



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/>

MISSION STATEMENT

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

Agenda

January 13, 2022, 1:00 p.m. Regular Meeting

DNR Garage

2021 Officers

Cecil Graf
Matt Feldmeier
Jerry Welke
Glenn Kruse
Ken Anderson

Chair
Vice-Chair
Secretary
Treasurer
Reporter

Finance Committee: Kruse & Anderson

Personnel Committee: Welke & Feldmeier

TSA Committee [JPB]: Welke

One Watershed, One Plan: Kruse

Alternate - Graf

Mississippi River – Winona/

La Crescent 1W1P: Welke

Alternate - Feldmeier

1:00 P.M. 2021 Chair call meeting to order.

Flag Pledge

Officers & Appointments

Election of Officers for 2022

Chair

Vice-Chair

Secretary

Treasurer

Reporter

Committee Appointments for 2022

Finance Committee:

Personnel Committee:

TSA Committee (formerly JPB):

One Watershed, One Plan and Alternate:

Mississippi River – Winona/ La Crescent 1W1P and Alternate:

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

Minutes: 2022 Chair call for additions or corrections to the December 9, 2021 board meeting minutes.

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

Treasurer's Report: Treasurer request the December 2021 Treasurer's Report be placed on file for audit.

- Approval needed on the following for 2022
 1. Houston County Treasurer – depository for all district funds
 2. Bank of the West – as the general checking account
 3. Eitzen State Bank – investment designated reserve and cost-share
 4. MCIT – Bonding & Insurance Liability, Property, and Workman's Compensation insurance

AGENCY REPORTS

Gary Larson, NRCS District Conservationist Report

Dave Walter, District Manager Report

- Surface Water Assessment Grant (WinLaC Chloride Testing)
- Know and Understand Board Supervisor Election Options – *Discussion*
 - **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.

PROGRAM REPORTS

- WCA – *Update*
- BMP Projects - *Update*

MASWCD & MACDE

2021 MASWCD Annual Convention - *Update*

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek – Update

Winnebago - Update

Agenda – January 13, 2022

PROGRAM & STAFF REPORTS

Bob Scanlan, Assistant Manager

- Cover Crop Demonstration – *Update*
- 319 Feedlot – *Update*
- Local Capacity CWMA – *Update*
- MAWQCP – *Update*
- MDA Soil Health Program - *Update*

Jean Meiners, Technician

- Buffer Law – *Update*
- MDH Safe Drinking Water - *Update*

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring Network – *Update*
- Tree Program – *Update*
- Reporting - *Update*
 - eLink Grant Reporting Deadline – February 1, 2022 – 13 grants
 - Sales & Use Tax Filing Deadline – January 31, 2022
 - 1099 Forms for Cost Share Recipients Deadline – January 31, 2022
 - Website Updates Deadline – March 1, 2022

Dan Wermager, Technician

- WCPI (Watershed Coordinator Planner Initiative) – *Update*
- Win/LaC (Mississippi River Winona/La Crescent) 1W1P - *Update*
- Root River 1W1P – *Update*
- I-90 Soil Health Tour - *Update*

HOUSTON COUNTY WATER PLAN – *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE:

PERSONNEL COMMITTEE:

TSA (Joint Powers) COMMITTEE: Meeting scheduled for Wednesday, January 26, 2022 at 1: 00 pm.

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. 2022 MASWCD Dues - \$4,701.88 (increase of \$1,288.19) – *Action requested*

Agenda – January 13, 2022

2. 2022 SE SWCD Technical Support JPB - \$3,000.00 – *Action requested*
3. 2022 SE MASWCD Annual Dues - \$100.00 – *Action requested*
4. 2022 Envirothon Dues - \$175.00 – *Action requested*
5. 2022 MACDE Membership Dues - \$25.00 per staff member – *Action requested*
6. 2022 IRS Mileage Reimbursement Rate \$0.585 per mile or \$0.325 per mile while claiming depreciation – *Action requested*
7. Supervisor Per Diem – \$125/meeting – *Action requested*
8. Cost of Living Adjustment (COLA) - *Discussion & Action requested*
 - State Increase = 2.5%
 - Federal (USDA) Increase = 2.42%
 - County =2% for 2022, 3% for 2023 & 2024
9. MAWQCP Request for Technical Assistance & Promo Funds - \$2,500 – Contract Date 1/1/22 – 12/31/22 – *Action requested*
10. Bear Creek Maintenance Inspection Report – Authorizing Signature – *Action requested*
11. Contract for Services Surface Water Assessment Grant (WinLaC Chloride Testing) - \$3,613.50 Expiration June 30, 2023 – *Action requested*
12. Audit of Financial Statements for Year End 2021 – Prepared by Smith Schafer & Associates Ltd. - *Distribute*

COST SHARE PROGRAMS

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

FY20 IWIP 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 EQUIP 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)

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*)

Agenda – January 13, 2022

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

Chair call for a motion to approve accounts payable and transfer of funds

Voucher #	Item	Amount
4490	Ron Carlsen – Rent – January	\$ 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

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

Adjournment

NEXT MEETING -- Regular Meeting, February 10, 2022, 1:00 p.m. Ag Service Center



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Agenda

February 10, 2022, 1:00 p.m. Regular Meeting

Good Times Restaurant (Lower Level), Caledonia, MN

2022 Officers

Matt Feldmeier

Jerry Welke

Glenn Kruse

Ken Anderson

Cecil Graf

Chair

Vice-Chair

Secretary

Treasurer

Reporter

Finance Committee: Anderson & Kruse

Personnel Committee: Welke & Graf

TSA Committee [JPB]: Welke

One Watershed, One Plan: Kruse

Alternate - Graf

Mississippi River – Winona/

La Crescent 1W1P: Welke

Alternate - Feldmeier

1:00 P.M.

Chair call meeting to order.

Flag Pledge

Minutes: 2022 Chair call for additions or corrections to the January 13, 2022 board meeting minutes.

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

Treasurer's Report: Treasurer request the January 2022 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Gary Larson, NRCS District Conservationist Report

Dave Walter, District Manager Report

- COVID 19 Policy – *Discussion*
- Managing for Soil Health Event – February 18th in Spring Valley, MN
- 2022 Driftless Symposium – February 23rd & March 3rd – Free On-line event – Registration for each day is required

PROGRAM REPORTS

- WCA – *Update*
- BMP Projects - *Update*

MASWCD & MACDE

2022 SWCD Election Process – Filing Dates are May 17th – May 31st at 5:00 p.m.

District 1 (La Crescent Village & Twp., Hokah Village & Twp., Mound Prairie Twp. and Union Twp.)

District 2 (Brownsville Village & Twp., Crooked Creek Twp. and Jefferson Twp.)

Area 7 SWCD Supervisors Remote Meeting – March 1, 2022 from 1 – 4 pm - Discussion item upcoming legislative session concerning surplus of MN state funds.

2022 Legislative Briefing & Day at the Capitol – March 9 – 10, 2022

Legislative Briefing & Networking Reception (March 9th) at Capitol Ridge Event Center, Radisson Hotel St. Paul Downtown

Registration Fee \$90 per person with sign-up deadline March 4, 2022. Hotel accommodations - \$119.99 plus tax.

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek – Update

Winnepago - Update

PROGRAM & STAFF REPORTS

Bob Scanlan, Assistant Manager

- Cover Crop Demonstration – *Update*
- 319 Feedlot – *Update*
- Local Capacity CWMA – *Update*
- MAWQCP – *Update*
- MDA Soil Health Program - *Update*

Jean Meiners, Technician

- Buffer Law – *Update*
- MDH Safe Drinking Water - *Update*

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring Network – *Update*
- Tree Program – *Update*
- Area 7 Envirothon - Thursday, April 21, 2022 at 9:00 a.m. Byron Sportsmen & Conservation Club, Byron, MN.

Dan Wermager, Technician

- WinLaC Chloride Testing – *Update*
- Win/LaC (Mississippi River Winona/La Crescent) 1W1P - *Update*
- Root River 1W1P – *Update*
- I-90 Soil Health Tour - *Update*

Agenda – February 10, 2022

HOUSTON COUNTY WATER PLAN – Update

COMMITTEE REPORTS

FINANCIAL COMMITTEE:

PERSONNEL COMMITTEE:

TSA (Joint Powers) COMMITTEE: Meeting held Wednesday, January 26, 2022 - Update

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. 2021 Year-End Audit Engagement - \$7,000 – Action requested

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**

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 (2020) 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)

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$4,800**

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

Chair call for a motion to approve accounts payable and transfer of funds

Voucher #	Item	Amount
4505	Ron Carlsen – Rent – February	\$ 1,213.19
4506	Kwik Trip – Fuel – SWCD Trucks	\$ 258.00
4507	VISA – Postage = \$58.00; WinLaC Chloride Postage = \$22.45; Award Event (Retirement) = \$113.76	\$ 194.21
4508	Houston County Treasurer – Lettering Dodge RAM Truck	\$ 14.04
4509	Houston County Treasurer – Registration Renewal - 2017 GMC Sierra = \$19.50; 2020 Dodge RAM = \$19.50	\$ 39.00
4510	Office of the State Auditor – 2020 Standards & Procedures Review	\$ 124.00
4511	Lind Awards – Retirement Plaque	\$ 45.10
4512	Quill LLC – Office Supplies	\$ 255.30
4513	Faribault County SWCD – I-90 Tour Speaker Fee	\$ 500.00
	Total	\$ 2,642.84

Adjournment

NEXT MEETING -- Regular Meeting, March 10, 2022, 1:00 p.m. Ag Service Center

Agenda – February 10, 2022



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Agenda

March 10, 2022, 1:00 p.m. Regular Meeting

Ag Service Center, Caledonia, MN

2022 Officers

Matt Feldmeier

Jerry Welke

Glenn Kruse

Ken Anderson

Cecil Graf

Chair

Vice-Chair

Secretary

Treasurer

Reporter

Finance Committee: Anderson & Kruse

Personnel Committee: Welke & Graf

TSA Committee [JPB]: Welke

One Watershed, One Plan: Kruse

Alternate - Graf

Mississippi River – Winona/

La Crescent 1W1P: Welke

Alternate - Feldmeier

1:00 P.M.

Chair call meeting to order.

Flag Pledge

Minutes: Chair call for additions or corrections to the February 10, 2022 board meeting minutes.

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

Supervisor Per Diems

Anderson, Ken – 1 st Qtr. 4 mtgs. @ \$125.00/each	\$ 500.00
Feldmeier, Matt – 1 st 3 Qtr. mtgs. @ \$125.00/each	\$ 375.00
Graf, Cecil – 1 st Qtr. 1 mtg. @ \$125.00/each	\$ 125.00
Kruse, Glenn – 1 st Qtr. 4 mtgs. @ \$125.00/each	\$ 500.00
Welke, Jerry – 1 st Qtr. 8 mtgs. @ \$125.00/each	\$1,000.00

Treasurer's Report: No report - February 2022 Treasurer's Report will be submitted at the April 14, 2022 meeting.

AGENCY REPORTS

Ryan Hytry, NRCS District Conservationist Report

- Annual Civil Rights & Equal Opportunity memos

Dave Walter, District Manager Report

- Managing for Soil Health Event – February 18th in Spring Valley, MN - *Update*
- 2022 Driftless Symposium – *Set viewing date*
- FY2022 Local Work Group meeting – April 14, 2022 board meeting

PROGRAM REPORTS

- WCA – *Update*

MASWCD & MACDE

2022 SWCD Election Process – Filing Dates are May 17th – May 31st at 5:00 p.m.

District 1 (La Crescent Village & Twp., Hokah Village & Twp., Mound Prairie Twp. and Union Twp.) – Jerry Welke

District 2 (Brownsville Village & Twp., Crooked Creek Twp. and Jefferson Twp.) – Cecil Graf

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek – Update

Winnebago - Update

PROGRAM & STAFF REPORTS

Bob Scanlan, Assistant Manager

- Cover Crop Demonstration – *Update*
- 319 Feedlot – *Update*
- Local Capacity CWMA – *Update*
- MDA Soil Health Program - *Update*

Jean Meiners, Technician

- Buffer Law – *Update*
- MAWQCP - *Update*
Workshop on March 15th at Good Times 11:00 am
- MDH Safe Drinking Water - *Update*
- BMP Projects - *Update*

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring Network – *Update*
- Tree Program – *Update*

Dan Wermager, Technician

- WinLaC Chloride Testing – *Update*
- Win/LaC (Mississippi River Winona/La Crescent) 1W1P - *Update*
Policy Committee meeting March 14, 2022 via Zoom at 9:00 am
- Root River 1W1P – *Update*
Policy Committee meeting March 21st in-person Preston, MN at 9:00 a.m.

