

**POPE SOIL & WATER CONSERVATION DISTRICT
MEETING AGENDA
Supervisory Board Meeting 7:00 am June 21, 2011**

**Meeting site: USDA Service Center,
1680 N. Franklin Avenue
Glenwood, MN 56334**

Supervisors: Keith Nygaard, Gary Reents, Randy Anderson, Ralph Peterson, Tom Talle
SWCD Staff: Kelly Erickson, Matt Fischer, Luan Johnsrud, Anthony Wolf, Will Clayton, Teila Zoller, Lance Nelson
Guests: Paul Gerde, Pope County Commissioner, Barry Bouwman, Pope County Feed Lot Officer

Meeting Agenda:

1. Call the meeting to order by Chair D. Gary Reents at 7:05 a.m.
2. Motion by Ralph Peterson, second Keith Nygaard to approve the agenda with additions. Carried.
3. Motion by Ralph Peterson second by Keith Nygaard to accept the May 17, 2011 meeting minutes as corrected. Carried.

Paul Gerde entered at 7:10 a.m. Randy Anderson entered at 7:12 a.m.

4. Motion by Randy Anderson, second by tom Talle to accept the Treasurer's Report as presented. Carried.
5. Motion by Ralph Peterson, second by randy Anderson to approved the annual audit prepared by Mr. James Maisner, CPA. Carried.
6. Old Business
 - o Discussed updates to Pope SWCD personnel policy to date. Continue contacting other SWCDs and MCIT for examples. Present draft to the Board at the July 2011 monthly meeting.
 - o Greg Stoen family has accepted the nomination for 2011 Conservationist of the Year. Motion by Keith Nygaard, second by Tom Talle to complete the award information posted on the MASWCD site to recognize the Stoen family. Carried.

7. Reports-

- o Paul Gerde, County Commissioner
The courthouse project is on schedule to be completed by September 2011. The courthouse front steps will be out for bid soon. The will be a shoreline meeting at Lakeside Wednesday evening; a Public Lands meeting Thursday night. Paul attended a Glacial Ridge Cattlemen's meeting Monday night; Senator Joe Gimse and other legislators are interested in coming to Pope county for a tour the 1st week in August. Chippewa River Watershed Project plans to operate on reserve funds if there is a State shutdown. Paul attended an AMC meeting last week. The State shutdown could last up to 1 ½ months. The County is required to give a 30 day notice to County employees before layoffs can occur; notification letters have been sent.
- o Kelly Erickson, Technician
Kelly presented the 2012 DNR Groundwater Monitoring Agreement for 23 wells. Motion by Randy Anderson, second by Tom Talle to enter into the contract with DNR to monitor 23 wells listed. Carried.
Presented Feedlot Water Quality cost share for Don Swenson. Cost share for project is \$50,425.60. Motion by Keith Nygaard, second by Tom Talle to approve the cost share contract as presented for the Swenson feedlot. Carried.
Kelly and Matt have reviewed a WCA issue on Lake Emily; there may be a legal challenge.

The '92 Chevy needs new tires. Motion by Ralph Peterson, second by Keith Nygaard to replace tires. Carried. The board also advised Kelly to get an estimate for additional repairs to make sure that the vehicle was safe to drive. With that in mind, the Board suggested holding safety meetings, document the subject covered, and have those in attendance sign off. Topics to include were ATV, tree planting equipment, etc.

- Matt Fischer, SWCD Farm Bill Technician

Matt helped finish the tree planting and delivering drills to landowners.

Received several calls for assistance for lakeshore restoration on Lake Minnewaska and Reno; both areas lost several feet of lakeshore from high water and wind erosion due to high wind.

BWSR will help fund natural restoration through competitive grants.

Attended a meeting with the County Board to discuss re-directing a ditch on the Alan Braaten property. Processing CCRP applications. Conducted a WCA site visit with Steve Hofstad in Blue Mound TWP in early June.

Wrote an article for the newspaper explaining the Walk In Access Project. Will also send out letters to landowners that have CRP contracts.

Picked up Rain Barrel in Willmar; attended the Area II meeting June 2nd.

Completed Ecological Training last week to help target conservation areas. Attended waterway training in Fergus Falls Monday.

