

**POPE SOIL & WATER CONSERVATION DISTRICT
MEETING MINUTES
Supervisory Board Meeting 7:00 am January 19, 2010
Meeting site: USDA Service Center,
1680 N. Franklin Avenue
Glenwood, MN 56334**

Supervisors: Mark Halls, Keith Nygaard, Gary Reents, Ralph Peterson,
Randy Anderson

SWCD Staff: Kelly Erickson, Matt Fischer, Luan Johnsrud
Craig Bower, NRCS

Guests: Paul Gerde, Pope County Commissioner

Meeting Agenda:

1. Chairman Keith Nygaard called the meeting to order at 7:10 a.m.
2. Motion by Ralph Peterson second by Gary Reents to approve the revised agenda. Carried.
3. Motion by Ralph Peterson, second by Gary Reents to approve December 15, 2009 meeting minutes as printed. Carried
4. Motion by Randy Anderson, second by Garry Reents to approve the December 2009 Financial Report pending audit. Carried
5. Old Business
 - Review the Draft of the 2009 Annual Report. Add conservation efforts in Urban Areas as an objective in 2010. There is an identified need for sediment pond maintenance on existing ponds. Luan is to look for funding to clean sediment ponds as part of future grant proposals. Present the 2009 annual report and draft of the 2010 Goals and Objectives to the Board meeting in February.
 - Reviewed Calendar of Events for 2010. Discussed inviting conservation partner organizations to monthly meetings.
 - Motion by Ralph Peterson to approve payment of \$400.00 to WesMin RC & D for 2010 dues. Carried.
 - Motion by Gary Reents, second by Ralph Peterson to pay \$150.00 toward Area II Envirothon. Carried.

6. Reports-

Paul Gerde, County Commissioner

Chippewa SWCD has an employee to work with landowners in neighboring counties to promote conservation practices.

Paul attended a MN Rural Caucus (MRC) meeting in Grand Rapids. The budget was the topic. Revenues across the board are not expected to increase in 2010. A new group/Board will be developed from Lessard funding for Parks and Trails projects. LEC wants to start the building project in 2010.

The county is still discussing their contract with the city of Glenwood for space and dispatch fees. Budgets are tight for both sides, so it's more of a budget issue.

Real estate taxes are set at market value through State & Federal mandates. The formula to compute taxes changed, so taxes went up.

Paul left at 8:45 a.m.

Kelly Erickson, Technician

Steve Hofstad and Pete Waller from BWSR, Steve Lawrence, Pope co. Land and Resource, and Kelly and Matt will meet Friday, January 22, 2010 to discuss WCA. Any changes to WCA procedures will require Pope SWCD and County Board approval.

The WCA 2009 Activity Report is due at BWSR in February 2010.

Three State Cost Share projects are slated for 2010 construction. The board has already approved cost share for these projects.

Kelly has 11-12 tree plans to present to landowners for review. An increase from the 4-6 tree plans in 2009.

One RIM/WRP cost share payment is in process.

The brakes were fixed on one of the trailers.

Drill maintenance was completed and they are ready to go in 2010.

Matt Fischer, Farm Bill Technician

Matt presented CWL08-89 through -104 for funding approval. Motion by Mark Halls, second by Gary Reents to approve CWL payments as presented. Carried.

Nine cost Share CWMA applications were presented for board review. Motion by Mark Halls second by Gary Reents to encumber the funds for invasive weed treatments as presented. Carried.

Matt sent a news release for the RIM program to the newspaper for publication. The letter has resulted in calls to the office and landowners stopping in with questions.

Luan Johnsrud, Office Manager

Reviewed accounts receivable with Kelly and sent out statement.

Continued working on the annual report for BWSR.

Attended the Pope County Commissioner's evening meeting on December 15th. Pope SWCD will receive \$69,000 from the county for office manager position and some of the office operations.

Attended EQIP teleconference with NRCS staff. Public input meeting is scheduled for Tuesday, January 26th at 9:00 a.m.

Prepared interim reports for WLI-Grassland and Woody Vegetation programs.

Completed W-2's, 1099's and supporting documents for 2009.

IRS and the Minnesota Dept of Revenue are encouraging employers to pay their monthly deposits on line. Motion by Gary Reents, second by Ralph Peterson to make monthly withholding deposits on line. Carried.

Request Pope SWCD pay for 2009 Quickbooks training offered through Alexandria Public School community Ed. Motion by Ralph second by Mark to pay tuition for this class. Carried.

Craig Bower, NRCS

Six CSP applications have been accepted.

Grant Herfindahl, FSA

Sign up for 2010 farm program is slow this year

Sign-up for SURE Disaster payment allows applicant to receive a deficiency payment when there is a 10% loss in value. La QuiParle is the closest county to receive this designation, so Swift County will receive some money.

Governor Pawlenty as for a 2009 Disaster designation on honey and pasture in Pope County. If accepted, several additional farm programs will be opened in 2010.

NRCS will continue to manage the lease of our building. We are on a month to month lease until the contract is final.

Keith Nygaard, WesMin RC&D/MN

Keith attended the WesMin RC& D meeting in January.

They discussed the Glacial Ridge Trail signage grant.

Around 40 people are registered to attend the Grazing Seminar

WesMin received \$15,000 from Tastefully Simple to use toward water quality projects in Douglas and Pope County.

Ralph Peterson, Glacial Trail

Monthly meeting will be held next week. The group is considering a bus tour of the trail using Rainbow Rider. They also will be working on their five (5) year plan. Glacial Trail received a grant to update their website from the Willmar Hospitality committee.

MASWCD update-Ralph Peterson, Area II Representative

Kim Boyce, Extension, presented training using an organizational template

- Budget Pressure
- District Structure
- Partnering with Partner Groups
- SWCD Election issues, encouraging people to run

Chairman Keith Nygaard requested the meeting closed at 10:20 a.m. closed for Personnel Committee Special meeting.

Personnel Committee Recommendations:

Kelly Erickson: Motion by Ralph Peterson second by Randy Anderson to receive a 3% raises effective 1-1-2010. Carried.

Matt Fischer: Motion by Randy Anderson second by Ralph Peterson to receive a \$1.00/hour raise effective 1-1-2010. Amended effectively to change the motion to \$0.50/hour effective 1-1-2010 and another \$0.50 effective at 7-1-2010. Moved by Mark Halls second by Randy Anderson, Carried.

Luan Johnsrud: Motion by Gary Reents, Second by Ralph Peterson to extend probation for six (6) months to July 1, 2010. Salary increases to be reviewed on July 1, 2010. Obtain Quickbooks training to become more proficient. Financial reports must be accurate every month. Monthly Treasurer's report must be accurate every month.

All staff: Coordinate office phone coverage and hold weekly staff meetings with template agenda to present to the board monthly.

7. New Business

- Motion by Mark Halls second by Garry Reents to leave the slate of officers and committees as is. Carried.
- Motion by Gary Reents second by Randy Anderson to sign the extension for the BWSR CWMA grant. Carried.
- Motion by mark Halls, second by Randy Anderson to sign the NRCS Disclosure Agreement. Carried.
- Discussed Day at the Capitol. Ralph Peterson, Gary Reents, Keith Nygaard, and Kelly Ericson will attend the event. Luan is to make reservations for the meetings, contact legislators for appointments and make hotel reservations.
- Motion by Ralph Peterson, second by Gary Reents to act as the lead agency to apply for McKnight Foundation Mississippi River Environmental program on behalf of Area II. Carried.

12:30 Motion by Mark Halls, second by Gary Reents to adjourn. Carried

