



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

<https://www.co.houston.mn.us/department/soil-and-water/>

MINUTES OF THE ROOT RIVER SWCD

January 14, 2021

The Root River Soil and Water Conservation District Board of Supervisors met on January 14, 2021 in the DNR garage at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

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

Members Present:

Ken Anderson
Matt Feldmeier
Cecil Graf
Glenn Kruse
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.

Introductions took place.

Officers & Appointments:

Motion by Anderson, seconded by Welke, approving Cecil Graf as the 2021 Chair.

Voting affirmative: Anderson, Feldmeier, Graf and Welke.

Opposed: None

Motion carried.

Graf accepted the position and presided over the meeting.

Motion by Anderson, seconded by Feldmeier, approving Matt Feldmeier, Vice-Chair; Jerry Welke, Secretary; Glenn Kruse, Treasurer and Ken Anderson, Reporter.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Motion by Feldmeier, seconded by Kruse, approving the following Committee Appointments for 2021:

Finance Committee: Kruse & Anderson

Personnel Committee: Feldmeier & Welke

TSA Committee [formerly JPB]: Welke

One Watershed, One Plan: Kruse

Alternate: Graf

Mississippi River – Winona/La Crescent 1W1P: Welke

Alternate: Feldmeier

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Meeting Date & Time: **Motion** by Feldmeier, seconded by Welke, 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: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Minutes: **Motion** by Kruse, seconded by Welke, approving the minutes from the December 10, 2020 board meeting.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Treasurer's Monthly Report: Kruse requested that the December 2020 Treasurer's Report be placed on file for audit.

Motion by Welke, 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: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Agency Report:

Gary Larson, NRCS Board Conservationist Report

- ❖ Larson shared EQIP status reviews were recently conducted. Thirty-three contracts were in good standing and five are behind on their implementation schedule.
- ❖ Larson stated 30+ 2021 EQIP applications are in-house for funding.
- ❖ Larson informed the board the general CRP sign-up deadline is February 15, 2021 and the continuous CRP sign-up goes into April 2021.

Program Reports: A brief description was given of each program for informative purposes.

Dave Walter, District Manager

- **WCA** – Walter reported he is working with a landowner in Hokah Township that is looking for alternatives for their field that is located in a wetland area. He stated he is working with a second landowner in Hokah Township that wants to install a fishing pond and divert a spring on the property.
- **Bridge Creek** – Walter informed the board that the ongoing waste storage facility project has been completed and the grant has expired.
- **Root River 1W1P** - Walter shared a planning work group meeting is planned for later in January.
- **Aquatic Invasive Species (AIS)** – No activity reported.
- **MAWQCP** – No recent activity.
- **BMP Projects** – Walter indicated the waste storage facility in Bridge Creek was completed, a sinkhole treatment in Winnebago Twp. and a grade stabilization structure in Sheldon Twp.

MASWCD & MACDE – No update.

Watershed Updates:

Crooked Creek – Scanlan reported the next meeting is scheduled for Friday, January 15th in Freeburg. He indicated they are working to acquiring a dam safety permit from DNR to move forward with the Klinski project. The permit should be available at the end of first quarter 2021.

Bee & Duck Creek – No report.

Bear Creek – Scanlan stated the bid opening was held December 11, 2020 for the sinkhole repair on Site 3. Mahr Excavating was the apparent low bidder at \$59,203.53.

Winnepago – Construction of the sinkhole repair at the Koch site has been completed.

Program & Staff Reports:**Bob Scanlan**

- **Cover Crop Demonstration Grant** – Scanlan shared soil health testing along with first year cover cropping on 1,150 acres using the no-till practice is completed.
- **319 Feedlot** – Scanlan stated there are a couple of projects on the docket for spring 2021.
- **Local Capacity Cooperative Weed Management Area (CWMA)** – Scanlan provided a brief program description and reported there was no recent activity.
- **BMP Projects** – Scanlan reported he has been working on grazing plans and doing I & E for potential projects.

Jean Meiners

- **Buffer Law** – Walter provided a brief program description.
- **BMP Projects** – Walter stated that Meiners has been doing project design work.

Janice Messner

- **Volunteer Nitrate Monitoring** – Messner provided a brief program description and reported there was no recent activity.
- **Tree Program** – Messner reported sales are down from this time last year. At this time in 2020, 112 bundles were sold in comparison to 85 bundles for 2021.
- **2021 Envirothon** – Messner shared information on the 2021 Envirothon and stated that Oral Presentation judges were needed.

Dan Wermager

- **WCPI** – Walter shared this grant program will be expiring in 2021 and is exploring options for Wermager's future 2022 workload.
- **Mississippi River – Winona/La Crescent 1W1P** – Walter stated a virtual meet and greet was held for the policy committee members in December 2020.

Houston County Water Plan – Messner stated the committee approved meeting every other month on the even months (February, April, June, August, October and December) and approved a revised 2021 budget. She also shared there are two open seats on the committee that they would like to fill.

Old Business

Welke brought forward concerns regarding the construction of a park and trail system in the city of Houston. Walter shared that he was aware of the situation and various concerns. An environmental assessment was discussed.

New Business

Motion by Welke, seconded by Kruse, approving the 2020 Cover Crop Demonstration Program Financial Report.

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

Motion by Feldmeier, seconded by Welke, approving the Pay Equity Report.

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

Motion by Anderson, seconded by Welke, approving the 2021 Crooked Creek Contract for Services.

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

Motion by Kruse, seconded by Welke, approving the Bear Creek Site 3 Repair Contract with Mahr Excavating in the amount of \$59,203.53.

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

Motion by Anderson, seconded by Feldmeier, approving the 2021 MASWCD Dues in the amount of \$3,413.69.

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

Motion by Feldmeier, seconded by Welke, declining 2021 membership with the Hiawatha Valley RC & D.

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

Motion by Feldmeier, seconded by Anderson, approving the RCPP Feedlot Sub-Agreement Amendment 2 (Olinger Project) – Increasing the funding amount from \$158,831.41 to \$161,375.03 to cover SWCD staff technical assistance.

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

Motion by Anderson, seconded by Kruse, approving the RCPP Feedlot FY20 Sub-Agreement Amendment 4 (Hoscheit Project) – Increasing the funding amount from \$112,356.20 to \$148,154.51 (\$144,677.81 financial assistance to Hoscheit, \$3,476.70 technical assistance for SWCD work).

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

Motion by Feldmeier, seconded by Anderson, approving the 2021 IRS Mileage Reimbursement Rate \$0.56 per mile or \$0.30 per mile while claiming depreciation.

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

Motion by Feldmeier, seconded by Anderson, approving the 2021 Supervisor Per Diem at the rate of \$75.00 per meeting.

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

Motion by Anderson, seconded by Feldmeier, approving employee step increases for Dave Walter and Bob Scanlan retro-active starting with pay period one 2021.

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

Motion by Feldmeier, seconded by Anderson, approving a 2% Cost of Living Adjustment for all staff retro-active starting with pay period one 2021.

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

Motion by Kruse, seconded by Welke, approving a Request to Submit Job Approval Authority for Jean Meiners.

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

Motion by Anderson, seconded by Feldmeier, tabling the 2020 Year-End Financial Audit Bid to the February 11, 2021 meeting.

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

COST SHARE PROGRAMS

LOWER MISSISSIPPI RIVER FEEDLOT MANAGEMENT COST SHARE PROGRAM

FY20 Lower Mississippi River Feedlot Management Cost Share – (Grant expiration 12/15/2022) – Available Funds \$ **60,853.25**

FY17 Lower Mississippi River Feedlot Management Cost Share Engineering - (Grant expiration 5/15/2021) Available Funds \$**0**

FY20 Lower Mississippi River Feedlot Management Cost Share Amendment Request

Motion by Anderson, seconded by Kruse, approving an amendment request for contract #01LMRFM Hoscheit Dairy Farms LLC amending the project funds from \$108,879.50 to \$152,006.50.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

FY20 Lower Mississippi River Feedlot Management Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Hoscheit Dairy Farms, LLC	01 LMRFM Waste Storage Facility	\$270,395.00	\$299,038.60	\$299,038.60 x 90% = \$269,134.74 EQIP = \$117,128.24 FY201W1P = \$7,328.69 Payment Request = \$144,677.81

Motion by Feldmeier, seconded by Welke, approving a payment request for contract #01 LMRFM Hoscheit Dairy Farms, LLC \$144,677.81 on the Waste Storage Facility project.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

1W1P ROOT RIVER WATERSHED-BASE IMPLEMENTATION FUNDING PROGRAM (Funding up to 90% of cost estimate with or without other non-state funding source)

FY18-19 1W1P Root River Watershed-Base Cost Share (RCPP) (Grant expiration 10/31/2021) Available Funds \$**0.00**

FY20 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2022) Available Funds \$**8,028.95**

Funding Source Changes

Motion Feldmeier, seconded by Kruse, approving the funding source change for contract #10FY201W1P Emerick, Earl moving \$1,506.95 from FY19 RCPP1W1P to FY201W1P and contract #01LMRFM Hoscheit Dairy Farms LLC moving \$1,506.95 from FY201W1P to FY18-19 RCPP1W1P.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

FY18-19 1W1P Root River Watershed-Base Implementation Cost Share Payment Requests and Re-allocation of Slippage

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Hoscheit Dairy Farms, LLC	01 LMRFM Waste Storage Facility	\$270,395.00	\$299,038.60	\$299,038.60 x 90% = \$269,134.74 EQIP = \$117,128.24 FY20RCPP Feedlot = \$144,677.81 Payment Request = \$7,328.69 Slippage for Re-allocation = \$53,524.56

Motion by Anderson, seconded by Kruse, approving a payment request for contract #01 LMRFM Hoscheit Dairy Farms, LLC \$7,328.69 (FY18-19 = \$1,506.95; FY20 = \$5,821.74) and re-allocation of slippage in the amount of \$53,524.56 on the Waste Storage Facility project.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

FY20 1W1P Root River Watershed-Base Cost Share Contract Expirations

It was noted that contract #01RCPP1W1P, contract #02RCPP1W1P and contract #03RCPP1W1P Hammel, Ralph expired on December 31, 2020. Funds totaling \$10,402.00 will be available for re-allocation.

WINNEBAGO WATERSHED OPERATION & MAINTENANCE COST SHARE

Winnebago Watershed Operation & Maintenance Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Koch, Robert	#01WinMtn Karst Sinkhole Treatment	\$4,602.50	\$3,900.00	\$3,900.00 x 100% = \$3,900.00 Payment Request = \$3,900.00

Motion by Anderson, seconded by Kruse, approving a payment request for contract #01WinMtn Koch, Robert \$3,900.00 on the KARST Sinkhole Treatment project.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

BRIDGE CREEK COST SHARE PROGRAM - Available Funds \$28,000.00

Bridge Creek Cost Share Amendment Request

Motion by Feldmeier, seconded by Anderson, approving the amendment request for contract #28BC Olson, amending the project funds from \$85,650.00 to \$113,650.00.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Bridge Creek Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Olson, Clair	#28BC Waste Storage Facility	\$464,738.50	\$496,756.17	\$496,756.17 x 90% = \$447,080.55 EQIP = \$232,874.60 Payment Request = \$113,650.00

Motion by Feldmeier, seconded by Kruse, approving payment on contract #28BC Olson, Clair \$113,650.00 Waste Storage Facility project.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

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)

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

FY20 Local Capacity CWMA Cost Share - (Grant expiration 12/31/22) – Available Funds **\$13,000** (Flat Rate per acre)

COVER CROP DEMO COST SHARE PROGRAM

FY20 Cover Crop Demo - Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds **\$ 6,000.00** (Flat Rate per acre)

FY20 Cover Crop Demo – No-till Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds **\$1,500.00** (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)

FY20 State Cost Share (Grant expiration 12/31/22) – Available Funds **\$9,920.12**

Committee Reports

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

TSA COMMITTEE: Upcoming meeting on January 27, 2021.

*** Accounts Payable: ***

Voucher #	Item	Amount
4332	Ron Carlsen – Rent – January	\$ 1,213.19
4334	Kwik Trip – Fuel – SWCD Trucks	\$ 203.62
4335	Hoscheit Dairy Farms LLC - #01 LMRFM Waste Storage Facility	\$ 152,006.50
4336	Cynthia Christenson – Push Up Pond with no pipe	\$ 600.00
4337	Robert Koch - #01 WinMtn – KARST Sinkhole Treatment	\$ 3,900.00
4338	Quill LLC – Office Supplies	\$ 313.15
4339	Schumacher’s Nursery & Berry Farm Inc. – Trees (75% of balance due)	\$ 3,221.44
4340	Minnesota Revenue – 2020 Sales & Use Tax	\$ 405.00
4341	Clair Olson - #28BC Waste Storage Facility	\$ 113,650.00
	Total	\$275,512.90

Motion by Feldmeier, seconded by Kruse, approving the Accounts Payable for January 2021.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Meeting adjourned at 2:55 p.m.

NEXT MEETING – Regular Board Meeting - Thursday, February 11, 2021, 1:00 p.m. Ag Service Center

Approved: 2-11-21
Date


Secretary



Root River Soil and Water Conservation District

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MINUTES OF THE ROOT RIVER SWCD

February 11, 2021

The Root River Soil and Water Conservation District Board of Supervisors met on February 11, 2021 in the DNR garage at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

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

Members Present:

Ken Anderson
Matt Feldmeier
Cecil Graf
Glenn Kruse
Jerry Welke

Members Not Present:

Others:

Janice Messner, Bob Scanlan, Dan Wermager and Dave Walter – SWCD staff; Gary Larson, NRCS staff and Jessica Bronson, NRCS Team 21 Lead.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Feldmeier, seconded by Anderson, approving the minutes from the January 14, 2021 board meeting.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Treasurer's Monthly Report: Kruse requested that the January 2021 Treasurer's Report be placed on file for audit.

Agency Report:

Gary Larson, NRCS Board Conservationist Report

- ❖ Larson introduced Jessica Bronson, NRCS Team 21 Lead. Bronson shared that she is the team lead for Fillmore, Houston and Winona counties. She reported on the FY21 EQIP Application Funding Pools for the three counties. Overall Winona county has the most applications, 47.
- ❖ Bronson informed the board the general CRP sign-up deadline has been extended without a new deadline date at this time.
- ❖ Bronson indicated there are many training opportunities being provided through an agreement with BWSR and NRCS. Dates for engineering training for beginning staff are starting to be set.

In March, four trainings will be conducted via Zoom. These trainings are being offered through a NRCS and MASWCD partnership. An informational session for elected supervisors will follow this training sequence. More information will be provided at a later date.

A local work group training may also be conducted.

Program Reports

Dave Walter, District Manager

- **WCA** – Walter reported he had two ditching requests. One is in Winnebago Township and the wetland delineation is complete for this project. The second request is in Crooked Creek Township and the wetland delineation needs to be done. Both of these locations have trout easements on the property.
- **Root River 1W1P** - Wermager shared a planning work group meeting was held February 1, 2021. The work group is considering funding a half-time position with the focus being landowner outreach. The outreach budget is presumed to be \$20,000.00. Wermager stated he is currently serving on the outreach team.
- **MAWQCP** – Walter reported a Houston County producer is in the application process.
- **BMP Projects** – Walter indicated he, JPB engineer Fryer and Rochester recently visited five potential project sites. He is currently waiting for Fryer's findings to gauge if the project sites can move forward with EQIP funding requests. The second sign-up ends March 5, 2021.

MASWCD & MACDE – Walter stated the MASWCD Legislative Briefing & Day at the Capitol is March 18, 2021. It will be online via Zoom from 10 am - noon. Registration fee is \$50.00 per participant. Registration deadline is March 12, 2021.

Watershed Updates:

Crooked Creek – Scanlan reported the next meeting is scheduled for Friday, February 19th at the Freeburg School. He indicated G-Cubed has provided him with the Operation & Maintenance Agreement for the Klinski project. He will be obtaining the watershed's signature.

Bee & Duck Creek – No report.

Bear Creek – Scanlan stated construction on the sinkhole repair located on Site 3 will likely begin this spring. The contract with Mahr Excavating is out for signature. Scanlan stated that an Easy Feds Grant Program for the grant reporting has been provided to him and has been approved as an administrator.

Winnebago – No report.

Program & Staff Reports:

Bob Scanlan

- **Cover Crop Demonstration Grant** – Scanlan indicated there is a fund balance of \$11,068.28 in the equipment fund. He stated that no additional equipment will be needed and would like to request that the remaining balance be made available for funding additional cover crop and no-till practices. It was the consensus of the board to move forward with this change.
- **319 Feedlot** – Scanlan stated he is working with a producer in Money Creek Township on potential changes to their open feedlot.
- **Local Capacity Cooperative Weed Management Area (CWMA)** – No report.

Motion by Anderson, seconded by Feldmeier, approving the 2021 SE SWCD Technical Support JPB annual membership dues of \$3,000.00.

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

Motion by Kruse, seconded by Anderson, approving the SE MASWCD annual dues of \$500.00.

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

Motion by Feldmeier, seconded by Kruse, approving the Mississippi River – Winona/La Crescent 1W1P Memorandum of Agreement.

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

COST SHARE PROGRAMS

1W1P ROOT RIVER WATERSHED-BASE IMPLEMENTATION FUNDING PROGRAM *(Funding up to 90% of cost estimate with or without other non-state funding source)*

FY20 1W1P Root River Watershed-Base Cost Share *(Grant expiration 10/31/2022) Available Funds \$71,955.51*

FY20 1W1P Root River Watershed-Base Implementation Cost Share Cancellation

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Swenson, Craig	04 RCPP1W1P Grade Stabilization Structure	\$11,597.00	\$7,500.04	\$7,500.04 x 90% = \$6,750.04 EQIP = \$8,869.86 Payment Request = \$0.00 Slippage for Re-allocation = \$1,565.30

Motion by Welke, seconded by Feldmeier, approving the cancellation of expired contract #04 RCPP1W1P for Swenson, C. and re-allocation of funds.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke. 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)*

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

FY20 Local Capacity CWMA Cost Share - *(Grant expiration 12/31/22) – Available Funds \$13,000 (Flat Rate per acre)*

FY21 Local Capacity Cost Share – *(Grant expiration 12/31/2023) – Available Funds \$15,000*

FY21 Local Capacity Cover Crop Cost Share – *(Grant expiration 12/31/2023) – Available Funds \$15,000 (Flat Rate per acre)*

FY21 Local Capacity County Appropriation Cost Share – *Available Funds \$14,400*

COVER CROP DEMO COST SHARE PROGRAM

FY20 Cover Crop Demo - Cover Crop Cost Share *(Grant expiration 12/31/22) – Available Funds \$ 6,000.00 (Flat Rate per acre)*

FY20 Cover Crop Demo – No-till Cover Crop Cost Share *(Grant expiration 12/31/22) – Available Funds \$1,500.00 (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)*

FY20 State Cost Share *(Grant expiration 12/31/22) – Available Funds \$ 9,920.12*

FY21 State Cost Share *(Grant expiration 12/31/22) – Available Funds \$16,720.80*

LOWER MISSISSIPPI RIVER FEEDLOT MANAGEMENT COST SHARE PROGRAM

FY20 Lower Mississippi River Feedlot Management Cost Share – *(Grant expiration 12/15/2022) – Available Funds \$ 0.00*

COMMITTEE REPORTS

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

TSA (Joint Powers) COMMITTEE: Walter stated a meeting was held January 27, 2021. New officers and committee members were voted in. Walter indicated that he will be serving on the personnel committee. There are three supervisors and two employees that make up this committee.

Walter reported with the budget shortfalls TSA and NRCS have entered into to a contribution agreement. Currently, TSA will be providing engineering/technical assistance for 15 EQIP projects.

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

Voucher #	Item	Amount
4333	MASWCD – 2021 Dues	\$ 3,413.69
4342	Ron Carlsen – Rent – February	\$ 1,213.19
4343	MCIT – Liability Insurance & Workers Comp	\$ 7,724.00
4344	SE SWCD Technical Support JPB – 2021 Annual Membership Dues	\$ 3,000.00
4345	Kwik Trip – Fuel – SWCD Trucks	\$ 166.73
4346	VISA – WCPI Postage \$126.99; Postage \$38.01	\$ 165.00
4347	SE MASWCD – 2021 Annual Dues	\$ 500.00
4348	River Valley Media Group – Bear Creek Invitation to Bid Ad	\$ 96.76
	Total	\$ 16,279.37
Transfer of Funds	Houston County Treasurer – From Investment 1003340 Winnebago Watershed to Cash – General Fund 76-000-000-0000-1001	\$ 4,425.31

Motion by Feldmeier, seconded by Kruse approving the January accounts payable and transfer of funds.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

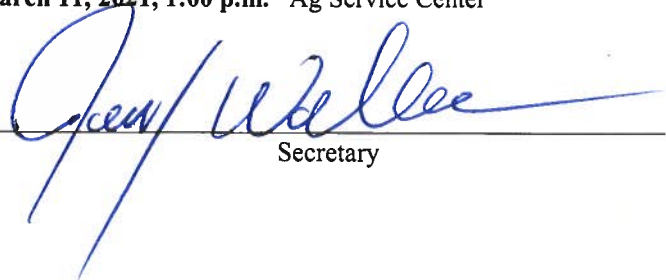
Opposed: None

Motion carried.