HOUSTON COUNTY WATER PLAN – Update

COMMITTEE REPORTS

FINANCIAL COMMITTEE:

PERSONNEL COMMITTEE:

TSA (Joint Powers) COMMITTEE:

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

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)

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

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$4,800**

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

Chair call for a motion to approve accounts payable and transfer of funds

Voucher #	Item	Amount
4514	Ron Carlsen – Rent – March	\$ 1,213.19
4515	Kwik Trip – Fuel – SWCD Trucks	\$ 230.69
4516	VISA – Postage = \$23.78; MAWQCP Postage = \$92.22; Copy Machine = \$604.00; WinLaC Chloride Postage = \$26.75; Keys = \$12.02; Office Supplies = \$374.00	\$ 1,132.77
4517	Talcott Resolution Life & Annuity Ins. Co. – Life Insurance Policy #LU1188704 Dave Walter	\$ 90.00
4518	Houston County Recorder/Abstractor – RIM Copy of Warranty Deed (Plantz)	\$ 4.00
4519	Rose Doering – I-90 Tour Meal	\$ 1,891.00
4520	Houston County Ag Society – Fair Booth	\$ 140.00
4521	Ken Anderson – Mileage – 1 st Qtr. 2022	\$ 56.16
4522	Matt Feldmeier – Mileage – 1 st Qtr. 2022	\$ 63.18
4523	Cecil Graf – Mileage – 1 st Qtr. 2022	\$ 23.40
4524	Glenn Kruse – Mileage – 1 st Qtr. 2022	\$ 46.80
4525	Jerry Welke – Mileage – 1 st Qtr. 2022	\$ 140.40
4526	Bob Scanlan – Disposal Re-imbusement	\$ 14.00
	Total	\$ 5,077.48

Chair call for a motion to approve WinLaC 1W1P accounts payable and transfer of funds

Voucher #	Item	Amount
	Houston Engineering Inc. – WinLaC 1W1P Payment	\$ 21,560.50
	Winona County Planning & Zoning – WinLaC 1W1P Payment	\$ 3,423.61
	<i>Total</i>	<i>\$ 24,984.11</i>
	Houston County Treasurer – Transfer of Funds	\$ 72.59

Adjournment

NEXT MEETING -- Regular Meeting, April 14, 2022, 1:00 p.m. Ag Service Center



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Agenda

April 14, 2022, 1:00 p.m. Regular Meeting

Ag Service Center, Caledonia, MN

2022 Officers

Matt Feldmeier

Jerry Welke

Glenn Kruse

Ken Anderson

Cecil Graf

Chair

Vice-Chair

Secretary

Treasurer

Reporter

Finance Committee: Anderson & Kruse

Personnel Committee: Welke & Graf

TSA Committee [JPB]: Welke

One Watershed, One Plan: Kruse

Alternate - Graf

Mississippi River – Winona/

La Crescent 1W1P: Welke

Alternate - Feldmeier

1:00 P.M.

Chair call meeting to order.

Flag Pledge

Minutes

Amendment Request to the MDA Soil Health Grant Report – Connor McCormick will not be taking students on a tour of the Crooked Creek project as reported during the March 10, 2022 board meeting.

Chair call for additions or corrections to the March 10, 2022 board meeting minutes.

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

Treasurer's Report: Treasurer request the February and March 2022 Treasurer's Reports be placed on file for audit.

AGENCY REPORTS

Ryan Hytry, NRCS District Conservationist Report

Dave Walter, District Manager Report

PROGRAM REPORTS

- WCA – Update

MASWCD & MACDE

2022 SWCD Election Process – Filing Dates are May 17th – May 31st at 5:00 p.m.

District 1 (La Crescent Village & Twp., Hokah Village & Twp., Mound Prairie Twp. and Union Twp.) – Jerry Welke

District 2 (Brownsville Village & Twp., Crooked Creek Twp. and Jefferson Twp.) – Cecil Graf

SE MACDE Spring Meeting – March 31, 2022 – Update

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek – Update

Winnebago - Update

PROGRAM & STAFF REPORTS

Bob Scanlan, Assistant Manager

- Cover Crop Demonstration – *Update*
- Local Capacity CWMA – *Update*
- MDA Soil Health Program - *Update*

Jean Meiners, Technician

- Buffer Law – *Update*
- MAWQCP - *Update*
Workshop on March 15th at Good Times 11:00 am
- MDH Safe Drinking Water - *Update*
- BMP Projects - *Update*

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring Network – *Update*
- Tree Program – *Update*

Dan Wermager, Technician

- WinLaC Chloride Testing – *Update*
- Win/LaC (Mississippi River Winona/La Crescent) 1W1P - *Update*
Policy Committee meetings March 14th & April 11, 2022 via Zoom at 9:00 am
- Root River 1W1P – *Update*
Policy Committee meeting March 21st in-person Preston, MN at 9:00 a.m.

HOUSTON COUNTY WATER PLAN – *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE:

PERSONNEL COMMITTEE:

TSA (Joint Powers) COMMITTEE:

OLD BUSINESS

1. Root River 1W1P Cost Share Payment Correction – *Approval requested*
 Emerick, Earl Contract #10FY201W1P payment amount was approved at \$9,694.26. The incorrect amount was listed on the Voucher & Practice Certification form “Amount Authorized for this Voucher” The correct amount is \$9,694.46. Emerick’s check was for the correct amount, \$9,694.46.
Requesting authorization for the additional \$0.20 and a correction to the August 12, 2021 board meeting minutes.

NEW BUSINESS & ACTION ITEMS

1. 2021 Financial Statement Budget – *Approval requested*
2. Bear Creek Watershed Tour Expenses – *Approval requested*
3. Root River One Watershed, One Plan Sub-Agreement – Fillmore SWCD new fiscal agent – *Approval requested*
4. MAWQCP Quarterly Grant Report – *Approval requested*

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 **\$ 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**

FY21 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	01FY21CS	\$300.00	\$300.00	Pre-Construction Cover	6/15/2022

FY21 State Cost Share – Remaining Available Funds \$15,183.17

FY21 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
Traun, Valerie	02FY21CS	\$43,530.00	\$6,276.00	Grassed Waterway (412); Lined Waterway (468); Grade Stabilization Structure (410 – Rock Chute)	11/30/22
King, Luke	03FY21CS	\$3,660.00	\$893.00	Grassed Waterways (412)	9/10/2022
King, Luke	04FY21CS	\$9,000.00	\$893.00	Grade Stabilization Structure (410)	11/30/2022
Nelson, Cecil	05FY21CS	\$14,290.00	\$6,036.00	Grade Stabilization Structure (410)	11/30/2022
Davison Properties LLC	06FY21CS	\$800.00	\$600.00	Grassed Waterway (412)	9/10/22
Bauer, Sue	07FY21CS	\$14,000.00	\$485.17	Grade Stabilization Structure (410)	10/13/2022

FY21 State Cost Share – Remaining Available Funds \$0.00

ARPA – (Funding obligation expiration 12/31/2024; spending expiration 12/31/2026) Available Funds **\$250,000**

Amendment Request – Contract #05FY20CS Bearbower, Ross is requesting to increase the cost share funding from 75% to 90% cost share. This will increase the amount authorized from \$11,157.75 to \$13,389.30 an increase of \$2,231.55. The funding source for the additional \$2,231.55 will be ARPA funding.

ARPA - Remaining Available Funds \$247,768.45

ARPA 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
Davison Properties LLC	06FY21CS	\$800.00	\$120.00	Grassed Waterway (412)	9/10/2022
Bauer, Sue	07FY21CS	\$14,000.00	\$2,100.00	Grade Stabilization Structure (410)	10/13/2022

ARPA - Remaining Available Funds \$245,548.45

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**

Amendment Request – Contract #15FY201W1P Hoscheit Dairy Farms LLC is requesting additional funding due to an increase in annual prices. The new cost estimate, \$8,225, funded at 90% cost share less EQIP is \$4,124.50. The project is currently funded up to \$3,622.30. An additional \$502.20 is being requested.

FY20 Root River 1W1P Cost Share - Remaining Available Funds \$63,333.46

FY20 Root River 1W1P 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
Bauer, Sue	07FY21CS	\$14,000.00	\$10,014.83	Grade Stabilization Structure (410)	10/13/2022
Schulte Farms Partnership LLC	18FY201W1P	\$9,720.00	\$985.71	Access Road	10/13/2022
Schulte Farms Partnership LLC	19FY201W1P	\$15,032.50	\$5,506.19	Grade Stabilization Structure	10/13/2022

FY20 Root River 1W1P Cost Share - Remaining Available Funds \$46,826.73

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 (2020) 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)

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$4,800**

Pre-Approved FY20 Local Capacity CWMA Amendment Requests

Contract #02FY20LC-CWMA Boldt, Greg has requested additional time to complete his brush management project. The request is to extend the project completion date from 4/8/2022 to 6/9/2022. The extension request is due to health problems in 2021.

Contract #03FY20LC-CWMA Brennen, Melissa has requested additional time to complete her brush management project. The request is to extend the project completion date from 4/8/2022 to 5/12/2022.

Agenda – April 14, 2022

FY21 LC 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
Kolsrud, Reuben The Revocable Trust for	01FY21LC	\$13,299.00	\$4,678.10	Grassed Waterways (412)	9/10/2022

Requesting Approval contingent upon technical approval signature.

FY21 LC Cost Share - Remaining Available Funds \$10,321.90

FY21 LC 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
Thompson, David	02FY21LC	\$13,000.00	\$2,388.11	Grade Stabilization Structure & Diversion	11/20/2022
Feine, Scott	03FY21LC	\$12,195.00	\$4,003.50	Grassed Waterway & Subsurface Drain	9/10/2022
Schulte Farms Partnership LLC	18FY201W1P	\$9,720.00	\$3,930.29	Access Road	10/13/2022

FY21 LC Cost Share - Remaining Available Funds \$0.00

ADDITIONAL COST SHARE REQUESTS

Requesting Approval contingent upon landowner and technical approval signatures.

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Roth, Jerred				Grassed Waterway	9/10/2022
Meiners, Marlene				Sinkhole & Critical Area Planting	10/13/2022

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

Chair call for a motion to approve accounts payable and transfer of funds

Voucher #	Item	Amount
4529	Ron Carlsen – Rent – April	\$ 1,213.19
4530	Kwik Trip – Fuel – SWCD Trucks	\$ 350.72
4531	VISA – Meals Soil Health Training = \$43.87; MAWQCP – Event Expense = \$75.94; Postage = \$62.50; WinLaC Chloride - Postage = \$21.87; Trees - Postage= \$31.50; Trees – Iowa DNR = \$546.00	\$ 781.68
4532	Paul Hagen – Water Plan - Pond Clean Out	\$ 400.00
4533	Quill LLC – Office supplies = 148.47; Trees 37.40	\$ 185.87
4534	Laura’s Lane Nursery LLC - Trees	\$ 10.00
4536	Petty Cash – Registration & Training = \$40.00; Sales Tax refund = \$0.40	\$ 40.40
4537	Schumacher’s Nursery & Berry Farm Inc. - Trees	\$ 3,471.75
		\$
	Total	\$ 6,453.61

Chair call for a motion to approve WinLaC 1W1P accounts payable and transfer of funds

Voucher #	Item	Amount
4535	Houston Engineering Inc. – WinLaC 1W1P Payment	\$ 10,493.75
	Total	\$ 10,493.75
	Houston County Treasurer – Transfer of Funds	\$ 213.12

Adjournment

NEXT MEETING -- Regular Meeting, May 12, 2022, 9:00 a.m. Ag Service Center

Agenda – April 14, 2022



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/>

MISSION STATEMENT

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

Agenda

May 12, 2022, 9:00 a.m. Regular Meeting
Ag Service Center, Caledonia, MN

2022 Officers

Matt Feldmeier

Jerry Welke

Glenn Kruse

Ken Anderson

Cecil Graf

Chair

Vice-Chair

Secretary

Treasurer

Reporter

Finance Committee: Anderson & Kruse

Personnel Committee: Welke & Graf

TSA Committee [JPB]: Welke

One Watershed, One Plan: Kruse

Alternate - Graf

Mississippi River – Winona/

La Crescent 1W1P: Welke

Alternate - Feldmeier

9:00 A.M.

Chair call meeting to order.

Flag Pledge

Minutes

Chair call for additions or corrections to the April 14, 2022 board meeting minutes.

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

Treasurer's Report: Treasurer request the April 2022 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Ryan Hytry, NRCS District Conservationist Report

Dave Walter, District Manager Report

- Envirothon
- Ervin Barth memorial

PROGRAM REPORTS

- WCA – Update

MASWCD & MACDE

2022 SWCD Election Process – Filing Dates are May 17th – May 31st at 5:00 p.m.

District 1 – Jerry Welke

District 2 (Brownsville Village & Twp., Crooked Creek Twp. and Jefferson Twp.)

2022 MASWCD Resolutions – *Review and vote on any proposed resolutions*

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek – Update

Inspection tour will be held June 8th at 9:00 a.m. The tour will start at Site 9 located at 22376 County 4, Spring Grove, MN.

