



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>

MINUTES OF THE ROOT RIVER SWCD

January 10, 2019

The Root River Soil and Water Conservation District Board of Supervisors met on January 10, 2019 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Feldmeier called the meeting to order at 12:59 p.m.

Members Present:

Matt Feldmeier
Cecil Graf
Glenn Kruse
Roger Stenhoff
Jerry Welke

Members Not Present:

Others:

Janice Messner, Jean Meiners, Dan Wermager, Dave Walter and Bob Scanlan – SWCD staff; Gary Larson – NRCS staff.

Those present took part in the Pledge of Allegiance.

Officers & Appointments:

Motion by Welke, seconded by Stenhoff, approving Jerry Welke as Chair; Glenn Kruse, Vice-Chair; Cecil Graf, Secretary; Roger Stenhoff, Treasurer and Matt Feldmeier, Reporter.

Voting affirmative: Stenhoff, Graf, Kruse, Welke

Opposed: None

Motion carried.

Chair Welke made the following Committee Appointments for 2019:

Finance Committee: Stenhoff & Feldmeier

Personnel Committee: Welke & Kruse

State Revolving Fund [JPB]: Welke

One Watershed, One Plan: Kruse

Meeting Date & Time: **Motion** by Feldmeier, seconded by Kruse, to hold the 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.

Voting affirmative: Graf, Kruse, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Minutes: **Motion** by Kruse, seconded by Graf, approving the minutes from the December 13, 2018 board meeting.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier

Opposed: None

Motion carried.

Employee Time Records: **Motion** by Feldmeier, seconded by Kruse, to approve the Employee Time Records.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier

Opposed: None

Motion carried.

Treasurer's Monthly Report: Graf recommended the December 2018 Treasurer's Report be placed on file for audit.

Motion by Stenhoff, seconded by Feldmeier, approving the continuation of the following:

Houston County Treasurer – depository for all district funds

Bank of the West – as the general checking account

Eitzen State Bank – investment, designated reserve and cost-share

MCIT – Bonding & Insurance Liability, Property, and Workman's Compensation insurance

Voting affirmative: Graf, Kruse, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Agency Reports:

Gary Larson, NRCS Report – Larson shared to date 85 applications have been taken for 2019 EQIP funding and 46 of those applications are loaded in the system. Of the 46 applications that have been loaded they total \$492,000. January 18, 2019 will be the last day to submit applications for the 2019 funding year.

Larson stated that a local work group meeting for 2019 should be scheduled. It was decided to hold the meeting on April 11, 2019 at 10:00 a.m.

Larson shared that NRCS is using Farm Bill dollars to cover expenses during the partial government shut down. The local FSA office is closed.

Dave Walter, SWCD District Manager Report

- ❖ Walter shared the 2018 Conservationist of the Year luncheon will be held Saturday, January 12, 2019 at Estelle’s in Harmony, MN. A short program will start at 11:30 a.m. with lunch to follow.

Program Reports:

- **WCA** – Walter reported he visited a site in the Houston area. The project area is near a wetland and permitting may be needed.
- **Bridge Creek** – Walter stated a CAP plan is in the process for Olson, C., touch ups will be needed on a few areas from 2018 projects for Dahl and a grade stabilization structure is scheduled for 2019 construction for Howe, E.
- **RCPP Feedlot** – Walter reported they are currently working with Olinger to obtain a CAP Plan. Potential applicants for future RCPP funding include Diersen, Olson and Hoscheit.
- **MAWQCP** – Walter stated additional funds are being requested. A BMP project is in the design phase for a landowner in the certification process.

Walter indicated that he has been assisting with I & E work load for EQIP, doing design work and assisting Meiners with surveys.

Watershed Updates:

Crooked Creek – Scanlan reported they met with G-Cubed on December 7, 2018 to go over plans for the Klinski pond. Slight changes were recommended including the addition of a 60 mil liner on the dike. The total cost of the project is estimated to be \$475,681.67. An NRCS engineer will be reviewing G-Cubed’s project plans so zoning permitting process can get underway.

Bee & Duck Creek – No report.

Bear Creek – Scanlan stated they are working with Patterson on a waterway and diversion. Walter stated they are requesting a recommendation from the JPB engineer regarding the sinkhole on Cedarblade property. NRCS has recommended that the site be decommissioned.

Winnebago – Scanlan reported that Walter spoke with Rachael Kraemer, DPS/HSEM regarding the requested additional funding for the Staggemeyer (Site 2) and MN DNR project. Kraemer told Walter the payment should be processed within the next month. She went on to say if the payment is not received that she should be contacted. Walter reported that he contacted our board conservationist regarding using maintenance funds to make final payment on the two contracts.

Motion by Feldmeier, seconded by Kruse approving the final payments for the Staggemeyer, Mike (Site 2) contract 02FEMA/HSEM and MN DNR c/o Winnebago Township contract 05FEMA/HSEM being funded using Winnebago watershed maintenance funds and if necessary Soil Conservation investment funds. When funds are received from DPS/HSEM the Winnebago watershed maintenance funds and Soil Conservation investment funds should be reimbursed.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier

Opposed: None

Motion carried.

Staff Reports:

Bob Scanlan – Staff Report

- **Soil Health** – Scanlan shared Kevin McCormick and Bob Mireau have agreed to allow Scanlan to do the soil temperature study on their property. Soil temperature comparisons will be done on conventional, no-till and cover crop soils this winter/spring.
- **Soil Health Team** – Scanlan stated that the Houston County Cattlemen’s Association will be addressed regarding partnering with the SWCD for a soil health seminar in conjunction with their March 23rd annual meeting. Scanlan is working with Extension, local producers and other agencies to obtain speakers for the seminar.

Jean Meiners – Program Reports

- **Buffer Implementation Program** – No report.
- **BMP Projects** – Meiners shared that she has been doing survey and design work.

Dan Wermager - Program Report

- **WCPI** - Wermager reported 19 plans have been completed. He will be making follow-up phone calls from the 2018 mailing in the near future. He also shared that the seven planners in the state will be meeting on February 12th in Faribault, MN to discuss how the program is progressing.

Janice Messner – Staff Report

- **Tree Program** - Messner shared 24 orders have been received to date. She stated that we will need to look at decreasing our order for a few species. She also stated for species that have a zero number available on the report we can still get them from our wholesaler at this point.

Old Business

Walter stated the county approved our budget at \$129,000.00. We were not approved for the additional matching funds for the FY19 Local Capacity BWSR grant. County commissioners had a false impression of the purpose of the matching funds.

New Business

Motion by Feldmeier, seconded by Graf, approving the 2019 IRS Mileage Reimbursement Rate of \$0.58 per mile.
 Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier Opposed: None Motion carried.

Motion by Feldmeier, seconded by Graf, approving the 2019 Supervisor Per Diem rate of \$75.00 per meeting.
 Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier Opposed: None Motion carried.

Motion by Kruse, seconded by Stenhoff, approving the MASWCD Annual Dues of \$3,203.28.
 Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier Opposed: None Motion carried.

Motion by Feldmeier, seconded by Graf, approving the payment of registration fees for Walter and any supervisors interested in attending the Driftless Area Symposium February 5th – 6th, 2019.
 Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier Opposed: None Motion carried.

Motion by Kruse, seconded by Stenhoff, approving a one year 3% COLA increase for all staff retro-active from pay period one (December 24, 2018).
 Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier Opposed: None Motion carried.

Motion by Graf, seconded by Feldmeier approving the MAWQCP Request for Funds (\$2,500).
 Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier Opposed: None Motion carried.

Motion by Feldmeier, seconded by Graf approving the purchase of a soil thermometer.
 Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier Opposed: None Motion carried.

Walter shared an Area 7 Supervisor workshop is being considered for late February or early March 2019. Three supervisors showed interest in attending.

Available cost share funds were reviewed for the below listed grants:

1WIP COST SHARE PROGRAM - 1WIP 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 – Walter shared the MASWCD Legislative Briefing and Day at the Capitol will be held March 5 – 6, 2019 at the Best Wester Plus Capitol Ridge in St. Paul, MN. At this time there was no interest in attending.

One Watershed, One Plan – Wermager stated he, Walter and Larson will be attending a Planning Committee meeting on January 14, 2019.

Committee Reports

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

JOINT POWERS FINANCE COMMITTEE: Walter stated the SE SWCD Tech Support JPB meeting is scheduled for Wednesday, January 30, 2019 from 9:30 to Noon at People’s Energy Cooperative in Oronoco, MN.

*****Accounts Payable:*****

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
	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 Capital Equipment = \$2,000.00)	\$ 4,000.00
3989		
3990	Trout Unlimited - Driftless Area Symposium - 1 @ \$95.00 (2 days Feb. 5th - Feb. 6th); 1 @ \$65.00 (1 day Feb. 5th)	\$ 160.00
3991	Mike Staggemeyer - # 02FEMA/HSEM - Final Payment - Category D	\$ 7,904.93
3992	MN DNR c/o Winnebago Twp. - # 05FEMA/HSEM - Final Payment - Category D	\$ 5,335.09

	<i>Total</i>	\$ 28,951.57
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Motion by Graf, seconded by Stenhoff, approving the Accounts Payable for January 2019.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier

Opposed: None

Motion carried.

Adjournment

Motion by Graf, seconded by Kruse, to adjourn the meeting.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier

Opposed: None

Motion carried.

Meeting adjourned at 2:41 p.m.

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

Approved: _____

14 Feb 19

Date

Ceal Gray

Secretary



Root River Soil and Water Conservation District

Agricultural Service Center

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MINUTES OF THE ROOT RIVER SWCD

February 14, 2019

The Root River Soil and Water Conservation District Board of Supervisors met on February 14, 2019 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Welke called the meeting to order at 1:02 p.m.

Members Present:

Matt Feldmeier

Cecil Graf

Glenn Kruse

Roger Stenhoff

Jerry Welke

Members Not Present:

Others:

Janice Messner, Jean Meiners, Dan Wermager, Dave Walter and Bob Scanlan – SWCD staff; Gary Larson – NRCS staff.

Those present took part in the Pledge of Allegiance.

Minutes: **Motion** by Feldmeier, seconded by Graf, approving the minutes from the January 10, 2019 board meeting.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier

Opposed: None

Motion carried.

Employee Time Records: **Motion** by Graf, seconded by Stenhoff, to approve the Employee Time Records.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier

Opposed: None

Motion carried.

Treasurer's Monthly Report: Stenhoff recommended the January 2019 Treasurer's Report be placed on file for audit.

Agency Reports:

Gary Larson, NRCS Report – Larson shared to date 90 applications have been taken for 2019 EQIP funding. Of those 80 applications are ready for scoring and ranking. Larson stated there are four RCPP Feedlot applications. If they are not funded with RCPP funds, they have the opportunity to apply for MRBI funding.

Dave Walter, SWCD District Manager Report

- ❖ Walter stated the 2018 Conservationist of the Year luncheon was held Saturday, January 12, 2019 at Estelle's in Harmony, MN.
- ❖ Walter shared that he and the Stenhoffs attended the Driftless Area Symposium February 5th & 6th. Walter gave an overview of the symposium. He shared the CD "Decoding the Driftless" was shown. Walter stated they purchased the CD for the district. Walter indicated that he will be talking to Spring Grove Cinema about the possibility of showing the CD, "Decoding the Driftless."

Program Reports:

- **WCA** – Walter reported he is working with a landowner from the Houston area about a possible violation. He has prepared a restoration plan for this site.

- **Bridge Creek** – No report.
- **RCPD Feedlot** – Walter reported funds are being made available for soil boring in the planning stage of the Diersen project.
- **MAWQCP** – Walter stated additional funds are being requested. Davison Farms is interested in installing a cost share BMP through this program.

Watershed Updates:

Crooked Creek – Scanlan reported the monthly meeting will be held tomorrow, February 15, 2019. After making some adjustments to the plans for the Klinski pond, G-Cubed's cost estimate increased to \$559,369.61. Jason Rochester, JPB, reviewed the cost estimate and felt the estimate could be reduced \$40,500 by using local material and labor costs. Additional funding will need to be obtained for the project. Scanlan stated that he will be applying for a Clean Water grant this summer.

Bee & Duck Creek – No report.

Bear Creek – No report.

Winnebago – Walter stated the additional requested funds have not been received. He said he spoke with Rachael Kraemer, DPS/HSEM regarding the requested additional funding for the Staggemeyer (Site 2) and MN DNR project, who in-turn requested documentation that stated they approved the additional funding. Scanlan has forward the email with that information. The previous individual is no longer in that position and Kraemer is looking into the situation. Walter told the board that the final payments were made to Staggemeyer and DNR c/o Winnebago Township.

Staff Reports:

Bob Scanlan – Staff Report

- **Cooperative Weed Management Area (CWMA)** – Scanlan reported landowner interest in the program continues to surface. Funding for 2019 will be through a Local Capacity grant. Scanlan stated that he will be able to apply for CWMA funding for fiscal year 2020.
- **Soil Health Team** – Scanlan shared a Soil Health Clinic will be held March 23, 2019. We will be partnering with Houston County Cattlemen and the clinic will be held in conjunction with their annual meeting and trade show. Liz Stahl, U of M Agronomist, will be presenting on herbicide timing while integrating cover crops. Eric Ressel, Farm Bill biologist, will be presenting on a pollinator program and Dan Wermager, Conservation Planner, will also present. Wermager will be sharing information on the conservation planning initiative. Scanlan stated that \$1,500 is available to assist with costs for venue, speakers, mileage and advertising.
- **CCM** – Scanlan stated he received word that our application request was approved for a crew. The crew will be available for 20 days. Scanlan indicated they will once again be focusing on the Riceford Creek.
- **319 Feedlot** – Scanlan shared he had an individual from the Hokah area express interest in a prescribed grazing plan. The individual is located in the Thompson Creek area, which is one of the priority areas along with Money Creek, for this round of funding. Cost share is at 50% for this program.

Jean Meiners – Program Reports

- **Buffer Implementation Program** – No report.
- **BMP Projects** – Meiners shared that she has been doing survey and design work.
- **MN Land Trust** - Meiners stated that Bancks had contacted the SWCD about promoting the MN Land Trust program for them in our area. Meiners stated that she has started work on a mailing list that focuses on four targeted areas. Supervisors were each given a packet of information on the program and Meiners fielded questions from the supervisors about the program.

Dan Wermager - Program Report

- **WCPI** - Wermager reported 24 conservation plans have been completed. He will be making follow-up phone calls from the 2018 mailing in the near future. He also shared that the seven planners in the state met on February 12th in Faribault, MN to discuss how the program was progressing. Wermager did not attend due to inclement weather conditions.
- **BMP Projects** – Wermager stated that he has been assisting Meiners with survey work and is also doing some design work.

Wermager shared that he and Walter were to attend an AIS meeting and a Water Plan coordinator meeting but did not attend due to the inclement weather conditions both days.

Janice Messner – Staff Report

- **Tree Program** - Messner shared that 13 orders were received during January and February. She stated that we will be decreasing our order on the black walnut. She also indicated for species that have a zero number available on the report are all available with our wholesaler at this point, but the sugar maple are only available in a smaller size.
- **Annual Report** – Messner stated that the 2018 Annual Report has been completed. A copy was given to each of the supervisors and she shared that the report has also been posted to our website.
- **Envirothon** – Messner detailed information about the Envirothon that is to be held May 8th at the Sportsman Club in Byron, MN. She shared that Envirothon information was mailed to private, parochial and public schools in the county.

Old Business – None was shared.