Meeting adjourned at 2:12 p.m.

NEXT MEETING – Regular Board Meeting - Thursday, March 11, 2021, 1:00 p.m. Ag Service Center

Approved: 3-11-21
Date


Secretary



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MINUTES OF THE ROOT RIVER SWCD

March 11, 2021

The Root River Soil and Water Conservation District Board of Supervisors met on March 11, 2021 in the DNR garage at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

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

Members Present:

Ken Anderson
Matt Feldmeier
Cecil Graf
Glenn Kruse
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 Anderson, seconded by Kruse, approving the minutes from the February 11, 2021 board meeting.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Employee Time Records: Motion by Feldmeier, seconded by Kruse, approving the Employee Time Records and Supervisor per diems.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Treasurer's Monthly Report: Kruse requested that the February 2021 Treasurer's Report be placed on file for audit.

Agency Report:

Gary Larson, NRCS Board Conservationist Report

- ❖ Larson indicated he and Walter are participating in a Local Work Group training opportunity. A Local Work Group meeting time was discussed. It was decided to have the meeting June 10, 2021 at 10:00 a.m. at the USDA Ag Service Center.
- ❖ Larson informed the board the general CRP sign-up continues and no deadline date has been announced.
- ❖ Larson stated Conservation Stewardship Program (CSP) letters were mailed and is receiving application requests.
- ❖ Larson shared he has noticed that there are sinkholes opening up in the area.

Program Reports

Dave Walter, District Manager

- **WCA** – Walter reported a TEP meeting is set for March 19th. They will be visiting a site in Hokah Township. The landowner would like to install a fishing pond and divert a spring on the property. They will also visit two sites, one in Winnebago Township and the other in Crooked Creek Township, which have a wet spot and would like to ditch the area. They are requesting an agricultural exemption.
- **Root River 1W1P** – No report.
- **MAWQCP** – Scanlan reported he received a new application request and a Houston County producer is in the application process.
- **BMP Projects** – Walter indicated there are a few projects held over from last year that will be constructed this year in addition to new projects.

MASWCD & MACDE – Walter stated the MASWCD Legislative Briefing & Day at the Capitol is March 18, 2021. It will be online via Zoom from 10 am - noon. Registration fee is \$50.00 per participant. Registration deadline is March 12, 2021.

Feldmeier reported he was approached on the topic of manure spreading in October. It was thought that this would not be allowed and was part of a new bill that was going to the Senate floor. Walter stated that he would check into this and let the board supervisors know his findings.

Watershed Updates:

Crooked Creek – Scanlan reported G-Cubed is working with DNR Dam Safety staff on obtaining the necessary permit for the Klinski project. Geoff Griffin, with G-Cubed, stated to Scanlan that he'd be open to putting the project out for bids any time.

The next meeting is scheduled for Friday, March 19th at the Freeburg School.

Bee & Duck Creek – No report.

Bear Creek – Scanlan shared Mahr Construction has requested to submit one of the bonds required closer to the start of the project. Therefore, time will not lapse on the bond. Scanlan stated that this request would be acceptable.

Winnebago – No report.

Program & Staff Reports:

Bob Scanlan

- **Cover Crop Demonstration Grant** – Scanlan shared a proposal for an additional \$5.5 million for cover crops in the biennium is being requested. Scanlan stated that he had a meeting with MASWCD staff and shared our Cover Crop Demo Grant experience with them. It is not likely that we will be considered for the next grant, since we were awarded a grant in the first go round.
- **NFWF Grant** – Scanlan indicated he is putting together an application for funding based on technical funding needs for soil health and prescribed grazing projects. It will be a four year grant and he is requesting \$50,000.00. Application deadline is in April 2021.
- **319 Feedlot** – No report.

Walter addressed a question on the progress of a roof structure in Crooked Creek Township. He stated the project is nearing completion. Seeding and shaping is still needed.

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

- **Conservation Corp of MN (CCM)** – Scanlan shared the project area will focus on maintenance of the Crooked Creek watershed structures.
- **Conservationist of the Year** – Scanlan reported he was approached with a nomination for the 2021 Conservationist of the Year. Typically, a specific rotation is followed allowing each area of the county to be fairly awarded. The nomination is for a different district than where we are in the rotation. Anderson suggested this request be brought to the May board meeting.

Jean Meiners

- **Buffer Law** – Walter stated spot check buffer letters were mailed this week for the 2021 checks.
- **BMP Projects** – Walter stated Meiners is busy doing project design work. Walter shared him and Meiners recently completed surveying a project.

Janice Messner

- **Volunteer Nitrate Monitoring** – No report.
- **Tree Program** – Messner shared tree sales are going well. There are 800 trees still available with over a month to go. She shared a comparison in sales from this time last year to today.

Dan Wermager

- **WCPI** – Walter indicated that Wermager is planning some virtual workshops for 2021. Walter explained the Green Corp opportunity. It will be a one year program with approximately 1,700 hours.
- **Mississippi River – Winona/La Crescent 1W1P** – Walter stated he and Wermager have been out doing an inventory of the Pine Creek area. They found a substantial need for streambank work. The policy committee met on Monday, March 8th. A planning workgroup meeting is being planned. No date has been announced.

Houston County Water Plan – No report.

Old Business – No report.

New Business

Motion by Anderson, seconded by Kruse, approving the Request to Submit Job Approval Authority for Dan Wermager, Dave Walter and Bob Scanlan.

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

Motion by Feldmeier, seconded by Welke, approving the FY21 Conservation Delivery Financial Report.

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

Motion by Kruse, seconded by Anderson, approving the 2020 Year-End Financial Audit Engagement Letter with Smith, Schafer & Associates Ltd.

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

Motion by Feldmeier, seconded by Kruse, approving the Mississippi River – Winona/La Crescent 1W1P Grant Agreement.

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

Motion by Anderson, seconded by Welke, approving the Letter of Support for Green Corp member for Mower SWCD in Austin, MN.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke. 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)

FY20 State Cost Share (Grant expiration 12/31/22) – Available Funds \$ 9,920.12

FY21 State Cost Share (Grant expiration 12/31/22) – Available Funds \$15,819.80

FY20 State Cost Share Pre-Construction Cover Request (Flat rate \$150/acre up to 10 acres)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
King, Luke	03FY20	\$300.00	\$300.00	Pre-Construction Cover	6/15/2021

Motion by Feldmeier, seconded by Kruse, approving contract #03FY20 King, Luke for \$300.00 on Pre-Construction Cover.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

1W1P ROOT RIVER WATERSHED-BASE IMPLEMENTATION FUNDING PROGRAM (Funding up to 90% of cost estimate with or without other non-state funding source)

FY20 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2022) Available Funds \$73,520.81

COVER CROP DEMO COST SHARE PROGRAM

FY20 Cover Crop Demo - Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds \$ 14,854.62 (Flat Rate per acre)

FY20 Cover Crop Demo – No-till Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds \$3,713.66 (Flat Rate per acre)

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

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

FY20 Local Capacity CWMA Cost Share - (Grant expiration 12/31/22) – Available Funds \$13,000 (Flat Rate per acre)

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds \$15,000

FY21 Local Capacity Cover Crop Cost Share – (Grant expiration 12/31/2023) – Available Funds \$15,000 (Flat Rate per acre)

FY21 Local Capacity County Appropriation Cost Share – Available Funds \$14,400

LOWER MISSISSIPPI RIVER FEEDLOT MANAGEMENT COST SHARE PROGRAM

FY20 Lower Mississippi River Feedlot Management Cost Share – (Grant expiration 12/15/2022) – Available Funds \$ 0.00

COMMITTEE REPORTS

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

TSA (Joint Powers) COMMITTEE: No report.

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

Voucher #	Item	Amount
4349	Ron Carlsen – Rent – March	\$ 1,213.19
4350	Kwik Trip – Fuel – SWCD Trucks	\$ 52.25
4351	Talcott Resolution Life & Annuity Ins. Co. – Life Insurance Policy #LU1188704 Dave Walter	\$ 90.00
4352	Hach Company – SWAG Equipment & Supplies	\$ 512.30
4353	Quill LLC – Office Supplies	\$ 35.89
4354	Schumacher’s Nursery & Berry Farm Inc. – Trees	\$ 2,114.03
4355	Ken Anderson – Mileage 1 st Qtr. 2021	\$ 40.32
4356	Matt Feldmeier – Mileage 1 st Qtr. 2021	\$ 60.48

4357	Cecil Graf – Mileage 1 st Qtr. 2021	\$ 67.20
4358	Glenn Kruse – Mileage 1 st Qtr. 2021	\$ 33.60
4359	Jerry Welke – Mileage 1 st Qtr. 2021	\$ 135.30
4360	Petty Cash – Vehicle Maintenance – Armor All Cleaner	\$ 8.82
	Total	\$ 4,363.38

Motion by Anderson, seconded by Feldmeier, approving the March accounts payable.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

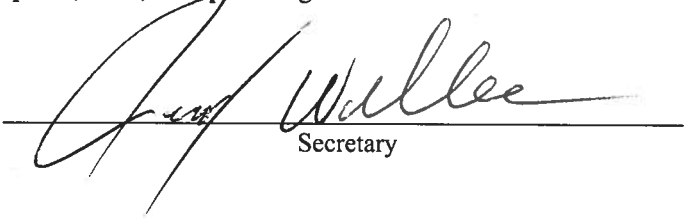
Opposed: None

Motion carried.

Meeting adjourned at 2:12 p.m.

NEXT MEETING – Regular Board Meeting - Thursday, April 8, 2021, 1:00 p.m. Ag Service Center

Approved: 4-8-21
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

<https://www.co.houston.mn.us/department/soil-and-water/>

MINUTES OF THE ROOT RIVER SWCD

April 8, 2021

The Root River Soil and Water Conservation District Board of Supervisors met on April 8, 2021 in the DNR garage at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Vice Chair Feldmeier called the meeting to order at 1:03 p.m.

Members Present:

Ken Anderson

Matt Feldmeier

Glenn Kruse

Jerry Welke

Members Not Present:

Cecil Graf

Others:

Janice Messner, Jean Meiners and Bob Scanlan – SWCD staff.

Those present took part in the Pledge of Allegiance.

Minutes: **Motion** by Anderson, seconded by Kruse, approving the minutes from the March 11, 2021 board meeting.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Employee Time Records: **Motion** by Kruse, seconded by Anderson, approving the Employee Time Records.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Treasurer's Monthly Report: Kruse requested that the March 2021 Treasurer's Report be placed on file for audit.

Agency Report:

Gary Larson, NRCS Board Conservationist Report – No report.

Program Reports

Dave Walter, District Manager

- WCA – Scanlan stated that two projects are going and no permits are needed.
- Root River 1W1P – No report.

MASWCD & MACDE – Scanlan stated he and Messner participated in the MACDE meeting held March 31st. The legislators are moving towards finalizing a budget.

Watershed Updates:

Crooked Creek – Scanlan reported invitation to bid letters for the Klinski project were mailed to 34 contractors and sent to local newspapers for publication. A site showing is scheduled for April 27th at 10 a.m. The bid opening is slated for May 5, 2021. The final cost estimate is \$575,000 which does not include a 10% contingency. Funding for the project will be through FY20 Root River 1W1P and local Crooked Creek funding.

Bear Creek – Scanlan indicated construction on the sinkhole project will start this summer. The contractor has requested funds to put in a new access road and a 60 foot culvert to move in equipment. Scanlan stated the request has been submitted to the Iowa NRCS and an amendment would be necessary if approved.

Winnebago – No report.

Program & Staff Reports:

Bob Scanlan

- **Cover Crop Demonstration Grant** – Scanlan shared he has taken an application for cover crop and no-till. A supervisor suggested a cover crop termination date should be considered for future cover crop grant stipulations.
- **NFWF Grant** – Scanlan indicated on March 30th he submitted an application for funding based on technical funding needs for soil health and prescribed grazing projects. It will be a four year grant and he is requesting \$50,000.00. Application deadline is in April 2021. If selected as a finalist a full proposal will need to be submitted in May.
- **319 Feedlot** – Scanlan stated funding is still available and they are seeking projects.
- **Local Capacity Cooperative Weed Management Area (CWMA)** – Scanlan reported he is working on outreach for this grant. He currently has three or four landowners who have expressed interest in the program.
- **MAWQCP** – No report.
- **MN Land Trust** – Scanlan stated he had one new request during the past month.
- **Conservation Corp of MN (CCM)** – Scanlan shared a CCM crew was in the area to help with the recent fires.

Jean Meiners

- **Buffer Law** – Meiners stated spot check buffer letters have been mailed for the 2021 checks.
- **BMP Projects** – Meiners stated she is doing design work, soil borings and training. Currently, there are eight to ten grassed waterways, two diversions and five to ten grade stabilization structures that are either being designed or are ready for construction.

Janice Messner

- **Volunteer Nitrate Monitoring** – No report.
- **Tree Program** – Messner shared tree sales are going very well. There are 100 trees still available. Tree pick up day will be April 30th.

Dan Wermager

- **WCPI** – Scanlan indicated that he and Wermager have been doing walkovers.

Scanlan shared that he has submitted a grant application for technical assistance funding for soil health along with prescribed grazing. This grant would be replacing the WCPI grant that expires at the end of 2021.

- **Mississippi River – Winona/La Crescent 1W1P** – Scanlan stated Wermager has participated in several Zoom meetings.

Houston County Water Plan – Messner stated they did not have a quorum at their April meeting.

Old Business – No report.

New Business

Motion by Kruse, seconded by Welke, approving the MAWQCP 2021 1st Qtr. Invoice.

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

COST SHARE PROGRAMS

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

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

FY20 Local Capacity CWMA Cost Share - (Grant expiration 12/31/22) – Available Funds \$13,000 (Flat Rate per acre)

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds \$15,000

FY21 Local Capacity Cover Crop Cost Share – (Grant expiration 12/31/2023) – Available Funds \$15,000 (Flat Rate per acre)

FY21 Local Capacity County Appropriation Cost Share – Available Funds \$14,400

FY20 Local Capacity CWMA Cost Share Request (Flat rate per acre)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Boldt, Greg	02FY20LC-CWMA	\$2,000.00 (8 acres @ \$300/acre)	\$2,000.00	Brush Management	4/8/2022

Motion by Anderson, seconded by Kruse, approving contract #02FY20LC-CWMA Boldt, Greg for \$2,000.00 on a brush management project.

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

FY20 Local Capacity CWMA Cost Share Request (Flat rate per acre)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Brennan, Melissa	03FY20LC-CWMA	\$900.00 (9 acres @ \$100/acre)	\$900.00	Brush Management	4/8/2022

Motion by Anderson, seconded by Kruse, approving contract #03FY20LC-CWMA Brennan, Melissa for \$900.00 on a brush management project.

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

LOWER MISSISSIPPI RIVER FEEDLOT MANAGEMENT COST SHARE PROGRAM

FY20 Lower Mississippi River Feedlot Management Cost Share – (Grant expiration 12/15/2022) – Available Funds \$ 0.00

FY17 Lower Mississippi River Feedlot Management Cost Share Engineering Amendment Request

Motion by Welke, seconded by Anderson, approving an amendment request to extend the completion date from 4/8/2021 to 5/15/2021 on contract #01FY17RCPP Feedlot-Engineering Olinger, Brad.

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

COVER CROP DEMO COST SHARE PROGRAM

FY20 Cover Crop Demo - Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds \$ 14,854.62 (Flat Rate per acre)

FY20 Cover Crop Demo – No-till Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds \$3,713.66 (Flat Rate per acre)

FY20 Cover Crop Demo – Cover Crop Cost Share Request (Flat rate per acre)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
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Solum, Jay	22FY20CC	\$7,680.00	\$7,680.00 (\$40/acre @ 64 acres x 3 yrs)	Cover Crop	11/1/2021, 11/1/2022, 11/1/2023
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Motion by Anderson, seconded by Kruse, approving contract #22FY20CC Solum, Jay for a 64 acre cover crop project.
 Voting affirmative: Anderson, Kruse and Welke. Opposed: None Motion carried.

FY20 Cover Crop Demo – No-Till Cover Crop Cost Share Request (Flat rate per acre)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Solum, Jay	22FY20NT	\$1,920.00	\$1,920.00 (\$10/acre @ 64 acres x 3 yrs)	Residue & Tillage Mgt. No-Till	11/1/2021, 11/1/2022, 11/1/2023

Motion by Anderson, seconded by Kruse, approving contract #22FY20NT Solum, Jay for a 64 acre no-till project.
 Voting affirmative: Anderson, Kruse and Welke. 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)

FY20 State Cost Share (Grant expiration 12/31/22) – Available Funds **\$ 9,620.12**

FY21 State Cost Share (Grant expiration 12/31/22) – Available Funds **\$15,819.80**

FY20 State Cost Share Request (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 Dates
Peterson, Charles	04FY20CS	\$2,290.00	\$1,717.50	Grassed Waterway	6/15/2021

Motion by Anderson, seconded by Kruse, approving contract #04FY20CS Peterson, Charles \$1,717.50 for a grassed waterway project.
 Voting affirmative: Anderson, Kruse and Welke. Opposed: None Motion carried.

1W1P ROOT RIVER WATERSHED-BASE IMPLEMENTATION FUNDING PROGRAM (Funding up to 90% of cost estimate with or without other non-state funding source)

FY20 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2022) Available Funds **\$73,520.81**

FY20 1W1P Root River Watershed-Base Cost Share Request (Funding up to 90% of cost estimate with or without other non-state funding source)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Bauer, Steve	14FY201W1P	\$11,878.00	\$2,145.05	Grade Stabilization Structure (2) & Diversion	9/9/21

Motion by Kruse, seconded by Anderson, approving contract #014FY201W1P Bauer, Steve \$2,145.05 for two grade stabilization structures and a diversion project contingent upon technical approval signature.
 Voting affirmative: Anderson, Kruse and Welke. Opposed: None Motion carried.

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Hoscheit Dairy Farms LLC	15FY201W1P	\$7,667.00	\$3,622.30	Grassed Waterways	9/9/21

Motion by Welke, seconded by Anderson, approving contract #15FY201W1P Hoscheit Dairy Farms LLC \$3,622.30 for grassed waterway projects.
 Voting affirmative: Anderson, Kruse and Welke. Opposed: None Motion carried.

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Hoscheit Dairy Farms LLC	16FY201W1P	\$11,770.00	\$10,593.00	Grade Stabilization Structure	9/9/21

Motion by Anderson, seconded by Welke approving contract #16FY201W1P Hoscheit Dairy Farms LLC for a grade stabilization structure project contingent upon technical approval signature.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

It was stated after the vote if the cost estimate changes the SWCD management staff will contact the Board Chair/Vice Chair for approval/denial of additional funds.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

TSA (Joint Powers) COMMITTEE: No report.

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

Voucher #	Item	Amount
4361	Ron Carlsen – Rent – April	\$ 1,213.19
4362	VISA – Annual Fee = \$22.92; MPCA Permit Application Fee (Klinski Project) = \$409.96	\$ 432.88
4363	Kwik Trip – Fuel – SWCD Trucks	\$ 256.40
4364	Quill LLC – Office Supplies	\$ 358.18
4365	Bill Plzak – Tree reimbursement = \$27.50; Sales Tax reimbursement = \$1.89	\$ 29.39
4366	Schumacher’s Nursery & Berry Farm Inc. – Trees	\$ 590.00
4367	Blackburn Mfg. Co.	\$ 305.01
4368	Andy Bauer – Pond Clean Out	\$ 400.00
	Total	\$ 3,585.05

Motion by Anderson, seconded by Kruse, approving the April accounts payable.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Anderson brought forward a possible candidate for the 2021 Conservationist of the Year. If the rotation of districts for this award remains the same, Anderson’s district is up for the 2021 award.

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

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Meeting adjourned at 1:55 p.m.

NEXT MEETING – Regular Board Meeting - Thursday, May 13, 2021, 9:00 a.m. Ag Service Center

Approved: 5-13-21
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

<https://www.co.houston.mn.us/department/soil-and-water/>

MINUTES OF THE ROOT RIVER SWCD

May 13, 2021

The Root River Soil and Water Conservation District Board of Supervisors met on May 13, 2021 in the DNR garage at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

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

Members Present:

Matt Feldmeier

Cecil Graf

Glenn Kruse

Jerry Welke

Members Not Present:

Ken Anderson

Others:

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

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Kruse, seconded by Welke, approving the minutes from the April 8, 2021 board meeting.

Voting affirmative: Graf, Kruse and Welke.

Opposed: None

Motion carried.

Employee Time Records: Motion by Kruse, seconded by Welke, approving the Employee Time Records.

Voting affirmative: Graf, Kruse and Welke.

Opposed: None

Motion carried.

Treasurer's Monthly Report: Kruse requested that the April 2021 Treasurer's Report be placed on file for audit.

