



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 10, 2019, 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

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 2019

Chair

Vice-Chair

Secretary

Treasurer

Reporter

Committee Appointments for 2019

Finance Committee:

Personnel Committee:

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 13, 2018 board meeting minutes.

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

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

- Approval needed on the following for 2019
 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

- Conservationist of the Year Luncheon – *Saturday, January 12, 2019 – Estelle’s, Harmony, MN – Program at 11:30 a.m.; lunch at 12:00 p.m.*

Program Reports

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

WATERSHED UPDATES

Crooked Creek - Update

Bee/Duck Creek

Bear Creek

Winnebago - Update

STAFF REPORTS

Bob Scanlan, Assistant Manager – Program Report

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

Jean Meiners, Technician

- Buffer & Buffer Enforcement – *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. 2019 IRS Mileage Reimbursement Rate \$0.58 per mile – *Motion for approval*
2. Supervisor Per Diem – *Current rate is \$75/meeting – Discussion & motion for approval*
3. MASWCD Annual Dues - \$3,203.28 (increase of \$128.46) – *Motion for approval*
4. Driftless Area Symposium– February 5th & 6th, Radisson Hotel, La Crosse, WI – Registration = \$95.00 (Full Conference) or \$65.00 for February 5th or \$45.00 for February 6th - *Motion for approval*
5. Cost of Living Adjustment (COLA) – *Discussion*
6. MAWQCP Request for Funds – Request for \$2,500 – *Motion for approval*
7. Soil thermometer purchase – *Motion for approval*

1W1P COST SHARE PROGRAM

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

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

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

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 **\$9,561.51**

FY18 Local Capacity Cover Crop Cost Share (*Grant expiration 12/31/20*) - Available Funds **\$5,400.00** (*Flat Rate per acre*)

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

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*)

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**

MASWCD

- MASWCD Legislative Briefing and Day at the Capitol – March 5 - 6, 2019 – Best Western Plus Capitol Ridge in St. Paul, MN. March 5th evening briefing and reception with legislators. March 6th meet with legislators at their offices.

WATER PLAN & 1W1P – *Meeting updates*

COMMITTEE REPORTS

FINANCIAL COMMITTEE:

Agenda – January 10, 2019

PERSONNEL COMMITTEE:

JOINT POWERS COMMITTEE: SE SWCD Tech Support JPB meeting - Wednesday, January 30, 2019 from 9:30 to Noon at People's Energy Cooperative in Oronoco

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

Voucher #	Item	Amount
3982	Ron Carlsen – Rent – January	\$ 1,213.19
3983	VISA – Office Supply-Standing Desks = \$320.58	\$ 320.58
3984	Kwik Trip – Fuel – SWCD Trucks = \$130.75	\$ 130.75
3985	MASWCD Dues – FY Nov. 1, 2018 – October 31, 2019	\$ 3,203.28
3986	MCIT – Liability Insurance = \$2,374.00; Workers Compensation = \$3,843.00	\$ 6,217.00
3987	Schumacher's Nursery & Berry Farm Inc. – Additional Trees	\$ 88.75
3988	Minnesota Revenue – 2018 Sales & Use Tax	\$ 378.00
3989	Investment Transfer of Funds (From 76-605-518-5383 Winnebago Watershed to Eitzen State Bank 10033340 Winnebago Watershed = \$1,000.00; Transfer of Funds from 76-605-000-5565 Bear Creek Watershed to Eitzen State Bank 10033399 Bear Creek Watershed = \$1,000.00; From Cash - General Fund to Eitzen State Bank 10033563)	\$ 4,000.00
	Total	\$ 15,551.55

Adjournment

NEXT MEETING --- Regular Meeting, February 14, 2019, 1:00 p.m. Ag Service Center



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Agenda

**February 14, 2019, 1:00 p.m. Regular Meeting
Ag Service Center**

2019 Officers

Jerry Welke
Glenn Kruse
Cecil Graf
Roger Stenhoff
Matt Feldmeier

Chair
Vice-Chair
Secretary
Treasurer
Reporter

Finance Committee: Stenhoff & Feldmeier

Personnel Committee: Welke & Kruse

State Revolving Fund [JPB]: Welke

One Watershed, One Plan: Kruse

Alternate - Graf

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

Flag Pledge

Minutes: Chair call for additions or corrections to the January 10, 2019 board meeting minutes.

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

Treasurer's Report: Treasurer request the January 2019 report be placed on file for audit.

AGENCY REPORTS

Gary Larson, NRCS District Conservationist Report

Dave Walter, District Manager Report

- Conservationist of the Year Luncheon – Saturday, January 12, 2019 – Update & discussion (additional expense)
- Driftless Area Symposium – February 5th & 6th - Update & reimbursement request \$35 for CD titled "Decoding the Driftless"

Program Reports

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

WATERSHED UPDATES

Crooked Creek - Update

Bee/Duck Creek

Bear Creek

Winnebago - Update

STAFF REPORTS

Bob Scanlan, Assistant Manager – Program Report

- Cooperative Weed Management Area (CWMA) – *Update*
- Soil Health - *Update*
- CCM – *Update*
- 319 Feedlot - *Update*

Jean Meiners, Technician

- Buffer & Buffer Enforcement – *Update*
- BMP Projects - *Update*

Dan Wermager, Technician

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

Janice Messner, Administrative Assistant

- Trees – *Update*
- Annual Reporting – *Update*
- Envirothon - *Update*

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. 2018 Envirothon Dues - \$175.00 – *Motion for approval*
2. SE SWCD Technical Support JPB 2018 Dues - \$1,000.00 - *Motion for approval*
3. Crooked Creek Watershed District Service Agreement - \$15,000 – *Motion for approval*
4. 2018 Year-End Audit Bid – Peterson Company Ltd. \$3,000 – *Motion for approval*
5. Personnel Policy Change – Carryover of comp time from one year to the next – *Discussion & motion for approval*
6. MN Land Trust – Contract for Services \$5,000 – *Motion for approval*
7. MAWQCP Request for Funds – Request for \$2,500 – unspent funds must be returned upon contract expiration - *Motion for approval (unspent funds clause added)*
8. Cover Crops, No-Till & Grazing Workshop – Friday, February 15, 2019 at St. Columban Church, Preston, MN from 10 a.m. – 3 p.m. – Registration fee \$20.00 – *Motion for approval*

Agenda – February 14, 2019

9. National Association of Conservation Districts (NACD) – Membership due levels – Gold \$775 - \$1,775; Diamond \$1,776 - \$3,000; Platinum \$3,001+; Other (Contributor \$1 - \$100; Bronze \$101 - \$500; Silver \$501 - \$774) - *Discussion*

1W1P COST SHARE PROGRAM

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

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

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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**

MASWCD

- MASWCD Legislative Briefing and Day at the Capitol – March 5 - 6, 2019 – Best Western Plus Capitol Ridge in St. Paul, MN. March 5th evening briefing and reception with legislators. March 6th meet with legislators at their offices.

WATER PLAN & 1W1P – *Meeting updates*

COMMITTEE REPORTS

FINANCIAL COMMITTEE:

PERSONNEL COMMITTEE:

JOINT POWERS COMMITTEE: SE SWCD Tech Support JPB meeting - Wednesday, January 30, 2019 - *Update*

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

Voucher #	Item	Amount
3993	Ron Carlsen – Rent – February	\$ 1,213.19
3994	VISA – Banquet Expense = \$300; Vehicle Maintenance – Oil change & fluid check 2017 GMC Sierra = \$74.90; Postage (2 rolls) = \$110; Digital Thermometer with Probe = \$191.40	\$
3995	Kwik Trip – Fuel – JPB Truck = \$43.50	\$ 43.50
3996	Schumacher’s Nursery & Berry Farm Inc. – Additional Trees	\$ 185.50
3997	SE SWCD Technical Support JPB – 2019 Dues	\$ 1,000.00
3998	Goodhue County SWCD – 2019 Envirothon Dues	\$ 175.00
3999	SE MN Water Resources Board – 2019 SE MN Water Resources Bd. County Dues	\$ 5,000.00
4001	Quill Corporation – Office Supplies	
4002	Roger Stenhoff – Educational CD	\$ 35.00
4003	NACD – 2019 Membership fee	
	Total	\$

Adjournment

NEXT MEETING --- Regular Meeting, March 14, 2019, 1:00 p.m. Ag Service Center

Agenda – February 14, 2019



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Agenda

March 14, 2019, 1:00 p.m. Regular Meeting
Ag Service Center

2019 Officers

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

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

Flag Pledge

Emily Bartusek & Tiffany, MPCA - Crooked Creek/Reno WRAPS & TMDL – *Presentation*

- Overview of MN's 10 year watershed approach / where we are at in the Upper Iowa watershed and Reno Watershed (Emily)
- Summary of 2015/2016 water quality data & stressors to fish and bugs of Upper Iowa & Reno watersheds / 2018 Root monitoring update (Tiffany)
- Input needed from locals for WRAPS / tying in these watershed updates into Root River 1W1P. (Emily)

Minutes: Chair call for additions or corrections to the February 14, 2019 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 st Qtr. 3 mtgs. @ \$75.00/each	\$225.00
Graf, Cecil – 1 st Qtr. 3 mtgs. @ \$75.00/each	\$225.00
Kruse, Glenn – 1 st Qtr. 4 mtgs. & 1 event @ \$75.00/each	\$375.00
Stenhoff, Roger – 1 st Qtr. 2 mtgs. & 2 events @ \$75.00/each	\$300.00
Welke, Jerry – 1 st Qtr. 3 mtgs. & 1 event @ \$75.00/each	\$300.00

Treasurer's Report: Treasurer requests the February 2019 report be placed on file for audit.

AGENCY REPORTS

Gary Larson, NRCS District Conservationist Report

Dave Walter, District Manager Report

- Cover Crops, No-Till & Grazing Workshop held Friday, February 15, 2019 – *Update*
- SE MN Water Resources Board - *Update*

Program Reports

- WCA – *Update*

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

WATERSHED UPDATES

Crooked Creek - Update

Bee/Duck Creek

Bear Creek

Winnebago - Update

STAFF REPORTS

Bob Scanlan, Assistant Manager – Program Report

- Cooperative Weed Management Area (CWMA) – *Update*
- Soil Health - *Update*
- CCM – *Update*
- 319 Feedlot – *Update*

Jean Meiners, Technician

- Buffer & Buffer Enforcement – *Update*
- MN Land Trust – *Update*
- BMP Projects - *Update*

Dan Wermager, Technician

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

Janice Messner, Administrative Assistant

- Trees – *Update*
- Draft 2018 Financial Statement – *Update*
- NACD Axillary Photo Contest Winners - *Update*
- Envirothon - *Update*

OLD BUSINESS

1. Personnel Policy Change – Carryover of comp time from one year to the next – *Discussion & motion for approval*

- Current Policy: “For the purpose of computing overtime, all paid leave, except sick leave or funeral leave shall be considered time worked for overtime pay computations. All overtime worked **must be authorized in advance by the District Manager**. All overtime hours worked must be recorded on the employee’s time record. All overtime may be “banked” to the employee’s credit at the rate of time and one-half hours for each hour of overtime worked until a maximum of forty hours has been banked. Banked time must be taken as compensatory time off prior to the end of the year. Flexible scheduling is strongly encouraged during the work week to keep the overtime accruals to a minimum. **Again, all overtime must be approved in advance.**”

Proposed Policy Update: “For the purpose of computing overtime, all paid leave, except sick leave or funeral leave shall be considered time worked for overtime pay computations. All overtime worked **must be authorized in advance by the District Manager**. All overtime hours worked must be recorded on the employee’s time record. All overtime may be “banked” to the employee’s comp time at the rate of time and one-half hours for each hour of overtime worked until a maximum of forty hours has been banked. Banked comp time should be used prior to the end of the year. If comp time cannot be taken by the end of the year it must be approved by the District Manager. Flexible scheduling is strongly encouraged during the work week to keep the overtime accruals to a minimum. **Again, all overtime must be approved in advance.**”

- Current Policy: “**OVERTIME** – all hours worked for employees in excess of forty (40) hours.”

