



# Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

**(507) 724-5261 ext. 3**

<http://co.houston.mn.us/RRSWCD/RRSWCD.aspx>

## *MISSION STATEMENT*

*The Root River Soil and Water Conservation District's mission is to provide assistance to cooperators in managing the natural resources on their land. In addition, the district will continue to educate people on local conservation issues and concerns, in order to fortify and perpetuate the conservation movement.*

## **Agenda**

**January 11, 2018, 1:00 p.m. Regular Meeting  
Ag Service Center**

### 2017 Officers

Matt Feldmeier

Jerry Welke

Glenn Kruse

Cecil Graf

Roger Stenhoff

Chair

Vice-Chair

Secretary

Treasurer

Reporter

**Finance Committee:** Graf & Kruse

**Personnel Committee:** Welke & Stenhoff

**RC&D:** Stenhoff - Glenn Kinneberg (appointed Citizen at Large)

**State Revolving Fund [JPB]:** Welke

**One Watershed, One Plan:** Feldmeier

### 1:00 P.M.

Chair call meeting to order.

### Flag Pledge

### Officers & Appointments

*Election of Officers for 2018*

**Chair**

**Vice-Chair**

**Secretary**

**Treasurer**

**Reporter**

*Committee Appointments for 2018*

**Finance Committee:**

**Personnel Committee:**

**RC&D:**

**RC&D** (appointed Citizen at Large):

**State Revolving Fund:** [JPB]

**Meeting Date & Time:** Continue holding monthly Root River SWCD board meetings on the second Thursday of the month at 9:00 a.m. May – October and 1:00 p.m. November – April at the Ag Service Center in Caledonia, Minnesota.

**Minutes:** Chair call for additions or corrections to the December 14, 2017 board meeting minutes.

**Employee Time Records:** Chair call for a motion to approve Employee Time Records.

**Treasurer's Report:** Treasurer request the December 2017 report be placed on file for audit.

- Approval needed on the following for 2018
  1. Houston County Treasurer – depository for all district funds
  2. Bank of the West – as the general checking account
  3. Eitzen State Bank – investment designated reserve and cost-share
  4. MCIT – Bonding & Insurance Liability, Property, and Workman's Compensation insurance

## **AGENCY REPORTS**

### **Gary Larson, NRCS District Conservationist Report**

#### **Dave Walter, District Manager Report**

- FY18 Cooperative Weed Management Area grant (CWMA)
- SWAG grant

#### **Program Reports**

- WCA – *Update*
  
- Bridge Creek – *Update*
  
- MAWQCP - *Update*

## **WATERSHED UPDATES**

*Crooked Creek - Update*

*Bee/Duck Creek*

*Bear Creek*

*Winnebago*

## **STAFF REPORTS**

### **Bob Scanlan, Assistant Manager – Program Report**

- MN Corn Growers – *Update*

### **Dan Wermager, Technician**

#### **Jean Meiners, Technician**

- Buffer - *Update*

### **Janice Messner, Administrative Assistant**

- Trees - *Update*

### **Eric Ressel, Farm Bill Biologist**

## **OLD BUSINESS**

Agenda – January 11, 2018

**NEW BUSINESS & ACTION ITEMS**

1. 2018 IRS Mileage Reimbursement Rate \$0.545 per mile – *Motion for approval*
2. Supervisor Per Diem – *Current rate is \$75/meeting – Discussion & motion for approval*
3. Step Increases for Dan Wermager & Jean Meiners – *Approval Needed*
4. MASWCD Annual Dues - \$3,074.82 (increase of \$163.04) – *Approval Needed*
5. 2018 Envirothon Dues - \$175.00 – *Approval needed*
6. SE SWCD Technical Support JPB 2018 Dues - \$1,000.00 – *Approval needed*
7. MAWQCP Grant – *Approval needed*  
     \$2,500 grant with no expiration date

**STATE COST SHARE PROGRAM** (*Funding up to 75% of cost estimate or 90% if combined with other non-state funding source*)

**FY17 State Cost Share** (*Grant expiration 12/31/18*) - Available Funds **\$13,703.99**

**FY18 State Cost Share** (*Grant expiration 12/31/20*) - Available Funds **\$16,720.80**

**FY17 State Cost Share Application**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Reburn, Tom	03FY17	\$71,539.00	\$818.10	Streambank Protection (580)	12/31/18

**LOCAL CAPACITY STATE COST SHARE PROGRAM** (*Funding up to 75% of cost estimate or 90% if combined with other non-state funding source*)

**FY16 Local Capacity Cost Share** (*Grant expiration 12/31/18*) – Available Funds **\$6,806.25**

**FY17 Local Capacity Cost Share** (*Grant expiration 12/31/19*) – Available Funds **\$25,000.00**

**FY18 Local Capacity Cover Crop Cost Share** (*Grant expiration 12/31/20*) - Available Funds **\$25,000.00** (*Flat Rate per acre*)

**FY16 Local Capacity Cost Share Payment Request and Re-allocation of Funds**

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Vix, Lorayne	Grade Stabilization Structure (410)	\$2,300.00	\$2,700.00	\$2,700.00 x 75% = \$2,025.00 <b>Payment Amount = \$1,725.00</b>

**BUFFER COST SHARE PROGRAM** (*Flat Rate Funding \$300/acre*)

**FY18 Buffer Cost Share** – Available Funds **\$24,100.00**

**MASWCD**

2018 MASWCD Legislative Briefing & Day at the Capitol – *March 12- 13, 2018 at the Embassy Suites in downtown St. Paul.*

*March 12<sup>th</sup> – Afternoon briefing and evening reception with legislators*

*March 13<sup>th</sup> – Meet with the legislators individually*

**WATER PLAN**

- One Watershed, One Plan  
     1W1P Planning Work Group Meeting – *January 9, 2018 - Update*  
  
     1W1P Policy Committee Meeting – *January 22, 2018*

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:**

**PERSONNEL COMMITTEE:**

**RC & D:** Annual Meeting January 22, 2018 in Rochester, MN.

**JOINT POWERS COMMITTEE:** JPB meeting January 31, 2018 in Oronoco, MN from 9:30 – Noon.

**\*\*\*Accounts Payable:\*\*\*** Chair call for a motion to approve payables and transfer of funds.

<b>Voucher #</b>	<b>Item</b>	<b>Amount</b>
3815	Ronald F. Carlsen – Rent – January	\$ 1,213.19
3816	Kwik Trip – Fuel – SWCD Trucks = \$193.27; SRF Truck = \$109.83	\$ 303.10
3817	VISA – Office Supply – Power Strip = \$26.71; MAWQCP – Outreach = \$64.63; Postage = \$49.00	\$ 140.34
3818	MASWCD – MASWCD Dues	\$ 3,074.82
3819	Quill Corporation – Office Supplies	\$ 48.06
3820	Houston County Treasurer – Registration Renewals – 2017 GMC = \$16.00 & 2008 Ford = \$16.00	\$ 32.00
3821	MN Counties Intergovernmental Trust – Liability Insurance = \$2,744.00; Workers Compensation = \$3,611.00; 2016 Audit = \$488.00	\$ 6,843.00
3822	Lorayne Vix – State Cost Share Project – Grade Stabilization Structure #06FY16LC	\$ 1,725.00
3823	Goodhue County SWCD – Envirothon Dues – 2017	\$ 175.00
3824	SE SWCD Technical Support JPB – 2017 Dues	\$ 1,000.00
3825	Minnesota Revenue – 2017 Sales & Use Tax	\$ 673.00
	Investment Transfer of Funds (From 76-605-518-5383 Winnebago Watershed to Eitzen State Bank 10033340 Winnebago Watershed = \$1,000.00; From 76-605-000-5565 Bear Creek Watershed to Eitzen State Bank 10033399 Bear Creek Watershed = \$1,000.00	\$ 2,000.00
	<b>Total</b>	<b>\$ 17,232.31</b>

**Adjournment**

**NEXT MEETING --- Regular Meeting, February 8, 2018, 1:00 p.m.** Ag Service Center



# **Root River Soil and Water Conservation District**

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

**(507) 724-5261 ext. 3**

**<http://co.houston.mn.us/RRSWCD/RRSWCD.aspx>**

## *MISSION STATEMENT*

*The Root River Soil and Water Conservation District's mission is to provide assistance to cooperators in managing the natural resources on their land. In addition, the district will continue to educate people on local conservation issues and concerns, in order to fortify and perpetuate the conservation movement.*

## **Agenda**

**February 8, 2018, 1:00 p.m. Regular Meeting  
Ag Service Center**

### **2018 Officers**

Matt Feldmeier  
Jerry Welke  
Glenn Kruse  
Cecil Graf  
Roger Stenhoff

Chair  
Vice-Chair  
Secretary  
Treasurer  
Reporter

**Finance Committee:** Graf & Kruse  
**Personnel Committee:** Welke & Stenhoff  
**RC&D:** Stenhoff  
**State Revolving Fund [JPB]:** Welke  
**One Watershed, One Plan:** Feldmeier

**1:00 P.M.** Chair call meeting to order.

### **Flag Pledge**

**Minutes:** Chair call for additions or corrections to the January 11, 2018 board meeting minutes.

**Employee Time Records:** Chair call for a motion to approve Employee Time Records.

**Treasurer's Report:** Treasurer request the January 2018 report be placed on file for audit.

### **AGENCY REPORTS**

**Gary Larson, NRCS District Conservationist Report**

**Dave Walter, District Manager Report**

- Envirothon

#### **Program Reports**

- WCA – Update
- Bridge Creek – Update
- MAWQCP - Update

### **WATERSHED UPDATES**

*Crooked Creek* - Update

*Bee/Duck Creek*

*Bear Creek*

*Winnebago*

**STAFF REPORTS**

**Bob Scanlan, Assistant Manager – Program Report**

- MN Corn Growers – *Update*
- FY18 Cooperative Weed Management Area grant (CWMA) - *Update*
- SWAG grant - *Update*

**Dan Wermager, Technician**

**Jean Meiners, Technician**

- Buffer - *Update*

**Janice Messner, Administrative Assistant**

- Trees - *Update*

**Eric Ressel, Farm Bill Biologist**

**OLD BUSINESS**

1. Cost of Living Adjustment (COLA) – *Discussion*
2. Employee Step Chart (see attachment) – *Discussion*
3. RC & D Committee Appointment – *Request to be removed*

**NEW BUSINESS & ACTION ITEMS**

1. Policy for Seeding & Mulch Pricing – *Discussion*
2. SE MASWCD Annual Dues - \$500 – *Approval needed*
3. NACD Conservation Investment 2018 – *Discussion*  
*Investment Levels*  
*\$1 - \$100 Contributor*  
*\$101 - \$500 Bronze*  
*\$501 - \$774 Silver*  
*\$775 - \$1,775 Gold*  
*\$1,776 - \$3,000 Diamond*  
*\$3,001 + Platinum*
4. FY18 Cooperative Weed Management Area Program Grant Agreement (CWMA) – *Approval needed*

**BRIDGE CREEK COST SHARE PROGRAM**

Request to cancel contract #18BC for Elizabeth Howe, Grade Stabilization Structure (410) in the amount of \$1,716.92.