Winnepago - Update

PROGRAM & STAFF REPORTS

Bob Scanlan, Assistant Manager

- Cover Crop Demonstration – *Update*
- Local Capacity CWMA – *Update*
- MDA Soil Health Program – *Update*
- 2022 Conservationist of the Year

Jean Meiners, Technician

- Buffer Law – *Update*
- MAWQCP - *Update*
- MDH Safe Drinking Water - *Update*
- BMP Projects - *Update*

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring Network – *Update*
- Tree Program – *Update*

Dan Wermager, Technician

- WinLaC Chloride Testing – *Update*
- Win/LaC (Mississippi River Winona/La Crescent) 1W1P - *Update*
- Root River 1W1P – *Update*

HOUSTON COUNTY WATER PLAN – *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE:

PERSONNEL COMMITTEE:

TSA (Joint Powers) COMMITTEE:

OLD BUSINESS

Approved cost share for contract #20FY201W1P Marlene Meiners did obtain the necessary signatures and is now contracted.

Approved cost share for contract #01FY21LC Kolsrud, Reuben The Revocable Trust for is still pending for technical approval signature.

NEW BUSINESS & ACTION ITEMS

1. FY2022 Conservation Delivery Grant Financial Report – *Approval Requested*
2. Root River SWCD Public Data Policy – *Adoption Requested*

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 \$ 0.00*

FY21 State Cost Share *(Grant expiration 12/31/22) – Available Funds \$ 0.00*

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

FY20 State Cost Share Amendment Request

- An amendment for Ross Bearbower contract #05FY20CS extending the completion date from 6/1/2022 to 9/10/2022 is being requested. The contract extension is being requested due to wet soil conditions.

Pre-Approved FY22 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
Morken Farms, LLC	01FY22CS	\$11,244.20	\$3,144.78	Grade Stabilization Structure (410)	11/30/22

FY22 State Cost Share – Remaining Available Funds \$13,576.02

FY22 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
Skustad, Mark	02FY22CS	\$7,411.80	\$1,578.62	Grade Stabilization Structure (410)	12/31/22
Scheck, Eric	03FY22CS	\$6,102.00	\$1,223.80	Grassed Waterways (412)	9/10/22
Wold Sundown Valley Farms Inc.	04FY22CS	\$5,752.50	\$2,828.25	Grassed Waterways (412)	9/10/22

FY22 State Cost Share – Remaining Available Funds \$7,945.35

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 \$ 0.00*

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 (2020) 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)*

FY22 Local Capacity County Appropriation (2021) Cost Share – *Available Funds \$4,800*

FY20 Local Capacity CWMA Cancellation Request

- Contract #03FY20LC-CWMA Brennen, Melissa has requested to cancel her contract in the amount of \$900.00.
FY20 Local Capacity CWMA Cost Share – Remaining Available Funds \$2,000.00

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

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Runnigen, David	08FY20LC-CWMA	\$2,000.00	\$2,000.00	Brush Management (314)	11/30/22

FY20 Local Capacity CWMA Cost Share – Remaining Available Funds \$0.00

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 \$ **43,977.11**

ARPA – (Funding obligation expiration 12/31/2024; spending expiration 12/31/2026) Available Funds \$245,045.57

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

Chair call for a motion to approve accounts payable and transfer of funds

Voucher #	Item	Amount
4538	Ron Carlsen – Rent – May	\$ 1,213.19
4539	Kwik Trip – Fuel – SWCD Trucks	\$ 425.20
4540	VISA – Finance Charge = \$2.89; Field Equipment = \$17.59; Buffer Field Equipment = \$51.92; Fire Extinguisher = \$ 51.26	\$ 123.66
4541	Quill LLC – First Aid Kit	\$ 21.36
4542	River Valley Media Group – Advertising – Local Work Group meeting	\$ 52.30
4543	Mary Busch – Water Plan – Infant Well Testing Reimbursement	\$ 51.95
		\$
		\$
		\$
	Total	\$ 1,887.66

Adjournment

NEXT MEETING -- Regular Meeting, June 9, 2022, 9:00 a.m. Ag Service Center



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 ext. 3

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

MISSION STATEMENT

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

Agenda

June 9, 2022, 9:00 a.m. Regular Meeting

Ag Service Center, Caledonia, MN

2022 Officers

Matt Feldmeier

Jerry Welke

Glenn Kruse

Ken Anderson

Cecil Graf

Chair

Vice-Chair

Secretary

Treasurer

Reporter

Finance Committee: Anderson & Kruse

Personnel Committee: Welke & Graf

TSA Committee [JPB]: Welke

One Watershed, One Plan: Kruse

Alternate - Graf

Mississippi River – Winona/

La Crescent 1W1P: Welke

Alternate - Feldmeier

9:00 A.M.

Chair call meeting to order.

Flag Pledge

Minutes

Chair call for additions or corrections to the May 12, 2022 board meeting minutes.

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

Supervisor Per Diems

Anderson, Ken – 2 nd Qtr. 2 mtgs. @ \$125.00/each	\$ 250.00
Feldmeier, Matt – 2 nd Qtr. 3 mtgs. @ \$125.00/each	\$ 375.00
Graf, Cecil – 2 nd Qtr. 2 mtgs. @ \$125.00/each	\$ 250.00
Kruse, Glenn – 2 nd Qtr. 3 mtgs. @ \$125.00/each	\$ 375.00
Welke, Jerry – 2 nd Qtr. 4 mtgs. @ \$125.00/each	\$ 500.00

Treasurer's Report: Treasurer request the May 2022 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Ryan Hytry, NRCS District Conservationist Report

Dave Walter, District Manager Report

PROGRAM REPORTS

- WCA – Update

MASWCD & MACDE

SE MN SWCD Area 7 Business & Resolution Meeting – 9:00 a.m. – 3:00 p.m. June 28, 2022 – Rice County Fairground, Faribault, MN.

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek – Update

Inspection tour held June 8, 2022

Winnebago - Update

PROGRAM & STAFF REPORTS

Bob Scanlan, Assistant Manager

- Cover Crop Demonstration – *Update*
- Local Capacity CWMA – *Update*
- MDA Soil Health Program – *Update*
- 2022 Conservationist of the Year – *Update*
- CCM Grant Application – *Update*
- NFWF Cover Crop Grant Application - *Update*
- MACDE Education Grant - *Update*

Jean Meiners, Technician

- Buffer Law – *Update*
- MAWQCP - *Update*
- MDH Safe Drinking Water - *Update*
- BMP Projects - *Update*

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring Network – *Update*

Dan Wermager, Technician

- WinLaC Chloride Testing – *Update*
- Win/LaC (Mississippi River Winona/La Crescent) 1W1P - *Update*
- Root River 1W1P – *Update*
- HELP Grant - *Update*

HOUSTON COUNTY WATER PLAN – Update

COMMITTEE REPORTS

FINANCIAL COMMITTEE:

PERSONNEL COMMITTEE:

- Personnel Policy – Safety Leave

TSA (Joint Powers) COMMITTEE:

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. 2022 Cover Crop Demonstration Grant – Amendment to extend the expiration of the grant from 12/31/2022 to 12/31/2023 - *Approval Requested*
2. FY2022 Habitat Enhancement Landscape Pilot (HELP) Grant – *Approval Requested*
3. MACDE Education Grant – *Approval Requested*

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)

FY20 Local Capacity CWMA Cost Share - (Grant expiration 12/31/22) – Available Funds **\$0.00** (Flat Rate per acre)

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$ 4,678.10**

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 (2020) 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)

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$4,800**

FY20 Local Capacity CWMA Cancellation Request

- Contract #02FY20LC-CWMA Boldt, Greg has requested to cancel his contract in the amount of \$2,000.00.
FY20 Local Capacity CWMA Cost Share – Remaining Available Funds \$2,000.00

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

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Meyer, David	09FY20LC-CWMA	\$2,000.00	\$2,000.00	Brush Management (314)	10/31/22

Approval request contingent upon technical approval.

FY20 Local Capacity CWMA Cost Share – Remaining Available Funds \$0.00

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

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Larson, Richard	#04FY20LC-CWMA Brush Management	\$2,000.00	\$2,000.00	10 acres @ \$200/acre = \$2,000.00 Payment Amount Approved = \$2,000.00

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 **\$ 0.00**

FY22 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$7,945.35**

FY22 State Cost Share Funding Source Change Request

- A funding source change is being made on contract #03FY22CS Eric Scheck from FY22 State Cost Share to FY20 Root River 1W1P in the amount of \$1,223.80.
 FY22 State Cost Share – Remaining Available Funds \$9,169.15
 FY20 Root River 1W1P – Remaining Available Funds \$30,784.21

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 **\$ 30,784.21**

FY20 Root River 1W1P Amendment Request

- Contract #03FY22CS Scheck, Eric is requesting additional cost share funding due to a rain event washing out seed, fertilizer and mulch prior to project completion. The project cost estimate will increase from \$6,102.00 to \$6,512.00. An additional \$369.00 is being requested to increase the cost share to 90% not to exceed \$1,592.80.
 FY20 Root River 1W1P – Remaining Available Funds \$30,415.21

FY20 Root River 1W1P Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Scheck, Eric	#03FY22CS Grassed Waterways	\$6,512.00	\$7,419.32	\$7,419.32 @ 90% = \$6,677.39 EQIP Payment = \$4,268.00 Maximum payment = \$2,409.39 Cost Share Allocated to Project = \$1,592.80 Payment Amount Approved = \$1,592.80 (Root River SWCD maximum pay for seed, fert & mulch = \$950.00; project construction = \$642.80)

ARPA – (Funding obligation expiration 12/31/2024; spending expiration 12/31/2026) Available Funds **\$245,045.57**

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

Chair call for a motion to approve accounts payable and transfer of funds

Voucher #	Item	Amount
4544	Ron Carlsen – Rent – June	\$ 1,213.19
4545	Kwik Trip – Fuel – SWCD Trucks	\$ 651.88
4546	VISA – Postage = \$86.95; Misc. Expense Memorial frame = \$5.34; Crimper Tire & Tube = \$195.70; Annual Fee = \$25.00; Vehicle Maintenance 2020 Dodge RAM Rotate tires & oil change = \$75.98	\$ 388.97
4547	Schumacher’s Nursery & Berry Farm Inc. – Tree shipping	\$ 520.00
4548	Quill LLC – Office supplies	\$ 30.77
4549	Talcott Resolution Life & Annuity Ins. Co. – Life Insurance Policy #LU1188704 Walter Dave	\$ 90.00
4550	Petty Cash – Office Supplies = \$43.26	\$ 43.26
4551	Bob Scanlan – Meal = \$13.30; Other Repair Sprayer = \$6.40	\$ 19.70
4552	Coordinated Business Systems, Ltd – Office Machine Maintenance	\$ 1,259.67
4553	Ken Anderson – 2 nd Qtr. Mileage	\$ 28.08
4554	Matt Feldmeier – 2 nd Qtr. Mileage	\$ 63.18
4555	Cecil Graf – 2 nd Qtr. Mileage	\$ 46.80
4556	Glenn Kruse – 2 nd Qtr. Mileage	\$ 35.10
4557	Jerry Welke – 2 nd Qtr. Mileage	\$ 70.20
4558	Winneshiek SWCD – Bear Creek Inspection Tour	\$ 53.84

4559	Mary Ann's Floral & Gift – Misc. Expense – Barth Memorial – Floral	\$ 53.44
4560	Richard Larson – Brush Management #04FY20LC-CWMA	\$ 2,000.00
4561	Ward Laboratories, Inc. – Misc. Expense – Soil Sample – Val Green	\$ 20.00
4563	Myhre Family Farm LLP – Water Plan – Push-Up Pond	\$ 600.00
	Total	\$ 7,188.08
4562	Eric Scheck - #03FY22CS Grassed Waterways	\$ 1,592.80

Adjournment

NEXT MEETING -- Regular Meeting, July 14, 2022, 9:00 a.m. Ag Service Center



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 ext. 3

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

MISSION STATEMENT

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

Agenda

July 14, 2022, 9:00 a.m. Regular Meeting

Ag Service Center, Caledonia, MN

2022 Officers

Matt Feldmeier

Jerry Welke

Glenn Kruse

Ken Anderson

Cecil Graf

Chair

Vice-Chair

Secretary

Treasurer

Reporter

Finance Committee: Anderson & Kruse

Personnel Committee: Welke & Graf

TSA7 Committee [JPB]: Welke

Root River One Watershed, One Plan: Kruse

Alternate - Graf

Mississippi River – Winona/

La Crescent 1W1P: Welke

Alternate - Feldmeier

9:00 A.M.

Chair call meeting to order.

Flag Pledge

Minutes

Chair call for additions or corrections to the June 9, 2022 board meeting minutes.