Presented 2010-2011 State Cost Share contract for review. Randy Ihnen sediment control basin; \$3403.10/ \$2,552.33 (75%) cost share. Motion by Keith Nygaard, second by Randy Anderson to approve 75% cost share for this project. Carried.

Presented Clean Water Legacy contracts; CWL08+125 Jorgenson Family Trust \$525.00; CWL08+115 Ken Anderson, \$100.00 CWL08+123 Darrin Quinn \$3,620.96. Motion by Ralph Peterson, second by Tom Talle to pay contracts as presented. Carried.

Pope County had 51 of 57 contracts accepted in the General CRP Signup-we were 4th in the state for approve contract 5. Two of the contracts have the option to move to continuous CRP. The Farmbill application required updating to accommodate funding changes. Matt will complete the updates and re-submit. The Farm bill position is reimbursed, so in the event of a State shutdown, the Matt's time will not qualify for Farm Bill reimbursement. Motion by Randy Anderson, second by Ralph Peterson that Matt remains employed and compensated for normal work hours in the event of a state Government shutdown. Carried.

Matt left the meeting after his report.

- Anthony Wolf, Water Quality Intern

The lawn tractor and tiller arrived to maintain the Rosholt site. The weather station is up and soybeans planted. Two water gauges that are 6' deep have been installed to monitor how fast the water is going through the soil. The air conditioning unit was installed and County Boys Construction was out to the site to develop a bid to install two windows and doors. Waiting to plant grass in the strips between the lysimeters. Six lysimeters had to be moved; water samples have been drawn 12 times so far. The irrigation equipment is up and ready to run. Four soil temperature gauges have been installed at the site. Waiting for the telephone to be hooked up to the weather station; Prairie Lakes Coop will download the information and post it on their site.

- Will Clayton, PSWCMA Intern

Assisted with tree planting and installing tree fabric in May and June. Received chemical applicator's license. Installed a new battery in one of the back pack sprayers. Surveying and plotting wild parsnip Pope and Swift counties-hampered by bad weather. Completed Trimble training at US Fish & Wildlife office in Morris. Identified and applied invasive species treatments in Swift County. Cleaned up the trees in the People's Garden at the USDA building and the rain garden at the Fair Grounds.

- Teila Zoller, Conservation Coprs Apprentice

Assisted with tree matting a large project and weeding the rain garden by the fair grounds. Revised the mailing list for the Pope SWCD newsletter. Attended a bus tour sponsored by Chippewa River Watershed Project and Douglas county SWCD. Attended a Pope County COLA meeting. Worked on identifying landowners in the TMDL watersheds; mapped WRP/Rim sites on a Pope County map.

Motion by Ralph Peterson, second by Randy Anderson for Teila to attend training session sponsored by Douglas SWCD in Alexandria. Carried.

- Lance Nelson, Conservation Corps Apprentice
Assisted with tree matting a large project and weeding the rain garden by the fair grounds. Passed Chemical applicators test and received license. Completed Trimble training at US Fish & Wildlife office in Morris.

- Paul Gerde left at 8:45 a.m.
- Luan Johnsrud, Office Manager
Completed handing out awards for the 2011 Poster contest. Contacted Haley Gallagher to see if she would want to attend Long Lake Conservation Camp.
Wrote articles for the News Letter. It will be going to print this week.
Attended Area II meeting in Alexandria.
Met with Jim Freilinger to discuss the Rosholt project. Draft of the 2012-2013 project is ready to review. Generated voucher #3 for payment for the 2nd quarter 2011.
Attended COLA meeting June 8th.
Listened to the BWSR Walk In Access web conference training.
Attended bus tour sponsored by Chippewa River Watershed Project and Douglas SWCD.
Met with Larry Kuseske to discuss potential projects on the county ditch system.
- Craig Bower, NRCS
Attended training on Field Indicators for Hydric Soils June 13-16th.
Completed 8 determinations for compliance issues on HEL/wetlands. Started status reviews for spot check on compliance, 10 of 17 tracts reviewed to date.
FSA approval of CRP general sign-up finally announced. Pope County had 51 of 57 application approved.
Completed field verification for accepted CSP applications. Notified that 2 more CSP applications have been accepted for funding in Pope County.
EQIP-Season high tunnel structures (SHTS) completed and submitted for payment. Two pipelines design for pasture systems.
WHIP-one application approved/funded-cancelled since the applicant did not sign the contract.
Assisted with High School Environmental Studies field trip. Discussed soil textures and classification and soil erosion.
Presented Anti-Discrimination Information and provided copies at the meeting. Craig will compile a weekly outreach report.
Craig and Melissa attended Pollinator Training-very interesting.
- Grant Herfindahl, FSA
FAS released new guidelines for outreach to Women and Hispanics. FSA will need to report contacts with both groups.
Grant made a presentation on Conservation to the Starbuck Lions last week.
County Committee and Outreach efforts have been suspended due to "lack of business purposes"; only one County Committee meeting will be held until October 1, 2011, the new federal fiscal year.
Grant reported that 70% of the Farm Bill is for food and social service programs.
The People's Garden has been planted. Glenwood Lutheran Church has been added as a partner-the garden is bigger this year. Produce will be distributed to the Pope County Food Shelf, shut-ins and those that are no longer able to garden for themselves.
There are approximately 5000 acres of CRP contracts that will expire in 2012, the largest number in one year for Pope County. There isn't any guarantee that there will be another signup in 2012, however, over the years there has not be much of a net loss in CRP/CCRP acres.
The Facility Loan program may be cut from the next Farm Program budget. FSA may offer voluntary retirement to those 50 years old with 20 years of service.
- Ralph Peterson, WesMin RC&D/Glacial Trail