**STATE COST SHARE PROGRAM** (*Funding up to 75% of cost estimate or 90% if combined with other non-state funding source*)

**FY17 State Cost Share** (*Grant expiration 12/31/18*) - Available Funds **\$12,885.89**

**FY18 State Cost Share** (*Grant expiration 12/31/20*) - Available Funds **\$16,720.80**

**LOCAL CAPACITY STATE COST SHARE PROGRAM** (*Funding up to 75% of cost estimate or 90% if combined with other non-state funding source*)

**FY16 Local Capacity Cost Share** (*Grant expiration 12/31/18*) – Available Funds **\$6,806.25**

Agenda – February 8, 2018

**FY17 Local Capacity Cost Share** (Grant expiration 12/31/19) – Available Funds **\$25,000.00**

**FY18 Local Capacity Cover Crop Cost Share** (Grant expiration 12/31/20) - Available Funds **\$25,000.00** (Flat Rate per acre)

**BUFFER COST SHARE PROGRAM** (Flat Rate Funding \$300/acre)

**FY18 Buffer Cost Share** – Available Funds **\$24,100.00**

**FY18 Buffer Cost Share Application** (Flat Rate Funding \$300/acre)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Beckman, Jeff	04FY18Buffer	\$300 x 0.6 acres = \$720.00	\$180.00	Critical Area Planting (342)	6/15/18

**MASWCD**

2018 MASWCD Legislative Briefing & Day at the Capitol – March 12- 13, 2018 at the Embassy Suites in downtown St. Paul.

March 12<sup>th</sup> – Afternoon briefing and evening reception with legislators

March 13<sup>th</sup> – Meet with the legislators individually

**WATER PLAN**

- One Watershed, One Plan  
1WIP Policy Committee Meeting – January 29, 2018 - Update

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:**

**PERSONNEL COMMITTEE:**

**RC & D:** Meeting update.

**JOINT POWERS COMMITTEE:** Meeting update.

**\*\*\*Accounts Payable:\*\*\*** Chair call for a motion to approve payables and transfer of funds.

Voucher #	Item	Amount
3826	Ronald F. Carlsen – Rent – February	\$ 1,213.19
3827	Kwik Trip – Fuel – SWCD Trucks = \$139.64; SRF Truck = \$55.92	\$ 195.56
3828	VISA – Meals = \$6.80; Finance Charge = \$1.98	\$ 8.78
3829	Quill Corporation – Office Supplies - \$414.63; 1 case paper = \$56.63	\$ 471.26
3830	SE MASWCD – Annual Dues	\$ 500.00
3831	SE MN Water Resources Bd. – 2018 SW MN Water Resources Bd. County Dues	\$ 5,000.00
3832	Dan Wermager – Registration – Soil Health Workshop, 1/23/18	\$ 20.00
3833	Bob Scanlan – Registration – Soil Health Workshop, 1/23/18	\$ 20.00
3834	MN State Auditor – 2016 Financial Audit Services – Standards & Procedures	\$ 165.00
3835	Schumacher’s Nursery & Berry Farm Inc. – Tree order balance	\$ 1,658.00
3836	MN State Nursery Account – Tree order balance	\$ 63.78
	<b>Total</b>	<b>\$ 9,315.57</b>

**Adjournment**

**NEXT MEETING --- Regular Meeting, March 8, 2018, 1:00 p.m.** Ag Service Center



# Root River Soil and Water Conservation District

Agricultural Service Center  
805 N. Hwy. 44/76, Suite 1  
Caledonia, MN 55921  
**(507) 724-5261 ext. 3**  
<http://co.houston.mn.us/RRSWCD/RRSWCD.aspx>

## MISSION STATEMENT

*The Root River Soil and Water Conservation District's mission is to provide assistance to cooperators in managing the natural resources on their land. In addition, the district will continue to educate people on local conservation issues and concerns, in order to fortify and perpetuate the conservation movement.*

## Agenda

**March 8, 2018, 1:00 p.m. Regular Meeting**  
**Ag Service Center**

### 2018 Officers

Matt Feldmeier	Chair	<b>Finance Committee:</b> Graf & Kruse
Jerry Welke	Vice-Chair	<b>Personnel Committee:</b> Welke & Stenhoff
Glenn Kruse	Secretary	<b>RC&amp;D</b>
Cecil Graf	Treasurer	<b>State Revolving Fund [JPB]:</b> Welke
Roger Stenhoff	Reporter	<b>One Watershed, One Plan:</b> Feldmeier

**1:00 P.M.** Chair call meeting to order.

### Flag Pledge

**Minutes:** Chair call for additions or corrections to the February 8, 2018 board meeting minutes.

**Employee Time Records:** Chair call for a motion to approve Employee Time Records and Supervisor Per Diems.

### *Supervisor Per Diem*

Feldmeier, Matt – 1 <sup>st</sup> Qtr. – 3 mtgs. @ \$75.00/each	\$ 225.00
Graf, Cecil – 1 <sup>st</sup> Qtr. – 2 mtgs. @ \$75.00/each	\$ 150.00
Kruse, Glenn – 1 <sup>st</sup> Qtr. – 3 mtgs. @ \$75.00/each	\$ 225.00
Stenhoff, Roger – 1 <sup>st</sup> Qtr. – 3 mtgs. @ \$75.00/each	\$ 225.00
Welke, Jerry – 1 <sup>st</sup> Qtr. – 4 mtgs. @ \$75.00/each	\$ 300.00

**Treasurer's Report:** Treasurer request the January 2018 report be placed on file for audit.

### AGENCY REPORTS

**Gary Larson, NRCS District Conservationist Report**

**Dave Walter, District Manager Report**

#### Program Reports

- WCA – Update
- Bridge Creek – Update
- MAWQCP – Update
- RCPP Feedlot – Update
- WRAPS - Update



**WATERSHED UPDATES**

*Crooked Creek - Update*

*Bee/Duck Creek*

*Bear Creek*

*Winnebago*

**STAFF REPORTS**

**Bob Scanlan, Assistant Manager – Program Report**

- MN Corn Growers – *Update*
- Cooperative Weed Management Area grant (CWMA) - *Update*
- SWAG grant - *Update*

**Dan Wermager, Technician**

**Jean Meiners, Technician**

- Buffer & Buffer Enforcement – *Update*
- Houston County Township Nitrate & Nitrogen Program - *Update*

**Janice Messner, Administrative Assistant**

- Trees - *Update*

**Eric Ressel, Farm Bill Biologist**

**OLD BUSINESS**

1. RC & D – *Discussion*

**NEW BUSINESS & ACTION ITEMS**

1. FY18 Local Capacity Grant Amendment – *Approval needed*
2. 2017 Year End Financial Audit Bid – Peterson Company Ltd. \$2,600 plus \$150 if amortization needed – *Approval needed*
3. FY18 Buffer Cost Share Return of funds – *Approval needed*
4. Resolution to Support Mississippi River – Winona/La Crescent Watershed One Watershed, One Plan project – *Approval needed*
5. SWAG Grant Agreement – *Approval needed & authorization for district manager to sign contract upon arrival*
6. One Watershed, One Plan Coordinator - *Discussion*

**BRIDGE CREEK COST SHARE PROGRAM**

**FY16 Bridge Creek Cost Share Applications (90% Cost Share)**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Dahl, Josh	22BC	\$6,200.00	\$2,328.00	Grassed Waterway (412)	9/1/18
Dahl, Josh	23BC	\$2,900.00	\$2,610.00	Grassed Waterways (412)	9/1/18

**LOCAL CAPACITY STATE COST SHARE PROGRAM** (*Funding up to 75% of cost estimate or 90% if combined with other non-state funding source*)

**FY16 Local Capacity Cost Share** (*Grant expiration 12/31/18*) – Available Funds **\$6,806.25**

Agenda – March 8, 2018

**FY17 Local Capacity Cost Share** (Grant expiration 12/31/19) – Available Funds **\$25,000.00**

**FY18 Local Capacity Cover Crop Cost Share** (Grant expiration 12/31/20) - Available Funds **\$25,000.00** (Flat Rate per acre)

**FY16 Local Capacity Cost Share Application** (75% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Hendel, Karl	09FY16LC	\$13,300.00	\$6,806.25 = FY16 Local Capacity Cost Share \$3,168.75 = FY17 State Cost Share	Grassed Waterways (412)	9/1/18

**STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

**FY17 State Cost Share** (Grant expiration 12/31/18) - Available Funds **\$12,885.89**

**FY18 State Cost Share** (Grant expiration 12/31/20) - Available Funds **\$16,720.80**

**FY17 State Cost Share Application** (75% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Engstler, Alan	04FY17	\$850.00	\$637.50	Grassed Waterway (412)	9/1/18

**BUFFER COST SHARE PROGRAM** (Flat Rate Funding \$300/acre)

**FY18 Buffer Cost Share** – Available Funds **\$23,920.00**

**FY18 Buffer Cost Share Application** (Flat Rate Funding \$300/acre)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Peterson, Duane	05FY18Buffer	\$300 x 1.14 acres = \$342.00	\$342.00	Critical Area Planting (342)	6/15/18

**MASWCD**

**WATER PLAN**

- One Watershed, One Plan

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:**

**PERSONNEL COMMITTEE:**

**RC & D:**

**JOINT POWERS COMMITTEE:**

**\*\*\*Accounts Payable:\*\*\*** Chair call for a motion to approve payables and transfer of funds.

Voucher #	Item	Amount
3837	Ronald F. Carlsen – Rent – March	\$ 1,213.19
3838	Kwik Trip – Fuel – SWCD Trucks = \$103.13	\$ 103.13
3839	Janice Messner – Postage Reimbursement	\$ 50.00
3840	VISA – Vehicle Maintenance – Battery '08 Ford = \$134.95; Field Supply – Batteries = \$34.18; Postage = \$4.20	\$ 173.33
3841	Hartford Life & Annuity Insurance Co. – Life Insurance – Policy #LU1188704 Dave Walter	\$ 90.00
3842	Quill Corporation – Office Supplies - 1 case paper = \$56.63	\$ 56.63
3843	MN Board of Water & Soil Resources – Unencumbered Funds FY18 Buffer CS	\$ 5,479.00

Agenda – March 8, 2018

3844	Schumacher's Nursery & Berry Farm Inc. – Tree Order Payment	\$ 56.00
3845	Matt Feldmeier – Mileage – 1st Qtr. – 108 miles @ \$0.545	\$ 58.86
3846	Cecil Graf – Mileage – 1st Qtr. – 80 miles @ \$0.545	\$ 43.60
3847	Glenn Kruse – Mileage – 1st Qtr. – 60 miles @ \$0.545	\$ 32.70
3848	Roger Stenhoff – Mileage – 1st Qtr. – 96 miles @ \$0.545	\$ 52.32
3849	Jerry Welke – Mileage – 1st Qtr. – 120 miles @ \$0.545	\$ 65.40
	<b>Total</b>	<b>\$ 7,474.16</b>

### Adjournment

NEXT MEETING --- Regular Meeting, April 12, 2018, 1:00 p.m. Ag Service Center



# Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

**(507) 724-5261 ext. 3**

<http://co.houston.mn.us/RRSWCD/RRSWCD.aspx>

## *MISSION STATEMENT*

*The Root River Soil and Water Conservation District's mission is to provide assistance to cooperators in managing the natural resources on their land. In addition, the district will continue to educate people on local conservation issues and concerns, in order to fortify and perpetuate the conservation movement.*

## **Agenda**

**April 12, 2018, 1:00 p.m. Regular Meeting  
Ag Service Center**

### **2018 Officers**

Matt Feldmeier

Jerry Welke

Glenn Kruse

Cecil Graf

Roger Stenhoff

Chair

Vice-Chair

Secretary

Treasurer

Reporter

**Finance Committee:** Graf & Kruse

**Personnel Committee:** Welke & Stenhoff

**RC&D**

**State Revolving Fund [JPB]:** Welke

**One Watershed, One Plan:** Feldmeier

### **1:00 P.M.**

Chair call meeting to order.