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

Treasurer's Report: Treasurer request the June 2022 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Ryan Hytry, NRCS District Conservationist Report

Dave Walter, District Manager Report

PROGRAM REPORTS

- WCA – Update

MASWCD & MACDE

SE MN SWCD Area 7 Business & Resolution Meeting held June 28, 2022 – Update

Fall SE MN SWCD Area 7 Meeting

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek – Update

Winnebago - Update

PROGRAM & STAFF REPORTS

Bob Scanlan, Assistant Manager

- *Cover Crop Demonstration – Update*
- *Local Capacity CWMA – Update*
- *MDA Soil Health Program – Update*
- *2022 Conservationist of the Year – Update*
- *MACDE Education Grant - Update*

Jean Meiners, Technician

- *Buffer Law – Update*
- *MAWQCP - Update*
- *MDH Safe Drinking Water - Update*
- *BMP Projects - Update*

Janice Messner, Administrative Assistant

- *Volunteer Nitrate Monitoring Network – Update*

Dan Wermager, Technician

- *CRP Contribution Agreement – Update*
- *WinLaC Chloride Testing – Update*
- *Win/LaC (Mississippi River Winona/La Crescent) 1W1P - Update*
- *Root River 1W1P – Update*
- *HELP Grant - Update*

HOUSTON COUNTY WATER PLAN – *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE:

Agenda – July 14, 2022

PERSONNEL COMMITTEE:

- Personnel Policy – Safety Leave - *Update*

TSA7 (Joint Powers) COMMITTEE:

TSA7 Meeting – July 20, 2022

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. IRS Mileage Re-imbursement Rate Changes – Increase from \$0.585 to \$0.625 effective 7/1/22 ; partial State funded vehicle rate increase from \$0.325 to \$0.365 - *Discussion*
2. Job Approval Authority – Dave Walter – *Approval to submit request*
3. Land Stewardship Field Day Sponsorship - \$250.00 – Event being held August 18, 2022 at Wholesome Family Farm, Jordan & Rochelle Meyer – *Approval requested*
4. SE Volunteer Nitrate Monitoring Network Agreement - \$1,750.00 – July 1, 2022 – June 30, 2024 – *Approval requested*
5. MAWQCP Quarterly Completion Report – *Approval requested*
6. Lease for Real Property – Office Lease - \$1,287.00/month (increase of \$74/month) – 5 year lease – *Approval requested*
7. WinLaC 1W1P Financial Report – *Approval requested*

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*)

FY20 Local Capacity CWMA Cost Share - (*Grant expiration 12/31/22*) – Available Funds **\$0.00** (*Flat Rate per acre*)

FY21 Local Capacity Cost Share – (*Grant expiration 12/31/2023*) – Available Funds **\$ 4,678.10**

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 (2020) 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*)

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$4,800**

FY20 Local Capacity CWMA Cost Share Payment Request

Project/Contract #	Total Cost Estimate	Project Receipts	Request
#09FY20LC-CWMA	\$2,000.00	\$2,000.00	10 acres @ \$200.00/acre = \$2,000.00

FY21 Local Capacity County Appropriation Cost Share (2020)

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
01-20CM CWMA	10 acres @ \$200/acre	\$2,000.00	Brush Management (314)	7/14/23
02-20CM CWMA	4 acres @ \$200/acre	\$800.00	Brush Management (314)	7/14/23

FY21 Local Capacity County Appropriation Cost Share – Remaining Available Funds \$11,600.00

FY21 Local Capacity Cover Crop Cost Share Request (Flat Rate per acre)

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
07FY21LC-CC	30 acres @ \$30/acre for 3 yrs.	\$2,700.00	Cover Crop (340)	11/1/22, 11/1/23, 11/1/24

FY21 Local Capacity Cover Crop Cost Share – Remaining Available Funds \$0.00

FY22 Local Capacity Cover Crop Cost Share Request (Flat Rate per acre)

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
01FY22LC-CC	30 acres @ \$30/acre for 3 yrs.	\$2,700.00	Cover Crop (340)	11/1/22, 11/1/23, 11/1/24
02FY22LC-CC	22 acres @ \$30/acre for 3 yrs.	\$1,980.00	Cover Crop (340)	11/1/22, 11/1/23, 11/1/24
03FY22LC-CC	30 acres @ \$30/acre for 3 yrs.	\$2,700.00	Cover Crop (340)	11/1/22, 11/1/23, 11/1/24

FY22 Local Capacity Cover Crop Cost Share – Remaining Available Funds \$1,320.00

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 **\$ 30,784.21**

FY20 Root River 1W1P Amendment Request

- Contract #03FY22CS is requesting additional cost share funding due to a rain event washing out seed, fertilizer and mulch prior to project completion. The project cost estimate will increase from \$6,102.00 to \$6,462.00. An additional \$313.91 is being requested to increase the cost share to 90% not to exceed \$1,537.71.
FY20 Root River 1W1P – Remaining Available Funds \$30,470.30

FY20 Root River 1W1P Payment Request & Re-Allocation of Funds

Project/Contract #	Total Cost Estimate	Project Receipts	Request
#03FY22CS Grassed Waterways	\$6,462.00	\$7,419.32	\$6,462.00 (Eligible expenses) @ 90% = \$5,815.80 EQIP Payment = \$4,278.09 Cost Share Allocated to Project = \$1,537.71 Payment Amount for Approval = \$1,537.71 (Root River SWCD maximum pay for seed, fert & mulch = \$950.00; project construction = \$1,525.84)
#15FY201W1P Grassed Waterways	\$8,225.00	\$8,527.23	\$8,057.50 (Eligible expenses) @ 90% = \$7,251.75 EQIP Payment = \$3,278.00 Cost Share Allocated to Project = \$4,124.50 Payment Amount for Approval = \$3,973.75 Slippage for Re-Allocation = \$150.75 (Root River SWCD maximum pay for seed, fert & mulch - \$950.00; project construction = \$3,118.75)

FY20 Root River 1W1P – Remaining Available Funds \$30,621.05

Bear Creek Maintenance Cost Share Request

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
03 Bear Crk Maintenance	\$1,776.10	\$1,776.10	Critical Area Planting (342)	9/10/22

Bear Creek Maintenance – Remaining Available Funds \$12,223.90

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 **\$ 0.00**FY22 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$9,169.15****FY21 State Cost Share Payment Request**

Project/Contract #	Total Cost Estimate	Project Expense	Request
#01FY21CS Pre-Construction Cover	\$300.00	\$300.00	2 acres @ \$150/acre = \$300.00

ARPA – (Funding obligation expiration 12/31/2024; spending expiration 12/31/2026) Available Funds **\$245,045.57*******Accounts Payable:*****

Chair call for a motion to approve accounts payable and transfer of funds

Voucher #	Item	Amount
4562	Contract #03FY22CS - Grassed Waterways	\$ 1,537.71
4564	Ron Carlsen – Rent – July	\$ 1,213.19
4565	Kwik Trip – Fuel – SWCD Trucks	\$ 697.44
4566	VISA – MACDE Education Grant Expenses = \$480.85; WinLaC Chloride – Postage = \$41.51; WinLaC Chloride – Shipping Material = \$1.92; Cover Crop Demo – Soil Health Postage = \$9.45; Vehicle Maintenance - GMC - Brakes, fuel line, oil, tire rotation = \$1,218.62	\$ 1,752.35
4567	Caledonia Implement Company – Crimper repair	\$ 157.50
4568	Quill LLC – Office supplies	\$ 181.88
4569	Contract #15FY201W1P – Grassed Waterways	\$ 3,973.75
4572	Ward Laboratories, Inc. – Cover Crop Demo – Soil Samples	\$ 49.50
4573	Contract 3 (Hayable Buffer) – Final Payment – Hayable Buffer Program 14 acres @ \$250/acre	\$ 3,500.00
4574	Contract 2 (Hayable Buffer) – Final Payment – Hayable Buffer Program 21.4 acres @ \$250/acre	\$ 5,350.00
4575	Contract 1 (Hayable Buffer) – Final Payment – Hayable Buffer Program 0.6 acres @ \$250/acre	\$ 150.00
4576	Contract #01FY21CS – Pre-Construction Cover	\$ 300.00
4577	Contract #09FY20LC-CWMA – Brush Management	\$ 2,000.00
4578	Houston County Treasurer – Maps – 6 @ \$3.00/ea	\$ 18.00
		\$
	Total	\$ 20,881.32
	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
	Houston County Treasurer – Cash to Investment 10033399 Bear Creek = \$1,000.00; Cash to Investment 10033340 Winnebago Creek = \$1,000.00	\$ 2,000.00

Chair call for a motion to approve WinLaC 1W1P accounts payable and transfer of funds

Voucher #	Item	Amount
4570	Houston Engineering Inc. – WinLaC 1W1P	\$ 12,969.75
4571	Winona County Planning & Zoning – WinLaC 1W1P	\$ 6,891.46
	Total	\$ 19,861.21
	Houston County Treasurer – Transfer of Funds	\$ 225.86

Adjournment**NEXT MEETING -- Regular Meeting, August 11, 2022, 9:00 a.m.** Ag Service Center



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 ext. 3

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

MISSION STATEMENT

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

Agenda

August 11, 2022, 9:00 a.m. Regular Meeting

Ag Service Center, Caledonia, MN

2022 Officers

Matt Feldmeier

Jerry Welke

Glenn Kruse

Ken Anderson

Cecil Graf

Chair

Vice-Chair

Secretary

Treasurer

Reporter

Finance Committee: Anderson & Kruse

Personnel Committee: Welke & Graf

TSA7 Committee [JPB]: Welke

Root River One Watershed, One Plan: Kruse

Alternate - Graf

Mississippi River – Winona/

La Crescent 1W1P: Welke

Alternate - Feldmeier

9:00 A.M.

Chair call meeting to order.

Flag Pledge

Minutes

Chair call for additions or corrections to the July 14, 2022 board meeting minutes.

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

Treasurer's Report: The July 2022 Treasurer's Report will be made available for the September 8, 2022 board meeting.

AGENCY REPORTS

Ryan Hytry, NRCS District Conservationist Report

Dave Walter, District Manager Report

PROGRAM REPORTS

- WCA – Update

MASWCD & MACDE

Fall SE MN SWCD Area 7 Meeting – September 21, 2022

WATERSHED UPDATES

Bridge Creek – Upcoming open house

Crooked Creek – Update

Bear Creek – Update

Winnebago - Update

PROGRAM & STAFF REPORTS

Bob Scanlan, Assistant Manager

- Cover Crop Demonstration – *Update*
- Local Capacity County Match CWMA – *Update*
- MDA Soil Health Program – *Update*
- MACDE Education Grant - *Update*

Jean Meiners, Technician

- Buffer Law – *Update*
- MAWQCP - *Update*
- MDH Safe Drinking Water - *Update*
- BMP Projects - *Update*

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring Network – *Update*

Dan Wermager, Technician

- WinLaC Chloride Testing – *Update*
- Win/LaC (Mississippi River Winona/La Crescent) 1W1P - *Update*
- Root River 1W1P – *Update*
- HELP Grant - *Update*

HOUSTON COUNTY WATER PLAN – *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE:

PERSONNEL COMMITTEE:

- Personnel Policy – Safety Leave - *Update*

TSA7 (Joint Powers) COMMITTEE:

TSA7 Meeting – July 20, 2022 - *Update*

Agenda – August 11, 2022

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. Amended & Restated Joint Powers Agreement - SE SWCD Technical Support Joint Powers Board – *Approval requested*
2. Notary Commission Renewal - \$120.00 – *Approval requested*

3. FY20 State Cost Share Financial Report – Grant totaled \$20,901.00. \$4,180.20 was dedicated to Technical/Engineering Assistance and \$16,720.80 to ag practices consisting of 4,380 LF of Terraces, 780 LF of Grassed/Lined Waterway and a grade stabilization structure. - *Approval requested*

COST SHARE PROGRAMS

Cost Share Cancellation Request

Contract #06FY21CS is requesting to cancel cost share funding for a grassed waterway project. \$600.00 = FY21 State Cost Share and \$120.00 ARPA. Project is completed.

