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
July 21, 2026

ATTENDENCE: Keith Nygaard, Tom Talle, D. Gary Reents, Randy Pederson, Randy Mitteness, Nicole Brede, Holly Kovarik, Kimberly DeMorett, Mason Stewart, Wesley Siira, Katie Disrud, Commissioner Paul Gerde

1. Call To Order & Pledge of Allegiance-The meeting was called to order by President Nygaard at 7:01 a.m. and the Pledge of Allegiance was recited.

2. Approve Agenda-Randy Mitteness made a motion to approve the agenda with additions and Randy Pederson seconded the motion. The motion passed with all in favor.

3. Consent Agenda (approved by one motion)-*President.*
   - *June 23, 2026, Meeting Minutes*
   - *Resolutions-None*

Number	*Description*

   - *Contract/Applications for Approval-None*

Number/Name	*Description*	*Total Application $$*
FY2026 North Fork WBIF Subcontract Policy and Procedure	North Fork Crow WBIF	

   - *Appropriations/Payments-None*

	Payee	Description of Payment	Amount	Payment Code/Description
1.	Regents UofM	MDA Nitrogen Study	$35,000.00	MDA Nitrogen Study JPA
2.	Regents UofM	MDA ITC Study	$5,500.00	MDA ITC Study JPA
3.				

   - *Grant Payment/Project Approvals-*

Contract Code	Grant Name	Landowner	Type of Project	Project Location	Amount	Payment
CR-WBIF-26-27-001	CRWA WBIF FY26-27	Earl Jenks	Well Sealing	Reno 28		

   - *Grant Program Reports*

Grant Name	Report Type	Payable or Receivable	Amount

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D. Gary Reents made a motion to approve the consent agenda as presented and Randy Pederson seconded the motion. The motion passed with all in favor.

4. Katie Disrud provided her update-She has been working on the well screening event and other outreach for the SWCD. She has attended several meetings. She has assisted with the grant reporting and audit.
5. Wesley Siira provided his update-He has been attending several trainings including irrigation, on farm communications, nutrient management, and the Conservation Planning course. He scouted the seedings completed this spring and discussed clipping with the landowners. He has been working on maintenance of equipment and at Rosholt.
6. Commissioner Update-*Paul Gerde*

He provided updates on road construction status, the township annual meeting, and Lake Linka Dam. He shared Pope Douglas Solid Waste has a new Director.

7. Old Business
   - Sauk River Watershed Collaborative Fiscal Agent Agreement was submitted and was approved by the board last meeting.
   - Pope SWCD Annual Report Commissioner Meeting 7-14-26 updates were shared with the board. Nygaard and Mitteness attended the meeting with Kovarik and Disrud to give the annual update.
   - Flatbed Trailer-Kovarik provided an update on the sale of the 2001 flatbed trailer. The winning bid was Kyle Reents for $2,550.00. Kovarik will work to finalize the sale. There were a total of 4 bids received.
   - Big Stone Transmission Line update was shared. An informational flyer that came to the office in the mail provided an update on the route of the transmission line.

8. New Business
   - Pope SWCD Budget Meeting Commissioners 8-11-26-Kovarik asked if there were any items specifically that the board would want included in our meeting with the Commissioners. We are requesting the same level of funding for 2027.
   - Nicole Brede Level 2 Conservation Planner-**A motion was made to approve Brede's Conservation Planner Level 2 status. D. Gary Reents seconded the motion. The motion passed with all in favor.**
   - 2026 Draft Impaired Waters List information was shared with the board. Kovarik will sort the list and email Pope County Impaired waters information to the board members following the meeting.
   - County Fair is July 29th- August 1st-The SWCD will have a booth and will conduct a Nitrate Clinic on Friday of the fair.
   - Outstanding Teacher-**Randy Mitteness made a motion to submit Nathan Lund for the Outstanding Teacher Award through MASWCD. Randy Peerson seconded the motion. The motion passed with all in favor.**
   - Outstanding Conservationist-This was tabled until our next meeting to give time for discussion with NRCS staff.