New Business

Motion by Feldmeier, seconded by Graf, approving the 2019 Envirothon dues in the amount of \$175.00.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier

Opposed: None

Motion carried.

Motion by Graf, seconded by Feldmeier, approving the 2019 SE SWCD Technical Support JPB dues in the amount of \$1,000.00.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier

Opposed: None

Motion carried.

Motion by Graf, seconded by Stenhoff, approving the 2019 Crooked Creek Watershed District Service Agreement in the amount of \$15,000.00.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier

Opposed: None

Motion carried.

Walter stated that a change is needed to the personnel policy regarding carrying comp time into the next year. The incident has occurred for one staff member. Walter said we learned that it is unlawful to prohibit carrying the comp time forward to the next year if the time has been worked. The other option is to pay the employee for that time worked. Discussion took place regarding the subject. The supervisors asked that Walter put together a recommended policy change and it would be reviewed at the March 2019 board meeting.

Motion by Feldmeier, seconded by Graf, approving the MN Land Trust Contract for Services in the amount of \$5,000.00.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier

Opposed: None

Motion carried.

Motion by Feldmeier, seconded by Graf, approving an updated MAWQCP Request for Funds in the amount of \$2,500.00.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier

Opposed: None

Motion carried.

Motion by Stenhoff, seconded by Graf, approving an individual \$20.00 registration fee for Walter and Wermager to attend the Cover Crops, No-Till & Grazing Workshop on February 15th in Preston, MN.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier

Opposed: None

Motion carried.

Membership dues for the National Association of Conservation Districts was discussed. Supervisors concurred that Walter should ask neighboring SWCDs the benefits they receive for being a member and bring this information to the next meeting. Chair Welke declared action should be tabled until the March 2019 board meeting.

Motion by Feldmeier, seconded by Graf, approving the Professional & Technical Services RIM Work Order Contract in the amount of \$3,350.00.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier

Opposed: None

Motion carried.

Motion by Feldmeier, seconded by Graf, approving the 2019 RCPP Lower Mississippi River Feedlot Management Sub-Agreement in the amount of \$3,150.00.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier

Opposed: None

Motion carried.

Available cost share funds were reviewed for the below listed grants:

1WIP COST SHARE PROGRAM - 1WIP 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**

RCPP FEEDLOT COST SHARE

FY19 RCPP COST SHARE – PLANNING

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Diersen, John	01RCPP-Plan 2019	\$3,500.00	\$3,150.00	Soil Borings for a Manure Storage Facility (313)	7/31/19

Motion by Graf, seconded by Kruse, approving the above listed cost share request, # 01RCPP-Plan 2019 for John Diersen, in the amount of \$3,150.00 for soil borings. Approval is contingent upon the landowner's signature on the application.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier

Opposed: None

Motion carried.

MASWCD – Walter shared the MASWCD Legislative Briefing and Day at the Capitol will be held March 5 – 6, 2019 at the Best Wester Plus Capitol Ridge in St. Paul, MN. He stated he would attend if a supervisor would like to go. At this time there was no interest in attending.

One Watershed, One Plan – Wermager stated he, Walter and Larson attended the Planning Committee meeting on January 14, 2019. RCPP funding being awarded to the watershed for fiscal years 2019-2021 was discussed. They reviewed funding schedules, priority areas, ranking questions and eligible practices. The funding is strictly for cost share on BMPs and may cover practices that are not EQIP funded.

Walter raised the question of closing the office due to inclement weather conditions. Discussion took place. Board supervisors concurred that Walter should contact the board chair for approval.

Committee Reports

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

JOINT POWERS FINANCE COMMITTEE: Walter stated they did not attend the SE SWCD Tech Support JPB meeting on Wednesday, January 30, 2019 due to inclement weather conditions.

*****Accounts Payable: *****

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	\$ 676.30
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	\$ 69.43
4002	Roger Stenhoff – Educational CD	\$ 35.00
	Total	\$ 8,397.92

Motion by Graf, seconded by Stenhoff, approving the Accounts Payable for February 2019.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier Opposed: None Motion carried.

Adjournment

Motion by Graf, seconded by Kruse, to adjourn the meeting.

Voting affirmative: Graf, Stenhoff, Kruse, Feldmeier Opposed: None Motion carried.

Meeting adjourned at 2:41 p.m.

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

Approved: _____
Date 14 Mar 19

Cecil Graf
Secretary



Root River Soil and Water Conservation District

Agricultural Service Center
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MINUTES OF THE ROOT RIVER SWCD

March 14, 2019

The Root River Soil and Water Conservation District Board of Supervisors met on March 14, 2019 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Welke called the meeting to order at 1:04 p.m.

Members Present:

Matt Feldmeier
Cecil Graf
Glenn Kruse
Jerry Welke

Members Not Present:

Roger Stenhoff

Others:

Janice Messner, Jean Meiners, Dave Walter and Bob Scanlan – SWCD staff; Gary Larson – NRCS staff; Emily Bartusek and Tiffany, MPCA.

Those present took part in the Pledge of Allegiance and introductions.

Emily Bartusek & Tiffany, MPCA did a presentation on WRAPS. They gave an overview of the ten year watershed approach, summary of 2015/2016 water quality data & stressors to fish and bugs of Upper Iowa & Reno watersheds and a 2018 Root monitoring update.

Minutes: **Motion** by Feldmeier, seconded by Graf, approving the minutes from the February 14, 2019 board meeting.

Voting affirmative: Graf, Kruse and Feldmeier

Opposed: None

Motion carried.

Employee Time Records: **Motion** by Graf, seconded by Kruse, to approve the Employee Time Records and supervisor per diem.

Voting affirmative: Graf, Kruse and Feldmeier

Opposed: None

Motion carried.

Treasurer's Monthly Report: Graf recommended the February 2019 Treasurer's Report be placed on file for audit.

Agency Reports:

Gary Larson, NRCS Report – Larson shared 79 applications totaling \$1.5 million are ready for scoring and ranking. Larson thanked the technical staff for all their help. Larson stated an area office engineer will be viewing various streambank projects. He also indicated that landowners are inquiring about having staff flag contour strips. Larson reminded supervisors of the Local Work Group meeting that will be held on Thursday, April 11th at 2 p.m.

Dave Walter, SWCD District Manager Report

- ❖ Walter reported he, Wermager and Meiners attended the Cover Crops, No-Till & Grazing Workshop on February 15th in Preston, MN. Inter-seeding at three to five timing has been working well Walter shared. Time constrictions for farmers was also a topic and some are considering contracting to have the cover crop planted.
- ❖ Walter shared that he and Wermager attended the SE MN Water Resources Board meeting on March 11th. During that meeting it was decided that this board would be dissolved December 31, 2019. Current grants will need to have different administrators or funds would need to be returned. SWCDs were asked to consider administrating these grants. Dodge, Fillmore and Goodhue will be taking a few of the open grants.

Program Reports:

- **WCA** – Walter reported he has put together a restoration plan for a violation in the Houston area. He is also working on an after-the-fact violation where the landowner installed a snowmobile bridge without a permit. Walter stated that he is working with a different landowner in the La Crescent area regarding building a shed in a wetland area.
- **Bridge Creek** – Walter stated one landowner is in the process of acquiring a CAP plan as a needed step to move forward with a manure storage and roof project. He also shared a different landowner will be requesting cost share assistance for needed project repairs this spring.
- **RCPD Feedlot** – Walter reported soil borings will be done for the Diersen project. Olinger is obtaining a CAP plan and Hoscheit is discussing design possibilities.
- **MAWQCP** – Walter stated Davison Farms is interested in installing cost shareable grassed waterways through this program.

Watershed Updates:

Crooked Creek – Scanlan reported the monthly meeting will be held March 22, 2019. The Klinski pond project received word that Corp of Engineers has agreed that they do not have permitting authority for this project. They continue to work with DNR for permitting on “Dam Safety” and determination if a public waters permit is needed. They are also waiting for county permitting. Scanlan shared the Flood Contingency Plan required by the NRCS engineer and state has been completed.

Bee & Duck Creek – No report.

Bear Creek – Walter led a discussion regarding the repair of a large sinkhole on the Cedarblade site and funding the project. Concerns were discussed about the cost of repairing the sinkhole with no guarantees of it not re-opening. Another concern discussed was if the repair of the sinkhole is not done NRCS will be decommissioning the large flood control structure near the site. This structure holds a large volume of water and if decommissioned flooding will occur.

Winnebago – Scanlan reported the additional requested funds from FEMA/HSEM have been received along with the 10% payment being held till project completion was reported.

Staff Reports:

Bob Scanlan – Staff Report

- **Cooperative Weed Management Area (CWMA)** – No report.
- **Soil Health Team** – Scanlan shared a Soil Health Clinic will be held March 23, 2019. We will be partnering with Houston County Cattlemen and the clinic will be held in conjunction with their annual meeting and trade show. Liz Stahl, U of M Agronomist, will be presenting on herbicide timing while integrating cover crops. Eric Ressel, Farm Bill biologist, will be presenting on a pollinator program and Dan Wermager, Conservation Planner, will also present. Wermager will be sharing information on the conservation planning initiative.
- **CCM** – No report.
- **319 Feedlot** – Scanlan shared he is working with three landowners on potential improvements to their open lots. There is \$30,000 available for cost sharing on projects.

Jean Meiners – Program Reports

- **Buffer Implementation Program** – No report.
- **MN Land Trust** - Meiners shared a 400+ mailing was done for the four targeted areas and she has received some inquires after the mailing. Scanlan shared that he spoke with Bancks on March 6th and was told they have received 18 applications from the mailing.

- **Houston County Nitrate & Nitrogen Program** – Meiners stated that the SWCD has received a copy of the initial results from the testing and shared a handout of the results. Black Hammer, Caledonia, Mayville, Spring Grove, Wilmington and Winnebago townships showed a high percent of the wells in the township had a >10 mg/L. A follow-up testing will be offered in 2019 for those that are interested in having the water retested. MDA will send trained staff to do the resampling and conduct a site assessment. Houston County’s final report will be available in 2020.
- **BMP Projects** – Meiners shared that seven surveys are scheduled for spring.

Dan Wermager - Program Report

- **WCPI** – No report.

Janice Messner – Staff Report

- **Tree Program** - Messner shared tree sales are starting to pick up. Eleven orders were received in March. She provided a comparison sheet of 2019 to 2018 sales to date.
- **Draft 2018 Financial Statement** – Messner provided each supervisor with a copy of the 2018 draft financial statement and indicated she has contacted the accountant to proceed with the audited 2018 Financial Statement and informed the board that the draft has been submitted to the state and is available on our website. Walter shared the net position for 2018 was \$321,980.00.
- **NACD Auxiliary Photo Contest Winners** – Messner stated two Houston County youth, Cade and Karalee Christenson, placed first and second respectively in their categories in the youth division of this national competition. She shared some details about the contest and provided the supervisors with the news article she had submitted to the local newspapers which included Cade and Karalee’s photo entries.
- **Envirothon** – Messner shared that Envirothon is to be held May 8th at the Sportsman Club in Byron, MN. She indicated thus far no schools from the county had requested registration materials. She stated that she is trying to obtain a video about Envirothon to email to schools with the hope to generate interest and promote the event.

Old Business

Motion by Feldmeier, seconded by Graf, approving the following personnel policy changes:

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.**”

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

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

Voting affirmative: Graf, Kruse and Feldmeier

Opposed: None

Motion carried.

Motion by Feldmeier, seconded by Graf, to turn down paying the 2019 membership dues for National Association of Conservation Districts (NACD).

Voting affirmative: Graf, Kruse and Feldmeier

Opposed: None

Motion carried.

Motion by Graf, seconded by Feldmeier, to reimburse Messner \$163.76 for additional Conservationist of the Year luncheon expenses.

Voting affirmative: Graf, Kruse and Feldmeier

Opposed: None

Motion carried.

New Business – No report.

Available cost share funds was made available for the board to review at their leisure.

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**

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

RCPP FEEDLOT COST SHARE

FY18 RCPP COST SHARE – PLANNING (Grant expiration 12/31/19) – Available Funds **\$0.00**

FY19 RCPP COST SHARE – PLANNING (Grant expiration 12/31/19) – Available Funds **\$0.00**

MASWCD – Walter shared the MASWCD Legislative Briefing and Day at the Capitol was held March 5 – 6, 2019. He stated that stable funding for SWCDs was the focal point. MASWCD requested that Local Capacity funding for SWCDs be a part of the state’s general fund in addition to increasing the amount \$14 million. A platform for SWCD levy authority was supported but may not pass.

Walter shared that he was in contact with George Howe about showing “Decoding the Driftless” at the Spring Grove Cinema. Howe stated that he was currently in CA. Walter and Howe agreed to coordinate in the near future on this. Walter then read an email that was sent to the SWCD by Karen Stenhoff stating that the video will be shown in Spring Grove on April 11th with two showings. A day time showing for high school kids and an evening showing for the public. Both showings will be at the Spring Grove Cinema with George Howe to narrate.

Water Plan – Walter shared that the local County Water Plan committee held its monthly meeting on Thursday, March 7th.

One Watershed, One Plan – Walter stated that he, Wermager, Larson, Kruse, Arnold and Fruechte attended the Policy Committee meeting February 28th. Discussion items included the Joint Powers Agreements; RCPP funding – USDA NRCS is contributing \$497,000 in project funds for the area. Financial reports were approved. Also discussed a Rush Pine farmer lead cover crop program which would consist of having a vendor promote and install cover crops. Walter also shared the benefits of inter-seeding cover crops. The next Advisory Committee meeting is scheduled for March 19th.

Committee Reports

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

JOINT POWERS FINANCE COMMITTEE: No report.

*****Accounts Payable:*****

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

Motion by Graf, seconded by Stenhoff, approving the Accounts Payable for March 2019.

Voting affirmative: Graf, Kruse and Feldmeier

Opposed: None

Motion carried.

Adjournment

Motion by Graf, seconded by Kruse, to adjourn the meeting.

Voting affirmative: Graf, Kruse and Feldmeier

Opposed: None

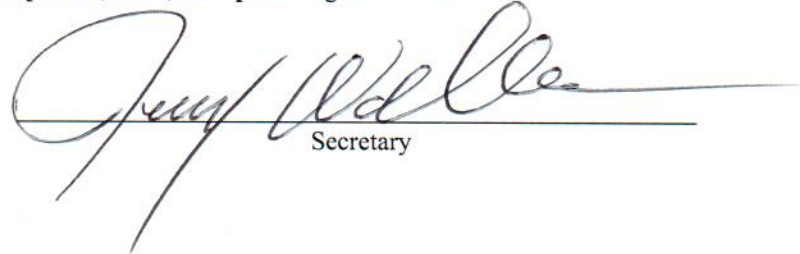
Motion carried.

Meeting adjourned at 3:41 p.m.

NEXT MEETING – Regular Board Meeting - Thursday, April 11, 2019, 1:00 p.m. Ag Service Center

Approved: _____

4-11-2019
Date


Secretary



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>

MINUTES OF THE ROOT RIVER SWCD

April 11, 2019

The Root River Soil and Water Conservation District Board of Supervisors met on April 11, 2019 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Welke called the meeting to order at 1:01 p.m.

Members Present:

Matt Feldmeier

Glenn Kruse

Jerry Welke

Members Not Present:

Cecil Graf

Roger Stenhoff

Others:

Janice Messner, Jean Meiners, Dan Wermager, Dave Walter and Bob Scanlan – SWCD staff; Gary Larson – NRCS staff.