Proposed Policy Update: “**OVERTIME** – all hours worked by employees in excess of an eighty (80) hour pay period.”

- Current Policy: “An official personnel file shall be kept for all District employees. This official file shall be kept for all District employees.”

Proposed Policy Update: “An official personnel file shall be kept for all District employees.”

2. National Association of Conservation Districts (NACD) – Membership due levels – Gold \$775 - \$1,775; Diamond \$1,776 - \$3,000; Platinum \$3,001+; Other (Contributor \$1 - \$100; Bronze \$101 - \$500; Silver \$501 - \$774) – *Discussion*
3. Conservationist of the Year Luncheon – *Additional expense – Discussion*

NEW BUSINESS & ACTION ITEMS

1W1P COST SHARE PROGRAM

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

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

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

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

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**

FY19 State Cost Share (Grant expiration 12/31/21) – Available Funds **\$16,720.80**

MASWCD

- MASWCD Legislative Briefing and Day at the Capitol, March 5 - 6, 2019 – *Update*

WATER PLAN & 1W1P – *Meeting updates*

Agenda – March 14, 2019

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
4003	Ron Carlsen – Rent – March	\$ 1,213.19
4004	VISA – Postage-MN Land Trust = \$220.00; Finance Charge = \$3.65; Postage = \$55.00	\$ 278.65
4005	Kwik Trip – Fuel – SWCD Truck = \$100.96	\$ 100.96
4006	Schumacher’s Nursery & Berry Farm Inc. – Additional Trees	\$ 2,028.25
4007	Dan Wermager – Registration Reimbursement – LSP Soil Bldg. Workshop 2/15/19	\$ 40.00
4008	Hartford Life & Annuity Insurance Co. – Life Insurance – Dave Walter #LU1188704	\$ 90.00
4009	Quill Corporation - Office supplies = \$10.68+\$113.82+\$433.02 = \$557.52; Office Supplies MN Land Trust = \$253.36+\$327.89 = \$581.25	\$ 1,138.77
4010	Eitzen State Bank – Reimbursement to Winnebago Watershed account	\$ 9,857.51
4011	Matt Feldmeier – 1 st Qtr. Mileage – 108 miles @ \$0.58/mile	\$ 62.64
4012	Cecil Graf – 1 st Qtr. Mileage – 120 miles @ \$0.58/mile	\$ 69.60
4013	Glenn Kruse – 1 st Qtr. Mileage - 148.2 miles @ \$0.58/mile	\$ 85.96
4014	Roger Stenhoff – 1 st Qtr. Mileage - 171.5 miles @ \$0.58/mile	\$ 99.47
4015	Jerry Welke – 1 st Qtr. Mileage – 183.6 miles @ \$0.58/mile	\$ 106.49
4016	Petty Cash – Key (Front Door) = \$3.47; Cover Crop Workshop = \$40.00	\$ 43.47
4017	MN State Auditor – 2017 Financial Audit Services	\$ 112.00
4018	Janice Messner – Banquet expense	\$ 163.76
	Total	\$ 15,549.58

Adjournment**NEXT MEETING --- Regular Meeting, April 11, 2019, 1:00 p.m.** Ag Service Center



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MISSION STATEMENT

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Agenda

**April 11, 2019, 1:00 p.m. Regular Meeting
Ag Service Center**

2019 Officers

Jerry Welke

Glenn Kruse

Cecil Graf

Roger Stenhoff

Matt Feldmeier

Chair

Vice-Chair

Secretary

Treasurer

Reporter

Finance Committee: Stenhoff & Feldmeier

Personnel Committee: Welke & Kruse

State Revolving Fund [JPB]: Welke

One Watershed, One Plan: Kruse

Alternate - Graf

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

Flag Pledge

Minutes: Chair call for additions or corrections to the March 14, 2019 board meeting minutes.

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

Treasurer's Report: Treasurer requests the March 2019 report be placed on file for audit.

AGENCY REPORTS

Gary Larson, NRCS District Conservationist Report

Dave Walter, District Manager Report

- SE MN Water Resources Board, April 1, 2019 meeting – *Update*
- Future funding - *Update*

Program Reports

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

WATERSHED UPDATES

Crooked Creek - Update

Bee/Duck Creek

Bear Creek

Winnebago - Update

STAFF REPORTS

Bob Scanlan, Assistant Manager – Program Report

- Cooperative Weed Management Area (CWMA) – *Update*
- Soil Health - *Update*
 - *Soil Health Clinic, March 23, 2019*
- CCM – *Update*
- 319 Feedlot – *Update*

Jean Meiners, Technician

- Buffer & Buffer Enforcement – *Update*
- MN Land Trust – *Update*
- BMP Projects - *Update*

Dan Wermager, Technician

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

Janice Messner, Administrative Assistant

- Trees – *Update*
- Envirothon - *Update*

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. Hiawatha Valley Resource Conservation & Development – 2019 Council Dues \$300.00 – *Discussion*
2. Speaker honorarium for Liz Stahl – Soil Health Clinic held March 23, 2019 – *Discussion*
3. RCPP 1W1P Contract Amendment - \$10,000 – *Approval requested*

1W1P COST SHARE PROGRAM

1W1P Cost Share (*Grant expiration 10/31/21*) - Available Funds **\$3,727.50**

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

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

BRIDGE CREEK COST SHARE PROGRAM (*Funding up to 90% of cost estimate*)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Dahl, Josh	26BC	\$10,400.00	\$9,360.00	Critical Area Plantings	9/10/19

Agenda – April 11, 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 **\$9,561.51**

FY18 Local Capacity Cover Crop Cost Share (Grant expiration 12/31/20) - Available Funds **\$5,400.00** (Flat Rate per acre)

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

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

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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**

FY19 State Cost Share (Grant expiration 12/31/21) – Available Funds **\$16,720.80**

MASWCD

WATER PLAN & 1W1P – Meeting updates

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
4019	Ron Carlsen – Rent – April	\$ 1,213.19
4020	VISA – Meals = \$30.35; Annual Fee & Finance Charge = \$27.44; Tree Postcards 40 x \$0.39 = \$15.60	\$ 73.39
4021	Kwik Trip – Fuel – SWCD Trucks = \$333.34	\$ 333.34
4022	Schumacher’s Nursery & Berry Farm Inc. – Additional Trees	\$ 22.50
4023	Quill Corporation - Office supplies = \$82.03	\$ 82.03
4024	B & M Service Center – Vehicle Maintenance – 2008 Ford Oil Change & Tire Rotation = \$106.20; 2008 Ford Brakes = \$466.00	\$ 572.20
4025	Houston County Ag Society – SWAG Fair Booth Fee	\$ 140.00
4026	Blackburn Mfg. Co. – Field Supply – Flags 2 bxs. = \$184.49; Trees – Flags 2 bxs. = \$184.49	\$ 368.98
4027	Jean Meiners – SWAG Fair Booth Supply	\$ 19.93
4028	Ron Massman – Tree Order Cancellation	\$ 71.61
4029	U of MN Extension – Mileage = 406 miles @ \$0.58/mile = \$235.48; Speaker Honorarium = \$100.00	\$ 335.48
4030	ECM Publishers, Inc. – Advertising – Soil Health Clinic 3/6, 3/13, 3/20	\$ 378.00
4031	Bluff Country Newspaper Group – Advertising – Soil Health Clinic 3/6 & 3/13 = \$196.00; In-kind to Cattlemen’s Association Advertising Home Show 3/6 & 3/13 = \$162.80	\$ 358.80
4032	Hach Company – SWAG - Supplies	\$ 458.73
	Total	\$ 4,428.18

Adjournment

NEXT MEETING --- Regular Meeting, May 9, 2019, 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

**May 9, 2019, 9:00 a.m. Regular Meeting
Ag Service Center**

2019 Officers

Jerry Welke

Glenn Kruse

Cecil Graf

Roger Stenhoff

Matt Feldmeier

Chair

Vice-Chair

Secretary

Treasurer

Reporter

Finance Committee: Stenhoff & Feldmeier

Personnel Committee: Welke & Kruse

State Revolving Fund [JPB]: Welke

One Watershed, One Plan: Kruse

Alternate - Graf

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

Flag Pledge

Minutes: Chair call for additions or corrections to the April 11, 2019 board meeting minutes.

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

Treasurer's Report: Treasurer requests the April 2019 report be placed on file for audit.

AGENCY REPORTS

Gary Larson, NRCS District Conservationist Report

- Annual Civil Rights Review

Dave Walter, District Manager Report

Program Reports

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

WATERSHED UPDATES

Crooked Creek - Update

Bee/Duck Creek

Bear Creek – Update

- Fortek (formerly Cederblade) sinkhole – federal PL566 funding may be available through the Iowa NRCS. A letter of support from the SWCD board is being requested.

Winnebago

STAFF REPORTS

Bob Scanlan, Assistant Manager – Program Report

- Cooperative Weed Management Area (CWMA) – *Update*
- Soil Health - *Update*
- CCM – *Update*
- 319 Feedlot – *Update*

Jean Meiners, Technician

- Buffer & Buffer Enforcement – *Update*
- MN Land Trust – *Update*
- BMP Projects - *Update*

Dan Wermager, Technician

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

Janice Messner, Administrative Assistant

- Trees – *Update*
- Envirothon - *Update*

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. SE MACDE 2019 Area Dues \$50.00 (\$10/staff member) – *Approval requested*
2. FY18 Buffer Cost Share Program Return of Funds (\$16,839) – *Approval requested*
3. FY18 Buffer Law Financial Report – *Approval requested*

1W1P COST SHARE PROGRAM

1W1P Cost Share (*Grant expiration 10/31/21*) - Available Funds **\$3,727.50**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Deters, Howard	02 – 1W1P	\$7,400.00	\$3,727.50 (1W1P funds) \$1,423.26 (FY17LC funds) <u>\$399.24 (FY18LCM funds)</u> \$5,550.00	Grassed Waterways (#1-5 & 8)	9/10/19

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

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

BRIDGE CREEK COST SHARE PROGRAM (Funding up to 90% of cost estimate)

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 **\$9,561.51**

FY18 Local Capacity Cover Crop Cost Share (Grant expiration 12/31/20) - Available Funds **\$5,400.00** (Flat Rate per acre)

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

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 Request to Cancel Contract

Ruth Boyum has requested to cancel her cost share contract #06FY17LC in the amount of \$3,150.00. She has been approved for EQIP funding that will cover the expense of the grade stabilization structure project.