Agency Report:

Gary Larson, NRCS Board Conservationist Report

- Larson reported construction has been busy. Two landowners installed grade stabilization structures and two additional landowners installed grassed waterways.
- Local Work Group meeting will be held June 10th at 10:00 a.m. at the Ag Service Center.

Watershed Update

Bear Creek – Larson stated construction is underway on the sinkhole project. Currently, the sinkhole is exposed and Larson indicated there may be an increase in quantities needed for the project. Project completion appears to be next week.

Program & Staff Report

Dan Wermager

- **Win/LaC (Mississippi River – Winona/La Crescent) 1WIP** – Wermager stated there's been various meetings this past month. A Request for Qualifications (Plans) was advertised with a due date of May 4th. Four submissions were received. At the May 17th work group meeting, it will be decided who will be interviewed. Interview times will be on May 26th and 27th. Wermager and Walter will be conducting any final negotiations. Plan writing is generally a two year process.
- **WCPI** – Wermager indicated that outreach letters were sent in February and there has been a good response rate. Thirty-one walkovers were done this spring as a result of the outreach letters. Follow-up calls to landowners that have not responded will begin in the near future. Walter stated that BWSR may extend the grant expiration date to this time next year.

Houston County Water Plan – Wermager shared three pond clean outs have been completed this spring. A total of 15 projects are planned for the year. Wermager informed the board on an unemployment situation that has reduced the salary budget for the SWCD position.

Watershed Updates:

Crooked Creek – Scanlan reported on May 5th a bid opening was held for the Klinski project. Three bids were received with all three well over the cost estimate by \$150,000 to \$160,000.00. The engineer was consulted on areas where changes could be made. It was determined the following two specific areas are possibilities: converting from hydro seeding to seed and mulch and sand gradation. The Crooked Creek board will meet on May 21st to review options and decide how they would like to proceed.

Winnebago – No report.

Program & Staff Reports:

Bob Scanlan

- **Cover Crop Demonstration Grant** – No report.
- **NFWF Grant** – Scanlan indicated our application was not chosen for funding.
- **319 Feedlot** – No report.
- **Local Capacity Cooperative Weed Management Area (CWMA)** – No report.
- **MAWQCP** – No report.
- **MN Land Trust** – No report.
- **Conservation Corp of MN (CCM)** – No report.

Old Business

Discussion was held concerning the possibility of choosing the Conservationist of the Year from a different district than the one designated for the year in order to accommodate an outside nomination. Of the supervisors present, it was a mutual consensus to follow the designated district for this year. Scanlan shared that supervisor Anderson had suggested Gerrards. Those present asked if Mark and family would also be included. It was decided to check with Anderson to verify if it was to include Mark.

Motion by Kruse, seconded by Welke, approving The Conservationist of the Year be offered to Gerrards. Tom & Shirley and family, Jeff Gerrard & Judy Tollefsrud and Mark and Dianne & family if Anderson intended to include Mark.

Voting affirmative: Graf, Kruse and Welke.

Opposed: None

Motion carried.

Agency Report

Dave Walter, District Manager

- Walter shared that two county commissioners had contacted him about the possibility of taking over the Houston County Feedlot Program on the counties behalf. Walter shared the SWCD had helped with the program for several years prior to a change made during recent years and hiring of an individual for the feedlot program. Walter stated that he, Scanlan and Wermager could take on the workload.

Supervisor Feldmeier joined the meeting.

Supervisors discussed the possible opportunity and agreed that this would be a good fit for the SWCD. Walter shared that Winona County is currently contracted through the end of 2021.

- Walter stated that the same two county commissioners had discussed an opportunity with the county Septic Program. The supervisors agreed since Scanlan is certified that it would be a good opportunity to help the county with the program but not have full responsibility for the program.

Motion by Welke, seconded by Feldmeier, approving to reimburse Scanlan \$600 for continuing education for re-certification.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Program Reports

- **WCA** – Walter reported a landowner in Hokah Township has been approved to excavate for the installation of two fish ponds. A landowner in Brownsville Township was also approved to excavate to install a pond that will be spring fed. It will allow the landowner the opportunity of going geothermal.

Walter stated he was contacted about a potential violation in Winnebago Township. The landowner was removing debris in a wetland and thought to have increased the size of a pond. Walter stated that no violation had occurred.

- **RCPD Feedlot** – Walter informed the board the grant that funded the Hoscheit Dairy Farms LLC project is being audited by BWSR. During the audit, it was noted that an invoice was paid twice. One of the two invoices included the item in a combined total. The duplicated amount will need to be returned. Walter stated this will come out of our general fund.

Walter indicated that he was contacted by the City of La Crescent for a seeding recommendation. The developer of Horse Track Meadows donated eight acres to the City of La Crescent.

MASWCD & MACDE – Walter reiterated any proposed resolutions for 2021 will be reviewed at our June board meeting. He stated if they needed help writing a resolution Scanlan would be available to help them.

Area 7 Resolution Meeting – June 22, 2021 in person or via phone.

Program Reports

Jean Meiners

- **Buffer Law** – Meiners stated spot check buffer letters have been mailed for the 2021 checks, but she would not be doing the checks till this fall as most areas will be cropped.
- **BMP Projects** – Meiners shared that she has been out on construction and surveying project sites.

Janice Messner

- **Volunteer Nitrate Monitoring** – Messner indicated the 2020 results were received. She reported 58 out of 66 samples were submitted. Eight samples were above 10 mg/L and shared the townships in which they were located. Messner also shared how this compared to the 2019 results.

- **Tree Program** – Messner shared that we had a successful tree sales year. All trees that were pre-ordered were all sold prior to pick up day and all trees have been picked up. She reported on the number of trees that were sold, the profit and how sales compared to 2020.

New Business

Motion by Feldmeier, seconded by Kruse, approving Work Order Contract T-219PA-185208 (Easement Delivery – RIM) – Grant Period: April 1, 2021 – June 30, 2025; Amount: \$3,350.00.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

COST SHARE PROGRAMS

1W1P ROOT RIVER WATERSHED-BASE IMPLEMENTATION FUNDING PROGRAM (*Funding up to 90% of cost estimate with or without other non-state funding source*)

FY20 1W1P Root River Watershed-Base Cost Share (*Grant expiration 10/31/2022*) Available Funds **\$67,753.46**

FY20 1W1P Root River Watershed-Base Cost Share Request (*Funding up to 90% of cost estimate with or without other non-state funding source*)

Messner reported contract #14FY201W1P for Steve Bauer’s grade stabilizations and diversion project did receive technical approval signature. He is contracted for \$2,145.05 cost share for the project.

FY20 1W1P Root River Watershed-Base Cost Share Cancellation

Motion by Feldmeier, seconded by Kruse, approving the cancellation for contract # 09FY201W1P Olson, Porteous \$4,680.00 for his grassed waterway projects.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

FY20 1W1P Root River Watershed-Base Amendment Request

Motion by Kruse, seconded by Welke, approving an amendment request for contract #12FY201W1P Moldenhauer, Steve to amend the project completion date from 6/10/2021 to 12/31/2021.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

LOWER MISSISSIPPI RIVER FEEDLOT MANAGEMENT COST SHARE PROGRAM

FY20 Lower Mississippi River Feedlot Management Cost Share – (*Grant expiration 12/15/2022*) – Available Funds **\$ 0.00**

FY17 Lower Mississippi River Feedlot Management Cost Share Amendment Request

Motion by Feldmeier, seconded by Welke, approving an amendment request for contract #01FY17RCPP Feedlot – Engineering clarifying the (367) BMP practice name as Roofs and Covers – Feedlot Roof Structure – Engineering Phase instead of Waste Facility Cover – Engineering Phase. Also adding the following Eligible Component Standards (313) Waste Storage Facility – Stacking Slab, (561) Heavy Use Area Protection – Livestock Heavy Use Areas and (342) Critical Area Planting – Native or Introduced Vegetation.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Motion by Feldmeier, seconded by Kruse, approving an amendment request for contract #02FY17RCPP Feedlot – Construction clarifying the (367) BMP practice name as Roofs and Covers – Feedlot Roof Structure instead of Waste Facility Cover and cost share is capped at \$100,000.00. Also adding Eligible Component Standards (313) Waste Storage Facility – Stacking Slab, (561) Heavy Use Area Protection – Livestock Heavy Use Areas and (342) Critical Area Planting – Native or Introduced Vegetation.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

FY17 Lower Mississippi River Feedlot Management Cost Share Engineering Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Olinger, Brad	#01FY17RCPP Feedlot-Engineering	\$1,750.00	\$1,750.00	\$ 1,750.00 x 75% = \$1,312.50 Payment Request = \$1,312.50

Motion by Kruse, seconded by Welke, approving payment of contract #01FY17RCPP Feedlot – Engineering to Brad Olinger in the amount of \$1,312.50 for his Roofs and Covers – Feedlot Roof Structure (367) and Eligible Component Standards (313) Waste Storage Facility – Stacking Slab, (561) Heavy Use Area Protection – Livestock Heavy Use Areas and (342) Critical Area Planting – Native or Introduced Vegetation.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

FY17 Lower Mississippi River Feedlot Management Cost Share Construction Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Olinger, Brad	#02FY17RCPP Feedlot-Construction	\$202,622.63	\$202,622.63	\$202,622.63 x 75% = \$151,966.97 Payment Request = \$151,966.97

Motion by Feldmeier, seconded by Kruse, approving payment of contract #02FY17RCPP Feedlot – Construction to Brad Olinger in the amount of \$151,966.97 for his Roofs and Covers – Feedlot Roof Structure (367) and Eligible Component Standards (313) Waste Storage Facility – Stacking Slab, (561) Heavy Use Area Protection – Livestock Heavy Use Areas and (342) Critical Area Planting – Native or Introduced Vegetation.

Voting affirmative: Feldmeier, Kruse and Welke.

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*)

FY20 State Cost Share (*Grant expiration 12/31/22*) – Available Funds **\$ 7,902.62**

FY21 State Cost Share (*Grant expiration 12/31/22*) – Available Funds **\$15,819.80**

FY20 State Cost Share Cancellation

Motion by Kruse, seconded by Welke, approving the cancellation of contract #03FY20 King, Luke \$300.00 for pre-construction cover.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

COVER CROP DEMO COST SHARE PROGRAM

FY20 Cover Crop Demo - Cover Crop Cost Share (*Grant expiration 12/31/22*) – Available Funds **\$ 7,174.62** (*Flat Rate per acre*)

FY20 Cover Crop Demo – No-till Cover Crop Cost Share (*Grant expiration 12/31/22*) – Available Funds **\$1,793.66** (*Flat Rate per acre*)

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

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

FY20 Local Capacity CWMA Cost Share - (*Grant expiration 12/31/22*) – Available Funds **\$10,100** (*Flat Rate per acre*)

FY21 Local Capacity Cost Share – (*Grant expiration 12/31/2023*) – Available Funds **\$15,000**

FY21 Local Capacity Cover Crop Cost Share – (*Grant expiration 12/31/2023*) – Available Funds **\$15,000** (*Flat Rate per acre*)

FY21 Local Capacity County Appropriation Cost Share – Available Funds **\$14,400**

COMMITTEE REPORTS

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

TSA (Joint Powers) COMMITTEE: No report.

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

Walter indicated a pre-approval was done for Voucher # 4370 VISA – Finance Charge = \$0.86; Vehicle Maintenance – GMC Oil Change = \$53.74 Total Amount \$54.60.

Voucher #	Item	Amount
4369	Ron Carlsen – Rent – May	\$ 1,213.19
4371	Kwik Trip – Fuel – SWCD Trucks	\$ 255.45
4372	Donald Link – Pond Clean Out	\$ 400.00
4373	Quill LLC – Office Supplies = \$229.77; Trees Packing Tape = \$35.26	\$ 265.03
4374	SE SWCD Technical Support JPB – Return of overpayment for re-imbursement on 2 nd Qtr. 2021 RCPP Feedlot – Olinger Technical = \$256.85; Return of duplicate landowner cost share payment (Prinsco invoice) Hoscheit Dairy Farms LLC – Contract #01LMRFM = \$1,233.90	\$ 1,490.75
4375	VISA – Trees-Postcards 75 @ \$0.40/ea.= \$30.00; Vehicle Maintenance – RAM tire rotation & oil change = \$79.45	\$ 109.45
4376	Schumacher’s Nursery & Berry Farm Inc. – Trees & Shipping	\$ 538.32
4377	Brad Olinger - #01FY17RCPP Feedlot – Engineering = \$1,312.50; #02FY17RCPP Feedlot – Construction = \$151,966.97	\$ 153,279.47
	Total	\$ 157,551.66

Motion by Feldmeier, seconded by Welke, approving the May accounts payable.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Feldmeier brought forward a question regarding the MN Land Trust program.

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

Voting affirmative: Feldmeier, Kruse and Welke.

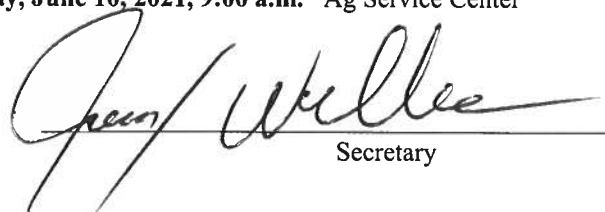
Opposed: None

Motion carried.

Meeting adjourned at 10:36 a.m.

NEXT MEETING – Regular Board Meeting - Thursday, June 10, 2021, 9:00 a.m. Ag Service Center

Approved: 6-10-21
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

<https://www.co.houston.mn.us/departments/soil-and-water/>

MINUTES OF THE ROOT RIVER SWCD

June 10, 2021

The Root River Soil and Water Conservation District Board of Supervisors met on June 10, 2021 in the DNR garage at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Secretary Welke called the meeting to order at 9:08 am.

Members Present:

Ken Anderson
Matt Feldmeier
Glenn Kruse
Jerry Welke

Members Not Present:

Cecil Graf

Others:

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

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Anderson, seconded by Kruse, approving the minutes from the May 18, 2021 board meeting.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Employee Time Records: Motion by Kruse, seconded by Anderson, approving the Employee Time Records and Supervisor per diems.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Treasurer's Monthly Report: Kruse requested the May 2021 Treasurer's Report be placed on file for audit.

Agency Report:

Gary Larson, NRCS Board Conservationist

- Larson reported that he has been working on compliance reviews for HEL. There are approximately 20 landowners and reviews are done annually.
- Larson stated he continues to move EQIP applications to contracts.
- Larson indicated spring has been busy with the installation of construction projects.
- Larson reminded everyone the Local Work Group meeting will be at 10 am today.

Watershed Update

Bear Creek - Larson reported that the watershed inspection tour was held on June 8th and went well. The sinkhole at the Anderson site is now been repaired.

Program Reports**Dave Walter, District Manager**

- **WCA** – Walter reported that the State has updated the WCA rules; Congress still needs to act on it. There will be a few changes that he will review when finalized.

Walter indicated he is working with two landowners, one in Brownsville Township and the other in Money Creek Township.

- **Root River 1W1P** – Walter reminded Kruse of the upcoming June 21, 2021 policy committee meeting.
- **Win/LaC 1W1P** – Walter reminded Welke of the upcoming June 14, 2021 policy committee meeting.
- **SWAG** – Walter stated testing is going well.

Supervisor Feldmeier joined the meeting.

MASWCD & MACDE

There was discussion on 2021 Resolution Requests and the board had no resolutions to submit. There was also discussion on the June 22, 2021 Area 7 Resolution Meeting. If a board member attends it will be via Zoom.

WATERSHED UPDATES***Crooked Creek***

- The next monthly meeting will be June 18, 2021. Scanlan stated they will also be conducting their annual inspection tour of the flood control structures. Nichole Sternquist, NRCS Engineer will be performing the inspection.
- On June 4, 2021 a second bid opening was conducted for the Klinski/Hammell pond project. Four bids were received; the board will discuss the bids at their June 18, 2021 meeting.

Bear Creek – During the recent inspection tour it was noted that some invasive plants are growing on the dams. There was discussion about the landowners using Local Capacity CWMA cost share funds to eradicate the invasives. If the Local Capacity CWMA funding does not cover all the expense, Bear Creek maintenance funds could be used.

Winnebago – No report.

Program & Staff Reports**Bob Scanlan, Assistant Manager**

- **Cover Crop** - Scanlan inquired if the board would be okay with landowners in adjoining counties lease the broadcast seeder. After discussion it was decided that if no one from Houston County needs to use the seeder then a landowner from an adjoining county may lease the seeder.
- **319 Feedlot** – No report.
- **Local Capacity CWMA** – No report.
- **MAWQCP** – No report.
- **MN Land Trust** – No report.
- **Conservation Corp of MN (CCM)** – The crew will be in Houston County beginning July 6, 2021. They will work on Southfork Lake, R-2 and R-4 removing brush and invasives.

Jean Meiners, Technician

- **Buffer Law** – Meiners reported that she is reviewing buffers for compliance.

Janice Messner, Administrative Assistant

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

Dan Wermager, Technician

- **WCPI (Watershed Coordinator Planner Initiative)** – Wermager reported that he sent outreach letters in February and according to his grant reporting he received a better response this time versus the last outreach mailing. He has done 30 walkovers this spring and will reach out to more landowners.
- **Win/LaC (Mississippi River Winona/La Crescent) 1W1P** – Wermager stated that interviews for companies qualified to write the plan have been conducted. Wermager will be in charge of negotiating with the company that was chosen. They will then start writing the plan.

Houston County Water Plan – Wermager stated that they are now meeting every other month. He also reported during this spring they have provided incentive payments for nine pond clean outs and four push-up ponds.

Old Business

Scanlan indicated the Jeff and Tom Gerard Families have accepted the 2021 Conservationist of Year nomination.

New Business

Motion by Feldmeier, seconded by Anderson, accepting the bid of HEI contingent upon the review of the proposal.

Voting affirmative: Anderson, Feldmeier and Kruse Opposed: None Motion Carried

Motion by Feldmeier, seconded by Kruse, approving the WCPI Financial Report.

Voting affirmative: Anderson, Feldmeier and Kruse Opposed: None Motion Carried

Motion by Anderson, seconded by Kruse, approving the FY2021 Regional Safe Drinking Water for Private Well User Sub-Agreement.

Voting affirmative: Anderson, Feldmeier and Kruse Opposed: None Motion Carried

Motion by Anderson, seconded by Feldmeier, approving the purchase a used GMC decked tool box.

Voting affirmative: Anderson, Feldmeier and Kruse Opposed: None Motion Carried

Time being 10:00 am the board recessed for the Local Work Group Meeting.

Time being 11:07 am the board reconvened the board meeting (took a 5 minute break).

COST SHARE PROGRAMS

1W1P ROOT RIVER WATERSHED-BASE IMPLEMENTATION FUNDING PROGRAM (*Funding up to 90% of cost estimate with or without other non-state funding source*)

FY20 1W1P Root River Watershed-Base Cost Share (*Grant expiration 10/31/2022*) Available Funds **\$72,433.46**

Motion by Feldmeier, seconded by Kruse, approving an amendment request for Contract #10FY201W1P Emerick, Earl amending the project completion date from 6/10/2021 to 6/25/2021.

Voting affirmative: Anderson, Feldmeier and Kruse Opposed: None Motion Carried

FY20 1W1P Root River Watershed-Base Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Dahl Creek Farms LLP	#11FY17LC	\$11,000.00	\$12,671.25	\$ 12,671.25 x 90% = \$11,404.13 EQIP \$5,869.56; Eligible Payment Amount \$5,534.57 Contracted Payment Amount = \$2,549.70

Motion by Kruse, seconded by Feldmeier, approving payment of contract #11FY17LC Dahl Creek Farms LLP in the amount of \$2,549.70

Voting affirmative: Anderson, Feldmeier and Kruse Opposed: None Motion Carried

COVER CROP DEMO COST SHARE PROGRAM

FY20 Cover Crop Demo - Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds \$ 7,174.62 (Flat Rate per acre)

FY20 Cover Crop Demo – No-till Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds \$1,793.66 (Flat Rate per acre)

FY20 Cover Crop Demo – Cover Crop Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Von Arx, Tim	23FY20CC	\$7,174.62	\$7,174.62 (\$40/acre @ 59.788664 acres x 3 yrs)	Cover Crop	11/1/2021, 11/1/2022, 11/1/2023

FY20 Cover Crop Demo – No-Till Cover Crop Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Von Arx, Tim	23FY20NT	\$1,793.66	\$1,793.66 (\$10/acre @ 59.788664 acres x 3 yrs)	Residue & Tillage Mgt. No-Till	11/1/2021, 11/1/2022, 11/1/2023

Motion by Feldmeier, seconded by Kruse, approving contract #23FY20CC for Tim Von Arx in the amount of \$7,174.62 and contract #23FY20NT Tim Von Arx in the amount of \$1,793.66.

Voting affirmative: Anderson, Feldmeier 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)

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

FY20 Local Capacity CWMA Cost Share - (Grant expiration 12/31/22) – Available Funds \$10,100 (Flat Rate per acre)

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds \$15,000

FY21 Local Capacity Cover Crop Cost Share – (Grant expiration 12/31/2023) – Available Funds \$15,000 (Flat Rate per acre)

FY21 Local Capacity County Appropriation Cost Share – Available Funds \$14,400

FY20 Local Capacity CWMA Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Larson, Richard	04FY20LC-CWMA	\$2,000.00	\$2,000.00 (\$200/acre @ 10 acres)	Brush Management	6/10/2022

Motion by Feldmeier, seconded by Kruse, approving contract #04FY20LC-CWMA for Richard Larson in the amount of \$2,000.00.

