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
September 15, 2026

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

1. Call To Order & Pledge of Allegiance-President Nygaard called the meeting to order at 7:00 a.m. and the Pledge of Allegiance was recited.

2. Approved 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.*
   - ***August 18, 2026, Meeting Minutes***
   - ***Resolutions-***

Number	*Description*
03-2026	FY24 Sauk WBIF 1 Year Extension

   - ***Contract/Applications for Approval***

Number/Name	*Description*	*Total Application $$*
Amelia-Villard-Leven Sub watershed Assessment project	HEI contract for sub watershed assessment paid by CRWA WBIF FY26-27	$75,000.00

   - ***Appropriations/Payments-***

	Payee	Description of Payment	Amount	Payment Code/Description
1.	WSN	Engineering 5th and 6th Street Ravine Project	$416.25	FY24 CRWA WBIF

   - ***Grant Payment/Project Approvals-***

Contract Code	Grant Name	Landowner	Type of Project	Project Location	Amount	Payment
WS02-2026	LWM	Grove Lake Township	Well Sealing	Grove Lake 26	$337.50	
WS01-2026	LWM	Kristen Nelson Trust	Well Sealing	New Prairie 17		$750.00
CR-WBIF-24-25-024	CRWA WBIF FY24-25	Randall Ihnen	WASCOB	Minnewaska 5	$42,156.50	

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CR-WBIF-26-27-010	CRWA WBIF FY26-27	Gerry Maus	WASCOB	Reno 29	$124,156.50	

- ***Grant Program Reports/Accounts Receivable***

Grant Name	Report Type	Payable or Receivable	Amount
FY26-27 CRWA WBIF Earl Jenks Well Sealing Cost Share	Interim	Receivable	$1,012.50

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

4. **Commissioner Update**-*Paul Gerde*
   He provided an update on a mining project the board will be learning about. They will be setting the preliminary levy. They are trying to keep it under 4% of an increase.
5. **Old Business**
   - Outstanding Teacher Application has been submitted.
   - Outstanding Conservationist Application has been submitted.
   - Wheat Harvest AR $2,198.29
   - Hail updates were shared. We are waiting on the contract to do the work on the building at Rosholt and still working through some of the information on the vehicles yet.
   - Rosholt Updates Irrigation System-An update was provided and an estimate for the updates on the irrigation system were shared from West Central Irrigation. This will include selenoids, nozzles, pads, etc being updated on the machine. **A motion was made to have Kovarik will Reents to determine how to proceed on the updates to the Irrigation System once an official quote is received from West Central Irrigation.** The group also discussed the well needing to be jetted or flushed a quote is being requested on this as well. **D. Gary Reents made a motion to proceed with jetting or the flushing of the well and to obtain quotes. Kovarik will work with Reents on this item as well. Randy Mitteness seconded the motion. The motion passed with all in favor.**
   - Rosholt Construction Update Shed-Kovarik shared we are just waiting on the contractor to begin the work.
   - Breakfast on the Farm-There were 2,600 people in attendance at the event with good reception to the information provided on soil health. This event will be held at Wulf's in 2027.

6. **New Business**
   - Budget Committee Meeting September 23 has been set.
   - September 17 Area II Meeting is this week.

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- Water Fest September 18th
- Conservation Day September 24th
- Watershed Dinner and Discussion NFCRWD September 22-Randy Pederson plans to attend.
- Billable Rates-Kovarik provided updated billable rates effective in the 3rd quarter to include newer staff. **Randy Mitteness made a motion to approve the revised staff billing rates as presented and Randy Pederson seconded the motion. The motion passed with all in favor.**
- Approve 2027 Sales Program Rates will be discussed at the next meeting.
- Soil Health Project Updates/approvals
  - RCPP Projects Review/Approval
  - Soil Health Clean Water Fund Projects Review/Approvals-Paul Freeman, Eric Wilson, and Gerry Maus cover crop projects were discussed. **D. Gary Reents made a motion to approve the cover crop projects and staff to execute contracts with the acres eligible.**
  - North Fork WBIF Soil Health Project Approvals-**Randy Mitteness made a motion to approve the contracts as presented. Randy Pederson seconded the motion. The motion passed with all in favor.**
    - Brandon Dekok 33.23 Acres Cover Crop Multi Specie Bangor 25
    - Gregg Weller 15.4 Acres Cover Crop Single Specie Bangor 15
    - Steve Buchholz 34.1 Acres Cover Crop Single Specie Bangor 15
    - Marvin Sandvig Lake Johanna Section 36 190.76 acres and Cro Lake Twp Section 8 314.2 acres single species
  - Certification Payments-**Randy Mitteness made a motion to authorize staff to execute reimbursements and payments on projects with completed certification paperwork. D. Gary Reents seconded the motion. The motion passed with all in favor.**
- Zach Johnson Erosion Control Project-10 structures-**Randy Mitteness made a motion to cancel the contract as this project has been funded completely already. D. Gary Reents seconded the motion. The motion passed with all in favor.**
- Updates/approvals fall construction: Kovarik provided an update on fall construction.
  - Wrolson-4 structures
  - Bryce Farms-6 structures
  - Meixel Land Partnership-Jackson-11 structures
  - Gjerdigen -5 structures (2 sites)
  - Ihnen-4 structures
  - Maus-12 structures
  - Pope Co Partnership 254-6 structures
  - Davidson, Lagred-5 basins (partial install this past spring)
- MASWCD Annual Convention was discussed and Kovarik will work on registration for attendees.
- BWSR Academy was discussed we have a couple of staff attending and one presenting.