Those present took part in the Pledge of Allegiance.

Minutes: **Motion** by Feldmeier, seconded by Kruse, approving the minutes from the March 14, 2019 board meeting.

Voting affirmative: Welke, Kruse and Feldmeier

Opposed: None

Motion carried.

Employee Time Records: **Motion** by Kruse, seconded by Feldmeier, to approve the Employee Time Records.

Voting affirmative: Welke, Kruse and Feldmeier

Opposed: None

Motion carried.

Treasurer's Monthly Report: Kruse recommended the March 2019 Treasurer's Report be placed on file for audit.

Agency Reports:

Gary Larson, NRCS Report – Larson shared 30 of the 79 EQIP applications have been pre-approved. If possible those that were not funded are being given the opportunity to apply through different funding pools.

Dave Walter, SWCD District Manager Report

- ❖ Walter shared that he, Wermager and commissioner, Fred Arnold attended the SE MN Water Resources Board meeting on April 1st. The board will be dissolving effective December 31, 2019. The administration of current grants are being taken over by various counties and SWCDs. Walter indicated with this change the County Water Plan Committee will no longer be paying dues. This is a savings of \$5,000 annually.
- ❖ Walter also briefed the SWCD Board on possible state funding cuts and the negative financial impact it will have on SWCDs if passed.

Program Reports:

- **WCA** – Walter reported a TEP meeting is scheduled in the near future and will be reviewing a few sites. He also shared that he and Welke attended a meeting on March 31st in Hokah, MN regarding a permanent repair for Como Falls and Como Falls Park. A four foot bank elevation is needed in addition to park repair work. DNR permitting will be needed. Homeland Security funds are available for a portion of the needed project costs.
- **Bridge Creek** – Walter stated one landowner is requesting cost share assistance for needed project repairs. The application request will be acted on later in today's meeting.

- **RCPP Feedlot** – Larson reported there are four or five applications for the RCPP Feedlot funds.
- **MAWQCP** – Larson shared that there are funds available for BMP needs for landowners that are certified.

Watershed Updates:

Crooked Creek – Scanlan reported two county commissioners toured the Klinski project site. The Corp of Engineers has agreed that they do not have permitting authority for this project. The DNR has determined that there is no need for a public waters permit. A “Dam Safety” permit is still pending with DNR. The watershed district is holding off on County Zoning permitting pending news on additional funding for the project.

Scanlan also reported that he recently did a check of all the structure sites after spring flooding and found that some debris will need to be removed from inlets. The R-2 structure will need some seeding on the pool side of the embankment.

Bee & Duck Creek – No report.

Bear Creek – No report.

Winnebago – Scanlan reported the Winnebago maintenance fund account was replenished after receiving FEMA/HSEM funds.

Staff Reports:

Bob Scanlan – Staff Report

- **Cooperative Weed Management Area (CWMA)** – Scanlan stated he still has landowners interested in the program.
- **Soil Health Team** – Scanlan shared the Soil Health Clinic held March 23, 2019 had a good turnout. He stated we may want to consider partnering with Houston County Cattlemen for a clinic in conjunction with their home show again next year.

Scanlan stated a Soil Health Round Table was being held at Good Times, Caledonia, MN this evening at 7:00 p.m.
- **CCM** – No report.
- **319 Feedlot** – Scanlan shared he is working with three landowners on potential improvements to their open lots. Projects are on hold until SE MN WRB finalizes the administrative exchange of the grant workload.

Jean Meiners – Program Reports

- **Buffer Implementation Program** – Meiners stated she and Walter have almost completed the three buffer checks that remained from last fall. She also indicated that she will be waiting to do the required spot checks until the 2019 maps become available.

Meiners shared that Beilke inquired about the amount of buffer cost share funds that are not allocated at this time. He will be checking with other counties to see if additional buffer cost share could be used in their counties. Our excess buffer cost share funding would be designated to counties that are in need of additional cost share dollars.
- **MN Land Trust** – Walter stated the MN Land Trust contact has indicated that they have had good response to the mailing we did for them.
- **BMP Projects** – Meiners shared that surveying is on the schedule as weather permits.

Dan Wermager - Program Report

- **WCPI** – Wermager stated that a state planner meeting was held. They discussed what was working in each of their areas. Wermager shared that he has begun contacting landowners via phone that letters were sent to last fall. He stated approximately 30 – 40% of the landowners are willing to have him do a walkover for them.

- **AIS** - Wermager shared he and Walter had recently attended an AIS meeting. They discussed what each individual counties activities were and how the program was working for them.
- **1W1P** – Wermager stated he attended a meeting and shared a new individual will be running the PTM program. He also shared that a pilot area (Rush – Pine) is going to provide cost share to incorporate cover crops but instead of the producer doing the planting a contractor will do the planting. Cost share will be \$20/acre. He stated MPCA presented on the surface water studies that are being done. RCPP funding was also discussed.

Wermager indicated that he had attended a training on writing seed plans.

Wermager shared that he has also been doing different speaking engagements promoting conservation planning. He spoke at the Soil Health Clinic held in Brownsville, MN. He also partnered with UM Extension, Mike Cruse, at two events on March 25th that were held in Houston and Rushford, MN.

Janice Messner – Staff Report

- **Tree Program** - Messner shared tree sales are still coming in and have 900 trees still available. She stated that a news article will be published next week in the two local newspapers. Messner said tree pick up is tentatively set for April 26th.
- **Envirothon** – Messner shared Envirothon will be held May 8th at the Sportsman Club in Byron, MN. She stated two junior high teams from Caledonia Middle/High School have registered and two senior high teams are registered from Spring Grove High School. Walter shared that they are looking for supervisors to judge the oral presentations and if anyone is interested to contact him.

Old Business – No report.

New Business

Motion by Feldmeier, seconded by Kruse, declining the Hiawatha Valley Resource Conservation & Development 2019 Council dues.

Voting affirmative: Welke, Kruse and Feldmeier Opposed: None Motion carried.

Motion by Feldmeier, seconded by Kruse, approving a speaker honorarium in the amount of \$100.00 for Liz Stahl, March 23rd Soil Health Clinic speaker.

Voting affirmative: Welke, Kruse and Feldmeier Opposed: None Motion carried.

Motion by Kruse, seconded by Feldmeier, approving the RCPP 1W1P Contract Amendment 1 in the amount of \$10,000.00.

Voting affirmative: Welke, Kruse and Feldmeier Opposed: None Motion carried.

Cost Share Programs

BRIDGE CREEK COST SHARE (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

Motion by Feldmeier, seconded by Kruse, to approve above listed cost share request for Josh Dahl contract 26BC.

Voting affirmative: Welke, Kruse and Feldmeier Opposed: None Motion carried.

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)

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**

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

RCPP FEEDLOT COST SHARE

FY18 RCPP COST SHARE – PLANNING (Grant expiration 12/31/19) – Available Funds **\$0.00**

FY19 RCPP COST SHARE – PLANNING (Grant expiration 12/31/19) – Available Funds **\$0.00**

Walter indicated to the Board that waterway cost share requests will be coming in and additional cost share request on approved EQIP projects prior to the next meeting. He stated that he will be contacting Welke for approval on these cost share requests.

MASWCD – Funding discussed during manager’s report.

Water Plan – No report.

Committee Reports

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

JOINT POWERS FINANCE COMMITTEE: No report.

*****Accounts Payable:*****

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

Motion by Feldmeier, seconded by Kruse, approving the Accounts Payable for April 2019.

Voting affirmative: Welke, Kruse and Feldmeier

Opposed: None

Motion carried.

Adjournment

Motion by Feldmeier, seconded by Kruse, to adjourn the meeting.

Voting affirmative: Welke, Kruse and Feldmeier

Opposed: None

Motion carried.

Meeting adjourned at 1:56 p.m.

NEXT MEETING – Regular Board Meeting - Thursday, May 9, 2019, 9:00 a.m. Ag Service Center

Approved: 5-9-19
Date


Secretary



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>

MINUTES OF THE ROOT RIVER SWCD

May 16, 2019

The Root River Soil and Water Conservation District Board of Supervisors met on May 16, 2019 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Welke called the meeting to order at 9:03 a.m.

Members Present:

Matt Feldmeier

Cecil Graf

Glenn Kruse

Roger Stenhoff

Jerry Welke

Members Not Present:

Others:

Janice Messner, Jean Meiners, Dan Wermager, Dave Walter and Bob Scanlan – SWCD staff.

Those present took part in the Pledge of Allegiance.

Minutes: **Motion** by Stenhoff, seconded by Graf, approving the minutes from the April 11, 2019 board meeting.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier

Opposed: None

Motion carried.

Employee Time Records: **Motion** by Feldmeier, seconded by Graf, to approve the Employee Time Records.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier

Opposed: None

Motion carried.

Treasurer's Monthly Report: Stenhoff recommended the April 2019 Treasurer's Report be placed on file for audit.

Agency Reports:

Gary Larson, NRCS Report – The annual Civil Rights Review was distributed to the board supervisors. Walter reviewed the document with them.

Dave Walter, SWCD District Manager Report

- ❖ Walter shared a three day state audit was recently conducted at the Caledonia NRCS field office. Various site visits were held as a portion of the audit. The audit went very well.

Program Reports:

- **WCA** – Walter reported he has addressed multiple violations during the past month. They consisted of trenching in wetland violation in Winnebago Township, a foot bridge and pond work violation also in Winnebago Township and road washout work in Union Township. Walter provided a plan to a landowner in Houston Township that was in violation for installing a cattle access road in a wetland. He also visited a slumping site at Hwy. 21 and Storer Valley Rd.

Walter conducted three building site visits during the past month.

- **Bridge Creek** – Walter stated construction will resume when weather conditions permit at a site that critical area plantings are needed.

- **RCCP Feedlot** – Walter reported they are waiting to hear on funding for the current applicants. He also shared that we are waiting to receive bills on a CAP plan for a cost share contract.
- **MAWQCP** – Walter shared that one landowner in Hokah Township will be receiving cost share to install grassed waterways.

Walter stated that he and Meiners have completed the remaining three buffer site visits. Spot checks will be conducted on one third of the buffers this year.

Walter also shared that federal funding has been spent and Minnesota is scheduled to receive an additional \$21 million in funding.

Watershed Updates:

Crooked Creek – Scanlan reported the next monthly meeting is scheduled for Friday, May 17th. At the April meeting Maynard Welscher submitted his letter of resignation. He has been on the board since 1993. Brad Felten has expressed interest in completing Welscher's term. The Houston County Commissioners will need to act on this recommendation.

Scanlan shared that a NRCS engineer is reviewing quantities on the Klinski project while they continue to wait on funding approval.

Scanlan shared that seeding was completed on the pool side embankment of the R-2 structure and DNR will be removing woody stems on the site.

Bee & Duck Creek – No report.

Bear Creek – Walter reported that the annual site inspection tour is scheduled for May 29, 2019.

The Iowa NRCS has expressed interest in having the sinkhole repaired on Site 3 of the Bear Creek Watershed Project. Federal PL566 funding may be available through the Iowa NRCS to repair the sinkhole. It was agreed upon by the board supervisors to submit a letter of support for the repair of this site.

Winnebago – No report.

Staff Reports:

Bob Scanlan – Staff Report

- **Cooperative Weed Management Area (CWMA)** – Scanlan stated he conducted a site visit and a cost share application for funding will be reviewed later in the meeting.
- **Soil Health Team** – Scanlan shared a Round Table team meeting was recently held at Good Times in Caledonia, MN. Mark Klinski led the group. Others that are participating included Bob Mireau, Gordon and Jordan Meyer, Hendels, Andy Allen and Scanlan. 2019 planting intentions were discussed at this meeting.
- **CCM** – Scanlan indicated that the majority of the revetment work this year will be conducted in the Bridge Creek area on John Deere Road.
- **319 Feedlot** – No report.
- **SWAG** – Scanlan stated that sampling will be starting in mid-May.

Jean Meiners – Program Reports

- **Buffer Implementation Program** – Meiners reiterated Walter's report that the three remaining sites were done and she will be starting the required spot checks.
- **MN Land Trust** – No report.

- **BMP Projects** – Meiners shared that she assisted with flagging contour strips and has been submitting geological studies for various projects.

Meiners shared Houston High School student, Tanner Kubitz, did a one day job shadow on May 8th. Kubitz expressed much interest and it is the staffs hope that he would consider being an Earth Team volunteer.

Meiners stated that she has constructed and started a cover crop demonstration box.

Dan Wermager - Program Report

- **WCPI** – Wermager reported during the month of April he has done some site walkover visits. Many of the visits were non-farming sites and were located in Houston County. He also shared on these visits technical assistance was shared but had no requests for cost share funding.

Wermager also shared the EQIP application deadline was April 19th thus plans must be submitted by May 17th. He has been assisting with those plans.

Wermager stated he attended a MPCA meeting on April 15th. E-Coil and sediment concerns were shared. He stated there was a concern about e-Coli being high in Bee Creek. He shared that SWCDs will be meeting to share thoughts.

Janice Messner – Staff Report

- **Tree Program** - Messner shared tree sales have been completed and all trees were sold. She stated a profit was made but was waiting on shipping expenses before she could determine an exact amount. Messner shared a brief analyses between 2018 and 2019 sales. It was determined in 2019 more trees were sold resulting in higher dollar sales.
- **Envirothon** – Messner shared Envirothon was held May 8th at the Sportsman Club in Byron, MN. She stated two junior high teams from Caledonia Middle/High School were registered and two senior high teams were registered from Spring Grove High School. Scanlan stated that his son participated on a junior high team from Caledonia. They placed fifth in their division.

Old Business

Walter reported that Houston County would be receiving state funding through MDA for a weed inspection program. The hope is to help control Japanese hops in the area.

New Business

Motion by Feldmeier, seconded by Graf approving the draft letter of support for the Bear Creek Site 3 repair project.
 Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier Opposed: None Motion carried.

Motion by Graf, seconded by Kruse approving the SE MACDE 2019 Area Dues in the amount of \$50.00 (\$10/staff member).
 Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier Opposed: None Motion carried.

Motion by Feldmeier, seconded by Graf approving the return of funds in the amount of \$16,839 for the FY18 Buffer Cost Share Program.
 Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier Opposed: None Motion carried.

Motion by Kruse, seconded by Stenhoff approving the FY18 Buffer Law Financial Report.
 Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier Opposed: None Motion carried.

Cost Share Programs

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

Motion by Feldmeier, seconded by Stenhoff approving the above cost share request for Howard Deters, contract # 02 – 1W1P in the amount of \$5,550.00 for multiple grassed waterways.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier

Opposed: None

Motion carried.

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)

FY17 Local Capacity Cost Share Request to Cancel Contract

Motion by Graf, seconded by Kruse approving the cost share cancellation request for Ruth Boyum contract #06FY17LC in the amount of \$3,150.00.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier

Opposed: None

Motion carried.

FY17 Local Capacity Cost Share Amendment Requests

Motion by Feldmeier, seconded by Graf approving an amendment request for Lester Beckman contract #04FY17LC. This request will amend the completion date to 9/10/19 and increase the cost share percentage for 75% up to 90% if federal cost share is encumbered.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier

Opposed: None

Motion carried.

Motion by Graf, seconded by Feldmeier approving the amendment request for Ruth Boyum contract #07FY17LC. This request will amend the completion date to 9/10/19, add a second Diversion (362) to the contract and increase the cost share percentage from 75% to 90% adding an additional \$2,930.14 to the contract.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier

Opposed: None

Motion carried.

