



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 Ext. 3

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

MINUTES OF THE ROOT RIVER SWCD

January 12, 2023

The Root River Soil and Water Conservation District Board of Supervisors met on January 12, 2023 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order at 1:00 p.m.

Members Present:

Ken Anderson

Joe Driscoll

Matt Feldmeier

Glenn Kruse

Jerry Welke

Members Not Present:

Others:

Dave Walter, Dan Wermager, Jean Meiners and Janice Messner – SWCD staff and Ryan Hytry, NRCS staff.

Those present took part in the Pledge of Allegiance.

Officers & Appointments

Motion by Anderson, seconded by Kruse, approving Jerry Welke as the 2023 Chair.

Voting affirmative: Anderson, Driscoll, Feldmeier, Kruse and Welke

Opposed: None

Motion carried.

Welke presided over the meeting as Chair.

Motion by Feldmeier, seconded by Anderson, approving Glenn Kruse as the 2023 Vice-Chair, Ken Anderson as Secretary, Matt Feldmeier as Treasurer and Joe Driscoll as Reporter.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

Motion by Kruse, seconded by Feldmeier, approving the following Committee Appointments for 2023:

Finance Committee: Feldmeier & Anderson

Personnel Committee: Kruse & Driscoll

TSA7 Committee: Welke

Root River One Watershed, One Plan: Kruse *Alternate:* Feldmeier

Mississippi River – Winona/La Crescent One Watershed, One Plan: Welke *Alternate:* Anderson

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

Motion by Feldmeier, seconded by Anderson, approving the continuance of 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.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

Minutes: **Motion** by Kruse, seconded by Anderson, approving the minutes from the December 8, 2022 board meeting.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

Employee Time Records: **Motion** by Kruse, seconded by Feldmeier, approving the Employee Time Records
Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

Treasurer's Monthly Report: Feldmeier requested the December 2022 treasurer's report be placed on file for audit.

Motion by Driscoll, seconded by Kruse, approving the financial responsibilities as follows:

Houston County Treasurer/Auditor – depository for all district funds

Merchants Bank – as the general checking account

Eitzen State Bank – investment designated reserve, cost share

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

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

Agency Report:

Ryan Hytry, NRCS Board Conservationist Report

- ❖ Hytry reported the EQIP ranking process continues and at this point in mid-March an announcement of the funded applications should be made.

Hytry exited the meeting.

Agency Report:

Dave Walter, District Manager Report

- ❖ Walter shared the 2023 SE MN Envirothon will be held May 3, 2023 at the Byron Sportsman & Conservation Club near Byron, MN. He stated judges may be needed but that will be determined at a later date.

Program Report

- **WCA** – Walter reported he is assisting the Zoning Department with a sub-division project near the Rushford Golf Course Rushford, MN; the Highway 20 project; a culvert replacement project on Gonia Road and assisting the Highway Department and DNR with a project in Thompson Valley.

MASWCD & MACDE – Walter shared a Legislative Briefing & SWCD Day at the Capitol will be held March 7th & 8th, 2023 at the Radisson St. Paul Downtown location. He stated he received word that Representative Davids will be backing SWCD Stable Funding in the upcoming legislative session. Walter said on January 25th a zoom meeting reviewing SWCD Stable Funding will be conducted.

Watershed Updates:

Crooked Creek – Meiners reported the Klinski project has been completed. The next committee meeting will be held Friday, January 20, 2023.

Bear Creek – No report.

Winnebago – No report.

Program & Staff Reports:

Jean Meiners

- **Buffer Law** – No report.
- **MAWQCP** – No report.
- **MDH Safe Drinking Water** – Meiners stated the remaining cost share funding for this program has been allocated to other grant holders who have active applicants for the funding.

- **BMP Projects** – Meiners indicated time this past month has been dedicated to surveying a grade stabilization structure and design work.

Janice Messner

- **Volunteer Nitrate Monitoring** – No report.
- **Trees** – Messner reported tree sales are about the same as they were last year at this time despite the cost increase in the 2023 trees. To date the balsam fir is the only specie that is no longer available. During December 1,125 trees were sold and for the month of January to date 450 trees.
- **2021 Financial Statement** – Messner gave a brief report of the outcome of our 2021 financial statement audit and financial standing.
- **Credit Card Resolution** – Messner state with a staff member leaving, a board supervisor retiring and a new board supervisor joining us we are needing to update our credit card resolution. Each board supervisor and staff signed the update resolution.

Dan Wermager

- **WinLaC 1W1P** – Wermager stated a public hearing for the plan will be held at 6 pm Thursday, January 26, 2023 at MN State College SE, Winona, MN. A policy committee meeting will be held immediately following the public hearing.
- **MACDE Education Grant** - Wermager shared the **I-90 Soil Health Tour** date for Houston County is February 9, 2023 and will be held mid-day. The event will be held at the Hokah Fire Hall, Hokah, MN. The speakers for the event are Andy Linder and Dean Spanhein.
- **BMP Projects** – Wermager reported he is doing survey and design work and was able to do soil borings recently.
- **NRCS CRP** – Wermager stated he will once again be preparing CRP conservation plans for NRCS. The reimbursement rate is \$450 per plan and \$150 for a status review.
- **Prairie Strip Program** – Wermager indicated he has a landowner that is interested in the program and he will be doing some preliminary planning.
- **Root River 1W1P** –Wermager indicated a policy committee meeting is scheduled for Monday, January 30, 2023. An approval to have Houston Engineering, Inc. (HEI) do the 5 Year Assessment will be requested, as they are the sole bid for preparing the assessment. Walter stated he is working on a presentation of the Van Gundy streambank project for the meeting. Wermager reported he will be doing outreach calling in February 2023 for the project development portion of the FY22/23 grant funding.
- **HELP Grant** – No report.
- **Cover Crop Demonstration Grant** – No report.
- **Local Capacity County Match CWMA** – No report.
- **MDA Soil Health Program** – No report.

Houston County Water Plan – No report.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: Walter reported the appointment for the Farm Bill Biologist position should be made soon.

TSA7 (Joint Powers) COMMITTEE: Walter stated a meeting will be held Wednesday, January 25, 2023 at 9 a.m. in the Olmsted County building.

OLD BUSINESS

An inquiry was made about the possibility of selling the inter-seeder. Walter stated it is advised that we wait for the grant to expire before pursuing the sale of this equipment.

NEW BUSINESS & ACTION ITEMS

Motion by Feldmeier, seconded by Anderson, approving the February board meeting date change to Wednesday, February 8, 2023.
Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

Motion by Anderson, seconded by Kruse, approving the FY23 Conservation Delivery Financial Report.
Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

Motion by Feldmeier, seconded by Driscoll, approving the Agreement for Contribution SE MN Technical Support Joint Powers Board & Root River SWCD – July 20, 2022 – September 1, 2027 for TSA7 rent.
Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

Motion by Anderson, seconded by Kruse, approving the MASWCD FY23 Dues.
Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

Motion by Feldmeier, seconded by Driscoll, approving the SE SWCD Technical Support JPB Annual Membership Dues (2023).
Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

Motion by Anderson, seconded by Driscoll, approving the Envirothon 2023 Dues.
Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

Motion by Feldmeier, seconded by Kruse, approving the Supervisor Per Diem rate of \$125/meeting.
Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

COST SHARE PROGRAMS

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

FY22 State Cost Share (*Grant expiration 12/31/24*) – Available Funds **\$ 292.48**

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

ARPA – (*Funding obligation expiration 12/31/2024; spending expiration 12/31/2026*) Available Funds **\$223,208.68**

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

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

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**

Funding Source Change

Motion by Feldmeier, seconded by Kruse approving Contract #06FY22/23RR1W1P the assignment and moving of \$4,054.50 from FY21 Local Capacity State Cost Share to ARPA funding.

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

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

FY22/23 1W1P Root River Watershed-Base Cost Share (*Grant expiration 10/31/2024*) Available Funds **\$ 87,496.96**

FY20 Root River 1W1P CIP Cost Share Partial Payment Request

Project/Contract #	Total Cost Estimate	Project Receipts	Partial Payment Request
01FY201W1P-CIP Pond	\$636,532.96	\$10,350.00	\$10,350.00 (Eligible expenses) @ 100% = \$10,350.00 Payment Amount for Approval = \$10,350.00 <i>Funding source FY20 Root River 1W1P CIP</i>

Motion by Anderson, seconded by Kruse, approving a partial payment on contract 01FY201W1P-CIP in the amount of \$10,350.00 for a 378 pond with a 412 waterway project. Funding source FY20 Root River 1W1P Grant Capital Improvement funds.

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

FY20 Root River 1W1P CIP Cost Share Payment Request

Project/Contract #	Total Cost Estimate	Project Receipts	Final Payment Request
01FY201W1P-CIP Pond	\$636,532.96	\$121,944.00	\$121,944.00 (Eligible expenses) @ 100% = \$121,944.00 Non-State Payment Amount = \$94,294.00 Payment Amount for Approval = \$27,650.00 <i>Funding source FY20 Root River 1W1P CIP</i>

Motion by Feldmeier, seconded by Anderson, approving a final payment on contract 01FY201W1P-CIP in the amount of \$27,650.00 for a 378 pond with a 412 waterway project. Funding source FY20 Root River 1W1P Grant Capital Improvement funds.

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

FY22/23 Root River 1W1P Cost Share Contract Expiration

It was noted that contract #05FY22CS Roth, Jerred for two Grassed Waterways with an Underground Outlet & Subsurface Drain in the amount of \$545.20 expired on 12/31/2022.

FY22/23 Root River 1W1P Cost Share Amendment Requests

Motion by Anderson, seconded by Feldmeier, approving an amendment request for contract #04FY22CS increasing the cost share from \$2,828.25 to \$5,796.90 and addition \$2,968.65 using funding source FY21 Local Capacity Cost Share; amendment request for contract #09FY22/23RR1W1P Drenckhahn Farms LLC increasing the cost share from \$1,467.00 to \$2,002.50 using funding source FY22/23 Root River 1W1P; and an amendment request on contract #19FY201W1P increasing the cost share from \$5,506.19 to \$7,407.60 using funding source FY22/23 Root River 1W1P.

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

*** Accounts Payable:***

Voucher #	Item	Amount
4661	Ron Carlsen – Rent – January	\$ 1,287.00
4662	Kwik Trip – Fuel – SWCD Trucks	\$ 175.42
4663	Minnesota Revenue – 2022 Sales & Use Tax	\$ 653.00
4664	SE SWCD Technical Support JPB – Annual Membership Dues (2023)	\$ 3,000.00
4665	Crooked Creek Watershed District – Pond - #01FY201W1P-CIP Partial Pay Inv. #4 = \$10,350.00; Final Pay Inv. #3 = \$27,650.00	\$ 38,000.00
4666	Karly Misch – Water Plan – Infant Well Testing Reimbursement	\$ 52.90
4667	MASWCD – FY23 Dues	\$ 5,834.40
4668	MN Counties Intergovernmental Trust – Liability Insurance = \$3,238.00; Workers Compensation = \$3,992.00	\$ 7,230.00
4669	Iowa DNR State Forest Nursery – Trees	\$ 201.25
4670	Goodhue SWCD – Envirothon Dues 2023	\$ 175.00
4671	Quill LLC – Office supplies	\$ 22.42
4672	Smith Schafer & Associates, Ltd. – 2021 Year End Audit	\$ 1,500.00
	Total	\$ 58,131.42
	Transfer of Investment Funds from Cash General Fund to Bear Creek Watershed Investment Acct.	\$ 778.76
	Transfer of Investment Funds from Cash General Fund to Winnebago Watershed Investment Acct.	\$ 1,000.00
	Transfer of Investment Funds from Designated Reserve to Cash General Fund	\$ 9,082.08

Motion by Anderson, seconded by Kruse, approving the above listed accounts payable and transfer of fund requests.
 Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

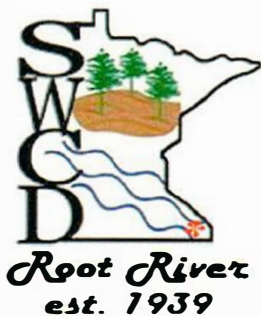
Motion by Feldmeier, seconded by Kruse, approving meeting adjournment.
 Voting affirmative: Anderson, Graf, Kruse and Welke Opposed: None Motion carried.

Meeting adjourned at 2:21 p.m.

NEXT MEETING -- Regular Meeting, February 8, 2023, 1:00 p.m. Ag Service Center

Approved: 2 - 8 - 2023
 Date

Kenneth Anderson
 Secretary



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MINUTES OF THE ROOT RIVER SWCD

February 8, 2023

The Root River Soil and Water Conservation District Board of Supervisors met on February 8, 2023 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order at 1:00 p.m.

Members Present:

Ken Anderson
Joe Driscoll
Matt Feldmeier
Glenn Kruse
Jerry Welke

Members Not Present:

Others:

Dave Walter, Dan Wermager, Jean Meiners and Janice Messner – SWCD staff; Ryan Hytry, NRCS staff and Sheila Harms, Winona County Water Planner.

Those present took part in the Pledge of Allegiance.

NEW BUSINESS & ACTION ITEMS

Motion by Kruse, seconded by Driscoll, approving the Resolution to Submit, Adopt & Implement WinLaC Comprehensive Watershed Management Plan contingent upon BWSR's final review. Discussion followed with Harms explaining various portions of what this document allows to happen in the process up to actual implementation. Harms also shared highlights of the Public Hearing held January 26, 2023. This followed by returning for the vote.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

Motion by Kruse, seconded by Feldmeier, approving the WinLaC Comprehensive Management Plan Joint Powers Agreement.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

Harms exited the meeting at 1:15 p.m.

Minutes: **Motion** by Feldmeier, seconded by Anderson, approving the minutes from the January 12, 2023 board meeting.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

Treasurer's Monthly Report: Feldmeier requested the January 2023 treasurer's report be placed on file for audit.

Agency Report:

Ryan Hytry, NRCS Board Conservationist Report

- ❖ Hytry reported the EQIP funding for Team 21 (Fillmore, Winona and Houston Counties) totals \$405,000. Funds are earmarked based on category. Pasture land \$130,000; Crop land \$250,000; Forest land \$25,000. Funding for SE MN in the area of Wildlife is \$460,000 and Beginning Farmer \$250,000.00. He stated the first round of funded applications should be announced by February 17, 2023.
- ❖ Hytry stated a Local Work Group Meeting will need to be conducted no later than July 2023. Board supervisors requested it be held March 9, 2023 at 2:00 p.m. Hytry was in agreement.

Hytry exited the meeting at 1:25 p.m.

Agency Report:

Dave Walter, District Manager Report

- ❖ Walter stated he attended a meeting regarding the Houston County 10 Year Comprehensive Plan. An item that the plan addresses is enhancing parks in the area including Botcher Park in Sheldon Township.
- ❖ Walter indicated that a county commissioner has contacted him about the future of the Houston County Water Plan Committee. Walter stated they discussed the need for continued funding through county levy funds for the Push-Up Pond/Pond Clean Out Program and the Infant Well Testing reimbursements, as well as the administrative funding for Root River IWIP, BAALM and WinLaC IWIP.
- ❖ Walter shared that he will be serving on the county's Land Use Committee.

Program Report

- WCA – Walter reported he is currently taking in some virtual training opportunities. He reviewed a list of projects that are planned through the Highway Department that he may be involved with. Slated for 2023 Wiebke Hill road, County 12, and County 20 which may be held over to 2024. Also paving on County 16 south of Spring Grove is planned in 2023. For 2024 the County 20 project, Highway 249, Oakland Drive, County 10 Bridge and paving on County 21 and County 25. In 2025 work will consist of Pfeffer Valley Bridge, and Sylling Road Bridge.

Walter also reported the Ferndale sub-division project has reduced from eight lots to four lots and he will continue to be involved with the planning of this project.

Meiners exited the meeting.

MASWCD & MACDE – Walter shared a Legislative Briefing & SWCD Day at the Capitol will be held March 7th & 8th, 2023 and asked if any supervisors or staff would be interested in attending. To date no one will be attending.

Program & Staff Reports:

Janice Messner

- **Volunteer Nitrate Monitoring** – No report.
- **Trees** – Messner reported tree sales continue to come in. To date the balsam fir is the only specie that is no longer available. She stated white pine is in high demand this year. Walter asked about the possibility of reducing the pre-ordered amount of trees for a few species. Messner will inquire on this.

Dan Wermager

- **WinLaC IWIP** – Wermager stated the public hearing for the plan was held January 26, 2023. Comments from the hearing were noted. The policy committee approved the plan and approvals by all partners is the next step. Wermager felt hopeful that implementation funding will be available this fall.

- **Root River 1W1P** –Wermager indicated a policy committee meeting was held January 30, 2023. Kruse, Walter and Wermager attended the meeting. Houston Engineering, Inc. (HEI) bid was approved to conduct the 5 Year Assessment. Wermager stated Walter did a presentation of the Van Gundy streambank project and he did a presentation of the cover crop projects funded with the FY22/23 cost share dollars.

Walter shared his portion of the presentation with the Root River SWCD board.

- **HELP Grant** – Wermager indicated the City of La Crescent shows continued enthusiasm in the program and is suggesting additional areas for their plan. Wermager stated there is also interest from private landowners.
- **Cover Crop Demonstration Grant** – No report.
- **Local Capacity County Match CWMA** – Wermager stated there is continued interest in the program.
- **MDA Soil Health Program** – No report.
- **MACDE Education Grant** – Wermager shared the Root River SWCD will be hosting the I-90 Soil Health Tour stop on February 9, 2023 at the Hokah Fire Station, Hokah, MN. Registration is at 9:30 a.m. Presentations start at 10 a.m. with a break for a provided lunch followed by an afternoon presentation. The event will conclude at 2 p.m.

