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
June 23, 2026

Attendance: Keith Nygaard, Tom Talle, D. Gary Reents, Randy Pederson, Randy Mitteness, Jeff Hellermann, Holly Kovarik, Kim DeMorett, Katie Disrud, Marybeth Walker, Nicole Brede, Wesley Siira, Mason Stewart, and Paul Gerde

1. The meeting was called to order by Chairman Nygaard at 7:01 a.m. and the Pledge of Allegiance was recited.

2. Approve Agenda-A motion was made by Randy Mitteness 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.*
   - *May 19, 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.				
3.				

   - *Grant Payment/Project Approvals-*

Contract Code	Grant Name	Landowner	Type of Project	Project Location	Amount	Payment
61-1-6	RCPP Soil Health Practices	--	329 No Till	—		$2,243.50
61-1-8	RCPP Soil Health Practices	--	340 Cover Crop	--	$3,318.00	
61-1-9	RCPP Soil Health Practices	--	340 Cover Crop	--	$11,040.00	

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61-1-10	RCPP Soil Health Practices	--	340 Cover Crop	--	$13,968.00	
	CWF	Jess Berge	340 Cover Crop	Gilchrist Section 31		$1,518.00

- ***Grant Program Reports***

Grant Name	Report Type	Payable or Receivable	Amount
CRWA WBIF FY24-25	Interim	Receivable	$51,869.21
MAWQCP 1st quarter	Interim	Receivable	$3,396.52

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

4. Commissioner Update-*Paul Gerde*

5. Old Business
   - Annual Report-Kovarik provided the annual report. **Randy Pederson made a motion to approve the report and authorized staff to distribute after the few minor edits remaining are completed. Randy Mitteness seconded the motion. The motion passed with all in favor.**
   - Resolutions were reviewed that were shared at the Area II meeting.
   - Area II Meeting/WCTSA Updates were shared with the group.
   - Sauk River Watershed Collaborative Fiscal Agent Agreement-**A motion was made by D. Gary Reents to approve, and Randy Mitteness seconded the motion. The motion passed with all in favor.**

6. New Business
   - Pope SWCD Annual Report to Commissioners 7-14-26
   - Pope SWCD Budget Meeting Commissioners 8-11-26
   - Flatbed Trailer Discussion-The staff have reposted the trailer for bids through June 29th.
   - Tree Planter-The old tree planter was sold for $200.
   - DNR OB Well Agreement $5,160 FY26-27-**Randy Mitteness made a motion to approve the agreement and D. Gary Reents seconded the motion. The motion passed with all in favor.**
   - Cover Crop Academy Update-Kovarik shared due to low enrollment the Cover Crop Academy was canceled.
   - Leadership Institute Discussion-Katie Disrud has expressed interest in attending the academy. **Randy Mitteness made a motion to approve Katie's participation and**

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related registration and expenses per our policies. Randy Pederson seconded the motion. The motion passed with all in favor.

- Projects: Well Sealings, Soil Health-Kovarik shared the Kristen Nelson and Earl Jenks well sealing projects Kristen Nelson which will need be funded by the Local Water Management funding and Earl Jenks by CRWA funding. Randy Mitteness made a motion to authorize staff to execute the contract, and Randy Pederson seconded the motion. The motion passed with all in favor. Kovarik shared that the soil health projects were included on the consent agenda.

7. *Treasurer Report*-April and May-A motion was made by D. Gary Reents to approve both April and May treasurer report information. 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
     - 2027 Appropriation Discussion-A motion was made by Randy Pederson to submit our 2027 Appropriation request using the same request as we had for 2026. Randy Mitteness seconded the motion. The motion passed with all in favor.
     - Billable Tracking will be completed at the end of the quarter coming up this month.
     - CRWA Audit is in process.
     - Pope SWCD Audit is in process.
     - Sales Program Updates: drills, seedings, etc-Kovarik and staff provided an update on sales program projects.
     - Rosholt Updates were shared including hail damage on the crop and on the building. Kovarik also mentioned we had hail damage on vehicles. The board agreed that all vehicles should be reported regardless of age of the vehicle. Kovarik discussed the herbicide treatments completed by the Coop and the challenges with the large equipment. She shared that they are working with the University to set up a system that we could spray some of the plots and have a little better control with smaller equipment. The board agreed that sharing in the expense of the equipment install on our tractor and the sprayer unit owned by the University.
     - Buckthorn Phase IV Project-Kovarik shared that she is working on the final report for this grant. She shared that this grant will not be available for 2027. It is focused on the metro areas only. We will need to explore other funding opportunities.