Motion by Stenhoff, seconded by Graf approving all the below listed cost share requests.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier

Opposed: None

Motion carried.

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

Motion by Feldmeier, seconded by Graf approving an amendment request for Cecil Nelson contract #05FY17. This request will amend the completion date from 6/30/19 to 9/10/19.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier

Opposed: None

Motion carried.

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	03FY18 LCM	\$33,392.50	\$25,044.38 = 75%	Lined Waterway	9/10/19
			\$5,037.75 = 90%		
Meier, Gerald	02FY18 LCM	\$10,227.94	\$7,670.96 = 75%	Streambank & Shoreline Protection	9/10/19
			= 90%		

Motion by Feldmeier, seconded by Kruse approving the cost share request for Harry Walker, Jr. contract and Gerald Meier contract at 90% cost share if federal funding is encumbered or 75% cost share if federal funds are not encumbered.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier

Opposed: None

Motion carried.

Walter shared with the Board that there are several cost share requests to be brought to the Board for consideration in the near future.

- 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. *The golf course will be holding their meeting on May 20th. They will be discussing the project and deciding if they will be moving forward with a cost share request.*

- Kruckow, Jeff - Grassed Waterway & Critical Area Planting - Cost Estimate \$8,635.00 75% Cost Share \$6,476.25. *If EQIP funding is encumbered no State Cost Share will be needed.*

- Diersen, John - Grassed Waterways - Cost Estimate \$4,750.00 Cost Share \$3,562.50.

MASWCD - Walter shared that 2019 Resolutions are being requested. We will review any proposed resolutions and vote on them at the June 13th board meeting. He also stated that supervisors are being encouraged to attend the yearly update/resolutions meeting in Stewartville on Friday, June 28th.

Water Plan – Wermager shared at the May Houston County Water Plan meeting they discussed how they would use funds in the amount of \$5,000 since there will not be annual dues to the SE WRB. They are considering dedicating additional county levy funds to push-up pond projects or possibly pond cleanouts.

Committee Reports

FINANCIAL COMMITTEE: Walter stated on May 20th it will be determined if the state budget will offer SWCDs stable funding.

PERSONNEL COMMITTEE: No report.

JOINT POWERS FINANCE COMMITTEE: No report.

*****Accounts Payable:*****

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

Motion by Graf, seconded by Kruse approving the Accounts Payable for May 2019.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier

Opposed: None

Motion carried.

A supervisor asked questions about the 319 Feedlot program and funding.

Walter shared with the board that he has been in communication with the county regarding a well sealing cost share grant that has previously been administered through SE WRB. It is a \$5,000 grant with the funds being used as cost share. The grant would require a \$1,000 match which could be SWCD time. No decisions have been made about the grant to date.

Adjournment

The meeting adjourned at 10:41 a.m.

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

Approved:

13 June 19
Date

Cecil Graf
Secretary



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>

MINUTES OF THE ROOT RIVER SWCD

June 13, 2019

The Root River Soil and Water Conservation District Board of Supervisors met on June 13, 2019 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Welke called the meeting to order at 9:03 a.m.

Members Present:

Matt Feldmeier
Cecil Graf
Glenn Kruse
Roger Stenhoff
Jerry Welke

Members Not Present:

Others:

Janice Messner, Jean Meiners, Dan Wermager, Dave Walter and Bob Scanlan – SWCD staff; Gary Larson – NRCS staff.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Feldmeier, seconded by Graf, approving the minutes from the May 16, 2019 board meeting.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier Opposed: None Motion carried.

Employee Time Records: Motion by Graf, seconded by Kruse, to approve the Employee Time Records and supervisor per diems.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier Opposed: None Motion carried.

Treasurer's Monthly Report: Stenhoff recommended the May 2019 Treasurer's Report be placed on file for audit.

Agency Reports:

Dave Walter, SWCD District Manager Report

- ❖ Walter shared the announcement of the Spring Grove Wellhead Protection Plan Approval & Implementation Intent.
- ❖ Walter stated that the annual Bear Creek Inspection Tour was conducted. He and Larson will be doing some brush removal and a diversion will be discussed with a landowner where one of the structures is situated.
- ❖ Walter shared the letter of support the board approved regarding the PL566 funding request was advanced to the state of Iowa and the state has advanced it to Washington D.C.
- ❖ Walter indicated BMP construction has been tough due to the weather but projects are being completed. There are approximately four projects that are near completion and two additional projects being started.
- ❖ Walter shared that funding for grant writing is being made available. Scanlan will be submitting a proposal.
- ❖ Walter reviewed the funding summary of the 2019 Legislative Session.
 - Buffer Cost Share funding is no longer available.

- Local Capacity funding is still available through Clean Water Legacy funds. It has increased by \$2 million for the state. Each SWCD will receive \$100,000 and the remainder of the funds will be allocated based on county match plus a formula for private lands and public waters within the county.
- SWCD Conservation Delivery and State Cost Share Grants will remain the same with no reduction in funds.
- BWSR is receiving funding for a Lawns to Legumes initiative. More information on the program will be rolled out as it becomes available.

Program Reports:

- **WCA** – Walter reported he has currently been working on restoration plans.
- **Bridge Creek** – No report.
- **RCPP Feedlot** – No report.
- **MAWQCP** – No report.
- **RIM** – Walter reported that approximately 22 to 23 annual site inspections have been completed.
- **SWAG** – Walter reported that he and Scanlan have started the sampling of appointed creeks/streams.

Walter stated that \$3 million in CREP funding has been made available and this will bring that program back to the normal amount of funds for the program.

Agency Reports:

Gary Larson, NRCS Report

- ❖ Larson shared information on a Special NRCS Program Sign-Up for Cover Crops for Fallow Field Program. This is an EQIP program and applications are being taken till July 12, 2019. The program is being offered as a conservation option for farmers who couldn't plant because of wet fields.
- ❖ Larson stated that additional MRBI funding is being requested at a national level to try to obtain funds that are not being used in other area. Currently, one application from Houston County is three quarters funded and needs an additional \$150,000 of funds. Funds cannot be made available if the application can only be partially funded. The funding cannot be transferred to the next high priority application.

Watershed Updates:

Crooked Creek – Scanlan reported the annual inspection tour was held June 7th. The two sinkholes on the pool side of the South Fork structure have not increased in size. A few maintenance items are being completed which includes clearing debris on inlets of structures R-2 and R-3 and DNR will be spraying some of the woody vegetation that has started growing on some of the structures.

Scanlan also shared that Maynard Welscher has retired from the Crooked Creek Watershed Board. Brad Felten will be stepping in after appointment by the county board.

Bee & Duck Creek – No report.

Bear Creek – See Manager's Report regarding inspection tour held May 29, 2019. It was also noted that typically the SWCD shares 50% of the lunch expense with the Winneshiek SWCD for the Bear Creek Inspection Tour.

Winnebago – No report.

Staff Reports:**Bob Scanlan – Program & Staff Reports**

- **Cooperative Weed Management Area (CWMA)** – Scanlan stated he is conducting one year spot checks and is lining up new contracts.
- **Soil Health** – Scanlan shared the results of the Soil Temperature Study that he conducted. He provided the board with comparisons based on the study results.
- **CCM** – Scanlan indicated that the CCM crew would be on-site mid to late summer. They will start work at Bob Borowiak site and as time allows continue to the Nigon site in the Riceford Creek area.
- **319 Feedlot** – Scanlan stated work has halted on this program and is awaiting county approval on a new contract for the program.

Scanlan shared that the 2019 Conservationist of the Year is to be chosen from District #2 (Brownsville Township & Village, Crooked Creek Township & Jefferson Township). A **motion** was made by Graf and seconded by Kruse to offer the award to Joan Heim – Welch. If she declines Graf and SWCD staff will work together to find an alternate recipient.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier

Opposed: None

Motion carried.

Scanlan stated that he has been participating in the Farmer Marketing Round Table Group. They recently met in Spring Grove, MN to plan their next event. They discussed partnering with the Houston County Cattlemen at their annual steak fry in August 2019. Scanlan shared a focus of the group is diversity and for him personally promoting no-till.

Jean Meiners – Program Reports

- **Buffer Implementation Program** – Meiners stated that she has completed the cost share year one site inspections. She found that reseeded was needed on some sites and sluffing occurred at another site.
- **Buffer Enforcement** – Meiners shared that she has started the required random spot checks in Area 1 of the county.
- **MN Land Trust** – Meiners indicated that a 406 piece promotional program mailing was recently sent out and she has received a few inquiry calls from the mailing.

Dan Wermager - Staff & Program Reports

- **WCPI** – Wermager shared that year one progress reporting is due on June 15th. He and Messner will be completing those reports. He stated that we have met or exceeded our year one goals. Wermager also stated that field walkovers have slowed down due to timing of crop planting and first crop hay cutting.

Wermager stated that he and a representative from County Zoning attended a WRAPS meeting. MPCA stream testing results were reviewed and ideas were contributed as they move forward with this study.

Wermager indicated the recently scheduled SE MN WRB meeting was cancelled. He also stated all but one county has submitted resolutions to dissolve the SE MN WRB.

Wermager shared that he presented at the 4th Grade Farm Safety Day held in Fillmore County.

Wermager informed the board that he attended an educational training which moves him closer towards his Conservation Planner certification. The training held June 4th & 5th was on cultural resources.

Janice Messner – Staff & Program Reports

- **Volunteer Nitrate Monitoring Network** – Messner shared one new volunteer has been recruited. Only a few nodes in the county remain in which a volunteer is needed.

- **Tree Program** - Messner shared two additional special orders were placed since the May board meeting. She stated that shipping on these orders were paid for by those placing orders. The overall profit for the 2019 tree sales is \$2,314.70, which is an increase over the previous year.

Old Business

Welke shared a concern in regards to funding for repair work that was completed on Thompson Creek after the 2018 rainfall event that devastated the Como Falls area and caused significant damage to a business along Thompson Creek. Various funding inquiries have not been successful.

New Business

Motion by Feldmeier, seconded by Kruse approving the FY18 Buffer Cost Share Financial Report.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier Opposed: None Motion carried.

Motion by Graf, seconded by Kruse approving delegation to Dave Walter or Janice Messner for signing authority of the FY18 WCPI Financial Progress Report.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier Opposed: None Motion carried.

Motion by Feldmeier, seconded by Graf approving the Addendum to the Agreement between SE WRB & Root River SWCD for Well Network Coordinator Duties Grant which is assigning Olmsted County as the substitute for SE WRB.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier Opposed: None Motion carried.

Cost Share Programs

1W1P COST SHARE PROGRAM

1W1P Cost Share (Grant expiration 10/31/21)

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

Motion by Graf, seconded by Feldmeier approving the above cost share request for Howard Deters, contract # 03 – 1W1P in the amount of \$5,981.25 for two grassed waterways.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier Opposed: None Motion carried.

1W1P Amendment Request

Motion by Kruse, seconded by Feldmeier approving the amending of a portion of the funding source on contract #02 – 1W1P Deters, Howard, 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 in the amount of \$1,822.50 upon authorization from the grant administrator. This will also allow Dave Walter signing authorization for the amendment request.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier Opposed: None Motion carried.

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 Cost Share Amendment Requests

Motion by Graf, seconded by Kruse approving an amendment request for Mitch Betz contract #01FY18LCM. This will amend the install by date from 9/10/19 to 12/31/19.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier Opposed: None Motion carried.

Motion by Feldmeier, seconded by Graf approving an amendment request for Gerald Meier contract #02FY18LCM. This request will amend the cost estimate from \$10,227.94 to \$13,707.79 for additional rock being needed due to 2019 spring erosion. It also amends the encumbered cost share funds of \$7,670.96 down to \$5,010.01 due to federal funding being obtained increasing the cost share percentage to 90%. This is a reduction of \$2,660.95.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier Opposed: None Motion carried.

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	\$2,815.16	Grade Stabilization Structures (2) & Diversion	12/31/19
			\$466.98 (FY18LCM funds) \$2,348.21 (FY19 State Cost Share funds)		

Motion by Graf, seconded by Kruse approving the above listed cost share requests for Joan Heim – Welch #04FY18LCM and Edward Hammell #02FY19.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier Opposed: None Motion carried.

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 MASWCD Resolution Request - No resolution requests were presented for approval.

Walter indicated that a Governance 101 Training for Local SWCD Board Members & Staff was being offered on September 12 – 13, 2019. No supervisors or staff were interested in attending at this time.

Water Plan – Wermager shared he has been working through the push-up pond list for installations in 2019.

IWIP – Wermager indicated that the next meeting will be held mid-summer.

Committee Reports

- FINANCIAL COMMITTEE:** No report.
- PERSONNEL COMMITTEE:** No report.
- JOINT POWERS FINANCE COMMITTEE:** No report.

*****Accounts Payable: *****

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

Motion by Graf, seconded by Feldmeier approving the Accounts Payable for June 2019.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier

Opposed: None

Motion carried.

Motion by Graf, seconded by Kruse to adjourn the meeting.

Voting affirmative: Graf, Stenhoff, Kruse and Feldmeier

Opposed: None

Motion carried.

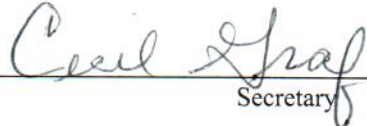
Meeting adjourned at 10:44 a.m.

NEXT MEETING – Regular Board Meeting - Thursday, July 11, 2019, 9:00 a.m. Ag Service Center

Approved: _____

7-11-19

Date



Secretary



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>

MINUTES OF THE ROOT RIVER SWCD

July 11, 2019

The Root River Soil and Water Conservation District Board of Supervisors met on July 11, 2019 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Welke called the meeting to order at 9:06 a.m.

Members Present:

Cecil Graf

Glenn Kruse

Roger Stenhoff

Jerry Welke

Members Not Present:

Matt Feldmeier

Others:

Janice Messner and Dave Walter – SWCD staff; Gary Larson – NRCS staff.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Stenhoff, seconded by Kruse, approving the minutes from the June 13, 2019 board meeting.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

Employee Time Records: Motion by Graf, seconded by Kruse, to approve the Employee Time Records.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

Treasurer's Monthly Report: Stenhoff recommended the June 2019 Treasurer's Report be placed on file for audit.

Agency Reports:

Gary Larson, NRCS Report

- ❖ Larson shared construction is underway on two grade stabilization structures as well as grassed waterways.
- ❖ Larson stated that EQIP applications continue to be approved.
- ❖ Larson indicated that a CRP sign-up is open until August 23rd for special practices only.

Dave Walter, SWCD District Manager Report

- ❖ Walter shared the 2019 MCIT Dividend Notice was received. A \$70 workers' compensation refund was received.

Program Reports:

- WCA – Walter reported an extension to September 10, 2019 has been granted for two separate restorations.
- Bridge Creek – Walter informed the board at the August meeting they will likely see a cost share application for engineering funding assistance on a manure storage facility and roof structure. EQIP funding was approved and the landowner is deciding the direction they would like to take for the engineering of the projects.

Walter shared critical area plantings are in processes for another landowner in the Bridge Creek area.

- **RCPD Feedlot** – Walter indicated two of the EQIP applications were not funded. Larson said these individuals do have the opportunity for their applications to be scored and ranked again in the next funding pool period.
- **1WIP** – Walter stated one project was funded through EQIP and state funds will not be needed.
- **SWAG** – Walter indicated the collection of samples is going well.
- **RIM** – Walter reported that the annual site inspections have been completed and paperwork was submitted.
- **Aquatic Invasive Species (AIS)** – Walter indicated that staff has been out and educating at the landings.
- **MAWQCP** – Walter shared the cost share project through the program was delayed due to wet conditions.