FY17 Local Capacity Cost Share Amendment Requests

An amendment request is being made for contract #04FY17LC Beckman, Lester Chuck. The request is to amend the completion date from 6/1/19 to 9/10/19 and to increase the cost share percentage from 75% up to 90% if federal cost share is encumbered.

An amendment request is being made for contract #07FY17LC Boyum, Ruth. The requests include amending the completion date from 6/1/19 to 9/10/19; amending the cost share percentage from 75% to 90%; amending to add a second Diversion (362) to the contract.

FY17 Local Capacity Cost Share (75% cost share with no additional funding source 90% cost share with additional funding source)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Guth, Orville	08FY17LC	\$2,365.00	\$1,773.75	Grassed Waterway	9/10/19
Schmidt, Mike	09FY17LC	\$1,050.00	\$787.50	Grassed Waterway	9/10/19
Dahl Creek Farms	10FY17LC	\$9,212.45	\$940.91	Grade Stabilization Structure – Site 1	12/31/19
Dahl Creek Farms	11FY17LC	\$11,000.00	\$2,549.70	Grade Stabilization Structure – Site 2	12/31/19
Hammell, Anthony	12FY17LC	\$3,075.00	\$2,306.25	Grassed Waterway & Critical Area Planting	9/10/19

FY18 Local Capacity County Match Cost Share (75% cost share with no additional funding source 90% cost share with additional funding source)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Betz, Mitch	01FY18LCM	\$10,100.00	\$4,253.64	Grade Stabilization Structure	12/31/19

FY19 Local Capacity CWMA Cost Share (Flat Rate per acre; \$2,000 cap)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Zadow, Jeff	01FY19LC -CWMA	\$2,000.00	\$2,000.00 (\$300/acre)	Brush Management	5/9/20

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**

FY19 State Cost Share (Grant expiration 12/31/21) – Available Funds **\$16,720.80**

FY17 State Cost Share Amendment Request

An amendment request is being made for contract #05FY17 Nelson, Cecil. The request is to amend the completion date from 6/30/19 to 9/10/19.

FY18 State Cost Share (75% cost share with no additional funding source 90% cost share with additional funding source)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Walker, Jr., Harry		\$33,392.50	\$25,044.38 = 75% \$5,037.75 = 90%	Grassed Waterway	9/10/19

Discuss Applications for:

- Deters, Howard - Grassed Waterways # 6 & 7 – Cost Estimate \$8,074.00 75% Cost Share \$6,055.50.
- Smith, Russell – Diversion – Cost Estimate \$1,391.50 75% Cost Share \$1,043.63.
- Ma Cal Grove Golf Course – Lined Outlet – Cost Estimate \$14,504.36 75% Cost Share \$10,878.27.
- Kruckow, Jeff - Grassed Waterway & Critical Area Planting – Cost Estimate \$8,635.00 75% Cost Share \$6,476.25 *If EQIP funded no State Cost Share needed.*
- Meier, Gerald – Streambank & Shoreline Protection – Cost Estimate \$10,227.94 75% Cost Share \$7,670.96.
- Diersen, John – Grassed Waterways – Cost Estimate \$4,750.00 Cost Share \$3,562.50.

MASWCD

2019 Resolutions are once again being requested. We will be reviewing all proposed resolutions at our June 12th board meeting; therefore, please submit your resolutions for consideration one week prior to our June meeting. We will include them in your pre-board packets giving each supervisor an opportunity to review and consider each resolution.

Supervisors are encourage to attend the yearly update/resolutions meeting in Stewartville on Friday, June 28th.

WATER PLAN & 1W1P – Meeting updates

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
4033	Ron Carlsen – Rent – May	\$ 1,213.19
4034	VISA – Postage = \$70.00; Tree Postcards 12 x \$0.39 = \$4.68	\$ 74.68
4035	Kwik Trip – Fuel – SWCD Trucks = \$241.89; SRF Truck = \$154.78	\$ 396.67
4036	Schumacher’s Nursery & Berry Farm Inc. – Additional Trees	\$ 45.00
4037	Jean Meiners – SWAG Fair Booth Supply	\$ 5.65
4038	SEMACDE – SEMACDE Employee Membership Dues 2019	\$ 50.00
4039	Irvin Schansberg – Tree refund	\$ 28.86
	Total	\$ 1,920.30

Adjournment

NEXT MEETING --- Regular Meeting, June 13, 2019, 9:00 a.m. Ag Service Center

Agenda – May 9, 2019



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 13, 2019, 9:00 a.m. Regular Meeting
Ag Service Center

2019 Officers

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

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

Flag Pledge

Minutes: Chair call for additions or corrections to the May 9, 2019 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 nd Qtr. 3 mtgs. @ \$75.00/each	\$225.00
Graf, Cecil – 2 nd Qtr. 2 mtgs. @ \$75.00/each	\$150.00
Kruse, Glenn – 2 nd Qtr. 3 mtgs. @ \$75.00/each	\$225.00
Stenhoff, Roger – 2 nd Qtr. 2 mtgs. @ \$75.00/each	\$150.00
Welke, Jerry – 2 nd Qtr. 4 mtgs. @ \$75.00/each	\$300.00

Treasurer's Report: Treasurer requests the May 2019 report be placed on file for audit.

AGENCY REPORTS

Gary Larson, NRCS District Conservationist Report

Dave Walter, District Manager Report

- Spring Grove Wellhead Protection Plan Approval & Implementation Intent

Program Reports

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

WATERSHED UPDATES

Crooked Creek - Update

Bee/Duck Creek

Bear Creek – Update

- May 29th Site Inspection Tour.
- Lunch expense 50% - *Approval requested*

Winnebago

STAFF REPORTS

Bob Scanlan, Assistant Manager – Program Report

- Cooperative Weed Management Area (CWMA) – *Update*
- Soil Health - *Update*
- CCM – *Update*
- 319 Feedlot – *Update*
- 2019 Conservationist of the Year - District #2 (Brownsville Township & Village--Crooked Creek Township--Jefferson Township)

Jean Meiners, Technician

- Buffer & Buffer Enforcement – *Update*
- MN Land Trust – *Update*
- BMP Projects - *Update*

Dan Wermager, Technician – Program Report

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

Janice Messner, Administrative Assistant – Program Report

- Volunteer Nitrate Monitoring Network – *Update*
- Trees – *Profit of \$2,314.70*

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. FY18 Buffer Cost Share Financial Report– *Approval requested*
2. WCPI Financial Progress Report – *Approval to delegate report signing authority to Janice Messner or Dave Walter is being requested*
3. Addendum to the Agreement Between SE WRB & Root River SWCD for Well Network Coordinator Duties Grant – Addendum is assigning Olmsted County as the substitute for SE WRB - *Approval requested*

1W1P COST SHARE PROGRAM (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Deters, Howard	03 – 1W1P	\$7,975.00	\$5,981.25	Grassed Waterways	9/10/19

1W1P Amendment Request

02 – 1W1P for Howard Deters amending a portion of the funding source from FY17 Local Capacity Cost Share in the amount of \$1,423.26 and FY18 Local Capacity Cost Share Match in the amount of \$399.24 to 1W1P (\$1,822.50) upon authorization of funds from the grant administrator.

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 **\$0.00**

FY18 Local Capacity Cover Crop Cost Share (Grant expiration 12/31/20) - Available Funds **\$5,400.00** (Flat Rate per acre)

FY18 Local Capacity County Match Cost Share (Grant expiration 12/31/20) – Available Funds **\$0.00**

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 **\$12,450** (Flat Rate per acre)

FY18 Local Capacity County Match Amendment Request

01FY18LCM for Mitch Betz amending install date from 9/10/19 to 12/31/19. This request is due to wet conditions and crop already planted.

FY18 Local Capacity County Match Amendment Request

02FY18LCM for Gerald Meier amending the cost estimate from \$10,227.94 to \$13,707.79 due to additional rock being needed due to 2019 spring erosion. It is further requested that the allocated cost share funds of \$7,670.96 be amended to \$5,010.01 (a reduction of \$2,660.95) due to federal funding being obtained increasing the cost share percentage to 90%.

FY18 Local Capacity County Match Cost Share (75% cost share with no additional funding source 90% cost share with additional funding source)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Heim – Welch, Joan	04FY18LCM	\$7,300.00	\$2,194.00	Grade Stabilization Structure	12/31/19
Hammell, Edward	02FY19	\$12,014.62	\$466.98 (FY18LCM funds) \$2,348.21 (FY19 State Cost Share funds) \$2,815.16	Grade Stabilization Structures (2) & Diversion	12/31/19

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 12/31/19) - Available Funds **\$ 0.00**

FY18 State Cost Share (Grant expiration 12/31/20) - Available Funds **\$ 0.00**

FY19 State Cost Share (Grant expiration 12/31/21) – Available Funds **\$10,473.38**

MASWCD

- 2019 Resolutions are once again being requested. We will be reviewing all proposed resolutions at our June 12th board meeting; therefore, please submit your resolutions for consideration one week prior to our June meeting. We will include them in your pre-board packets giving each supervisor an opportunity to review and consider each resolution.

Supervisors are encourage to attend the yearly update/resolutions meeting in Stewartville on Friday, June 28th.

- Governance 101 Training for Local SWCD Board Members & Staff – September 12 – 13, 2019 at the Minneapolis/Bloomington Airport Marriott, Bloomington, MN. Training provides the basics of governance and leadership. Topics include:
 - ❖ overview of statutory requirements;
 - ❖ open meeting law;

- ❖ data practices requirement for public boards;
- ❖ using parliamentary procedures to conduct effective board meetings;
- ❖ board and staff structure for a healthy organization; and
- ❖ the importance of public policy and priority setting.

WATER PLAN & 1W1P – Meeting updates

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
4040	Ron Carlsen – Rent – June	\$ 1,213.19
4041	VISA – Lodging WCPI = \$64.84; Postage MN Land Trust = \$220.00; Meal WCPI = \$10.18; Vehicle Maintenance GMC Oil Change, Lube, Rotate Tires = \$95.75	\$ 390.77
4042	Kwik Trip – Fuel – SWCD Trucks = \$349.44; SRF Truck = \$61.27	\$ 410.71
4043	Hartford Life & Annuity Insurance Co. – Life Insurance Dave Walter Policy #LU1188704	\$ 90.00
4044	Schumacher’s Nursery & Berry Farm Inc. – Shipping & Additional Trees	\$ 484.65
4045	Winneshiek SWCD – Bear Creek Inspection Tour Expenses	\$ 45.68
4046	Quill Corporation – Office Supplies MN Land Trust = \$432.40; Office Supplies Trees = \$56.63; Office Supplies = \$ 347.41	\$ 836.44
4047	Matt Feldmeier – 2 nd Qtr. Mileage – 108 miles @ \$0.58/mile	\$ 62.64
4048	Cecil Graf – 2 nd Qtr. Mileage – 80 miles @ \$0.58/mile	\$ 46.40
4049	Glenn Kruse – 2 nd Qtr. Mileage - 60 miles @ \$0.58/mile	\$ 34.80
4050	Roger Stenhoff – 2 nd Qtr. Mileage - 64 miles @ \$0.58/mile	\$ 37.12
4051	Jerry Welke – 2 nd Qtr. Mileage – 96 miles @ \$0.58/mile	\$ 55.68
4052	Petty Cash – Field Supply = \$4.54	\$ 4.54
4053	Caledonia Wheel Alignment, Inc. – Vehicle Maintenance – Ford (Right Front Wheel Bearing & 4 x 4 Actuator)	\$ 565.36
	Total	\$ 4,277.98

Adjournment

NEXT MEETING --- Regular Meeting, July 11, 2019, 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 11, 2019, 9:00 a.m. Regular Meeting

Ag Service Center

2019 Officers

Jerry Welke

Chair

Glenn Kruse

Vice-Chair

Cecil Graf

Secretary

Roger Stenhoff

Treasurer

Matt Feldmeier

Reporter

Finance Committee: Stenhoff & Feldmeier

Personnel Committee: Welke & Kruse

State Revolving Fund [JPB]: Welke

One Watershed, One Plan: Kruse

Alternate - Graf

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

Flag Pledge

Minutes: Chair call for additions or corrections to the June 13, 2019 board meeting minutes.