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7. *Treasurer Report*-D. Gary Reents made a motion to approve the treasurer report and Randy Pederson 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
        - Pope SWCD Audit is in progress.
        - Area II Lead Contacts Meeting was held.
        - Renewal of Rosholt MDA Agreements are being discussed.
        - City of Glenwood Project final payment processed motion to release remaining funding-**A motion was made by Randy Mitteness to release the remaining funding once the final payment has been processed. D. Gary Reents seconded the motion. The motion passed with all in favor.**
        - Grove Lake Township Letter of Support was shared with the board.
        - MASWCD/NRCS Meeting Training attended.
        - Speaker International Legislative Forum Fargo September 22
        - MCIT property/Casualty $8,439 and Workers Comp $8,813
        - Attended Data Practices Training
        - SWCD JAA Project Review-We will have projects that are tied to the RCPP grant that will need to be reviewed by other staff per our agreement with Douglas SWCD. NRCS will not review those plans at this time.
        - Watershed Meetings: CRWA, SRW, NFCRW updates were shared.
        - **A motion was made by Randy Pederson to submit for the Buffer Initiative RFI for $20,000. Randy Mitteness seconded the motion. The motion passed with all in favor.**
        - **Randy Mitteness made a motion to apply for the Soil Health RFI for $40,000 and D. Gary Reents seconded the motion. The motion passed with all in favor.**
        - **A motion was made by D. Gary Reents to approve a well-sealing contract for Trisha Christenson Leven Section 11 2 wells from Local Water Management Funding. Randy Pederson seconded the motion. The motion passed with all in favor.**
        - Kovarik provided an update on the completion of a Restoration Order for Abraham.
        - Kovarik provided an update on the Terrace Mill Pond Assessment which will be tabled for now to discuss it further with the DNR.
    - Kimberly DeMorett, Resource and Outreach Technician -She has been working on the QA/QC comparison data and preparations for waterfest and the Rosholt Field Day.

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- Nicole Brede, Habitat Resource Specialist-She has been wrapping up Irrigation Water Management practices, easement inspections, buffer inspections, cover crop plans, and other training and events this past month.
- Mason Stewart, Conservation Technician-He has been working on cover crop and soil health practices plans and certifications mainly over the past month.
- Katie Disrud, Watershed Planner & Outreach Coordinator - She provided updates on education and outreach completed over the past month along with meetings she has attended. She has begun her leadership training.
- Wesley Siira, Conservation Technician-He has completed his Level 2 Conservation Planner Status. He has been working on cover crop plans. The drills are starting to go out again. The irrigation system has been working several times over the past month. He has assisted with several events.
- Jeff Hellerman, NRCS-He provided updates on EQIP applications approved and that they have been working on CRP status reviews. He shared information about the trainings attended and the review of cover crop plans that are not funded by the RCPP grant.
- Shannon Groetsch, FSA CED-Marybeth Walker provided an update for FSA. They have statewide training on programs.

9. **Board Member Meeting Reports**
   - Randy Pederson-North Fork Watershed 1WIP meetings & staff update, Glacial Lakes Trail -No meetings
   - Randy Mitteness-Chippewa River Watershed Board & staff update-There is no meeting in September.
   - D. Gary Reents-Sauk River Watershed 1WIP Committee meetings & staff update-They met last month he provided an update on the status of a few of the grants discussed at their last meeting.
10. **Upcoming Meetings:**

Meeting Date	Meeting Description	Meeting Location	Meeting Time
9-15-26	Pope SWCD Board Meeting	USDA Service Center Building	7:00 a.m. ****
10-20-26	Pope SWCD Board Meeting	USDA Service Center Building	7:00 a.m. ****

11. **FYI Items-None**
12. **Public Comment-None**
13. **Adjourn-A motion was made at 9:28 a.m. to adjourn the meeting by Randy Mitteness and seconded by D. Gary Reents. The motion passed with all in favor.**

Kerry Ruppert 10-19-26
Randy Pederson 10-19-26

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