Watershed Updates:

Crooked Creek – Walter reported the next meeting is scheduled for Friday, July 19th. The Klinski structure project is under review by NRCS engineering staff. Construction is slated for 2020.

Bee & Duck Creek – Walter indicated a large grassed waterway project is planned in this watershed. EQIP funding was approved for the project.

Bear Creek – Walter shared that we are waiting to hear from the state of Iowa regarding the sinkhole site. Brush has been cleared on two of the three sites requiring maintenance.

Winnebago – Walter stated that a sinkhole has opened up at the Bob Koch location. A fix will be needed and watershed maintenance funds will be used.

Staff Reports:

Bob Scanlan – Program & Staff Reports

- **Cooperative Weed Management Area (CWMA)** – Walter stated Scanlan has several new application requests to act on later in the meeting along with an amendment request and payment requests.
- **Soil Health** – Walter shared that Scanlan is putting together a workshop event for this fall with a cover crop focus. A \$500 BWSR grant is being awarded to assist with costs for the workshop. A tour is being discussed as part of the workshop with stops at Scanlan, Klinski and Mierau locations.
- **CCM** – Walter indicated that the CCM crew has been committed to a total of 20 days to be on-site in mid to late summer. They will start work at the Borowiak site and as time allows continue to the Nigon site in the Riceford Creek area.
- **319 Feedlot** – Walter stated that a new sub-agreement is needed to continue work on this grant.

Walter shared that Joan Heim – Welch has accepted the opportunity to be the district's 2019 Conservationist of the Year. Scanlan will be interviewing her and submitting an application on her behalf for the opportunity to be named the Area 7 Conservationist of the Year.

Jean Meiners – Program Reports

Walter shared that Meiners will be out on leave for four to six weeks.

- **Buffer Implementation Program** – Walter indicated that the state is requiring an additional 25 to 50 random spot checks be performed in the county other than the area that is designated for this specific year. Walter stated that these spot checks will be performed this fall.
- **Cost Share Site Inspections** – Walter stated that only a few inspections are left to be completed.

- **BMP Projects** – Walter shared the various projects that construction or pre-construction work has begun as well as projects that are near completion.

Dan Wermager - Staff & Program Reports

- **WCPI** – Walter stated that Wermager, himself and Messner met with Mary Peterson and Adam Beilke on June 26th and reviewed the progress for year one. A good reports was received. An implementation plan was discussed for technical design and construction assistance and will be added to the WCPI agreement. A work plan will be put together for the new funds.
- **Water Plan & 1W1P** – No reports.

Janice Messner – Staff & Program Reports

- **Volunteer Nitrate Monitoring Network** – Messner indicated the yearly sampling materials will be mailed to the participants from the lab in late August or September.

Messner shared the 2018 Year-End Financial Audit is scheduled for July 16, 2019.

Old Business

Walter shared that 1W1P funding was obtained for the amendment request approved at the June 13th board meeting for Howard Deters contract #02-1W1P.

New Business

Motion by Kruse, seconded by Stenhoff, approving the SE MASWCD 2019 Annual Dues in the amount of \$500.00.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

Welke reported that he has not had success in getting a response from local House of Representatives regarding funding for repair work that was completed on Thompson Creek/Hokah Como Falls project. In discussion various alternative contacts were shared.

Cost Share Programs

FY18 CWMA Cost Share Payment Requests

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

Motion by Graf, seconded by Kruse, approving the above listed payment requests in the amount of \$2,000.00 each for contract #03FY18CWMA Sandra Good, #08FY18CWMA Lester Beckman, #05FY18CWMA Janice Stalsberg on their brush management projects.

FY18 CWMA Amendment Requests

Motion by Kruse, seconded by Graff, approving the amendment request to extend the completion date from 7/12/19 to 11/14/19. Contract # 04FY18CWMA Ed Voight.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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

Motion by Graf, seconded by Kruse, approving the above listed cost share requests for Ralph Hammel contract #01RCPP1W1P, #02RCPP1W1P and #03RCPP1W1P for three grade stabilization structures.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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
Swenson, Craig	04RCPP1W1P	\$11,597.00	\$1,565.30	Grade Stabilization Structure	12/31/19

Motion by Kruse, seconded by Graf, approving the above listed cost share request for Craig Swenson contract #04RCPP1W1P for a grade stabilization structure.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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

Motion by Graf, seconded by Stenhoff, approving the maximum cost share payment amount of \$787.50 for Mike Schmidt contract #09FY17LC on a grassed waterway.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

FY17 Local Capacity Cost Share Payment Request and re-allocation of slippage funds

Name	Project/Contract #	Total Cost Estimate	Actual	Request
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

Motion by Kruse, seconded by Graf, approving the maximum cost share payment amount of \$2,195.25 for Anthony Hammell contract #12FY17LC on a grassed waterway and critical area planting.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

FY17 Local Capacity Cost Share Payment Request and re-allocation of slippage funds

Name	Project/Contract #	Total Cost Estimate	Actual	Request
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

Motion by Stenhoff, seconded by Graf, approving the maximum cost share payment amount of \$701.25 for Orville Guth contract #08FY17LC on two grassed waterways.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

FY18 Local Capacity County Match Amendment Request

Motion by Kruse, seconded by Graf, approving an amendment request for Harry Walker, Jr. contract #03FY18LCM for additional funds in the about of \$1,546.87. *(Additional funds will be coming from FY18LCM \$399.24 and FY17LC \$2,606.76 allowing for a reduction of \$1,459.13 from FY19 State Cost Share).*

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

FY18 Local Capacity Cover Crop Cost Share (Flat Rate per acre)

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

Motion by Kruse, seconded by Graf, approving the above listed cost share request for Brad Felten contract #14FY18LC-CC for cover crops.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

FY18 Local Capacity Cover Crop Cost Share (Flat Rate per acre)

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

Motion by Stenhoff, seconded by Graf, approving the above listed cost share request for Paul Schumacher contract #15FY18LC-CC for cover crops.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

FY19 Local Capacity CWMA Cost Share (Flat Rate per acre)

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

Motion by Kruse, seconded by Graf, approving the above listed cost share request for Fitting Brothers contract #02FY19LC-CWMA for brush management.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

FY19 Local Capacity CWMA Cost Share (Flat Rate per acre)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Fitting Brothers	03FY19LC-CWMA	\$2,000.00	20 acres @ \$100/acre = \$2,000.00	Brush Management	7/11/20

Motion by Graf, seconded by Kruse, approving the above listed cost share request for Fitting Brothers contract #03FY19LC-CWMA for brush management.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

FY19 Local Capacity CWMA Cost Share (Flat Rate per acre)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Fishel, John	04FY19LC-CWMA	\$2,000.00	20 acres @ \$100/acre = \$2,000.00	Brush Management	7/11/20

Motion by Graf, seconded by Kruse, approving the above listed cost share request for John Fishel contract #04FY19LC-CWMA for brush management.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

FY19 Local Capacity CWMA Cost Share (Flat Rate per acre)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Gaustad, Larry	05FY19LC-CWMA	\$2,000.00	20 acres @ \$100/acre = \$2,000.00	Brush Management	7/11/20

Motion by Graf, seconded by Kruse, approving the above listed cost share request for Larry Gaustad contract #05FY19LC-CWMA for brush management.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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

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

Motion by Graf, seconded by Kruse, approving the above listed cost share request for De Su Holsteins LLC contract #01FY18LC - CC for cover crops.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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

Walter indicated that a Governance 101 Training for Local SWCD Board Members & Staff was being offered on September 12 – 13, 2019.

Committee Reports

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

JOINT POWERS COMMITTEE: The next meeting will be held either July 29th or July 30, 2019 in Oronoco, MN.

*****Accounts Payable:*****

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>	\$ 9,000.00

Motion by Kruse, seconded by Graf, approving the Accounts Payable and transfer of funds for July 2019.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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
Danielson, Tom	05RCPP1W1P	\$19,582.82	\$2,852.54	Grade Stabilization Structure & Diversion	12/31/19

Motion by Stenhoff, seconded by Kruse, approving the above listed cost share request for Tom Danielson contract #05RCPP1W1P for a diversion and grade stabilization structure pending approval of funding by the grant administrator.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

Motion by Graf, seconded by Kruse to adjourn the meeting.

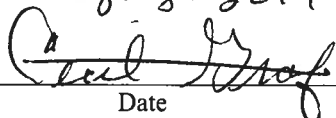
Voting affirmative: Graf, Stenhoff and Kruse


Opposed: None

Motion carried.

Meeting adjourned at 11:08 a.m.

NEXT MEETING – Regular Board Meeting - Thursday, August 8, 2019, 9:00 a.m. Ag Service Center

Approved: 8-8-2019

 Date


 Secretary



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>

MINUTES OF THE ROOT RIVER SWCD
 July 18, 2019

The Root River Soil and Water Conservation District Board of Supervisors met on July 18, 2019 at the Ag Service Center in Caledonia, Minnesota for a special board meeting.

Chair Welke called the meeting to order at 10:44 a.m.

Members Present:

Cecil Graf
 Glenn Kruse
 Roger Stenhoff
 Jerry Welke

Members Not Present:

Matt Feldmeier

Others:

Janice Messner and Dave Walter – SWCD staff.

Those present took part in the Pledge of Allegiance.

Action Item

- Bridge Creek Cost Share Application for Engineering Costs

Cost Share Program

BRIDGE CREEK COST SHARE PROGRAM (Funding up to 100% of cost estimate)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Olson, Clair	27BC	\$28,700.00	\$28,700.00	Engineering Cost (313 Waste Storage Facility & 367 Roofs and Covers)	7/18/2020

Motion by Graf, seconded by Kruse, approving a cost share request for Clair Olson contract #27BC at the cost share rate of 50% of the cost estimate not to exceed \$14,350.00 for engineering costs for a Waste Storage Facility (313). It is not to include the engineering costs for the Roofs and Covers (367) component of the project.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

Motion by Graf, seconded by Kruse to adjourn the meeting.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

Meeting adjourned at 12:18 p.m.

NEXT MEETING – Regular Board Meeting - Thursday, August 8, 2019, 9:00 a.m. Ag Service Center

Approved: _____

8/8/19
 Date

Jerry Welke

 Secretary
 SM 91 ✓



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>

MINUTES OF THE ROOT RIVER SWCD

August 8, 2019

The Root River Soil and Water Conservation District Board of Supervisors met on August 8, 2019 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Welke called the meeting to order at 9:10 a.m.

Members Present:

Matt Feldmeier

Cecil Graf

Glenn Kruse

Roger Stenhoff

Jerry Welke

Members Not Present:

Others:

Janice Messner, Bob Scanlan and Dave Walter – SWCD staff; Gary Larson – NRCS staff.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Kruse, seconded by Stenhoff, approving the minutes from the July 11, 2019 board meeting and the July 18, 2019 special board meeting.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

Employee Time Records: Motion by Stenhoff, seconded by Graf, to approve the Employee Time Records.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

Treasurer's Monthly Report: Stenhoff recommended the July 2019 Treasurer's Report be placed on file for audit.

Agency Reports:

Gary Larson, NRCS Report

- ❖ Larson shared construction is underway on a large grassed waterway project in Wilmington Township and a grade stabilization structure on Oak Ridge. He also shared that three grazing projects are starting.
- ❖ Larson stated that EQIP 2020 applications are being taken for resource concerns.
- ❖ Larson indicated that a regular CRP sign-up is possible but not guaranteed for December 2019.

Dave Walter, SWCD District Manager Report

- ❖ Walter shared that time has been dedicated to construction and budget review.

Program Reports:

- WCA – Walter reported a restoration project in the Houston area is now completed. A second restoration project in Winnebago Township will be starting in the very near future. He shared that he has also been working with CenturyLink to run a line/cable under the Root River waterbed in Hokah. Walter stated he is also working with a group regarding running a natural gas line in the Skunk Hollow (La Crescent) area.

- **Bridge Creek** – Walter informed the board that a cost share request for a manure storage facility will be acted on later in today's meeting. He also stated the landowner chose to use a private engineer for the project.

Walter shared critical area plantings for another landowner in the Bridge Creek area have been funded but completion has not occurred.

- **RCPP Feedlot** – Walter indicated that CAP plan completion is pending for a landowner.
- **SWAG** – Walter indicated that water has been high and swift at sampling locations. Three samplings remain.
- **Aquatic Invasive Species (AIS)** – Walter shared a resolution was sent to the county for their approval to obtain AIS funding.
- **MAWQCP** – Walter stated a grassed waterway cost share project should be starting in the Hokah area later in the week.

Watershed Updates:

Crooked Creek – Scanlan reported the next meeting is scheduled for Friday, August 16th. Discussion items will consist of per diem increase, budget and the annual convention. The watershed will be recognized at the convention for its 60 year anniversary.

Bee & Duck Creek – No report.

Bear Creek – No report.

Winnebago – Walter stated that a sinkhole has opened up at the Bob Koch location. A fix will be needed and watershed maintenance funds will be used.

Staff Reports:

Bob Scanlan – Program & Staff Reports

- **Cooperative Weed Management Area (CWMA)** – Scanlan stated this has been a good program and will be applying for another round of funding in September. Currently, he is working with landowners on plans and recruiting new applicants.
- **CCM** – Scanlan indicated that the CCM crew has wrapped up for the year. At the Borowiak location 200 feet of streambank was addressed. Shaping was completed at this location with 3:1 slope and was seeded and mulched. Cedar trees were anchored at the toe of the project. At the Nigon site 500+ feet of cedar tree revetment was put in place. Scanlan stated that they have found that using larger trees works best and seem to hold up a little better during a rain event.
- **319 Feedlot** – Scanlan stated the county has received the new sub-agreement and it being reviewed by HR.

Jean Meiners – Program Reports

Walter shared that Meiners has been out on leave and will be returning August 19th. She will be helping with the fair booth August 15th – 18th.

Dan Wermager - Staff & Program Reports

Walter shared that Wermager was working with a certifier today and by the day's end should be a Certified Conservation Planner.

- **Water Plan & 1W1P** – Walter stated a planning work group meeting is scheduled for the end of the month. Project planning based on budget and prioritization will be the purpose of the meeting. The policy committee will likely meet in the near future to review the planning work group's proposal.

Janice Messner – Staff & Program Reports

- **Volunteer Nitrate Monitoring Network** – No report.

Messner shared she has been working on the proposed 2020 budget, making plans for the 6th Grade Environmental Day, September 23rd with rain date September 25th, and making inquiries about developing a website for the SWCD that is no longer county based. Walter explained to the board the changes the county is making to the website and stated that our group has a high level of posting to our site compared to the other county departments. He also stated that it is a BWSR requirement to have a website and that most SWCDs have their own site.

Old Business – None to report.

New Business

Motion by Feldmeier, seconded by Graf, approving the Individual Engineering Job Approval Authority Categories Update for Walter and Wermager.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse Opposed: None Motion carried.

Motion by Feldmeier, seconded by Stenhoff, approving the acceptance of donation for a tree planting machine from the Woodland Council.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse Opposed: None Motion carried.

Walter led a discussion on purchasing a new truck and retiring the 2008 Ford. Needs and options in a light duty truck were discussed. Walter will do some checking on these options and will bring the information before the board at the September meeting.

Motion by Kruse, seconded by Graf, approving the FY19 Conservation Delivery Financial Report.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse Opposed: None Motion carried.