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

Treasurer's Report: Treasurer requests the June 2019 report be placed on file for audit.

AGENCY REPORTS

Gary Larson, NRCS District Conservationist Report

Dave Walter, District Manager Report

- 2019 MCIT Dividend Notice = \$70 – *Workers' Compensation (\$1,122 less than 2018. Board Supervisors are now covered).*

Program Reports

- WCA – *Update*
- Bridge Creek – *Update*
- RCPP Feedlot – *Update*
- Root River 1W1P & RCPP 1W1P – *Update*
- SWAG - *Update*
- RIM - *Update*

- Aquatic Invasive Species (AIS) - *Update*
- MAWQCP - *Update*

WATERSHED UPDATES

Crooked Creek - Update

Bee/Duck Creek - Update

Bear Creek – Update

Winnebago - Update

STAFF REPORTS

Bob Scanlan, Assistant Manager – Program Reports

- Cooperative Weed Management Area (CWMA) – *Update*
- Cover Crop - *Update*
- Soil Health - *Update*
- CCM – *Update*
- 319 Feedlot – *Update*
- 2019 Conservationist of the Year - Joan Heim – Welch has accepted.

Jean Meiners, Technician – Program Reports

- Buffer & Buffer Enforcement – *Update*
- Cost Share Site Inspections - *Update*
- BMP Projects - *Update*

Dan Wermager, Technician – Program Reports

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

WATER PLAN & 1W1P – *Meeting updates*

Janice Messner, Administrative Assistant – Program Report

- Volunteer Nitrate Monitoring Network – *Update*
- 2018 Year-End Financial Audit – July 16, 2019

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. SE MASWCD 2019 Annual Dues \$500.00 – *Approval requested*

FY18 CWMA Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Good, Sandra	03FY18CWMA Brush Management	\$ 2,000.00	\$ 2,000.00	6.666666 acres @ \$300/acre = \$2,000.00
Beckman, Lester	08FY18CWMA Brush Management	\$2,000.00	\$2,000.00	20 acres @ \$100/acre = \$2,000.00
Stalsberg, Janice	05FY18CWMA Brush Management	\$2,000.00	\$2,000.00	20 acres @ \$100/acre = \$2,000.00

FY18 CWMA Amendment Requests

Contract # 04FY18CWMA Ed Voight. It is being requested to amend the completion date for the project from 7/12/19 to 11/14/19. This is due to wet conditions.

RCPP 1W1P COST SHARE PROGRAM (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Hammel, Ralph	01RCPP1W1P	\$5,500.00	\$1,081.00	Grade Stabilization Structure – Site 1	12/31/19
Hammel, Ralph	02RCPP1W1P	\$11,850.00	\$4,032.00	Grade Stabilization Structure – Site 2	12/31/19
Hammel, Ralph	03RCPP1W1P	\$8,500.00	\$2,769.00	Grade Stabilization Structure – Site 4	12/31/19
Swenson, Craig	04RCPP1W1P	\$11,597.00	\$1,565.30	Grade Stabilization Structure	12/31/19

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 **\$1,423.26**

FY18 Local Capacity Cover Crop Cost Share (Grant expiration 12/31/20) - Available Funds **\$5,400.00** (Flat Rate per acre)

FY18 Local Capacity County Match Cost Share (Grant expiration 12/31/20) – Available Funds **\$399.24**

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 **\$12,450** (Flat Rate per acre)

FY17 Local Capacity Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Schmidt, Mike	09FY17LC Grassed Waterway	\$ 1,050.00	\$ 1,240.00	\$1,240.00 x 75% = \$930.00 Maximum payment amount = \$787.50
Hammell, Anthony	12FY17LC Grassed Waterway & Critical Area Planting	\$3,075.00	\$3,810.31	\$3,810.31 x 75% = \$2,857.73 Maximum payment amount for approved bills (\$2,927 x 75%) = \$2,195.25 Slippage for re-allocation = \$111.00
Guth, Orville	08FY17LC Grassed Waterways	\$2,365.00	\$1,428.48	\$1,428.48 x 75% = \$1,071.36 Maximum payment amount for approved bills (\$935 x 75%) = \$701.25 Slippage for re-allocation = \$1,072.50

FY17 Local Capacity Cost Share Remaining available funds \$2,606.76

FY18 Local Capacity County Match Amendment Request

03FY18LCM for Harry Walker, Jr. amending the amount of funds for the project from \$26,591.25 to \$28,138.12 an additional \$1,546.87. The additional funds are being requested due to bid amounts being substantially higher.

(Additional funds would be coming from FY18LCM \$399.24 and FY17LC \$2,606.76 allowing for a reduction of \$1,459.13 from FY19 State Cost Share)

FY17 Local Capacity Cost Share Remaining available funds \$0.00

FY18 Local Capacity County Match Remaining available funds \$0.00

FY19 State Cost Share Remaining available funds \$9,584.30

FY18 Local Capacity Cover Crop Cost Share (Flat Rate per acre) Available Funds \$5,400.00

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Felten, Brad	14FY18LC - CC	\$2,700.00	30 acres @ \$30/acre for 3 yrs. = \$2,700.00	Cover Crop	11/1/19
Schumacher, Paul	15FY18LC - CC	\$2,700.00	30 acres @ \$30/acre for 3 yrs. = \$2,700.00	Cover Crop	11/1/19

FY18 Local Capacity Cover Crop Cost Share Remaining Available Funds \$0.00

FY19 Local Capacity CWMA Cost Share (Flat Rate per acre) Available Funds \$12,450

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Stehr, Delbert	02FY19LC-CWMA	\$2,000.00	20 acres @ \$100/acre = \$2,000.00	Brush Management	7/11/20
Fitting Brothers	03FY19LC-CWMA	\$2,000.00	20 acres @ \$100/acre = \$2,000.00	Brush Management	7/11/20
Fischel, John	04FY19LC-CWMA	\$2,000.00	20 acres @ \$100/acre = \$2,000.00	Brush Management	7/11/20
Gaustad, Larry	05FY19LC-CWMA	\$2,000.00	20 acres @ \$100/acre = \$2,000.00	Brush Management	7/11/20

FY19 Local Capacity CWMA Cost Share Remaining Available Funds \$4,450.00

FY19 Local Capacity Cover Crop Cost Share (Flat Rate per acre) Available Funds \$25,000.00

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
De Su Holsteins LLC	01FY18LC - CC	\$2,700.00	30 acres @ \$30/acre for 3 yrs. = \$2,700.00	Cover Crop	11/1/19

FY19 Local Capacity Cover Crop Cost Share Remaining Available Funds \$22,300.00

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 12/31/19) - Available Funds \$ 0.00

FY18 State Cost Share (Grant expiration 12/31/20) - Available Funds \$ 0.00

FY19 State Cost Share (Grant expiration 12/31/21) – Available Funds \$8,125.17

MASWCD

- Governance 101 Training for Local SWCD Board Members & Staff – September 12 – 13, 2019 at the Minneapolis/Bloomington Airport Marriott, Bloomington, MN. Training provides the basics of governance and leadership. Topics include:
 - ❖ overview of statutory requirements;
 - ❖ open meeting law;
 - ❖ data practices requirement for public boards;
 - ❖ using parliamentary procedures to conduct effective board meetings;
 - ❖ board and staff structure for a healthy organization; and
 - ❖ the importance of public policy and priority setting.

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
4055	Ron Carlsen – Rent – July	\$ 1,213.19
4056	VISA – Postage = \$55.00	\$ 55.00
4057	Kwik Trip – Fuel – SWCD Trucks = \$266.83; SRF Truck = \$51.56	\$ 318.39
4058	Caledonia Wheel Alignment, Inc. – Vehicle Maintenance – 2008 Ford – Drive Shaft	\$ 162.43
4059	Mike Schmidt – 09FY17LC – Grassed Waterway	\$ 787.50
4060	Sandra Good - 03FY18CWMA - Brush Management	\$ 2,000.00
4061	James Gray – Hayable Buffer Program Yearly Payment	\$ 3,500.00
4062	Gerald Hallum – Hayable Buffer Program Yearly Payment	\$ 5,350.00
4063	Grace Nelson – Hayable Buffer Program Yearly Payment	\$ 150.00
4064	SE MASWCD – 2019 Annual Dues	\$ 500.00
4065	Lester Beckman – 08FY18CWMA – Brush Management	\$ 2,000.00
4066	Janice Stalsberg – 05FY18CWMA – Brush Management	\$ 2,000.00
4067	Anthony Hammell – 12FY17LC – Grassed Waterway & Critical Area Planting	\$ 2,195.25
4068	Orville Guth – 08FY17LC – Grassed Waterways	\$ 701.25
	Total	\$ 20,933.01
	<i>Investment Transfer of Funds (From 008-773 Hayable Buffer – Eitzen State Bank to our Bank of the West Cash General Fund account).</i>	<i>\$ 9,000.00</i>

Adjournment

NEXT MEETING --- Regular Meeting, August 8, 2019, 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 8, 2019, 9:00 a.m. Regular Meeting

Ag Service Center

2019 Officers

Jerry Welke

Glenn Kruse

Cecil Graf

Roger Stenhoff

Matt Feldmeier

Chair

Vice-Chair

Secretary

Treasurer

Reporter

Finance Committee: Stenhoff & Feldmeier

Personnel Committee: Welke & Kruse

State Revolving Fund [JPB]: Welke

One Watershed, One Plan: Kruse

Alternate - Graf

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

Flag Pledge

Minutes: Chair call for additions or corrections to the July 11, 2019 board meeting minutes and the July 18, 2019 special board meeting minutes.