### **Flag Pledge**

**Minutes:** Chair call for additions or corrections to the March 8, 2018 board meeting minutes.

**Employee Time Records:** Chair call for a motion to approve Employee Time Records.

**Treasurer's Report:** Treasurer request the February and March 2018 reports be placed on file for audit.

### **AGENCY REPORTS**

**Gary Larson, NRCS District Conservationist Report**

**Dave Walter, District Manager Report**

#### **Program Reports**

- WCA – *Update*
  
- Bridge Creek – *Update*
  - ❖ Field to Stream PowerPoint
  
- MAWQCP – *Update*
  
- RCPP Feedlot – *Update*
  
- WRAPS - *Update*

**WATERSHED UPDATES**

*Crooked Creek - Update*

*Bee/Duck Creek*

*Bear Creek*

*Winnebago*

**STAFF REPORTS**

**Bob Scanlan, Assistant Manager – Program Report**

- MN Corn Growers – *Update*
- Cooperative Weed Management Area grant (CWMA) - *Update*
- SWAG grant - *Update*

**Jean Meiners, Technician**

- Buffer & Buffer Enforcement – *Update*
- Houston County Township Nitrate & Nitrogen Program - *Update*

**Janice Messner, Administrative Assistant**

- Trees - *Update*

**OLD BUSINESS**

1. RC & D – *Discussion*
2. Root River Watershed Coordinator - *Discussion*

**NEW BUSINESS & ACTION ITEMS**

1. Buffer Rule Implementation Agency Service Agreement – *Approval needed*
2. SWAG – *Approval needed*
3. Bd. Supervisor Workers Compensation Resolution – *Discussion & action*
4. SE MN Association of SWCD Employees (SEMACDE) Membership Dues - \$10 per employee – *Approval needed*
5. ARC Map - *Discussion*

**STATE COST SHARE PROGRAM** (*Funding up to 75% of cost estimate or 90% if combined with other non-state funding source*)

**FY17 State Cost Share** (*Grant expiration 12/31/18*) - Available Funds **\$ 9,079.64**

**FY18 State Cost Share** (*Grant expiration 12/31/20*) - Available Funds **\$16,720.80**

**FY17 State Cost Share Application** (75% Cost Share or 90% with additional EQIP funding)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Nelson, Cecil	05FY17	\$9,200.00	\$1,992.00	Grade Stabilization Structure (410)	12/31/18
Double Diamond Farms	06FY17	\$1,850.00	\$1,387.50	2 Grassed Waterways (412)	9/1/18
Nelson, Tim	07FY17	\$900.00	\$675.00	Grassed Waterway (412)	9/1/18

**BUFFER COST SHARE PROGRAM** (Flat Rate Funding \$300/acre)

**FY18 Buffer Cost Share – Available Funds \$18,099 (Reserved for prior requests)**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Bonanza Grain	06FY18Buffer	\$300 x 1.2 acres = \$360.00	\$360.00	Critical Area Planting (342)	6/15/18

**LOCAL CAPACITY STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

**FY17 Local Capacity Cost Share** (Grant expiration 12/31/19) – Available Funds **\$25,000.00**

**FY18 Local Capacity Cover Crop Cost Share** (Grant expiration 12/31/20) - Available Funds **\$25,000.00** (Flat Rate per acre)

**FY18 Local Capacity Cost Share** (Grant expiration 12/31/20) – Available Funds **\$14,400.00**

**MASWCD**

Resolutions – Presentation and approval at the May10th meeting.

**WATER PLAN**

- One Watershed, One Plan

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:**

**PERSONNEL COMMITTEE:**

**RC & D:**

**JOINT POWERS COMMITTEE:**

**\*\*\*Accounts Payable:\*\*\*** Chair call for a motion to approve payables and transfer of funds.

Voucher #	Item	Amount
3850	Ronald F. Carlsen – Rent – April	\$ 1,213.19
3851	Kwik Trip – Fuel – SWCD Trucks = \$302.64; Fuel – SRF Truck = \$106.74	\$ 409.38
3852	Schumacher’s Nursery & Berry Farm Inc. – Tree Order Payment	\$ 138.00
3853	VISA – Postage = \$100.00, \$12.60; MN Corn Growers – Supplies (Funke = \$81.75 & Rid a Critter = \$2,219.95) = \$2,301.70; Trees – Postage = \$29.25	\$ 2,443.55
3854	Quill Corporation – Office Supplies - 1 bx. Envelopes; Magenta & Yellow Toner; Packing Tape; Correction Tape	\$ 497.76
3855	SEMACDE – Annual Employee Membership Dues	\$ 50.00
3856	ESRI – (3) ArcGIS Desktop Basic Single Use License \$1,350/ea.	\$ 4,050.00
3857	Houston County Cattlemen – MAWQCP Outreach Event Expenses	\$ 427.00
	<b>Total</b>	<b>\$ 9,264.70</b>

**Adjournment**

**NEXT MEETING --- Regular Meeting, May 10, 2018, 9:00 a.m.** Ag Service Center



# Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

**(507) 724-5261 ext. 3**

<http://co.houston.mn.us/RRSWCD/RRSWCD.aspx>

## MISSION STATEMENT

*The Root River Soil and Water Conservation District's mission is to provide assistance to cooperators in managing the natural resources on their land. In addition, the district will continue to educate people on local conservation issues and concerns, in order to fortify and perpetuate the conservation movement.*

## Agenda

**May10, 2018, 9:00 a.m. Regular Meeting**  
**Ag Service Center**

### 2018 Officers

Matt Feldmeier

Jerry Welke

Glenn Kruse

Cecil Graf

Roger Stenhoff

Chair

Vice-Chair

Secretary

Treasurer

Reporter

**Finance Committee:** Graf & Kruse

**Personnel Committee:** Welke & Stenhoff

**State Revolving Fund [JPB]:** Welke

**One Watershed, One Plan:** Feldmeier

### 9:00 A.M.

Chair call meeting to order.

### Flag Pledge

**Minutes:** Chair call for additions or corrections to the April 12, 2018 board meeting minutes.

**Employee Time Records:** Chair call for a motion to approve Employee Time Records.

**Treasurer's Report:** Treasurer request the April 2018 report be placed on file for audit.

### AGENCY REPORTS

**Gary Larson, NRCS District Conservationist Report**

#### **Dave Walter, District Manager Report**

- Root River Watershed Coordinator
- Potential Cost Share applications
  - Tony Hammell – Grassed Waterway*
  - Cory Feine – Grassed Waterway*

#### **Program Reports**

- WCA – *Update*
- Bridge Creek – *Update*
- RCPP Feedlot – *Update*

**WATERSHED UPDATES**

*Crooked Creek - Update*

*Bee/Duck Creek*

*Bear Creek*

*Winnebago*

**STAFF REPORTS**

**Bob Scanlan, Assistant Manager – Program Report**

- Cooperative Weed Management Area (CWMA) - *Update*
- SWAG - *Update*
- MAWQCP – *Update*

**Jean Meiners, Technician**

- Buffer & Buffer Enforcement – *Update*
- Houston County Township Nitrate & Nitrogen Program - *Update*

**Janice Messner, Administrative Assistant**

- Trees

**OLD BUSINESS**

1. Buffer Rule Implementation Agency Service Agreement – *Approval needed*
2. Bd. Supervisor Workers Compensation Resolution – *Discussion*

**NEW BUSINESS & ACTION ITEMS**

1. FY18 Conservation Delivery Grant Closeout – *Approval needed*

**STATE COST SHARE PROGRAM** (*Funding up to 75% of cost estimate or 90% if combined with other non-state funding source*)

**FY17 State Cost Share** (*Grant expiration 12/31/18*) - Available Funds **\$ 5,025.14**

**FY18 State Cost Share** (*Grant expiration 12/31/20*) - Available Funds **\$16,720.80**

**FY17 State Cost Share Application** (75% Cost Share or 90% with additional EQIP funding)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Wiebke, H. David	08FY17	\$21,737.50	\$7,988.75 = \$5,025.14 FY17 State Cost Share & \$2,963.61 FY17 Local Capacity	Grassed Waterway (412) with Diversion (362), Critical Area Planting (342), Stream Crossing (578) & Lined Outlet (468)	9/1/18

**BUFFER COST SHARE PROGRAM** (*Flat Rate Funding \$300/acre*)

**FY18 Buffer Cost Share** – Available Funds **\$17,739 (Reserved for prior requests)**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Flatten Sisters Farms	07FY18Buffer	3 acres @ \$300/acre	\$900.00	Forage & Biomass Planting	6/15/18



**BRIDGE CREEK COST SHARE PROGRAM**

**FY16 Bridge Creek Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Dahl, Josh	Waste Storage Facility - #21BC	\$ 11,098.16	\$ 12,832.00	\$12,832.00 x 90% = \$11,548.80 <b>Payment Amount = \$9,988.34</b>

**LOCAL CAPACITY STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

**FY17 Local Capacity Cost Share** (Grant expiration 12/31/19) – Available Funds **\$25,000.00**

**FY18 Local Capacity Cover Crop Cost Share** (Grant expiration 12/31/20) - Available Funds **\$25,000.00** (Flat Rate per acre)

**FY18 Local Capacity Cost Share** (Grant expiration 12/31/20) – Available Funds **\$14,400.00**

**MASWCD**

Resolutions

**WATER PLAN**

- One Watershed, One Plan

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:**

**PERSONNEL COMMITTEE:**

**JOINT POWERS COMMITTEE:**

**\*\*\*Accounts Payable:\*\*\*** Chair call for a motion to approve payables and transfer of funds.

Voucher #	Item	Amount
3858	Ronald F. Carlsen – Rent – May	\$ 1,213.19
3859	Kwik Trip – Fuel – SWCD Trucks = \$229.85; Fuel – SRF Truck = \$134.61	\$ 364.46
3860	VISA – SWAG Supplies – Batteries = \$10.45; Ben Meadows/Waders = \$116.98; Thomas Scientific/NIST Thermometer = \$54.67	\$ 182.07
3861	Hach Company – SWAG Supplies	\$ 383.75
3862	Schumacher’s Nursery & Berry Farm Inc. – Tree Order Payment	\$ 87.25
3863	Blackburn Mfg. Co. – Field Supply – Flags 2 bxs.	\$ 158.14
3864	Mary Busch – Water Plan Infant Well Test Reimbursement	\$ 34.00
3865	Josh Dahl – Bridge Creek - #21BC Waste Storage Facility (Milkhouse Waste)	\$ 9,988.34
	<b>Total</b>	<b>\$ 12,411.20</b>

**Adjournment**

**NEXT MEETING --- Regular Meeting, June 14, 2018, 9:00 a.m.** Ag Service Center



# Root River Soil and Water Conservation District

Agricultural Service Center  
805 N. Hwy. 44/76, Suite 1  
Caledonia, MN 55921  
**(507) 724-5261 ext. 3**  
<http://co.houston.mn.us/RRSWCD/RRSWCD.aspx>

## MISSION STATEMENT

*The Root River Soil and Water Conservation District's mission is to provide assistance to cooperators in managing the natural resources on their land. In addition, the district will continue to educate people on local conservation issues and concerns, in order to fortify and perpetuate the conservation movement.*

## Agenda

**June 14, 2018, 9:00 a.m. Regular Meeting**  
**Ag Service Center**

### 2018 Officers

Matt Feldmeier	Chair	<b>Finance Committee:</b> Graf & Kruse
Jerry Welke	Vice-Chair	<b>Personnel Committee:</b> Welke & Stenhoff
Glenn Kruse	Secretary	
Cecil Graf	Treasurer	<b>State Revolving Fund [JPB]:</b> Welke
Roger Stenhoff	Reporter	<b>One Watershed, One Plan:</b> Feldmeier

**9:00 A.M.** Chair call meeting to order.

### Flag Pledge

**Minutes:** Chair call for additions or corrections to the May 10, 2018 board meeting minutes.

**Employee Time Records:** Chair call for a motion to approve Employee Time Records and Supervisor Per Diems.

### Supervisor Per Diem

Feldmeier, Matt – 2 <sup>nd</sup> Qtr. – 3 mtgs. @ \$75.00/each	\$ 225.00
Graf, Cecil – 2 <sup>nd</sup> Qtr. – 3 mtgs. @ \$75.00/each	\$ 225.00
Kruse, Glenn – 2 <sup>nd</sup> Qtr. – 3 mtgs. @ \$75.00/each	\$ 225.00
Stenhoff, Roger – 2 <sup>nd</sup> Qtr. – 2 mtgs. @ \$75.00/each	\$ 150.00
Welke, Jerry – 2 <sup>nd</sup> Qtr. – 3 mtgs. @ \$75.00/each	\$ 225.00

**Treasurer's Report:** Treasurer request the May 2018 report be placed on file for audit.

### AGENCY REPORTS

**Gary Larson, NRCS District Conservationist Report**

**Dave Walter, District Manager Report**

#### Program Reports

- WCA – Update
- Bridge Creek – Update
- RCPP Feedlot – Update

**WATERSHED UPDATES**

*Crooked Creek - Update*

*Bee/Duck Creek*

*Bear Creek – Tour Update*

- Diversion project – Patterson site
- Sinkhole project – Cedarblade site

*Winnebago*

**STAFF REPORTS**

**Bob Scanlan, Assistant Manager – Program Report**

- Cooperative Weed Management Area (CWMA) – *Update*
- SWAG – *Update*
- MAWQCP – *Update*