Houston County Water Plan – Wermager stated a meeting was held Thursday, February 2, 2023. Reference Walter’s Agency Report.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: Walter reported the appointment for the Farm Bill Biologist position has been made. Todd Boettcher of La Crescent, MN will be starting February 13th.

TSA7 (Joint Powers) COMMITTEE: Welke shared Walter and he attended the January 25, 2023 meeting. Some agenda items were the election of officers and budget. They also reported a new truck was purchased. Walter added they virtually joined the SWCD Aid presentation leading into the Day at the Capitol on March 8, 2023.

OLD BUSINESS – None.

NEW BUSINESS & ACTION ITEMS

Motion by Anderson, seconded by Driscoll, approving the MACDE membership dues at \$25/staff member.
Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

Motion by Feldmeier, seconded by Kruse, forgoing the NACDE membership for 2023.
Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

Motion by Anderson, seconded by Feldmeier, approving a Joint Powers Agreement totaling \$100,000 for a waste storage facility contingent upon the approval by TSA7.
Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

Meiners rejoined the meeting.

Watershed Updates:

Crooked Creek – Meiners shared the next committee meeting will be held Friday, February 17, 2023. She stated they have gathered figures and the total cost of the Klinski pond project is \$701,000.00. Meiners indicated the watershed will be working to obtain additional easements to access all their current structures/projects during the upcoming year.

Bear Creek – No report.

Winnebago – No report.

Program & Staff Report:

Jean Meiners

- **Buffer Law** – Meiners stated she will be reviewing maps in the near future to determine the spot checks for 2023.
- **MAWQCP** – No report.
- **BMP Projects** – Meiners indicated time this past month has been dedicated to design work.

Wermager shared his portion of the Root River 1WIP presentation with the Root River SWCD board.

COST SHARE PROGRAMS

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

FY22/23 I WIP Root River Watershed-Base Cost Share (*Grant expiration 10/31/2024*) Available Funds **\$ 85,605.25**

ARPA – (*Spending expiration 12/31/2026*) Available Funds **\$223,208.68**

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

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

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**

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

FY22 State Cost Share (*Grant expiration 12/31/24*) – Available Funds **\$ 292.48**

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

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

Voucher #	Item	Amount
4673	Ron Carlsen – Rent – February	\$ 1,287.00
4674	Kwik Trip – Fuel – SWCD Trucks	\$ 176.53
4675	Laura’s Lane Nursery LLC – Trees	\$ 171.38
4676	Smith Schafer & Associates, Ltd. – 2021 Year End Audit	\$ 5,500.00
4677	Iowa DNR State Forest Nursery – Trees	\$ 167.50
4678	VISA – Vehicle Maintenance Car Wash = \$ 9.00; MACDE Membership Dues (2023); MACDE Education Grant – 190 Tour Expense = \$171.42	\$ 280.42
	Total	\$ 7,582.83

Motion by Kruse, seconded by Feldmeier, approving the above listed accounts payable.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

WinLaC IWIP Accounts Payable and transfer of funds

Voucher #	Item	Amount
4679	Houston Engineering Inc. – WinLaC IWIP	\$ 1,582.00
4680	Winona County – WinLaC IWIP	\$ 3,481.15
	Transfer of funds from 79-607-000-6901 to 76-605-533-5385	\$ 178.31
	Total	\$ 5,241.46

Motion by Anderson, seconded by Kruse, approving the above listed WinLaC IWIP accounts payable and transfer of funds request contingent upon approval by the WinLaC IWIP Policy Committee.

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

Kruse shared information on a 24 passenger local bus rental company that would be appropriate for local tours.

Motion by Kruse, seconded by Feldmeier, approving meeting adjournment.

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

Meeting adjourned at 2:58 p.m.

NEXT MEETING -- Regular Meeting, March 9, 2023, 1:00 p.m. Ag Service Center

Approved: 3 - 9 - 2023
Date

Kenneth Anderson
Secretary



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MINUTES OF THE ROOT RIVER SWCD

March 9, 2023

The Root River Soil and Water Conservation District Board of Supervisors met on March 9, 2023 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order at 1:00 p.m.

Members Present:

Ken Anderson

Joe Driscoll

Matt Feldmeier

Glenn Kruse

Jerry Welke

Members Not Present:

Others:

Dave Walter, Dan Wermager, Jean Meiners and Janice Messner – SWCD staff; Ryan Hytry, NRCS staff ; TJ Boettcher, Farm Bill biologist.

Those present took part in the Pledge of Allegiance.

TJ Boettcher was introduced as the new Farm Bill biologist. He backfills the position Eric Ressel held. TJ shared his background and supervisors introduced themselves. TJ's start date was February 13, 2023.

Minutes: Motion by Anderson, seconded by Kruse, approving the minutes from the February 8, 2023 board meeting.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

Treasurer's Monthly Report: Feldmeier requested the February 2023 treasurer's report be placed on file for audit.

Agency Report:

Ryan Hytry, NRCS Board Conservationist Report

- ❖ Hytry reported the EQIP funding awards were announced. Eleven of the 14 applications were awarded funding. Pre-approvals are being confirmed. Hytry stated it appears all eleven applications will be moving to contracts.
- ❖ Hytry announced a general CRP sign-up is open and will close April 7, 2023.

Agency Report:

Dave Walter, District Manager Report

- ❖ Walter shared an SWCD Supervisor Training will be held April 4, 2023 at the Olmsted Public Works, Rochester, MN. The training will begin at 9:00 a.m. Supervisors Driscoll and Welke will be attending. Walter asked if any other supervisors would be interested in attending. Anderson stated he may be interested. Messner will verify if space is available for a late registration.

Program Report

- **WCA** – Walter reported he is received a call about a possible violation in Sheldon Township. Though a permit had been obtained to clear brush (invasives) along the creek, it did not include wetlands. Walter worked the Conservation Officer to shut down the contractor doing the work until additional verifications and clearances were made. Walter provided pictures of the damage that had occurred along with seed tags from the repair. He stated the ruts were not filled just seeded.

MASWCD & MACDE – Welke shared a Legislative Briefing & SWCD Day at the Capitol was held March 7th & 8th, 2023. There were no updates to share. Root River SWCD did not attend.

Walter shared the MACDE Annual Spring Employee’s meeting will be held March 23, 2023 in Witoka, MN. Messner stated she would be interested in attending.

WATERSHED UPDATES:

Crooked Creek – Meiners shared she is preparing information to submit for their 2021 Year End Financial Statements. Meiners stated she is working to obtain additional easements to access all their current structures/projects in the watershed.

Bear Creek – No report.

Winnebago – No report.

PROGRAM & STAFF REPORTS:

Jean Meiners, Technician

- **Buffer Law** – Meiners stated she will be reviewing maps in the near future to determine the spot checks for 2023.
- **BMP Projects** – Meiners indicated time this past month has been dedicated to finishing project plans for the construction season.

Janice Messner, Administrative Assistant

- **Volunteer Nitrate Monitoring** – No report.
- **Trees** – Messner reported tree sales are down. She stated we will be able to reduce the number of conifers that were ordered through one of our suppliers. Though sales are down she indicated a small profit is showing.
- **Envirothon** – Messner stated a school had contacted her that may be interested in having a team for this year’s event. Registration and study guide materials were forward to the interested school. Messner said she is not aware if the school has registered.
- **2021 Financial Statements** – Messner stated a replacement to the 2021 Financial Statement, reviewed in February board meeting, has been made. Messner shared the WinLaC financial information was not included in the original and one other error was noticed and corrected. She indicated she will have bids for the 2022 Year End Financial Audit for review at the April meeting.

Messner shared she is currently working on the 2022 Annual Report and will have it available for them at the April meeting.

Dan Wermager, Technician & Water Plan Coordinator

- **WinLaC 1WIP** – Wermager stated a policy committee meeting was held February 13, 2023. Currently, they are working to obtain approvals adopting the plan. Once those approvals are received it will be submitted for final approval which will put us in late April or May. Wermager remains hopeful that implementation funding will be available this fall.
- **Root River 1WIP** – Wermager indicated a portion of the cost share dollars allocated to the SWCD are intended to be used towards the installation of prairie strips and cover crops in addition to our general BMP practices.
- **HELP Grant** – Wermager indicated plans are ready for three landowners. A fourth is interested but has not been available to work on a plan.
- **Cover Crop Demonstration Grant** – Wermager stated he is currently conducting post project surveys with the participating landowners. This spring he will be doing a final site inspection on each project. In October soil testing and comparisons will be done.
- **Local Capacity County Match CWMA** – Wermager stated he is working with a landowner and getting a management plan approved. If the landowner is satisfied with the plan a cost share request will be made.
- **MDA Soil Health Program** – No report.
- **MACDE Education Grant** – Wermager shared the Root River SWCD hosted the I-90 Soil Health Tour stop on February 9, 2023 at the Hokah Fire Station, Hokah, MN. Wermager indicated there were approximately 25 – 30 individuals at the event. Wermager stated that staff personally provided the food for the event eliminating an expense leaving just the speaker fee. Supervisors Welke, Driscoll and Kruse attended the event. Kruse brought to light that a knowledgeable landowner challenged the speaker on a few items that are conducive to our current conditions in this area of the state.

Houston County Water Plan – Wermager stated he recently contacted his wait list landowners and shared the new incentive rates with them. Of those that he spoke with, they were encouraged by the additional incentive amount.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: Walter stated it seemed that our request for additional allocation funds have been granted based on no change being made on our budget spreadsheet from the county.

PERSONNEL COMMITTEE: No report

TSA7 (Joint Powers) COMMITTEE: No report.

OLD BUSINESS – Walter stated the Agreement between the SE SWCD Technical Support JPB and Root River SWCD utilizing BWSR Funding for Feedlot Water Quality Improvements grant approved at the February 8th meeting contingent upon TSA7 approval was in fact approved and the Chair’s signature was obtained. Walter did share the landowner who would request the funds from this grant was not funded in the first round of EQIP funding. Hytry indicated there might be a window of opportunity in May. He explain how that process will work.

NEW BUSINESS & ACTION ITEMS – None.

Walter shared he recently received three calls regarding manure spills into streams/creeks. At a location on Hwy. 44 on the Houston Fillmore County line applied manure was running off. Another location was on County 4. The complaint being, manure was running

off while being applied. The third area was in the Cushion’s Peak area Houston, MN. These incidents were forwarded to the County Feedlot Officer and the sites were visited.

Welke shared he had received a call from a concerned citizen stating digging was being done in the Root River dike. He stated he will be contacting the citizen to obtain additional information about the concern.

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)

FY22/23 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2024) Available Funds \$ 85,605.25

ARPA – (Spending expiration 12/31/2026) Available Funds \$219,046.18

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

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds \$ 1,085.85

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

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

FY22 State Cost Share (Grant expiration 12/31/24) – Available Funds \$ 292.48

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

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

Voucher #	Item	Amount
4682	Ron Carlsen – Rent – March	\$ 1,287.00
4683	Kwik Trip – Fuel – SWCD Trucks	\$ 64.79
4684	VISA - MACDE Education Grant – I90 Tour Expense = \$70.01; Vehicle Maintenance – Oil Change Dodge RAM = \$68.29 & Oil Change GMC = \$67.29; Postage = \$189.00	\$ 394.59
4685	Dean Sponheim – MACDE Education Grant – I90 Tour Expense	\$ 500.00
4686	Talcott Resolution Life & Annuity Ins. Co. – Life Insurance Policy #LU1188704 Dave Walter	\$ 90.00
4687	Petty Cash – Annual Fee Credit Card	\$ 25.00
4688	Ken Anderson – Mileage – 1 st Qtr. 2023	\$ 47.16
4689	Joe Driscoll – Mileage – 1 st Qtr. 2023	\$ 44.21
4690	Matt Feldmeier – Mileage – 1 st Qtr. 2023	\$ 70.74
4691	Glenn Kruse – Mileage – 1 st Qtr. 2023	\$ 52.40
4692	Jerry Welke – 1 st Qtr. 2023	\$ 98.25
4693	Iowa DNR State Forest Nursery – Trees	\$ 133.75
4694	Houston County Ag Society – MACDE Education Grant – Fair Booth	\$ 140.00
	Total	\$ 2,947.89

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

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

Motion by Feldmeier, seconded by Driscoll, approving meeting adjournment.

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

Meeting adjourned at 1:44 p.m.

NEXT MEETING -- Regular Meeting, April 13, 2023, 1:00 p.m. Ag Service Center

Approved: 4-13-2023
Date

Kenneth Anderson
Secretary



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 Ext. 3

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

MINUTES OF THE ROOT RIVER SWCD

April 13, 2023

The Root River Soil and Water Conservation District Board of Supervisors met on April 13, 2023 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order at 1:00 p.m.

Members Present:

Ken Anderson
Joe Driscoll
Matt Feldmeier
Glenn Kruse
Jerry Welke

Members Not Present:

Others:

Dave Walter, Dan Wermager, Jean Meiners and Janice Messner – SWCD staff; Adam Beilke, BWSR Board Conservationist.

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

Agency Report:

Adam Beilke, BWSR Board Conservationist

- ❖ Beilke gave a Legislative Update with regards to the proposed SWCD Aid funding. To date we know the amount of funding will not be the amount being requested. Beilke is hopeful the request will be approved even at a reduced amount. Beilke indicated if the SWCD Aid is not at the full amount requested, we anticipate Local Capacity funding to continue.
- ❖ Beilke shared high points of an incentive grant that will be offered through Root River 1W1P for continuous CRP. The grant amount will be \$30,000.
- ❖ Beilke stated grant opportunities for new large water storage structures are on the horizon.

Minutes: Motion by Anderson, seconded by Driscoll, approving the minutes from the March 9, 2023 board meeting.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

Treasurer's Monthly Report: Feldmeier requested the March 2023 treasurer's report be placed on file for audit.

Agency Report:

Ryan Hytry, NRCS Board Conservationist Report

- ❖ Walter reported Hytry is working on moving the 11 approved EQIP applications to contracts.

Agency Report:

Dave Walter, District Manager Report

- ❖ Walter mirrored information Beilke shared on SWCD Aid that will be going before the legislative committee.
- ❖ Walter shared Representatives Drazkowski and Pelowski are interested in introducing a legislative bill to fund a Pond Clean Out pilot program. This would not be a BWSR program; therefore, NRCS Standards and Specifications would not need to be met on these projects.

Program Report

- WCA – Walter reported he viewed a site along County 22 in the Crystal Creek area. The landowner would like to put in a crossing that is in a wetland area. He also worked with a landowner in Money Creek Township needing to update or repair an existing subsurface sewage system that is located in a wetland area. Walter reported septic systems are an exemption to the wetland rules.

MASWCD & MACDE

SWCD Supervisor Training was held April 4, 2023. Welke, Anderson and Driscoll attended the training. They each found the training interesting and helpful.

WATERSHED UPDATES:

Crooked Creek – No report. Walter stated that Meiners recently updated their Facebook page and worked on various other organizing needs.

Bear Creek – Walter stated the inspection tour will be conducted in June.

Winnebago – No report.

PROGRAM & STAFF REPORTS:

Jean Meiners, Technician

- **Buffer Law** – Meiners stated she has reviewed the maps and sent out letters to the landowners that she will be visiting. Meiners indicated the 2023 spot checks will be in the Spring Grove area.
- **BMP Projects** – Meiners indicated the upcoming construction season will be made up of two streambank projects, one terrace project, a diversion, nine grassed waterway projects and eight grade stabilization structure projects.

Janice Messner, Administrative Assistant

- **Volunteer Nitrate Monitoring** – Messner stated we have received the results from the 2022 sample testing. She reviewed the findings of the sampling with the aid of a handout. Five samplings showed nitrates >10 mg/L.
- **Trees** – Messner reported tree sales did not pick up during the month of March. She stated she reduced the number of conifers we pre-ordered through one of our suppliers. Messner indicated tree pick up day is set for April 28th and noted we are showing a profit even with sales being down. Quantities of trees still available was reviewed.

Dan Wermager, Technician & Water Plan Coordinator

- **WinLaC 1WIP** – Wermager shared BWSR has approved the WinLaC One Watershed One Plan. The Policy Committee is reviewing the work plan for the Implementation Grant funds. They also are recommending an amendment to the current grant for tracking tools that would be used for the Implementation Grant. This will be acted on later in today's meeting.

- **Root River 1WIP** – Wermager stated the Policy Committee will be meeting May 22, 2023 at the Hokah Fire Station. The committee will be touring the Crooked Creek Watershed Klinski project site. The Planning Work Group continues to provide information for the 5 Year Plan Review. The Work Group is also reviewing the bylaws and the implementation plan.
- **HELP Grant** – Wermager indicated a contract for approval will be acted on later in the meeting.
- **Cover Crop Demonstration Grant** – No report.
- **Local Capacity County Match CWMA** – Wermager indicated a landowner has requested cost share for a project that will be acted on later in the meeting.
- **MDA Soil Health Program** – No report.
- **MACDE Education Grant** – No report.
- **MASWCD Contribution Agreement** – Wermager shared he has started working on conservation plans for Hytry’s CRP work load.
- **Project Development – Root River 1WIP** – Wermager stated a mailing to the Beaver Creek focus area has resulted in 15 responses from the mailing to date. A 7% success rate. He shared that he has performed some walk overs and have others scheduled. Wermager indicated he has seen waterway and pond needs and possibilities for pollinator habitat.