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

Treasurer's Report: Treasurer requests the July 2019 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*

- Root River 1W1P & RCPP 1W1P – *Update*

- SWAG - *Update*

- Aquatic Invasive Species (AIS) - *Update*

- MAWQCP - *Update*

WATERSHED UPDATES

Crooked Creek - Update

Bee/Duck Creek - Update

Bear Creek – Update

Winnebago - Update

STAFF REPORTS

Bob Scanlan, Assistant Manager – Program Reports

- *Cooperative Weed Management Area (CWMA) – Update*
- *Cover Crop - Update*
- *Soil Health - Update*
- *CCM – Update*
- *319 Feedlot – Update*

Jean Meiners, Technician – Program Reports

- *Buffer & Buffer Enforcement – Update*
- *BMP Projects - Update*

Dan Wermager, Technician – Program Reports

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

WATER PLAN & 1W1P – *Meeting updates*

Janice Messner, Administrative Assistant – Program Report

- *Volunteer Nitrate Monitoring Network – Update*

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. *Individual Engineering Job Approval Authority Categories – Approval requested*
2. *Tree Planting Machine – Discussion*
3. *Truck Purchasing – Discussion*
4. *FY19 Conservation Delivery Financial Report – Approval requested*
5. *2018 – 2019 Root River 1W1P Amendment 2 – Approval requested*
6. *FY2020 & 2021 SWCD Programs & Operations Grant Agreement – Approval requested*
7. *Proposed 2020 Budget – Approval requested*

BRIDGE CREEK COST SHARE PROGRAM

Bridge Creek Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Olson, Clair	24BC CAP Plan	\$ 10,000.00	\$ 12,845.85	\$12,845.85 x 100% = \$12,845.85 EQIP payment \$7,815.00 Cost Share Payment Request \$5,030.85 Maximum payment amount for approved bills = \$2,185.00

Bridge Creek Cost Share Program (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Olson, Clair	28BC	\$464,738.50	\$85,650.00	Waste Storage Facility (313)	12/31/19

CWMA COST SHARE PROGRAM

FY18 CWMA Amendment Requests

Contract # 06FY18CWMA Casey Eglinton. It is being requested to amend the completion date for the project from 8/9/19 to 11/14/19. This is due to wet conditions.

Contract # 07FY18CWMA Sally Eglinton. It is being requested to amend the completion date for the project from 8/9/19 to 11/14/19. This is due to wet conditions.

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 **\$ 0.00**

FY19 State Cost Share (Grant expiration 12/31/21) – Available Funds **\$ 9,584.30**

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 **\$ 0.00**

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

FY18 Local Capacity County Match Cost Share (Grant expiration 12/31/20) – Available Funds **\$ 0.00**

FY19 Local Capacity Cover Crop Cost Share (Grant expiration 12/31/21) – Available Funds **\$ 22,300** (Flat Rate per acre)

FY19 Local Capacity CWMA Cost Share – (Grant expiration 12/31/21) – Available Funds **\$ 4,450** (Flat Rate per acre)

FY17 Local Capacity Cost Share Cancellation Request

Contract # 03FY17LC Nelson, Tim Grassed Waterway project in the amount of \$675.00. EQIP funding will cover the expense of installation.

FY17 Local Capacity Cost Share Remaining available funds \$675.00

FY17 Local Capacity Cost Share Program (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Nelson, Tim	13FY17LC	\$22,800.00	\$5,911.00 (\$675.00 = FY17LC & \$5,236.00 = FY19 State Cost Share)	Grade Stabilization Structure	12/31/19

FY17 Local Capacity Cost Share Remaining available funds \$0

FY19 State Cost Share Remaining available funds \$4,348.30

FY19 Local Capacity CWMA Cost Share Program (Flat rate per acre)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Ledebuhr, Larry	06FY19LC - CWMA	\$2,000.00	\$2,000.00	Brush Management (314)	8/8/20

FY19 Local Capacity CWMA Cost Share Remaining available funds \$2,450.00

FY19 LC-CWMA Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Fishel, John	04FY19LC-CWMA Brush Management	\$ 2,000.00	\$ 2,000.00	20 acres @ \$100/acre = \$2,000.00

FY19 Local Capacity Cover Crop Cost Share Program (Flat rate per acre)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Gerard Farms	02FY19LC-CC	\$2,700.00	\$2,700.00	Cover Crop (340)	11/1/19; 11/1/20; 11/1/21
Krueger Bros. Farm LLC	03FY19LC-CC	\$2,700.00	\$2,700.00	Cover Crop (340)	11/1/19; 11/1/20; 11/1/21

FY19 Local Capacity Cover Crop Cost Share Remaining available funds \$16,900.00

RCPP 1W1P COST SHARE PROGRAM (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Van Gundy, Jason	06-RCPP1W1P	\$39,983.50	\$18,237.15	Grade Stabilization Structure (410)	12/31/19
Van Gundy, Jason	07-RCPP1W1P	\$53,839.60	\$12,351.64	Streambank Restoration (580)	12/31/19
Jacob, Kaye	08-RCPP1W1P	\$15,350.00	\$4,736.00	Grade Stabilization Structure (410)	12/31/19
Gerard Farms	09-RCPP1W1P	\$2,250.00	\$2,025.00	Critical Area Planting	11/1/19

MASWCD

COMMITTEE REPORTS

FINANCIAL COMMITTEE:

PERSONNEL COMMITTEE:

JOINT POWERS COMMITTEE: July 30th meeting update

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

Voucher #	Item	Amount
4069	Ron Carlsen – Rent – August	\$ 1,213.19
4070	VISA – Lodging = \$306.54; Office Supply = \$31.13; Adobe AcroPro Subscription = \$192.25	\$ 529.92
4071	Kwik Trip – Fuel – SWCD Trucks = \$381.13; SRF Truck = \$106.49	\$ 487.62

Agenda – August 8, 2019

4072	Bob Scanlan – Fuel \$45.01; Meals \$58.31; Key for landowner gate \$7.66	\$ 110.98
4073	Blackburn Mfg. Co. – Field Supply – 2 bx. Flags	\$ 184.49
4074	Clair Olson - #24BC – CAP Plan	\$ 2,185.00
4075	Merle Becker – Push-Up Pond no pipe	\$ 600.00
4076	John Fishel - #04FY19LC-CWMA – Brush Management	\$ 2,000.00
4077	B & M Service Center – Vehicle Maintenance 2008 Ford – Power Steering Pump & hose	\$ 592.50
	Total	\$ 7,903.70

Adjournment

NEXT MEETING --- Regular Meeting, September 12, 2019, 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

September 12, 2019, 9:00 a.m. Regular Meeting
Ag Service Center

2019 Officers

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

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

Flag Pledge

Minutes: Chair call for additions or corrections to the August 8, 2019 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 rd Qtr. 1 mtg. @ \$75.00/each	\$ 75.00
Graf, Cecil – 3 rd Qtr. 4 mtgs. @ \$75.00/each	\$300.00
Kruse, Glenn – 3 rd Qtr. 4 mtgs. @ \$75.00/each	\$300.00
Stenhoff, Roger – 3 rd Qtr. 4 mtgs. @ \$75.00/each	\$300.00
Welke, Jerry – 3 rd Qtr. 5 mtgs. @ \$75.00/each	\$375.00

Treasurer's Report: Treasurer requests the July 2019 report be re-submitted and the August 2019 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*
- Root River 1W1P & RCPP 1W1P – *Update*
- SWAG - *Update*
- Aquatic Invasive Species (AIS) – *Update*
- MAWQCP - *Update*

WATERSHED UPDATES

Crooked Creek - Update

Bee/Duck Creek - Update

Bear Creek – Update

Winnebago - Update

STAFF REPORTS

Bob Scanlan, Assistant Manager – Program Reports

- Cooperative Weed Management Area (CWMA) – *Update*
- Cover Crop - *Update*
- Soil Health - *Update*
- 319 Feedlot – *Update*

Jean Meiners, Technician – Program Reports

- Buffer & Buffer Enforcement – *Update*
- BMP Projects - *Update*

Dan Wermager, Technician – Program Reports

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

WATER PLAN & 1W1P – Meeting updates

Janice Messner, Administrative Assistant – Program Report

- Volunteer Nitrate Monitoring Network – *Update*
- 6th Grade Environmental Day - *Update*

OLD BUSINESS

1. Truck Purchasing – *Discussion*

NEW BUSINESS & ACTION ITEMS

1. MAWQCP Promo Funds Amendment – *Approval requested*
2. SWCD Authorities to Obtain Loans or Incur Debt Memorandum – *Review*
3. 2019 BWSR Academy, October 29th – October 31st, 2019 at Breezy Point Conference Center – *Approval requested*
Registration fees = Early Bird Rate thru September 27th \$45/day
Regular Rate Sept. 28th – Oct. 8th \$50/day
Hotel rate = \$74.09 per night
Meals = Breakfast \$11.54/day *optional*
4. Fall SE MASWCD & MACDE Meeting, Tuesday, September 17th in Northfield, MN – Registration fee \$15.00 for board supervisors and SWCD staff - *Approval requested*

Agenda – September 12, 2019

5. Approval Authorization for Dave Walter for cost share contract and amendment requests – *Renewal requested*

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 **\$ 0.00**

FY19 State Cost Share (Grant expiration 12/31/21) – Available Funds **\$ 4,348.30**

FY17 State Cost Share Payment Request & Re-allocation of Slippage Funds

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Nelson, Cecil	05FY17 Grade Stabilization Structure	\$9,200.00	\$ 9,998.23	\$ 8,830.73 (Eligible Expenses) x 90% = \$ 7,947.66 EQIP = \$ 6,286.29 Payment Request = \$ 1,661.37 Slippage for re-allocation = \$330.63

FY17 Local Capacity Cost Share Remaining available funds \$330.63

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 **\$ 0.00**

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

FY18 Local Capacity County Match Cost Share (Grant expiration 12/31/20) – Available Funds **\$ 0.00**

FY19 Local Capacity Cover Crop Cost Share (Grant expiration 12/31/21) – Available Funds **\$ 12,400** (Flat Rate per acre)

FY19 Local Capacity CWMA Cost Share – (Grant expiration 12/31/21) – Available Funds **\$ 2,450** (Flat Rate per acre)

FY17 Local Capacity Cost Share Amendment Request

Contract # 07FY17LC Boyum, Ruth. It is being requested to amend the amount of cost share for the two diversion project. Additional touch up work was required due to rain as project was being completed. Addition amount being requested from FY17 Local Capacity Cost Share is \$320.55.

FY17 Local Capacity Cost Share Remaining available funds \$10.08

Contract # 03FY18LCM Walker, Jr., Harry. It is being requested to amend the funding resource as follows: to increase funding by \$10.08 from FY17 Local Capacity Cost Share and decrease funding by \$10.08 from FY19 State Cost Share. Slippage has been made available through the FY17 Local Capacity Cost Share and grant expiration is sooner than the FY19 State Cost Share grant.