**Jean Meiners, Technician**

- Buffer & Buffer Enforcement – *Update*
- Houston County Township Nitrate & Nitrogen Program - *Update*

**Janice Messner, Administrative Assistant**

**OLD BUSINESS**

**NEW BUSINESS & ACTION ITEMS**

1. One Watershed, One Plan Sub-Agreement (Winona SWCD and Root River SWCD) – *Approval needed*
2. Conservationist of the Year – District 5 (Houston, Money Creek, Sheldon, Yucatan)

Past Recipients

<i>Ralph Lind</i>	<i>Richard &amp; Elaine Wruck</i>
<i>Miles Klein</i>	<i>Joe McManimon</i>
<i>Ralph Zerbe &amp; Mr. &amp; Mrs Jordan</i>	<i>Tim Orr</i>
<i>Wayne &amp; Slade Meyer</i>	<i>Wayne &amp; Patti Runningen</i>
<i>Clair Olson Family</i>	<i>Eugene &amp; Carol Laschenski</i>

**BRIDGE CREEK COST SHARE PROGRAM**

**Bridge Creek Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Dahl, Josh	23BC Grassed Waterways	\$ 2,900.00	\$ 1,564.16	\$1,564.16(eligible costs) x 90% = \$1,407.74

**BUFFER COST SHARE PROGRAM** (*Flat Rate Funding \$300/acre*)

**FY18 Buffer Cost Share – Available Funds \$17,739 (Reserved for prior requests)**

**FY18 Buffer Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Lee, Jerry	#02FY18Buffer - Critical Area	\$ 60.00	\$ 60.00	0.2 acres x \$300.00/acre = \$60.00

	Planting			
Peterson, Patricia	#03FY18Buffer – Forage & Biomass Planting	\$720.00	\$720.00	2.4 acres x \$300.00/acre = \$720.00
Peterson, Duane	#05FY18Buffer - Critical Area Planting	\$342.00	\$342.00	1.14 acres x \$300.00/acre = \$342.00
Bonanza Grain	#06FY18Buffer – Critical Area Planting	\$360.00	\$360.00	1.2 acres x \$300.00/acre = \$360.00
Beckman, Jeff	#04FY18Buffer – Critical Area Planting	\$180.00	\$180.00	0.6 acres x \$300.00/acre = \$180.00
Thom, Steve	#01FY18Buffer – Critical Area Planting	\$120.00	\$120.00	0.4 acres x \$300.00/acre = \$120.00

**CWMA COST SHARE PROGRAM**

**FY18 CWMA Cost Share** (Grant expiration 12/31/21) - Available Funds **\$ 20,000**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Heim-Welch, Joan	01 FY18CWMA	14 acres @ \$300/acre	\$2,000.00	Brush Management (314)	6/14/2019

**LOCAL CAPACITY STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

**FY17 Local Capacity Cost Share** (Grant expiration 12/31/19) – Available Funds **\$22,036.39**

**FY18 Local Capacity Cover Crop Cost Share** (Grant expiration 12/31/20) - Available Funds **\$25,000.00** (Flat Rate per acre)

**FY18 Local Capacity Cost Share** (Grant expiration 12/31/20) – Available Funds **\$14,400.00**

**FY17 Local Capacity Cost Share Application** (75% Cost Share or 90% with additional EQIP funding)

On May 24, 2018 District Manager, Dave Walter, approved the following cost share request for Tony Hammell.

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Hammell, Tony	02FY17LC	\$2,850.00	\$2,137.50	Grassed Waterways	9/1/18

**FY16 Local Capacity Cost Share Payment Request & Reallocation of slippage funds**

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Hendel, Karl	09FY16LC	\$ 13,300.00	\$ 9,125.95	\$9,125.95 x 75% = \$6,844.46 <b>Slippage = \$3,130.54 FY17 State Cost Share</b>

**STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

**FY17 State Cost Share** (Grant expiration 12/31/18) - Available Funds **\$ 0.00**

**FY18 State Cost Share** (Grant expiration 12/31/20) - Available Funds **\$16,720.80**

**FY17 State Cost Share & FY17 Local Capacity Cost Share Cancellation Request**

H. David Wiebke has requested that contract #08FY17 for a Grassed Waterway (412) with Diversion (362), Critical Area Planting (342), Stream Crossing (578) & Lined Outlet (468) project in the amount of \$7,988.75 (\$5,025.14 FY17 State Cost Share & \$2,963.61 FY17 Local Capacity) be cancelled.

**FY17 State Cost Share Payment Request & Reallocation of slippage funds**

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Double Diamond Farms	06FY17 Grassed Waterways	\$ 1,850.00	\$ 1,951.97	\$1,840.00 (eligible costs) x 75% = \$1,380.00 <b>Slippage = \$7.50</b>

**FY17 Local Capacity Cost Share Amendment Request**

A request is being made to amend the funding source for contract 02FY17LC Hammell, Tony from FY17 Local Capacity Cost Share Grant to FY17 State Cost Share Grant in the amount of \$2,137.50 and to amend the contract number to 09FY17.

Agenda – June 14, 2018

**MASWCD**

**WATER PLAN**

- One Watershed, One Plan

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:**

**PERSONNEL COMMITTEE:**

**JOINT POWERS COMMITTEE:**

**\*\*\*Accounts Payable:\*\*\*** Chair call for a motion to approve payables and transfer of funds.

<b>Voucher #</b>	<b>Item</b>	<b>Amount</b>
3866	Jerry Lee – Buffer Critical Area Planting	\$ 60.00
3867	Ronald F. Carlsen – Rent – June	\$ 1,213.19
3868	Kwik Trip – Fuel – SWCD Trucks = \$413.93; Fuel – SRF Truck = \$111.31	\$ 525.24
3869	Schumacher’s Nursery & Berry Farm Inc. – Shipping	\$ 275.00
3870	Hartford Life & Annuity Insurance Co. – Life Insurance – Policy #LU1188704 Dave Walter	\$ 90.00
3871	Janice Messner – SWAG (Supplies) = \$1.38; WCA (Meal) = \$11.62	\$ 13.00
3872	Duane Peterson – Buffer Critical Area Planting	\$ 342.00
3873	Matt Feldmeier – Mileage – 2 <sup>nd</sup> Qtr. – 108 miles @ \$0.545	\$ 58.86
3874	Cecil Graf – Mileage – 2 <sup>nd</sup> Qtr. – 120 miles @ \$0.545	\$ 65.40
3875	Glenn Kruse – Mileage – 2 <sup>nd</sup> Qtr. – 60 miles @ \$0.545	\$ 32.70
3876	Roger Stenhoff – Mileage – 2 <sup>nd</sup> Qtr. – 64 miles @ \$0.545	\$ 34.88
3877	Jerry Welke – Mileage – 2 <sup>nd</sup> Qtr. – 90 miles @ \$0.545	\$ 49.05
3878	Quill Corporation – Office Supplies	\$ 215.08
3879	Johnson, Nicole – Water Plan – Infant Well Test Reimbursement	\$ 34.00
3880	B&M Service Center – Vehicle Maintenance – ’08 Ford Oil Change & Air Filter	\$ 67.40
3881	Patricia Peterson – Buffer Forage & Biomass Planting	\$ 720.00
3882	Printy Quik – CWMA – Printing	\$ 96.19
3883	Bonanza Grain – Buffer Critical Area Planting	\$ 360.00
3884	Winneshiek SWCD - Bear Creek Watershed Tour	\$ 70.41
3886	Petty Cash – Field Supply = \$4.81; Office Supply = \$9.62; SWAG – Supply = \$4.28	\$ 18.71
3887	VISA – Postage = \$50.00	\$ 50.00
3888	Jeff Beckman – Buffer Critical Area Planting	\$ 180.00
3889	Steve Thom – Buffer Critical Area Planting	\$ 120.00
3890	Karl Hendel – FY16Local Capacity CS – Grassed Waterways	\$ 6,240.15
3891	Double Diamond Farms – 06FY17 – Grassed Waterways	\$ 1,380.00
3892	Gregg Meiners – Push-Up Pond no pipe	\$ 600.00
3893	Josh Dahl – Bridge Creek – Grassed Waterways	\$ 1,407.74
	<b>Total</b>	<b>\$ 14,923.31</b>

**Adjournment**

**NEXT MEETING --- Regular Meeting, July 12, 2018, 9:00 a.m.** Ag Service Center



# Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

**(507) 724-5261 ext. 3**

<http://co.houston.mn.us/RRSWCD/RRSWCD.aspx>

## *MISSION STATEMENT*

*The Root River Soil and Water Conservation District's mission is to provide assistance to cooperators in managing the natural resources on their land. In addition, the district will continue to educate people on local conservation issues and concerns, in order to fortify and perpetuate the conservation movement.*

## **Agenda**

**July 12, 2018, 9:00 a.m. Regular Meeting  
Ag Service Center**

### **2018 Officers**

Matt Feldmeier

Jerry Welke

Glenn Kruse

Cecil Graf

Roger Stenhoff

Chair

Vice-Chair

Secretary

Treasurer

Reporter

**Finance Committee:** Graf & Kruse

**Personnel Committee:** Welke & Stenhoff

**State Revolving Fund [JPB]:** Welke

**One Watershed, One Plan:** Feldmeier

### **9:00 A.M.**

Chair call meeting to order.

### **Flag Pledge**

**Minutes:** Chair call for additions or corrections to the June 14, 2018 board meeting minutes.

**Employee Time Records:** Chair call for a motion to approve Employee Time Records.

**Treasurer's Report:** Treasurer request the June 2018 report be placed on file for audit.

### **AGENCY REPORTS**

**Gary Larson, NRCS District Conservationist Report**

**Dave Walter, District Manager Report**

#### **Program Reports**

- WCA – Update

- Bridge Creek – Update

### **WATERSHED UPDATES**

*Crooked Creek* - Update

*Bee/Duck Creek*

*Bear Creek*

*Winnebago*

**STAFF REPORTS**

**Bob Scanlan, Assistant Manager – Program Report**

- Cooperative Weed Management Area (CWMA) – *Update*
- SWAG – *Update*
- MAWQCP – *Update*
- RCPP Feedlot – *Update*
- CCM - *Update*
- Conservationist of the Year - *Update*

**Jean Meiners, Technician**

- Buffer & Buffer Enforcement – *Update*
- Houston County Township Nitrate & Nitrogen Program - *Update*

**Dan Wermager, Technician**

- BMP Projects - *Update*

**Janice Messner, Administrative Assistant**

- Volunteer Nitrate Monitoring – *Update*
- Rain Monitoring Program – *Update*
- 2017 Year End Audit – *August 1, 2018 audit will start with on-site visit*

**OLD BUSINESS**

**NEW BUSINESS & ACTION ITEMS**

1. Job Approval Authority for Ecological Sciences – *Approval needed*  
*Dave Walter      Dan Wermager*  
*Bob Scanlan      Jean Meiners*
2. FY18 Watershed Conservation Planner Initiative Grant Agreement – *Approval needed*

**BUFFER COST SHARE PROGRAM** (*Flat Rate Funding \$300/acre*)

**FY18 Buffer Cost Share – Available Funds \$17,739 (Reserved for prior requests)**

**FY18 Buffer Cost Share Payment Request**

<b>Name</b>	<b>Project/Contract #</b>	<b>Total Cost Estimate</b>	<b>Actual</b>	<b>Request</b>
Flatten Sisters Farms	FY18Buffer – Forage & Biomass Planting	\$900.00	\$900.00	3 acres @ \$300/acre = \$900.00

**CWMA COST SHARE PROGRAM****FY18 CWMA Cost Share** (Grant expiration 12/31/21) - Available Funds \$ 16,900.00

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Gavin Farms LLC	02FY18CWMA	11 acres @ \$100 acre	\$1,100.00	Brush Management (314)	7/12/19
Voight, Ed	04FY18CWMA	10 acres @ \$200/acre	\$2,000.00	Brush Management (314)	7/12/19
Stalsberg, Janice	05FY18CWMA	20 acres @ \$100/acre	\$2,000.00	Brush Management (314)	7/12/19

**STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)**FY17 State Cost Share** (Grant expiration 12/31/18) - Available Funds \$ 6,025.68**FY18 State Cost Share** (Grant expiration 12/31/20) - Available Funds \$16,720.80**FY17 State Cost Share Cancellation Request**

Tim Nelson has requested that contract #07FY17 for a Grassed Waterway (412) project in the amount of \$675.00 be cancelled.