Voting affirmative: Anderson, Feldmeier 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)

FY20 State Cost Share (Grant expiration 12/31/22) – Available Funds \$ 8,202.62

FY21 State Cost Share (Grant expiration 12/31/22) – Available Funds \$15,819.80

Walter indicated the topic of discussion at the upcoming Houston City Council meeting on June 14, 2021 at 6:00 pm in Houston, MN is the OHV trail.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

TSA (Joint Powers) COMMITTEE: No report.

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

Voucher #	Item	Amount
4378	Ron Carlsen – Rent – June	\$ 1,213.19
4379	VISA – Postage	\$ 55.00
4380	Kwik Trip – Fuel – SWCD Trucks	\$ 319.32
4381	Joan Heim-Welch – Pond Clean Out	\$ 400.00
4382	Nathan Rask – Pond Clean Out	\$ 400.00
4383	Talcott Resolutions Life & Annuity Ins Co – Life Ins. Dave Walter	\$ 90.00
4384	Winneshiek SWCD – Bear Creek Watershed Inspection Tour Lunch Expense	\$ 53.09
4385	Quill LLC – Office Supplies	\$ 246.87
4386	Dahl Creek Farms LLP – Grade Stabilization Structure #11FY17LC	\$ 2,549.70
4387	Ken Anderson – Mileage 2 nd Qtr. 2021	\$ 49.28
4388	Matt Feldmeier – Mileage 2 nd Qtr. 2021	\$ 60.48
4389	Cecil Graf – Mileage 2 nd Qtr. 2021	\$ 22.40
4390	Glenn Kruse – Mileage 2 nd Qtr. 2021	\$ 33.60
4391	Jerry Welke – Mileage 2 nd Qtr. 2021	\$ 67.20
4392	Goodhue SWCD – Decked Tool Box	\$ 500.00
	Total	\$ 6,060.13

Motion by Feldmeier, seconded by Kruse, approving the June accounts payable.

Voting affirmative: Anderson, Feldmeier and Kruse

Opposed: None

Motion Carried

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

Meeting adjourned at 11:10 am.

NEXT MEETING -- Regular Meeting, July 8, 2021, 9:00 a.m. Ag Service Center

Approved: 7-8-21
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
<https://www.co.houston.mn.us/departments/soil-and-water/>

MINUTES OF THE ROOT RIVER SWCD

July 1, 2021

The Root River Soil and Water Conservation District Board of Supervisors met on July 1, 2021 in the DNR garage at the Ag Service Center in Caledonia, Minnesota for a special board meeting.

Chair Graf called the meeting to order at 9:00 a.m.

Members Present:

Ken Anderson
 Cecil Graf
 Glenn Kruse
 Jerry Welke

Members Not Present:

Matt Feldmeier

Others:

Janice Messner, Dave Walter and Bob Scanlan– SWCD staff; Tim McCormick, Crooked Creek Watershed District Chair.

Those present took part in the Pledge of Allegiance.

COST SHARE PROGRAM

1W1P ROOT RIVER WATERSHED-BASE IMPLEMENTATION FUNDING PROGRAM *(Funding up to 90% of cost estimate with or without other non-state funding source)*

FY20 1W1P Root River Watershed-Base Cost Share *(Grant expiration 10/31/2022) Available Funds \$72,433.46*

FY20 1W1P Root River Watershed-Base Capital Improvement Projects Cost Share *(Grant expiration 10/31/2022) Available Funds \$380,000.00*

FY20 1W1P Root River Watershed-Base Capital Improvement Project Cost Share Request *(Funding up to 100% of cost estimate with or without other non-state funding source)*

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Crooked Creek Watershed District	01FY201W1P-CIP	\$636,532.96	\$380,000.00	378 – Pond with a 412 - Grassed Waterway as an eligible component	9/8/2022

Motion by Anderson, seconded by Kruse, approving contract # 01FY201W1P-CIP for Crooked Creek Watershed District in the amount of \$380,000.00 for a pond and grassed waterway.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Meeting adjourned at 9:14 a.m.

NEXT MEETING – Regular Board Meeting - Thursday, July 8, 2021, 9:00 a.m. Ag Service Center

Approved: 7-8-21
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

<https://www.co.houston.mn.us/departments/soil-and-water/>

MINUTES OF THE ROOT RIVER SWCD July 8, 2021

The Root River Soil and Water Conservation District Board of Supervisors met on July 8, 2021 in the DNR garage at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Graf called the meeting to order at 9:11 a.m.

Members Present:

Ken Anderson
Matt Feldmeier
Cecil Graf
Glenn Kruse
Jerry Welke

Members Not Present:

Others:

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

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Kruse, seconded by Anderson, approving the minutes from the June 10, 2021 board meeting and the July 1, 2021 special board meeting.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Employee Time Records: Motion by Anderson, seconded by Kruse, approving the Employee Time Records.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Treasurer's Monthly Report: Kruse requested that the June 2021 Treasurer's Report be placed on file for audit.

Agency Report:

Gary Larson, NRCS Board Conservationist Report – No report.

Program Reports

Dave Walter, District Manager

- WCA – Walter reported he continues to work with a landowner in Brownsville Township. The project was discussed.

Walter shared that he is also working with a landowner in Crooked Creek Township that has been approved to install drain tile in a crop field. The approval was for six inch diameter, but the landowner would like to have it increased to 8 – 12 inch. Walter stated that he will be taking the request to the State to seek approval.

- **SWAG**– Walter informed the board sampling is going well with the next sampling date being Tuesday, July 13, 2021.
- **BMP Projects** - Walter stated two projects were recently completed and discussed a few of the details of each of the projects.

MASWCD & MACDE – Walter stated plans for the MASWCD Annual Convention are underway and will be in-person this year.

Watershed Updates:

Crooked Creek – Scanlan reported their next meeting will be Thursday, July 15th and they will be discussing a storm water pond in the Frank Addition and the Klinski pond construction.

Scanlan shared an on-site meeting with the contractor, SWCD staff and G-Cubed was held. The contractor, Generation X started work on the Klinski project this past Friday, July 2, 2021.

Supervisor Feldmeier joined the meeting at 9:31 a.m.

Supervisors inquired if a site visit after the meeting would be feasible. It was decided with the recent rain, conditions may be rather wet at this time and the visit could be held when conditions were a little dryer.

Bear Creek – Scanlan stated the sinkhole repair and structure pipe replacement has been completed and bills were recently submitted for re-imbusement through the Ez Fed Grant system. Scanlan purposed re-imbursing Mahr Construction prior to receiving payment through the Ez Fed Grant system and stated it would be addressed as new business later in the meeting.

Bear Creek Maintenance Funding Request *(Available funds \$17,000.00)*

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Meyer Farms	01 Bear Crk Maintenance	\$900.00	\$900.00 ((\$300/acre @ 3 acres)	Brush Management – 314 Herbaceous Weed Control - 315	7/8/2022

Motion by Anderson, seconded by Feldmeier, approving the Bear Creek maintenance fund request for contract #01 Bear Crk Maintenance Meyer Farms in the amount of \$900.00.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Winnebago – No report.

Program & Staff Reports:

Bob Scanlan, Assistant Manager

- **Cover Crop Demonstration Grant** – No report.
- Scanlan shared that he and Joan Heim-Welch from Houston County are participating in a plot study being conducted by MN Extension Services.
- **319 Feedlot** – Scanlan reported the feedlot fix funding that was due to expire was extended for an additional year. Scanlan stated the group family landowner he has been working with has decided not to move forward with the planned projects due to the recent economic increase in construction costs.
- **Local Capacity Cooperative Weed Management Area (CWMA)** – No report.
- **MAWQCP** – No report.

- **Conservation Corp of MN (CCM)** – Scanlan stated the crew started work Tuesday, July 6, 2021. They are removing sumac, elderberry and other woody invasives on the R-2 Crooked Creek Structure. When the work is completed on R-2 they will start work on the R-3 structure.

Jean Meiners, Technician

- **Buffer Law** – No report.

Janice Messner, Administrative Assistant

- **Volunteer Nitrate Monitoring** – Messner stated Houston County volunteer monitors’ kits will be mailed to them August 2, 2021. She also reported that an email was sent to all volunteers, with an email address on file, a newsletter and the kit mailing schedule.

Dan Wermager, Technician

- **Root River 1W1P** – Wermager reported he and Kruse attended a Policy Committee meeting June 21, 2021. At this meeting the budget was approved. Of the FY18 grant 7% of the funds remain unspent. It was decided to shift funds from the Chatfield project to Olmsted County’s RCPP cost share funds. He also reported that a large portion of the FY20 funds have not been spent to date but the expiration date of the grant is quite a ways out. Kruse added committee members are interested in hearing about and seeing the progress of the Crooked Creek capital improvement project (Klinski pond). Walter stated that a drone fly-over was considered but due to the location of the project the GPS operated drone would not be feasible. Walter indicated that Scanlan will be taking photos of the project.
- **WCPI** – Wermager indicated outreach letters, targeting the Riceford Creek area, were sent out in February and there was a good response rate. Thirty-one walkovers were done this spring as a result of the outreach letters. He stated he has completed the follow-up calls to the landowners in Houston County that had not responded. This generated four walkovers from 125 contacts. Wermager said he will be contacting landowners in Fillmore County next.
- **Win/LaC (Mississippi River – Winona/La Crescent) 1W1P** – Wermager stated the Policy Committee met June 14th and is contracting with HEI to write the watershed plan. A contract with HEI was presented to our county attorney for review. Several recommendations were made for contract changes. These recommendations were shared with HEI and contract modifications are in process.

A public kick-off is also being planned.

Wermager shared that he was recently in the field with NRCS staff to view several potential project areas containing 100+ acre drainage areas. Ideas are being shared with the landowners.

Houston County Water Plan – Wermager shared the committee is meeting every other month for 2021; therefore, there was no meeting in July. He stated there has been a lull with the completion of incentive based projects funded through the county water plan program.

Old Business - None.

New Business

Motion by Feldmeier, seconded by Anderson, approving staff and board supervisor registration fees to attend the Driftless Symposium February 1 – 2, 2022.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Motion by Welke, seconded by Kruse, approving Anderson to be added to the Corporate Authorization Resolution for SWCD VISA credit card.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None Motion carried.

Motion by Anderson, seconded by Welke, approving the Bear Creek payment re-imbusement request of \$76,694.18 by Mahr Excavating for work completed.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None Motion carried.

Motion by Feldmeier, seconded by Anderson, approving the MAWQCP Work Completion Report.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None Motion carried.

Motion by Welke, seconded by Kruse, approving the increase of SWCD Supervisor Per Diem from \$75 per day to \$125 per day effective date August 1, 2021.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None Motion carried.

Motion by Anderson, seconded by Feldmeier, approving the reimbursement of funds totaling \$3,320.60 for SWCD staff time in conjunction with the Bear Creek sinkhole project.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None Motion carried.

COST SHARE PROGRAMS

1W1P ROOT RIVER WATERSHED-BASE IMPLEMENTATION FUNDING PROGRAM (Funding up to 90% of cost estimate with or without other non-state funding source)

FY20 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2022) Available Funds **\$72,433.46**

FY20 1W1P Root River Watershed-Base Cost Share Payment Request (Funding up to 90% of cost estimate with or without other non-state funding source)

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Hongerholt, Randy	#11FY17LC	\$11,000.00	\$8,080.60	\$ 8,080.60 x 90% = \$7,272.54 EQIP \$4,893.49; Eligible Payment Amount \$2,379.05 Contracted Payment Amount = \$1,309.89

Motion by Feldmeier, seconded by Welke, approving contract payment of \$1,309.89 for Hongerholt, Randy #11FY17LC.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

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)

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

FY20 Local Capacity CWMA Cost Share - (Grant expiration 12/31/22) – Available Funds **\$8,100** (Flat Rate per acre)

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$15,000**

FY21 Local Capacity Cover Crop Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$15,000** (Flat Rate per acre)

FY21 Local Capacity County Appropriation Cost Share – Available Funds **\$14,400**

FY20 Local Capacity CWMA Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Cordes Farm LLC	05FY20LC-CWMA	\$2,000.00	\$2,000.00 (\$100/acre @ 20 acres)	Brush Management	7/8/2022
Meyer Farms	06FY20LC-CWMA	\$1,800.00	\$1,800.00 (\$200/acre @ 9 acres)	Brush Management	7/8/2022

Motion by Anderson, seconded by Kruse, approving cost share requests for contract #05FY20LC-CWMA Cordes Farm LLC \$2,000 brush management and contract #06FY20LC-CWMA Meyer Farms \$1,800.00 brush management and herbaceous weed control as an eligible component.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

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)

FY20 State Cost Share (Grant expiration 12/31/22) – Available Funds \$ 8,202.62

FY21 State Cost Share (Grant expiration 12/31/22) – Available Funds \$15,819.80

FY20 State Cost Share Expired Contract

The board acknowledged a June 15, 2021 contract expiration for Peterson, Charles contract #04FY20CS. Funds will be made available for allocation.

COVER CROP DEMO COST SHARE PROGRAM

FY20 Cover Crop Demo - Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds \$ 0 (Flat Rate per acre)

FY20 Cover Crop Demo – No-till Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds \$ 0 (Flat Rate per acre)

COMMITTEE REPORTS

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE:

- Walter report he, Bob Scanlan, Jerry Welke, Amelia Meiners, Houston County Planning & Zoning Dept., Tess Kruger, Houston County HR and Eric Johnson, Houston County Commissioner met and had a conversation about the possibility of the SWCD performing feedlot services and septic services on the county’s behalf during 2022.
- Walter stated he was in contact with Feldmeier regarding the newly declared federal holiday, Juneteenth. SWCD was awarded the holiday for 2021. Discussion followed regarding awarding the holiday to staff in the future. The discussion concluded with the supervisors requesting a list comparing the federal holidays to the county holidays.

TSA (Joint Powers) COMMITTEE: Walter stated a meeting is scheduled for July 29, 2021.

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

Voucher #	Item	Amount
4393	Ron Carlsen – Rent – July	\$ 1,213.19
4394	Kwik Trip – Fuel – SWCD Trucks	\$ 388.52
4395	Quill LLC – Office Supplies	\$ 301.67
4396	Randy Hongerholt – Grade Stabilization Structure #11FY17LC	\$ 1,309.89
4397	James Gray – Yearly Payment – Hayable Buffer Program 14 acres @ \$250/acre	\$ 3,500.00
4398	Gerald Hallum – Yearly Payment – Hayable Buffer Program 21.4 acres @ \$250/acre	\$ 5,350.00
4399	Grace Nelson – Yearly Payment – Hayable Buffer Program 0.6 acres @ \$250/acre	\$ 150.00
4400	Smith Schaefer & Associates Ltd. – Progression 2020 Yr. End Financial Audit	\$ 4,000.00
4401	Mahr Excavating – Bear Creek Sinkhole Project	\$ 76,694.18
	Total	\$ 92,907.45
	Investment Transfer of Funds (From 008-773 Hayable Buffer – Eitzen State Bank to our Bank of the West Cash General Fund account)	\$ 9,000.00

Motion by Anderson, seconded by Welke, approving the July accounts payable and transfer of funds.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

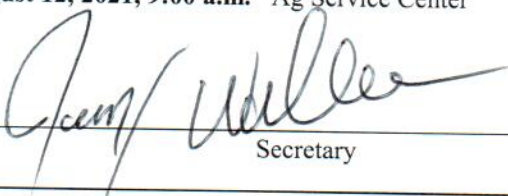
Motion carried.

Meeting adjourned at 10:17 a.m.

NEXT MEETING – Regular Board Meeting - Thursday, August 12, 2021, 9:00 a.m. Ag Service Center

Approved:

8-12-21
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

<https://www.co.houston.mn.us/department/soil-and-water/>

MINUTES OF THE ROOT RIVER SWCD

August 12, 2021

The Root River Soil and Water Conservation District Board of Supervisors met on August 12, 2021 in the DNR garage at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Graf called the meeting to order at 9:02 a.m.

Members Present:

Ken Anderson

Cecil Graf

Glenn Kruse

Jerry Welke

Members Not Present:

Matt Feldmeier

Others:

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

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Anderson, seconded by Kruse, approving the minutes from the July 8, 2021 board meeting.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Employee Time Records: Motion by Kruse, seconded by Welke, approving the Employee Time Records.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Treasurer's Monthly Report: Anderson requested that the July 2021 Treasurer's Report be placed on file for audit.

Agency Report:

Gary Larson, NRCS Board Conservationist Report

- ❖ Larson informed the board he and staff are currently working on CRP and Continuous CRP plans. To date there is 48 sign ups.
- ❖ Larson indicated Eric Ressel, our in-house Farm Bill biologist, has accepted a position with NRCS in Monroe County, WI and will be leaving us at the end of the month.
- ❖ Larson stated he, Walter and Ressel are putting together a time lapse video of a grade stabilization structure being constructed as well as the structure in action during a recent storm event.
- ❖ Larson shared EQIP sign-ups continue with approximately 40 applications for FY22 funding.

Dave Walter, District Manager Report

- ❖ Crooked Creek Watershed District Project (Klinski Pond) – Walter stated good progress is being made on the project. He shared that Welke has recently visited the site. Walter went on to say a concern about standing corn in an area adjacent to the waterway location is causing concern. The landowner’s renter is willing to do a \$4,000.00 buyout for crop loss. Crooked Creek Watershed is asking for financial support from Root River SWCD to defray this cost. They will also be approaching Houston County commissioners for financial support with the project. Discussion followed. **Motion** by Anderson, seconded by Kruse, approving financial assistance to cover any amount not funded by Crooked Creek Watershed District or Houston County for a crop buyout up to but not to exceed \$4,000.00.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Program Reports

- ❖ **WCA** – Walter reported he attended a Brownsville City Council meeting and gave an update on a stabilization project that is the city limits. The council seemed pleased with the progress. He also reported that he performed a wetland or potential wetland vegetative check and is checking on a few ravines.
- **SWAG** – Walter reported sampling is going well.
- **Easement Delivery (RIM)** – Walter stated that the required site inspections for 2021 have been completed.
- **BMP Projects** – Walter indicated a grade stabilization project was recently completed in Jefferson Township and another in Houston Township. A structure site in Mayville Township is planned for construction this fall.
- **Brookwood Hills** – Walter shared after a heavy rainfall event he was called to Brookwood Hills to assess damage. He reported the culvert was too small and washed out half the road. Walter stated that he will be providing additional technical assistance on this project.

Walter indicated that Houston County is being awarded COVID funding and Clean Water projects qualify for this funding pool. He stated he will be meeting with the commissioners about possible projects. He shared a few bridge projects may also be funded.

MASWCD & MACDE – No report.

Watershed Updates:

Crooked Creek – No report.

Bee & Duck Creek – No report.

Bear Creek – No report.

Winnebago – No report.

Program & Staff Reports:**Bob Scanlan**

- **Cover Crop Demonstration Grant** – No report.
- **319 Feedlot** – No report.
- **Local Capacity Cooperative Weed Management Area (CWMA)** – Walter stated Scanlan has obtained a few applications that will be acted on later in the meeting.
- **MAWQCP** – No report.
- **Conservation Corp of MN (CCM)** – Walter indicated the CCM crew focused their efforts on removing invasives on some of the Crooked Creek Watershed District structures.

- **Conservationist of the Year** – Walter informed the board a drone flyover of this year’s recipients farm was done.

Jean Meiners

- **Buffer Law** – No report.
- **Easement Delivery** – Walter reported that Meiners and Messner have been working on easement amendments.
- **MDH Safe Drinking Water** – Messner reported a mailing list has been submitted and a mailing will be going out this week. Test kits will be mailed from the Olmsted County lab in September to those that are interested.

Janice Messner

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

Dan Wermager

- **WCPI** – Wermager stated his current workload consists of writing conservation plans for CRP contracts.
- **Mississippi River – Winona/La Crescent 1W1P** – Wermager indicated the Policy Committee had met and they reviewed the budget and approved paying an HEI invoice. A logo was presented and opinions and changes were suggested. Wermager stated that there is a survey for folks to complete at the county fairs. A public kick-off meeting will possible take place September 20th at the Tau Center in Winona, MN. The date has not been confirmed yet.
- **Root River 1W1P** – Walter shared during recent planning work group meetings there has been positive conversation about using FY21 Root River 1W1P dollars to fund a \$50,000 conservation planner position and additional funds for the planner to do technical engineering work. This position will likely be offered to Wermager of Root River SWCD.

Houston County Water Plan – Wermager stated a meeting was held August 5, 2021 and reported one push-up pond was installed with a few more to start within the next week. He also stated five of the nine planned pond clean outs have been completed.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

TSA (Joint Powers) COMMITTEE: Walter reported he and Welke attended the July 29, 2021 TSA meeting. There was discussion about moving from a state fiscal year to a calendar year. No action was taken on the matter. Welke stated the budget was approved and annual dues did not increase.