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- City of Glenwood Updates-Kovarik shared she is working getting reimbursement information for the final project expenditures for the ravine project. She shared that Dave Iverson is retiring.
- DNR CPL Grants-She shared that this grant will not be available for 2027 due to legislative changes.
- BWSR Academy Session-Kovarik shared she is going to be presenting an HR session.
- Purchase of vacuum and air compressor for the drills and for tires. We have an air compressor at Rosholt but a smaller unit at the office will be extremely helpful.
- Construction Project updates were shared. There are several in design phase and we are hoping to start bringing projects for encumbrance to the board soon.
- Watershed Meetings: CRWA SRW, NFCRW-Kovarik shared quick updates on watershed meetings attended.
- Kovarik shared information with the board on the production crew that is working on the Social Media videos project.
- Kovarik shared the two feasibility studies that are in the current workplan for the CRWA WBIF FY26 funding. **Randy Mitteness made a motion to authorize staff to get a bid for this work for both projects (Villard, Amelia, Leven and Terrace Mill Pond). Randy Pederson seconded the motion. The motion passed with all in favor.**

- Kimberly DeMorett, Resource and Outreach Technician-She provided updates on the Rosholt Research Farm lab and analysis work. She provided results from the poster contest, status of the planning for the Rosholt Field Day, and Water Fest. She also shared she has been entering precipitation data, observation well data, assisted with well sealing program, and various other work to assist with office workload.
- Nicole Brede, Habitat Resource Specialist
  - Managing Invasives for a Resilient Landscape Grant Application-**D. Gary Reents made a motion to authorize staff to submit the application and Randy Mitteness seconded the motion. The motion passed with all in favor.**
  - Nicole provided updates on the two pivots that she is working with for IWM. She sent out 16 letters to other potentially interested landowners. She assisted with the Uniformity test at Rosholt.
  - She provided a report on the status of the grant application mentioned earlier on the agenda. The application is being worked on to be submitted and will focus on Wild Parsnip treatment in right of way areas. We will submit the maximum grant amount.
  - She shared updates about the easement program, training, CRP Incentive payment processing, and assisted with other workload in the office. **A motion was made by D. Gary Reents to approve the CRP Incentive Contract**

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payment for Darrin Brouwer $5,220.00 and Randy Pedersons seconded the motion. The motion passed with all in favor.

- Mason Stewart, Conservation Technician-He shared that they have been working with Glacial Hills school and that we had donated 12 trees to the school and met with the students. They also were onsite looking at the native planting completed last year which needs maintenance. We discussed that we had to replant the area and that we had mowed the area prior to using the no-till drill to replant. It was shared that Agassiz Seed donated the seed for the replant. Kovarik asked the board if they would consider donation of labor and services by the Pope SWCD. She shared that it would be great to have a showcase site. **Randy Mitteness made a motion to donate our services completed including no till seeding and mowing of the site. Randy Pederson seconded the motion. The motion passed with all in favor.** Keith Nygaard also mentioned for the other clippings needed this year he would donate his services to assist as well. He shared updates on his projects for soil health that were payments and or project approvals. These were included in the consent agenda. He assisted with trees and drill rentals. He assisted with the Uniformity Test on the Irrigation System at Rosholt. He did some spraying at Rosholt to terminate the Kura Clover. He participated in the filming for our Soil Health video project and assisted with assessing the hail damage on District equipment.
- Katie Disrud, Watershed Planner & Outreach Coordinator-She provided an update on education and outreach worked on this past month including social media, the well screening event coming up, Rosholt and soil health filming day. She provided updates on the watershed work and meetings.
- Wesley Siira, Conservation Technician-He provided updates on all of the training he has been working on. He has been working on native grass plantings, weed fabric installation, and other workload to assist at the office.
- Jeff Hellerman, NRCS-He provided updates on programs including EQIP and CSP. We will have the Local Work Group at the end of this meeting.
- Shannon Groetsch, FSA CED-Marybeth Walker provided an update on FSA programs. There is no Farm bill currently. She mentioned that this was Hayden's last week.

9. Board Member Meeting Reports
   - Randy Pederson-North Fork Watershed 1W1P meetings & staff update, Glacial Lakes Trail-He shared information about the plan renewal process. Houston Engineering has been awarded the agreement for the plan renewal.
   - Randy Mitteness-Chippewa River Watershed Board & staff update-There was no meeting held.
   - D. Gary Reents-Sauk River Watershed 1W1P Committee meetings & staff update-Gary shared an update on the minor plan amendment.
10. Upcoming Meetings:

Meeting Date	Meeting Description	Meeting Location	Meeting Time

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6-23-26	Pope SWCD Board Meeting	USDA Service Center Building	7:00 a.m. ****
7-21-26	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 at 9:26 a.m.
14. Local Work Group Meeting was held.

Keith Nygaard 7-21-26

Randy Pederson 7-21-26