**FY17 State Cost Share Applications** (Flat Rate \$30/acre for 3 yrs up to 30 acre max)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Solbrack, Darren	10FY17	\$2,700.00	\$2,700.00	Cover Crops	11/1/18
Ingvalson, Mike	11FY17	\$2,700.00	\$2,700.00	Cover Crops	11/1/18
Hoscheit, Cole	12FY17	\$2,700.00	\$1,300.00	Cover Crops	11/1/18

**LOCAL CAPACITY STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)**FY17 Local Capacity Cost Share** (Grant expiration 12/31/19) – Available Funds \$25,000.00**FY18 Local Capacity Cover Crop Cost Share** (Grant expiration 12/31/20) - Available Funds \$25,000.00 (Flat Rate per acre)**FY18 Local Capacity Cost Share** (Grant expiration 12/31/20) – Available Funds \$14,400.00**FY18 Local Capacity Cover Crop Cost Share Applications** (Flat Rate \$30/acre for 3 yrs up to 30 acre max)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Hoscheit, Cole	12FY17	\$2,700.00	\$1,400.00	Cover Crops	11/1/18
Hoscheit, Tom	01FY18LC - CC	\$2,700.00	\$2,700.00	Cover Crops	11/1/18
McCormick, Kevin	02FY18LC - CC	\$1,800.00	\$1,800.00	Cover Crops	11/1/18
Wiste, Sharon	03FY18LC - CC	\$540.00	\$540.00	Cover Crops	11/1/18
Rosaaen, Joel	04FY18LC - CC	\$2,700.00	\$2,700.00	Cover Crops	11/1/18

**FY17 Local Capacity Cost Share Application**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Nelson, Tim	03FY17LC	\$900.00	\$675.00	Grassed Waterway (412)	9/1/19
Beckman, Lester Chuck	04FY17LC	\$1,400.00	\$1,050.00	Diversion (362)	6/1/19

**MASWCD****WATER PLAN**

- One Watershed, One Plan



**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:**

**PERSONNEL COMMITTEE:**

**JOINT POWERS COMMITTEE:** Upcoming meeting Tuesday, July 31, 2018 at 9:30 a.m. in Oronoco.

Agenda items: *Year-end financial statements, set FY2019 Budget, act on the latest RCPP small feedlot projects, and other items.*

**\*\*\*Accounts Payable:\*\*\*** Chair call for a motion to approve payables and transfer of funds.

Voucher #	Item	Amount
3885	Flatten Sisters Farms – Buffer Forage & Biomass Planting	\$ 900.00
3894	Ronald F. Carlsen – Rent – July	\$ 1,213.19
3895	Kwik Trip – Fuel – SWCD Trucks = \$409.24; Fuel – SRF Truck = \$88.77	\$ 498.01
3896	VISA – Postage = \$21.00; Lodging - Conservation Planner Training = \$314.22	\$ 335.22
3897	Printy Quik – CWMA Printing	\$ 96.19
3898	James Gray – Hayable Buffer Program Yearly Payment	\$ 3,500.00
3899	Gerald Hallum – Hayable Buffer Program Yearly Payment	\$ 5,350.00
3900	Grace Nelson – Hayable Buffer Program Yearly Payment	\$ 150.00
4000	Eitzen State Bank - <i>Investment Transfer of Funds (From 76-605-518-5383 Winnebago Watershed to Eitzen State Bank 10033340 Winnebago Watershed = \$1,000.00; From 76-605-000-5565 Bear Creek Watershed to Eitzen State Bank 10033399 Bear Creek Watershed)</i>	\$ 2,000.00
	<b>Total</b>	<b>\$ 14,042.61</b>
	<i>Investment Transfer of Funds (From 008-773 Hayable Buffer – Eitzen State Bank to our Bank of the West Cash General Fund account).</i>	\$ 9,000.00

**Adjournment**

**NEXT MEETING --- Regular Meeting, August 9, 2018, 9:00 a.m.** Ag Service Center



# **Root River Soil and Water Conservation District**

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

**(507) 724-5261 ext. 3**

**<http://co.houston.mn.us/RRSWCD/RRSWCD.aspx>**

## *MISSION STATEMENT*

*The Root River Soil and Water Conservation District's mission is to provide assistance to cooperators in managing the natural resources on their land. In addition, the district will continue to educate people on local conservation issues and concerns, in order to fortify and perpetuate the conservation movement.*

## **Agenda**

**August 9, 2018, 9:00 a.m. Regular Meeting  
Ag Service Center**

### **2018 Officers**

Matt Feldmeier

Jerry Welke

Glenn Kruse

Cecil Graf

Roger Stenhoff

Chair

Vice-Chair

Secretary

Treasurer

Reporter

**Finance Committee:** Graf & Kruse

**Personnel Committee:** Welke & Stenhoff

**State Revolving Fund [JPB]:** Welke

**One Watershed, One Plan:** Feldmeier

### **9:00 A.M.**

Chair call meeting to order.

### **Flag Pledge**

**Minutes:** Chair call for additions or corrections to the July 12, 2018 board meeting minutes.

**Employee Time Records:** Chair call for a motion to approve Employee Time Records.

**Treasurer's Report:** Treasurer request the July 2018 report be placed on file for audit.

### **AGENCY REPORTS**

**Gary Larson, NRCS District Conservationist Report**

**Dave Walter, District Manager Report**

#### **Program Reports**

- WCA – *Update*
- Bridge Creek – *Update*
- WCPI (Watershed Coordinator Planner Initiative) - *Update*

**WATERSHED UPDATES**

*Crooked Creek - Update*

*Bee/Duck Creek*

*Bear Creek*

*Winnebago*

**STAFF REPORTS**

**Bob Scanlan, Assistant Manager – Program Report**

- Cooperative Weed Management Area (CWMA) – *Update*
- SWAG – *Update*
- MAWQCP – *Update*
- CCM - *Update*

**Jean Meiners, Technician**

- Buffer & Buffer Enforcement – *Update*
- Houston County Township Nitrate & Nitrogen Program - *Update*

**Dan Wermager, Technician**

- BMP Projects - *Update*

**Janice Messner, Administrative Assistant**

- 2017 Year End Audit – *Update*

**OLD BUSINESS**

**NEW BUSINESS & ACTION ITEMS**

1. Laptop purchase – \$1,500.00 FY16 Local Capacity funding - *Approval needed*
2. SE Volunteer Nitrate Monitoring Network Agreement – \$2,000.00 Term: July 9, 2018 – June 30, 2020 - *Approval needed*
3. 2019 Budget – *Approval needed*
4. BWSR Academy – October 29 – 31, 2018 - Registration Cost approximately \$105 – *Approval needed*

**BRIDGE CREEK COST SHARE PROGRAM**

**Bridge Creek Cost Share Application**

<b>Name</b>	<b>Contract</b>	<b>Total Cost Estimate</b>	<b>Cost Share Amount Requested</b>	<b>Project</b>	<b>Completion Date</b>
Dahl, Josh	25BC	\$2,000.00	\$1,800.00	Critical Area Plantings (342)	9/10/18

**BUFFER COST SHARE PROGRAM** (*Flat Rate Funding \$300/acre*)

**FY18 Buffer Cost Share – Available Funds \$16,839 (Reserved for prior requests)**

**CWMA COST SHARE PROGRAM****FY18 CWMA Cost Share** (Grant expiration 12/31/21) - Available Funds \$ 7,900.00

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Eglinton, Casey	06FY18CWMA	3 acres @ \$150 acre	\$450.00	Brush Management (314)	8/9/19
Eglinton, Sally	07FY18CWMA	20 acres @ \$100/acre	\$2,000.00	Brush Management (314)	8/9/19
Good, Sandra	03FY18CWMA	6.67 acres @ \$300/acre	\$2,000.00	Brush Management (314)	8/9/19

**LOCAL CAPACITY STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)**FY17 Local Capacity Cost Share** (Grant expiration 12/31/19) – Available Funds \$23,275.00**FY18 Local Capacity Cover Crop Cost Share** (Grant expiration 12/31/20) - Available Funds \$15,185.68 (Flat Rate per acre)**FY18 Local Capacity Cost Share** (Grant expiration 12/31/20) – Available Funds \$14,400.00**FY18 Local Capacity County Match Cost Share** – Available Funds \$7,200**FY18 Local Capacity Cover Crop Cost Share Applications** (Flat Rate \$30/acre for 3 yrs up to 30 acre max)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Carpenter, Mike	05FY18LC – CC	\$2,700.00	\$2,700.00	Cover Crops	11/1/18

**STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)**FY17 State Cost Share** (Grant expiration 12/31/18) - Available Funds \$ 0.00**FY18 State Cost Share** (Grant expiration 12/31/20) - Available Funds \$16,720.80**FY17 State Cost Share Amendment Request**

A request is being made to amend contract 09FY17 Hammell, Tony for additional funds in the amount \$180.00. The funding source will be FY17 Local Capacity Cost Share Grant. The amendment request is being made due to rainfall event washing out a portion of the seeding.

**MASWCD****WATER PLAN****COMMITTEE REPORTS**

FINANCIAL COMMITTEE:

PERSONNEL COMMITTEE:

JOINT POWERS COMMITTEE: July 31<sup>st</sup> meeting - Update**\*\*\*Accounts Payable:\*\*\*** Chair call for a motion to approve payables and transfer of funds.

Voucher #	Item	Amount
3901	Ronald F. Carlsen – Rent – August	\$ 1,213.19
3902	Kwik Trip – Fuel – SWCD Trucks = \$; Fuel – SRF Truck = \$	\$
3903	VISA –	\$
3904	Houston County Ag Society – SWAG & AIS – Fair Booth	\$ 175.00
3905	Olmsted County Finance – Houston County T wp. Nitrate Payment	\$16,828.67
3906	BWSR – WCA Wetland Training	\$ 25.00
	<b>Total</b>	<b>\$ 18,241.86</b>

**Adjournment**

NEXT MEETING --- Regular Meeting, September 13, 2018, 9:00 a.m. Ag Service Center

Agenda – August 9, 2018



# Root River Soil and Water Conservation District

Agricultural Service Center  
805 N. Hwy. 44/76, Suite 1  
Caledonia, MN 55921  
**(507) 724-5261 ext. 3**  
<http://co.houston.mn.us/RRSWCD/RRSWCD.aspx>

## MISSION STATEMENT

*The Root River Soil and Water Conservation District's mission is to provide assistance to cooperators in managing the natural resources on their land. In addition, the district will continue to educate people on local conservation issues and concerns, in order to fortify and perpetuate the conservation movement.*

## Agenda

**September 13, 2018, 9:00 a.m. Regular Meeting**  
**Ag Service Center**

### 2018 Officers

Matt Feldmeier	Chair	<b>Finance Committee:</b> Graf & Kruse
Jerry Welke	Vice-Chair	<b>Personnel Committee:</b> Welke & Stenhoff
Glenn Kruse	Secretary	<b>State Revolving Fund [JPB]:</b> Welke
Cecil Graf	Treasurer	<b>One Watershed, One Plan:</b> Feldmeier
Roger Stenhoff	Reporter	

**9:00 A.M.** Chair call meeting to order.

### Flag Pledge

**Minutes:** Chair call for additions or corrections to the August 9, 2018 board meeting minutes.

**Employee Time Records:** Chair call for a motion to approve Employee Time Records and Supervisor Per Diems.

### *Supervisor Per Diem*

Feldmeier, Matt – 3 <sup>rd</sup> Qtr. – 2 mtgs. @ \$75.00/each	\$150.00
Graf, Cecil – 3 <sup>rd</sup> Qtr. – 3 mtgs. @ \$75.00/each	\$225.00
Kruse, Glenn – 3 <sup>rd</sup> Qtr. – 3 mtgs. @ \$75.00/each	\$225.00
Stenhoff, Roger – 3 <sup>rd</sup> Qtr. – 2 mtgs. @ \$75.00/each	\$150.00
Welke, Jerry – 3 <sup>rd</sup> Qtr. – 5 mtgs. @ \$75.00/each	\$375.00