FY17 Local Capacity Cost Share Remaining available funds \$0.00

FY17 Local Capacity Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Boyum, Ruth	07FY17LC Diversions	\$7,532.50	\$ 7,824.38	\$7,824.38 x 90% = \$7,041.94 EQIP = \$ 2,178.75 Payment Request = \$4,863.19

FY19 Local Capacity Cover Crop Cost Share Program (Flat rate per acre)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Olson, Clair	04FY19LC- CC	\$1,800.00	\$1,800.00	Cover Crop (340)	11/1/19; 11/1/20; 11/1/21
Heim-Welch, Joan	05FY19LC- CC	\$2,700.00	\$2,700.00	Cover Crop (340)	11/1/19; 11/1/20; 11/1/21

FY19 Local Capacity Cover Crop Cost Share Remaining available funds \$12,400.00

1W1P COST SHARE PROGRAM (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

1W1P Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Deters, Howard	02-1W1P Grassed Waterways (Sites 1 – 5 & 8)	\$ 7,400.00	\$8,8862.49	\$7,400.00 (Eligible Expenses) x 75% = \$5,550.00
Deters, Howard	03-1W1P Grassed Waterways (Sites 6 & 7)	\$ 7,975.00	\$10,524.99	\$7,975.00 (Eligible Expenses) x 75% = \$5,981.25

RCPP 1W1P COST SHARE PROGRAM

RCPP 1W1P Cost Share Program (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Skifton, Gerald	10-RCPP1W1P	\$27,336.00	\$11,758.40	Grade Stabilization Structure (410) with a Grassed Waterway (412)	12/31/19

RCPP 1W1P Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Diersen, John	01RCPP- Plan 2019 CAP Plan	\$ 3,500.00	\$ 3,420.00	\$3,420.00 x 90% = \$3,078.00
Gerard Farms	09-RCPP1W1P Critical Area Planting	\$ 2,500.00	\$1,628.42	\$1,450.00 (Eligible Expenses) x 90% = \$ 1,305.00 Slippage = \$ 945.00

MASWCD**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
4078	Ron Carlsen – Rent – September	\$ 1,213.19
4079	VISA – Postage = \$55.00; Memorial Arrangement = \$47.42; WCPI Postage = \$275.00	\$ 377.42
4080	Kwik Trip – Fuel – SWCD Trucks = \$287.33; SRF Truck = \$55.08	\$ 342.41
4081	Howard Deters - #01 – 1W1P & #02 – 1W1P – Grassed Waterways	\$11,531.25
4082	John Diersen - #01RCPP – Plan 2019 – Soil Borings	\$ 3,078.00
4083	Ruth Boyum - #07FY17LC – Diversions	\$ 4,863.19
4084	Hartford Life & Annuity Insurance Co. – Life Insurance – Policy #LU1188704 Dave Walter	\$ 90.00
4085	Gerard Farms - #09-RCPP1W1P – Critical Area Planting	\$ 1,305.00
4086	Matt Feldmeier – Mileage – 3 rd Qtr. 2019	\$ 20.88
4057	Cecil Graf – Mileage – 3 rd Qtr. 2019	\$ 92.80
4088	Glenn Kruse – Mileage - 3 rd Qtr. 2019	\$ 46.40
4089	Roger Stenhoff – Mileage – 3 rd Qtr. 2019	\$ 74.24
4090	Jerry Welke - 3rd Qtr. Mileage - 120 miles @ \$0.58/mile = \$69.60; Bridge Creek 30 miles @ \$0.58 = 17.40; Push-Up Pond no pipe = \$600.00	\$ 687.00
4091	Cecil Nelson - #05FY17 – Grade Stabilization Structure- FY17 State Cost Share = \$711.97; FY17 Local Capacity Cost Share = \$949.40	\$ 1,661.37
4092	Petty Cash – SWAG = \$6.20; Field Supply = \$ 4.14; AIS = \$10.00	\$ 20.34
4093	Quill LLC – Office Supplies	\$ 532.21
4094	Houston County Treasurer - Investment Transfer of Funds (From 76-605-518-5383 Winnebago Watershed to Eitzen State Bank 10033340 Winnebago Watershed = \$1,000.00; Transfer of Funds from 76-605-000-5565 Bear Creek Watershed to Eitzen State Bank 10033399 Bear Creek Watershed = \$1,000.00; From Cash - General Fund to Eitzen State Bank 10033563)	\$ 2,000.00
	Total	\$27,956.58

Adjournment

NEXT MEETING --- Regular Meeting, October 10, 2019, 9:00 a.m. Ag Service Center

Agenda – September 12, 2019



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 10, 2019, 9:00 a.m. Regular Meeting
Ag Service Center**

2019 Officers

Jerry Welke

Chair

Glenn Kruse

Vice-Chair

Cecil Graf

Secretary

Roger Stenhoff

Treasurer

Matt Feldmeier

Reporter

Finance Committee: Stenhoff & Feldmeier

Personnel Committee: Welke & Kruse

State Revolving Fund [JPB]: Welke

One Watershed, One Plan: Kruse

Alternate - Graf

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

Flag Pledge

Minutes: Chair call for additions or corrections to the September 12, 2019 board meeting minutes.

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

Treasurer's Report: Treasurer requests the September 2019 report be placed on file for audit.

AGENCY REPORTS

Gary Larson, NRCS District Conservationist Report

Dave Walter, District Manager Report

- ❖ 2019 Conservationist of the Year Event – Saturday, October 12th
- ❖ Vehicle Purchase update

Program Reports

- WCA – *Update*
- Bridge Creek – *Update*
- Root River 1W1P & RCPP 1W1P – *Update*
- SWAG - *Update*
- Aquatic Invasive Species (AIS) – *Update*
- MAWQCP - *Update*

MASWCD & MACDE

Fall SE MASWCD & MACDE Meeting, September 17th – *Update*

2019 Resolution Packet - *Review*

Ballots needed by Friday, October 25th

WATERSHED UPDATES

Crooked Creek - Update

Bee/Duck Creek - Update

Bear Creek – Update

Winnebago - Update

STAFF REPORTS

Bob Scanlan, Assistant Manager – Program Reports

- Cooperative Weed Management Area (CWMA) – *Update*
- Cover Crop - *Update*
- Soil Health - *Update*
 - ❖ Cover Crop Tour – Saturday, October 12th at 8:00 a.m.
- 319 Feedlot – *Update*

Jean Meiners, Technician – Program Reports

- Buffer & Buffer Enforcement – *Update*
- BMP Projects - *Update*

Dan Wermager, Technician – Program Reports

- WCPI (Watershed Coordinator Planner Initiative) – *Update*
 - ❖ Root River Watershed Conservation Planning Initiative FY19 Map

WATER PLAN & 1W1P – *Meeting updates*

- ❖ Root River 1W1P FY20 & FY21 Watershed-based Implementation Funding Grant Allocation

Janice Messner, Administrative Assistant – Program Report

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. FY17 State Cost Share Financial Report – *Approval requested*
2. FY20 Local Capacity Services & Buffer Law Implementation Grant Agreement – *Approval requested*
 - FY20 Local Capacity Services = \$116,434*
 - FY20 Buffer Law Implementation = \$20,000*
3. 2020 Tree Order – *Approval requested*

Agenda – October 10, 2019

FY18 CWMA PROGRAM

FY18 CWMA Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Klinski, Gary	09FY18CWMA Brush Management	\$2,000.00	\$ 2,000.00	13.333 acres x \$150.00/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)

FY18 State Cost Share (Grant expiration 12/31/20) - Available Funds **\$ 0.00**

FY19 State Cost Share (Grant expiration 12/31/21) – Available Funds **\$ 4,348.30**

FY20 State Cost Share (Grant expiration 12/31/22) – Available Funds **\$16,720.80**

FY19 State Cost Share Amendment Request

Approved on 9/18/19 via Welke, Chair. Contract # 03FY18LCM Walker, Jr., Harry. It is being requested to increase funding by \$6,000.00. Additional top soil is needed in the project area. The cost estimate for the additional top soil is \$8,000.00 and will be funded at 75% cost share. Cost share is not to exceed \$6,000.0.

FY19 State Cost Share Remaining available funds \$0.00

FY20 State Cost Share Remaining available funds \$15,079.18

FY19 State Cost Share Payment Request & Re-allocation of Slippage Funds

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Hammell, Ed	05FY18LCM Grade Stabilization Structure (2) & Diversion	\$12,014.62	\$ 10,909.76	\$10,909.76 (Eligible Expenses) x 90% = \$ 9,818.78 EQUIP = \$ 7,814.78 Payment Request = \$ 2,004.00 Slippage for re-allocation = \$811.16

FY19 State Cost Share Remaining available funds \$811.16

FY19 State Cost Share Amendment Request

Contract # 03FY18LCM Walker, Jr., Harry. It is being requested to increase funding by \$1,796.24. There were increased costs because the original bid did not reflect actual costs incurred by the contractor. Specifically assembly, placement, and filling of the Reno baskets was significantly more labor intensive than the contractor, as well as JPB Engineering Staff had anticipated. Unfamiliarity the Reno Mattress installation ultimately led to the contractor under-bidding the project. Weather conditions also significantly hindered progress for several days. Since JPB Engineering Staff does not want to discourage contractors from bidding on a complex project such as this, we would recommend approving the increase in cost.

FY19 State Cost Share Remaining available funds \$0.00

FY20 State Cost Share Remaining available funds \$13,437.56

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 **\$ 0.00**

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

FY18 Local Capacity County Match Cost Share (Grant expiration 12/31/20) – Available Funds **\$ 0.00**

FY19 Local Capacity Cover Crop Cost Share (Grant expiration 12/31/21) – Available Funds **\$ 10,850** (Flat Rate per acre)

FY19 Local Capacity CWMA Cost Share – (Grant expiration 12/31/21) – Available Funds **\$ 4,000** (Flat Rate per acre)

FY18 Local Capacity County Match Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Walker, Jr., Harry	03FY18LCM Lined Waterway	\$41,392.50	\$45,849.99	\$45,849.99 (Eligible Expenses) x 75% = \$34,387.49 Payment Request = \$34,387.49

FY17 Local Capacity Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Beckman, Lester	04FY17LC - Diversion	\$1,400.00	\$1,556.33	\$1,556.33 (Eligible Expenses) x 75% = \$1,167.25 Payment Request = \$1,050.00

FY19 Local Capacity Cover Crop Cost Share Program (Flat rate per acre)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Tessmer, Dave	06FY19LC- CC	\$2,700.00	\$2,700.00	Cover Crop (340)	11/1/19; 11/1/20; 11/1/21
Rosendahl, Chad	07FY19LC-CC	\$1,800.00	\$1,800.00	Cover Crop (340)	11/1/19; 11/1/20; 11/1/21

FY19 Local Capacity Cover Crop Cost Share Remaining available funds \$7,250.00

FY19 Local Capacity Cover Crop Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Heim-Welch, Joan	05FY19LC-CC Cover Crop (340)	\$2,700.00	\$ 2,700.00	30 acres x \$30/acre x 3 yrs. = \$2,700.00

FY19 Local Capacity CWMA Cost Share Program (Flat rate per acre)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Felten, Brad	07FY19LC-CWMA	\$2,000.00	\$2,000.00	Brush Management (314)	10/10/20
Felten, Ralph	08FY19LC-CWMA	\$2,000.00	\$2,000.00	Brush Management (314)	10/10/20

FY19 Local Capacity CWMA Cost Share Remaining available funds \$0.00

RCPP 1WIP COST SHARE PROGRAM

RCPP 1WIP Cost Share Program (Funding up to 90% of cost estimate)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Nelson, Todd	11-RCPP1WIP	\$18,750.00	\$16,875.00	Grade Stabilization Structure (410)	12/31/19

RCPP 1WIP Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Jacob, Kaye	08-RCPP1WIP	\$ 15,350.00	\$ 22,775.16	\$22,775.16 (Eligible Expenses) x 90% = \$20,497.64 EQIP = \$9,078.02 Payment Request = \$4,736.00