Houston County Water Plan – Wermager stated the committee met April 6th. The push up pond and pond clean outs were a topic of discussion.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: Walter stated both the SWCD trucks are going to need new tires in the near future. He also indicated typically when an SWCD truck reaches 80,000 miles it is sold and a new truck is purchased. The mileage on the GMC is at this threshold. No discussion emerged on the topic of purchasing a newer truck.

PERSONNEL COMMITTEE: No report

TSA7 (Joint Powers) COMMITTEE: Walter shared the next meeting will be held at the end of July.

Walter stated the Area 7 Envirothon will be held May 3rd and he will be helping with the Soils station and Welke will be a judge for Oral Presentations.

OLD BUSINESS – None.

NEW BUSINESS & ACTION ITEMS

Motion by Anderson, seconded by Kruse, approving the WinLaC Partnership 1WIP Sub-Agreement Between Root River SWCD and Winona County.

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

Motion by Feldmeier, seconded by Anderson, approving an audit bid in the amount of \$4,500 for the 2022 Year End Financial Statement, which is to include a separate column for the WinLaC funds, proposed by Peterson Company Ltd.

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

Motion by Feldmeier, seconded by Anderson, approving Amendment 2 to the WinLaC Planning Grant to use contingency funds and other grant funds to develop an implementation tracking tool with the following components and pricing Benefits Estimator and Summary Tool (BEAST) \$7,500; Ranking/Scoring Spreadsheet \$3,000; Measurable Goals Tracking Spreadsheet \$3,000.
 Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

COST SHARE PROGRAMS

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

FY22/23 1W1P Root River Watershed-Base Cost Share *(Grant expiration 10/31/2024) Available Funds \$ 85,605.25*

FY22/23 1W1P Root River Watershed-Base Cost Share Request *(Funding up to 90% of cost estimate)*

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Davison Properties LLC	12FY22/23RR1W1P	\$2,860.00	\$2,574.00	2 Diversions (362)	9/21/23
			\$6,390.00	Grassed Waterway (412)	
Meiners, Marlene	13FY22/23RR1W1P	\$7,100.00			6/15/23
Drenckhahn Farms LLC	14FY22/23RR1W1P	\$1,199.00	\$1,079.10	Critical Area Planting (342)	6/15/23
Hagen, Paul	15FY22/23RR1W1P	\$2,850.00	\$2,565.00	2 Grassed Waterways (412)	6/15/23
Graunke, Brent	16FY22/23RR1W1P	\$17,000.00	\$8,904.00	Grade Stabilization Structure (410) with Diversion (362)	12/31/23

Motion by Anderson, seconded by Driscoll, approving contract 12FY22/23RR1W1P Davison Properties LLC in the amount of \$2,574.0 for Diversions (362); contract 13FY22/23RR1W1P Meiners, Marlene in the amount of \$6,390.00 for a Grassed Waterway (412); contract 14FY22/23RR1W1P Drenckhahn Farms LLC in the amount of \$1,079.10 for a Critical Area Planting (342); contract 15FY22/23RR1W1P Hagen, Paul in the amount of \$2,565.00 for Grassed Waterways (412); and contract 16FY22/23RR1W1P Graunke, Brent in the amount of \$8,904.00 for a Grade Stabilization Structure (410) with a Diversion (362). Funding Source for these contracts FY22/23 Root River 1W1P Grant.

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

FY22/23 1W1P Root River Watershed-Base Streambank ONLY Cost Share Request *(Funding up to 90% of cost estimate)*

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
		\$21,741.88	\$19,567.69	580 – Streambank & Shoreline Protection with eligible components 342 – Critical Area Planting & 484 - Mulching	
Daniel Smith et al.	17FY22/23RR1W1P				9/21/23

The cost share request for Daniel Smith et al. contract 17FY22/23RR1W1P was tabled due to updating cost estimate with engineer. Walter will contact Welke for approval when completed.

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

FY21 Local Capacity Cost Share – *(Grant expiration 12/31/2023) – Available Funds \$1,085.85*

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*

FY21 & FY22 Local Capacity County Appropriation CWMA Cost Share Request (Flat Rate per acre)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Fishel, John	09-20CM CWMA	6.666 Acres @ \$300/acre = \$2,000	\$2,000.00 (FY21 = \$550 & FY22 = \$1,450)	Brush Management (314)	4/13/23

Motion by Feldmeier, seconded by Kruse, approving contract 09-20CM CWMA Fishel, John in the amount of \$2,000.00 for Brush Management (314). Funding Source FY21 Local Capacity County Appropriation CWMA Cost Share = \$550.00 & FY22 Local Capacity County Appropriation CWMA Cost Share = \$1,450.00.

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

FY21 Local Capacity 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
Davy Farm Family Trust	04FY21LC	\$2,025.00	\$802.50	Grassed Waterway (412)	6/15/23

Motion by Anderson, seconded by Driscoll, approving contract 04FY21LC Davy Farm Family Trust in the amount of \$802.50 for a Grassed Waterway (412). Funding Source FY21 Local Capacity Cost Share.

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

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

FY22 State Cost Share (Grant expiration 12/31/24) – Available Funds \$ 292.48

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

FY22 & FY23 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
Hein, Todd	06FY22CS	\$9,390.00	\$592.00 (FY22 State Cost Share = \$292.48 & FY23 State Cost Share = \$299.52)	Grade Stabilization Structure (410)	12/31/23
McCormick, Kevin	02FY23CS	\$8,272.00	\$4,706.80	7 Terraces (600)	12/31/23

Motion by Feldmeier, seconded by Kruse, approving contract 06FY22CS Hein, Todd in the amount of \$592.00 for a Grade Stabilization Structure (410). Funding Source FY22 State Cost Share = \$292.48 & FY23 State Cost Share = \$299.52. Also, contract 02FY23CS McCormick, Kevin in the amount of \$4,706.80 for Terraces (600). Funding Source FY23 State Cost Share.

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

HELP Grant (Grant expiration 12/31/2024) -- Available Funds \$25,000.00

HELP Cost Share Request (Funding up to 75% of cost estimate)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
City of La Crescent	01HELP	\$10,910.00	\$8,182.50	Conservation Cover (327) with Restoration of Rare or Declining Natural Communities (643); Brush Management (314)	11/1//2024

Motion by Anderson, seconded by Driscoll, approving contract 01HELP City of La Crescent in the amount of \$8,182.50 for Conservation Cover (327), Restoration of Rare or Declining Natural Communities (643) and Brush Management (314). Funding source HELP Grant.

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

ARPA – (Spending expiration 12/31/2026) Available Funds \$219,046.18

Walter shared a side bar during the Local Work Group meeting led to a discussion on the possibility of a Clean Water Conservation Levy with the county commissioner that was in attendance. The intrigued commissioner suggested the SWCD put together a proposal and present it to the commissioners. Walter stated he has started the process of putting things together but would not present anything until we learn the status of SWCD Aid.

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

Voucher #	Item	Amount
4695	Ron Carlsen – Rent – April	\$ 1,287.00
4696	Kwik Trip – Fuel – SWCD Trucks	\$ 122.59
4697	VISA - 1 roll stamps = \$63.00; memorial arrangement = \$90.84; Postage – Trees = \$29.15	\$ 182.99
4698	Nicole Ramsey – Tree order refund = \$39.50; Sales Tax = \$2.71	\$ 42.71
4699	SE MASWCD – Annual Dues	\$ 100.00
4700	Quill – Office & Tree Supplies	\$ 102.03
4701	Blackburn Manufacturing – Tree Supply = \$106.44 & Field Supplies = \$130.10	\$ 236.54
4702	Schumacher’s Nursery & Berry Farm Inc. - Trees	\$ 3,501.25
		\$
	Total	\$ 5,574.61

Motion by Feldmeier, seconded by Kruse, approving the above listed accounts payable.

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

WinLaC 1WIP accounts payable and transfer of funds

Voucher #	Item	Amount
4703	Winona County Planning & Zoning – Wages & Project Development	\$ 1,108.40
4704	Houston Engineering Inc.	\$ 22,558.25
	Transfer of funds from 79-607-000-6901 to 76-605-533-5385	\$ 469.92
	Total	\$ 24,136.57

Motion by Anderson, seconded by Kruse, approving the above listed WinLaC 1WIP accounts payable and transfer of funds request.

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

Walter presented the 2022 Annual Report.

Motion by Feldmeier, seconded by Kruse, approving meeting adjournment.

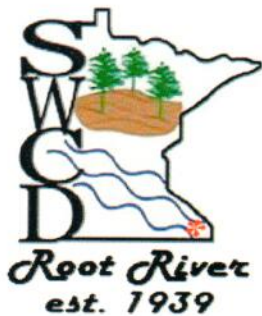
Voting affirmative: Anderson, Graf, Kruse and Welke Opposed: None Motion carried.

Meeting adjourned at 2:43 p.m.

NEXT MEETING -- Regular Meeting, May 11, 2023, 9:00 a.m. Ag Service Center

Approved: 5 - 11 - 2023
Date

Kenneth Anderson
Secretary



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 Ext. 3

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

MINUTES OF THE ROOT RIVER SWCD

May 11, 2023

The Root River Soil and Water Conservation District Board of Supervisors met on May 11, 2023 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order at 9:01 a.m.

Members Present:

Ken Anderson

Joe Driscoll

Glenn Kruse

Jerry Welke

Members Not Present:

Matt Feldmeier

Others:

Dave Walter, Dan Wermager, Jean Meiners and Janice Messner – SWCD staff; TJ Boettcher, Farm Bill Biologist Pheasants Forever.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Anderson, seconded by Kruse, approving the minutes from the April 13, 2023 board meeting.

Voting affirmative: Anderson, Driscoll and Kruse

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Driscoll and Kruse

Opposed: None

Motion carried.

Treasurer's Monthly Report: Welke requested the April 2023 treasurer's report be placed on file for audit.

Agency Report:

Ryan Hytry, NRCS Board Conservationist Report

- ❖ Hytry reported two additional EQIP applications have been pre-approved increasing the total to 13 applications. The two additional pre-approvals consist of a grade stabilization structure in Hokah Township and an Ag waste facility in Mayville Township.
- ❖ Hytry shared Houston County has one of two non-impaired waters in the state of Minnesota. It is Bee Creek. The other non-impaired water is located in Winona County.

Dave Walter, District Manager Report

- ❖ Walter stated he and Welke helped with the 2023 Area Envirothon in Byron, MN on May 3, 2023. Goodhue High School were the first and second place finishers. Third place was Chatfield High School. Welke shared his experience as a judge for the oral presentations.

- ❖ Walter share a landowner he has worked with to obtain funding since 2017 is now being funded. He reported TSA7 will be engineering a one year waste storage facility. In addition to federal funding, state funding will also be used for the project. The project should start this summer.
- ❖ Walter indicated the 2023 Conservationist of the Year will be selected from District 5 this year.

Program Report

- **WCA** – Walter reported they are working with CP Rail on a possible project in the Shore Acres area. A portion of railway is rented by Amtrak. They are wanting to increase their speed and in order to do so some corners will need to be rounded differently. This will involve working in a wetland. He also reported a water crossing in Black Hammer Twp. was approved. Walter stated he will be involved in the delineation of a housing project development area in La Crescent Twp. near Pine Creek.

Walter shared he assisted with maintenance seeding on the Klinski structure in Crooked Creek Twp., laid contour strips, prairie strips and visited different building sites in addition to the construction workload during the past month.

MASWCD & MACDE

Walter and Messner provided information for the MASWCD 2023 Resolutions. Any proposed resolutions will be voted on at the June 8, 2023 board meeting.

Walter stated the Area 7 Supervisors Meeting is scheduled for June 27, 2023 in Stewartville, MN. He indicated he and Welke are planning to attend.

WATERSHED UPDATES:

Crooked Creek – Meiners stated an NRCS area geologist will be in the area soon to look at sinkholes on the Crooked Creek R-3 site (South Fork) and S1-B site (Leary) and a sinkhole in Sheldon Twp.

Meiners share the annual Crooked Creek inspection tour is scheduled for June 16, 2023 at 9:30 a.m.

Bear Creek – Walter stated the annual Bear Creek inspection tour will be held June 6, 2023. If additional inspection time is needed it will continue on June 7, 2023. Lunch will be provided at the Big Canoe Church followed by a meeting on June 6th.

Motion by Anderson, seconded by Kruse, approving to pay half the lunch expenses for the Bear Creek inspection tour.
Voting affirmative: Anderson, Driscoll and Kruse Opposed: None Motion carried.

Winnebago – No report.

PROGRAM & STAFF REPORTS:

Jean Meiners, Technician

- **Buffer Law** – Meiners stated she is starting the 2023 spot checks as time allows during the construction season.
- **BMP Projects** – Meiners indicated six grassed waterway projects were lined up for this spring. To date only two of the six remain to be constructed. She stated a diversion was completed and a critical area planting is on the horizon for the City of Caledonia. I & E has been performed for various possible projects including a roof structure.

Meiners reported she also helped with the tree program upon arrival of the trees.

Janice Messner, Administrative Assistant

- **Volunteer Nitrate Monitoring** – No report.
- **Trees** – Messner reported tree sales for the year were down. She shared a review of this year's sales in comparison to last year's sales. Messner stated 125 Colorado Spruce were still available. Walter offered the remaining trees to the board at no cost.

Dan Wermager, Technician & Water Plan Coordinator

- **WinLaC 1WIP** – Wermager shared the Planning Work Group met March 25th. The implementation work plan budget was discussed and the amount each entity would possibly be receiving.
- Wermager indicated he took part in an MPCA meeting recently. They have decided to remove Pine Creek from the impaired fish list as there has been a substantial improvement. The creek is still considered impaired for sediment.
- **Root River 1WIP** – Wermager stated the Policy Committee will be meeting May 22, 2023 at the Hokah Fire Station. The committee will be touring the Crooked Creek Watershed Kliniski project site and have a cookout lunch.
- **HELP Grant** – Wermager indicated he is working with Houston County to install a project in Sheldon Twp.
- **MASWCD Contribution Agreement (CRP Plans)** – Wermager reported three of the contracted 40 plans are completed.
- **Local Capacity County Match CWMA** – Wermager indicated a landowner has requested cost share for a project that will be acted on later in the meeting.
- **MDA Soil Health Program** – No report.
- **MACDE Education Grant** – No report.
- **Cover Crop Demonstration Grant** – Wermager shared he has been doing the spring spot checks. He reported the aerial seeding didn't appear to have taken real well in certain areas and the cover crop on some of the soybean ground was spotty.
- **Project Development – Root River 1WIP** – Wermager stated from the mailing to the Beaver Creek focus area it has been a 6 – 7% return contact success rate. He has been performing walk overs and is finding the need for ponds and has gotten some interest in pollinator plots.

Wermager stated he has also been helping with construction, laying strips and prairie strips.

Houston County Water Plan – Wermager reported there was no meeting for May, but a pond has been installed in Spring Grove Twp.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report

TSA7 (Joint Powers) COMMITTEE: Walter shared the next meeting will be held at the end of July.

OLD BUSINESS – None.

NEW BUSINESS & ACTION ITEMS

Motion by Anderson, seconded by Kruse, approving the WinLaC Partnership 1W1P Sub-Agreements Between Root River SWCD and Winona County, Winona County SWCD, Fillmore SWCD, Wabasha County SWCD, Olmsted SWCD and SE MN Technical Support JPB.

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

Motion by Anderson, seconded by Kruse, approving the WinLaC Partnership 1W1P Sub-Agreement Between Root River SWCD and City of Winona contingent upon their approval and authorizing the district manager to sign the agreement.

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

Motion by Anderson, seconded by Driscoll, approving the WinLaC 1W1P 2023 Grant and authorizing the district manager to sign the grant upon its availability.

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

Walter stated Boettcher was informed of an opportunity from the Fish & Wildlife Service for a no till drill. Boettcher informed the board that the drill would be donated. He stated he would be responsible for the transport and maintenance of the drill which is to be used strictly for native seeding. Upon inquiry he indicated the SWCD would not be responsible for insuring it. Boettcher’s request was to house the drill at the office and use an SWCD truck for transporting it to clients if they are not able to transport the drill themselves. The board supervisors were in agreement and details should be worked out for mileage if a truck is used.

Walter inquired if the board supervisors would be interested in a shirt and/or hat with the district’s insignia. He plans to place an order with Thorson Graphic in a few months. The supervisors were interested.

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)*

FY22/23 1W1P Root River Watershed-Base Cost Share *(Grant expiration 10/31/2024) Available Funds \$ 64,093.15*

FY22/23 1W1P Root River Watershed-Base Streambank ONLY Cost Share Request *(Funding up to 90% of cost estimate)*

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Daniel Smith et al.	17FY22/23RR1W1P	\$27,601.81	\$24,841.63	580 – Streambank & Shoreline Protection with eligible components 342 – Critical Area Planting, 484 – Mulching & 560 – Access Road	9/21/23

Motion by Anderson, seconded by Kruse, approving contract #17FY22/23RR1W1P Daniel Smith et al. in the amount of \$24,841.63 for a Streambank & Shoreline Protection project (580) with eligible components Critical Area Planting (342), Mulching (484) and Access Road (560). Funding source FY22/23 1W1P Root River Watershed-Base Grant Streambank funds.

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

ARPA – *(Spending expiration 12/31/2026) Available Funds \$219,046.18*

Name	Cost Share Amount Requested	Project
Hagen, Paul	\$200.00	Push-Up Pond With Pipe

Motion by Anderson, seconded by Driscoll, approving payment in the amount of \$200.00 for a push-up pond with pipe for landowner Paul Hagen. Funding source ARPA.