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9. *Treasurer Report*-A motion was made to approve the June treasurer report by D. Gary Reents and seconded by Randy Mitteness. 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)
10. Reports
    - Holly Kovarik, Manager
        - Billable Tracking is being worked on from the 2nd quarter.
        - CRWA Audit has been finished.
        - Pope SWCD Audit is in process.
        - Public Information Requests-Kovarik shared that there have been a couple of inquiries. One of the inquiries was for data that we do not have.
        - North Fork CRP Incentive Reimbursement Request $5,220.00 completed
        - Hail Update was shared with the board.
        - Feasibility Studies-Kovarik provided the two estimates provided by Houston Engineering for the Villard, Amelia, Leven Sub watershed Assessment and the Terrace Mill Pond as identified in the Chippewa River Watershed Management Plan. **D. Gary Reents made a motion to approve the estimates from Houston Engineering and Randy Pederson seconded the motion. The motion passed with all in favor.**
        - 2025 Annual Report Finalized and distributed
        - Data Practices Training August 19th-Holly and Katie will attend.
        - Sales Program Updates: drills, seedings, etc were shared with the board.
        - Rosholt Updates were shared with the board.
        - Construction Projects-Kovarik discussed Bryce Farms, Zach Johnson, David Wrolson, and Keith Bergo projects and preliminary plans and estimates. **Randy Mitteness made a motion to authorize Kovarik to enter into contracts for these projects and approve encumbrance of funding for the Bergo a Shoreline Restoration and the rest were erosion and sediment control practices. The projects are in the Chippewa River Watershed. Randy Pederson seconded the motion. The motion passed with all in favor.**
        - **A motion was made by Randy Pederson to approve the final payment to the City of Glenwood not to exceed what is encumbered. The invoice is $9,243.99 and the cost share remaining to be paid is $6,932.99. Kovarik is waiting on the proof of payment from the city to finalize. D. Gary Reents seconded the motion. The motion passed with all in favor.**
        - Kovarik provided an update on the Abraham restoration status and that the contract had not removed the fill material but left a tapered area which in some areas still left 4-5' of fill material in the wetland. The contractor was provided with shapefile information, the site was staked, and a plan map showing the

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profile of the fill material in the wetland. A deed restriction has been placed on the property because the landowner has a prospective buyer.

- Kovarik shared that she has received a bid for the new tree planter. The cost estimate is $18,000 but there are two attachments including a marking arm and planting chute that we want added. The board discussed a National Wild Turkey Federation grant application. The board discussed this and would like staff to pursue putting an application together for this funding. Kovarik shared that the tree planter funding was secured using one of our existing grants. It is estimated that the tree planter will be ready this fall as someone backed out making this one available. **D. Gary Reents made a motion to work on an application for the NWTF funding and Randy Mitteness seconded the motion. The motion passed with all in favor.**
  Randy Pederson made a motion to approve the tree planter purchase with the additions noted by Kovarik and based on the quote from Miller Equipment. Randy Mitteness seconded the motion. The motion passed with all in favor.
- Watershed Meetings: CRWA, SRW, NFCRW-updates were shared about meetings attended.

- Kimberly DeMorett, Resource and Outreach Technician
  - FY26 DNR OB Well Agreement AR $4,920.00
  - She shared updates about the research at Rosholt.
  - She discussed the Rosholt Field Day, Water Fest, and the Water Testing Clinic.
  - She has been completing well monitoring and other work this past month.
- Nicole Brede, Habitat Resource Specialist
  - Managing Invasives for a Resilient Landscape Grant Application Submitted
  - She has been working on irrigation water management this summer.
  - She has been working on some haying requests on RIM.
  - She has been working on buffer sites.
  - She has been working with landowners asking questions about CREP.
  - She finished her billable, irrigation training, and assisted with other events.
- Mason Stewart, Conservation Technician -**Randy Mitteness made a motion to approve contracts 61-1-9 to 61-1-13 as discussed to encumber funding from the Soil Health Practices grant and D. Gary Reents seconded the motion. The motion passed with all in favor.**

Contract #	Practice	Rate Per Acre	Acres	Amount $
61-1-9	340 Multi Species	$60	183.3	**$10,998**
61-1-10	340 Single Species and Multi Species	Single $50 / Multi $60	Single 201.1 + Multi 31.7	$10,055(Single) +$1,902(Multi) = **$11957**
61-1-11	340 Multi Species	$60	224.8	**$13,488**
61-1-12	340 Single Species and Multi Species	Single $50 / Multi $60	Single 27.1 + Multi 4.2	$1,355(Single) + $252(Multi) = **$1607**
61-1-13	340 Multi Species	$60	36	**$2,160**

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- Katie Disrud, Watershed Planner & Outreach Coordinator
- Wesley Siira, Conservation Technician
- Jeff Hellerman, NRCS-No report
- Shannon Groetsch, FSA CED-She shared updates on certifications, specialty crop programs, Disaster programs, and the base acre allocation project.

11. Board Member Meeting Reports
    - Randy Pederson-North Fork Watershed 1WIP meetings & staff update, Glacial Lakes Trail -He attended the One Watershed One Plan listening session in Alexandria. There was no meeting for the other groups.
    - Randy Mitteness-Chippewa River Watershed Board & staff update-no update
    - D. Gary Reents-Sauk River Watershed 1WIP Committee meetings & staff update-no update
12. Upcoming Meetings:

Meeting Date	Meeting Description	Meeting Location	Meeting Time
7-21-26	Pope SWCD Board Meeting	USDA Service Center Building	7:00 a.m. ****
8-18-26	Pope SWCD Board Meeting	USDA Service Center Building	7:00 a.m. ****

13. FYI Items-none
14. Public Comment-none
15. Adjourn-Keith Nygaard adjourned the meeting at 9:02 a.m.

Keith Nygaard 8-18-26

Randy Pederson 8-18-26