OLD BUSINESS

Motion by Anderson, seconded by Kruse, approving the SWCD staff to follow the county’s lead in observance of the Juneteenth holiday.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

NEW BUSINESS & ACTION ITEMS

Motion by Anderson, seconded by Kruse, approving Personnel Policy Update Section 5.07 Insurance replacing the insurance company from Hartford Life Assurance Corporation to Talcott Resolutions Life & Annuity Insurance Company.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Motion by Anderson, seconded by Welke, approving the 2022 proposed budget.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

COST SHARE PROGRAMS

1W1P ROOT RIVER WATERSHED-BASE IMPLEMENTATION FUNDING PROGRAM *(Funding up to 90% of cost estimate with or without other non-state funding source)*

FY20 1W1P Root River Watershed-Base Cost Share *(Grant expiration 10/31/2022)* Available Funds **\$61,747.15**

FY20 1W1P Root River Watershed-Base Cost Share Amendment Requests

Motion by Anderson, seconded by Welke, approving an amendment request for Hoscheit Dairy Farms LLC contract #16FY201W1P increasing the cost estimate from \$11,770.00 to \$15,775 and allocating an additional \$3,604.50 from the FY20 Root River RCPP 1W1P funding source which increases the cost share from \$10,593.00 to \$14,197.50. And also to approve extending the contract installation date from 9/9/21 to 12/31/21.

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

Motion by Anderson, seconded by Welke, approving an amendment request for Hoscheit Dairy Farms LLC contract #15FY201W1P to extend the project installation date from 9/9/21 to 9/10/22.

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

Motion by Anderson, seconded by Welke, approving an amendment request for Emerick, Earl contract #10FY201W1P increasing the cost estimate from \$19,103.26 to \$25,642.03 and increasing the cost share funds by and additional \$5,884.81 from the FY20 Root River RCPP 1W1P cost share funds. This being contingent upon acquiring a technical approval signature.

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

FY20 1W1P Root River Watershed-Base Cost Share Payment Request *(Funding up to 90% of cost estimate with or without other non-state funding source)*

Name	Project/Contract #	Total Cost Estimate	Actual	Request
Emerick, Earl	# 10FY201W1P Grade Stabilization Structure	\$25,642.03	\$24,618.75	\$24,618.75 x 90% = \$ 22,156.88 EQIP \$ 12,462.42; Eligible Payment Amount \$ 9,694.26 Contracted Payment Amount = \$ 9,694.26 Funds for re-allocation = \$13,383.57

Motion by Anderson, seconded by Welke, approving a payment request for Earl Emerick contract #10FY201W1P in the amount of \$9,694.26 from the FY20 Root River RCPP 1W1P cost share fund and the re-allocation of funds in the amount of \$13,383.57 for a grade stabilization structure project. This being contingent upon acquiring a technical approval signature.

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

FY20 1W1P Root River Watershed-Capital Improvement Project Amendment Request

Motion by Anderson, seconded by Kruse, approving an amendment for Crooked Creek Watershed District contract #01FY201W1P-CIP increasing the State and Non-State Cost Share funding from 60% to 100% of the total eligible costs to establish the conservation practices.

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

FY20 1W1P Root River Watershed-Capital Improvement Project Cost Share Partial Payment Request *(Funding up to 60% of cost estimate with or without other non-state funding source)*

Name	Project/Contract #	Total Cost Estimate	Actual for Partial Payment	Request
Crooked Creek Watershed District	# 01FY201W1P-CIP Pond with Grassed Waterway	\$636,532.96	\$ 246,720.00	Contracted Partial Payment Amount = \$ 246,720.00

Motion by Anderson, seconded by Welke, approving a partial payment request for Crooked Creek Watershed District contract #01FY201W1P-CIP in the amount of \$246,750.00 from the FY20 Root River RCPP 1W1P- Capital Improvement Project cost share fund.

Voting affirmative: Anderson, Kruse and Welke. 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)*

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

FY20 Local Capacity CWMA Cost Share - *(Grant expiration 12/31/22)* – Available Funds **\$4,300** *(Flat Rate per acre)*

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$15,000**

FY21 Local Capacity Cover Crop Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$15,000** (Flat Rate per acre)

FY21 Local Capacity County Appropriation Cost Share – Available Funds **\$14,400**

FY19 Local Capacity CWMA Cost Share Amendment Request

Motion by Kruse, seconded by Anderson, approving an amendment for Fitting Brothers contract #09FY19LC-CWMA to extend the contract installation date from 8/12/21 to 9/9/21.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

FY20 Local Capacity CWMA Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Rosendahl, Oscar	07FY20LC-CWMA	\$2,000.00	\$2,000.00 (\$200/acre @ 10 acres)	Brush Management (314) & Herbaceous Weed Control (315) as an eligible component	8/12/22

Motion by Anderson, seconded by Kruse, approving contract #07FY20LC-CWMA for Oscar Rosendahl \$2,000.00 from the FY20 Local Capacity CWMA Cost Share for a Brush Management & Herbaceous Weed Control project. Project installation 8/12/2022.

Voting affirmative: Anderson, Kruse and Welke.

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)

FY20 State Cost Share (Grant expiration 12/31/22) – Available Funds **\$ 9,920.12**

FY21 State Cost Share (Grant expiration 12/31/22) – Available Funds **\$15,819.80**

COVER CROP DEMO COST SHARE PROGRAM

FY20 Cover Crop Demo - Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds **\$ 0** (Flat Rate per acre)

FY20 Cover Crop Demo – No-till Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds **\$ 0** (Flat Rate per acre)

BEAR CREEK MAINTENANCE FUNDS

Bear Creek Maintenance Cost Share – Available Funds **\$ 13,779.40**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Rosendahl, Oscar	02 Bear Crk Maintenance	\$2,100.00	\$2,100.00 (\$300/acre @ 7 acres)	Brush Management (314) with (315) Herbaceous Weed Control as an eligible component	8/12/2022

Motion by Anderson, seconded by Welke, approving contract #02 Bear Crk Maintenance for Oscar Rosendahl \$2,100.00 from the Bear Creek Maintenance account for a Brush Management & Herbaceous Weed Control project. Project installation 8/12/2022.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

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

Voucher #	Item	Amount
4402	Ron Carlsen – Rent – August	\$ 1,213.19
4403	Kwik Trip – Fuel – SWCD Trucks	\$ 432.64
4404	VISA – Office Supply = \$11.75; Postage = \$55.00; Adobe Acrobat Pro DC Subscription Renewal (12 months) = \$192.25	\$ 259.00
4405	Root River Floral LLC – Memorial Flowers – Joe McManimon (Flowers = \$50; Delivery =	\$ 62.27

	\$7.99; Tax = \$4.28)	
4406	Emily Johnson – Infant Well Testing Re-imburement	\$ 51.35
4407	B & M Service Center – Vehicle Maintenance – Oil Change '20 Dodge RAM	\$ 51.20
4408	Houston Engineering Inc. – WinLaC 1W1P Payment	\$ 3,937.50
4409	Dennis Sanden – Water Plan – Pond Clean Out	\$ 400.00
4410	Smith Schafer & Associates, Ltd. – 2020 Year End Audit Payment	\$ 750.00
4411	Jeff Kruckow – Water Plan – Push-Up Pond no pipe	\$ 600.00
4412	Crooked Creek Watershed District - #01FY201W1P-CIP – Partial Payment – Pond	\$ 246,720.00
4413	Earl Emerick – #10FY201W1P – Grade Stabilization Structure	\$ 9,694.46
	Total	\$ 264,171.61
	Investment Transfer of Funds (From 10033340 Bear Creek Watershed – Eitzen State Bank to our Bank of the West Cash General Fund account)	\$ 2,320.60
	Investment – Winnebago Watershed to 10003340 (From Cash – General Fund 76-000-000-000-1001) = \$1,000.00	\$ 1,000.00

Motion by Anderson, seconded by Welke, approving the August accounts payable and transfer of funds.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Walter suggested a tour with the board supervisors and county commissioners be held after the September board meeting.

Motion by Kruse, seconded by Welke, approving funds to cover a meal after a tour with the commissioners.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

It was also noted that a PowerPoint presentation be put together of the Crooked Creek Watershed pond project to be presented to the Root River 1W1P Committee.

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

Voting affirmative: Anderson, Kruse and Welke.

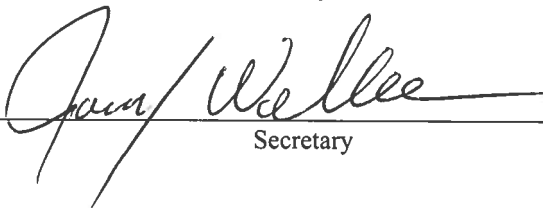
Opposed: None

Motion carried.

Meeting adjourned at 10:34 a.m.

NEXT MEETING – Regular Board Meeting - Thursday, September 9, 2021, 9:00 a.m. Ag Service Center

Approved: 9-9-21
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

<https://www.co.houston.mn.us/department/soil-and-water/>

MINUTES OF THE ROOT RIVER SWCD

September 9, 2021

The Root River Soil and Water Conservation District Board of Supervisors met on September 9, 2021 in the DNR garage at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Graf called the meeting to order at 9:02 a.m.

Members Present:

Ken Anderson

Cecil Graf

Glenn Kruse

Jerry Welke

Members Not Present:

Matt Feldmeier

Others:

Janice Messner, Jean Meiners, Bob Scanlan and Dave Walter – SWCD staff; Gary Larson, NRCS staff; Sheila Harms, Winona County Water Planner.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Kruse, seconded by Welke, approving the minutes from the August 12, 2021 board meeting.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Employee Time Records & Supervisor Per Diems: Motion by Anderson, seconded by Kruse, approving the Employee Time Records and Supervisor per diems.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Treasurer's Monthly Report: No report. August report will be presented at the October 14, 2021 meeting.

Agency Report:

Gary Larson, NRCS Board Conservationist Report

- ❖ Larson informed the board he, Wermager and staff are currently working on approximately 80 CRP and Continuous CRP plans.
- ❖ Larson indicated Eric Ressel, our in-house Farm Bill biologist, has accepted a soil conservationist position with NRCS in Monroe County, WI and has started his new job.
- ❖ Larson shared currently he has 30 to 40 FY22 EQIP applications with a range of BMPs.

Dave Walter, District Manager Report

- ❖ Crooked Creek Watershed District Project (Klinski Pond) – Walter stated the project is underway and if favorable weather conditions hold the project will be done next week. In regards to the crop buy-out, GPSing of the area that will be effected has been completed. The area effected will be GPSed again when work is complete to determine the total area damaged. The difference will be used to calculate the buy-out acres effected.

Program Reports

- ❖ **WCA** – Walter reported two places on the proposed OHV trail in Houston are classified as wetlands. The TEP Committee met and stated that these areas should be delineated. In Hokah Township concern was raised about a landowner draining a ditch in a wetland area. It was determined that the landowner was in compliance and the work is considered maintenance. The Brownsville township project is ongoing. Wet weather conditions has affected the timeliness of the project.
- **Root River 1WIP** – No report.
- **SWAG** – Walter reported Root River’s last sampling was conducted yesterday. Reporting and verification of data will be completed by November. Root River SWCD will not be doing SWAG again until 2026.
- **BMP Projects** – Walter indicated he and Meiners have been updating cost estimates on proposed projects. This action is being taken due to increased pipe prices and construction cost increases. Walter indicated some projects will be constructed after crops come off this fall.

MASWCD & MACDE – The Area VII SE MACDE & SE MASWCD meeting will be held September 22, 2021 at Clear Spring Farm LLC in Welch, MN. The meeting is for both SWCD board supervisors and staff. Walter asked who would like to attend. Five staff/supervisors expressed interest in attending.

Watershed Updates:

Crooked Creek – Scanlan stated the seeding deadline is Friday, September 10th. The contractor for the Klinski pond project is currently working on topsoiling and hope to seed on Friday. Scanlan indicated that he will make a request for a one week seeding deadline extension.

Scanlan shared the next Crooked Creek Watershed meeting will be held Tuesday, September 14, 2021. Following the meeting the annual inspection tour will be conducted by NRCS staff.

Bee & Duck Creek – No report.

Bear Creek – Scanlan indicated Site 3 and the Crooked Creek structures were all checked after a recent heavy rainfall event. None of the sites had damage.

Winnebago – No report.

Program & Staff Reports:

Bob Scanlan

- **319 Feedlot** – Scanlan shared that a one year extension was granted.
- **Local Capacity Cooperative Weed Management Area (CWMA)** – Scanlan stated that he continues to obtain applications.
- **MAWQCP** – No report.

- **MDA Soil Health Program** – Scanlan indicated a Houston County landowner was awarded this grant. The focus is a comparison on a field plot of no till alfalfa after corn and beans compared to conventional till alfalfa after corn and beans. A Haney test was performed in September.
- **Conservationist of the Year** – Scanlan informed the board that he is submitting an application for Jeff and Tom Gerard as a State Conservationist of the Year candidate. He is also submitting an article to the local newspaper that will be featured in an upcoming Conservation special edition.
- **Cover Crop Demonstration Grant** – It was reported that Walter, Scanlan and Wermager met with Tom Gile, Adam Beilke and Jill, BWSR staff, regarding the SWCD’s success with the Cover Crop Demonstration Grant. Walter stated during the last legislative session climate change funding is being made available. Practices that will qualify for these funds include vegetative cover, trees, headland grasses and cover crops among others.

Jean Meiners

- **Buffer Law** – Meiners reported there is no current activity until crops are off.
- **MDH Safe Drinking Water** – Meiners stated she submitted a mailing list consisting of 100 landowners. To date we have received 20 to 25 postcards or phone calls, generated by a new release, from landowners expressing interest. Water test kits will be sent to the landowners that have expressed interest.

Janice Messner

- **Volunteer Nitrate Monitoring** – Messner reported test kits have been mailed.
- **Sixth Grade Environment Day** – Messner stated 6th Grade Environmental Day is scheduled for Tuesday, September 21st with a rain date of September 23rd. The event will be held at Winnebago Springs. We are expecting 221 students from the public and parochial schools & St. John’s in Houston County. All presenters are confirmed.

Dan Wermager

- **WCPI** – Walter stated his current workload consists planning affiliated with EQIP applications and CRP.
- **Mississippi River – Winona/La Crescent 1W1P** – Sheila Harms introduced herself as the day-to-day contact for the WinLaC 1W1P. She briefly shared information about the progress of the committee. Fliers for the Public Kick-Off meeting, being held September 20th at the Tau Center in Winona, MN, were shared. Harms indicated at a later date the four planning areas, La Crescent being one of the areas, will be holding meetings for additional public input.

Houston County Water Plan – Messner stated no meeting was held in September. A few projects were completed during the past month and will be acted on later in the meeting. She also stated there was a recent project cancellation and Wermager was able to reallocate those funds to another interested landowner.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: Walter reported the county commissioners were given Covid dollars for water quality projects and requested a list of projects from the SWCD. An \$18,000,000 project list was submitted. The funds they received do not expire until 2026. Walter thought the SWCD might be awarded a couple of thousand for projects that were submitted.

PERSONNEL COMMITTEE: No report.

TSA (Joint Powers) COMMITTEE: No report.

OLD BUSINESS – There was no old business.

NEW BUSINESS & ACTION ITEMS

Motion by Anderson, seconded by Kruse, approving the BWSR FY2022 & FY2023 SWCD Programs & Operations Grant Agreement.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Motion by Welke, seconded by Anderson, approving a \$15.00 registration fee for a total of five staff/supervisor combination to attend the Area VII SE MACDE & SE MASWCD meeting.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Motion by Anderson, seconded by Welke, approving funds for the 6th Grade Environmental Day venue and lunch expenses.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

COST SHARE PROGRAMS

1W1P ROOT RIVER WATERSHED-BASE IMPLEMENTATION FUNDING PROGRAM (Funding up to 90% of cost estimate with or without other non-state funding source)

FY20 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2022) Available Funds **\$65,641.41**

FY20 1W1P Root River Watershed-Base Cost Share Amendment Requests

Motion by Anderson, seconded by Welke, approving an amendment request for Steve Bauer contract #14FY201W1P extending the project completion date from 9/9/2021 to 12/31/21 and to include the State and Non-State Cost Share sources when combined are not in excess of 90% of the total cost to establish the conservation practice.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Motion by Anderson, seconded by Kruse, approving an amendment request for Hoscheit Dairy Farms LLC contract #16FY201W1P increasing the cost estimate to \$15,950.00 and allocating an addition \$157.50 for the project.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

FY20 1W1P Root River Watershed-Base Cost Share Cancellation Request

Motion by Anderson, seconded by Welke, approving a request to cancel contract #12FY201W1P for Steve Moldenhauer in the amount of \$9,333.00 and making it available for reallocation.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

FY20 1W1P Root River Watershed-Capital Improvement Project Cost Share Partial Payment Request (Funding up to 60% of cost estimate with or without other non-state funding source)

Name	Project/Contract #	Total Cost Estimate	Actual for Partial Payment	Request
Crooked Creek Watershed District	# 01FY201W1P-CIP Pond with Grassed Waterway	\$636,532.96	\$ 95,280.00	Contracted Partial Payment Amount = \$ 95,280.00

Motion by Anderson, seconded by Kruse, approving a partial payment request for Crooked Creek Watershed District contract #01FY201W1P-CIP in the amount of \$95,280.00 from the FY20 Root River RCPP 1W1P- Capital Improvement Project cost share fund contingent upon engineer and administrative approvals.

Voting affirmative: Anderson, Kruse and Welke.

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)

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

FY20 Local Capacity CWMA Cost Share - (Grant expiration 12/31/22) – Available Funds **\$2,300** (Flat Rate per acre)

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$15,000**

FY21 Local Capacity Cover Crop Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$15,000** (Flat Rate per acre)

FY21 Local Capacity County Appropriation Cost Share – Available Funds **\$14,400**

FY19 Local Capacity CWMA Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual for Payment	Request
Fitting Brothers	#09FY19LC-CWMA Brush Management (314)	\$2,000.00	\$ 2,000.00	20 acres @ \$100/acre = \$2,000.00

Motion by Anderson, seconded by Welke, approving a payment request for Fitting Brothers contract #09FY19LC-CWMA in the amount of \$2,000.00 from the FY19 Local Capacity CWMA cost share fund for his 20 acre Brush Management project.
 Voting affirmative: Anderson, Kruse and Welke. Opposed: None Motion carried.

FY20 Local Capacity CWMA Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual for Payment	Request
Meyer Farms	#07FY20LC-CWMA Brush Management (314) & Herbaceous Weed Control (315)	\$1,800.00	\$ 1,800.00	9 acres @ \$200/acre = \$1,800.00

Motion by Kruse, seconded by Anderson, approving a payment request for Meyer Farms contract #07FY20LC-CWMA in the amount of \$1,800.00 from the FY20 Local Capacity CWMA cost share fund for his nine acre Brush Management & Herbaceous Weed Control project.
 Voting affirmative: Anderson, Kruse and Welke. Opposed: None Motion carried.

FY21 Local Capacity Cover Crop Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Schroeder, Jason	#01FY21LC-CC	\$2,700.00	\$2,700.00 (\$30/acre @ 30 acres per yr for 3 years)	Cover Crop (340)	11/1/2021
Scheck, Eric	#02FY21LC-CC	\$2,700.00	\$2,700.00 (\$30/acre @ 30 acres per yr for 3 years)	Cover Crop (340)	11/1/2021
Drenckhahn, Brent	#03FY21LC-CC	\$2,700.00	\$2,700.00 (\$30/acre @ 30 acres per yr for 3 years)	Cover Crop (340)	11/1/2021

Motion by Anderson, seconded by Welke, approving cover crop cost share requests for Schroeder, Jason contract #01FY21LC-CC in the amount of \$2,700.00, Scheck, Eric contract #02FY21LC-CC in the amount of \$2,700.00 and Drenckhahn, Brent contract #03FY21LC-CC in the amount of \$2,700.00 from the FY20 Local Capacity Cover Crop cost share fund for their three year 30 acre cover crop projects.
 Voting affirmative: Anderson, Kruse and Welke. 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)

FY20 State Cost Share (Grant expiration 12/31/22) – Available Funds **\$ 9,920.12**

FY21 State Cost Share (Grant expiration 12/31/22) – Available Funds **\$15,819.80**

FY20 State Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Bearbower, Ross	#05FY20CS	\$14,877.00	\$11,157.75 (FY20 Cost Share = \$9,920.12; FY21 Cost Share = \$1,237.63)	Grade Stabilization Structure (410)	12/31/2021

Motion by Kruse, seconded by Anderson, approving a cost share request for Bearbower, Ross contract #05FY20CS in the amount of \$11,157.75 (\$9,920.12 from FY20 State Cost Share and \$1,237.63 from FY21 State Cost Share) for a grade stabilization structure project.
 Voting affirmative: Anderson, Kruse and Welke. Opposed: None Motion carried.