COMMITTEE REPORTS

FINANCIAL COMMITTEE:

PERSONNEL COMMITTEE:

JOINT POWERS COMMITTEE:

*****Accounts Payable:***** Chair call for a motion to approve payables.

Voucher #	Item	Amount
4095	Ron Carlsen – Rent – October	\$ 1,213.19
4096	VISA – Postage = 6 th Grade Environmental Day Expenses = \$30.72; Water Plan 6 th Grade Environmental Day Expenses = \$30.73; Parking Fee = \$8.00	\$ 69.44
4097	Kwik Trip – Fuel – SWCD Trucks = \$264.21; SRF Truck = \$112.81	\$ 377.02
4098	Ed Hammell – Push-Up Pond with pipe	\$ 1,000.00
4099	Gary Klinski - #09FY18 CWMA – Brush Management	\$ 2,000.00

4100	B & M Service Center – Vehicle Maintenance – 2008 Ford Tree Repair & Oil Change	\$ 73.20
4101	Joan Heim-Welch - #05FY19LC-CC – Cover Crop	\$ 2,700.00
4102	Ed Hammell - 05FY18LCM – Grade Stabilization (2) & Diversion	\$ 2,004.00
4103	SE SWCD Technical Support JPB – RCPP – Return of Funds – Diersen, John	\$ 72.00
4104	Dan Wermager – Meal – WCPI Speaking Engagement St. Paul, MN	\$ 6.11
4105	Kaye Jacob - #08-RCPP1W1P – Grade Stabilization Structure	\$ 4,736.00
4106	Lester Beckman - #04FY17LC - Diversion	\$ 1,050.00
4107	Eric Ressel – Vehicle Maintenance – Fuel reimbursement	\$ 52.60
4108	Harry Walker, Jr. - #03FY18LCM – Lined Waterway	\$ 34,387.49
4109	Lind Awards – Conservationist of the Year Plaque	\$ 37.58
4110	Schumacher’s Nursery & Berry Farm Inc. – Trees 25% of order	\$ 918.31
	Total	\$ 50,696.94

Adjournment

NEXT MEETING --- Regular Meeting, November 14, 2019, 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 14, 2019, 1:00 p.m. Regular Meeting
Ag Service Center**

2019 Officers

Jerry Welke

Chair

Glenn Kruse

Vice-Chair

Cecil Graf

Secretary

Roger Stenhoff

Treasurer

Matt Feldmeier

Reporter

Finance Committee: Stenhoff & Feldmeier

Personnel Committee: Welke & Kruse

State Revolving Fund [JPB]: Welke

One Watershed, One Plan: Kruse

Alternate - Graf

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

Flag Pledge

Minutes: Chair call for additions or corrections to the October 10, 2019 board meeting minutes.

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

Treasurer's Report: Treasurer requests the October 2019 report be placed on file for audit.

AGENCY REPORTS

Gary Larson, NRCS District Conservationist Report

Dave Walter, District Manager Report

- ❖ 2019 Conservationist of the Year Event – Saturday, October 12th - *Update*

Program Reports

- WCA – *Update*
- Bridge Creek – *Update*
- Root River 1W1P & RCPP 1W1P – *Update*
- SWAG - *Update*
- Aquatic Invasive Species (AIS) – *Update*
- MAWQCP - *Update*

MASWCD & MACDE

MASWCD Annual Convention – December 8 – 10, 2019 (Sunday – Tuesday)

SWCD Leadership Summit – December 8, 2019 in conjunction with MASWCD Convention – Designated for District Managers and SWCD Board representatives. *Topics include: 1) What have been the major SWCD milestones over the past decades? 2) Now, are we busy or effective? What's vital for SWCDs to be doing? 3) What are the trends facing SWCDs over the next five years? 4) How might leaders direct energy and resources to fulfill the future vision for SWCDs?*

WATERSHED UPDATES

Crooked Creek - Update

Bee/Duck Creek - Update

Bear Creek – Update

Winnebago - Update

STAFF REPORTS

Bob Scanlan, Assistant Manager – Program Reports

- Cooperative Weed Management Area (CWMA) – *Update*
- Cover Crop - *Update*
- Soil Health - *Update*
 - ❖ Cover Crop Tour held Saturday, October 12th
- 319 Feedlot – *Update*

Jean Meiners, Technician – Program Reports

- Buffer & Buffer Enforcement – *Update*
- BMP Projects - *Update*

Dan Wermager, Technician – Program Reports

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

WATER PLAN & 1W1P – *Meeting updates*

- ❖ Root River 1W1P FY20 & FY21 Watershed-Based Implementation Funding Grant Allocation

Janice Messner, Administrative Assistant – Program Report

- 2019 Fall Newsletter & Tree order
- 2018 Financial Report

OLD BUSINESS

1. Vehicle Purchase – *Approval requested*

2019 Dodge Ram 1500 = \$25,088.67 - Quad Cab 4x4 w/6'4" box; 5.7L V8; HD 8 Speed Auto; Sprayed Bed Liner; Anti-Spin Rear Axle; Keyless Entry w/All Secure; Uconnect 3.; LT265/7OR-17 All Terrain; Block Heater; Trailer Brake Controller; Paint – Black; Interior – Vinyl.

2019 Ford F-150 = \$23,894.92 – ½ Ton Extended/Double Cab 4WD; 3.3L V6 or 5.0L V8

2019 Ford F-150 = \$26,133.92 – ½ Ton Crew Cab 4WD; 3.3L V6 or 5.0L V8

Agenda – November 14, 2019

NEW BUSINESS & ACTION ITEMS

1. FY18 State Cost Share Financial Report – *Approval requested*
2. FY17 Local Capacity Services Financial Report – *Approval requested*
3. FY18 Cooperative Weed Management Financial Report – *Approval requested*
4. FY20 Non-Structural Land Management Practices Implementation Plan Request Form – *Approval requested*
5. 2018 – 2019 Root River 1W1P Amendment 3 – *Approval requested*
Additional \$20,000 Technical Assistance – RCPP funding
6. FY18 RCPP Lower Mississippi River Feedlot RCPP State Cost Share Planning Phase – Return of funds \$1,062.56 – *Approval requested*

FY18 CWMA PROGRAM

FY18 CWMA Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Voight, Ed	04FY18CWMA Brush Management	\$2,000.00	\$ 2,000.00	10 acres x \$200.00/acre = \$2,000.00
Eglinton, Casey	06FY18CWMA Brush Management	\$450.00	\$450.00	3 acres x \$150.00/acre = \$450.00
Eglinton, Sally	07FY18CWMA Brush Management	\$2,000.00	\$2,000.00	20 acres x \$100.00/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*)

FY19 State Cost Share (*Grant expiration 12/31/21*) – Available Funds **\$ 0.00**

FY20 State Cost Share (*Grant expiration 12/31/22*) – Available Funds **\$14,094.10**

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

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

FY18 Local Capacity County Match Cost Share (*Grant expiration 12/31/20*) – Available Funds **\$ 0.00**

FY19 Local Capacity Cover Crop Cost Share (*Grant expiration 12/31/21*) – Available Funds **\$ 6,350** (*Flat Rate per acre*)

FY19 Local Capacity CWMA Cost Share – (*Grant expiration 12/31/21*) – Available Funds **\$ 0.00** (*Flat Rate per acre*)

FY20 Local Capacity Cover Crop Cost Share (*Grant expiration 12/31/22*) – Available Funds **\$15,000** (*Flat Rate per acre*)

FY18 Local Capacity County Match Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Meier, Gerald	02FY18LCM Streambank Restoration	\$13,707.79	\$10,552.00	\$10,552.00 x 90% = \$9,496.80 EQIP = \$7,618.78 Payment Request = \$1,878.02
Heim-Welch, Joan	04FY18LCM Grade Stabilization Structure	\$7,275.00	\$7,275.00	\$7,275.00 (Eligible Expenses) x 90% = \$6,547.50 EQIP = \$4,388.97 Payment Request = \$2,067.31 Slippage for Re-Allocation = \$126.69

FY18 Local Capacity Cover Crop Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Felten, Brad	14FY18LC-CC Cover Crop (340)	\$2,700.00	\$ 2,700.00	30 acres x \$30/acre x 3 yrs. = \$2,700.00
Schumacher, Paul	15FY18LC-CC Cover Crop (340)	\$2,700.00	\$2,700.00	30 acres x \$30/acre x 3 yrs. = \$2,700.00

FY19 Local Capacity Cover Crop Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Rosendahl, Chad	07FY19LC-CC Cover Crop (340)	\$1,800.00	\$ 1,800.00	20 acres x \$30/acre x 3 yrs. = \$1,800.00
Tessmer, Dave	06FY19LC-CC Cover Crop (340)	\$2,700.00	\$2,700.00	30 acres x \$30/acre x 3 yrs. = \$2,700.00
Gerard Farms	02FY19LC-CC Cover Crop (340)	\$2,700.00	\$2,700.00	30 acres x \$30/acre x 3 yrs. = \$2,700.00
De-Su Holsteins LLC	01FY19LC-CC Cover Crop (340)	\$2,700.00	\$2,700.00	30 acres x \$30/acre x 3 yrs. = \$2,700.00
Olson, Clair	04FY19LC-CC Cover Crop (340)	\$1,800.00	\$1,800.00	20 acres x \$30/acre x 3 yrs. = \$1,800.00
Krueger Bros. Farm LLC	03FY19LC-CC Cover Crop (340)	\$2,700.00	\$2,700.00	30 acres x \$30/acre x 3 yrs. = \$2,700.00

RCPP Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Olinger, Brad	01RCPP-Plan 2018	\$ 8,000.00	\$ 9,082.40	\$9,082.40 (Eligible Expenses) x 90% = \$8,174.16 EQIP = \$4,175.78 Payment Request = \$3,024.00

COMMITTEE REPORTS

FINANCIAL COMMITTEE:

PERSONNEL COMMITTEE:

JOINT POWERS COMMITTEE:

*****Accounts Payable:***** Chair call for a motion to approve payables.

Voucher #	Item	Amount
4112	Ron Carlsen – Rent – November	\$ 1,213.19
4113	VISA - Banquet Expenses - Water = \$3.75, Milk = \$15.95, Cake = \$37.00, Napkins/Plates = \$14.91, Utensils & Cocoa = \$8.97; Vehicle Maintenance = 2017 GMC Oil Change = \$74.90; Meals -WCPI Mtg. = \$16.63; Trees - Postage = \$165.00; Postage = \$55.00	\$ 392.11
4114	Kwik Trip – Fuel – SWCD Trucks = \$392.81	\$ 392.81
4115	Janice Messner – Banquet Expense – Potatoes & Slaw	\$ 154.71
4116	Brad Olinger - #01RCPP-Plan 2018 – CAP Plan	\$ 3,024.00
4117	SE SWCD Technical Support JPB – RCPP – Return of Funds – Olinger, Brad	\$ 1,062.56
4118	Peterson Company, Ltd. – 2018 Financial Audit	\$ 3,000.00
4119	Gerald Meier - #02FY18LCM – Streambank Restoration	\$ 1,878.02
4120	Quill LLC – Office Supplies	\$ 1,102.00
4121	Brad Felten – #14FY18LC-CC – Cover Crop	\$ 2,700.00
4122	Casey Eglinton - #06FY18CWMA – Brush Management	\$ 450.00
4123	Sally Eglinton - #07FY18CWMA – Brush Management	\$ 2,000.00
4124	Ed Voight - #04FY18CWMA – Brush Management	\$ 2,000.00
4125	Joan Heim-Welch – MASWCD Convention Luncheon = \$36.00; Lodging = \$101.93; #04FY18LCM – Grade Stabilization Structure = \$2,067.31	\$ 2,205.24
4126	Dave Tessmer - #06FY19LC-CC – Cover Crops	\$ 2,700.00
4127	Gerard Farms - #02FY19LC-CC Cover Crops	\$ 2,700.00
4128	Chad Rosendahl – #07FY19LC-CC – Cover Crops	\$ 1,800.00
4129	Clair Olson - #04FY19LC-CC – Cover Crops	\$ 1,800.00
4130	Paul Schumacher - #06FY19LC-CC – Cover Crops	\$ 2,700.00
4131	MASWCD – Convention Registration with one meal – Dave Walter & Dan Wermager	\$ 564.00
4132	Krueger Bros. Farm LLC - #03FY19LC-CC – Cover Crops	\$ 2,700.00
4133	De-Su Holsteins LLC - #01FY19LC-CC – Cover Crops	\$ 2,700.00
4134	MN Dept. of Agriculture – 2020 License Renewal	\$ 250.00

Agenda – November 14, 2019

4135	ECM Publishers, Inc. – Advertising – Cover Crop Tour	\$ 123.00
	<i>Total</i>	<i>\$39,611.64</i>

Adjournment

NEXT MEETING -- Regular Meeting, December 12, 2019, 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 12, 2019, 1:00 p.m. Regular Meeting
Ag Service Center

2019 Officers

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

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

Flag Pledge

Minutes: Chair call for additions or corrections to the November 14, 2019 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 th Qtr. 3 mtgs. @ \$75.00/each	\$ 225.00
Graf, Cecil – 4 th Qtr. 1 mtg. @ \$75.00/each	\$ 75.00
Kruse, Glenn – 4 th Qtr. 2 mtgs. @ \$75.00/each	\$ 150.00
Stenhoff, Roger – 4 th Qtr. 3 mtgs. @ \$75.00/each	\$ 225.00
Welke, Jerry – 4 th Qtr. 3 mtgs., 1 event & 3 day convention @ \$75.00/ea	\$ 525.00

Treasurer's Report: Treasurer requests the November 2019 report be placed on file for audit.

AGENCY REPORTS

Gary Larson, NRCS District Conservationist Report

Dave Walter, District Manager Report

- ❖ SE Minnesota Cold Water Stream Pollution Reduction Project – Letter of Commitment
- ❖ Lawns to Legumes Program
- ❖ Vehicle Purchase - *Update*

Program Reports

- WCA – *Update*
- Bridge Creek – *Update*
- Root River 1W1P & RCPP 1W1P – *Update*

- SWAG - *Update*
- Aquatic Invasive Species (AIS) – *Update*
- MAWQCP - *Update*

MASWCD & MACDE

MASWCD Annual Convention – December 8 – 10, 2019 – *Event Update*

WATERSHED UPDATES

Crooked Creek - Update

Bee/Duck Creek - Update

Bear Creek – Update

Winnebago - Update

STAFF REPORTS

Bob Scanlan, Assistant Manager – Program Reports

- Cover Crop - *Update*
- Soil Health - *Update*
- 319 Feedlot – *Update*

Jean Meiners, Technician – Program Reports

- Buffer & Buffer Enforcement – *Update*
- BMP Projects - *Update*

Dan Wermager, Technician – Program Reports

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

WATER PLAN & 1W1P – *Meeting updates*

Janice Messner, Administrative Assistant – Program Report

- Tree Program - *Update*

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. Pre-Construction Cover Policy – *Approval requested*
2. 11th Annual Driftless Area Symposium – February 4th & 5th, 2020, Radison Hotel, La Crosse, WI – *Approval requested*
Registration Costs = 2 days (Full Symposium) = \$95.00
1 day (First day of Symposium) = \$65.00
1 day (Second day of Symposium) = \$45.00
3. 2018 Watershed Conservation Planner Initiative Financial Report – *Approval requested*
4. MAWQCP Return of Unspent Funds as of December 31, 2019 – *Approval requested*

Agenda – December 12, 2019

BRIDGE CREEK COST SHARE PROGRAM

Bridge Creek Amendment Request

Contract # 28BC Olson, Clair. It is being requested to amend the contract installation date from 12/31/19 to 9/10/20 for the Waste Storage Facility project. The amendment request is due to inclement weather conditions.

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

FY19 State Cost Share *(Grant expiration 12/31/21) – Available Funds \$ 0.00*

FY20 State Cost Share *(Grant expiration 12/31/22) – Available Funds \$14,094.10*

State Cost Share Amendment Requests

Contract # 13FY17LC Nelson, Tim. It is being requested to amend the contract installation date from 12/31/19 to 9/10/20 for the Grade Stabilization Structure project. The amendment request is due to inclement weather conditions causing crops not to be harvested in a timely manner for construction to occur.

Contract # 10FY17LC Dahl Creek Farms LLC. It is being requested to amend the contract installation date from 12/31/19 to 9/10/20 for the Grade Stabilization Structure project. The amendment request is due to inclement weather conditions causing crops not to be harvested in a timely manner for construction to occur.

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

FY18 Local Capacity County Match Cost Share *(Grant expiration 12/31/20) – Available Funds \$ 3,258.68*

FY19 Local Capacity Cover Crop Cost Share *(Grant expiration 12/31/21) – Available Funds \$ 6,350 (Flat Rate per acre)*

FY19 Local Capacity CWMA Cost Share *– (Grant expiration 12/31/21) – Available Funds \$ 0.00 (Flat Rate per acre)*

FY20 Local Capacity Cover Crop Cost Share *(Grant expiration 12/31/22) – Available Funds \$15,000 (Flat Rate per acre)*

Local Capacity Cost Share Amendment Requests

Contract # 11FY17LC Dahl Creek Farms LLC. It is being requested to amend the contract installation date from 12/31/19 to 9/10/20 for the Grade Stabilization Structure project. The amendment request is due to inclement weather conditions causing crops not to be harvested in a timely manner for construction to occur.

Contract # 01FY18LCM Betz, Mitch. It is being requested to amend the contract installation date from 12/31/19 to 9/10/20 for the Grade Stabilization Structure project. The amendment request is due to inclement weather conditions causing crops not to be harvested in a timely manner for construction to occur.

RCPP 1W1P COST SHARE PROGRAM

RCPP 1W1P Amendment Requests

Contract # 10-RCPP1W1P Skifton, Gerald. It is being requested to amend the contract installation date from 12/31/19 to 9/10/20 for the Grade Stabilization Structure project. The amendment request is due to delayed permit approvals.

Contract # 06-RCPP1W1P Van Gundy, Jason. It is being requested to amend the contract installation date from 12/31/19 to 9/10/20 for the Grade Stabilization Structure project. The amendment request is due to inclement weather conditions halting construction.

Contract # 07-RCPP1W1P Van Gundy, Jason. It is being requested to amend the contract installation date from 12/31/19 to 9/10/20 for the Streambank Restoration project. The amendment request is due to inclement weather conditions halting construction.

Contract # 04-RCPP1W1P Swenson, Craig. It is being requested to amend the contract installation date from 12/31/19 to 9/10/20 for the Grade Stabilization Structure project. The amendment request is due to inclement weather conditions causing crops not to be harvested in a timely manner for construction to occur.

Contract #11-RCPP1W1P Nelson, Todd. It is being requested to amend the contract installation date from 12/31/19 to 9/10/20 for the Grade Stabilization Structure project. The amendment request is due to inclement weather conditions halting construction.

Contract #01-RCPP1W1P Hammel, Ralph. It is being requested to amend the contract installation date from 12/31/19 to 9/10/20 for the Grade Stabilization Structure. The amendment request is due to inclement weather conditions causing crops not to be harvested in a timely manner for construction to occur.

Contract #02-RCPP1W1P Hammel, Ralph. It is being requested to amend the contract installation date from 12/31/19 to 9/10/20 for the Grade Stabilization Structure. The amendment request is due to inclement weather conditions causing crops not to be harvested in a timely manner for construction to occur.

Contract #03-RCPP1W1P Hammel, Ralph. It is being requested to amend the contract installation date from 12/31/19 to 9/10/20 for the Grade Stabilization Structure. The amendment request is due to inclement weather conditions causing crops not to be harvested in a timely manner for construction to occur.

Contract # 05-RCPP1W1P Danielson, Tom. It is being requested to amend the contract installation dated from 12/31/19 to 9/10/20 for the Grade Stabilization Structure. The amendment request is due to inclement weather conditions halting construction.

COMMITTEE REPORTS

FINANCIAL COMMITTEE:

PERSONNEL COMMITTEE:

- ❖ Annual Staff Reviews

JOINT POWERS COMMITTEE:

*****Accounts Payable:***** Chair call for a motion to approve payables.

Voucher #	Item	Amount
4137	Ron Carlsen – Rent – December	\$ 1,213.19
4138	VISA – Lodging MASWCD Convention = \$407.72; Meals MASWCD Convention = \$33.86; Crooked Creek Lodging 12/6/19 = \$344.68; Meals - 1W1P Advisory Mtg. 11/18/19 = \$12.99	\$ 799.25
4139	Kwik Trip – Fuel – SWCD Trucks = \$200.56	\$ 200.56
4140	Hartford Life & Annuity Insurance Co. – Policy #LU1188704 Dave Walter	\$ 90.00
4141	Forestry Suppliers – Buffer Field Supply - Cam Line Measuring Tape = \$200.00; Field Supply – Cam Line Measuring Tape = \$27.91	\$ 227.91
4142	Matt Feldmeier – 4 th Qtr. Mileage – 108 miles @ \$0.58	\$ 62.64
4143	Cecil Graf – 4 th Qtr. Mileage – 40 miles @ \$0.58	\$ 23.20
4144	Glenn Kruse – 4 th Qtr. Mileage – 40 miles @ \$0.58	\$ 23.20
4145	Roger Stenhoff – 4 th Qtr. Mileage – 96 miles @ \$0.58	\$ 55.68
4146	Jerry Welke – 4 th Qtr. Mileage – 135 miles @ \$0.58	\$ 78.30
4147	Quill LLC – Office supplies	\$ 305.63
4148	Janice Messner – MAWQCP - Postage	\$ 220.00
4149	Pat Doyle – Push-Up Pond with no pipe	\$ 600.00
4150	Petty Cash – Finance Charge = \$2.53; Registration – Area 7 Fall Mtg. (2 @ \$15) = \$30.00	\$ 32.53
4151	Wabasha County SWCD – MAWQCP Return of Funds	\$
		\$
	Houston County Treasurer – Cash to Investment 10033589 Designated Reserve	\$ 4,939.84
		\$
	Total	\$ 8,871.93

Adjournment

NEXT MEETING -- Regular Meeting, January 9, 2020, 1:00 p.m. Ag Service Center