FY21 State Cost Share – Remaining Available Funds \$600.00

ARPA – Remaining Available Funds \$245,165.57

Funding Source Changes

- Contract #05FY21CS moving \$6,036 from FY21 State Cost Share to FY21LC
- Contract #03FY21LC moving \$4,003.50 from FY21 Local Capacity Cost Share to FY21 State Cost Share
- Contract #05FY20 moving \$9,920.12 from FY20 State Cost Share to FY201W1P
- Contract #07FY21CS moving \$9,920.12 from FY201W1P to FY20 State Cost Share
- Contract #18FY201W1P moving \$985.71 from FY201W1P to FY21 State Cost Share

FY20 State Cost Share – Remaining Available Funds \$0.00

FY21 State Cost Share – Remaining Available Funds \$1,646.79

FY21 Local Capacity Cost Share - Remaining Available Funds \$2,645.60

FY201W1P Cost Share – Remaining Available Funds \$31,606.76

Cost Share Payment Request & Re-Allocation of Funds

Project/Contract #	Total Cost Estimate	Project Receipts	Request
07FY21CS Grade Stabilization Structure	\$14,000.00	\$14,091.88	<p>\$13,371.00 (Eligible expenses) @ 90% = \$12,033.90 Cost Share Allocated to Project = \$12,600.00 Payment Amounts for Approval = \$12,033.90 FY20 State Cost Share = \$9,920.12 FY201W1P Cost Share = \$108.13 ARPA = \$2,005.65 <i>Slippage for Re-Allocation - ARPA = \$94.35 & FY21 State Cost Share = \$485.17</i></p> <p>(Root River SWCD maximum pay for seed, fert & mulch = \$450.00; project construction = \$11,583.90)</p>

FY21 State Cost Share – Remaining Available Funds \$2,131.96

ARPA – Remaining Available Funds \$245,259.92

Funding Source Changes

- Contract #05FY20 moving \$1,237.63 from FY21 State Cost Share to FY21 Local Capacity Cost Share
- Contract #18FY201W1P moving \$3,369.59 from FY21 Local Capacity Cost Share to FY21 State Cost Share
- Contract #19FY201W1P moving \$5,506.19 from FY201W1P to FY21 State Cost Share = \$728.63 and FY21 Local Capacity Cost Share = \$4,777.56
- Contract #20FY201W1P moving \$2,849.62 from FY201W1P to FY22 State Cost Share = \$2,739.75 & ARPA = \$109.87

FY21 State Cost Share – Remaining Available Funds \$0.00

FY21 Local Capacity Cost Share - Remaining Available Funds \$0.00

FY201W1P Cost Share – Remaining Available Funds \$39,962.57

FY22 State Cost Share – Remaining Available Funds \$5,700.77

ARPA – Remaining Available Funds \$245,150.05

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 **\$0.00** (Flat Rate per acre)

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$ 0.00**

FY21 Local Capacity Cover Crop Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$0.00** (Flat Rate per acre)

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds **\$11,600.00**

FY22 Local Capacity Cover Crop Cost Share – (Grant expiration 12/31/2024) – Available Funds **\$1,320.00** (Flat Rate per acre)

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$4,800.00**

FY20 Local Capacity CWMA Cost Share Payment Request

Project/Contract #	Total Cost Estimate	Project Receipts	Request	Total Cost Estimate
07FY20LC-CWMA Brush Management	\$2,000.00	\$2,000.00	10 acres @ \$200.00/acre = \$2,000.00	\$2,000.00

FY21 Local Capacity County Appropriation Cost Share (2020)

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
03-20CM CWMA	10 acres @ \$200/acre	\$2,000.00	Brush Management (314)	8/11/23

FY21 Local Capacity County Appropriation Cost Share – Remaining Available Funds **\$9,600.00**

FY22 Local Capacity Cover Crop Cost Share Request (Flat Rate per acre)

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
04FY22LC-CC	14.66666 acres @ \$30/acre for 3 yrs.	\$1,320.00	Cover Crop (340)	11/1/22, 11/1/23, 11/1/24

FY22 Local Capacity Cover Crop Cost Share – Remaining Available Funds **\$0.00**

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 **\$39,962.57**

FY22/23 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2024) Available Funds **\$134,000.00**

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

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
22FY201W1P	\$61,671.78	\$55,504.60 FY201W1P = \$39,962.57 & ARPA = \$ 15,542.03	Streambank & Shoreline Protection (580)	10/31/2022

Approve contingent upon landowner and technical assistance provider's signatures

FY20 1W1P Root River Watershed-Base Cost Share - Remaining Available Funds **\$0.00**

ARPA – Remaining Available Funds **\$229,608.02**

FY22/23 Root River 1W1P Cost Share Request (Flat Rate per acre)

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
01FY22/23RR1W1P	50 acres @ \$34.90/acre for 3 yrs.	\$5,235.00	Cover Crop (340)	11/1/22, 11/1/23, 11/1/24
02FY22/23RR1W1P	15.33333 acres @ \$34.90/acre for 3 yrs.	\$1,605.40	Cover Crop (340)	11/1/22, 11/1/23, 11/1/24
03FY22/23RR1W1P	50 acres @ \$34.90/acre for 3 yrs.	\$5,235.00	Cover Crop (340)	11/1/22, 11/1/23, 11/1/24

FY22/23 Root River 1W1P Cost Share – Remaining Available Funds \$121,924.60

Bear Creek Maintenance Cost Share Payment Request

Project/Contract #	Total Cost Estimate	Project Receipts	Request
02 Bear Crk Maintenance Brush Management	\$2,100.00	\$2,100.00	7 acres @ \$300.00/acre = \$2,100.00

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 **\$0.00**

FY22 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$5,700.77**

FY23 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$20,901.00**

FY22 State Cost Share Amendment Request

Contract #02FY21LC is requesting to amend the amount of cost share from \$2,388.11 to \$5,167.31. A total of an additional \$2,779.20. This is due to receiving three bids for the project and all bids exceeded the original cost estimate. The additional funds will be allocated from the FY22 State Cost Grant. Approval should be made contingent upon landowner and technical assistance provider's signature.

FY22 State Cost Share – Remaining Available Funds \$2,921.57

FY22 State Cost Share Request (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
05FY22CS	\$8,588.00	\$545.20	Grassed Waterways (412) with eligible components Underground Outlet (620) & Subsurface Drain (606)	12/31/22

Approval should be made contingent upon landowner and technical assistance provider's signature.

FY22 State Cost Share – Remaining Available Funds \$2,376.37

ARPA – (Funding obligation expiration 12/31/2024; spending expiration 12/31/2026) Available Funds **\$229,608.02**

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

Chair call for a motion to approve accounts payable and transfer of funds

Voucher #	Item	Amount
4579	Ron Carlsen – Rent – August	\$ 1,213.19
4580	Kwik Trip – Fuel – SWCD Trucks	\$ 562.34
4581	VISA – Postage = \$66.00	\$ 66.00
4582	Contract #07FY21CS – Grade Stabilization Structure	\$ 12,033.90
4584	Contract #07FY20LC-CWMA = \$2,000.00 & Contract #02 Bear Crk Maintenance = \$2,100.00	\$ 4,100.00
	Total	\$ 17,975.43

Chair call for a motion to approve WinLaC 1W1P accounts payable and transfer of funds

Voucher #	Item	Amount
4583	Houston Engineering Inc. – WinLaC 1W1P	\$ 34,469.00
	Total	\$ 34,469.00

Adjournment

NEXT MEETING -- Regular Meeting, September 8, 2022, 9:00 a.m. Ag Service Center

Agenda – August 11, 2022



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/>

MISSION STATEMENT

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

Agenda

September 8, 2022, 9:00 a.m. Regular Meeting

Ag Service Center, Caledonia, MN

2022 Officers

Matt Feldmeier

Jerry Welke

Glenn Kruse

Ken Anderson

Cecil Graf

Chair

Vice-Chair

Secretary

Treasurer

Reporter

Finance Committee: Anderson & Kruse

Personnel Committee: Welke & Graf

TSA7 Committee [JPB]: Welke

Root River One Watershed, One Plan: Kruse

Alternate - Graf

Mississippi River – Winona/

La Crescent 1W1P: Welke

Alternate - Feldmeier

9:00 A.M.

Chair call meeting to order.

Flag Pledge

Minutes

Chair call for additions or corrections to the August 11, 2022 board meeting minutes.

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

Supervisor Per Diems

Anderson, Ken – 3 rd Qtr. 3 mtgs. @ \$125.00/each	\$ 375.00
Feldmeier, Matt – 3 rd Qtr. 3 mtgs. @ \$125.00/each	\$ 375.00
Graf, Cecil – 3 rd Qtr. 2 mtgs. @ \$125.00/each	\$ 250.00
Kruse, Glenn – 3 rd Qtr. 4 mtgs. @ \$125.00/each	\$ 500.00
Welke, Jerry – 3 rd Qtr. 7 mtgs. @ \$125.00/each	\$ 875.00

Treasurer's Report: Treasurer recommend the July 2022 and August 2022 Treasurer's Reports be placed on file for audit.

AGENCY REPORTS

Ryan Hytry, NRCS District Conservationist Report

Dave Walter, District Manager Report

➤ Root River Field to Stream Partnership Landowner Appreciation Cookout – *September 8, 2022 at 5:00 p.m.*

PROGRAM REPORTS

- WCA – Update

MASWCD & MACDE

Fall SE MN SWCD Area 7 Meeting – *Tuesday, September 27, 2022 at Hokah Fire Station. Registration fee \$10.00. RSVP by 9/13/22.*

BWSR Academy – *October 25 – 27, 2022 at Cragun's Conference Center, Brainerd, MN. Registration fee \$55.00 per day.*

MASWCD Annual Convention – *December 12 – 14, 2022 Double Tree Hotel, Bloomington, MN.*

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek – Update

Winnebago - Update

PROGRAM & STAFF REPORTS

Bob Scanlan, Assistant Manager

- *Cover Crop Demonstration – Update*
- *Local Capacity County Match CWMA – Update*
- *MDA Soil Health Program – Update*
- *MACDE Education Grant - Update*

Jean Meiners, Technician

- *Buffer Law – Update*
- *MAWQCP - Update*
- *MDH Safe Drinking Water - Update*
- *BMP Projects - Update*

Janice Messner, Administrative Assistant

- *Volunteer Nitrate Monitoring Network – Update*
- *Sixth Grade Environmental Day – Tuesday, September 20, 2022*

Dan Wermager, Technician

- *Win/LaC (Mississippi River Winona/La Crescent) 1W1P - Update*
- *Root River 1W1P – Update*
- *HELP Grant - Update*

HOUSTON COUNTY WATER PLAN – *Update*

Agenda – September 8, 2022

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

PERSONNEL COMMITTEE: *Update*

TSA7 (Joint Powers) COMMITTEE: *Update*

OLD BUSINESS

Contract #22FY201W1P Streambank & Shoreline Protection project and contract #05FY22CS Grassed Waterways with Underground Outlet & Subsurface Drain project were both approved contingent upon landowner and technical assistance provider’s signatures at the August board meeting. Signatures were obtained for both contracts.

An amendment request for contract #02FY21LC Grade Stabilization Structure project was approved contingent upon landowner and technical assistance provider’s signature at the August board meeting. Signatures were obtained for the amendment.

NEW BUSINESS & ACTION ITEMS

1. 2023 Proposed Budget – *Approval requested*
2. 2023 Tree Order – *Approval requested*

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*)

FY20 Local Capacity CWMA Cost Share - (*Grant expiration 12/31/22*) – Available Funds **\$0.00** (*Flat Rate per acre*)

FY21 Local Capacity Cost Share – (*Grant expiration 12/31/2023*) – Available Funds **\$ 0.00**

FY21 Local Capacity Cover Crop Cost Share – (*Grant expiration 12/31/2023*) – Available Funds **\$0.00** (*Flat Rate per acre*)

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds **\$9,600.00**

FY22 Local Capacity Cover Crop Cost Share – (*Grant expiration 12/31/2024*) – Available Funds **\$0.00** (*Flat Rate per acre*)

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$4,800.00**

FY21 Local Capacity County Appropriation Cost Share (2020)

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Meiners, Richie 04-20CM CWMA	10 acres @ \$200/acre	\$2,000.00	Brush Management (314)	9/8/23
Bunge Farms LLC 05-20CM CWMA	20 acres @ \$100/acre	\$2,000.00	Brush Management (314)	9/8/23

*FY21 Local Capacity County Appropriation Cost Share – Remaining Available Funds **\$5,600.00***

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 **\$0.00**

FY22/23 1W1P Root River Watershed-Base Cost Share (*Grant expiration 10/31/2024*) Available Funds **\$121,924.60**

FY20 Root River 1W1P & FY21LC Cost Share Amendment Request

Contract #05FY20CS is requesting the amended contract installation date be extended from 9/10/2022 to 10/13/2022. This is due to bodily injury of the contractor during the construction of the project.

Contract #01FY201W1P-CIP is requesting the contract installation date be extended from 9/8/2022 to 10/31/2022. This is due to contractor availability.

FY20 Root River 1W1P Cost Share Payment Request & Re-Allocation of Funds

Project/Contract #	Total Cost Estimate	Project Receipts	Request
21FY201W1P Grassed Waterways	\$13,299.00	\$8,963.83	\$7,320.00 (Eligible expenses) @ 90% = \$6,588.00 Cost Share Allocated to Project = \$11,969.10 Payment Amount for Approval = \$6,588.00 from FY201W1P Cost Share <i>Slippage for Re-Allocation – FY20 Root River 1W1P = \$5,381.10</i> (Root River SWCD maximum pay for seed, fert & mulch = \$1,085.00; project construction = \$6,235.00)

FY20 Root River 1W1P Cost Share – Remaining Available Funds \$ 5,381.10

FY22/23 Root River 1W1P Cost Share Request (Flat Rate per acre)

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Kruckow, Jeff 04FY22/23RR1W1P	50 acres @ \$34.90/acre for 3 yrs.	\$5,235.00	Cover Crop (340)	11/1/22, 11/1/23, 11/1/24

FY22/23 Root River 1W1P Cost Share – Remaining Available Funds \$116,689.60

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 **\$0.00**

FY22 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$2,376.37**

FY23 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$20,901.00**

Funding Source Change

- Contract #18FY201W1P moving \$1,563.30 from FY21 State Cost Share to FY22 State Cost Share.

FY21 State Cost Share – Remaining Available Funds \$1,563.30

FY22 State Cost Share – Remaining Available Funds \$813.07

FY21 State Cost Share Amendment Request

Contract #02FY21CS is requesting the contract installation date be extended from 9/10/2022 to 12/31/2022. This is due to the availability of the contractor.

Contract #03FY21CS cost estimate has increased from \$3,660.00 to \$4,428.00. An additional \$691.20 cost share is being requested. This increases the total cost share to \$1,584.20. This request is being made due to additional borrow area needed, an increase from 0.4 acres to 1.1 acres.