COVER CROP DEMO COST SHARE PROGRAM

FY20 Cover Crop Demo - Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds \$ 0 (Flat Rate per acre)

FY20 Cover Crop Demo – No-till Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds \$ 0 (Flat Rate per acre)

BEAR CREEK MAINTENANCE FUNDS

Bear Creek Maintenance – Available Funds \$ 11,679.40

Bear Creek Maintenance Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual for Payment	Request
Meyer Farms	#01 Bear Crk Maintenance Brush Management (314) & Herbaceous Weed Control (315)	\$900.00	\$ 900.00	3 acres @ \$300/acre = \$900.00

Motion by Anderson, seconded by Kruse, approving payment in the amount of \$900.00 for Meyer Farms contract #01 Bear Crk Maintenance from the Bear Creek Maintenance funds for their three acre Brush Management and Herbaceous Weed Control project. Voting affirmative: Anderson, Kruse and Welke. Opposed: None Motion carried.

Accounts Payable:***

Voucher #	Item	Amount
4414	Ron Carlsen – Rent – September	\$ 1,213.19
4415	Kwik Trip – Fuel – SWCD Trucks	\$ 397.65
4416	VISA – Vehicle Maintenance 2017 GMC Oil Change/Rotate tires = \$67.56; Postage MDA Soil Health Grant = \$23.00; Postage = \$8.55; Educational Event = \$7.68; Water Plan Educational Event = \$2.98	\$ 109.77
4417	Johnny Micheel – Water Plan - Push-Up Pond with pipe	\$ 1,000.00
4418	Bob Scanlan – Meal reimbursements = \$20.60; Vehicle Maintenance – Ford tool box hardware = \$18.50; Field Supply- Range hoop materials = \$19.95	\$ 59.05
4420	Gary Massman – Water Plan – Pond Clean Out	\$ 400.00
4421	Laverne Massman - Water Plan – Push-Up Pond with pipe	\$ 1,000.00
4422	Talcott Resolution Life & Annuity Ins. Co. – Life Insurance – Policy #LU1188704 Dave Walter	\$ 90.00
4423	Meyer Farms – #01 Bear Creek Maintenance – Brush Management & Herbaceous Weed Control = \$900; #07FY20LC-CWMA – Brush Management & Herbaceous Weed Control = \$1,800.00	\$ 2,700.00
4424	Ken Anderson – Mileage – 3 rd Qtr. 2021	\$ 53.76
4425	Matt Feldmeier – Mileage – 3 rd Qtr. 2021	\$ 20.16
4426	Cecil Graf – Mileage – 3 rd Qtr. 2021	\$ 112.00
4427	Glenn Kruse – Mileage – 3 rd Qtr. 2021	\$ 44.80
4428	Jerry Welke – Mileage – 3 rd Qtr. 2021	\$ 168.00
4429	Fitting Brothers - #09FY19LC-CWMA – Brush Management	\$ 2,000.00
4430	Winnebago Springs – 6 th Grade Environmental Day	\$ 75.00
4431	Petty Cash – AIS Educational Event Expense = \$10.00; Other Repair & Maintenance – 3 hitch pin clips for crimper = \$2.19	\$ 12.19
4432	SE MASWCD = Registration 5 @ \$15/each	\$ 75.00
	Total	\$ 9,530.57

Motion by Kruse, seconded by Anderson, approving the above listed accounts payable. Voting affirmative: Anderson, Kruse and Welke. Opposed: None Motion carried.

Accounts Payable:***

Voucher #	Item	Amount
4433	Crooked Creek Watershed District - #01FY201W1P-CIP – Partial Payment – Pond	\$ 95,280.00
4419	Houston Engineering Inc. – WinLaC 1W1P Payment	\$ 3,360.50

Total	\$ 98,640.50
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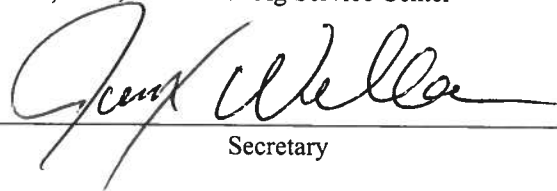
Motion by Anderson, seconded by Kruse, approving payment on voucher 4433 contingent upon necessary voucher and practice certification signatures and voucher 4419 contingent upon approval from the WinLaC 1W1P Policy Committee.
Voting affirmative: Anderson, Kruse and Welke. Opposed: None Motion carried.

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

Meeting adjourned at 9:59 a.m.

NEXT MEETING – Regular Board Meeting - Thursday, October 14, 2021, 9:00 a.m. Ag Service Center

Approved: 10-14-21
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

<https://www.co.houston.mn.us/departments/soil-and-water/>

MINUTES OF THE ROOT RIVER SWCD

October 14, 2021

The Root River Soil and Water Conservation District Board of Supervisors met on October 14, 2021 in the DNR garage at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Graf called the meeting to order at 9:00 a.m.

Members Present:

Ken Anderson
Matt Feldmeier
Cecil Graf
Glenn Kruse
Jerry Welke

Members Not Present:

Others:

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

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Anderson, seconded by Welke, approving the minutes from the September 9, 2021 board meeting.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Employee Time Records: Motion by Kruse, seconded by Anderson, approving the Employee Time Records.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Treasurer's Monthly Report: Kruse requested the August and September reports be placed on file for audit.

Agency Report:

Gary Larson, NRCS Board Conservationist Report

- ❖ Larson informed the board all 2021 CRP contracts are completed. October 1, 2021 was the deadline. There are 65 status reviews to be conducted with a 2023 expiration.
- ❖ Larson shared he currently has 35 FY22 EQIP applications with a range of BMPs.
- ❖ Larson indicated IDPs are being updated generating training inquiries.

Dave Walter, District Manager Report

- ❖ Walter stated he presented a PowerPoint presentation of the Crooked Creek Watershed pond project (Klinski) at a commissioners meeting and got a good response. Houston County has been awarded COVID funding. Approximately, \$400,000 - \$500,000 will likely be used to treat water resource concerns. The funding will expire in 2026. This funding is for watershed specific areas in the county. Currently, four watersheds are being looked at

for the funding. Walter stated that he would recommend that these funds be prioritized further for high dollar projects that may need 100% cost share assistance.

Supervisor Feldmeier joined the meeting.

Program Reports

- **WCA** – Walter reported the program has been quiet this past month. The need for a delineation of the OHV trail was expressed to the City of Houston.
- **Root River 1W1P** – Wermager indicated a Planning Work Group meeting was held September 14th. Signage, 2 ft. x 3 ft., and educational kiosks are being incorporated. Hokah will be the home of one of the kiosks. It will be located in the rest/picnic area along Hwy. 44 by the Root River Bridge in Hokah.

Wermager stated the Policy Committee met September 20th. The FY2022 funding to 1W1P areas will be the same as the past fiscal year. Each 1W1P area will then prioritize their watershed’s budget.

Wermager share Jensen, of the Green Corp, is now part of the 1W1P team. She will be working with the media portion for the Root River 1W1P area. Jensen is being housed at the Mower County SWCD. She was at our 6th Grade Environmental Day on September 21, 2021.

- **SWAG** – Walter reported that this program will be wrapping up with final reporting and invoicing in the near future.
- **BMP Projects** – Walter indicated three grade stabilization structures were constructed during the past month, two for a landowner in Union Township and one in Mayville Township. Another grade stabilization structure is currently being constructed in Money Creek Township.

Walter shared that he will be hosting the Area VII manager’s meeting at his farm on November 1st. The Crooked Creek Watershed pond project PowerPoint will be shown followed by a tour.

MASWCD & MACDE – The Area VII SE MACDE & SE MASWCD meeting was held September 22, 2021 at Clear Spring Farm LLC in Welch, MN. Wermager and Welke were in attendance. Wermager reported the 2021 resolutions were reviewed, a discussion about lowering annual dues for 2022 took place. The Lawn to Legumes program, promoting the protection of the Rusty Patch Bubble Bee, was reviewed. Part of the priority area for this program includes the northern one-third of Houston County. There was also discussion on invasive versus noxious weeds. Also, the Tree of Heaven has been located in Houston County.

Messner shared the 2021 MASWCD Resolution packets were emailed to each of the supervisors for them to review and vote using the ballot included in their packet. Messner stated she needs to have all votes submitted to MASWCD by November 1st and asked that each supervisor submit their ballot no later than the last week of October.

Messner stated the annual MASWCD State Convention will be held December 12 – 14, 2021 at the DoubleTree by Hilton Hotel in Bloomington – Minneapolis South. **Motion** by Feldmeier, seconded by Anderson, approving registration, meals and hotel expenses for staff and supervisors that would like to attend and to approve meal expenses for the Houston County Conservationist of the Year along with mileage reimbursement or a one night hotel stay at a convention appointed hotel.

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

Watershed Updates:

Crooked Creek – Scanlan stated the Crooked Creek Watershed was asked to acquire ownership, through purchase, of a storm water pond in Frank Addition. The developer does not want to have ownership of the storm water pond. Scanlan took it to a Land Use Committee meeting. The proposal will be presented to their full board at their next meeting.

Scanlan gave an update on the Klinski project. The contractor has shared with him that the project cost has increased from \$618,000 to \$640,000 due to the need of additional blanket.

Bear Creek – No report.

Bee & Duck Creek – Anderson inquired about the status of this watershed. It was reported that there had not been activity for quite some time.

Winnebago – Walter shared he has conducted spot checks on each of these structures. One site needs to have some weeds clipped and additional grazing could be done on another of the structures.

Program & Staff Reports:

Bob Scanlan

- **Cover Crop Demonstration Grant** – Scanlan reported he is currently doing spot checks on the year two cover crop and no-till projects. A group of landowners had aerial seeding applied on September 6, 2021. The germination did not perform as well as last year.
- **319 Feedlot** – Scanlan shared he is working with a landowner in Winnebago Township who has expressed interest in a hoop barn.
- **Local Capacity Cooperative Weed Management Area (CWMA)** – Scanlan stated he is performing yearly spot checks on previous and currently completed projects. He shared there is a little bit of funding still available.
- **MAWQCP** – No report.
- **MN Land Trust** – Scanlan informed the board he had one inquiry on the program.
- **MDA Soil Health Program** – Scanlan indicated a Soil Health Tour will be held Saturday, October 16, 2021. Wermager will kick-off the tour at 9 a.m. with a presentation of the Crooked Creek Watershed pond project (Klinski) followed by a five stop cover crop field tour.

Jean Meiners

- **Buffer Law** – Meiners reported she is starting the third year buffer cost share spot checks.
- **MDH Safe Drinking Water** – Meiners stated 100 landowners in the county were sent water test kits.

Janice Messner

- **Volunteer Nitrate Monitoring** – Messner reported test kits for the program will be accepted at the lab up till October 21, 2021.
- **Sixth Grade Environment Day** – Messner stated 6th Grade Environmental Day was held Tuesday, September 21, 2021. The event went well and had beautiful weather, good media coverage and 221 students were in attendance.

Dan Wermager

- **WCPI** – Wermager shared as crops come off he will be scheduling a few property walkovers. He has been able to focus time on the design workload. Wermager reiterated about the Field Day Tour and invited board members to attend.
- **Mississippi River – Winona/La Crescent 1W1P** – Wermager stated the Public Kick-off was held September 20, 2021. Mostly Winona residents were in attendance due to stormy weather conditions.

Wermager indicated there has been regular Planning Work Group meetings and Policy Committee meetings. A current focus is prioritizing and ranking those priorities.

He shared that an amendment to the contract with HEI was approved for obtaining consistent hydrologic modeling for the watershed.

Houston County Water Plan – Wermager indicated they met on October 7, 2021. One area of discussion was increasing wages on their 2022 budget by \$1,000.00 to cover the additional staff time for the WinLaC 1W1P.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: Walter reported the first week of December the Root River 1W1P Planning Work Group will meet to produce a budget for the FY22 funding.

PERSONNEL COMMITTEE: Walter reported a staff member has applied and will be interviewing for a position outside the SWCD.

TSA (Joint Powers) COMMITTEE: Walter stated the next meeting is scheduled for October 27th. He also shared that he is on the Personnel Committee and they are reviewing the current personnel policy.

OLD BUSINESS – There was no old business.

NEW BUSINESS & ACTION ITEMS

Motion by Anderson, seconded by Kruse, approving the MAWQCP Work Plan.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Motion by Anderson, seconded by Feldmeier, approving the 2022 tree order and order form pricing.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Motion by Feldmeier, seconded by Anderson, adopting the Root River SWCD State Cost Share Policy.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Motion by Feldmeier, seconded by Anderson, approving the purchase of a refurbished Trimble R12 GNSS System or similar model using capital investment funds in the amount of \$20,000.00 contingent upon having a warranty.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Motion by Feldmeier, seconded by Welke, declining the FY22 NACD Membership Dues.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Motion by Kruse, seconded by Welke, approving Amendment 1 to the WinLaC 1W1P HEI contract.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

COST SHARE PROGRAMS

1W1P ROOT RIVER WATERSHED-BASE IMPLEMENTATION FUNDING PROGRAM (Funding up to 90% of cost estimate with or without other non-state funding source)

FY20 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2022) Available Funds **\$ 74,816.91**

FY20 1W1P Root River Watershed-Base Cost Share Amendment Acknowledgement

It was acknowledged that an amendment for Steve Bauer contract #14FY201W1P was pre-approved 9/17/21. The cost estimate for the project increased from \$11,878 to \$14,616 due to an increase in construction material costs. The landowner is requesting that the cost share total increase from \$2,145.05 to \$6,068.85. An additional \$3,923.80 was requested.

FY20 1W1P Root River Watershed-Base Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Hammel, Ralph	#17FY201W1P	\$14,027.07	\$8,754.36	Grade Stabilization Structure - 410	6/9/2022

Motion by Anderson, seconded by Feldmeier, approving a cost share request for Hammel, Ralph contract #17FY201W1P in the amount of \$8,754.36 for a grade stabilization structure with funding from FY20 Root River 1W1P grant.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

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*)

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

FY20 Local Capacity CWMA Cost Share - (*Grant expiration 12/31/22*) – Available Funds **\$1,100** (*Flat Rate per acre*)

FY20 Local Capacity Cover Crop Cost Share (*Grant expiration 12/31/22*) - Available Funds **1,200** (*Flat Rate per acre*)

FY21 Local Capacity Cost Share – (*Grant expiration 12/31/2023*) – Available Funds **\$15,000**

FY21 Local Capacity Cover Crop Cost Share – (*Grant expiration 12/31/2023*) – Available Funds **\$6,900** (*Flat Rate per acre*)

FY21 Local Capacity County Appropriation Cost Share – Available Funds **\$14,400**

FY19 Local Capacity CWMA Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual for Payment	Request
Larry Gaustad	#10FY19LC-CWMA Brush Management (314)	\$2,000.00	\$ 2,000.00	20 acres @ \$100/acre = \$2,000.00

Motion by Feldmeier, seconded by Kruse, approving a payment request totaling \$2,000.00 from the FY19 Local Capacity Grant CWMA funds for Gaustad, Larry contract #10FY19LC-CWMA brush management project.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

FY20 Local Capacity CWMA Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual for Payment	Request
Cordes Farm LLC	#06FY20LC-CWMA	\$2,000.00	\$2,000.00	20 acres @ \$100/acre = \$2,000.00

Motion by Anderson, seconded by Kruse, approving a payment request totaling \$2,000.00 from the FY20 Local Capacity Grant CWMA funds for Cordes Farm LLC contract #06FY20LC-CWMA brush management project.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

FY21 Local Capacity Cover Crop Cost Share Pre-Approved Requests (9/17/21 Diersen) for Acknowledgement

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Diersen, John	#04FY21LC-CC	\$1,350.00	\$1,350.00 (\$15/acre @ 30 acres per yr for 3 years)	Cover Crop (340)	11/1/2021
Diersen, John	#05FY21LC-CC	\$1,350.00	\$1,350.00 (\$15/acre @ 30 acres per yr for 3 years)	Cover Crop (340)	11/1/2021

It was acknowledged that cost share requests for John Diersen contract #04FY21LC-CC in the amount of \$1,350.00 and #05FY21LC-CC for \$1,350.00 on his cover crop projects, using funding source FY21 Local Capacity Grant Cover Crop funds, were pre-approved on September 17, 2021.

FY21 Local Capacity Cover Crop Cost Share Pre-Approved Request (10/1/21 Johnson) for Acknowledgement

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Johnson, Adam	#06FY21LC-CC	\$2,700.00	\$2,700.00 (\$30/acre @ 30 acres per yr for 3 years)	Cover Crop (340)	11/1/2021

It was acknowledged that a cost share request for Adam Johnson contract #06FY21LC-CC in the amount of \$2,700.00 for his cover crop project, using funding source FY21 Local Capacity Grant Cover Crop funds, was pre-approved on October 1, 2021.

FY21 Local Capacity Cover Crop Cost Share Payment Requests

Name	Project/Contract #	Total Cost Estimate	Actual for Payment	Request
Johnson, Adam	#06FY21LC-CC Cover Crop	\$2,700.00	\$ 2,700.00	30 acres @ \$300/acre @ 3 yrs. = \$2,700.00

Drenckhahn, Brent	#03FY21LC-CC Cover Crop	\$2,700.00	\$2,700.00	30 acres @ \$300/acre @ 3 yrs. = \$2,700.00
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Motion by Feldmeier, seconded by Kruse approving a payment request for Adam Johnson contract #06FY21LC-CC in the amount of \$2,700.00 and Brent Drenckhahn contract #03FY21LC-CC in the amount of \$2,700.00 using FY21 Local Capacity Grant Cover Crop fund as the funding source for their cover crop projects.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

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)

FY20 State Cost Share (Grant expiration 12/31/22) – Available Funds **\$ 0.00**

FY21 State Cost Share (Grant expiration 12/31/22) – Available Funds **\$14,582.17**

COVER CROP DEMO COST SHARE PROGRAM

FY20 Cover Crop Demo - Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds **\$ 0 (Flat Rate per acre)**

FY20 Cover Crop Demo – No-till Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds **\$ 0 (Flat Rate per acre)**

BEAR CREEK MAINTENANCE FUNDS

Bear Creek Maintenance – Available Funds **\$ 11,679.40**

Accounts Payable:***

Voucher #	Item	Amount
4434	Ron Carlsen – Rent – October	\$ 1,213.19
4435	VISA – Postage = \$40.88; Postage WCPI = \$37.12; Postage Trees = \$174.00; Educational Tour Expense = \$110.59; Educational Event 6 th Grade Day Expense = \$34.18; Water Plan Educational Event 6 th Grade Day Expense = \$34.17	\$ 430.94
4436	Kwik Trip – Fuel – SWCD Trucks	\$ 581.47
4437	Gary Tweito – Water Plan – Pond Clean Out	\$ 400.00
4438	Larry Gaustad - #10FY19LC-CWMA – 20 acres @ \$100/acre Brush Management	\$ 2,000.00
4439	Quill LLC – Office Supplies	\$ 1,015.78
4440	B & M Service Center – Oil Change '20 Dodge Ram	\$ 51.20
4443	Cordes Farm LLC - #05FY20LC-CWMA – 20 acres @ \$100/acre Brush Management	\$ 2,000.00
4444	Mary B Betz, County Recorder/Abstractor – Warranty Deed (Lemieux) – FY21LC RIM	\$ 12.00
4445	Adam Johnson - #06FY21LC-CC – 30 acres @ \$30/yr @ 3 yrs – Cover Crop	\$ 2,700.00
4446	Brent Drenckhahn - #03FY21LC-CC - 30 acres @ \$30/yr @ 3 yrs – Cover Crop	\$ 2,700.00
4447	Jim Hall – Water Plan – Pond Clean Out	\$ 400.00
4448	Doug Jore – Water Plan – Pond Clean Out	\$ 400.00
4449	Bob Scanlan – WCPI Workshop Expense	\$ 149.00
	Total	\$ 14,053.58
	Investment Transfer of Funds (From 10033340 Bear Creek Watershed – Eitzen State Bank to our Bank of the West Cash General Fund account)	\$ 900.00

Motion by Anderson, seconded by Feldmeier, approving the above listed accounts payable and transfer of funds.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Voucher #	Item	Amount
4441	Chartwells Dining Services – WinLaC 1W1P Payment	\$ 85.81
4442	Houston Engineering Inc. – WinLaC 1W1P Payment	\$ 15,900.25
	Root River SWCD – WinLaC 1W1P Payment	\$ 254.05
	Total	\$ 16,240.11

Motion by Anderson, seconded by Kruse, approving the above listed WinLaC 1W1P accounts payable.

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Feldmeier, Kruse and Welke.

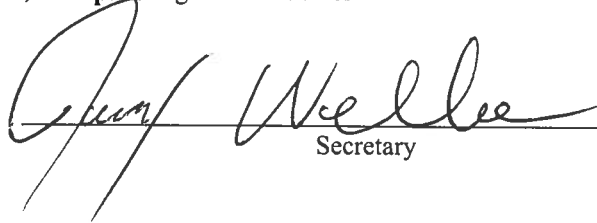
Opposed: None

Motion carried.

Meeting adjourned.

