list names on these projects in our minutes or agendas and that is why that information is not listed below. The motion was seconded by D. Gary Reents. The motion passed with all in favor.**

Contract #	Practice	Rate Per Acre	Acres	Amount $
61-1-12	340 Multi Specie & Single Specie	$60 - Multi & $50 - Single	68 - Multi & 25 - Single	Multi - $4,080 & Single - $1250 = **$5,330**
61-1-14	340 Single Specie	$50 - Single	897.6 - Single	Single = **$44,880**
61-1-15 (Sauk River Watershed)	340 Multi Specie	$60 - Multi	195 - Multi	Multi = **$11,700**
61-1-16	340 Multi Specie	$60 - Multi	818 - Multi	Multi = **$49,080**
61-1-17	340 Single Specie	$50 - Single	122.5 - Single	Single = **$7,350**

- Katie Disrud, Watershed Planner & Outreach Coordinator
  - Katie shared details from the recent events including the fair booth, social media posts, and planning for Breakfast on the Farm. She shared a report on the Water Screening Clinic (150 samples ran), reporting, the grant reconciliation process, and meeting preparations. She attended the Swift and Pope County Commissioners meetings along with the IWIP meeting in Cambridge. She has trained Wesley on the Weather Station recording.
- Wesley Siira, Conservation Technician

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- He has finished his level 1 and II conservation planner status training. The drills are going out again. He shared updates on work at Rosholt and the repairs completed on equipment and the irrigation system.

- Jeff Hellerman, NRCS-see above report
- Shannon Groetsch, FSA CED
  - She shared that they are hiring to fill a position in the Douglas office that will be shared with our office. She provided updates on programs including CRP, base acre reporting, farm records recons, and ARC PLC.

9. Board Member Meeting Reports
   - Randy Pederson-North Fork Watershed 1W1P meetings & staff update, Glacial Lakes Trail- no report
   - Randy Mitteness-Chippewa River Watershed Board & staff update-no report
   - D. Gary Reents-Sauk River Watershed 1W1P Committee meetings & staff update-No report
10. Upcoming Meetings:

Meeting Date	Meeting Description	Meeting Location	Meeting Time
8-18-26	Pope SWCD Board Meeting	USDA Service Center Building	7:00 a.m. ****
9-15-26	Pope SWCD Board Meeting	USDA Service Center Building	7:00 a.m. ****

11. FYI Items-none
12. Public Comment-none
13. Adjourn-The meeting was adjourned by the Chairman at 9:20 a.m.

Kenneth Nygren 9-15-26

Randy Pederson 9-15-26