Advised Pope SWCD to complete Tastefully Simple grants and deliver reports so that the program can be closed out.

Glacial Ridge Trail signs are coming soon. The group is talking about tours later in the year. Four Area II resolutions passed at the June 2nd meeting. They have been submitted to MASWCD for review. Ralph has appointed a Nominating Committee for Area II Secretary/Treasurer and President Positions.

8. New Business

- Motion by Keith Nygaard, Second by Randy Anderson to accept the bid presented by County Boys Construction to replace 2 doors and two windows at the Rosholt building. Carried
- University of Minnesota Sponsor Project Agreement for Rosholt Farm Lycimiter Project discussed. The University will be reimbursed for their work on the project through the MN Dept. of Ag Rosholt Research Farm program.
- The joint Powers agreement with MDA for Rosholt for the next two years has not been finalized due to the possible State Shutdown. Pope SWCD has been presented with a draft and a operating budget. Motion by Ralph Peterson, second by Keith Nygaard to sign Resolution dated June 21, 2011 to enter into a Joint Powers Agreement with the Minnesota Department of Agriculture for Rosholt Farm site contingent upon review and approval by the County Attorney. Carried.
- Discussed options in the event of a State government shutdown. At this time, it appears that we can't do much even if pope SWCD has program funds 'in hand'. Discussed holding an emergency meeting if there's a shutdown to discuss options. Contact Swift county regarding operating the CWMA program and follow the rules as directed by BWSR.
- Reviewed and discussed District Office Policy adopted March 15, 2005. Updates are as follows: Office Hours-continue with 'Flex' schedules, Sick Leave-*Once terminated ½ of accumulated sick leave will be paid to the employee* was omitted as of the December 2008 board meeting; Compensatory time *must be used by March 31st the following year*; *Funeral Leave up to 5 days for the death of immediate family member*; Computer-Internet-Email *Permitted* during breaks and after hours; Closing office prior to opening-done by the FSA CED who will contact employees by 6:30 a.m.-*Changed to positions instead of employee names*; Work Schedules-remain *flex*.
- The City of Glenwood presented the partial payment estimate for the Ravine Repair Project. The contractor is 87% complete. Motion by Ralph Peterson, second by Tom Talle to pay \$127982.09 from the grant funds held at Pope SWCD. Carried The City of Glenwood asked BWSR for permission to use the funds designated for the repair/replacement of the City beach parking lot for shoreline restoration. An estimated 6 feet of shoreline along South Lakeshore Drive within the City limits has eroded and is a safety issue. The change was approved by BWSR.
- Motion by Ralph Peterson, second by Keith Nygaard to accept the Walk In Access contract for \$4,210. Carried

Kelly Erickson and Luan Johnsrud left to participate in a Rosholt Farm teleconference.

- The Board agreed to identify a position of District Manager. Motion by Ralph Peterson to have Luan fill the District Manager position. Second by Randy Anderson. Passed unanimously.

Meeting adjourned at 10:15 a.m.