NEXT MEETING -- Regular Meeting, November 11, 2021, 1:00 p.m. Ag Service Center

Approved: 11-18-21
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

<https://www.co.houston.mn.us/departments/soil-and-water/>

MINUTES OF THE ROOT RIVER SWCD

November 18, 2021

The Root River Soil and Water Conservation District Board of Supervisors met on November 18, 2021 in the DNR garage at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

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

Members Present:

Matt Feldmeier

Glenn Kruse

Jerry Welke

Members Not Present:

Ken Anderson

Cecil Graf

Others:

Janice Messner, Bob Scanlan, Dan Wermager and Dave Walter – SWCD staff; John Glasspoole, landowner.

Those present took part in the Pledge of Allegiance.

John Glasspoole addressed the board regarding his crop loss due to the construction of the Crooked Creek Watershed District pond project on the Klinski property. Glasspoole stated that he planted 12 acres of crops and harvested 9.4 acres based on his tractor's GPS. He is requesting a reimbursement for crop loss on 2.6 acres. SWCD staff GPSed the area and have 0.77 acres of crop loss. Glasspoole requested a reimbursement at the rate of \$5.66/bushel with a yield of 180 bushel per acre.

Motion by Kruse, seconded by Welke, approving reimbursement on 2.6 acres of crop loss.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Minutes: **Motion** by Kruse, seconded by Welke, approving the minutes from the October 14, 2021 board meeting with the following changes. Adding Kruse to those in attendance of the Area VII SE MACDE & SE MASWCD meeting on September 22, 2021 and FY21 Local Capacity Cover Crop Cost Share Payment Requests using a payment rate of \$30.00/acre for contract #06FY21LC-CC Adam Johnson and #03FY21LC-CC Brent Drenckhahn.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Employee Time Records: **Motion** by Kruse, seconded by Welke, approving the Employee Time Records.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Treasurer's Monthly Report: Kruse requested the October report be placed on file for audit.

Agency Report:

Gary Larson, NRCS Board Conservationist Report

- ❖ Walter reported on Larson's behalf stating there are 40 EQIP 2022 applications submitted. Applications for the 2022 funding will be accepted through November 19, 2021.

Dave Walter, District Manager Report

- ❖ Walter reported a refurbished Trimble R12 GNSS System was purchased with a one year warranty. The total cost of the system with the warranty totaled \$19,528.50 with an additional \$15.00 for shipping and \$1,343.61 for sales tax. The unit was purchased from Frontier Precision Inc., Maple Grove, MN.

Program Reports

- **WCA** – Walter reported he visited a site in Looney Valley regarding a compliance concern. He found the landowner was in compliance.
- **BMP Projects** – Walter indicated four grade stabilization structures were constructed this fall. Two of the structures are for a landowner in Union Township, one in Mayville Township and the fourth in Money Creek Township. Preliminary site prep is in process for a fifth grade stabilization structure in Winnebago Township. The completion of the fifth project will likely wrap up fall construction.

MASWCD & MACDE – The annual MASWCD State Convention is being held December 12 – 14, 2021 at the DoubleTree by Hilton Hotel in Bloomington – Minneapolis South. There was a short discussion on potential attendance for Tuesday, December 14th.

Watershed Updates:

Crooked Creek – Scanlan indicated an invoice was recently received for the pond (Klinski) project. He will be working with the contractor to obtain seed tags along with volume applied and various other detailed items to accompany the invoice. Private landowner work was also included on the invoice and will need to be removed.

Bear Creek – No report.

Winnebago – No report.

Program & Staff Reports:

Bob Scanlan

- **Soil Health Tour** - Scanlan indicated a Soil Health Tour was held Saturday, October 16, 2021. He reviewed results of cover crops on each tour stop.
- **Cover Crop Demonstration Grant** – Scanlan reported he has completed all the spot checks. Each landowner/occupier met the November 1st planting deadline.
- **319 Feedlot** – Scanlan shared he visited a site between Houston and Money Creek. The landowner has expressed interest in possible feedlot fixes.
- **Local Capacity CWMA** – Scanlan stated yearly spot checks are complete. He said a couple of locations need to do some follow-up applications on their project areas. These were both on year three projects.
- **MAWQCP** – No report.
- **MDA Soil Health Program** – Scanlan indicated next year biomass testing and Heaney testing will be conducted.

Jean Meiners

- **Buffer Law** – Walter stated he and Meiners are doing buffer checks.
- **MDH Safe Drinking Water** – No report.

Janice Messner

- **Volunteer Nitrate Monitoring** – No report.
- **Trees** – Messner stated the 2022 tree order has been placed and the order form and fall newsletter will be mailed prior to Thanksgiving.

Dan Wermager

- **WCPI** – Wermager shared there were recent walk-in requests for brush management projects. He is also writing conservation plans for current CRP sign-ups and is starting outreach phone calls to landowners in Fillmore County. Wermager stated that he has prepared approximately 170 conservation plans during the course of this grant.

Wermager reiterated that the Field Day Tour, which Scanlan reported on earlier in the meeting, was held.

- **Mississippi River – Winona/La Crescent 1W1P** – Wermager stated Priority tables are the current focus in the WinLaC 1W1P process.
- **Root River 1W1P** – Wermager indicated he accepted an invitation on behalf of the Root River SWCD to be one of four hosts for the upcoming 2022 I-90 Soil Health Tour. The event is held in late February or March. Wermager discussed some of the current plans.

Houston County Water Plan – Wermager indicated two pond clean outs and one push-up pond with a pipe were completed during the past month. Five projects are still slated for this year but may not get installed.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: Feldmeier inquired about the COVID 19 building closure policy.

TSA (Joint Powers) COMMITTEE: Walter stated he attended a Personnel Policy meeting on October 27, 2021.

OLD BUSINESS – There was no old business.

NEW BUSINESS & ACTION ITEMS

Motion by Welke, seconded by Kruse, approving the FY19 Local Capacity Financial Report.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Motion by Welke, seconded by Kruse, approving FY22 Local Capacity Grant in the amount of \$125,167 with FY22 Buffer Law totaling \$17,000.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Motion by Kruse, seconded by Welke, approving the submission of Job Approval Authority for Dave Walter.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

COST SHARE PROGRAMS

1W1P ROOT RIVER WATERSHED-BASE IMPLEMENTATION FUNDING PROGRAM (Funding up to 90% of cost estimate with or without other non-state funding source)

FY20 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2022) Available Funds \$ 62,138.75

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

FY20 Local Capacity CWMA Cost Share - (Grant expiration 12/31/22) – Available Funds \$1,100 (Flat Rate per acre)

FY20 Local Capacity Cover Crop Cost Share (Grant expiration 12/31/22) - Available Funds 1,200 (Flat Rate per acre)

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds \$15,000

FY21 Local Capacity Cover Crop Cost Share – (Grant expiration 12/31/2023) – Available Funds \$1,500 (Flat Rate per acre)

FY21 Local Capacity County Appropriation Cost Share – Available Funds \$14,400

The Board acknowledged a funding source change for contract #01FY21LC-CC Jason Schroeder. \$1,200.00 will be shifted from FY21LC-CC to FY20LC-CC.

FY20 Local Capacity Cover Crop \$0.00

FY21 Local Capacity Cover Crop \$2,700.00

FY20 & FY21 Local Capacity Cover Crop Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual for Payment	Request
Schroeder, Jason	#01FY21LC-CC Cover Crop	\$2,700.00	\$2,700.00	30 acres @ \$30/acre @ 3 yrs. = \$2,700.00 <i>Funding Sources: \$1,200.00 FY20LC-CC & \$1,500.00 FY21LC-CC</i>

Motion by Welke, seconded by Kruse approving a payment request for Jason Schroeder contract #01FY21LC-CC in the amount of \$2,700.00. Funds totaling \$1,200.00 will be used from the FY20 Local Capacity Grant Cover Crop and \$1,500.00 from FY21 Local Capacity Grant Cover Crop for his cover crop project.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

FY21 Local Capacity Cover Crop Cost Share Pre-Approved Amendment Request (10/16/21 Diersen) for Acknowledgement

The Board acknowledged an amendment request for John Diersen contract #05FY21LC-CC that was pre-approved on 10/16/21. The land occupier requested to amend the location for the cover crop project from Section 10 Mayville Twp. to SW 1/4 Section 12 Mayville Twp. and NW 1/4 Section 13 Mayville Twp. T102N, R5W. Landowner is Doug Lampert, 1202 Grandview Terrace S, La Crescent, MN 55947.

FY21 Local Capacity Cover Crop Cost Share Payment Requests

Name	Project/Contract #	Total Cost Estimate	Actual for Payment	Request
Scheck, Eric	#02FY21LC-CC Cover Crop	\$2,700.00	\$2,700.00	30 acres @ \$30/acre @ 3 yrs. = \$2,700.00
Diersen, John	#04FY21LC-CC Cover Crop	\$1,350.00	\$1,350.00	15 acres @ \$30/acre @ 3 yrs. = \$1,350.00
Diersen, John	#05FY21LC-CC Cover Crop	\$1,350.00	\$1,350.00	15 acres @ \$30/acre @ 3 yrs. = \$1,350.00

Motion by Kruse, seconded by Welke, approving a payment request for Eric Scheck contract #02FY21LC-CC in the amount of \$2,700.00 and John Diersen contract #04FY21LC-CC in the amount of \$1,350.00 and #05FY21LC-CC in the amount of \$1,350.00 using FY21 Local Capacity Grant Cover Crop as the funding source for their cover crop projects.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

COVER CROP DEMO COST SHARE PROGRAM

FY20 Cover Crop Demo - Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds \$ 0 (Flat Rate per acre)

FY20 Cover Crop Demo – No-till Cover Crop Cost Share (Grant expiration 12/31/22) – Available Funds \$ 0 (Flat Rate per acre)

FY20 Cover Crop Demo Cost Share Payment Requests

Name	Project/Contract #	Total Cost Estimate	Actual for Payment	Request
Solum, Jay	#22FY20CC Cover Crop	\$7,680.00	\$ 7,680.00	64 acres @ \$40/acre @ 3 yrs. = \$7,680.00
Von Arx, Tim	#23FY20CC Cover Crop	\$7,174.62	\$7,174.62	59.7884 acres @ \$40/acre @ 3 yrs. = \$7,174.62

Motion by Welke, seconded by Kruse, approving a payment request for Jay Solum contract #22FY20CC in the amount of \$7,680.00 and Tim Von Arx contract #23FY20CC in the amount of \$7,174.62 using FY20 Cover Crop Demo Cost Share Grant as the funding source for their cover crop projects.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

FY20 Cover Crop Demo Cost Share Payment Requests

Name	Project/Contract #	Total Cost Estimate	Actual for Payment	Request
Solum, Jay	#22FY20NT Residue & Tillage Mgmt. No-Till	\$1,920.00	\$ 1,920.00	64 acres @ \$10/acre @ 3 yrs. = \$1,920.00
Von Arx, Tim	#23FY20NT Residue & Tillage Mgmt. No-Till	\$1,793.66	\$1.793.66	59.7886 acres @ \$10/acre @ 2 yrs. & 59.7884 acres @ \$10/acre @ 1 yr. = \$1,793.66

Motion by Kruse, seconded by Welke, approving a payment request for Jay Solum contract #22FY20NT in the amount of \$1,920.00 and Tim Von Arx contract #23FY20NT in the amount of 1,793.66 using FY20 Cover Crop Demo Cost Share Grant as the funding source for their Residue & Tillage Mgmt. No-Till projects.

Voting affirmative: Feldmeier, Kruse and Welke.

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)

FY20 State Cost Share (Grant expiration 12/31/22) – Available Funds **\$ 0.00**

FY21 State Cost Share (Grant expiration 12/31/22) – Available Funds **\$14,582.17**

FY22 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$16,720.80**

Accounts Payable:***

Voucher #	Item	Amount
4450	Ron Carlsen – Rent – November	\$ 1,213.19
4451	VISA – Trees = \$ 562.00; WCPI Event Expense = \$44.00; Office Supply = \$27.61	\$ 673.61
4452	Kwik Trip – Fuel – SWCD Trucks	\$ 593.07
4454	Deb Peterson – Water Plan – Pond Clean Out	\$ 400.00
4455	Frontier Precision Inc. – Field Equipment	\$ 20,887.11
4456	Eric Scheck - #02FY21LC-CC – 30 acres @ \$30/acre @ 3 yrs – Cover Crop	\$ 2,700.00
4457	Laura’s Lane Nursery LLC - Trees	\$ 403.65
4458	Quill LLC – Office Supplies	\$ 82.91
4459	Houston County Ag. Society – Equipment Storage Rent	\$ 126.00
4460	MN Dept. of Agriculture – Tree License Renewal	\$ 250.00
4461	Tim Von Arx - #23FY20CC – Cover Crop \$40/acre @ 3 yrs & #23FY20NT – No Till \$10/acre @ 3 yrs	\$ 8,968.27
4463	Smith Schafer & Associates, Ltd. – Progress billing 2020 Yr End Financial Audit	\$ 200.00
4464	Brain Doyle – Water Plan – Pond w/pipe	\$ 1,000.00
4465	John Diersen - #04FY21LC-CC – 15 acres @ \$30/acre @ 3 yrs & #05FY21LC-CC – 15 acres @ \$30/acre @ 3 yrs – Cover Crop	\$ 2,700.00
4466	Jay Solum - #22FY20CC – Cover Crop \$40/acre @ 3 yrs & #22FY20NT – No Till \$10/acre @ 3 yrs	\$ 9,600.00
4467	Charles Peterson – Water Plan – Pond Clean Out	\$ 400.00
4468	Jason Schroeder - #01FY21LC-CC – Cover Crop 30 acres @ \$30/acre @ 3 yrs	\$ 2,700.00
4469	John Diersen - #04FY21LC- CC – Cover Crop 15 acres @ \$30/acre @ 3 yrs & #05FY21LC-CC	\$ 2,700.00

	- Cover Crop 15 acres @ \$30/acre @ 3 yrs	
4470	MASWCD - Convention Registrations & Meals -	
	Total	\$
	Investment Transfer of Funds (From 10033563 Capital Equipment - Eitzen State Bank to our Bank of the West Cash General Fund account)	\$ 20,887.11

Motion by Kruse, seconded by Welke, approving the above listed accounts payable and transfer of funds.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

Voucher #	Item	Amount
4453	Houston Engineering Inc. - WinLaC 1W1P Payment	\$ 9,020.75
4462	Winona County Planning & Zoning - WinLaC 1W1P Payment	\$ 3,119.41
	Total	\$ 12,140.16

Motion by Kruse, seconded by Welke, approving the above listed WinLaC 1W1P accounts payable.

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

Motion carried.

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

Voting affirmative: Feldmeier, Kruse and Welke.

Opposed: None

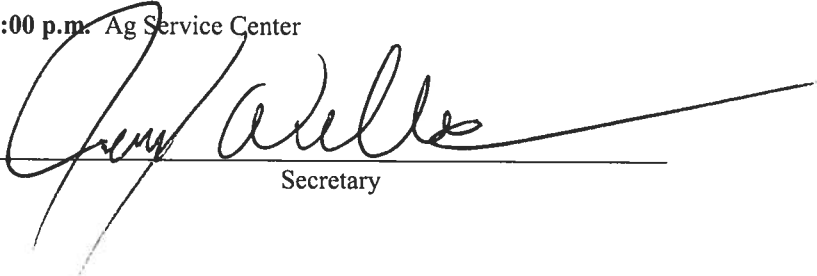
Motion carried.

Meeting adjourned at 2:05 p.m.

NEXT MEETING -- Regular Meeting, December 9, 2021, 1:00 p.m. Ag Service Center

Approved:

12-9-21
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

<https://www.co.houston.mn.us/department/soil-and-water/>

MINUTES OF THE ROOT RIVER SWCD

December 9, 2021

The Root River Soil and Water Conservation District Board of Supervisors met on December 9, 2021 in the DNR garage at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

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

Members Present:

Ken Anderson

Matt Feldmeier

Glenn Kruse

Jerry Welke

Members Not Present:

Cecil Graf

Others:

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

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Welke, seconded by Kruse, approving the minutes from the November 18, 2021 board meeting.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Employee Time Records & Supervisor Per Diems: Motion by Anderson, seconded by Kruse, approving the Employee Time Records and Supervisor Per Diems.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Treasurer's Monthly Report: Kruse requested the November report be placed on file for audit.

Agency Report:

Gary Larson, NRCS Board Conservationist Report

- ❖ Walter reported on Larson's behalf stating there are 40 EQIP 2022 applications submitted.

Dave Walter, District Manager Report

- ❖ Walter shared the SWCD will be receiving \$40,000 from the county on December 14, 2021 and would like to dedicate those funds towards the Crooked Creek Watershed (Klinski) pond project. He stated we will also be receiving \$28,000 matching funds to the BWSR Local Capacity grant.
- ❖ Walter initiated a conversation regarding Gary Larson's upcoming retirement. It was mutually decided to pursue Good Time's as the venue and have pizza. Discussion of those to invite followed. This gathering will take place

February 10, 2022. **Motion** by Anderson, seconded by Kruse, approving the purchase of an appreciation plaque up to \$50.00.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Program Reports

- **WCA** – Walter reported he is working with US Fish & Wildlife and Tom Langen to put in a temporary dike. A question was raised as to why a temporary dike. Walter stated since the breach was already there prior to the sale of the property a temporary dike is all that is allowed.
- **BMP Projects** – Walter indicated a grade stabilization structure was completed in Winnebago Township.

MASWCD & MACDE – Walter stated he, Scanlan, Messner, Welke and Jeff Gerard & Judy Tollefsrud will be attending the annual MASWCD State Convention on December 14, 2021. Messner, Scanlan and Walter will be attending morning training sessions, Welke will attend the business meeting and Gerard & Tollefsrud will attend a special program for the outstanding conservationist and have pictures taken prior to the awards luncheon.

Watershed Updates:

Crooked Creek – Scanlan indicated their next meeting is December 17th. They will be focusing on their audit and discussing payment on the recent Generation X invoice.

Bear Creek – No report.

Winnebago – No report.

Program & Staff Reports:

Bob Scanlan

- **Cover Crop Demonstration Grant** – Scanlan reported he has completed all the spot checks. Each landowner/occupier met the November 1st planting deadline. He has received requests for the program for 2022.
- **319 Feedlot** – No report.
- **Local Capacity CWMA** – Scanlan stated yearly spot checks are complete. He said there are a couple of interested landowners for next year.
- **MAWQCP** – No report.
- **MDA Soil Health Program** – No report.

Scanlan shared he has applied for a grant through the MN Corn Promotion Council and Minnesota Corn Growers Association. The focus of the application is funding for a comparison study of frost seed cereal grain cover crop with typical fall seeded cover crop. Scanlan indicated he is applying for a second grant with Mississippi State University and the Hypoxia Task Force to work with new or existing farmer led groups to promote soil health practices.

Scanlan stated he will be attending a septic training on Monday, December 13, 2021 in Mankato, MN.

Jean Meiners

- **Buffer Law** – Meiners share the year three cost share buffer inspections are completed and Buffcat reporting is also completed.

FY20 Root River 1W1P Cost Share Payment Requests & Re-allocation of funds

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Bauer, Steve	#14FY201W1P Grade Stabilization Structures (2), Diversion	\$14,616.00	\$ 15,369.55	\$15,369.55 @ 90% = \$ 13,832.59 EQIP payment = \$8,545.15 Maximum payment = \$5,287.44 Payment Amount Approved = \$4,371.74 Re- allocation of funds = \$1,697.11

Motion by Anderson, seconded by Kruse, approving a payment request for Steve Bauer contract #14FY201W12P in the amount of \$4,371.74 using FY20 Root River 1W1P funds for his grade stabilization structures and diversion. Funds totaling \$1,697.11 can be re-allocated to the grant.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

FY20 Root River 1W1P Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Hoscheit Dairy Farms LLC	#16FY201W1P Grade Stabilization Structure	\$15,950.00	\$ 16,211.83	\$16,211.83 @ 90% = \$ 14,590.65 Payment Amount Approved = \$14,355.00

Motion by Anderson, seconded by Kruse, approving a payment request for Hoscheit Dairy Farms LLC contract #16FY201W12P in the amount of \$14,355.00 using FY20 Root River 1W1P funds for his grade stabilization structure.

Voting affirmative: Anderson, Kruse and Welke.

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)

FY20 State Cost Share (Grant expiration 12/31/22) – Available Funds **\$ 0.00**

FY21 State Cost Share (Grant expiration 12/31/22) – Available Funds **\$14,582.17**

FY22 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$16,720.80**

FY20 State Cost Share Amendment Request

Motion by Anderson, seconded by Kruse, approving an amendment request for Ross Bearbower contract #05FY20CS extending the completion date from 12/31/2021 to 6/1/2022.

Voting affirmative: Anderson, Kruse and Welke.