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

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
City of Caledonia	03 ARPA	\$	\$	342 – Critical Area Planting	

The project was discussed with the board. When land occupier and owner signatures are obtain and a cost estimate in place the district manager will contact the board chair for approval.

HELP Grant (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds **\$16,817.50**

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

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$283.35**

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds **\$0.00**

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$3,350.00**

FY22 Local Capacity County Appropriation Cost Share Request (Flat rate funding)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Seidel, Dan	01-21CM CWMA	\$975.00 (3.25 acres @ \$300/acre)	\$975.00	314 – Brush Management	5/11/2024

Motion by Kruse, seconded by Driscoll, approving contract #01-21CM CWMA Seidel, Dan in the amount of \$975.00 for a Brush Management (314) project. Funding source FY22 Local Capacity County Appropriation (2021) Cost Share.

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

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

FY22 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$ 0.00**

FY23 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$11,714.48**

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

Voucher #	Item	Amount
4705	Ron Carlsen – Rent – May	\$ 1,287.00
4706	Kwik Trip – Fuel – SWCD Trucks	\$ 295.08
4707	IA DNR State Forest Nursery – Trees & Shipping	\$ 42.50
4708	Paul Hagen – Push Up Pond – Water Plan = \$1,500.00 & ARPA = \$200.00	\$ 1,700.00
4709	VISA – Crooked Creek Seed & Fertilizer = \$259.75	\$ 259.75
4710	Schumacher’s Nursery & Berry Farm Inc. – Trees & Shipping	\$ 271.50
4711	Houston County Recorder – LC RIM – Copy of Deeds (2)	\$ 16.00
		\$
	Total	\$ 3,871.83

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

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

Motion by Kruse, seconded by Driscoll, approving meeting adjournment.

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

Meeting adjourned at 10:29 a.m.

NEXT MEETING -- Regular Meeting, June 8, 2023, 9:00 a.m. Ag Service Center

Approved: 6 - 8 - 2023
Date

Kenneth Anderson
Secretary



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 ext. 3

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

MINUTES OF THE ROOT RIVER SWCD

June 8, 2023

The Root River Soil and Water Conservation District Board of Supervisors met on June 8, 2023 at the Ag. Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order at 9:04 a.m.

Members Present:

Ken Anderson
Joe Driscoll
Glenn Kruse
Jerry Welke
Matt Feldmeier

Members not Present:

Others:

Dave Walter and Jean Meiners – SWCD Staff; Ryan Hytry, NRCS; TJ Boettcher, Farm Bill Biologist Pheasants Forever; Wendy Feldmeier, FSA.

Those present took part in the Pledge of Allegiance.

Walter introduced Wendy Feldmeier from the Farm Service Agency.

Minutes: **Motion** by Anderson, seconded by Driscoll, approving the minutes from the May 11, 2023 board meeting.

Voting affirmative: Anderson, Driscoll and Kruse

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Driscoll and Kruse

Opposed: None

Motion carried.

Treasurer's Monthly Report: Anderson recommended the May 2023 treasurer's report be placed on file for audit.

Agency Reports:

Wendy Feldmeier, FSA

- ❖ Feldmeier discussed the upcoming County Committee opening for Yucatan, Black Hammer, Caledonia, Spring Grove and Wilmington townships. It is a 3-year term limit with a possibility

of three terms in a row. The committee member has to reside in the above townships or be an eligible voter. The application/nomination starts on June 15th and ends August 1st. Feldmeier asked for nominations and also request that the supervisors let anyone in these townships know of the opportunity. The supervisors did provide a few names and FSA will follow up with them.

Ryan Hytry, NRCS District Conservationist Report

- ❖ Hytry reported that he is finishing up EQIP applications and will be working on CSP in the future.
- ❖ Hytry reported he had attended the Bear Creek inspection tour and the Crooked Creek inspection tour is coming up. An NRCS area geologist and engineer will be on the Crooked Creek tour.

Dave Walter, District Manager Report

- ❖ Walter stated that he has been working with Meiners and Feldmeier on a 2023 Conservationist of the Year nominee. After discussion it was decided to reach out to Wayne and Elsie Olson to see if they are interested.
- ❖ Walter discussed a possible agreement with The Nature Conservancy to get landowners interested in the installation of prairie strips. This was started through the 1W1P in Mower County and is continuous CRP for 10-15 years. Landowners will be paid the CRP rate with a \$80.00 incentive payment per acre from 1W1P. This policy is also in the Root River 1W1P. If an agreement is signed The Nature Conservancy would hire an employee to do site visits. After discussion it was the consensus of the supervisors to wait for 1-year to see if there is interest from local landowners for this program.
- ❖ Walter stated that he has started working on RIM spot checks.

Program Report:

- ❖ WCA - Walter reported that a permit has been completed and sent in for the Twin Creek project. The La Crescent Golf Course project has hired a delineator for the project.

9:24 a.m. Feldmeier joined the meeting

MASWCD & MACDE:

Walter informed the supervisors of the MASWCD 2023 Resolutions. No resolutions were presented for local approval.

Walter reviewed the agenda for the upcoming Area 7 Supervisors Meeting on June 27th. Anyone interested in attending should register for the noon meal.

WATERSHED UPDATES:

Crooked Creek – Meiners stated the upcoming tour will be held on Friday, June 16th. The NRCS area geologist will be coming to view the sinkholes that are present on the Leary and R-3 structures. The NRCS area engineer cannot attend on June 16th so will come on June 14th to inspect the high hazard dams.

Bear Creek – Walter gave an update on the inspection tour that took place June 6th. There are two structures that need minor maintenance after the inspection.

Winnebago – No report.

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- **BMP Projects** – Meiners stated there were three waterways installed, a critical area planting completed, and sinkhole repair with a waterway installed this past month. Meiners also helped stake a grade stabilization structure that has begun construction. Meiners reviewed a waterway I & E project on the edge of Caledonia.

Janice Messner, Administrative Assistant

- Meiners stated that Messner has been working on gathering information for RIM and State Cost Share site inspections; wrapped up the tree sale and also had one special order; and has been working on the WinLac Implementation grant preparation.

Dan Wermager, Technician

- Walter stated that there is an upcoming WinLac Policy Committee Meeting on June 12th. The Klinski Structure was highlighted in the BWSR Spot Light newsletter.

Houston County Water Plan – Meiners gave a review of the June 1st meeting. There was one push-up pond that had been completed and one pond clean out. Jeff Weiss from the DNR attended the meeting and stated that he wants to do some streambank work on the Crooked Creek.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: Walter discussed the New State Holiday: Juneteenth.

TSA7 (Joint Powers) COMMITTEE: No report.

OLD BUSINESS

It was noted contract #03 ARPA City of Caledonia did obtain the land occupier and owner signatures. The cost estimate was \$8,753.25 and funded at 90% cost share totaling \$7,877.93 using ARPA funds for the 342 Critical Area Planting project.

Walter stated that he had contacted Welke for pre-approval on the below listed cost share request.

PRE-APPROVED FY22 Local Capacity County Appropriation Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Hanson, Ted	03-21CM CWMA	\$375.00 (1.875 acres @ \$200/acre)	\$375.00	314 – Brush Management	6/8/2024

NEW BUSINESS & ACTION ITEMS

Motion by Anderson, seconded by Driscoll, approving the update to the Personnel Policy adding the Juneteenth holiday.

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

Motion by Anderson, seconded by Feldmeier, approving the update to the Cost Share Assistance Policy.

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

Motion by Kruse, seconded by Feldmeier, approving the purchase of a computer for the NRCS shared computer with software (CAD, ArcMap) in the amount of \$2,090.61.

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

COST SHARE PROGRAMS

ARPA Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Twin Creeks Golf Inc.	04 ARPA	\$48,129.00	\$43,316.10	580 – Streambank & Shoreline Protection	11/1/2023

Motion by Anderson, seconded by Kruse, approving contract 04 ARPA Twin Creeks Golf Inc. in the amount of \$43,316.10 for a Streambank & Shoreline Protection (580) project. Funding source ARPA.

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

FY22 Feedlot Water Quality Grant Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Minnigan Hills Dairy	01FY22FWQG	\$537,761.47	\$100,000.00	313 – Waste Storage Facility w/eligible components 522 – Pond Sealing or Lining; 634 – Waste Transfer; 382 – Fence; 561 – Heavy Use Area Protection; 362 – Diversion; 620 – Underground Outlet; 606- Subsurface Drain	12/31/2023

Motion by Feldmeier, seconded by Anderson, approving contract 01FY22FWQG Minnigan Hills Dairy in the amount of \$100,000.00 for a Waste Storage Facility (313) project with eligible components Pond Sealing (522), Waste Transfer (634), Fence (382), Heavy Use Area Protection (561), Diversion (362), Underground Outlet (620) and Subsurface Drain (606). Funding source FY2022 Feedlot Water Quality Grant.

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

FY22/23 Root River 1W1P Cost Share – Feedlot Funds Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Minnigan	18FY22/23RR1W1P	\$537,761.47	\$2,931.32	313 – Waste	12/31/2023

Hills Dairy				Storage Facility w/eligible components 522 – Pond Sealing or Lining; 634 – Waste Transfer; 382 – Fence; 561 – Heavy Use Area Protection; 362 – Diversion; 620 – Underground Outlet; 606- Subsurface Drain
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Motion by Anderson, seconded by Kruse, approving contract 18FY22/23RR1W1P Minnigan Hills Dairy in the amount of \$2,931.21 for a Waste Storage Facility (313) project with eligible components Pond Sealing (522), Waste Transfer (634), Fence (382), Heavy Use Area Protection (561), Diversion (362), Underground Outlet (620) and Subsurface Drain (606). Funding source FY22/23 1W1P Root River Watershed-Base Cost Share (Feedlot Funds).

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

FY22/23 Root River 1W1P Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Marlene Meiners	#13FY22/23RR1W1P Grassed Waterway	\$7,100.00	\$6,016.18	\$6,016.18 @ 90%=\$5,414.56 Cost Share Allocated to Project=\$6,390 Payment Amount Approved=\$5,414.56 Slippage for re-allocation=\$975.44

Motion by Anderson, seconded by Kruse, approving a \$6,016.18 payment request for contract #13FY22/23RR1W1P Meiners, Marlene for a Grassed Waterway project from FY22/23RR1W1P funding.

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

Funding Source Change

It was noted a funding source change for contract #06FY22 Todd Hein in the amount of \$292.48 from FY22 State Cost Share to FY23 State Cost Share.

FY22 State Cost Share Amendment Request

Contract #20FY201W1P Meiners, Marlene is requesting to amend the cost estimate due to having to reseed 0.3 acres after a rainfall event. This increases the cost estimate from \$3,725.00 to \$4,521.07. This increases the state cost share to \$3,051.72. An additional \$292.48 will be used from FY22 State Cost Share and \$19.49 from FY23 State Cost Share. It also increases ARPA cost share to \$1,017.24 an additional \$404.49.

Motion by Feldmeier, seconded by Driscoll to amend contract #20FY201W1P Meiners, Marlene from \$3,725.00 to \$4,521.07. Funding sources FY22 State Cost Share \$292.48, FY23 State Cost Share \$19.49 and ARPA cost share \$404.49.

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

FY22 & 23 State Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Marlene Meiners	#20FY201W1P – Sinkhole & Critical Area Planting	\$4,521.07	\$4,521.07	\$4,521.07 @ 90%=\$4,068.96 Cost Share Allocated to Project = \$4,068.96 (FY22 State Cost Share \$3,032.23, FY23 State Cost Share \$19.49 & ARPA \$1,017.24) Payment Amount Approved=\$4,068.96

Motion by Feldmeier, seconded by Anderson, approving a \$4,521.07 payment request for contract #20FY201W1P Marlene Meiners Sinkhole & Critical Area Planting project. Funding sources FY22 State Cost Share \$3,032.23, FY23 State Cost Share \$19.49 & ARPA \$1,017.24.

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

FY22 Local Capacity County Appropriation Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Scanlan, Bob	02-21 CM CWMA	\$2,000.00 (2.8 acres @ \$200/acre=\$560.00 & 4.8 acres @ \$300/acre=\$1,440.00)	\$2,000.00	314 – Brush Management	6/8/2024

Motion by Driscoll, seconded by Kruse, approving contract 02-21CM CWMA Scanlan, Bob.in the amount of \$2,000.00 for Brush Management (314). Funding source FY22 Local Capacity County Appropriation Cost Share.

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

Accounts Payable:

Voucher #	Item	Amount
4712	Ron Carlsen – Rent – June	\$1,287.00
4713	Kwik Trip – Fuel – SWCD Trucks	\$328.40
4714	VISA – Root River 1W1P Policy Mtg. Expenses = \$425.80; Field Supply = \$26.38	\$452.18
4715	Schumacher’s Nursery & Berry Farm Inc.-Trees & Shipping	\$181.28
4716	Ken Anderson-Mileage-2 nd Qtr. 2023	\$94.98
4717	Joe Driscoll-Mileage 2 nd Qtr. 2023	\$100.92
4718	Matt Feldmeier-Mileage 2 nd Qtr. 2023	\$47.16
4719	Glenn Kruse-Mileage 2 nd Qtr. 2023	\$39.30
4720	Jerry Welke-Mileage 2 nd Qtr. 2023	\$185.17
4721	Ryan Staggemeyer-Water Plan-Pond Clean Out	\$500.00
4722	Talcott Resolution Life & Annuity Ins. Co.-Life Insurance Policy #LU1188704 Dave Walter	\$90.00
4726	Marlene Meiners-Grassed Waterway 13FY22/23RR1W1P=\$5,414.56 & #20FY201W1P=\$4,068.96	\$9,483.52
4728	Kyle Spilka-Bear Creek Inspection Tour Expenses	\$71.37

	Total	\$12,861.28
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Motion by Feldmeier, seconded by Kruse, approving the above listed accounts payable.

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

WinLac 1W1P Account Payable and Transfer of Funds

Voucher #	Item	Amount
4723	Winona County Planning & Zoning	\$2,150.65
4724	Houston Engineering Inc.	\$13,681.00
4725	Winona County Planning & Zoning	\$
4727	Houston Engineering Inc.	\$
	Transfer of fund from 79-607-000-6901 to 76-605-533-5385	\$612.65

Motion by Feldmeier, seconded by Anderson, approving the above listed WinLaC 1W1P accounts payable and transfer of funds request contingent upon approval by the WinLaC 1W1P Policy Committee.

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

Motion by Kruse, seconded by Driscoll, approving meeting adjournment.

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

Meeting adjourned at 10:16 a.m.

Next Meeting- Regular Meeting, July 13, 2023, 9:00 a.m. Ag Service Center

Approved: 7 - 13 - 2023
Date

Kenneth Anderson
Secretary



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 Ext. 3

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

MINUTES OF THE ROOT RIVER SWCD July 13, 2023

The Root River Soil and Water Conservation District Board of Supervisors met on July 13, 2023 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order at 9:04 a.m.

Members Present:

Ken Anderson
Joe Driscoll
Matt Feldmeier
Glenn Kruse
Jerry Welke

Members Not Present:

Others:

Dave Walter, Dan Wermager and Janice Messner – SWCD staff; Ryan Hytry, NRCS staff; TJ Boettcher, Farm Bill Biologist Pheasants Forever.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Driscoll, seconded by Kruse, approving the minutes from the June 8, 2023 board meeting.

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

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

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

Treasurer's Monthly Report: Kruse requested the June 2023 treasurer's report be placed on file for audit.

Agency Report:

Ryan Hytry, NRCS Board Conservationist Report

- ❖ Hytry reported two addition EQIP applications have been pre-approved. The two additional pre-approvals consist of a grade stabilization structure with a lined waterway in Houston 'E' Township and a grade stabilization structure in Sheldon Township. Hytry also reported that some CSP applications were funded.
- ❖ Hytry shared the EQIP FY2024 application sign-up cutoff date is October 6, 2023.

Dave Walter, District Manager Report

- ❖ Walter shared Wayne Olson has accepted the 2023 Conservationist of the Year award. He is located in District 5 which represents Houston Township & Village, Money Creek Township, Sheldon Township and Yucatan Township.

- ❖ Walter stated the SWCD will be partnering with the MN Soil Health Coalition and Grazing Lands Conservation Association to host a field day event on July 25, 2023 from 9 am – 3:30 pm. The event will start at Cork Hollow Cattle Co. near Brownsville and proceed to Wholesome Family Farms at their rental location on Crazy Corners Rd. Grazing basics is the topic being covered.
- ❖ Walter indicated he and Boettcher will be attending a prairie restoration training on August 3, 2023 in Blue Earth, MN.
- ❖ Walter extended a brief overview of the information presented to him by a representative from Pivot Bio. The topic covered microbes that are gene edited when in the presence of synthetic nitrogen, fix atmospheric nitrogen as a nitrogen source for the corn plant and the microbes are weatherproof. The product leaves no loss to leaching, denitrification or volatilization. The product is available at \$0.50 per pound.

Program Report

- **WCA** – Walter reported a violation has occurred in Houston 'E' Twp. They are delineating where the wetland originally was. In Crooked Creek Twp. Walter stated he is assisting with an easement crossing on a wetland. The landowner is wanting to cross the wetland to harvest a woodland area. In Hokah Twp. Walter met with the City of Hokah to review project plans to acquire the necessary permit for the project area. Walter also viewed a different area in Hokah Twp. where a project is sluffing and it is located in a wetland area.