FY21 State Cost Share – Remaining Available Funds \$872.10

Contract #04FY21CS cost estimate has increased from \$9,000.00 to \$9,969.00. An additional \$872.10 cost share is being requested. This increases the total cost share to \$1,765.10. This request is being made due to additional burrow area needed, an increase from 0.5 acres to 1.5 acres.

FY21 State Cost Share – Remaining Available Funds \$0.00

FY22 State Cost Share Amendment Request

Contract #04FY22CS is requesting the contract installation date be extended from 9/10/2022 to 6/1/2023. This is due to the availability of the contractor prior to the seeding deadline date.

ARPA – (Funding obligation expiration 12/31/2024; spending expiration 12/31/2026) Available Funds \$229,608.02

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

Chair call for a motion to approve accounts payable and transfer of funds

Voucher #	Item	Amount
4585	Ron Carlsen – Rent – September	\$ 1,287.00
4586	Kwik Trip – Fuel – SWCD Trucks	\$ 327.19

Agenda – September 8, 2022

4587	VISA – Postage = \$6.60; Notary Stamp = \$42.75; AIS Fair Booth = \$2.14; Fair Booth = \$3.18; Notary Commission Renewal = \$120.00; Adobe Pro DC Renewal = \$192.25	\$
4588	Talcott Resolution Life & Annuity Ins. Co. – Policy # LU1188704 Dave Walter Life Insurance	\$ 90.00
4589	Bob Scanlan – Field Day Registration Fee 2 @ \$30.00/each	\$ 60.00
4590	Contract #21FY201W1P – Grassed Waterways	\$ 6,588.00
4591	Winnebago Springs – Education Shelter Rent = \$112.50; Water Plan Education Shelter Rent = 112.50	\$ 225.50
4592	Ken Anderson – 3 rd Qtr. Mileage	\$ 45.00
4593	Matt Feldmeier – 3 rd Qtr. Mileage	\$ 90.00
4594	Cecil Graf – 3 rd Qtr. Mileage	\$ 50.00
4595	Glenn Kruse – 3 rd Qtr. Mileage	\$ 49.20
4596	Jerry Welke – 3 rd Qtr. Mileage	\$ 143.80
4597	Petty Cash – Field Supply = \$9.35; Registration Fee Area 7 Mtg. 6/28/22 = \$20.00	\$ 29.35
	Total	\$ 9,351.41

Adjournment

NEXT MEETING -- Regular Meeting, October 13, 2022, 9:00 a.m. Ag Service Center



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 ext. 3

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

MISSION STATEMENT

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

Agenda

October 13, 2022, 9:00 a.m. Regular Meeting

Ag Service Center, Caledonia, MN

2022 Officers

Matt Feldmeier

Jerry Welke

Glenn Kruse

Ken Anderson

Cecil Graf

Chair

Vice-Chair

Secretary

Treasurer

Reporter

Finance Committee: Anderson & Kruse

Personnel Committee: Welke & Graf

TSA7 Committee [JPB]: Welke

Root River One Watershed, One Plan: Kruse

Alternate - Graf

Mississippi River – Winona/

La Crescent 1W1P: Welke

Alternate - Feldmeier

9:00 A.M.

Chair call meeting to order.

Flag Pledge

Minutes

Chair call for additions or corrections to the September 8, 2022 board meeting minutes.

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

Treasurer's Report: Treasurer recommend the September 2022 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Ryan Hytry, NRCS District Conservationist Report

Dave Walter, District Manager Report

- Root River Field to Stream Partnership Landowner Appreciation Cookout held September 8, 2022 - *Update*

PROGRAM REPORTS

- WCA – *Update*

MASWCD & MACDE

Fall SE MN SWCD Area 7 Meeting – Tuesday, September 27, 2022 at Hokah Fire Station - *Update*

MASWCD Annual Convention – *December 12 – 14, 2022 Double Tree Hotel, Bloomington, MN.*

2022 MASWCD Resolutions – *Discuss and turn in completed ballot*

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek – Update

Winnebago - Update

PROGRAM & STAFF REPORTS

Bob Scanlan, Assistant Manager

- *Cover Crop Demonstration – Update*
- *Local Capacity County Match CWMA – Update*
- *MDA Soil Health Program – Update*
- *MACDE Education Grant - Update*

Jean Meiners, Technician

- *Buffer Law – Update*
- *MAWQCP - Update*
- *MDH Safe Drinking Water - Update*
- *BMP Projects - Update*

Janice Messner, Administrative Assistant

- *Volunteer Nitrate Monitoring Network – Update*
- *Sixth Grade Environmental Day – Tuesday, September 20, 2022 - Update*

Dan Wermager, Technician

- *Win/LaC (Mississippi River Winona/La Crescent) 1W1P - Update*
- *Root River 1W1P – Update*
 - *FY20 Root River 1W1P Grant Extension*
- *HELP Grant - Update*

HOUSTON COUNTY WATER PLAN – *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

PERSONNEL COMMITTEE: *Update*

TSA7 (Joint Powers) COMMITTEE: *Update*

Agenda – October 13, 2022

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. Local Cost Share Policy Update – *Approval requested*
2. FY23 Soil Health Cost Share Grant - \$14,175 with Expiration Date: December 31, 2024 – *Approval requested*
3. FY23 Local Capacity & Buffer Law Grant Agreement – Local Capacity = \$125,504 and Buffer Law = \$17,000 with Expiration Date: December 31, 2025 – *Approval requested*
4. Resolution #22 - 01 Adopting the Houston County Comprehensive Local Water Management Plan as the Comprehensive Plan of the Root River SWCD – *Approval requested*
5. Tree Order Pricing – *Approval requested*

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*)

FY20 Local Capacity CWMA Cost Share - (*Grant expiration 12/31/22*) – Available Funds **\$0.00** (*Flat Rate per acre*)

FY21 Local Capacity Cost Share – (*Grant expiration 12/31/2023*) – Available Funds **\$ 0.00**

FY21 Local Capacity Cover Crop Cost Share – (*Grant expiration 12/31/2023*) – Available Funds **\$0.00** (*Flat Rate per acre*)

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds **\$5,600.00**

FY22 Local Capacity Cover Crop Cost Share – (*Grant expiration 12/31/2024*) – Available Funds **\$0.00** (*Flat Rate per acre*)

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$4,800.00**

FY21 Local Capacity County Appropriation Cost Share (2020)

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Pohlman, Arlyn 06-20CM CWMA	10 acres @ \$200/acre	\$2,000.00	Brush Management (314)	10/13/23
Doering, Dennis 07-20CM CWMA	17 acres @ \$100/acre	\$1,700.00	Brush Management (314)	10/13/23

*FY21 Local Capacity County Appropriation Cost Share – Remaining Available Funds **\$1,900.00***

FY21 Local Capacity Cost Share Funding Source Change Request

- A funding source change is being made on contract #05FY20CS from FY21 Local Capacity Cost Share to FY20 Root River 1W1P in the amount of \$1,237.63
FY21 Local Capacity Cost Share – *Remaining Available Funds* \$1,237.63
FY20 Root River 1W1P – *Remaining Available Funds* \$4,143.47

FY21 Local Capacity Cost Share & FY22 State Cost Share Amendment Request

Contract #19FY201W1P is requesting the contract installation date be extended from 10/13/22 to 12/31/22. This will allow for crops to be off before proceeding with construction. The contract holder’s business name has recently changed and they are requesting the contract be amended to reflect the change.

Contract #18FY201W1P is requesting the contract holder’s business name be updated to reflect its recent change.

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 **\$0.00**

FY22 State Cost Share (*Grant expiration 12/31/24*) – Available Funds **\$813.07**

FY23 State Cost Share (*Grant expiration 12/31/24*) – Available Funds **\$20,901.00**

FY22 State Cost Share & ARPA Amendment Request

Contract #20FY201W1P is requesting the contract installation date be extended from 10/13/2022 to 6/1/2023. This will allow for crops to be out and a non-dormant seeding for a grassed waterway project near the sinkhole site to be used.

ARPA – (Funding obligation expiration 12/31/2024; spending expiration 12/31/2026) Available Funds **\$229,608.02**

BEAR CREEK MAINTENANCE COST SHARE (Funding up to 100% of cost estimate)

Bear Creek Maintenance Cost Share Amendment Request

Contract #03 Bear Crk Maintenance is requesting to increase the cost share funding from \$1,776.10 to \$1,906.10 to cover increased cost of materials. The contract is funded at 100% cost share.

Bear Creek Maintenance Cost Share Payment Request

Project/Contract #	Total Cost Estimate	Project Receipts	Request
03 Bear Crk Maintenance	\$1,906.10	\$1,906.10	\$1,906.10 @ 100% = \$1,906.10 Payment Amount for Approval = \$1,906.10 from Bear Creek Maintenance Funds

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 12/31/2023) Available Funds **\$5,381.10**

FY22/23 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2024) Available Funds **\$112,501.60**

FY20 1W1P Root River Watershed Cost Share Payment Request

Project/Contract #	Total Cost Estimate	Project Receipts	Request
05FY20CS	\$14,877.00	\$14,995.00	\$14,995.00 @ 90% = \$13,495.50 Payment Amount for Approval = \$13,389.30 Funding Sources: FY20 Root River 1W1P = \$11,157.75 & ARPA = \$2,231.55

Payment Request is contingent upon Technical & Administrative Approvals

FY22/23 Root River 1W1P PRE-APPROVED Cost Share Request (Flat Rate per acre)

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Popplewell, Mike 07FY22/23RR1W1P	23 acres @ \$34.90/acre for 3 yrs.	\$2,408.10	Cover Crop (340)	11/1/22, 11/1/23, 11/1/24
Witt, Ken 08FY22/23RR1W1P	50 acres @ \$34.90/acre for 3 yrs.	\$5,235.00	Cover Crop (340)	11/1/22, 11/1/23, 11/1/24

FY22/23 Root River 1W1P Cost Share – Remaining Available Funds \$109,046.50

FY22/23 Root River 1W1P Cost Share Request (Flat Rate per acre or funding up to 90% of cost estimate)

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Bichel, Tim 05FY22/23RR1W1P	40 acres @ \$34.90/acre for 3 yrs.	\$4,188.00	Cover Crop (340)	11/1/22, 11/1/23, 11/1/24

FY22/23 Root River 1W1P Cost Share – Remaining Available Funds \$104,858.50

FY22/23 Root River 1W1P Cost Share Request (Flat Rate per acre or funding up to 90% of cost estimate)

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Drenkhahn Farms LLC 06FY22/23RR1W1P	\$18,500.00	\$16,650.00	Grade Stabilization Structure (410)	12/31/2022
Drenkhahn Farms LLC 09FY22/23RR1W1P	\$1,630.00	\$1,467.00	Grassed Waterway (412)	12/31/2022

Approvals will need to be contingent upon Technical Approval

FY22/23 Root River 1W1P Cost Share – Remaining Available Funds \$ 86,741.50

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

To Note – Voucher # 4604 Area 7 MASWCD – Fall Mtg. Registration Fee in the amount of \$90.00 was pre-approved on 9/21/2022.

Chair call for a motion to approve accounts payable and transfer of funds

Voucher #	Item	Amount
4598	Ron Carlsen – Rent – October	\$ 1,287.00
4599	Kwik Trip – Fuel – SWCD Trucks	\$ 545.48
4600	VISA – Advertising – Soil Health Field Day Scholarship = \$152.31; Education – 6 th Grade Day = 111.00; Crimper Expense – Hitch pin = \$10.75; Area 7 meeting expenses = \$644.69; Field Day Supply – Soil Health Field Day Scholarship = \$77.44; Trees – Postage = \$120.00; Postage = \$60.00	\$ 1,098.75
4601	Jerry Welke – Water Plan Push-Up pond no pipe	\$ 600.00
4602	Dave Walter – Office Equipment - Calculator	\$ 10.68
4603	Houston County Recorder/Abstractor – Notary Document – Recording Fee = \$20.00; Easement Delivery Recording Fee = \$46.00	\$ 66.00
4605	Loren Lapham – Water Plan Push-Up pond with pipe	\$ 1,000.00
4606	Wiebke Tire, LLC – Crimper Tire (8 ply), tube and disposal	\$ 201.25
4607	Quill LLC – Office Supplies	\$ 128.73
4608	Corey Anderson – 03 Bear Creek Maintenance – Critical Area Planting	\$ 1,906.10
4609	Joni Mehus – Water Plan Pond Clean Out	\$ 400.00
4610	Dan Wermager – Water Plan – Mileage = \$25.00; MDA Soil Health Mileage = \$6.25; Soil Health Field Day Scholarship Mileage = \$10.63	\$ 41.88
4611	Hilltop Iron Co. LLC – Crimper repair	\$ 75.00
4612	IA DNR State Forest Nursery – Trees	\$ 2,442.50
4613	Contract #05FY20CS – Grade Stabilization Structure	\$ 13,389.30
	Total	\$ 23,192.67
	Transfer of Investment Funds from Bear Creek Watershed Investment Acct. to Cash General Fund	\$ 5,692.02

Adjournment

NEXT MEETING -- Regular Meeting, November 10, 2022, 1:00 p.m. Ag Service Center



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 ext. 3

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

FYMISSION STATEMENT

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

Agenda

November 10, 2022, 1:00 p.m. Regular Meeting

Ag Service Center, Caledonia, MN

2022 Officers

Matt Feldmeier

Jerry Welke

Glenn Kruse

Ken Anderson

Cecil Graf

Chair

Vice-Chair

Secretary

Treasurer

Reporter

Finance Committee: Anderson & Kruse

Personnel Committee: Welke & Graf

TSA7 Committee [JPB]: Welke

Root River One Watershed, One Plan: Kruse

Alternate - Graf

Mississippi River – Winona/

La Crescent 1W1P: Welke

Alternate - Feldmeier

1:00 P.M.