Motion by Feldmeier, seconded by Stenhoff, approving the 2018 – 2019 Root River 1W1P Amendment 2.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse Opposed: None Motion carried.

Motion by Kruse, seconded by Graf, approving the FY2020 & 2021 SWCD Programs & Operations Grant Agreement.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse Opposed: None Motion carried.

Motion by Feldmeier, seconded by Graf, approving the proposed 2020 budget.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse Opposed: None Motion carried.

Cost Share Programs

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

Motion by Feldmeier, seconded by Graf, approving the maximum cost share payment amount of \$2,185.00 for Clair Olson contract #24BC on a CAP Plan.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse Opposed: None Motion carried.

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

Motion by Feldmeier, seconded by Graf, approving the above listed cost share request up to 90% plus any slippage dollars from other Bridge Creek projects as they become available for Clair Olson contract #28BC for a waste storage facility.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse Opposed: None Motion carried.

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.

Motion by Feldmeier, seconded by Graf, approving the above amendment requests for contract #06FY18CWMA Eglinton, Casey and contract #07FY18CWMA Eglinton, Sally extending the completion date to 11/14/19.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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

Motion by Graf, seconded by Kruse, approving the request to cancel contract #03FY17LC Nelson, Tim grassed waterway project.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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

Motion by Feldmeier, seconded by Graf, approving the above listed cost share request for Tim Nelson contract #13FY17LC for a grade stabilization structure.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Ledeuhr, 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

Motion by Feldmeier, seconded by Graf, approving the above listed cost share request for Larry Ledebuhr contract #06FY19LC-CWMA for a brush management project.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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

Motion by Graf, seconded by Kruse, approving the listed payment request in the amount of \$2,000.00 for John Fishel contract #04FY19LC-CWMA brush management project.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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

Motion by Graf, seconded by Feldmeier, approving the above listed cost share requests for Gerard Farms contract #02FY19LC-CC and Krueger Bros. Farm LLC contract #03FY19LC-CC for their cover crop projects.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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

Motion by Feldmeier, seconded by Graf, approving the above listed cost share request for Jeremy Van Gundy contract #06-RCPP1W1P for a grade stabilization structure.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Van Gundy, Jason	07- RCPP1W1P	\$53,839.60	\$12,351.64	Streambank Restoration (580)	12/31/19

Motion by Feldmeier, seconded by Graf, approving the above listed cost share request for Jeremy Van Gundy contract #07-RCPP1W1P for a streambank restoration project.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Jacob, Kaye	08- RCPP1W1P	\$15,350.00	\$4,736.00	Grade Stabilization Structure (410)	12/31/19

Motion by Graf, seconded by Kruse, approving the above listed cost share request for Kaye Jacob contract #07-RCPP1W1P for a grade stabilization structure.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Gerard Farms	09-RCPP1W1P	\$2,500.00	\$2,250.00	Critical Area Planting	11/1/19

Motion by Feldmeier, seconded by Graf, approving the above listed cost share request for Gerard Farms contract #09-RCPP1W1P for a critical area planting project.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

MASWCD – No report.

Committee Reports

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

JOINT POWERS COMMITTEE: Welke gave a brief overview of the meeting held July 30, 2019.

*****Accounts Payable:*****

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
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

Motion by Graf, seconded by Kruse, approving the Accounts Payable for August 2019.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

Motion by Graf, seconded by Feldmeier to adjourn the meeting.

Voting affirmative: Feldmeier, Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

Meeting adjourned at 11:22 a.m.

NEXT MEETING – Regular Board Meeting - Thursday, September 12, 2019, 9:00 a.m. Ag Service Center

Approved: _____

12 Sept 19
Date

Cecil Graf
Secretary



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>

MINUTES OF THE ROOT RIVER SWCD

September 12, 2019

The Root River Soil and Water Conservation District Board of Supervisors met on September 12, 2019 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Welke called the meeting to order at 9:05 a.m.

Members Present:

Cecil Graf

Glenn Kruse

Roger Stenhoff

Jerry Welke

Members Not Present:

Matt Feldmeier

Others:

Janice Messner, Bob Scanlan, Dan Wermager and Dave Walter – SWCD staff; Gary Larson – NRCS staff.

Those present took part in the Pledge of Allegiance.

Minutes: Chair Welke declared the minutes from the August 8, 2019 board meeting approved as presented.

Employee Time Records: Motion by Stenhoff, seconded by Graf, to approve the Employee Time Records and Supervisor Per Diems.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

Treasurer's Monthly Report: Stenhoff recommended the re-submitted July 2019 Treasurer's Report and August 2019 Treasurer's Report be placed on file for audit.

Agency Reports:

Gary Larson, NRCS Report

- ❖ Larson shared the EQIP FY2019 funded 55 contracts/projects in Houston County. To date 14 projects have been completed.
- ❖ Larson stated there are 16 new or re-enrollment CRP contracts.

Dave Walter, SWCD District Manager Report

- ❖ Walter stated that construction is currently in progress on seven different project and there are six more projects to construct on non-cropland areas.

Program Reports:

- **WCA** – Walter re-iterated that a restoration project in the Houston area was recently completed and he also shared that a restoration project in Winnebago Township just been completed. Walter reported he has received a new application on an erosion site near Houston, a potential tiling site in Winnebago/Wilmington Township and an application for the La Crescent area. Walter stated that he has received several inquiries about springs opening up on landowners' property and they have wondered what they can or cannot do. Walter shared that the landowner can divert the water but it must go back to the main outflow.
- **Bridge Creek** – Walter informed the board that contracts have been signed for a manure storage facility for Clair Olson.

- **Root River IWIP & RCPP IWIP** – Walter shared that there is approximately \$100,000.00 of cost share funds available through this program.
- **SWAG** – Walter indicated one sampling remains followed by final program reporting requirements.
- **Aquatic Invasive Species (AIS)** – Walter stated with project construction being very busy time has not been available to dedicate to this program during the past month.
- **MAWQCP** – Walter stated two cost share grassed waterways were constructed in the Hokah area. Cost share reimbursement will be provided upon receipt of bills for the project.

Watershed Updates:

Crooked Creek – Scanlan reported that a yearly financial audit is underway. He also stated the Klinski project is under review by the NRCS geologist and engineering staff. He indicated that he will be requesting additional IWIP funding for the increased costs due to the delay to construct of the project. Scanlan stated that a few watershed certificates of deposit may be used if needed for the project.

Bee & Duck Creek – No report.

Bear Creek – No report.

Winnebago – Walter stated the sinkhole that has opened up at the Bob Koch location will be fixed using the watershed maintenance funds. A fix could range from \$5,000 to approximately \$8,000. Walter also shared that a streambank restoration project has been completed along the Winnebago Creek.

Staff Reports:

Bob Scanlan – Program & Staff Reports

- **Cooperative Weed Management Area (CWMA)** – Scanlan stated he will be applying for grant funding for the upcoming year.
- **Cove Crop** – Scanlan indicated that he has received a few more applications for cost share. He also responded to a question regarding seed, stating that the seed must be certified to receive cost share assistance.
- **Soil Health** – Scanlan shared that a field day is being planned for this fall. He indicated that he has approached Aaron Klinski and Dustin Meyer as stops on the field tour relating to their inter-seeding projects.
- **319 Feedlot** – Scanlan stated the county has signed the new sub-agreement. The target areas are Thompson Creek and Money Creek for small feedlot fixes. He stated this program will be part of his winter workload.

Jean Meiners – Program Reports

- **Buffer Implementation** -Walter shared that Meiners has been updating the buffer map.
- **BMP Projects** – Walter stated that Meiners has been out in the field on several of the construction projects.

Dan Wermager - Staff & Program Reports

- **WCPI** – Wermager shared that he has completed 46 plans to date. He went on to say that a second round of outreach letters will be going out next week and he participated in a speaking engagement in Winona County presenting on the topic of conservation planning. He stated that he will be doing a presentation at the BWSR board meeting on September 25th.
- **WRAPS** – Wermager stated that he had attended a second WRAPS input meeting on the topic of high e-coli and sediment findings in the Reno Mississippi Basin.

- **1WIP** – Wermager shared at the 1WIP work group meeting held September 29th that funds ear tagged for the Utica Well Head Protection Plan will not be used and are available. Wermager voiced to the group that these funds could be utilized for the Spring Grove Wellhead Protection Plan. The area needed for the wellhead protection area requires 500 surrounding acres which is available. On these acres implementing cover crops would be a good option.
- **Water Plan** – Wermager indicated that he has been working with landowners interested in the push-up pond program. He stated that half of the push-up ponds slated for this year’s installation have been completed. Wermager shared that the Water Plan Committee has budgeted 2020 funds for project incentive initiatives that include three pond clean outs, a few field border projects in addition to push-up ponds.

At this point in the meeting Walter honored Wermager with a framed certificate for acquiring his Conservation Planning Certification.

Janice Messner – Staff & Program Reports

- **Volunteer Nitrate Monitoring Network** – Messner shared that the lab has mailed out the sampling kits to the volunteers. The lab has since discovered their packaging material was not sufficient and has requested that contact be made with a select group of volunteers to verify that all the components of the kit were received. Messner shared that she will be making the contact phone calls involving the Houston County volunteers.
- **6th Grade Environmental Day** – Messner stated the event is scheduled for Monday, September 23rd with the rain date of Wednesday, September 25th. If all schools in Houston County participate there will be 260 students in attendance. At this point one school’s participation is pending. Messner invited the board supervisors to join them for the day’s event at Winnebago Springs, Caledonia, MN.

Old Business

Walter shared that he had made contact with the dealership, assigned through government contract, regarding the purchase of a new pick up. The sales associate shared that by waiting for a month or two the 2020 models will be available and the cost increase would be a near \$500.00. Walter stated that he will be in contact again within a month or two.

New Business

Motion by Kruse, seconded by Graf, approving the MAWQCP Promo Funds Amendment.

Voting affirmative: Graf, Stenhoff and Kruse Opposed: None Motion carried.

Walter reviewed the SWCD Authorities to Obtain Loans or Incur Debt Memorandum.

Motion by Kruse, seconded by Graf, approving the expenses for staff desiring to attend the 2019 BWSR Academy.

Voting affirmative: Graf, Stenhoff and Kruse Opposed: None Motion carried.

Motion by Kruse, seconded by Graf, approving the registration fee for staff and board supervisors interested in attending the Fall SE MASWCD & MACDE meeting on September 17, 2019.

Voting affirmative: Graf, Stenhoff and Kruse Opposed: None Motion carried. Those expressing interest in attending included Scanlan and Welke. Walter stated he would attend if it was a rain day.

Motion by Graf, seconded by Kruse, approving authorization for Dave Walter to have cost share contract and amendment request signing authority for 12 months with the condition of discussing each authorization with the board chair or vice chair prior to the authorization.

Voting affirmative: Graf, Stenhoff and Kruse Opposed: None Motion carried.

Cost Share Programs

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

Motion by Graf, seconded by Kruse, approving the cost share payment request of \$1,661.37 and the re-allocation of slippage funds in the amount of \$330.63 for Cecil Nelson contract #05FY17 grade stabilization structure project.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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 Requests

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. Additional amount being requested from FY17 Local Capacity Cost Share is \$320.55.

FY17 Local Capacity Cost Share Remaining available funds \$10.08

Motion by Graf, seconded by Kruse, approving the amendment requests for contract #07FY17LC Ruth Boyum listed above.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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

Motion by Graf, seconded by Kruse, approving the above listed amendment request for contract #03FY18LCM Harry Walker, Jr. on a lined waterway project.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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

Motion by Graf, seconded by Kruse, approving the payment request in the amount of \$4,863.19 for contract #07FY17LC Ruth Boyum.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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

Motion by Graf, seconded by Kruse, approving the above listed cost share requests for Clair Olson contract #04FY19LC-CC and Joan Heim-Welch contract #05FY19LC-CC for their cover crop projects.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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	\$8,886.49	\$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

Motion by Kruse, seconded by Graf, approving the payment request in the amount of \$5,550.00 for contract #02-1W1P Howard Deters (four grassed waterways) and payment request in the amount of \$5,981.25 for contract #03-1W1P Howard Deters (two grassed waterways).

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

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

Motion by Kruse, seconded by Graf, approving the above listed cost share request for Gerald Skifton contract #10-RCPP1W1P for a grade stabilization structure with a grassed waterway project.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

RCPP 1W1P Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Diersen, John	01RCPP- Plan 2019 Soil Borings	\$ 3,500.00	\$ 3,420.00	\$3,420.00 x 90% = \$3,078.00

Motion by Graf, seconded by Kruse, approving the payment request in the amount of \$3,078.00 for contract #01RCPP-Plan 2019 John Diersen (soil borings).

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

RCPP 1W1P Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
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

Motion by Kruse, seconded by Graf, approving the payment request in the amount of \$1,305.00 for contract #09-RCPP1W1P Gerard Farms (Critical Area Planting) and re-allocation of slippage in the amount of \$945.00.

Voting affirmative: Graf, Stenhoff and Kruse

Opposed: None

Motion carried.

MASWCD – No report.

Committee Reports

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: Walter reported that his comp time is nearing the 40 hour cap and is requesting that he may exceed the cap as needed. It was mutually agreed upon by the board supervisors to allow him to exceed the 40 hour comp time cap as needed.

JOINT POWERS COMMITTEE: No report.

*****Accounts Payable:*****

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

Motion by Kruse, seconded by Stenhoff, approving the Accounts Payable for September 2019 and the transfer of funds.
 Voting affirmative: Graf, Stenhoff and Kruse Opposed: None Motion carried.

Motion by Kruse, seconded by Graf to adjourn the meeting.
 Voting affirmative: Graf, Stenhoff and Kruse Opposed: None Motion carried.

Meeting adjourned at 10:48 a.m.

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

Approved: 10-10-19
 Date


 Chair Secretary



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>

MINUTES OF THE ROOT RIVER SWCD October 10, 2019

The Root River Soil and Water Conservation District Board of Supervisors met on October 10, 2019 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Welke called the meeting to order at 9:07 a.m.

Members Present:

Matt Feldmeier
Glenn Kruse
Roger Stenhoff
Jerry Welke

Members Not Present:

Cecil Graf

Others:

Janice Messner, Bob Scanlan, Dan Wermager and Dave Walter – SWCD staff; Gary Larson – NRCS staff.

Those present took part in the Pledge of Allegiance.

Minutes: Chair Welke declared the minutes from the September 12, 2019 board meeting approved as presented.

Employee Time Records: Motion by Feldmeier, seconded by Kruse, to approve the Employee Time Records.

Voting affirmative: Feldmeier, Stenhoff and Kruse

Opposed: None

Motion carried.

Treasurer's Monthly Report: Stenhoff recommended the September 2019 Treasurer's Report be placed on file for audit.

Agency Reports:

Gary Larson, NRCS Report

- ❖ Larson provided construction project updates – a grade stabilization structure project is finishing up on the permitting needed for the project; five projects will start construction when crops are off; four projects currently are ready to be constructed and several acres of cover crops are contracted. A TSI project has been completed.
- ❖ Larson stated there are 40 applications for 2020 EQIP funding.

Dave Walter, SWCD District Manager Report

- ❖ Walter shared the 2019 Conservationist of the Year Event will be held Saturday, October 12, 2019. Board supervisors were invited to attend. Also, a cover crop field day tour will be held at 8:00 a.m.
- ❖ Walter updated the board with information for a vehicle purchase. He is working with Mike's Motors and priced a 2020 Dodge Ram Quad Cab with a 5.7 V8 motor. Cost \$25,800.00.