MASWCD & MACDE

Walter stated the Area 7 Supervisors Meeting was held June 27, 2023. Supervisors Welke, Kruse and Driscoll accompanied him to this meeting. Walter reported SWCD Aid was discussed in detail. The funds will be coming out of Minnesota's general fund. For fiscal year 2024/2025 our SWCD will receive just shy of \$160,000.00. Funding for fiscal year 2026/2027 will be reduced to \$125,000.00.

Feldmeier joined the meeting at 9:21 a.m.

Walter reported there are changes to State Cost Share funding. Soil health practices are being allowed in addition to the traditional erosion control practices.

Walter indicated information was shared on federal cost share through the Inflation Reduction Act. Hytry explained there will be an additional funding pool for climate smart practices such as cover crops, no-till, prescribed grazing. These practices are currently being funded out of the general EQIP funding pool. By having an additional funding pool for climate smart projects this will free up funds for other EQIP practices.

Driscoll stated resolutions were reviewed and voted on.

WATERSHED UPDATES:

Crooked Creek – Walter shared the annual inspection tour was divided into two days. An NRCS engineer visited the high hazard sites on June 14th and the low hazard sites were visited on June 16th. Crooked Creek committee members along with SWCD staff were present on both days. They are awaiting a report from the NRCS area geologist regarding sinkholes located at two sites that are a part of the inspection tour. There is a bit of brush management work that is needed.

Bear Creek – Supervisor Anderson inquired on the erosion control work needed on one the structure sites and on needed trash racks. Walter stated he is in contact with the landowner of the site needing erosion control work.

Winnebago – No report.

PROGRAM & STAFF REPORTS:**Jean Meiners, Technician**

- **Buffer Law** –Walter stated a few of the 2023 spot checks were conducted.
- **BMP Projects** – Walter shared that Meiners has been conducting the annual cost share spot checks and doing design work on BMP projects.
- Walter indicated Meiners is working with Fillmore County Journal on a conservation insert due out in November or December and is putting together ideas for the fair booth.

Janice Messner, Administrative Assistant

- **Volunteer Nitrate Monitoring** – Messner shared test kits will be going out in August. Houston County's kits will go out in the later part of the month.
- Messner reported her time has been devoted to creating an invoice for the WinLaC Implementation Grant and closing out the WinLaC Planning Grant. She stated time has went towards preparing for our 2022 Year-End Financial audit being conducted in August and doing second quarter invoicing.

Dan Wermager, Technician & Water Plan Coordinator

- **WinLaC 1WIP** – Wermager shared the Policy Committee met on June 12th but he was unable to attend. Messner stated she and Welke were in attendance and reported the plan has been approved by BWSR and is now in place. Copies of the plan were distributed. Financial business was conducted to prepare for final billings to the grant.

Wermager stated a Planning Work Group meeting was held June 28th and the watershed website was the topic for the meeting. Wermager indicated an Advisory Committee is being planned for the near future.

- **Root River 1WIP** – Wermager stated the Policy Committee will be meeting August 28, 2023.
- **HELP Grant** – Wermager indicated the City of La Crescent is requesting to add additional locations to their existing contract and the Houston County commissioners declined a proposal to install a project in Sheldon Twp.
- **MASWCD Contribution Agreement (CRP Plans)** – Wermager reported he has completed three plans.
- **Local Capacity County Match CWMA** – Wermager indicated all funds have been allocated. He has been in contact with a few of the landowners that have contracts expiring or near expiration. Two are requesting an extension and the other landowner requested technical assistance and hoped to have the project completed by the contract expiration date.
- **Project Development – Root River 1WIP** – Wermager stated he has received some calls from the spring mailing which has led to three ponds being planned and designed.
- **MDA Soil Health Program** – No report.
- **MACDE Education Grant** – No report.
- **Cover Crop Demonstration Grant** – No report.
- Wermager stated he has also been doing brush management for EQIP and construction on a grade stabilization structure.

Houston County Water Plan – Wermager reported no construction is in progress even though conditions are good at this time. A landowner recently cancelled a planned project and a new landowner was contacted with funding now being available for a project.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: Walter reported budget planning will be underway soon.

PERSONNEL COMMITTEE: No report

TSA7 (Joint Powers) COMMITTEE: Walter stated the annual meeting will be held July 18th. He also shared various breakdowns of the types of BMPs the engineering and technical staff are or have done recently.

OLD BUSINESS – None.

NEW BUSINESS & ACTION ITEMS

Walter shared information on the 2023 SWCD Aid Resolution that each SWCD is to prepare and post on their website. Walter requested to bring a more detailed resolution to be board at the August meeting.

Walter reviewed pricing and a proposed order for SWCD apparel and display table covering. **Motion** by Driscoll, seconded by Kruse, approving the purchase of the apparel and display table covering.

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

COST SHARE PROGRAMS

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

FY22/23 1WIP Root River Watershed-Base Cost Share (*Grant expiration 10/31/2024*) Available Funds **\$ 65,068.59**

FY22/23 1WIP Root River Watershed-Base Cost Share Amendment Requests

Motion by Anderson, seconded by Driscoll, approving an amendment request for Contract #12FY22/23RR1WIP Davison Properties LLC increasing the cost estimate to \$3,152.45 with the cost sharable amount being \$2,837.21 an increase of \$263.21. Funding source FY22/23 Root River 1WIP.

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

Walter reviewed a possible amendment request on Contract #18FY22/23RR1WIP Minnigan Hills Dairy. An updated cost estimate is being put together since the lowest of three bids are higher than the current cost estimate. Funding would come from Root River 1WIP Feedlot funds. Walter will likely be contacting the chair for an amendment approval prior to the next board meeting.

FY22/23 Root River 1WIP Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Davison Properties LLC	#12FY22/23RR1WIP Diversion	\$3,152.45	\$3,152.45	\$3,152.45 @ 90% = \$2,837.21 Cost Share Allocated to Project = \$2,837.21 Payment Amount Approved = \$2,837.21

Motion by Anderson, seconded by Feldmeier, approving a payment request for contract #12FY22/23RR1WIP Davison Properties LLC in the amount of \$2,837.21 using funding source FY22/23 Root River 1WIP funds for the diversion project.

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

ARPA – (Spending expiration 12/31/2026) Available Funds \$167,431.90

ARPA Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Witt, Ken	02ARPA	\$73,024.00	\$17,881.60	Grade Stabilization Structure (410) & Lined Waterway (468)	6/1/2024

Motion by Feldmeier, seconded by Kruse, approving contract #02ARPA Witt, Ken in the amount of \$17,881.60 for a grade stabilization structure (410) and a lined waterway (468). Funding source ARPA.

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

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

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$283.35**

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds **\$0.00**

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$0.00**

FY21 Local Capacity County Appropriation Cost Share Amendment Requests

Motion by Anderson, seconded by Driscoll, approving contract extension dates to 12/31/2023 for Contract #01-20CM CWMA and Contract #02-20CM CWMA.

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

FY22 Local Capacity County Appropriation Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Scanlan, Bob	#02-21CM CWMA	\$2,000.00	\$2,000.00	2.8 acres @ \$200.00 = \$560.00 & 4.8 acres @ \$300.00 = \$1,440.00 Cost Share Allocated to Project = \$2,000 Payment Amount Approved = \$2,000.00

Motion by Kruse, seconded by Anderson, approving a payment request for contract #02-21CM CWMA Scanlan, Bob in the amount of \$2,000.00 for a brush management (314) project. Funding source FY22 Local Capacity County Appropriation Cost Share.

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

FY22 Local Capacity Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Davy Farm Family Trust	#04FY21LC	\$2,025.00	\$1,826.19	\$41,826.19 @ 90% = \$1,643.57 EQUIP Payment = \$1,020.00 Cost Share Allocated to Project = \$ 802.50 Payment Amount Approved = \$623.57 Slippage for re-allocation = \$178.93

Motion Anderson, seconded by Driscoll, approving a payment request on a grassed waterway for contract #04FY21LC Davy Farm Family Trust in the amount of \$623.57 and re-allocation of slippage in the amount of \$178.93. Funding source FY22 Local Capacity Cost Share.

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

HELP Grant (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds **\$16,817.50**

HELP Grant Cost Share Amendment Request

Motion by Feldmeier, seconded by Anderson, approving an amendment request for contract #01HELP City of La Crescent adding locations in Sec. 9 NE ¼ SW ¼ and Sec. 10 NW ¼ NW ¼ and Sec. 11 NE ¼ SE ¼ and removing Sec. 10 NW ¼ SE ¼. Also approving the increased cost estimate of \$12,110.00 and cost sharable amount of \$9,082.50 an addition of \$900.00. Funding source HELP Grant.

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

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

FY23 State Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Kruckow, Paul	01FY23CS			Grade Stabilization	12/31/23

		\$19,525.00	\$1,097.50	Structure (410)	
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Motion by Anderson, seconded by Kruse, approving contract #01FY23CS Kruckow, Paul in the amount of \$1,097.50 for a grade stabilization structure (410) contingent upon obtaining all signatures. Funding source FY23 State Cost Share.

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

FY23 SOIL HEALTH COST SHARE PROGRAM (Grant expiration 12/31/2024) Available Funds \$14,175.00

*** Accounts Payable:***

Voucher #	Item	Amount
4729	Ron Carlsen – Rent – July	\$ 1,287.00
4730	Kwik Trip – Fuel – SWCD Trucks	\$ 331.27
4731	VISA – Postage = \$87.00; MACDE Education – Fair booth supply = \$184.59	\$ 271.59
4732	Davy Farm Family Trust - #04FY21LC – Grassed Waterway	\$ 623.57
4733	Davison Properties LLC - #12FY22/23RR1W1P - Diversion	\$ 2,837.21
4734	Petty Cash – Area 7 Meeting Registration 4 @ \$15/each	\$ 60.00
4735	Bob Scanlan – Contract #02-21CM CWMA – Brush Management	\$ 2,000.00
4736	- Computer	
	Total	\$ 7,410.64
	Transfer of Investment Funds from Cash General Fund to Bear Creek Watershed Investment Acct.	\$ 1,000.00
	Transfer of Investment Funds from Cash General Fund to Winnebago Watershed Investment Acct.	\$ 1,000.00

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

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

Motion by Kruse, seconded by Driscoll, approving meeting adjournment.

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

Meeting adjourned at 10:19 a.m.

NEXT MEETING -- Regular Meeting, August 10, 2023, 9:00 a.m. Ag Service Center

Approved: 7-10-23
Date

Jenny Welles
Secretary



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 Ext. 3

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

MINUTES OF THE ROOT RIVER SWCD

August 10, 2023

The Root River Soil and Water Conservation District Board of Supervisors met on August 10, 2023 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order at 9:51 a.m.

Members Present:

Joe Driscoll

Matt Feldmeier

Jerry Welke

Members Not Present:

Ken Anderson

Glenn Kruse

Others:

Dave Walter, Dan Wermager, Jean Meiners and Janice Messner – SWCD staff; Ryan Hytry, NRCS staff; Sheila Harms, Winona County Water Planner.

Those present took part in the Pledge of Allegiance.

Sheila Harms was introduced as the Winona County Water Planner and the day-to-day contact for the WinLaC One Watershed One Plan.

Minutes: Motion by Feldmeier, seconded by Driscoll, approving the minutes from the July 13, 2023 board meeting.

Voting affirmative: Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

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

Voting affirmative: Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

Treasurer's Monthly Report: Messner stated the July 2023 treasurer's report will be presented at the September meeting.

Agency Report:

Ryan Hytry, NRCS Board Conservationist Report

❖ Hytry reported the additional approved FY23 EQIP applications are wrapping up.

❖ Hytry shared they are working with FSA on the Emergency Haying and Grazing that is being granted.

MASWCD & MACDE

Walter share the Fall SE MACDE Supervisors & Employee meeting will be held September 19, 2023 in Northfield, MN. A tour of a pilot tree-range chicken farm will follow.

WATERSHED UPDATE - WinLaC1WIP

- ❖ Harmes shared the Advisory Committee met on August 3, 2022 and reviewed the action items in the implementation plan and who would be taking the lead to accomplish the goals.
- ❖ Harmes announced the next Policy Committee meeting will be September 11, 2023.
- ❖ Harmes reviewed the Riparian, Adjacency, Quality (RAQ) Scoring proposal proposed by wetland specialist Mitch Brinks. GIS mapping and analysis work will be performed on county parcel data within the watershed rating specific characteristics in determining parcels eligible for the RIM Easement Program.
- ❖ Harmes stated the DNR is pursuing federal funds thru the RCPP Program for tree plantings and rental payments (incentives). The watershed has been approached to possibly provide a letter of support for their funding application.
- ❖ Harmes shared the City of La Crescent is interested in pursuing funding for a new street sweeper. A funding opportunity is currently available through Clean Water Legacy. The WinLaC watershed will need to submit the application on their behalf. Harmes stated the WinLaC implementation plan does reference a street sweeper for the City of La Crescent.

Due to a late start to the meeting no program and staff reports were presented.

Houston County Water Plan – Wermager stated an August meeting was not held.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: Walter reported budget planning has started and we are waiting for additional financial information for 2024.

PERSONNEL COMMITTEE: No report

TSA7 (Joint Powers) COMMITTEE: Walter stated the July 18th meeting was a regular meeting. Welke shared a new interim chair was determined.

OLD BUSINESS – None.

NEW BUSINESS & ACTION ITEMS

Motion by Driscoll, seconded by Feldmeier, approving the 2023 SWCD Aid Resolution.

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

Motion by Feldmeier, seconded by Driscoll, approving the SE MACDE 2023 Membership Dues of \$10 per staff person.

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

Motion by Feldmeier, seconded by Driscoll, approving the WinLaC IWIP RAQ Proposal.

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

The DNR Letter of Support was tabled until more information becomes available.

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 12/31/2023) Available Funds \$2,809.10*

FY22/23 1W1P Root River Watershed-Base Cost Share *(Grant expiration 10/31/2024) Available Funds \$ 64,805.38*

FY22/23 1W1P Root River Watershed-Base Feedlot Cost Share Amendment Request

Motion by Feldmeier, seconded by Driscoll approving an amendment request for Contract #18FY22/23RR1W1P Minnigan Hills Dairy increasing the cost estimate from \$537,761.47 to \$565,882.24 with the cost sharable amount being \$45,904.02 an increase of \$42,972.70. Funding source FY22/23 Root River 1W1P feedlot cost share.

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

FY22/23 Root River 1W1P Funding Source Change

It was noted a funding source change for Contract #04FY22CS Wold Sundown Valley Farms Inc. A total of \$217.06 is being moved from FY22/23 Root River 1W1P to FY20 Root River 1W1P.

FY22/23 Root River 1W1P Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Hagen, Paul	#15FY22/23RR1W1P Grassed Waterway (2)	\$2,850.00	3,134.00	\$3,134.00 @ 90% = \$2,820.60 Cost Share Allocated to Project = \$ 2,565.00 Payment Amount Approved = \$2,565.00

Motion by Feldmeier, seconded by Driscoll, approving payment on contract #15FY22/23RR1W1P Hagen Paul in the amount of \$2,565.00 for two grassed waterways. Funding source is FY22/23 Root River 1W1P.

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

FY22/23 Root River 1W1P Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Drenckhahn Farms LLC	#14FY22/23RR1W1P Critical Area Planting	\$1,199.00	\$1,226.84	\$ 1,226.84 @ 90% = \$1,104.46 Cost Share Allocated to Project = \$1,079.10 Payment Amount Approved = \$1,079.10

Motion by Feldmeier, seconded by Driscoll, approving payment on contract #14FY22/23RR1W1P Drenckhahn Farms LLC in the amount of \$1,079.10 for a critical area planting. Funding source is FY22/23 Root River 1W1P.

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

FY22/23 Root River 1W1P Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Drenckhahn Farms LLC	#09FY22/23RR1W1P Grassed Waterway	\$2,225.00	\$2,259.32	\$2,259.32 @ 90% = \$2,033.39 Cost Share Allocated to Project = \$2,002.50 Payment Amount Approved = \$2,002.50

Motion by Driscoll, seconded by Feldmeier, approving payment on contract #09FY22/23RR1W1P Drenckhahn Farms LLC in the amount of \$2,002.50 for a grassed waterway. Funding source is FY22/23 Root River 1W1P.

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

ARPA – (Spending expiration 12/31/2026) Available Funds \$149,550.30

ARPA Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Schaffer, Joyce	01ARPA	\$169,977.00	\$104,372.15	Grade Stabilization Structure (410) & Grassed Waterway (412), Lined Waterway (468), Land Clearing – Heavy Equipment (460), Critical Area Planting (342)	12/31/2024

Motion by Feldmeier, seconded by Driscoll, approving contract #01ARPA Schaffer, Joyce in the amount of \$104,372.15 (95% cost share) for a grade stabilization structure (410) & grassed waterway (412), lined waterway (468), land clearing – heavy equipment (460), critical area planting (342). Funding source ARPA cost share.

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

HELP Grant (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds \$15,917.50

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

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds \$462.28

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds \$0.00

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds \$0.00

FY21 Local Capacity County Appropriation (2020) Cost Share Amendment Request

Motion by Feldmeier, seconded by Driscoll, approving an amendment request for contract #03-20CM CWMA Hurley, David – Brush Management extending the completion date to 12/31/2023.

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

FY21 Local Capacity Cost Share Amendment Request

Motion by Driscoll, seconded by Feldmeier, approving an amendment request for contract #04FY22CS Wold Sundown Valley Farms Inc. increasing the cost estimate to \$12,444.69 with the cost shareable amount being \$8,851.22 an increase of \$3,054.32. Funding Source \$462.28 FY21 Local Capacity Cost Share & \$2,592.04 FY20 Root River 1W1P Cost Share.