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)

FY20 Local Capacity CWMA Cost Share - (Grant expiration 12/31/22) – Available Funds **\$1,100** (Flat Rate per acre)

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$15,000**

FY21 Local Capacity Cover Crop Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$2,700** (Flat Rate per acre)

FY21 Local Capacity County Appropriation Cost Share – Available Funds **\$14,400**

Accounts Payable:***

Voucher #	Item	Amount
4471	Ron Carlsen – Rent – December	\$ 1,213.19
4472	Hoscheit Dairy Farms LLC – Grade Stabilization Structure - #16FY201W1P	\$ 14,355.00
4473	Kwik Trip – Fuel – SWCD Trucks = \$534.41; Finance charge = \$8.90	\$ 543.31
4474	Cordes Farm LLC – Water Plan – Pond Clean Out = \$400; Push-Up Pond no pipe = \$600	\$ 1,000.00
4475	Talcott Resolution Life & Annuity Ins. Co. – Life Insurance Policy #LU1188704 Dave Walter	\$ 90.00
4476	John Glasspoole – Crop Loss – Crooked Creek Watershed Pond Project	\$ 2,648.88
4477	Crooked Creek Watershed District – 1W1P Capital Improvement Project Technical (G-Cubed)	\$ 24,062.50
4478	B & M Service Center – Vehicle Maintenance – Oil Change – '20 Dodge Ram	\$ 65.20
4479	Ralph Hammell – Water Plan – Push-Up Pond with pipe	\$ 1,000.00

4480	Lind Awards – Conservationist of the Yr. Plaques	\$ 75.16
4481	Quill LLC – Office Supplies	\$ 899.68
4482	Ken Anderson – Mileage – 4 th Qtr. 2021	\$ 26.88
4483	Matt Feldmeier – Mileage – 4 th Qtr. 2021	\$ 60.48
4484	Cecil Graf – Mileage – 4 th Qtr. 2021	\$ 22.40
4485	Glenn Kruse – Mileage – 4 th Qtr. 2021	\$ 44.80
4486	Jerry Welke – Mileage – 4 th Qtr. 2021	\$ 117.60
4487	Petty Cash – Water Plan 6 th Grade Day Expense = \$1.25; 6 th Grade Day = \$1.24; Finance Charge = \$1.53	\$ 4.02
4488	Smith, Schafer & Associates, Ltd. – 2020 Year End Financial Audit Progress billing	\$ 100.00
4489	Steve Bauer – Grade Stabilization Structures (2) & Diversion - #20FY201 W1P	\$ 4,371.74
	Total	\$ 50,700.84
	Houston County Treasurer – Cash to Investment 10033589 Designated Reserve = \$2,000.00; Cash to Investment 10033563 Capital Equipment = \$3,207.00	\$ 5,207.00

Motion by Anderson, seconded by Welke, approving the above listed accounts payable and transfer of funds.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: No report.

TSA (Joint Powers) COMMITTEE: Walter stated he has been working on their personnel policy. They have had discussion surrounding the topic of working from home and in office time.

PERSONNEL COMMITTEE: Walter indicated he would like to review staff reviews with the supervisors. Messner voluntarily asked to exist the meeting for the discussion. Scanlan and Meiners also voluntarily existed the meeting for the discussion.

Scanlan rejoined the meeting to present Walter's review. Walter voluntarily existed the meeting. After completion of the review Scanlan exited the meeting while Walter and Messner re-joined the meeting.

Motion by Welke, seconded by Kruse, approving a one-step increase for Meiners equivalent to a \$0.66 increase to \$22.53; Wermager \$0.67 increase to \$23.20 and Messner a \$0.70 increase to \$23.98. This is to be effective for pay period one 2022.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Motion by Welke, seconded by Anderson, to adjourn the meeting.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Meeting adjourned at 2:18 p.m.

NEXT MEETING -- Regular Meeting, January 13, 2022, 1:00 p.m. Ag Service Center

Approved: _____

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

<https://www.co.houston.mn.us/departments/soil-and-water/>

MINUTES OF THE ROOT RIVER SWCD

January 13, 2022

The Root River Soil and Water Conservation District Board of Supervisors met on January 13, 2022 in the DNR garage at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Outgoing Vice Chair Feldmeier called the meeting to order at 1:07 p.m.

Members Present:

Ken Anderson
Matt Feldmeier
Cecil Graf
Glenn Kruse
Jerry Welke

Members Not Present:

Others:

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

Those present took part in the Pledge of Allegiance.

Officers & Appointments:

Motion by Anderson, seconded by Kruse, approving Matt Feldmeier as the 2022 Chair; Jerry Welke, Vice-Chair; Glenn Kruse, Secretary; Ken Anderson, Treasurer and Cecil Graf, Reporter.

Voting affirmative: Anderson, Kruse and Welke.

Opposed: None

Motion carried.

Feldmeier presided over the meeting as chair.

Graf joined the meeting.

Motion by Anderson, seconded by Kruse, approving the following Committee Appointments for 2022:

Finance Committee: Anderson & Kruse

Personnel Committee: Welke & Graf

TSA Committee [formerly JPB]: Welke

One Watershed, One Plan: Kruse

Alternate: Graf

Mississippi River – Winona/La Crescent 1W1P: Welke

Alternate: Feldmeier

Voting affirmative: Anderson, Graf, Kruse and Welke.

Opposed: None

Motion carried.

Meeting Date & Time: **Motion** by Anderson, seconded by Welke, 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: Anderson, Graf, Kruse and Welke.

Opposed: None

Motion carried.

Minutes: Motion by Anderson, seconded by Kruse, approving the minutes from the December 9, 2021 board meeting.

Voting affirmative: Anderson, Graf, Kruse and Welke.

Opposed: None

Motion carried.

Employee Time Records & Supervisor Per Diems: Motion by Kruse, seconded by Graf, approving the Employee Time Records.

Voting affirmative: Anderson, Graf, Kruse and Welke.

Opposed: None

Motion carried.

Treasurer’s Monthly Report: Anderson requested the December 2021 report be placed on file for audit.

Motion by Anderson, seconded by Graf, 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: Anderson, Graf, Kruse and Welke.

Opposed: None

Motion carried

Agency Report:

Gary Larson, NRCS Board Conservationist Report

- ❖ Walter reported on Larson’s behalf stating there are 40 EQIP 2022 applications submitted.

Dave Walter, District Manager Report

- ❖ Walter shared in a recent release titled “Know and Understand Board Supervisor Election Options” it was suggested that each SWCD bring this forward for their boards to review the options and approve one. The following options were shared.
 - **Option 1** (Supervisors elected *at large* – Minnesota Statute 103C.311 subd. 1) provides for the establishment of nominating districts that determine who will be on the general election ballot for vote by the general electorate of the county. These nominating districts have historically reflected the natural resource diversity of the county. They have not been focused on the distribution of population, but on distribution of supervisors geographically across the county so board members have a better chance at being physically closer to and personally aware of the natural resource issues across the county. Under this option, all eligible voters within the county may vote for all SWCD supervisors.
 - **Option 2** (Supervisors elected *by districts* – Minnesota Statute 103C.311 subd. 2) provides discretionary authority for SWCDs (mandatory for SWCDs in the 7-county metro area), with the approval of the Board of Water and Soil Resources, to change from the current countywide election of supervisors to election by a nominating district. If an SWCD chooses to move to election by a district, the district boundaries must be drawn by the county board, in consultation with the SWCD board and then with approval by BWSR. The boundaries need to be compact, include only contiguous territory, and be substantially equal in population, and therefore reviewed after each decennial federal census. This option allows the number of supervisors to be greater than five in counties with more than five county commissioner districts, such as Dakota, Ramsey, Hennepin, and St. Louis. This option tends to reflect the distribution of the population.

Motion by Anderson, seconded by Graf, approving Option 1 for the SWCD.

Voting affirmative: Anderson, Graf, Kruse and Welke.

Opposed: None

Motion carried.

- ❖ Walter stated a staff meeting was recently conducted. He and staff are working on project designs, while Scanlan and Wermager are working on grant applications.

Program Reports

- **Surface Water Assessment Grant (WinLaC Chloride Testing)** – Walter shared that he and Wermager will be sampling Pine Creek and a few locations in Winona County.
- **WCA** – Walter reported in Crooked Creek Township he is working with a landowner on a cattle crossing through a wetland area to get to needed pasture area. He stated during the winter months he also meets with the county’s Hwy. Dept. on upcoming projects for the spring and summer.

MASWCD & MACDE – Walter stated he, Scanlan, Messner and Welke attended the annual MASWCD State Convention on December 14, 2021. Messner, Scanlan and Walter attended morning training sessions and Welke attended the business meeting. Gerard & Tollefsrud were not able to attend due to a fall the morning of the awards program.

Watershed Updates:

Crooked Creek – Scanlan reported Crooked Creek Watershed has put together an amendment for their contract with Generation X on the pond at the Klinski site. It reflects various changes that are implemented to the project. The amendment has been signed by the engineer and the contractor will be signing and returning it. Their board will act on the amendment at their January 14, 2022 meeting. Scanlan stated the remaining work on the project will be completed at the end of next summer.

Bear Creek – No report.

Winnebago – No report.

Program & Staff Reports:

Bob Scanlan

Scanlan stated overall most of his programs have been slow at the moment.

- **Cover Crop Demonstration Grant** – No report.
- **319 Feedlot** – Scanlan stated the 319 funding has seen a few changes and funds have been redistributed. Houston County now has \$1,101.43 for technical assistance. An increase in the amount of cost share per applicant has went from 50% to 75% and the number of animal units was lifted from 500 to 1,000. All projects must be installed by June 30, 2022.
- **Local Capacity CWMA** – No report.
- **MAWQCP** – No report.
- **MDA Soil Health Program** – No report.

Scanlan shared he has applied for a grant through BWSR for CWMA funding. It will be a two year grant totaling \$15,000. Scanlan stated he has also been assisting Wermager on a grant application to enhance RIM sites that are lacking native vegetation or have been taken over by introduced species.

Jean Meiners

- **Buffer Law** – Walter shared all the inspections for 2021 have been completed. There are a few that will need to be flagged in the spring.
- **MDH Safe Drinking Water** – Messner reported a meeting is scheduled for January 19th. Results from the nitrate sampling have been received.

Janice Messner

- **Volunteer Nitrate Monitoring** – No report.
- **Trees** – Messner stated the 2022 tree sales are going well. There are a few species that are sold out and we are not able to obtain additional trees. To date we have sold just over half of the trees that were pre-ordered.
- **Reporting** – Messner shared there are numerous reporting deadlines this time of year. eLink grant reporting is due February 1st for 13 grants and has been completed, Sales & Use Tax filing due January 31st has also been completed. Area 7 Wage Survey is started and due in March. MCIT reporting is in progress and website updates are to be completed by March 1, 2022.

Messner stated Smith Schaffer & Associated Ltd informed us during our 2020 Year End Financial Statement audit that we are to be distributing 1099 MISC forms to any landowner that has received \$600 or more in incentive or cost share payments. Messner reported this has not been done in the past. The 1099 MISC are to be to the landowners by January 31st. Currently, we are collecting the needed W-9 forms and waiting for word from the county if they will be running the 1099s or if we will need to do them ourselves. A **motion** was made by Anderson, seconded by Welke, to first pursue the county avenue before doing the 1099 MISC ourselves.

Voting affirmative: Anderson, Graf, Kruse and Welke.

Opposed: None

Motion carried

Dan Wermager

- **WCPI** – Wermager stated that this grant has reached its expiration. A few of the key milestone consisted of writing 180 conservation plans, conducting seven outreach events and contacting 761 landowners via letter. All exceeding the grant goals.
- **Root River 1W1P** – Wermager indicated the policy committee met December 20th but there was not a quorum to conduct any business. He also shared the upcoming fiscal year may allow for funding for a half time position. This position would support an individual to do walkovers, propose projects and start construction files in-house. This position will allow Wermager to continue with a different work load.
- **HELP grant application** – Wermager stated he is working on a grant application for pollinator habitat on existing RIM easements. It is a \$40,000 grant being offered by BWSR. If the grant is awarded to us, the funds would expire in 2024.
- **Mississippi River – Winona/La Crescent 1W1P** – Wermager reported the planning work group, advisory committee and policy committee are meeting regularly. Recently, the policy committee approved the measurable goals for the WinLaC watershed.
- **I-90 Soil Health Tour** – Wermager shared he was approached about being one of the four stops for the I-90 Soil Health Tour. The local event will be February 8th at the Hokah Fire Station in Hokah, MN. Flyers are posted for the event and a news release published in the local newspaper. Expenses the SWCD is incurring for the event are half of the main speaker's fee, our portion being \$500, and an evening meal. Local speaker, Myron Sylling, will also present and is waiving a speaking fee.

Wermager reported Kevin Kuehner met with staff and shared findings of a recent study on nitrates. The study shows nitrates were found in the Jordan aquifer and will pose a threat to drinking water in 30 – 40 years. The study proved May and June to be the most vulnerable months where nitrates leach into the soil.

Houston County Water Plan – No report.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report

TSA (Joint Powers) COMMITTEE: Walter stated there is an upcoming meeting on January 26, 2022 at 1:00 p.m.

OLD BUSINESS

Walter addressed the board regarding the June Teenth holiday. He stated the county has opted not to add this holiday currently due to having to renegotiate union contracts. It was unanimously decided by the SWCD board to follow the county’s lead and not add this holiday at this time.

Walter shared the USDA’s Covid policy stating the office can only be staffed at 50% capacity was recently announced. Feldmeier inquired if we are following USDA policy or county. Walter responded that we are following the USDA policy.

Motion by Welke, seconded by Anderson, approving lifting the \$50 cap for the partnership plaque for Larson.
Voting affirmative: Anderson, Graf, Kruse and Welke. Opposed: None Motion carried.

Welke requested a sympathy card be sent on the board’s behalf to Dan Griffin for the loss of his wife. Griffin and his wife were past recipients of the Conservationist of Year award.

NEW BUSINESS & ACTION ITEMS

Motion by Anderson, seconded by Kruse, approving the 2022 MASWCD dues of \$4,701.88.
Voting affirmative: Anderson, Graf, Kruse and Welke. Opposed: None Motion carried.

Motion by Anderson, seconded by Graf, approving the 2022 SE SWCD Technical Support JPB dues of \$3,000.00.
Voting affirmative: Anderson, Graf, Kruse and Welke. Opposed: None Motion carried.

Motion by Welke, seconded by Graf, approving the 2022 SE MASWCD annual dues of \$100.00.
Voting affirmative: Anderson, Graf, Kruse and Welke. Opposed: None Motion carried.

Motion by Anderson, seconded by Graf, approving the 2022 Envirothon dues of \$175.00.
Voting affirmative: Anderson, Graf, Kruse and Welke. Opposed: None Motion carried.

Motion by Graf, seconded by Anderson, approving the 2022 MACDE membership dues of \$25.00 per staff member.
Voting affirmative: Anderson, Graf, Kruse and Welke. Opposed: None Motion carried.

Motion by Anderson, seconded by Graf, approving the 2022 IRS Mileage Reimbursement Rate of \$0.585 per mile or \$0.325 per mile if state grant funds were used for any portion of the vehicle purchase and while claiming depreciation on that vehicle.
Voting affirmative: Anderson, Graf, Kruse and Welke. Opposed: None Motion carried.

Motion by Welke, seconded by Graf, approving the Supervisor Per Diem of \$125.00 per meeting.
Voting affirmative: Anderson, Graf, Kruse and Welke. Opposed: None Motion carried.

Motion by Kruse, seconded by Anderson, approving a 2% Cost of Living Adjustment (COLA) for one year being retro-active to January 1, 2022 for all staff.
Voting affirmative: Anderson, Graf, Kruse and Welke. Opposed: None Motion carried.

Motion by Anderson, seconded by Graf, approving the MAWQCP Request for Technical Assistance & Promo Funds in the amount of \$2,500 with contract dates being 1/1/22 – 12/31/22.
Voting affirmative: Anderson, Graf, Kruse and Welke. Opposed: None Motion carried.

Motion by Anderson, seconded by Kruse, approving the board chair as the authorizing signature on the Bear Creek Maintenance Inspection Report.
Voting affirmative: Anderson, Graf, Kruse and Welke. Opposed: None Motion carried.

Motion by Graf, seconded by Welke, approving a Contract for Services Surface Water Assessment Grant (WinLaC Chloride Testing) in the amount of \$3,613.50 with grant expiration date of June 30, 2023.

Voting affirmative: Anderson, Graf, Kruse and Welke.

Opposed: None

Motion carried.

Audit of Financial Statements for Year End 2020 – Prepared by Smith Schafer & Associates Ltd was distributed.

COST SHARE PROGRAMS

1W1P ROOT RIVER WATERSHED-BASE IMPLEMENTATION FUNDING PROGRAM *(Funding up to 90% of cost estimate with or without other non-state funding source)*

FY20 1W1P Root River Watershed-Base Cost Share *(Grant expiration 10/31/2022)* Available Funds **\$ 63,835.86**

FY20 Root River 1W1P Cost Share Payment Requests & Re-allocation of funds

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Hammel, Ralph	#17FY201W1P Grade Stabilization Structure	\$14,027.07	\$ 14,596.10	\$14,596.10 @ 90% = \$ 13,136.49 EQIP payment = \$3,868.14 Maximum payment = \$9,268.35 Cost Share Allocated to Project = \$8,754.36 Payment Amount Approved = \$8,754.36 (Root River SWCD maximum pay for seed, fert & mulch = \$313.78; project construction = \$8,440.58)

Motion by Graf, seconded by Anderson, approving a payment request for Hammel, Ralph contract #17FY201W12P in the amount of \$8,754.36 using FY20 Root River 1W1P funds for his grade stabilization structure.

Voting affirmative: Anderson, Graf, Kruse and Welke.

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)*

FY20 State Cost Share *(Grant expiration 12/31/22)* – Available Funds **\$ 0.00**

FY21 State Cost Share *(Grant expiration 12/31/22)* – Available Funds **\$14,582.17**

FY22 State Cost Share *(Grant expiration 12/31/24)* – Available Funds **\$16,720.80**

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

FY20 Local Capacity CWMA Cost Share - *(Grant expiration 12/31/22)* – Available Funds **\$1,100** *(Flat Rate per acre)*

FY21 Local Capacity Cost Share – *(Grant expiration 12/31/2023)* – Available Funds **\$15,000**

FY21 Local Capacity Cover Crop Cost Share – *(Grant expiration 12/31/2023)* – Available Funds **\$2,700** *(Flat Rate per acre)*

FY21 Local Capacity County Appropriation Cost Share – Available Funds **\$14,400**

FY22 Local Capacity Cover Crop Cost Share – *(Grant expiration 12/31/2024)* – Available Funds **\$8,700** *(Flat Rate per acre)*

Accounts Payable:***

Voucher #	Item	Amount
4490	Ron Carlsen – Rent – January 2022	\$ 1,213.19
4491	Kwik Trip – Fuel – SWCD Trucks	\$ 207.48
4492	Minnesota Revenue – 2021 Sales & Use Tax	\$ 774.00
4493	Beau Wold – Pond Clean Out	\$ 400.00
4495	VISA – Postage = \$66.80; Vehicle Maintenance – 2017 GMC = \$181.16; SWAG Equip & Supplies = \$191.49; MACDE 2022 Membership Dues 5 @ \$25 = \$125	\$ 564.45
4496	Ralph Hammel - #17FY201W1P – Grade Stabilization Structure	\$ 8,754.36
4497	MN Counties Intergovernmental Trust – Liability Ins. = \$2,949; Workers Comp = \$4,511.00	\$ 7,460.00

4499	MASWCD – FY22 Dues	\$ 4,701.88
4500	Smith Schafer & Associates, Ltd. – 2020 Year End – Final Payment	\$ 50.00
4501	SE SWCD Technical Support JPB – 2022 Annual Membership Dues	\$ 3,000.00
4502	SE MASWCD – 2022 Annual Dues	\$ 100.00
4503	Hach – SWAG Equipment & Supplies	\$ 628.54
4504	Goodhue SWCD – 2022 Envirothon Dues	\$ 175.00
Total		\$ 28,028.90
Houston County Treasurer – Cash to Investment 10033399 Bear Creek = \$1,000.00; Cash to Investment 10033340 Winnebago Creek = \$1,000.00		\$ 2,000.00

Motion by Anderson, seconded by Kruse, approving the above listed accounts payable and transfer of funds.
 Voting affirmative: Anderson, Graf, Kruse and Welke. Opposed: None Motion carried.

Voucher #	Item	Amount
4494	Houston Engineering Inc. – WinLaC 1W1P Payment	\$ 21,977.50
Total		\$ 21,977.50

Motion by Anderson, seconded by Graf, approving the above listed accounts payable.
 Voting affirmative: Anderson, Graf, Kruse and Welke. Opposed: None Motion carried.

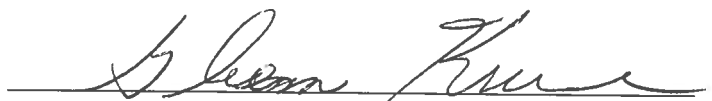
Welke inquired if the building owner has discussed potential sidewalk repair after the December 14, 2021 incident. Walter stated there has not been any communication and would touch base with him.

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

Meeting adjourned at 2:37 p.m.

NEXT MEETING -- Regular Meeting, February 10, 2022, 1:00 p.m. Good Times, Caledonia, MN.

Approved: 2-10-22
 Date


 Secretary