**Treasurer's Report:** Treasurer request the July & August 2018 reports be placed on file for audit.

### AGENCY REPORTS

**Gary Larson, NRCS District Conservationist Report**

**Dave Walter, District Manager Report**

- 80<sup>th</sup> Anniversary
- August 27<sup>th</sup> Rainfall Event
- Gerry Meier project

### Program Reports

- WCA – Update
- Bridge Creek – Update

- RCPP Feedlot - *Update*

## **WATERSHED UPDATES**

*Crooked Creek* - Update

*Bee/Duck Creek*

*Bear Creek*

*Winnebago*

## **STAFF REPORTS**

### **Bob Scanlan, Assistant Manager – Program Report**

- Cooperative Weed Management Area (CWMA) – *Update*
- SWAG – *Update*
- MAWQCP – *Update*
- CCM – *Update*
- 319 Feedlot - *Update*

### **Jean Meiners, Technician**

- Buffer & Buffer Enforcement – *Update*
- Houston County Township Nitrate & Nitrogen Program - *Update*

### **Dan Wermager, Technician**

- WCPI (Watershed Coordinator Planner Initiative) – *Update*
- BMP Projects - *Update*

### **Janice Messner, Administrative Assistant**

## **OLD BUSINESS**

## **NEW BUSINESS & ACTION ITEMS**

1. Pay Equity Report - *Approval needed*
2. 6<sup>th</sup> Grade Environmental Day - *Approval needed*
3. Employee Health Insurance – Letter declining coverage
4. Buffer Compliance Review Plan
5. Printer purchase through County – HP LaserJet Pro MFP M570dn \$763.25 (tax & shipping included) - *Approval needed*
6. FY19 Local Capacity Services \$100,000 & FY19 Buffer Law \$20,000 grant – *Approval needed*
7. SE Area VII MASWCD & MACDE Fall meeting – September 17<sup>th</sup> at Winona State University – Registration \$10/each – Staff and Board Supervisors - *Approval needed*

Agenda – September 13, 2018

8. Sub-Agreement SE SWCD Technical Support Joint Powers Board (TSA) & Root River SWCD – *Approval needed*
  - \$20,000.00 for RCPP project development
  - Expiration date – July 31, 2019
9. Sub-Agreement SE SWCD Technical Support Joint Powers Board (TSA) & Root River SWCD – *Approval needed*
  - \$4,173.98 for Olinger project Planning Phase
  - Expiration date – December 31, 2019

**BUFFER COST SHARE PROGRAM** (Flat Rate Funding \$300/acre)

**FY18 Buffer Cost Share – Available Funds \$16,839 (Reserved for prior requests)**

**CWMA COST SHARE PROGRAM**

**FY18 CWMA Cost Share (Grant expiration 12/31/21) - Available Funds \$ 7,900.00**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Beckman, Lester	08FY18CWMA	20 acres @ \$100/acre	\$2,000.00	Brush Management (314)	9/13/19

**STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

**FY17 State Cost Share (Grant expiration 12/31/18) - Available Funds \$ 0.00**

**FY18 State Cost Share (Grant expiration 12/31/20) - Available Funds \$16,720.80**

**FY17 State Cost Share Request to Cancel**

Tom Reburn has requested that contract #03FY17 for Streambank Restoration project (580) in the amount of \$818.10 be cancelled.

**FY17 State Cost Share Amendment Request Pre-Approved**

Alan Engstler has requested that his project installation date of September 1, 2108 be amended to September 10, 2018. The request is due to wet conditions.

**FY17 Cost Share Payment Request and Re-allocation of Slippage Funds**

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Hammell, Tony	09FY17 Grassed Waterways	\$ 3,090.00	\$ 2,355.01	\$ 2,355.01 x 75% = \$ 1,766.25 <b>Slippage = \$551.25 (\$371.25 FY17 State Cost Share; \$180.00 FY17 Local Capacity)</b>
Engstler, Alan	04FY17 Grass Waterway	\$850.00	\$906.26	\$906.26 x 75% = \$79.70 Requested \$842.50 x 75% = \$631.88 Eligible <b>Slippage = \$5.62</b>

**FY17 State Cost Share Amendment Request**

An amendment request is being made for contract #05FY17 Nelson, Cecil. The request is to amend \$1,280.03 from FY17 State Cost Share to FY17 Local Capacity Cost Share funding source.

**FY17 State Cost Share Application**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Pohlman, Brian	13FY17	\$450.00	\$450.00	Cover Crop	11/1/18
Houdek, Wayne	14FY17	\$2,700.00	\$2,700.00	Cover Crop	11/1/18

**LOCAL CAPACITY STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

**FY17 Local Capacity Cost Share (Grant expiration 12/31/19) – Available Funds \$23,095.00**

**FY18 Local Capacity Cover Crop Cost Share (Grant expiration 12/31/20) - Available Funds \$4,475.68 (Flat Rate per acre)**

**FY18 Local Capacity Cost Share (Grant expiration 12/31/20) – Available Funds \$14,400.00**

**FY18 Local Capacity County Match Cost Share – Available Funds \$7,200**

**FY17 Local Capacity Cost Share Applications**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Schmidt, Mike	05FY17LC	\$12,525.00	\$9,393.75	Grade Stabilization Structure	12/31/18
Boyum, Ruth	06FY17LC	\$4,200.00	\$3,150.00	Grade Stabilization Structure	12/31/18
Boyum, Ruth	07FY17LC	\$2,150.00	\$1,612.50	Diversion	12/31/18

**FY18 Local Capacity Cover Crop Cost Share Request to Cancel:**

Mike Carpenter has requested that contract #05FY18LC – CC for Cover Crop (340) project in the amount of \$2,700.00 be cancelled.

**FY18 Local Capacity Cover Crop Cost Share Applications (Flat Rate \$30/acre for 3 yrs up to 30 acre max)**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Tessmer, Dave	10FY18LC – CC	\$2,700.00	\$2,700.00	Cover Crops	11/1/18
Allen, Andy	11FY18LC – CC	\$2,700.00	\$2,700.00	Cover Crops	11/1/18
Tostenson, Brian	12FY18LC – CC	\$1,323.90	\$1,323.90	Cover Crops	11/1/18
Tostenson, Brian	13FY18LC – CC	\$451.78	\$451.78	Cover Crops	11/1/18

**RCPP FEEDLOT COST SHARE**

**FY18 RCPP COST SHARE – PLANNING**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Olinger, Brad	01RCPP-Plan 2018	\$8,000.00	\$3,024.00	CAP Plan	9/4/19

**MASWCD**

**WATER PLAN**

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:**

**PERSONNEL COMMITTEE:**

**JOINT POWERS COMMITTEE:**

**\*\*\*Accounts Payable:\*\*\*** Chair call for a motion to approve payables and transfer of funds.

Voucher #	Item	Amount
3913	Ronald F. Carlsen – Rent – September	\$ 1,213.19
3914	Kwik Trip – Fuel – SWCD Trucks = \$348.10; Fuel – SRF Truck = \$109.18	\$ 457.28
3915	VISA - WCPI Postage = \$250.00; Oil Change & Tire Rotation 2017 GMC = \$81.50	\$ 331.50
3916	B & M Service Center – Oil Change 2008 Ford	\$ 54.20
3917	Hartford Life & Annuity Insurance Co. – Life Insurance Policy – Dave Walter	\$ 90.00
3918	Lind Awards – Conservationist of the Year plaque	\$ 37.58
3919	Quill Corporation – Office Supplies	\$ 49.75
3920	Insight Public Sector - Laptop	\$ 1,570.99
3921	Tony Hammell - #09FY17 Grassed Waterway	\$ 1,766.25
3922	Bob Scanlan – Canoe registration reimbursement	\$ 8.50
3923	Matt Feldmeier – Mileage – 3 <sup>rd</sup> Qtr. 72 miles @ \$0.545	\$ 39.24
3924	Cecil Graf – Mileage – 3 <sup>rd</sup> Qtr. 120 miles @ \$0.545	\$ 65.40
3925	Glenn Kruse – Mileage – 3 <sup>rd</sup> Qtr. 60 miles @ \$0.545	\$ 32.70



3926	Roger Stenhoff – Mileage – 3 <sup>rd</sup> Qtr. 64 miles @ \$0.545	\$ 34.88
3927	Jerry Welke – Mileage – 3 <sup>rd</sup> Qtr. 150 miles @ \$0.545	\$ 81.75
3928	Petty Cash – SWAG – Fair Parking Pass	\$ 10.00
3929	Alan Engstler - #04FY17 Grassed Waterway	\$ 631.88
3930	Winnebago Springs – 6 <sup>th</sup> Grade Environmental Day Donation	\$ 100.00
	<b>Total</b>	<b>\$ 6,575.09</b>

**Adjournment**

**NEXT MEETING --- Regular Meeting, October 11, 2018, 9:00 a.m.** Ag Service Center



# **Root River Soil and Water Conservation District**

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

**(507) 724-5261 ext. 3**

**<http://co.houston.mn.us/RRSWCD/RRSWCD.aspx>**

## *MISSION STATEMENT*

*The Root River Soil and Water Conservation District's mission is to provide assistance to cooperators in managing the natural resources on their land. In addition, the district will continue to educate people on local conservation issues and concerns, in order to fortify and perpetuate the conservation movement.*

## **Agenda**

**October 11, 2018, 9:00 a.m. Regular Meeting  
Ag Service Center**

### **2018 Officers**

Matt Feldmeier

Jerry Welke

Glenn Kruse

Cecil Graf

Roger Stenhoff

Chair

Vice-Chair

Secretary

Treasurer

Reporter

**Finance Committee:** Graf & Kruse

**Personnel Committee:** Welke & Stenhoff

**State Revolving Fund [JPB]:** Welke

**One Watershed, One Plan:** Feldmeier

### **9:00 A.M.**

Chair call meeting to order.

### **Flag Pledge**

**Minutes:** Chair call for additions or corrections to the September 13, 2018 board meeting minutes.

**Employee Time Records:** Chair call for a motion to approve Employee Time Records.

**Treasurer's Report:** Treasurer request the September 2018 report be placed on file for audit.

### **AGENCY REPORTS**

**Gary Larson, NRCS District Conservationist Report**

#### **Dave Walter, District Manager Report**

- 6<sup>th</sup> Grade Environmental Day

#### **Program Reports**

- WCA – *Update*
- Bridge Creek – *Update*
- RCPP Feedlot - *Update*

### **WATERSHED UPDATES**

*Crooked Creek* - Update

*Bee/Duck Creek*

*Bear Creek*

*Winnebago*

**STAFF REPORTS**

**Bob Scanlan, Assistant Manager – Program Report**

- Cooperative Weed Management Area (CWMA) – *Update*
- SWAG – *Update*
- MAWQCP – *Update*
- CCM – *Update*
- 319 Feedlot - *Update*

**Jean Meiners, Technician**

- Buffer & Buffer Enforcement – *Update*
- Houston County Township Nitrate & Nitrogen Program – *Update*
- BMP Projects - *Update*

**Dan Wermager, Technician**

- WCPI (Watershed Coordinator Planner Initiative) – *Update*
- BMP Projects - *Update*

**Janice Messner, Administrative Assistant**

- Volunteer Nitrate Monitoring Network - *Update*

**OLD BUSINESS**

**NEW BUSINESS & ACTION ITEMS**

1. FY19 Non-Structural Land Management Practices Implementation Plan - *Approval needed*
2. FY16 Local Capacity Grant Financial Report – *Approval needed*
3. 2019 Tree Order & Pricing – *Approval needed*
4. Cost Share Contract & Amendment Request Signing Authorization for Dave Walter – *Approval needed*
5. FY17 Programs & Operations Addendum Grant Amendment – One year extension (December 31, 2019) - *Approval needed*