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

FY21 Local Capacity Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Wold Sundown Valley Farms Inc.	#04FY22CS Grassed Waterway	\$9,051.00	\$12,444.69	\$12,444.69 @ 90% = \$11,200.22 EQIP = \$2,389.00 Cost Share Allocated to Project = \$ 8,851.22 Payment Amount Approved = \$8,851.22 (Funding Sources = FY20 Root River 1W1P = \$2,809.10 & FY21 Local Capacity CS = \$3,430.93 FY22/23 Root River 1W1P = \$2,611.19)

Motion by Feldmeier, seconded by Driscoll, approving payment on contract #04FY22CS Wold Sundown Valley Farms Inc. in the amount of \$8,851.22 for a grassed waterway. Funding sources are FY20 Root River 1W1P = \$2,809.10; FY22/23 Root River 1W1P = \$2,611.19 & FY21 Local Capacity Cost Share = \$3,430.93.

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

FY23 SOIL HEALTH COST SHARE PROGRAM (Grant expiration 12/31/2024) Available Funds \$14,175.00

STATE COST SHARE PROGRAM (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source) Available Funds \$10,305.11

TSA7 FEEDLOT WATER QUALITY COST SHARE (Grant expiration 12/31/2024) Available Funds \$0.00

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

Voucher #	Item	Amount
4737	Ron Carlsen – Rent – August	\$ 1,287.00
4738	Kwik Trip – Fuel – SWCD Trucks	\$ 265.26
4739	VISA -- MACDE Education Grant Field Day Expenses = \$67.64 & \$166.13; Adobe Acrobat Pro DE renewal = \$256.37; Buffer Law – Field Equipment = \$115.85	\$ 605.99
4740	SE MACDE – Employee dues - \$10/staff person	\$ 40.00
4741	Paul Kruckow – Water Plan – Pond Clean Out	\$ 444.00
4742	Quill LLC – Office Supplies = \$177.99; MACDE Education – Fair Booth Supplies = \$93.11; AIS – Fair booth supplies = \$53.67	\$ 324.77
4743	Paul Hagen - #15FY22/23RR1WIP – Grassed Waterways	\$ 2,565.00
4744	Wold Sundown Valley Farms Inc. - #04FY22CS - Grassed Waterway	\$ 8,851.22
4745	Drenckhahn Farm - #14FY22/23RR1WIP - Critical Area Planting = \$1,079.10 & #09FY22/23RR1WIP - Grassed Waterway = \$2,002.50	\$ 3,081.60
4746	Thorson Graphics LLC – MACDE Education Grant Fair Booth Expense = \$256.25; AIS = \$442.99 & Misc. Expense – SWCD Apparel = \$50.26	\$ 749.50
	Total	\$ 18,210.34

Motion by Feldmeier, seconded by Driscoll, approving above listed accounts payable.

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

Agency Report:

Dave Walter, District Manager Report

- ❖ Walter stated the Grazing Field Day held July 25, 2023. It covered different grazing techniques.
- ❖ Walter indicated he and Boettcher attended a prairie restoration training on August 3, 2023 in Blue Earth, MN. Berm and seeding techniques for prairies were discussed along with using shrubs and advancing to a forest level.
- ❖ Walter shared information on the new Conservation Contracts Program. A few of the areas that were discussed included: State cost share can exceed 75% of the cost estimate. SWCD’s can set their own cost share percentage; Pre-construction cover acreage limits are lifted; technical and administrative percentages of cost share dollars has been lifted allowing for either a higher percentage or a lower to no percentage for technical and administrative costs; climate change BMP practices and windbreaks are now eligible for cost share funding; flexible life expectancies for BMPs are being allowed; no work plan is be required for the grant funding.

Program Report

- WCA – Walter reported he continues to work with a landowner in Houston ‘E’ Twp. that is in a violation of disturbing a wetland. The original wetland area has been identified and the area requiring materials to be removed has been flagged. The landowner is responsible for the removal of the materials for this area.

WATERSHED UPDATES:

Crooked Creek – Meiners shared her and Wermager have been doing maintenance on two of the structures. Logs on the intake are being removed and weeds are being sprayed.

Bear Creek – No report.

Winnebago – No report.

Motion by Driscoll, seconded by Feldmeier, approving meeting adjournment.

Voting affirmative: Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

Meeting adjourned at 10:57 a.m.

NEXT MEETING -- Regular Meeting, September 14, 2023, 9:00 a.m. Ag Service Center

Approved: 9-14-2023
Date

Kenneth Anderson
Secretary

WATERSHED UPDATES:

Crooked Creek – Meiners shared her and Wermager have been doing maintenance on two of the structures. Logs on the intake are being removed and weeds are being sprayed.

Bear Creek – No report.

Winnebago – No report.

Motion by Driscoll, seconded by Feldmeier, approving meeting adjournment.

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

Meeting adjourned at 10:57 a.m.

NEXT MEETING -- Regular Meeting, September 14, 2023, 9:00 a.m. Ag Service Center

Approved: 9-14-2023
Date

Kenneth Anderson
Secretary



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 Ext. 3

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

MINUTES OF THE ROOT RIVER SWCD

September 14, 2023

The Root River Soil and Water Conservation District Board of Supervisors met on September 14, 2023 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order at 9:02 a.m.

Members Present:

Ken Anderson
Joe Driscoll
Matt Feldmeier
Glenn Kruse
Jerry Welke

Members Not Present:

Others:

Dave Walter, Dan Wermager and Janice Messner – SWCD staff; Ryan Hytry, NRCS staff; Sheila Harms, Winona County Water Planner; TJ Boettcher, Farm Bill Biologist Pheasants Forever.

Those present took part in the Pledge of Allegiance.

Sheila Harms was introduced as the Winona County Water Planner and the day-to-day contact for the WinLaC One Watershed One Plan.

Minutes: Motion by Driscoll, seconded by Kruse, approving the minutes from the August 10, 2023 board meeting.

Voting affirmative: Anderson, Driscoll and Kruse

Opposed: None

Motion carried.

Employee Time Records & Supervisor Per Diem: Motion by Anderson, seconded by Driscoll, approving the Employee Time Records and below listed Supervisor Per Diems.

Anderson, Ken – 3 rd Qtr. 2 mtgs. @ \$125.00/each	\$ 250.00
Driscoll, Joe – 3 rd Qtr. 5 mtgs. @ \$125.00/each	\$ 625.00
Feldmeier, Matt – 3 rd Qtr. 3 mtgs. @ \$125.00/each	\$ 375.00
Kruse, Glenn – 3 rd Qtr. 3 mtgs. @ \$125.00/each	\$ 375.00
Welke, Jerry – 3 rd Qtr. 6 mtgs. @ \$125.00/each	\$ 750.00

Voting affirmative: Anderson, Driscoll and Kruse

Opposed: None

Motion carried.

Treasurer's Monthly Report: Anderson recommended the July 2023 and August 2023 treasurer's reports be placed on file for audit.

WATERSHED UPDATE - WinLaC1WIP

- ❖ Harmes shared the Policy Committee met September 11, 2023. Various updates were given. A proposal to maintain and update the WinLaC website was discussed and approved. Watershed funding information for FY25 was shared and a request for project development funding for a carp assessment in Lake Winona was presented.

Feldmeier joined the meeting.

- ❖ Harmes reported the Riparian, Adjacency, Quality (RAQ) scoring project is almost completed. The mapping and analysis work will assist with outreach on parcels that are eligible for the RIM Easement Program.
- ❖ Harmes stated DNR Forestry has wanted to get projects on the ground in SE Minnesota watersheds for some time. With the RAQ being completed for the WinLaC IWIP they are funding a coordinator position to form multiple Forestry Teams in SE Minnesota. The WinLaC submitted a funding application to support match dollars for the coordinator position through the National Wild Turkey Federation. A fiscal agent is being sought from the WinLaC IWIP Partnership.

Agency Report:

Ryan Hytry, NRCS Board Conservationist Report

- ❖ Hytry reported 61 new CRP contracts requiring conservation plans have been completed. Eleven contracts were for general sign-up and 50 for continuous sign-up. The district prepared nine of the contracted plans. Boettcher and Hytry completed the remaining plans.

Dave Walter, District Manager Report

- ❖ Walter shared information on the upcoming changes to the MN Sick/Safe Leave Law. Starting January 1, 2024 all employers including non-profit employers are required to pay a minimum sick/safe leave in the increment of one hour for every 30 hours worked this includes part-time and seasonal employees. Pay stubs and timesheets must track the accrued time earned. This will not apply for contractors.

Walter stated the definition of immediate family has changed and is much broader including a non-relative. He proceeded to read the definition.

Additionally, Walter reported a State Family Medical Leave Program is being rolled out and will be effective January 1, 2026. An employee will be allowed up to 12 weeks of leave through the state program and after the time period of that leave is over the Federal Family Medical Leave can be accessed. If these programs are used the employee is not required to use their accumulated sick/safe leave or vacation leave. The state will be implementing a mandatory tax the employer and the employee will each have to pay.

Walter stated updates will be made to the personnel policy to reflect these changes and will be brought to the board for approval.

- ❖ Walter invited the supervisors to attend a field day Saturday, September 16th on the topic of No-Till and a discussion on managing cover crops and rye in drought years. The SWCD is partnering with Connor McCormick for this workshop.
- ❖ Walter shared the county IT, Andy Milde, was in-house regarding our Arc Pro Licensing that we obtain through the county. He evaluated our computer technology and stated that all the district's computers are very outdated and should be replaced. He recommended backup systems should be put in place for each computer, and malware/anti virus protection should be installed on each computer. Walter shared he will be contacting the City of Caledonia and City of Hokah to inquire about the outsourced IT support companies they are using. Walter stated funds for these recommendations may be possible by using SWCD Aid funding.
- ❖ Walter indicated the Diersen/Minnigan Hills project is underway. He estimated six more weeks until completion. Currently, 349 yards of the 965 yards of concrete needed has been poured. Walter stated pipe for the Schaffer project has been ordered.

COMMITTEE REPORT

FINANCIAL COMMITTEE: Walter and Messner presented the proposed financial and working budgets for 2024.

PROGRAM REPORT:

WCA – Walter stated the crossing in Crystal Valley has been completed.

Walter exited the meeting.

MASWCD & MACDE

The Fall SE MACDE Supervisors & Employee meeting will be held September 19, 2023 in Northfield, MN. A tour of a pilot tree-range chicken farm will follow.

Messner stated BWSR Academy will be held October 24 -26, 2023 at Cragun's in Brainerd, MN. The registration fee includes lunch; 1 day = \$75, 2 days = \$150, 3 days = \$225.00. Lodging is \$95.56/per night. Messner expressed an interest in attending this year.

WATERSHED UPDATES

Crooked Creek – Wermager stated a spillway project was completed on one of the structures.

Bear Creek – No report.

Winnebago – No report.

Root River IWIP – Wermager stated a Planning Work Group meeting was held. The work plan and budget for the FY24/25 funds were discussed. A canoe landing in Hokah was proposed for Project Development.

Wermager reported a Policy Committee meeting was held August 28, 2023. The results of the 5 year assessment were discussed. One noted area of concern was the tracking method. A position through MN Soil Health Coalition was discussed.

PROGRAM & STAFF REPORTS:

Jean Meiners, Technician

- Buffer Law – No report.
- BMP Projects – Wermager reported the Smith streambank project has started.

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring – No report.
- Sixth Grade Environmental Day – Messner stated the event is scheduled for Monday, September 25th with the rain date being Tuesday, September 26th at Winnebago Springs, Caledonia, MN. We are expecting 233 students and all the schools in the county are participating. She shared the list of presenters and their topics.

Dan Wermager, Technician

- HELP Grant – Wermager shared the City of La Crescent project is half finished and plan to complete the project Spring 2024.
- MASWCD Contribution Agreement (CRP Plans) – Wermager stated he completed nine of the 50 plans that we were contracted to complete. Other work load prevented him from completing the other contracted plans and Boettcher was available to work on plan writing.

FY22/23 Root River 1W1P Amendment Request

Motion by Anderson, seconded by Driscoll, approving an amendment request for contract #17FY22/23RR1W1P Smith, Daniel et al extending the project installation date from 9/21/23 to 12/31/23.

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

FY22/23 1W1P Root River Watershed-Base Cost Share Request (Funding up to 90% of cost estimate with or without other non-state funding source)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Moen, Lowell	19FY22/23RR1W1P	\$17,000.00	\$15,300.00	342 – Critical Area Planting	12/31/2023

Motion by Anderson, seconded by Kruse, approving contract #19FY22/23RR1W1P for Moen, Lowell in the amount of \$15,300.00 for a critical area planting project. Funding source: FY22/23 Root River 1W1P.

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

FY22/23 Root River 1W1P Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Graunke, Brent	#16FY22/23RR1W1P Grade Stabilization Structure & Diversion	\$17,000.00	\$17,545.00	\$17,545.00 @ 90% = \$15,790.50 EQIP = \$6,311.58 Cost Share Allocated to Project = \$ 8,904.00 Payment Amount Approved = \$8,904.00

Motion by Feldmeier, seconded by Anderson, approving payment on contract #16FY22/23RR1W1P Graunke, Brent in the amount of \$8,904.00 for a grade stabilization structure and diversion. Funding source is FY22/23 Root River 1W1P.

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

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

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds **\$0.00**

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$0.00**

Pre-Approved Amendment Request - FY21 Local Capacity County Appropriation (2020) Cost Share

Motion by Anderson, seconded by Kruse, acknowledging the pre-approval of contract #04-20CM CWMA Meiners, Richie – Brush Management extending the contract completion date from 9/8/2023 to 5/31/2024.

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

FY21 Local Capacity County Appropriation (2020) Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Bunge Farms LLC	#05-20CM CWMA	\$2,000.00	\$2,000.00	20 acres @ \$100/acre = \$2,000.00

Motion by Feldmeier, seconded by Kruse, approving payment on contract #05-20CM CWMA Bunge Farms LLC in the amount of \$2,000.00 for a brush management project. Funding source is FY21 Local Capacity County Appropriation.

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

FY23 SOIL HEALTH COST SHARE PROGRAM (Grant expiration 12/31/2024) Available Funds **\$14,175.00**

FY23 Soil Health Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
K-3 Angus	01FY23SH	50 acres @ \$32.87 (single specie) = \$1,643.50 @ 3 yrs. = \$4,930.50	\$4,930.50	340 – Cover Crops	11/1/2023

Motion by Feldmeier, seconded by Driscoll, approving contract #01FY23SH K-3Angus in the amount of \$4,930.50 for a 50 acre single specie cover crop project. Funding source: FY23 Soil Health Cost Share Grant.
 Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

Pre-Approved FY23 Soil Health Cost Share Application

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Meyer, Dustin	02FY23SH	50 acres @ \$41.10 (multi specie) = \$2,055.00 @ 3 yrs. = \$6,165.00	\$6,165.00	340 – Cover Crops	11/1/2023

Motion by Kruse, seconded by Anderson, acknowledging the pre-approval of contract #02FY23SH Meyer, Dustin in the amount of \$6,165.00 for a 50 acre multi specie cover crop project. Funding source: FY23 Soil Health Cost Share Grant.
 Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

ARPA – (Spending expiration 12/31/2026) Available Funds \$40,580.40

HELP Grant (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds \$15,917.50

STATE COST SHARE PROGRAM (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source) FY23 State Cost Share (Grant expiration 12/31/2024) Available Funds \$10,305.11

TSA7 FEEDLOT WATER QUALITY COST SHARE (Grant expiration 12/31/2024) Available Funds \$0.00

WINLAC IWIP COST SHARE PROGRAM (Funding percentage based on ranking)

FY23 WinLaC IWIP Ag Practices Cost Share (Grant expiration 12/31/2025) Available Funds **\$12,000.00**

FY23 WinLaC IWIP Non-Structural Cost Share (Grant expiration 12/31/2025) Available Funds **\$5,000.00**

FY23 WinLaC IWIP Vegetative & Pollinator Cost Share (Grant expiration 12/31/2025) Available Funds **\$5,000.00**

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

Voucher #	Item	Amount
4747	Ron Carlsen – Rent – September	\$ 1,287.00
4748	Kwik Trip – Fuel – SWCD Trucks	\$ 246.09
4749	VISA – Office Supply = \$354.00	\$ 354.00
4750	Bunge Farms LLC - #05-20 CM CWMA – Brush Management	\$ 2,000.00
4751	Talcott Resolution Life & Annuity Inc. Co – Life Insurance Policy #LU1188704 Dave Walter	\$ 90.00
4752	Brent Graunke - #16FY22/23RR1W1P – Grade Stabilization Structure & Diversion	\$ 8,904.00
4753	Merle Becker – Water Plan – Pond Clean Out	\$ 500.00
4755	Dave Meyer – Water Plan – Pond Clean Out	\$ 500.00
4756	Nathan Rask – Water Plan – Pond Clean Out	\$ 500.00
4757	Ken Anderson – Mileage – 3 rd Qtr. 2023	\$ 31.44
4758	Joe Driscoll – Mileage – 3 rd Qtr. 2023	\$ 73.70
4759	Matt Feldmeier – Mileage – 3 rd Qtr. 2023	\$ 70.74
4760	Glenn Kruse – Mileage – 3 rd Qtr. 2023	\$ 39.30
4761	Jerry Welke – 3 rd Qtr. 2023	\$ 117.90
4762	Ralph Felten – Water Plan – Pond Clean Out	\$ 500.00
4763	Andrew & Meghan Von Arx – Water Plan – Pond Clean Out	\$ 500.00
4764	Winnebago Springs LLC – Education Shelter Rent 6 th Grade Environmental Day = \$50.00; Water Plan Education Shelter Rent 6 th Grade Environmental Day = \$100.00; AIS Education	\$ 225.00

	Shelter Rent 6 th Grade Environmental Day = \$75.00	
4765	MN Board of Water & Soil Resources – BWSR Academy Registration	\$ 225.00
4766	SE MASWCD – Fall MACDE & MASWCD Mtg.	\$ 45.00
	Total	\$ 16,209.17

Motion by Anderson, seconded by Kruse, approving payment of the above listed accounts payable.

