Chippewa River Watershed Association
Joint Powers Board (JPB)
Meeting

Date: ~~May 15th~~ Aug. 21, 2026
Time: 9:00 – 11:00 am
Location: Pope County Courthouse
Note Taker: Katie Disrud

Attendance:
Katie Disrud (Coordinator), Holly Kovarik (Fiscal Agent), Ron Staples (Stevens County), Larry Mahoney (Swift County), Paul Gerde (Pope County), Robert Lahman (West Ottertail County), Ken Johnson (Grant County), Jeff Way (Douglas County), Mark Weimerskirch (Swift SWCD), Randy Mitteness (Pope SWCD), Rod Wenstrom (West Ottertail SWCD), Steve Friedlein (Kandiyohi SWCD), John Ledermann (Douglas SWCD), Matt Gilbertson (Chippewa County), Debbi Anderson (Stevens SWCD), Jason Weinerman (BWSR), Kyle Richter (Kandiyohi SWCD Staff)

Agenda Item
Meeting was called to order by chair at 9:00 AM by Commissioner Staples.
Approval of Agenda ***A motion to approve the agenda was made by Paul Gerde, seconded by Matt Gilbertson. Motion passed.***
Approval of previous meeting minutes a) May 15th, 2026 ***A motion to approve May 15th, 2026, Meeting Minutes was made by Robert Lahman, seconded by Jeff Way. Motion passed.***
New Business a) Scheduling Conflicts *Due to a scheduling conflict with an AMC meeting, the September JPB meeting will be cancelled.* b) Elections *County Commissioners and SWCD supervisors were asked who was up for election, or possibly not running again to get an idea if this group would have changes or not. One Commissioner stated they will be done after this term, and another Commissioner stated that he is up for elections and has competition. No other changes were mentioned.*
Coordinators Report - *Katie Disrud gave update on the coordinators report. Discussion on attending BWSR's 1W1P was had as other JPB members attending different sessions. Disrud stated she started an application for a Multi drainage management grant but found out the JPE was not an eligible applicant. A question was raised if the coordinator provides a quarterly report to commissioners. Although she does NOT provide this currently, she can if requested. Several commissioners stated they usually cover updates in their commissioner report, or the local SWCD provides updates and don't feel a quarterly report or formal template from the watershed coordinator was necessary. The group discussed that the local staff/JPB members are supposed to be sharing updates locally. It was discussed that meeting minutes are distributed and a good way to keep local boards informed. Disrud also walked through the goal implementation exercise with the group- showing where progress has been made, where no progress was made at all, and stated how a handful of goals have been met. She states that this is why it's critical all partners are reporting in MS4Front what's happening through the watershed, regardless of funding source so we can ensure all goals are being achieved. The WBIF will not be able to fund accomplishment of all goals within the CWMP.* a) Recap of funded events - *Disrud shared updates from three WBIF funded events that have occurred. Swift SWCD held Healthy Roots and Clean Boots which had 225 total attendees, 46 nitrate samples, and 5 soil samples. Kandiyohi SWCD hosted a Shoreline event which had 110 attendees, we have seen 2 shoreline projects in the watershed since that event. The third event was the Well Screening event held at the Pope County Fairgrounds, 84 wells were sampled with 150 total samples ran, Participation in the lab certified test was good.* b) New encumbrance update- *A detailed update of new encumbrances was given to the group. New*

encumbrances included 13 new projects, 1 new assessment, and education outreach events that will help us meet goals that have not been made towards yet.

Katie Disrud had to leave at this time. Kovarik will go through the remaining items on the agenda.

Financial Report

a) Treasurers Report - *Holly Kovarik shared the treasurers report for the months of May. June and July.* ***A motion to approve the treasurers report for May, June and July was made by Randy Mitteness, second by Larry Mahoney. Motion passed.***

b) Appropriation Requests / Budget 2027-*The group reviewed the current appropriation amounts which have not changed. Kovarik discussed that the local staff or JPB member should be making sure that these requests are being made for the FY27 Budget cycle. The group discussed whether we could consider reducing this amount in the future. The group discussed that we need to ensure we can cover the 10% final payment amount as it does take some time for funding to come in. It was also noted that there are some items and work that are not grant eligible.* ***Paul Gerde made a motion to keep appropriations the same for 2027, and Matt Gilbertson seconded the motion. The motion passed with all in favor.***

c) Fiscal Agent Report

1.) FY25 Audit-*Kovarik went through the final audit and financial statements as shared in the meeting packet.* ***Randy Mitteness made a motion to approve the audit, and Mark Weimerskirch seconded the motion. The motion passed with all in favor.***

2.) Fy24-25 WBIF Grant Reconciliation-*Kovarik went through the report from BWSR on the grant reconciliation completed. There were minor items that need improvement. Jason Weinerman told the group to keep up the good work.*

Kovarik went through the FY24 and FY26 CRWA WBIF grant budgets to date with expenditures and encumbrances noted. The 2nd half of the FY24 funding has been deposited and we are working on processing payments for the 2nd quarter now that this has happened. Kovarik shared that for a short period of time we did carry some of the reimbursements on our general fund balance approximately $65,000. This is why we need to carry a fund balance as described earlier on the agenda. We are required to spend the first 50% before we can make the request for the next 40%. The reconciliation process took a couple of months to get through. We have not made any new payments as we worked through the reconciliation to keep everything straight for the reviewers as we responded to questions.

Next Meeting Topics:

a) Norway Lake/ Ditch Assessment Results
b) 2027 Scheduling

Open Discussion/Agency Updates

Ron Staples shared information about the upcoming MAWD/BWSR tour.

The group discussed that the October meeting could be canceled if needed.

Commissioner Way made a motion to adjourn the meeting at 10:20 a.m. and Commissioner Gerde seconded the motion. The motion passed with all in favor.

Signature of approval Vice Chair

Signature of approval