**BUFFER COST SHARE PROGRAM** (*Flat Rate Funding \$300/acre*)

**FY18 Buffer Cost Share – Available Funds \$16,839 (Reserved for prior requests)**

**CWMA COST SHARE PROGRAM**

**FY18 CWMA Cost Share (*Grant expiration 12/31/21*) - Available Funds \$ 1,450.00**

**FY18 CWMA & FY19 Local Capacity CWMA Cost Share Application**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Klinski, Gary	09FY18CWMA	\$2,000.00	\$1,450.00 = FY18 CWMA & \$550.00 = FY19 LC - CWMA	Brush Management (314)	10/11/19

**FY18 CWMA Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Gavin Farms LLC	02FY18CWMA	\$ 1,100.00	\$ 1,100.00	11 acres @ \$100.00/acre = \$1,100.00

**STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

**FY17 State Cost Share** (Grant expiration 12/31/18) - Available Funds **\$ 0.00**

**FY18 State Cost Share** (Grant expiration 12/31/20) - Available Funds **\$16,720.80**

**LOCAL CAPACITY STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

**FY17 Local Capacity Cost Share** (Grant expiration 12/31/19) – Available Funds **\$7,838.72**

**FY18 Local Capacity Cover Crop Cost Share** (Grant expiration 12/31/20) - Available Funds **\$0 .00** (Flat Rate per acre)

**FY18 Local Capacity Cost Share** (Grant expiration 12/31/20) – Available Funds **\$14,400.00**

**FY18 Local Capacity County Match Cost Share** – Available Funds **\$7,200**

**FY19 Local Capacity Cover Crop Cost Share** (Grant expiration 12/31/21) – Available Funds **\$25,000** (Flat Rate per acre)

**FY19 Local Capacity CWMA Cost Share** – (Grant expiration 12/31/21) – Available Funds **\$15,000** (Flat Rate per acre)

**FY18 Local Capacity Cover Crop Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Von Arx, Robert	07FY18LC - CC	\$ 2,700.00	\$ 2,700.00	30 acres @ \$30.00/acre x 3 yrs = \$2,700.00
Wiste, Sharon	03FY18LC – CC	\$540.00	\$540.00	6 acres @ \$30.00/acre x 3 yrs = \$540.00

**MASWCD**

- 2018 Resolution Packets & Voting – Voting must be in to Janice no later than **October 26, 2018**.
- Annual Convention, December 9 – 11, 2018 – *Doubletree Hotel Bloomington*
  - Registration fees for staff and board supervisors
    - *Complete Convention Registration = \$230.00*
    - *One Day Only Registration = \$160.00*
  - Meal costs for staff, board supervisors and Conservationist of the Year recipients
    - *Monday Awards Luncheon (pork entrée) = \$34.50 each*
    - *Monday Evening Dinner (beef entrée) = \$37.75each*
    - *Tuesday Outstanding Conservationist’s Luncheon (chicken entrée)= \$34.50 each*
  - Lodging fees for staff and board supervisors
    - *\$89/per night for single or double occupancy, plus tax (for reservations prior to December 4<sup>th</sup> or till block is sold out)*
  - Conservationist of the Year – *Lodging or mileage reimbursement*

**WATER PLAN**

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:**

**PERSONNEL COMMITTEE:**

**JOINT POWERS COMMITTEE:**

**\*\*\*Accounts Payable:\*\*\*** Chair call for a motion to approve payables and transfer of funds.

Voucher #	Item	Amount
3931	Ronald F. Carlsen – Rent – October	\$ 1,213.19
3932	Kwik Trip – Fuel – SWCD Trucks = \$302.73; Finance Charge - \$6.86; Fuel – SRF Truck = \$54.06	\$ 363.65
3933	VISA - Adobe AcroPro 12 month Subscription - \$192.25; 6 <sup>th</sup> Grade Environmental Day Expenses = \$25.98; Water Plan – 6 <sup>th</sup> Grade Environmental Day Expenses = \$25.97; Postage = \$50.00; Lodging – BWSR Academy = \$444.54	\$ 738.74
3934	Mike Werner – Push-Up Pond (no pipe)	\$ 600.00
3935	Robert Von Arx – Local Capacity Cover Crop - #07FY18LC - CC	\$ 2,700.00
3936	Bob Scanlan – 6 <sup>th</sup> Grade Environmental Day Expense = \$6.00; Water Plan 6 <sup>th</sup> Grade Environmental Day Expense = \$6.00	\$ 12.00
3937	Bob Scanlan – Meal – 2/21/18 1W1P	\$ 6.91
3938	Gavin Farms LLC - #02FY18CWMA – Brush Management	\$ 1,100.00
3939	Sharon Wiste – Local Capacity Cover Crop - #03FY18LC – CC	\$ 540.00
3940	Schumacher's Nursery & Berry Farm Inc - Tree Order - 50% of order	\$ 1,924.50
	<b>Total</b>	<b>\$ 9,198.99</b>

**Adjournment**

**NEXT MEETING --- Regular Meeting, November 14, 2018, 1:00 p.m.** Ag Service Center



## **Root River Soil and Water Conservation District**

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

**(507) 724-5261 ext. 3**

<http://co.houston.mn.us/RRSWCD/RRSWCD.aspx>

### *MISSION STATEMENT*

*The Root River Soil and Water Conservation District's mission is to provide assistance to cooperators in managing the natural resources on their land. In addition, the district will continue to educate people on local conservation issues and concerns, in order to fortify and perpetuate the conservation movement.*

## **Agenda**

**November 8, 2018, 1:00 p.m. Regular Meeting  
Ag Service Center**

### **2018 Officers**

Matt Feldmeier

Chair

Jerry Welke

Vice-Chair

Glenn Kruse

Secretary

Cecil Graf

Treasurer

Roger Stenhoff

Reporter

**Finance Committee:** Graf & Kruse

**Personnel Committee:** Welke & Stenhoff

**State Revolving Fund [JPB]:** Welke

**One Watershed, One Plan:** Feldmeier

**1:00 P.M.** Chair call meeting to order.

### **Flag Pledge**

**Minutes:** Chair call for additions or corrections to the October 11, 2018 board meeting minutes.

**Employee Time Records:** Chair call for a motion to approve Employee Time Records.

**Treasurer's Report:** Treasurer request the October 2018 report be placed on file for audit.

### **AGENCY REPORTS**

**Gary Larson, NRCS District Conservationist Report**

**Dave Walter, District Manager Report**

•

#### **Program Reports**

- WCA – *Update*
- Bridge Creek – *Update*
- RCPP Feedlot - *Update*

### **WATERSHED UPDATES**

*Crooked Creek* - Update

*Bee/Duck Creek*

*Bear Creek*

*Winnebago*

**STAFF REPORTS**

**Bob Scanlan, Assistant Manager – Program Report**

- Cooperative Weed Management Area (CWMA) – *Update*
- Cover Crop Program – *Update*
- Conservationist of the Year – *Update*
- Soil Health - *Update*
- CCM – *Update*
- 319 Feedlot - *Update*

**Jean Meiners, Technician**

- Buffer & Buffer Enforcement – *Update*
- Houston County Township Nitrate & Nitrogen Program – *Update*
- BMP Projects - *Update*

**Dan Wermager, Technician**

- WCPI (Watershed Coordinator Planner Initiative) – *Update*
- BMP Projects - *Update*

**Janice Messner, Administrative Assistant**

- Trees - *Update*

**OLD BUSINESS**

**NEW BUSINESS & ACTION ITEMS**

1. 2019 health insurance premiums and HSA/VEBA contribution – *Approval needed*  
Single Coverage Health Insurance with a \$3,375 deductible
  - Employee portion \$37.32 (*Increase of \$6.70 per employee*)
  - Employer portion \$709.18 (*Increase of \$127.30 per employee*)
  - HSA/VEBA \$1,687.50  $\$140.625 \times 12 = \$1,687.50$  (*Same*)

**BUFFER COST SHARE PROGRAM** (*Flat Rate Funding \$300/acre*)

**FY18 Buffer Cost Share – Available Funds \$16,839 (Reserved for prior requests)**

**CWMA COST SHARE PROGRAM**

**FY18 CWMA Cost Share** (*Grant expiration 12/31/21*) - Available Funds **\$ 0.00**

**FY18 CWMA Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Heim-Welch, Joan	01FY18CWMA	\$ 2,000.00	\$ 2,000.00	6.66666 acres @ \$300.00/acre = \$2,000.00

**STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

**FY17 State Cost Share** (Grant expiration 12/31/18) - Available Funds \$ 0.00

**FY18 State Cost Share** (Grant expiration 12/31/20) - Available Funds \$16,720.80

**FY17 State Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Solbrack, Darren	10FY17	\$2,700.00	\$2,700.00	30 acres @ \$30.00/acre x 3 yrs = \$2,700.00
Ingvalson, Mike	11FY17	\$2,700.00	\$2,700.00	30 acres @ \$30.00/acre x 3 yrs = \$2,700.00
Hoscheit, Cole	12FY17	\$625.28	\$625.28	6.95 acres @ \$30.00/acre x 3 yrs = \$625.68

**LOCAL CAPACITY STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

**FY17 Local Capacity Cost Share** (Grant expiration 12/31/19) – Available Funds \$7,838.72

**FY18 Local Capacity Cover Crop Cost Share** (Grant expiration 12/31/20) - Available Funds \$0.00 (Flat Rate per acre)

**FY18 Local Capacity Cost Share** (Grant expiration 12/31/20) – Available Funds \$14,400.00

**FY18 Local Capacity County Match Cost Share** – Available Funds \$7,200

**FY19 Local Capacity Cover Crop Cost Share** (Grant expiration 12/31/21) – Available Funds \$25,000 (Flat Rate per acre)

**FY19 Local Capacity CWMA Cost Share** – (Grant expiration 12/31/21) – Available Funds \$14,450 (Flat Rate per acre)

**FY17 Local Capacity Cost Share Amendment Request**

An amendment request is being made for contract #05FY17LC Schmidt, Mike. The request is to amend \$9,393.75 from FY17 Local Capacity Cost Share to 1W1P Cost Share funding source. In addition to the funding source the contract number will be amended to #01 – 1W1P.

**FY18 Local Capacity Cover Crop Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Hoscheit, Cole	12FY17	\$2,074.32	\$2,074.32	23.05 acres @ \$30.00/acre x 3 yrs = \$2,074.32
Hoscheit, Tom	01FY18LC – CC	\$2,700.00	\$2,700.00	30 acres @ \$30.00/acre x 3 yrs = \$2,700.00
McCormick, Kevin	02FY18LC – CC	\$1,800.00	\$1,800.00	20 acres @ \$30.00/acre x 3 yrs = \$1,800.00
VonArx, Brad	06FY18LC – CC	\$2,610.00	\$2,610.00	29 acres @ \$30.00/acre x 3 yrs = \$2,610.00
Hoscheit, Brad	08FY18LC - CC	\$ 765.00	\$ 765.00	8.5 acres @ \$30.00/acre x 3 yrs = \$765.00
Hoscheit, Brad	09FY18LC – CC	\$1,935.00	\$1,935.00	21.5 acres @ \$30.00/acre x 3 yrs = \$1,935.00

**MASWCD**

- Annual Convention, December 9 – 11, 2018 – Doubletree Hotel Bloomington

**WATER PLAN**

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:**

**PERSONNEL COMMITTEE:**

**JOINT POWERS COMMITTEE:**

**\*\*\*Accounts Payable:\*\*\*** Chair call for a motion to approve payables and transfer of funds.

Voucher #	Item	Amount
3941	Ron Carlsen – Rent – November	\$ 1,213.19
3942	Kwik Trip – Fuel – SWCD Trucks = \$340.48 ; Fuel – SRF Truck = \$59.37	\$ 399.85
3943	VISA - WCA Meal - \$10.30; WCA – Parking Fee = \$3.00; Finance Charge = \$3.82; Postage Trees = \$150.00; Postage = \$50.00; Meals – BWSR Academy = \$58.37; Vehicle Maintenance – Fuel = \$52.63	\$ 328.12