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

*****WinLaC IWIP Accounts Payable:*****

Chair call for a motion to approve accounts payable

Voucher #	Item	Amount
4754	Emily Zanon – Administrative – Smarter Together Website Renewal	\$ 206.95
	Total	\$ 206.95

Motion by Anderson, seconded by Feldmeier, approving payment of the above listed WinLaC IWIP accounts payable.

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

Motion by Kruse, seconded by Driscoll, approving meeting adjournment.

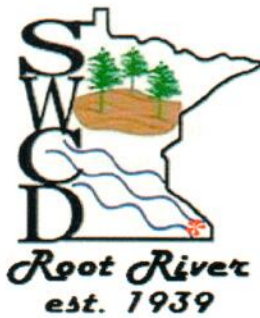
Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

Meeting adjourned at 10:38 a.m.

NEXT MEETING -- Regular Meeting, October 12, 2023, 9:00 a.m. Ag Service Center

Approved: 10 - 12 - 2023
Date

Kenneth Anderson
Secretary



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 Ext. 3

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

MINUTES OF THE ROOT RIVER SWCD

October 12, 2023

The Root River Soil and Water Conservation District Board of Supervisors met on October 12, 2023 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order at 9:04 a.m.

Members Present:

Ken Anderson
Joe Driscoll
Matt Feldmeier
Glenn Kruse
Jerry Welke

Members Not Present:

Others:

Dave Walter, Dan Wermager, Jean Meiners and Janice Messner – SWCD staff; TJ Boettcher, Farm Bill Biologist Pheasants Forever.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Kruse, seconded by Driscoll, approving the minutes from the September 14, 2023 board meeting.

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

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

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

Treasurer's Monthly Report: Anderson recommended the September 2023 treasurer's report be placed on file for audit.

Agency Report:

Ryan Hytry, NRCS Board Conservationist Report

- ❖ Messner stated the EQIP application sign-up deadline was October 6th. Boettcher reported there are approximate twenty applications. Messner shared Boettcher and Hytry have started CRP checks. Boettcher stated the checks were for compliance on the 2024 CRP renewals.

Feldmeier joined the meeting, 9:08 a.m.

Dave Walter, District Manager Report

- ❖ Messner shared information on DocuSign for grant agreements and amendments. Motion by Anderson, seconded by Kruse, approving Walter to have DocuSigning authority and it be retro-active from January 1, 2023.

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

- Conservationist of the Year – Meiners shared both land and drone photos of the Wayne & Elsie Olson farm. Discussion followed regarding their attendance to the State Conservationist of the Year Luncheon on Wednesday, December 13, 2023 and also a local event honoring the Olsons.
- BMP Projects – Meiners stated during the past month a streambank project was completed, a grassed waterway with tile, a critical area planting, and a contoured field stripping project were also completed. She indicated two projects were surveyed and soil compaction was checked at another site. Fall construction consists of five grade stabilization structures and a terrace project. Meiners said they also have seven grade stabilization structure sites, two or three grassed waterway projects and a diversion to survey this fall.

Walter reported the concrete and earthwork have been completed on the waste storage facility project. Guard railing and fencing remain to complete the project.

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring – Messner shared 42 samples have been returned to the lab for 2023 testing. Of those seven did not meet the standards. She stated there are approximately 20 kits that were not returned and she will be reaching out to those individuals encouraging them to send in their sample.
- Sixth Grade Environmental Day – Messner stated the event was held Monday, September 25th with approximately 233 students in attendance. Messner shared positive feedback from the event.

Dan Wermager, Technician

- HELP Grant – Wermager shared a landowner has expressed interest in the program. A plan was developed and will be discussed with the landowner.
- Local Capacity County Match CWMA – Wermager indicated two contracted projects were completed this past month.
- Project Development – Root River 1W1P – Wermager reported he will be doing additional outreach, after fall harvest, in an attempt to acquire more projects.
- MDA Soil Health Program – No report.
- Cover Crop Demonstration Grant – Wermager stated Haney testing will be done on ten sites this fall as the grant nears completion.

Wermager commented with the new rain cover crop inquires have picked up a bit. He also informed the board the SWCD will be hosting the I-90 Soil Health Tour in early February 2024 in Hokah, MN.

Houston County Water Plan – Wermager stated the proposed 2024 budget was approved. He also reported ten of the 11 planned pond clean outs have been completed and two of the four push-up ponds are installed.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

TSA7 (Joint Powers) COMMITTEE: No report.

OLD BUSINESS – None.

NEW BUSINESS & ACTION ITEMS

Motion by Feldmeier, seconded by Anderson, approving a one year firmware & hardware maintenance agreement with Frontier Precision in the amount of \$846.00 for the Trimble R12.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

COST SHARE PROGRAMS

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

FY22/23 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2024) Available Funds \$ 49,722.44

FY22/23 1W1P Root River Watershed-Base Cost Share Request (Funding up to 90% of cost estimate with or without other non-state funding source)

Pre-Approved FY22/23 1W1P Root River Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
20FY22/23RR1W 1P	Blueview Dairy LLC	\$9,960.00 83 acres @ \$40/acre = \$3,320.00 @ 3 years = \$9,960.00	\$9,960.00	340 – Cover Crop	11/1/2023

Motion by Anderson, seconded by Kruse, acknowledging the pre-approval of contract #20FY22/23RR1W1P Blueview Dairy LLC in the amount of \$9,960.00 for a 83 acre single specie three year cover crop project. Funding source: FY22/23 Root River 1W1P.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

FY22/23 1W1P Root River Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
22FY22/23RR1W 1P	Welke, Andy	\$5,400.00 45 acres @ \$40/acre = \$1,800.00 @ 3 years = \$5,400.00	\$5,400.00	340 – Cover Crop	11/1/2023

Motion by Feldmeier, seconded by Anderson, approving contract #22FY22/23RR1W1P for Welke, Andy in the amount of \$5,400.00 for a single specie, three year cover crop project contingent upon obtaining all needed signatures. Funding source: FY22/23 Root River 1W1P.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Abstained: Welke

Opposed: None

Motion carried.

FY22/23 1W1P Root River Cost Share Request - Groundwater

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
21FY22/23RR1W1P	Owl Bluff Farm LLC	\$35,535.00	\$31,981.50	360 – Waste Facility Closure with 500 – Obstruction Removal	12/31/2023

Motion by Feldmeier, seconded by Driscoll, approving contract #21FY22/23RR1W1P for Owl Bluff Farm LLC in the amount of \$31,981.50 for a waste facility closure with obstruction removal project. Funding source: FY22/23 Root River 1W1P Groundwater.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

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

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds **\$0.00**

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$0.00**

Amendment Request - FY21 Local Capacity County Appropriation (2020) Cost Share

Motion by Anderson, seconded by Kruse, approving an amendment request for contract #06-20CM CWMA Pohlman, Arlyn – Brush Management extending the project completion date from 10/13/2023 to 10/13/2024.

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

FY21 Local Capacity County Appropriation (2020) Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Doering, Dennis	#07-20CM CWMA	\$1,700.00	\$1,700.00	17 acres @ \$100/acre = \$1,700.00

Motion by Anderson, seconded by Kruse, approving payment on contract #07-20CM CWMA Doering, Dennis in the amount of \$1,700.00 for a brush management project. Funding source is FY21 Local Capacity County Appropriation.

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

FY22 Local Capacity County Appropriation (2021) Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Seidel, Dan	#01-21CM CWMA	\$975.00	\$975.00	3.25 acres @ \$300/acre = \$975.00

Motion by Feldmeier, seconded by Anderson, approving payment on contract #01-21CM CWMA Seidel, Dan in the amount of \$975.00 for a brush management project. Funding source is FY22 Local Capacity County Appropriation.

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

FY23 SOIL HEALTH COST SHARE PROGRAM (Grant expiration 12/31/2024) Available Funds **\$3,079.50**

Pre-Approved FY23 Soil Health Cost Share Application

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Feine, Rocky	03FY23SH	15 acres @ \$32.87 (single specie) = \$493.05 @ 3 yrs. = \$1,479.15	\$1,479.15	340 – Cover Crops	11/1/2023
Hartley, Chris	04FY23SH	48.687 acres @ \$32.87 (single specie) = \$1,600.35 @ 1 yr.	\$1,600.35	340 – Cover Crops	11/1/2023

Motion by Kruse, seconded by Driscoll, acknowledging the pre-approval of contract #03FY23SH Feine, Rocky in the amount of \$1,479.15 for a 15 acre single specie three year cover crop project and contract #04FY23SH Hartley, Chris in the amount of \$1,600.35 for a 48.687 acre single specie three year cover crop project. Funding source for both contracts: FY23 Soil Health Cost Share Grant.

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

ARPA – (Spending expiration 12/31/2026) Available Funds \$40,580.40

Amendment Request - ARPA Cost Share

Motion by Anderson, seconded by Kruse, approving an amendment request for contract #04 ARPA Twin Creeks Golf, Inc. extending the project installation date from 11/1/2023 to 9/10/2024.

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

ARPA Payment Request

Name	Project/Contract #	Total Cost Estimate	Request
Kruckow, Jeff	Push-Up Pond No pipe	\$200.00 Flat Rate	Payment Amount Approved = \$200.00

Motion by Anderson, seconded by Feldmeier, approving payment in the amount of \$200.00 for a push-up pond with no pipe for Jeff Kruckow. Funding source: ARPA.

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

STATE COST SHARE PROGRAM (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source) FY23 State Cost Share (Grant expiration 12/31/2024) Available Funds **\$10,305.11**

FY23 State Cost Share Application

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Colleran, Tim	03FY23CS	\$7,425.00	\$1,076.50	410- Grade Stabilization Structure	12/31/23

Motion by Anderson, seconded by Driscoll, approving contract #03FY23CS Colleran, Tim in the amount of \$1,076.50 for a grade stabilization structure project. Funding source: FY23 State Cost Share Grant.

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

HELP Grant (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds **\$15,917.50**

TSA7 FEEDLOT WATER QUALITY COST SHARE (Grant expiration 12/31/2024) Available Funds **\$0.00**

WINLAC 1W1P COST SHARE PROGRAM (Funding percentage based on ranking)

FY23 WinLaC 1W1P Ag Practices Cost Share (Grant expiration 12/31/2025) Available Funds **\$12,000.00**

FY23 WinLaC 1W1P Non-Structural Cost Share (Grant expiration 12/31/2025) Available Funds **\$5,000.00**

FY23 WinLaC 1W1P Vegetative & Pollinator Cost Share (Grant expiration 12/31/2025) Available Funds **\$5,000.00**

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

Voucher #	Item	Amount
4767	Ron Carlsen – Rent – October	\$ 1,287.00
4768	Kwik Trip – Fuel – SWCD Trucks	\$ 375.35
4769	VISA – Education – 6 th Grade Environmental Day \$37.24 & \$23.45 = \$60.69; Vehicle Maintenance – 2017 GMC oil change & air filter = \$127.63	\$ 188.32
4770	IA DNR State Forest Nursery - Trees	\$ 2,477.00
4772	Welke, Jerry – Water Plan – Pond Clean Out	\$ 500.00
4773	Davy Farm Family Trust – Water Plan – Pond Clean Out	\$ 500.00
4774	Seidel, Dan – Local Capacity County Match - #01-21CM CWMA – Brush Management	\$ 975.00
4775	Kruckow, Jeff – Water Plan – Push-Up Pond no pipe = \$800.00; ARPA – Push-Up Pond no pipe = \$200.00	\$ 1,000.00
4776	Macejik, Joe – Water Plan – Pond Clean Out	\$ 500.00
4777	Meiners, Jean – Local Capacity Mileage 17 miles @ \$0.655/mile = \$11.14	\$ 11.14
4778	Doering, Dennis - #07-20CM CWMA – Brush Management	\$ 1,700.00
4781	Quill – Office Supplies	\$ 129.28
4782	Frontier Precision – Firmware and Hardware Maintenance Agreement (1 yr) for Trimble R12	\$ 846.00
4783	McCormick, Connor – FY20 Cover Crop Demo – Event Expense	\$ 109.00
	Total	\$ 10,719.83

Motion by Feldmeier, seconded by Kruse, approving payment of the above listed accounts payable.

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

WinLaC IWIP Accounts Payable:

Voucher #	Item	Amount
4771	St. Mary's University of MN – Education/Information - WinLaC website updates	\$ 3,950.00
4780	Winona County – Education/Information – Postage = \$30.70; Administration/Coordination – Wages - 2023 3 rd Qtr. WinCo = \$5,828.77	\$ 5,859.47
	Transfer of funds from 79-607-000-6901 Administration/Coordination – Wages – 2023 3 rd Qtr. RRSWCD to 76-605-533-5385	\$ 1,380.39
	Total	\$ 11,189.86

Motion by Anderson, seconded by Driscoll, approving payment of the above listed WinLaC IWIP accounts payable.
Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

Motion by Feldmeier, seconded by Kruse, approving meeting adjournment.
Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

Meeting adjourned at 11:00 a.m.

NEXT MEETING -- Regular Meeting, November 9, 2023, 1:00 p.m. Ag Service Center

Approved: 11-9-2023
Date

Kenneth Anderson
Secretary



Root River Soil and Water Conservation District

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

(507) 724-5261 Ext. 3

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

MINUTES OF THE ROOT RIVER SWCD

November 9, 2023

The Root River Soil and Water Conservation District Board of Supervisors met on November 9, 2023 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order at 1:02 p.m.

Members Present:

Ken Anderson
Joe Driscoll
Matt Feldmeier
Glenn Kruse
Jerry Welke

Members Not Present:

Others:

Dave Walter, Jean Meiners and Janice Messner – SWCD staff; Dave Copeland, BWSR Board Conservationist.

Those present took part in the Pledge of Allegiance with introductions following the pledge.

Minutes: Motion by Anderson, seconded by Kruse, approving the minutes from the October 12, 2023 board meeting.

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

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

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

Treasurer's Monthly Report: Feldmeier recommended the October 2023 treasurer's report be placed on file for audit.

Agency Reports:

Dave Copeland, BWSR Board Conservationist

- Copeland shared BWSR was approved for a RCPP federally funded grant in the amount of \$25 million for soil health. It is a five year agreement with match coming from State funds through TA.

Ryan Hytry, NRCS Board Conservationist Report – No report.

Dave Walter, District Manager Report

- Walter stated the past month has consisted of much time dedicated to the construction of a waste storage facility. He indicated the seeding, fertilizing and mulching was completed on November 8, 2023.

PROGRAM REPORT:

WCA – Walter reported they are working through a wetland delineation for a landowner wanting to tile in a pasture area.

MASWCD & MACDE

MASWCD Annual Convention – December 11 – 13, 2023 (Monday – Wednesday), Double Tree Hotel, Bloomington, MN. Meiners reported the Olsons will be attending the Outstanding Conservationist of the Year luncheon. Walter indicated that he will be attending the convention on Wednesday and would be willing to take anyone with for the day. Two supervisors expressed interest.

BWSR Academy was held October 24 -26, 2023 at Cragun’s in Brainerd, MN. Messner stated they offered good administrative training sessions this year. She indicated it was a good learning experience and she has started to implement things she took away from the Academy.

WATERSHED UPDATES

Crooked Creek – Meiners stated they may have an individual interested in the vacated manager seat due to moving to a different sub-watershed area.

Bear Creek – No report.

Winnebago – No report.

Root River IWIP – Walter indicated on Wermager’s behalf a Planning Work Group (PWG) meeting was held October 16, 2023. It was noted 21% of the grant funds for the FY21 grant remain unspent but will likely be spent. The FY22/23 grant has 21% of grant funds unspent. This does not reflect the currently encumbered funds. The FY22/23 grant will be expiring in 2024.

The FY24/25 work plan was discussed with the possibility of funding a TNC outreach coordinator position in the amount of \$209,000.00.

WinLaC IWIP – Walter stated on Wermager’s behalf a Policy Committee meeting will be held November 13, 2023.

PROGRAM & STAFF REPORTS:

Jean Meiners, Technician

- Buffer Law – Meiners reported she will be starting buffer checks next week.
- Conservationist of the Year – Meiners shared Wayne & Elsie Olson has chosen to take the hotel stay over the mileage reimbursement. The local plaque will be presented to them on the day of the luncheon at the state convention. No local event will be held.
- Conservation Insert – Meiners stated the Fillmore County Journal will be running a conservation insert in December. Staff is preparing news articles to submit for the insert.
- BMP Projects – Meiners indicated a grade stabilization structure was completed during the past month. Staff is busy doing surveys for three grade stabilization structures and three grassed waterway projects. NRCS has a December 15th deadline date to have preliminaries ready for FY24 EQIP application funding.

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring – Messner shared she contacted the 20 landowners who had not submitted their kit to date and encouraged them to submit their sample.
- Trees – Messner stated the order form has been posted to our website but has not been mailed out yet. She is trying to put together a small newsletter to accompany the order form. Messner indicated we are sold out of the balsam fir and sugar maple and will not be able to obtain more of these specific specie.