Program Reports:

- WCA – Walter reported the TEP committee visited a site in Winnebago Township that is wanting to do tiling. It was determined that the site is exempt from both state and federal limitations. The TEP committee also visited a site in

Houston Township. This site is also exempt from both state and federal limitations. There is existing tile at this site and the installation of a grade stabilization structure is planned. Walter stated the group interested in running a natural gas line in the Skunk Hollow (La Crescent) area will be going through DNR. In La Crescent Township the developer who wants to add a 75 home addition to the area near Wieser Park is wanting to continue pursuing clearance to build in the wetland area. Walter had previously suggested that a delineator be brought in. Walter stated more information will be needed to proceed.

- **Bridge Creek** – Walter informed the board that currently we have open contracts for the engineering and construction of a waste storage facility. We are waiting for bills on a critical area planting project and another landowner will be installing a grade stabilization structure.
- **Root River 1W1P & RCPP 1W1P** – Walter shared that a work plan meeting will be held on Tuesday, October 22, 2019. Approximately \$100,000.00 of cost share funds are available through 1W1P. They will be discussing how these funds will be disbursed in the watershed.
- **SWAG** – Walter indicated that sampling has been completed and reporting and review will be done prior to the end of the year.
- **Aquatic Invasive Species (AIS)** – Walter stated the county resolution was received for our services and \$22,829 in funding has been awarded.
- **MAWQCP** – Walter stated staff will be doing more promoting of this program in the upcoming months.

Walter shared that the 2020 Local Capacity grant is available and a work plan is being created. He went on to explain that a large amount of funding is available to us through the Root River 1W1P grant and gives us an opportunity to direct local capacity funds to the Pine Creek area.

- **WCPI** – Walter shared that technical engineering funds in the amount of \$104,000 will be made available in 2020. Also the Root River Watershed Conservation Planning Initiative Map was shared.

MASWCD

Scanlan and Welke reported that they attended the Fall SE MASWCD & MACDE meeting on Tuesday, September 17th. A cover crop tour in Northfield, MN was held prior to the business meeting. Information about Rice County SWCD's inter-seeder was shared with the SWCD board. Discussion about owning an inter-seeder followed along with what had worked for Rice County SWCD.

The 2019 MASWCD Resolution Packets were made available along with a ballot sheet to return to Messner by Friday, October 25, 2019.

Watershed Updates:

Crooked Creek – Scanlan reported that the next meeting is scheduled for Friday, October 25th. He has been gathering and submitting information for the yearly financial audit. He also reported that their committee is hoping to receive additional funding for the Klinski project. As time passes costs have been increasing.

Bee & Duck Creek – No report.

Bear Creek – No report.

Winnebago – No report.

Staff Reports:

Bob Scanlan – Program & Staff Reports

- **Cooperative Weed Management Area (CWMA)** – Scanlan stated there is still a lot of interest in this program. He continues to take applications and is putting together work plans.

- **Cover Crop** – Scanlan indicated that soybeans are now starting to come off. He has taken a few applications and is putting together work plans.
- **Soil Health** – Scanlan shared that a cover crop tour will be held Saturday, October 12th at 8:00 a.m. The tour will start at the SWCD office and will proceed to five locations where they will be looking at different cover crop scenarios. At the conclusion of the tour an open house farm tour will be held at the Joan Heim-Welch location. Scanlan invited all supervisors to attend.
- **319 Feedlot** – Scanlan stated the county has signed the new sub-agreement. The target areas are Thompson Creek and Money Creek for small feedlot fixes. There was no activity during the past month.

Jean Meiners – Program Reports

- **Buffer Implementation** -Walter shared that Meiners has spot checks that she will be conducting and will need to re-measure buffers in a few places as erosion has occurred. The reporting system will be updated in October and an audit and check is to be performed.
- **BMP Projects** – Walter stated that Meiners has been out in the field on several of the construction projects.

Janice Messner – Staff & Program Reports

- Messner shared during the past month quarterly invoicing and grant reconciliations were completed. She assisted Scanlan with the Cover Crop Tour mailing and prepared the 2020 tree order and updated the tree order form. Messner stated she has also had several cost share vouchers to prepare along with board meeting minute follow-up for each action item from the September board meeting.
- **6th Grade Environmental Day** – Messner stated the event was held Monday, September 23rd at Winnebago Springs, Caledonia, MN. 170 students were in attendance with La Crescent Middle School unable to participate this year. She stated the event went well and received positive comments by the participants. She indicated that we will try to incorporate a few suggestions we received for next year’s event.

Old Business

Walter shared that he had been approached regarding funding for repair work as a direct result of the 2018 flooding in Hokah, MN – Como Falls area. A business was undermined by the flow of water from the rain event. No funding assistance was awarded to private landowners for erosion repairs. Discussion was held regarding providing financial assisting to the business that was undermined. It was mutually agreed upon financial assistance directly from the SWCD would not be provided as the board did not want to set a precedence.

New Business

Motion by Feldmeier, seconded by Kruse, approving the FY17 State Cost Share Financial Report.

Voting affirmative: Feldmeier, Stenhoff and Kruse Opposed: None Motion carried.

Motion by Kruse, seconded by Feldmeier, approving the FY20 Local Capacity Services & Buffer Law Implementation Grant Agreement. Local Capacity funds in the amount of \$116,434 and Buffer Law funds in the amount of \$20,000.

Voting affirmative: Feldmeier, Stenhoff and Kruse Opposed: None Motion carried.

Motion by Feldmeier, seconded by Stenhoff, approving the 2020 tree order.

Voting affirmative: Feldmeier, Stenhoff and Kruse Opposed: None Motion carried.

Cost Share Programs

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

Motion by Kruse, seconded by Feldmeier, approving the payment request in the amount of \$2,000.00 for contract #09FY18CWMA Gary Klinski.

Voting affirmative: Feldmeier, Stenhoff and Kruse

Opposed: None

Motion carried.

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

It was noted on 9/18/19 via Welke, Chair the following amendment request was approved. 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 EQIP = \$ 7,814.78 Payment Request = \$ 2,004.00 Slippage for re-allocation = \$811.16

FY19 State Cost Share Remaining available funds \$811.16

Motion by Feldmeier, seconded by Kruse, approving the cost share payment request of \$2,004.00 and the re-allocation of slippage funds in the amount of \$811.16 for Ed Hammell contract #05FY18LCM grade stabilization structures (2) and diversion project.

Voting affirmative: Feldmeier, Stenhoff and Kruse

Opposed: None

Motion carried.

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

Motion by Feldmeier, seconded by Kruse, approving the above listed amendment request for contract #03FY18LCM Harry Walker, Jr. on a lined waterway project.

Voting affirmative: Feldmeier, Stenhoff and Kruse

Opposed: None

Motion carried.

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)

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

Motion by Kruse, seconded by Feldmeier, approving the payment request in the amount of \$1,050.00 for contract #04FY17LC Lester Beckman.

Voting affirmative: Feldmeier, Stenhoff and Kruse

Opposed: None

Motion carried.

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

Motion by Feldmeier, seconded by Stenhoff, approving the payment request in the amount of \$34,387.49 for contract #03FY17LCM Harry Walker, Jr. and a funding source change from FY17 Local Capacity Cost Share to FY19 State Cost Share for the following contracts: Tim Nelson contract #13FY17LC for \$675.00 and Dahl Creek Farms LLP contract #10FY17LC for \$940.91 and Dahl Creek Farms LLP contract #11FY17LC \$2,150.46. The remaining FY17 Local Capacity funds are to be re-allocated to the Harry Walker, Jr. contract #03FY18LCM allowing the FY17 Local Capacity Grant to be completely disbursed and making additional funding available for re-allocation in other grants.

Voting affirmative: Feldmeier, Stenhoff and Kruse

Opposed: None

Motion carried.

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

Motion by Feldmeier, seconded by Kruse, approving the above listed cost share requests for Dave Tessmer contract #06FY19LC-CC and Chad Rosendahl contract #07FY19LC-CC for their cover crop projects.

Voting affirmative: Feldmeier, Stenhoff and Kruse

Opposed: None

Motion carried.

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

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

Motion by Kruse, seconded by Feldmeier, approving the payment request in the amount of \$2,700.00 for contract #05FY19LC-CC Joan Heim-Welch.

Voting affirmative: Feldmeier, Stenhoff and Kruse

Opposed: None

Motion carried.

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 Cover Crop Cost Share Remaining available funds \$0.00

Motion by Kruse, seconded by Feldmeier, approving the above listed cost share requests for Brad Felten contract #07FY19LC-CWMA and Ralph Felten contract #08FY19LC-CWMA for their brush management projects.

Voting affirmative: Feldmeier, Stenhoff and Kruse

Opposed: None

Motion carried.

RCPP 1W1P COST SHARE PROGRAM

RCPP 1W1P 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-RCPP1W1P	\$18,750.00	\$16,875.00	Grade Stabilization Structure (410)	12/31/19

Motion by Feldmeier, seconded by Kruse, approving the above listed cost share request for Todd Nelson contract #11-RCPP1W1P for a grade stabilization structure.

Voting affirmative: Feldmeier, Stenhoff and Kruse

Opposed: None

Motion carried.

RCPP 1W1P Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Jacob, Kaye	08-RCPP1W1P Grade Stabilization Structure	\$ 15,350.00	\$ 22,775.16	\$22,775.16 (Eligible Expenses) x 90% = \$20,497.64 EQUIP = \$9,078.02 Payment Request = \$4,736.00

Motion by Feldmeier, seconded by Stenhoff, approving the payment request in the amount of \$4,736.00 for contract #08-RCPP1W1P Jacob, Kaye (Grade Stabilization Structure).

Voting affirmative: Feldmeier, Stenhoff and Kruse

Opposed: None

Motion carried.

Committee Reports

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

JOINT POWERS COMMITTEE: No report.

*****Accounts Payable:*****

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	\$ 69.45
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	\$ 50,696.95

Motion by Feldmeier, seconded by Kruse, approving the Accounts Payable for October 2019.

Voting affirmative: Feldmeier, Stenhoff and Kruse

Opposed: None

Motion carried.

Motion by Kruse, seconded by Feldmeier to adjourn the meeting.

Voting affirmative: Feldmeier, Stenhoff and Kruse

Opposed: None

Motion carried.

Meeting adjourned at 10:59 a.m.

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

Approved: 11-14-19
Date

Cecil Gray
Secretary



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>

MINUTES OF THE ROOT RIVER SWCD

November 14, 2019

The Root River Soil and Water Conservation District Board of Supervisors met on November 14, 2019 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Welke called the meeting to order at 1:00 p.m.

Members Present:

Matt Feldmeier

Cecil Graf

Roger Stenhoff

Jerry Welke

Members Not Present:

Glenn Kruse

Others:

Jean Meiners, Janice Messner, Bob Scanlan, Dan Wermager and Dave Walter – SWCD staff; Gary Larson – NRCS staff.

Those present took part in the Pledge of Allegiance.

Minutes: Chair Welke declared the minutes from the October 10, 2019 board meeting approved as presented.

Employee Time Records: **Motion** by Feldmeier, seconded by Stenhoff, to approve the Employee Time Records.

Voting affirmative: Feldmeier, Stenhoff and Graf

Opposed: None

Motion carried.

Treasurer's Monthly Report: Stenhoff recommended the October 2019 Treasurer's Report be placed on file for audit.

Agency Reports:

Gary Larson, NRCS Report

- ❖ Larson reported an RCPP Feedlot teleconference is slated. Funding for Diersen and Hoscheit projects has been deferred to 2020. On the Olson project walls are currently going up.
- ❖ Larson shared there were approximately 50 RCPP applications that were not funded and are being deferred for 2020 funding.
- ❖ Larson indicated that he and Walter took part in an FSA meeting with a landowner. The landowner committed a wetland violation by draining a wetland area. A restoration plan was completed and the wetland area has been restored. FSA choose to approve using a good faith approval with no funding holds for the landowner.
- ❖ Larson stated that he will be attending a two day training on an upcoming CRP sign up. The sign up will take place in either December or January. An additional 18 million acres is to be added to the current cap.
- ❖ Larson reported construction was partially completed on two projects. A grade stabilization project will be starting next week. He also reported that not all of the NRCS cover crop contracts were seeded prior to the November 1st deadline.

Dave Walter, SWCD District Manager Report

- ❖ Walter shared the 2019 Conservationist of the Year Event was held Saturday, October 12, 2019. There was a nice turnout for the event even though there was rain/snow. Walter stated that Joan Heim-Welch has been selected as the Area 7 Conservationist of the Year and is a finalist for the State Conservationist.

Program Reports:

- **WCA** – Walter reported a site in Houston ‘E’ Township was determined to be exempt from both state and federal limitations. This site will also need to be approved through the Army Corp of Engineers.
- **Bridge Creek** – Walter informed the board that currently we have two push-up ponds that are on the construction schedule.
- **Root River 1W1P & RCPP 1W1P** – Walter shared a \$1.5 million grant has been approved to clean up the watershed. On Monday, November 18th the Advisory Committee will meet to put together a work plan for the funds that the Root River Watershed will be receiving. They will look at implementing more forestry projects.
- **SWAG** – Walter indicated reporting and review will be done prior to the end of the year. While attending a recent WRAPS meeting Walter learned in 2020 SWAG monitoring will be done on Pine Creek in Houston County. The SWCD will be doing that monitoring.
- **Aquatic Invasive Species (AIS)** – Walter stated the duck hunters have been at the access. There have not been any violations.
- **MAWQCP** – Walter reported there has not been any recent activity with this program.

Walter shared on the construction scene strips were laid out north of Caledonia, a grade stabilization structure was constructed in Sheldon Township and a grade stabilization is being started in Hokah Township.

Watershed Updates:

Crooked Creek – Scanlan reported that the next meeting is scheduled for Friday, November 15th. He has submitted information for the yearly financial audit. He also reported that construction for the Klinski project is slated for 2020. Scanlan stated their committee will be requesting additional 1W1P funding for the project as costs have increased.

Bee & Duck Creek – No report.

Bear Creek – Scanlan reported there has not been any word regarding sinkhole funding for structure site three. He will be drafting a letter to follow-up with the Iowa State Conservationist.

Winnebago – No report.

Staff Reports:**Bob Scanlan – Program & Staff Reports**

- **Cooperative Weed Management Area (CWMA)** – Scanlan stated three practices were recently completed and will be acted on later in the meeting.
- **Cover Crop** – Scanlan reported all first through third year contract holders were able to seed fall cover crop prior to the November 1st installation deadline.
- **Soil Health** – Scanlan stated the cover crop tour was held Saturday, October 12th at 8:00 a.m. The tour started at the SWCD office and proceeded to De-Su Holsteins location, Kohlmeyer acreage then to Aaron Klinski location followed by Mierau site and concluded at Heim-Welch location. Various inter-seeding scenarios were observed.
- **319 Feedlot** – Scanlan stated the county feedlot officer requested his assistance in reviewing five inspections outside of the target areas of Thompson or Money Creek. This workload will need to be billed to a different grant and he will follow up on this.

Scanlan shared that he has submitted applications for two grants. One application was in the amount of \$224,000 for soil health practices. Components included funds for an inter-seeder, technical and administrative support, education and seeding cover crops with no till and no acreage limit. The second application is for the CCM crew work for 2020 with the Crooked Creek area being a possible focus area.