Chair call meeting to order.

Flag Pledge

Minutes

Chair call for additions or corrections to the October 13, 2022 board meeting minutes.

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

Treasurer's Report: Treasurer recommend the October 2022 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Adam Beilke, BWSR Board Conservationist Report

Ryan Hytry, NRCS District Conservationist Report

Dave Walter, District Manager Report

PROGRAM REPORTS

- WCA – Update

MASWCD & MACDE

MASWCD Annual Convention – December 12 – 14, 2022 Double Tree Hotel, Bloomington, MN.

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek – Update

Winnebago - Update

PROGRAM & STAFF REPORTS

Bob Scanlan, Assistant Manager

- *Cover Crop Demonstration – Update*
- *Local Capacity County Match CWMA – Update*
- *MDA Soil Health Program – Update*
- *MACDE Education Grant - Update*

Jean Meiners, Technician

- *Buffer Law – Update*
- *MAWQCP - Update*
- *MDH Safe Drinking Water - Update*
- *BMP Projects - Update*

Janice Messner, Administrative Assistant

- *Volunteer Nitrate Monitoring Network – Update*

Dan Wermager, Technician

- *Win/LaC (Mississippi River Winona/La Crescent) 1W1P - Update*
- *Root River 1W1P – Update*
- *HELP Grant - Update*

HOUSTON COUNTY WATER PLAN – *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

PERSONNEL COMMITTEE: *Update*

TSA7 (Joint Powers) COMMITTEE: *Update*

OLD BUSINESS

1. *Personnel Policy Updates*

Agenda – November 10, 2022

FY22/23 Root River 1W1P Cost Share Request (Flat Rate per acre or funding up to 90% of cost estimate)

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Drenkhahn Farms LLC 06FY22/23RR1W1P	\$18,000.00	\$16,200.00	Grade Stabilization Structure (410)	12/31/2022
Drenkhahn Farms LLC 09FY22/23RR1W1P	\$1,630.00	\$1,467.00	Grassed Waterway (412)	12/31/2022

Note: Contract approvals contingent upon Technical Approvals were granted.

NEW BUSINESS & ACTION ITEMS

- Addendum 2 to the FY21 Regional Safe Drinking Water for Private Well Users Subagreement – Extends the grant period to April 30, 2023 – Approval requested
- MASWCD Annual Convention – Registration fees, meal expenses, lodging expenses – Approval requested
 - ❖ Registration: Three day event = \$300.00; Tuesday only = \$225.00; Wednesday only = \$190.00
 - ❖ Meals: Tuesday & Wednesday Continental Breakfast = \$22.00 per day; Tuesday & Wednesday Luncheons = \$32.00 per day. No evening meals are offered.
 - ❖ Hotel: \$99.00 plus tax per night

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)

FY20 Local Capacity CWMA Cost Share - (Grant expiration 12/31/22) – Available Funds **\$0.00** (Flat Rate per acre)

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$ 1,237.63**

FY21 Local Capacity Cover Crop Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$0.00** (Flat Rate per acre)

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds **\$1,900.00**

FY22 Local Capacity Cover Crop Cost Share – (Grant expiration 12/31/2024) – Available Funds **\$0.00** (Flat Rate per acre)

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$4,800.00**

FY21 Local Capacity County Appropriation Cost Share (2020)

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Doering, Jr., Dennis 08-20CM CWMA	13.5 acres @ \$100/acre	\$1,350.00	Brush Management (314)	11/10/23

FY21 Local Capacity County Appropriation Cost Share – Remaining Available Funds **\$550.00**

FY21 Local Capacity Cover Crop Cost Share Payment Request

Project/Contract #	Total Cost Estimate	Project Receipts	Request
06FY21LC-CC	30 acres @ \$30.00/acre for 3 yrs.	\$2,700.00	30 acres @ \$30.00/acre for 3 yrs. = \$2,700.00 Payment Amount for Approval = \$2,700.00

FY22 Local Capacity Cover Crop Cost Share Payment Request

Project/Contract #	Total Cost Estimate	Project Receipts	Request
01FY22LC-CC Cover Crop	30 acres @ \$30.00/acre for 3 yrs.	\$2,700.00	30 acres @ \$30.00/acre for 3 yrs. = \$2,700.00 Payment Amount for Approval = \$2,700.00
04FY22LC-CC Cover Crop	14.66666 acres @ \$30.00/acre for 3 yrs.	\$1,320.00	14.66666 acres @ \$30.00/acre for 3 yrs. = \$1,320.00 Payment Amount for Approval = \$1,320.00
02FY22LC-CC Cover Crop	22 acres @ \$30.00/acre for 3 yrs.	\$1,980.00	22 acres @ \$30.00/acre for 3 yrs. = \$1,980.00 Payment Amount for Approval = \$1,980.00
03FY22LC-CC Cover Crop	30 acres @ \$30.00/acre for 3 yrs.	\$2,700.00	30 acres @ \$30.00/acre for 3 yrs. = \$2,700.00 Payment Amount for Approval = \$2,700.00

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

FY21 State Cost Share (Grant expiration 12/31/22) – Available Funds **\$0.00**

FY22 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$813.07**

FY23 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$16,720.80**

FY21 State Cost Share Payment Request & Slippage for re-allocation

Project/Contract #	Total Cost Estimate	Project Receipts	Request
03FY21LC Grassed Waterway & Subsurface Drain	\$12,195.00	\$11,830.06	\$11,468.01 Eligible expenses) @ 90% = \$10,321.21 Less EQIP = \$6,957.39 Cost Share Allocated to Project = \$4,003.50 Payment Amount for Approval = \$3,363.82 Slippage for re-allocation = \$639.68 (Root River SWCD maximum pay for seed, fert & Mulch with crimping less EQIP = \$166.86; project construction less EQIP = \$3,196.96) Funding source FY21 State Cost Share

FY21 State Cost Share – Remaining Available Funds **\$639.68**

FY21 State Cost Share Funding Source Change Request

Contract #18FY201W1P moving \$2,792.00 to FY20 Root River 1W1P.

FY21 State Cost Share – Remaining Available Funds **\$3,431.68**

FY201W1P – Remaining Available Funds **\$1,351.47**

FY21 State Cost Share Amendment Request

Contract #04FY21CS is requesting to amend the contract date from 11/30/2022 to 12/31/2022 and to amend the cost estimate from \$9,969.00 to \$13,937.34. An additional \$3,571.51 cost share funds is being requested increasing the total cost share for the project to \$5,336.61. These amendment requests are due to needing to obtain receipt of an invoice, additional clearing and grubbing and additional burrow area being needed. Funding source FY21 State Cost Share = \$3,431.68 & FY201W1P = \$139.83

FY21 State Cost Share – Remaining Available Funds **\$0**

FY201W1P – Remaining Available Funds **\$1,211.64**

ARPA – (Funding obligation expiration 12/31/2024; spending expiration 12/31/2026) Available Funds **\$229,608.02**

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 12/31/2023) Available Funds **\$4,143.47**

FY22/23 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2024) Available Funds **\$87,191.50**

FY20 1W1P Root River Watershed Cost Share Payment Request

Project/Contract #	Total Cost Estimate	Project Receipts	Request
05FY20CS	\$14,877.00	\$14,995.00	\$14,995.00 @ 90% = \$13,495.50 Payment Amount for Approval = \$13,389.30 Funding Sources: FY20 Root River 1W1P = \$11,157.75 & ARPA = \$2,231.55

PRE-APPROVED FY20 1W1P Root River Watershed Cost Share Amendment Request

Contract #01FY201W1P-CIP requested the contract installation date be extended from 10/31/2022 to 12/31/2022. Construction material is not available to complete the project. Approved October 31, 2022.

PRE-APPROVED FY22/23 Root River 1W1P Cost Share Request (Flat Rate per acre or funding up to 90% of cost estimate)

Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Glasspoole, John 10FY22/23RR1W1P	25 acres @ \$34.90/acre for 3 yrs.	\$2,617.50	Cover Crop (340)	11/1/22, 11/1/23, 11/1/24
Rosendahl, Chad 11FY22/23RR1W1P	50 acres @ \$34.90/acre for 3 yrs.	\$5,235.00	Cover Crop (340)	11/1/22, 11/1/23, 11/1/24

Agenda – November 10, 2022

FY22/23 Root River 1W1P Cost Share Payment Request

Project/Contract #	Total Cost Estimate	Project Receipts	Request
01FY22/23RR1W1P Cover Crop	50 acres @ \$34.90/acre for 3 yrs.	\$5,235.00	50 acres @ \$34.90/acre for 3 yrs. = \$5,235.00 Payment Amount for Approval = \$5,235.00
02FY22/23RR1W1P Cover Crop	15.33333 acres @ \$34.90/acre for 3 yrs.	\$1,605.40	15.33333 acres @ \$34.90/acre for 3 yrs. = \$1,605.40 Payment Amount for Approval = \$1,605.40
03FY22/23RR1W1P Cover Crop	50 acres @ \$34.90/acre for 3 yrs.	\$5,235.00	50 acres @ \$34.90/acre for 3 yrs. = \$5,235.00 Payment Amount for Approval = \$5,235.00
04FY22/23RR1W1P Cover Crop	50 acres @ \$34.90/acre for 3 yrs.	\$5,235.00	50 acres @ \$34.90/acre for 3 yrs. = \$5,235.00 Payment Amount for Approval = \$5,235.00
11FY22/23RR1W1P Cover Crop	50 acres @ \$34.90/acre for 3 yrs.	\$5,235.00	50 acres @ \$34.90/acre for 3 yrs. = \$5,235.00 Payment Amount for Approval = \$5,235.00
04FY22/23RR1W1P Cover Crop	50 acres @ \$34.90/acre for 3 yrs.	\$5,235.00	50 acres @ \$34.90/acre for 3 yrs. = \$5,235.00 Payment Amount for Approval = \$5,235.00
08FY22/23RR1W1P Cover Crop	50 acres @ \$34.90/acre for 3 yrs.	\$5,235.00	50 acres @ \$34.90/acre for 3 yrs. = \$5,235.00 Payment Amount for Approval = \$5,235.00
05FY22/23RR1W1P Cover Crop	40 acres @ \$34.90/acre for 3 yrs.	\$4,188.00	40 acres @ \$34.90/acre for 3 yrs. = \$4,188.00 Payment Amount for Approval = \$4,188.00
10FY22/23RR1W1P Cover Crop	25 acres @ \$34.90/acre for 3 yrs.	\$2,617.50	25 acres @ \$34.90/acre for 3 yrs. = \$2,617.50 Payment Amount for Approval = \$2,617.50

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

Chair call for a motion to approve accounts payable

Voucher #	Item	Amount
4613	Contract #05FY20CS – Grade Stabilization Structure – FY20 Root River 1W1P = \$11,157.75; ARPA = \$2,231.55	\$ 13,389.30
4614	Ron Carlsen – Rent – November	\$ 1,287.00
4615	Kwik Trip – Fuel – SWCD Trucks	\$ 468.52
4616	VISA – Office Supply = \$187.00; Vehicle Maintenance 2017 GMC Starter = \$578.72; Con of Year - Lg print = \$30.81; Trees Postage = \$30.00; Postage = \$30.00	\$
4617	Contract #01FY22LC-CC – Cover Crop	\$ 2,700.00
4618	Contract #08FY22/23RR1W1P – Cover Crop	\$ 5,235.00
4619	Contract #05FY22/23RR1W1P – Cover Crop	\$ 4,188.00
4620	Contract #07FY21LC-CC – Cover Crop	\$ 2,700.00
4621	Fishel, John – Water Plan – Pond Clean Out	\$ 400.00
4622	Contract #01FY22/23RR1W1P – Cover Crop	\$ 5,235.00
4623	MN Dept. of Agriculture – Trees – License Renewal	\$ 250.00
4624	Contract #04FY2223RR1W1P – Cover Crop	\$ 5,235.00
4625	Contract #03FY22/23RR1W1P – Cover Crop	\$ 5,235.00
4626	Contract #04FY21LC-CC = \$1,320.00 & Contract #02FY22/23RR1W1P = \$1,605.40 – Cover Crop	\$ 2,925.40
4627	Contract #11FY2223RR1W1P – Cover Crop	\$ 5,235.00
4628	Dan Wermager – FY22 Local Capacity Mileage Reimbursement = 20 miles @ \$0.625	\$ 12.50
4629	Contract #02FY22LC-CC – Cover Crop	\$ 1,980.00
4630	Contract #03FY22LC-CC – Cover Crop	\$ 2,700.00
4631	Contract #10FY22/23RR1W1P – Cover Crop	\$ 2,617.50
4632	Contract #03FY21LC – Grassed Waterway with Subsurface Drain	\$ 3,363.82
	Total	\$ 66,013.57

Adjournment

NEXT MEETING -- Regular Meeting, December 8, 2022, 1:00 p.m. Ag Service Center



Root River Soil and Water Conservation District

Agricultural Service Center
805 N. Hwy. 44/76, Suite 1
Caledonia, MN 55921

(507) 724-5261 ext. 3

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

MISSION STATEMENT

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

Agenda

December 8, 2022, 1:00 p.m. Regular Meeting

Ag Service Center, Caledonia, MN

2022 Officers

Matt Feldmeier
Jerry Welke
Glenn Kruse
Ken Anderson
Cecil Graf

Chair
Vice-Chair
Secretary
Treasurer
Reporter

Finance Committee: Anderson & Kruse

Personnel Committee: Welke & Graf

TSA7 Committee [JPB]: Welke

Root River One Watershed, One Plan: Kruse

Alternate - Graf

Mississippi River – Winona/

La Crescent 1W1P: Welke

Alternate - Feldmeier

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

Flag Pledge

Minutes

Chair call for additions or corrections to the November 10, 2022 board meeting minutes.