Agenda – November 8, 2018



3944	Insight Public Sector, Inc. – Printer – FY17 Local Capacity = \$763.25; Office Machines = \$90.60	\$ 853.85
3945	Troy Frank – Water Plan – Infant Well Testing Reimbursement	\$ 34.00
3946	Olmsted County Finance – Houston County Nitrate Lab Expenses	\$ 2,628.20
3947	Joan Heim-Welch - #01FY18CWMA – Brush Management	\$ 2,000.00
3948	Quill – Office Supplies	\$ 482.75
3949	Brad Hoscheit – Local Capacity Cover Crop - #08 & #09FY18LC – CC	\$ 2,700.00
3950	MASWCD – 2019 MASWCD Convention	\$ 673.50
3951	Tom Hoscheit – Local Capacity Cover Crop - #01FY18LC – CC	\$ 2,700.00
3952	Kevin McCormick – Local Capacity Cover Crop - #02FY18LC – CC	\$ 1,800.00
3953	Brad VonArx – Local Capacity Cover Crop - #06FY18LC – CC	\$ 2,610.00
3954	Darren Solbrack – Cover Crop - #10FY17	\$ 2,700.00
3955	Mike Ingvalson – Cover Crop - #11FY17	\$ 2,700.00
3956	Cole Hoscheit – Cover Crop - #12FY17	\$ 2,700.00
	<b>Total</b>	<b>\$</b>

**Adjournment**

**NEXT MEETING --- Regular Meeting, December 13, 2018, 1:00 p.m.** Ag Service Center



# Root River Soil and Water Conservation District

Agricultural Service Center  
 805 N. Hwy. 44/76, Suite 1  
 Caledonia, MN 55921  
**(507) 724-5261 ext. 3**  
<http://co.houston.mn.us/RRSWCD/RRSWCD.aspx>

## MISSION STATEMENT

*The Root River Soil and Water Conservation District's mission is to provide assistance to cooperators in managing the natural resources on their land. In addition, the district will continue to educate people on local conservation issues and concerns, in order to fortify and perpetuate the conservation movement.*

## Agenda

**December 13, 2018, 1:00 p.m. Regular Meeting**  
**Ag Service Center**

### 2018 Officers

Matt Feldmeier	Chair	<b>Finance Committee:</b> Graf & Kruse
Jerry Welke	Vice-Chair	<b>Personnel Committee:</b> Welke & Stenhoff
Glenn Kruse	Secretary	<b>State Revolving Fund [JPB]:</b> Welke
Cecil Graf	Treasurer	<b>One Watershed, One Plan:</b> Feldmeier
Roger Stenhoff	Reporter	

**1:00 P.M.** Chair call meeting to order.

### Flag Pledge

**Minutes:** Chair call for additions or corrections to the November 8, 2018 board meeting minutes.

**Employee Time Records:** Chair call for a motion to approve Employee Time Records and Supervisor Per Diems.

### Supervisor Per Diem

Feldmeier, Matt – 4 <sup>th</sup> Qtr. – 3 mtgs. @ \$75.00/each	\$225.00
Graf, Cecil – 4 <sup>th</sup> Qtr. – 2 mtgs. @ \$75.00/each	\$150.00
Kruse, Glenn – 4 <sup>th</sup> Qtr. – 3 mtgs. @ \$75.00/each	\$225.00
Stenhoff, Roger – 4 <sup>th</sup> Qtr. – 3 mtgs. @ \$75.00/each	\$225.00
Welke, Jerry – 4 <sup>th</sup> Qtr. – 3 mtgs. @ \$75.00/each	\$225.00

**Treasurer's Report:** Treasurer request the October and November 2018 reports be placed on file for audit.

### AGENCY REPORTS

#### Gary Larson, NRCS District Conservationist Report

#### Dave Walter, District Manager Report

- Family Heritage Insurance
- Conservationist of the Year Luncheon

#### Program Reports

- WCA – Update
- Bridge Creek – Update
- RCPP Feedlot – Update

## WATERSHED UPDATES

*Crooked Creek* - Update

*Bee/Duck Creek*

*Bear Creek*

*Winnebago* - Outstanding expenses for Mike Staggemeyer and MN DNR projects from September 2017

## STAFF REPORTS

### **Bob Scanlan, Assistant Manager – Program Report**

- Cooperative Weed Management Area (CWMA) – *Update*
- Cover Crop Program – *Update*
- Conservationist of the Year – *Update*
- Soil Health - *Update*
- CCM – *Update*
- 319 Feedlot - *Update*

### **Jean Meiners, Technician**

- Buffer & Buffer Enforcement – *Update*
- Houston County Township Nitrate & Nitrogen Program – *Update*
- BMP Projects - *Update*

### **Dan Wermager, Technician**

- WCPI (Watershed Coordinator Planner Initiative) – *Update*

### **Janice Messner, Administrative Assistant**

- Trees - *Update*

## OLD BUSINESS

## NEW BUSINESS & ACTION ITEMS

1. MACDE 2019 Membership - \$25/employee – *Approval requested*
2. FY17 Local Capacity Grant Reconciliation Financial Report – *Approval requested*
3. FY18 Local Capacity Grant Reconciliation Financial Report – *Approval requested*
4. WCPI Semi-Annual Financial Report – *Approval requested*
5. Stand Up Work Stations

## 1W1P COST SHARE PROGRAM

**1W1P Cost Share** (*Grant expiration 10/31/21*) - Available Funds **\$5,606.25**

### **1W1P Cost Share Amendment Request**

An amendment request is being made for contract #01 – 1W1P Schmidt, Mike. The request is to amend the allowable cost share percentage from 75% to 90%. This will increase the total amount of cost share available from \$9,393.75 to \$11,272.50. An increase of \$1,878.75.

Agenda – December 13, 2018

**1W1P Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Schmidt, Mike	01 – 1W1P	\$ 12,525.00	\$ 12,525.00	\$12,525.00 x 90% = \$11,272.50 <b>Payment Amount</b>

**BRIDGE CREEK COST SHARE PROGRAM** (Grant Expiration 12/31/20)**Bridge Creek Cost Share Amendment Request**

An amendment request is being made for contract #24BC Olson, Clair. The request is to amend the completion date from 12/31/18 to 4/25/19.

**Bridge Creek Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Dahl, Josh	25BC	\$ 2,000.00	\$ 1,921.03	\$ 1,921.03 x 90% = \$1,728.93 Slippage for re-allocation \$ 71.07

**BUFFER COST SHARE PROGRAM** (Flat Rate Funding \$300/acre)

**FY18 Buffer Cost Share – Available Funds \$16,839 (Reserved for prior requests)**

**CWMA COST SHARE PROGRAM**

**FY18 CWMA Cost Share (Grant expiration 12/31/21) - Available Funds \$ 0.00**

**LOCAL CAPACITY STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

**FY17 Local Capacity Cost Share (Grant expiration 12/31/19) – Available Funds \$7,838.72**

**FY18 Local Capacity Cover Crop Cost Share (Grant expiration 12/31/20) - Available Funds \$0.00 (Flat Rate per acre)**

**FY18 Local Capacity Cost Share (Grant expiration 12/31/20) – Available Funds \$14,400.00**

**FY18 Local Capacity County Match Cost Share – Available Funds \$7,200**

**FY19 Local Capacity Cover Crop Cost Share (Grant expiration 12/31/21) – Available Funds \$25,000 (Flat Rate per acre)**

**FY19 Local Capacity CWMA Cost Share – (Grant expiration 12/31/21) – Available Funds \$14,450 (Flat Rate per acre)**

**FY17 Local Capacity Cost Share Amendment Request**

An amendment request is being made for contract #06FY17LC Boyum, Ruth – Grade Stabilization Structure. The request is to amend the completion date of 12/31/18 to 6/1/19 due to wet conditions and early frost.

An amendment request is being made for contract #07FY17LC Boyum, Ruth - Diversion. The request is to amend the completion date of 12/31/18 to 6/1/19 due to wet conditions and early frost.

**FY18 Local Capacity Cover Crop Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Allen, Andy	11FY18LC – CC	\$2,700.00	\$2,700.00	30 acres @ \$30.00/acre x 3 yrs = \$2,700.00
Tostenson, Brian	12FY18LC – CC	\$1,323.90	\$1,323.90	14.71 acres @ \$30.00/acre x 3 yrs = \$1,323.90
Tostenson, Brian	13FY18LC – CC	\$451.78	\$451.78	5.02 acres @ \$30.00/acre x 3 yrs = \$451.78

**FY18 Local Capacity Cover Crop Cost Share Cancellation**

Contract #10FY18LC – CC Tessmer, Dave \$2,700.00 completion date of 11/1/2018 has expired.

Contract #04FY18LC – CC Rosaaen, Joel \$2,700.00 completion date of 11/1/2018 has expired.

**STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

**FY17 State Cost Share (Grant expiration 12/31/19) - Available Funds \$ 0.00**

**FY18 State Cost Share (Grant expiration 12/31/20) - Available Funds \$16,720.80**

**FY17 State Cost Share Amendment Request**

An amendment request is being made for contract #05FY17 Nelson, Cecil – Grade Stabilization Structure. The request is to amend the completion date of 12/31/18 to 6/30/19 due to wet conditions and early frost.

Agenda – December 13, 2018

**MASWCD**

- Annual Convention, December 9 – 11, 2018 – *Doubletree Hotel Bloomington*

**WATER PLAN & 1W1P** – Meeting updates**COMMITTEE REPORTS****FINANCIAL COMMITTEE:****PERSONNEL COMMITTEE:** Annual Employee Evaluations**JOINT POWERS COMMITTEE:****\*\*\*Accounts Payable:\*\*\*** Chair call for a motion to approve payables and transfer of funds.

Voucher #	Item	Amount
3960	Ron Carlsen – Rent – December	\$ 1,213.19
3961	Kwik Trip – Fuel – SWCD Trucks = \$241.42	\$ 241.42
3962	VISA – Lodging MASWCD Convention = \$203.86; Meals MASWCD Convention = \$49.95	\$ 253.81
3963	B & M Service Center – Vehicle Maintenance – 2008 Ford Coil & Oil Change	\$ 211.70
3964	Hartford Life & Annuity Insurance Co. – Life Insurance – Dave Walter #LU1188704	\$ 90.00
3965	MN Dept. of Agriculture – License Renewal	\$ 250.00
3966	Mike Schmidt - #01 – 1W1P – Grade Stabilization Structure	\$11,272.50
3967	MACDE – 2019 MACDE Membership Dues – 5 @ \$25/ea	\$ 125.00
3968	Andy Allen – Local Capacity Cover Crop - #11FY18LC – CC	\$ 2,700.00
3969	Brian Tostenson – Local Capacity Cover Crop - #12 & #13FY18LC - CC	\$ 1,775.68
3970	Josh Dahl – Bridge Creek - #23BC – Critical Area Planting	\$ 1,728.93
3971	Matt Feldmeier – 4th Qtr. Mileage	\$ 58.86
3972	Cecil Graf – 4th Qtr. Mileage	\$ 43.60
3973	Glenn Kruse – 4th Qtr. Mileage	\$ 32.70
3974	Roger Stenhoff – 4th Qtr. Mileage	\$ 52.32
3975	Jerry Welke – 4th Qtr. Mileage	\$ 49.05
3976	Houston County Treasurer - Maps	\$ 18.00
3977	Josh Dahl – Mileage Reimbursement MASWCD Convention 295 miles @ \$0.545	\$ 160.78
3978	Petty Cash – Finance Charge = \$3.15; Postage = \$0.54; Education – 6 <sup>th</sup> Grade Day = \$1.07	\$ 4.76
3979	Quill Corporation – Office Supplies	\$ 284.80
3980	BWSR – Remaining Balance BWSR Academy = 1 @ \$20/each; Remaining Balance WCPI BWSR Academy = 1 @ \$20/each	\$ 40.00
3981	Schumacher’s Nursery – Additional Trees	\$ 40.00
	<b>Total</b>	<b>\$ 20,647.10</b>

**Adjournment****NEXT MEETING --- Regular Meeting, January 10, 2019, 1:00 p.m.** Ag Service Center