Jean Meiners – Program Reports

- **Buffer Implementation** - Meiners reported that she is waiting for crops to come off in order to complete the remaining spot checks.
- **BMP Projects** – Meiners stated that she has provided technical assistance on the construction projects Walter shared in his manager and program report. She indicated that survey work is being conducted for a number of projects.

Dan Wermager – Program Reports

- **WCPI** – Wermager stated site walkovers were slow this past month due to harvesting. He indicated during the week of November 4th he performed four walkovers and all have led to applications for cost share assistance on various BMPs.
- **Water Plan** – Wermager indicated that nine push-up ponds were scheduled for construction this year. To date three have been installed and construction is to take place next week for two ponds.
- **Root River 1W1P** – Wermager and Walter jointly shared that unused funds for the Utica & Chatfield Wellhead Protection Areas is being reallocated to the Spring Grove & Chatfield Wellhead Protection Areas. Wermager stated the Spring Grove protection area acreage would work well for cover crops. He went on to say that it was too late in the season for 2019 cover crops but it will be targeted for 2020 cover crops.

Janice Messner – Staff & Program Reports

- Messner shared the 2019 Fall Newsletter and tree order form was mailed to 266 landowners on Tuesday, November 12th. She also reported the 2018 Financial Report was completed with all the needed approvals in place and was submitted to the state and BWSR. Messner presented a brief description of what a transit tax is as a follow-up to the October board meeting question.
- **6th Grade Environmental Day** – Messner stated the venue for 2020 is reserved for Tuesday, September 22nd and rain date Thursday, September 24th at Winnebago Springs, Caledonia, MN.

Old Business

Motion by Feldmeier, seconded by Stenhoff, approving the purchase of a 2020 Dodge Ram pickup at the cost of up to \$30,000.00 not including sales tax, titling and licensing.

Voting affirmative: Feldmeier, Stenhoff and Graf Opposed: None Motion carried.

New Business

Motion by Feldmeier, seconded by Graf, approving the FY18 State Cost Share Financial Report.

Voting affirmative: Feldmeier, Stenhoff and Graf Opposed: None Motion carried.

Motion by Graf, seconded by Feldmeier, approving the FY17 Local Capacity Services Financial Report.

Voting affirmative: Feldmeier, Stenhoff and Graf Opposed: None Motion carried.

Cost Share Program

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 \$2000.00/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
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Motion by Feldmeier, seconded by Graf, approving payment requests for contract #04FY18CWMA Ed Voight \$2,000.00, #06FY19CWMA Casey Eglinton \$450.00 and #07FY18CWMA Sally Eglinton \$2,000.00.

Voting affirmative: Feldmeier, Stenhoff and Graf

Opposed: None

Motion carried.

New Business

Motion by Feldmeier, seconded by Graf, approving the FY18 Cooperative Weed Management Financial Report.

Voting affirmative: Feldmeier, Stenhoff and Graf

Opposed: None

Motion carried.

Motion by Graf, seconded by Feldmeier, approving the FY20 Non-Structural Land Management Practices Implementation Plan.

Voting affirmative: Feldmeier, Stenhoff and Graf

Opposed: None

Motion carried.

Motion by Feldmeier, seconded by Graf, approving the 2018-2019 Root River 1WIP Amendment 3 in the amount of \$20,000.00.

Voting affirmative: Feldmeier, Stenhoff and Graf

Opposed: None

Motion carried.

Motion by Graf, seconded by Stenhoff, approving the FY18RCPP Lower Mississippi River Feedlot RCPP State Cost Share Planning Phase return of funds in the amount of \$1,062.56.

Voting affirmative: Feldmeier, Stenhoff and Graf

Opposed: None

Motion carried.

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 **\$ 6,350.00** (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 **\$ 15,000.00** (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	\$1,3,707.79	\$ 10,552.00	\$10,552.00 x 90% = \$9,496.80 EQIP = \$7,618.78 Payment Request = \$1,878.02 Slippage for Re-Allocation = \$3,131.99

Motion by Feldmeier, seconded by Graf, approving the payment request in the amount of \$1,878.02 for contract #02FY18LCM Gerald Meier.

Voting affirmative: Feldmeier, Stenhoff and Graf

Opposed: None

Motion carried.

FY18 Local Capacity County Match Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
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

Motion by Graf, seconded by Feldmeier, approving the payment request in the amount of \$4,388.97 for contract #04FY17LCM Joan Heim-Welch and return slippage \$126.69 for re-allocation.

Voting affirmative: Feldmeier, Stenhoff and Graf

Opposed: None

Motion carried.

FY18 Local Capacity Cover Crop Cost Share Program (Flat rate per acre)

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

Motion by Feldmeier, seconded by Graf, approving the payment request in the amount of \$2,700.00 for contract #14FY18LC-CC Brad Felten and for contract #15FY18LC-CC Paul Schumacher.

Voting affirmative: Feldmeier, Stenhoff and Graf

Opposed: None

Motion carried.

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

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Rosendahl, Chad	07FY19LC-CC Cover Crops	\$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

Motion by Feldmeier, seconded by Graf, approving the payment requests in the amount of \$2,700.00 for contracts #06FY19LC-CC Dave Tessmer, #02FY19LC-CC Gerard Farms, #01FY19LC-CC De-Su Holsteins LLC and payment requests in the amount of \$1,800.00 for contracts #07FY19LC-CC Chad Rosendahl and #04FY19LC-CC Clair Olson.

Voting affirmative: Feldmeier, Stenhoff and Graf

Opposed: None

Motion carried.

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

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
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Motion by Feldmeier, seconded by Graf, approving the payment request in the amount of \$2,700.00 for contract #03FY19LC-CC Krueger Bros. Farm LLC contingent upon receiving an acceptable seed analysis.

Voting affirmative: Feldmeier, Stenhoff and Graf

Opposed: None

Motion carried.

RCPP COST SHARE PROGRAM**RCPP Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Olinger, Brad	01RCPP-Plan 2018 CAP Plan	\$ 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

Motion by Feldmeier, seconded by Graf, approving the payment request in the amount of \$3,024.00 for contract #01-RCPP-Plan 2018 Brad Olinger (CAP Plan).

Voting affirmative: Feldmeier, Stenhoff and Graf

Opposed: None

Motion carried.

MASWCD

MASWCD Annual Convention – December 8 – 10, 2019 (Sunday – Tuesday) at the Doubletree in Bloomington, MN.

Motion by Feldmeier, seconded by Graf, approving registration, meals, and hotel expenses for all staff and supervisors that would like to attend. Also approving meal expenses for the Conservationist of the Year + 1 and one night hotel stay.

Voting affirmative: Feldmeier, Stenhoff and Graf

Opposed: None

Motion carried.

Messner shared information on the SWCD Leadership Summit – December 8, 2019 in conjunction with MASWCD Convention.

Committee Reports

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

JOINT POWERS COMMITTEE: No report.

*****Accounts Payable:*****

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

Motion by Feldmeier, seconded by Stenhoff, approving the Accounts Payable for November 2019.

Voting affirmative: Feldmeier, Stenhoff and Graf

Opposed: None

Motion carried.


Motion by Graf, seconded by Stenhoff to adjourn the meeting.

Voting affirmative: Feldmeier, Stenhoff and Graf

Opposed: None

Motion carried.

Meeting adjourned at 2:20 p.m.

NEXT MEETING – Regular Board Meeting - Thursday, December 12, 2019, 1:00 p.m. Ag Service CenterApproved: 12-12-19
Date

Secretary



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>

MINUTES OF THE ROOT RIVER SWCD

December 12, 2019

The Root River Soil and Water Conservation District Board of Supervisors met on December 12, 2019 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Welke called the meeting to order at 1:00 p.m.

Members Present:

Matt Feldmeier

Glenn Kruse

Roger Stenhoff

Jerry Welke

Members Not Present:

Cecil Graf

Others:

Jean Meiners, Janice Messner, Bob Scanlan, Dan Wermager and Dave Walter – SWCD staff.

Those present took part in the Pledge of Allegiance.

Minutes: Chair Welke declared the minutes from the November 14, 2019 board meeting approved as presented.

Employee Time Records: Motion by Feldmeier, seconded by Stenhoff, to approve the Employee Time Records and Supervisor per diems.

Voting affirmative: Feldmeier, Stenhoff and Kruse

Opposed: None

Motion carried.

Treasurer's Monthly Report: Stenhoff recommended the November 2019 Treasurer's Report be placed on file for audit.

Staff Report:

Dan Wermager – Program Reports

- **WCPI** – Wermager stated site walkovers were slow this past month due to harvesting and snow. Semi-annual reporting is due December 15th. He also shared he is training on the Conservation Desk Top program.
- **Water Plan** – Wermager shared that a different lab is now providing the water test kits and four of the nine scheduled push-up ponds for 2019 were constructed. During the past month one push-up pond was constructed with two other ponds being partially completed and will be completed in 2020.

Wermager indicated that he had attended a Mississippi Winona/La Crescent Watershed TMDL meeting and the TMDL report was reviewed. Concerns noted were temperature (no longer cold water streams but warm water), e-Coli was detected and sediment was a concern.

Wermager also shared that he is representing the SWCD on the Houston County Land Use Planning Committee for agencies. DNR Fisheries, DNR Forestry and Public Health are also represented. They will be assisting in the update of the Ten Year County Land Use Plan.

Agency Report:**Dave Walter, SWCD District Manager Report**

- ❖ Walter shared he has submitted a letter of commitment to provide technical assistance in the amount of a \$1,500 in-kind match for the SE MN Cold Water Stream Pollution Reduction Project.
- ❖ Lawns to Legumes Program – Meiners gave a brief overview of the program.
- ❖ Vehicle Purchase – Walter stated that the 2020 prices had not been announced to date.

Program Reports:

- **WCA** – Walter reported he attended a session at the MASWCD Annual Convention. There is a rule change that involves the Army Corp of Engineers. He shared an overview of the change.
- **Bridge Creek** – Walter informed the board that a grade stabilization structure has been completed. A push-up pond was installed with two other push-up ponds half completed. They were not completed due to the change in weather ending the construction season. The projects will be completed in 2020. Also, the waste storage facility project was not completed due to the change in weather ending the construction season.
- **Root River 1W1P** - Walter shared a Policy Committee meeting will be held January 9, 2020. The Advisory Committee met and put together a work plan for the funds the Root River Watershed will be receiving. \$90,000 in project funds and \$18,000 in technical assistance funds are being proposed for the Root River SWCD. Also, funds for the Klinski project (Crooked Creek Watershed) are being ear tagged. Walter stated funds that were going to be going for the Spring Grove Wellhead Protection Area is being redirected to a different area. These were originally the unused funds for the Utica Wellhead Protection Area.
- **SWAG** – Walter stated a 2020 SWAG contract is being put together. The SWCD will be doing monitoring on the Pine Creek.
- **Aquatic Invasive Species (AIS)** – No report.

MASWCD & MACDE

MASWCD Annual Convention – December 8 – 10, 2019 – Walter shared that Wilkins was selected as the SWCD of the Year and Linder Family Farms of Faribault, Area 6 is the 2019 State Conservationist of the Year. Walter indicated that he and Wermager participated in various training sessions. Welke stated that he attended the business meeting where resolutions were approved.

Watershed Updates:

Crooked Creek – Scanlan reported that the next meeting is scheduled for Friday, December 20th. He indicated that the Klinski project was reviewed by the NRCS geologist on December 5th. ERI testing was conducted and will be forwarded to the NRCS engineering staff.

Scanlan shared that he and two watershed managers attended the annual MAWD convention December 5th & 6th. The watershed was awarded a plaque for being a 60 year watershed.

Bee & Duck Creek – No report.

Bear Creek – Scanlan reported that a follow-up letter was sent to the Iowa State Conservationist regarding the sinkhole on the Anderson site.

Winnebago – No report.

Staff Reports:**Bob Scanlan – Program & Staff Reports**

- **Cooperative Weed Management Area (CWMA)** – No report.

- **319 Feedlot** – Scanlan stated the county feedlot officer had requested his assistance in reviewing some inspections outside of the target areas of Thompson or Money Creek. A MOA for technical assistance has been requested if Scanlan is to provide this assistance to the county feedlot officer.
- **Cover Crop & Soil Health** – Scanlan stated the SWCD has been awarded a Cover Crop Demonstration Grant in the amount of \$226,000. The grant is for soil health practices, an inter-seeder and technical/administrative support and education.

Scanlan shared that he is waiting to hear on the submitted grant application for funding the CCM crew work for 2020.

Jean Meiners – Program Reports

- **Buffer Implementation** - Meiners reported that one parcel on Perkins Valley Rd., Houston, MN is not in compliance. The reporting deadline is January 1, 2020.
- **BMP Projects** – Meiners stated that she is surveying and designing projects for 2020.

Janice Messner – Staff & Program Reports

- **Trees** – Messner stated sales have started off well. Eleven orders were received in November and 12 to date in December.
- **MAWQCP** – Messner indicated that a promotional program mailing reaching 336 landowners was completed.

Old Business - None to report.

New Business

Motion by Feldmeier, seconded by Kruse, approving a Pre-Construction Cover Policy with a cap of 10 acres and a payment rate of \$150.00 per acre.

Voting affirmative: Feldmeier, Stenhoff and Kruse Opposed: None Motion carried.

Motion by Stenhoff, seconded by Feldmeier, approving the registration costs for any staff or board supervisor interested in attending the 11th Annual Driftless Area Symposium on February 4 – 5, 2020.

Voting affirmative: Feldmeier, Stenhoff and Kruse Opposed: None Motion carried.

Motion by Kruse, seconded by Feldmeier, approving the 2018 Watershed Conservation Planner Initiative Financial Report.

Voting affirmative: Feldmeier, Stenhoff and Kruse Opposed: None Motion carried.

Motion by Feldmeier, seconded by Kruse, approving the return of unspent funds on the MAWQCP grant as of December 31, 2019.

Voting affirmative: Feldmeier, Stenhoff and Kruse Opposed: None Motion carried.

Cost Share Programs

BRIDGE CREEK COST SHARE PROGRAM

Bridge Creek Amendment Request

Motion by Feldmeier, seconded by Stenhoff, approving the below listed Bridge Creek amendment request.

Voting affirmative: Feldmeier, Stenhoff and Kruse Opposed: None Motion carried.

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****Motion** by Kruse, seconded by Feldmeier, approving the below listed State Cost Share amendment requests.

Voting affirmative: Feldmeier, Stenhoff and Kruse Opposed: None Motion carried.

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****Motion** by Feldmeier, seconded by Stenhoff, approving the below listed Local Capacity amendment requests.

Voting affirmative: Feldmeier, Stenhoff and Kruse Opposed: None Motion carried.

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****Motion** by Stenhoff, seconded by Feldmeier, approving the below listed RCPP 1W1P amendment requests.

Voting affirmative: Feldmeier, Stenhoff and Kruse Opposed: None Motion carried.

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: No report.

JOINT POWERS COMMITTEE: No report.

PERSONNEL COMMITTEE: Staff voluntarily exited the meeting. Employee evaluations were reviewed with the board. Staff returned to the meeting.

*****Accounts Payable:*****

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

Motion by Feldmeier, seconded by Stenhoff, approving the Accounts Payable for December 2019.

Voting affirmative: Feldmeier, Stenhoff and Kruse Opposed: None Motion carried.

Motion by Feldmeier, seconded by Kruse to adjourn the meeting.

Voting affirmative: Feldmeier, Stenhoff and Kruse Opposed: None Motion carried.

Meeting adjourned at 2:58 p.m.

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

Approved: 1/9/2020
Date

Roger Stenhoff
Secretary