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

Supervisor Per Diems

Anderson, Ken – 4 th Qtr. 4 mtgs. @ \$125.00/each	\$ 500.00
Feldmeier, Matt – 4 th Qtr. 4 mtgs. @ \$125.00/each	\$ 500.00
Graf, Cecil – 4 th Qtr. 1 mtg. @ \$125.00/each	\$ 125.00
Kruse, Glenn – 4 th Qtr. 4 mtgs. @ \$125.00/each	\$ 500.00
Welke, Jerry – 4 th Qtr. 5 mtgs. @ \$125.00/each	\$ 625.00

Treasurer's Report: Treasurer recommend the November 2022 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Ryan Hytry, NRCS District Conservationist Report

Dave Walter, District Manager Report

PROGRAM REPORTS

- WCA – Update

MASWCD & MACDE

MASWCD Annual Convention – December 12 – 14, 2022 Double Tree Hotel, Bloomington, MN.

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek – Update

Winnebago - Update

PROGRAM & STAFF REPORTS

Bob Scanlan, Assistant Manager

- *Cover Crop Demonstration – Update*
- *Local Capacity County Match CWMA – Update*
- *MDA Soil Health Program – Update*
- *MACDE Education Grant - Update*

Jean Meiners, Technician

- *Buffer Law – Update*
- *MAWQCP - Update*
- *MDH Safe Drinking Water - Update*
- *BMP Projects - Update*

Janice Messner, Administrative Assistant

- *Volunteer Nitrate Monitoring Network – Update*
- *Trees - Update*

Dan Wermager, Technician

- *Win/LaC (Mississippi River Winona/La Crescent) 1W1P - Update*
- *Root River 1W1P – Update*
- *HELP Grant - Update*

HOUSTON COUNTY WATER PLAN – *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

- *2023 Budget Review*

PERSONNEL COMMITTEE: *Update*

- *Staff Evaluations*

TSA7 (Joint Powers) COMMITTEE: *Update*

- *Evaluation*

Agenda – December 8, 2022

COST SHARE PROGRAMS

ARPA – (Funding obligation expiration 12/31/2024; spending expiration 12/31/2026) Available Funds \$229,608.02

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 **\$0.00** (Flat Rate per acre)

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$ 1,237.63**

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds **\$550.00**

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$4,800.00**

FY20 Local Capacity CWMA Cost Share Payment Request

Project/Contract #	Total Cost Estimate	Project Receipts	Request
08FY20LC-CWMA Brush Management	10 acres @ \$30.00/acre for 3 yrs.	\$2,000.00	10 acres @ \$200.00/acre = \$2,000.00 Payment Amount for Approval = \$2,000.00

FY21 Local Capacity Cost Share Amendment Request

Contract #19FY201W1P is requesting to amend the amended installation date of 12/31/22 to 12/31/23. The landowner will be doing the project on his own and didn't have to time to start after harvest due to frozen soil.

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 12/31/2023) Available Funds **\$1,211.64**

FY22/23 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2024) Available Funds **\$78,889.00**

FY20 Root River 1W1P Cost Share Amendment Request

Contract #22FY201W1P the cost estimate has increased from \$61,671.78 to \$70,513.80. An additional \$7,957.82 in cost share is needed to bring the total cost share up to \$63,462.42. The revisions made are due to changes to the extents/quantities of the project at the direction of the Engineering Technician and approved by the Engineer, Pete Fryer. Funding source ARPA.

ARPA Cost Share - Remaining Available Funds \$221,650.20

FY20 Root River 1W1P Cost Share Payment Request

Project/Contract #	Total Cost Estimate	Project Receipts	Request
22FY201W1P Streambank & Shoreline Protection with Stream Habitat Improvement & Management, Critical Area Planting & Mulching	\$70,513.80	\$69,933.68	\$68,782.15 (Eligible expenses) @ 90% = \$61,903.94 Cost Share Allocated to Project state funds = \$39,962.57 Cost Share Allocated to Project ARPA = \$23,499.85 Payment Amount for Approval = \$39,962.57 FY20 Root River 1W1P & \$21,941.37 ARPA (Combined total \$61,903.94) (Root River SWCD maximum pay for seed, fert & mulch = \$360.00; project construction = \$61,543.94) Slippage for re-allocation ARPA = \$1,558.48

ARPA - Remaining Available Funds \$223,208.68

FY22/23 Root River 1W1P Cost Share Amendment Request

Contract #09FY22/23RR1W1P is requesting to amend the contract install date from 12/31/2022 to 6/1/2023 due to weather conditions.

FY22/23 Root River 1W1P Cost Share Payment Request & Re-allocation of Funds

Project/Contract #	Total Cost Estimate	Project Receipts	Request
07FY22/23RR1W1P Cover Crop	23 acres @ \$34.90/acre for 3 yrs.	\$1,570.50	15 acres @ \$34.90/acre for 3 yrs. = \$1,570.50 Payment Amount for Approval = \$1,570.50 Slippage for re-allocation = \$837.60

FY22/23 Root River 1W1P Cost Share - Remaining Available Funds \$79,726.60

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

FY21 State Cost Share (Grant expiration 12/31/22) – Available Funds **\$0.00**

FY22 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$813.07**

FY23 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$16,720.80**

FY21 State Cost Share Payment Request & Re-allocation of Funds

Project/Contract #	Total Cost Estimate	Project Receipts	Request
04FY21CS Grade Stabilization Structure	\$13,937.34	\$13,675.89	\$13,100.00 (Eligible expenses) @ 90% = \$11,790.00 Less EQIP = \$7,205.36 Cost Share Allocated to Project = \$5,336.61 Payment Amount for Approval = \$4,584.64 (Root River SWCD maximum pay for seed, fert & mulch less EQIP = \$751.26; project construction less EQIP = \$3,833.38) Funding source FY21 State Cost Share Slippage for re-allocation = \$751.97 (\$612.14 FY21 State Cost Share & \$139.83 FY201W1P)

FY20 Root River 1W1P – Remaining Available Funds **\$1,351.47**

FY21 State Cost Share – Remaining Available Funds **\$612.14**

FY21 State Cost Share Amendment Request

Contract #03FY21CS is requesting to amend their contract. The cost estimate has increased from the amended amount of \$4,428.00 to \$6,000.00. An additional \$1,414.80 cost share is being requested. This increases the total cost share to \$2,999.00. This request is being made to increase the acreage from .75 acres to 1.5 acres of clearing & grubbing, increases the acreage for seeding, fertilizing, mulching from the amended 1.1 acre to 1.5 acres, and it is adding mobilization to the cost estimate. In addition to these changes a correction on the reasoning of Amendment 1 is needed. The reason for the increase on Amendment 1 should state the increase was due to additional clearing grubbing, seeding, fertilizing and mulch was needed. Funding sources FY20 Root River 1W1P \$802.66 and FY21 State Cost Share \$612.14.

FY20 Root River 1W1P – Remaining Available Funds **\$548.81**

FY21 State Cost Share – Remaining Available Funds **\$0.00**

FY21 State Cost Share Payment Request & Re-allocation of Funds

Project/Contract #	Total Cost Estimate	Project Receipts	Request
03FY21CS Grassed Waterways	\$6,000.00	\$5,582.11	\$4,852.50 (Eligible expenses) @ 90% = \$4,367.25 Less EQIP = \$2,254.04 Cost Share Allocated to Project = \$2,999.00 Payment Amount for Approval = \$2,113.21 (Root River SWCD maximum pay for seed, fert & mulch less EQIP = \$499.05; project construction less EQIP = \$1,614.16) Funding source FY21 State Cost Share Slippage for re-allocation = \$885.79 (\$83.13 FY21 State Cost Share & \$802.66 FY201W1P)

FY20 Root River 1W1P – Remaining Available Funds **\$1,351.47**

FY21 State Cost Share – Remaining Available Funds **\$83.13**

FY21 State Cost Share Amendment Request

Contract #02FY21CS is requesting to amend the cost share allocation from \$6,276.00 to \$7,010.53, an additional \$734.53. This request is due to a decrease in the EQIP payment. Funding sources for the addition cost share are \$83.13 FY21 State Cost Share and \$651.40 FY20 Root River 1W1P.

FY21 State Cost Share – Remaining Available Funds **\$0.00**

FY201W1P – Remaining Available Funds **\$700.07**

FY21 State Cost Share Payment Request

Project/Contract #	Total Cost Estimate	Project Receipts	Request
02FY21CS Grassed Waterway & Lined Waterway with a Grade Stabilization Structure (Rock Chute)	\$43,530.00	\$44,233.83	\$42,617.50 (Eligible expenses) @ 90% = \$38,355.75 Less EQIP = \$31,345.22 Cost Share Allocated to Project = \$7,010.53 Payment Amount for Approval = \$7,010.53 (Root River SWCD maximum pay for seed, fert & Mulch with crimping less EQIP = \$326.70; project construction less

			EQIP = \$31,018.52) Funding source FY21 State Cost Share = \$ 6,359.13 & FY201W1P = \$651.40
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OLD BUSINESS

1. Personnel Policy Updates
2. ARPA funds for Push-Up Ponds

NEW BUSINESS & ACTION ITEMS

1. FY20 Local Capacity Financial Report – *Approval requested*
2. FY21 State Cost Share Financial Report – *Approval requested*

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

Chair call for a motion to approve accounts payable

Voucher #	Item	Amount
4633	Ron Carlsen – Rent – December	\$ 1,287.00
4634	Kwik Trip – Fuel – SWCD Trucks	\$
4635	VISA –	\$
4636	Contract #02FY21CS – Grassed Waterway & Lined Waterway w/Rock Chute	\$ 7,010.53
4637	Talcott Resolution Life & Annuity Ins. Co. – Life Insurance Policy #LU1188704 Dave Walter	\$ 90.00
4638	Contract #08FY20LC-CWMA – Brush Management	\$ 2,000.00
4639	Cordes Farm LLC – Water Plan – Pond Clean Out & Push-Up Pond no pipe	\$ 1,000.00
4641	Contract #07FY22/23RR1W1P – Cover Crop	\$ 1,570.50
4642	Ken Anderson – Mileage – 4 th Qtr. 2022 120 miles @ \$0.625	\$ 75.00
4643	Matt Feldmeier – Mileage – 4 th Qtr. 2022 145.4 miles @ \$0.625	\$ 90.88
4644	Cecil Graf – Mileage – 4 th Qtr. 2022 40 miles @ \$0.625	\$ 25.00
4645	Glenn Kruse – Mileage – 4 th Qtr. 2022 80 miles @ \$0.625	\$ 50.00
4646	Jerry Welke – Mileage – 4 th Qtr. 2022 150 miles @ \$0.625	\$ 93.75
4647	Contract #03FY21CS = \$2,113.21 Grassed Waterways & Contract #04FY21CS = \$4,584.64 Grade Stabilization Structure	\$ 6,697.85
4648	Contract #22FY201W1P – Streambank & Shoreline Protection	\$ 61,903.94
4649	Quill LLC – Office supplies	\$ 126.33
		\$
	Total	\$

Chair call for a motion to approve WinLaC 1W1P accounts payable and transfer of funds contingent on Policy Committee Approval

Voucher #	Item	Amount
4640	Houston Engineering Inc. – WinLaC 1W1P	\$ 22,643.25
4650	Winona County Planning & Zoning – WinLaC 1W1P	\$ 6,016.71
	Total	\$ 28,659.96
	Houston County Treasurer – Transfer of Funds	\$ 263.50

Adjournment

NEXT MEETING -- Regular Meeting, January 12, 2023, 1:00 p.m. Ag Service Center