Motion by Feldmeier, seconded by Anderson, approving payment for contract #20FY22/23RR1W1P Blueview Dairy LLC in the amount of \$9,960.00 for the 83 acre single specie three year cover crop project and contract #19FY22/23RR1W1P Moen, Lowell in the amount of \$15,300.00 for a critical area planting project. Funding source for both contracts: FY22/23 Root River 1W1P.
 Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

HELP Grant (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds **\$15,917.50**

Motion by Anderson, seconded by Kruse, approving an amendment request for contract #01 HELP City of La Crescent adding 7.7 acres of 643 Restoration of Rare or Declining Natural Communities enhancement planting. Increasing the cost share from \$9,082.50 to \$9,544.50 an increase of \$462.00. Funding source: HELP Grant.
 Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

FY23 SOIL HEALTH COST SHARE PROGRAM (Grant expiration 12/31/2024) Available Funds **\$0.00**

FY23 Soil Health Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
K3 Angus	#01FY23SH Cover Crop	\$4,930.50	\$4,930.50	50 acres @ \$32.87/acre = \$1,643.50 @ 3 years = \$4,930.50

Motion by Driscoll, seconded by Kruse, approving payment for contract #01FY23SH Cover Crop K3 Angus in the amount of \$4,930.50 for the 50 acre single specie three year cover crop project. Funding source: FY23 Soil Health Cost Share.
 Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

WINLAC 1W1P COST SHARE PROGRAM (Funding percentage based on ranking)

FY23 WinLaC 1W1P Ag Practices Cost Share (Grant expiration 12/31/2025) Available Funds **\$12,000.00**
 FY23 WinLaC 1W1P Non-Structural Cost Share (Grant expiration 12/31/2025) Available Funds **\$5,000.00**
 FY23 WinLaC 1W1P Vegetative & Pollinator Cost Share (Grant expiration 12/31/2025) Available Funds **\$5,000.00**

Pre-Approved FY23 WinLaC 1W1P Cost Share Request – Acknowledgement requested

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
City of La Crescent	23WinLaC-ROO-001	\$20,127.00	\$18,114.30	Rain Garden	12/31/23

Motion by Feldmeier, seconded by Anderson, acknowledging the pre-approval of contract #23WinLaC-ROO-001 City of La Crescent in the amount of \$18,114.30 for a rain garden project. Funding source FY23 WinLaC 1W1P.
 Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

STATE COST SHARE PROGRAM (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source) FY23 State Cost Share (Grant expiration 12/31/2024) Available Funds **\$9,228.61**

TSA7 FEEDLOT WATER QUALITY COST SHARE (Grant expiration 12/31/2024) Available Funds **\$0.00**

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

Voucher #	Item	Amount
4779	Doering, Jr., Dennis - #08-20CM CWMA – Brush Management	\$ 1,350.00
4784	Ron Carlsen – Rent – November	\$ 1,287.00
4785	Kwik Trip – Fuel – SWCD Trucks	\$ 259.88
4786	VISA – Trees – Postage = \$132.00; Postage = \$68.07; Vehicle Maintenance – 2020 Dodge Oil Change = \$68.66; Lodging - BWSR Academy 10/23 - 10/26/2023 = \$286.68; Meals - BWSR	\$ 581.91

	Academy 10/23 - 10/26/2023 = \$25.00; Interest Fee = \$1.50	
4787	Hanson, Ted – Local Capacity County Match - #03-21CM CWMA – Brush Management	\$ 375.00
4789	Frontier Precision – Firmware & Hardware Maintenance Agreement – Trimble R12 (1 Yr.) Sales Tax	\$ 58.16
4790	Jean Meiners – Conservationist of Yr. Photos	\$ 6.56
4791	Dan Wermager – Cover Crop Demo - Postage	\$ 131.10
4792	Janice Messner – Meals – Oct. 23 – Oct. 26, 2023 BWSR Academy	\$ 23.33
4793	Moen, Lowell - #19FY22/23RR1WIP – Critical Area Planting	\$ 15,300.00
4794	MN Dept. of Agriculture – Trees – License Renewal	\$ 250.00
4795	Blueview Dairy LLC - #20FY22/23RR1WIP – Cover Crop	\$ 9,960.00
4796	Lind Award & Engraving – Conservationist of Yr. Plaque	\$ 37.58
4797	K3 Angus - #01FY23SH – Cover Crop	\$ 4,930.50
4798	Hurley, David - #03-20CM CWMA – Brush Management	\$ 2,000.00
4799	Peterson Company Ltd. – 2022 Year End Audit	\$ 4,175.00
4800	Houston County Treasurer – Pit Sign	\$ 27.84
4806	MASWCD – Annual Convention 12/13/23 Registration Fee = \$780.00; Meals = \$385.00	\$ 1,165.00
4811	Caledonia Wheel Alignment Inc – Vehicle Maintenance Tires Dodge Ram = \$717.25; Tires GMC = \$738.75	\$ 1,456.00
	Total	\$ 43,374.86

Motion by Kruse, seconded by Feldmeier, approving payment of the above listed accounts payable.

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

*****WinLaC 1W1P Accounts Payable:*****

Voucher #	Item	Amount
4788	Brinks Wetlands Services LLC – Project Development - RAQ	\$ 6,500.00
4799	Peterson Company Ltd. – 2022 Year End Audit WinLaC 1W1P	\$ 500.00
	Total	\$ 7,000.00

Motion by Feldmeier, seconded by Anderson, approving payment of the above listed WinLaC 1W1P accounts payable.

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

Motion by Anderson, seconded by Kruse, approving meeting adjournment.

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

Meeting adjourned at 2:13 p.m.

NEXT MEETING -- Regular Meeting, December 14, 2023, 1:00 p.m. Ag Service Center

Approved: 12-14-2023
Date

Kenneth Anderson
Secretary



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 Ext. 3

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

MINUTES OF THE ROOT RIVER SWCD

December 14, 2023

The Root River Soil and Water Conservation District Board of Supervisors met on December 14, 2023 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order at 1:10 p.m.

Members Present:

Ken Anderson
Joe Driscoll
Matt Feldmeier
Glenn Kruse
Jerry Welke

Members Not Present:

Others:

Dave Walter, Dan Wermager, Jean Meiners and Janice Messner – SWCD staff; Dave Copeland, BWSR Board Conservationist.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Driscoll, seconded by Anderson, approving the minutes from the November 9, 2023 board meeting.

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

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

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

Treasurer's Monthly Report: Feldmeier recommended the November 2023 treasurer's report be placed on file for audit.

Agency Reports:

Dave Copeland, BWSR Board Conservationist

- Copeland shared BWSR was approved for a RCPP federally funded grant in the amount of \$25 million for soil health. The funds will offer staff capacity for soil health as well as cost share for soil health projects. It is a five year agreement with match coming from State funds through technical assistance and field days. There is a February 8th application deadline for SWCDs to apply for supplement soil health staff funding.
- Copeland reported the TSA PRAP was completed. The TSA workload analysis showed a large staff shortage in SE Minnesota. More findings will be presented at the TSA Joint Powers meeting in the end of January. He invited board supervisors to participate virtually at home or here in the SWCD office.

Ryan Hytry, NRCS Board Conservationist Report

- Hytry stated there has been an increase in EQIP applications for high tunnel projects.

- Hytry shared an initiative to receive cost share funding faster is being explored through an Act Now funding program. Funds would be made available on a two week rolling process. The applications would need to be ranked to qualify.
- Hytry raised a question about funding availability through the State for grazing and fencing. EQIP offers a flat rate payment for more of the electrical portion of well drilling. It was stated that Root River IWIP has funding available to piggy back on these types of practices. There will also be a funding available through the new RCPP grant.

Dave Walter, District Manager Report

- Walter shared pricing for a new GMC truck that is a 5.3 liter, four wheel drive with a hitch is estimated at \$40,000.00. He is waiting to receive more information from the dealer.
- Walter stated we will no longer be storing the Kuhn broadcast seeder indoors. It will be tarped and kept outdoors.
- Walter shared about the EPA Drinking Water Nitrate Resolution. It is an eight county area of concern with high nitrates. The EPA contacted Minnesota Department of Health to come up with a work plan. SWCDs have many practices to help with nitrates. Funding is needed to test wells and provide reverse osmosis systems, well repair or funds for drilling a new well.
- Walter indicated the Campaign Finance Statement of Interest Requirements for the board supervisors should be filed after January 1, 2014 but no later than January 29, 2024.

PROGRAM REPORT:

WCA – Walter reported he and Hytry worked on a plan for a field access road in Houston ‘E’ township.

MASWCD & MACDE

MASWCD Annual Convention was held December 11 – 13, 2023. Walter reported the Tap-In grant funding will be reapplied for to obtain additional funding for nitrate work. The Olson’s attended the Outstanding Conservationist of the Year luncheon and were happy with everything. The Outstanding Regional Conservationist of the Year is from Winona County.

WATERSHED UPDATES

Crooked Creek – Meiners stated Scott Standish will be filling the vacated manager seat held by Dan Goetzinger.

Bear Creek – Walter reported the needed maintenance work has been completed on Site 13. The back slope was washing. An erosion control blanket was installed and seeding of the area was completed.

Winnebago – No report.

Root River IWIP – Wermager indicated the Policy Committee met November 27, 2023. The five year assessment has been completed and it showed that we are on track with meeting the goals. A handout of the five year assessment findings was distributed to use as we wish. He stated the 2024/2025 budget is \$2.1 million. The work plan presented to the Policy Committee was not approved. They would like additional information on the proposed outreach coordinator position, soil health position and the proposed Hokah Canoe Landing streambank project.

WinLaC IWIP – Wermager stated the Policy Committee met November 13, 2023. A discussion item was the concern of invasive carp in Lake Winona and how to in capsule and eliminate the problem. A proposal for a study was shared with the committee.

PROGRAM & STAFF REPORTS:

Jean Meiners, Technician

- **Buffer Law** – Meiners reported she and Walter have been performing the annual spot checks and have been doing some flagging of buffers.

- BMP Projects – Meiners indicated a terrace project was completed during the past month. She also shared information about an opportunity to promote and sell rain barrels and compost bins. Discussion about the opportunity followed with the supervisors deciding to pass on the opportunity this year.

Dan Wermager, Technician

- HELP Grant – Wermager stated there are no new updates and he is trying to get the remainder of the available cost share allocated.
- Local Capacity County Match CWMA – Wermager reported he has been doing annual spot checks and all the funds to date are allocated. He brought to light there are a few projects that are nearing their expiration date and the projects have not been completed.
- Project Development – Root River 1W1P – Wermager indicated outreach for the Beaver Creek area generated three grade stabilization projects and he will be calling those on the mailing list in the near future to generate additional interest.
- Cover Crop Demonstration Grant – Wermager shared the grant will be expiring December 31, 2023. He has started the final report. He stated the Haney testing was completed and results were mailed to each cooperator. The soil health calculations rose for each participant with the exception of two.
- 1-90 Soil Health Tour – Wermager announced the soil health tour will be held February 8, 2024 from 10 a.m. till 2 p.m. in Hokah, MN. Three speakers will be presenting and a free lunch is being offered. Flyers for the event will be posted in the near future.
- Wermager shared the push-up pond article published in the Fillmore County Journal insert has generated a lot of calls on the program. He also stated he received a prairie strip contact from that article.
- Wermager stated he has been doing the fall cover crop inspections, laying out contour strips, participated in a soil health presentation in Spring Grove, MN.

Houston County Water Plan – Wermager reported the final pond cleanout for the year has been completed. This totals 11 cleanouts for the year. He also shared the amended proposed 2024 budget was approved and lab fees on the water test kits will be increasing by approximately \$5.00 on January 1, 2024.

Messner joined the meeting.

PROGRAM & STAFF REPORT:

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring – No report.
- Trees – Messner stated the tree order form was mailed out in the newsletter just prior to Thanksgiving. She indicated one order was received via the order form in the Fillmore County Journal insert. Tree sales are going good. To date we have received 19 orders and equates to 1,450 trees sold.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: Walter reported the 2024 budget was submitted and reviewed.

TSA7 (Joint Powers) COMMITTEE: Walter indicated the personnel committee had met to do staff evaluations. He also shared the staff are at the end of the pay step scale. In its place longevity pay of \$5.00 per month for each month the

FY22/23 1W1P Root River Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Rediske, Mike	#23FY22/23RR1W1P Cover Crop	\$760.00	\$760.00	19 acres @ \$40/acre = \$760 @ 1 year = \$760.00 Cost Share Allocated to Project & Payment Amount Approved = \$ 760.00

Motion by Feldmeier, seconded by Driscoll, approving payment for contract #23FY22/23RR1W1P Rediske, Mike in the amount of \$760.00 for the one year cover crop project. Funding source: FY22/23 Root River 1W1P Cost Share grant.
 Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

FY22/23 1W1P Root River Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Smith et al., Daniel	#17FY22/23RR1W1P Streambank	\$35,867.79	\$35,867.79	\$35,867.79 x 90% = \$32,281.01 Cost Share Allocated to Project & Payment Amount Approved = \$32,281.01

Motion by Anderson, seconded by Kruse, approving payment for contract #17FY22/23RR1W1P Smith et al., Daniel in the amount of \$32,281.01 for the streambank and shoreline protection project. Funding source: FY22/23 Root River 1W1P Cost Share grant.
 Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

Chair Welke turned the meeting over to Vice Chair Kruse.

FY22/23 1W1P Root River Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Welke, Andy	#22FY22/23RR1W1P Cover Crop	\$5,400.00	\$5,400.00	45 acres @ \$40/acre = \$1,800 @ 3 years = \$5,400.00 Cost Share Allocated to Project & Payment Amount Approved = \$ 760.00

Motion by Feldmeier, seconded by Anderson, approving payment for contract #22FY22/23RR1W1P Welke, Andy in the amount of \$760.00 for the three year cover crop project. Funding source: FY22/23 Root River 1W1P Cost Share grant.
 Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Abstained: Welke Opposed: None Motion carried.

Vice Chair Kruse turned the meeting over to Chair Welke.

FY22/23 1W1P Root River Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Diersen, John	#18FY22/23RR1W1P Waste Storage Facility (313) with eligible components Pond Sealing or Lining (522); Waste Transfer (634); Fence (382); Heavy Use Area Protection (561); Diversion (362); Underground Outlet (620); Subsurface Drain (606); Underground Outlet (620)	\$614,892.51	\$597,741.50	\$597,741.50 x 90% = \$537,967.35 EQIP = \$361,976.56 TSA7 FY22 Feedlot Water Quality Grant = \$100,000.00 Cost Share Allocated to Project & Payment Amount Approved = \$58,018.50

Motion by Anderson, seconded by Kruse, approving payment for contract #18FY22/23RR1W1P Diersen, John in the amount of \$58,018.50 for the waste storage facility project. Funding source: FY22/23 Root River 1W1P Cost Share grant. The approval is contingent upon obtaining the technical engineer’s signature.

Voting affirmative: Anderson, Driscoll and Kruse Opposed: Feldmeier Motion carried.

FY22/23 1W1P Root River Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Olerud, Kevin	#24FY22/23RR1W1P Cover Crop	\$15,000.00	\$15,000.00	125 acres @ \$40/acre = \$5,000 @ 3 years = \$15,000.00 Cost Share Allocated to Project & Payment Amount Approved = \$15,000.00

Motion by Feldmeier, seconded by Kruse, approving payment for contract #24FY22/23RR1W1P Olerud, Kevin in the amount of \$15,000.00 for the three year cover crop project. Funding source: FY22/23 Root River 1W1P Cost Share grant.

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

ARPA – (Spending expiration 12/31/2026) Available Funds \$40,380.40

Amendment Request – ARPA Cost Share

Motion by Feldmeier, seconded by Driscoll, approving an amendment request for contract #01ARPA Schaffer, Joyce – Grade Stabilization Structure. This amends the amended installation date from 12/31/23 to 9/10/2024. Due to waiting for materials.

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

ARPA Cost Share Payment Request

Name	Project/Contract #	Request
Peterson, Charles	Push-Up Pond with pipe	\$200.00 (additional \$1,500 funded through Water Plan)

Motion by Anderson, seconded by Driscoll, approving payment for Peterson, Charles in the amount of \$200.00 for the push-up pond with pipe project. Funding source: ARPA Cost Share.

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

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

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds \$0.00

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds \$0.00

FY23 SOIL HEALTH COST SHARE PROGRAM (Grant expiration 12/31/2024) Available Funds \$0.00

FY23 Soil Health Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Feine, Rocky	#03FY23SH Cover Crops	\$1,479.15	\$1,479.15	15 acres @ \$32.87/acre = \$493.05 @ 3 years = \$1,479.15
Hartley, Chris	#04FY23SH Cover Crops	\$1,600.35	\$1,600.35	48.687 acres @ \$32.87/acre = \$1,600.35 for 1 year

Motion by Feldmeier, seconded by Driscoll, approving payment for contract #03FY23SH Feine, Rocky in the amount of \$1,479.15 and contract #04FY23SH Hartley, Chris in the amount of \$1,600.35 for their cover crop projects. Funding source: FY23 Soil Health Cost Share grant.

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

STATE COST SHARE PROGRAM

FY23 State Cost Share (Grant expiration 12/31/2024) Available Funds \$ 9,228.61 (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

FY24 State Cost Share (Grant expiration 12/31/2025) Available Funds \$ 18,952.00 (Funding up to 90% of cost estimate)

FY25 State Cost Share (Grant expiration 12/31/2025) Available Funds \$ 18,952.00 (Funding up to 90% of cost estimate)

Amendment Requests – FY23 State Cost Share

Motion by Feldmeier, seconded by Anderson, approving an amendment request for contract #06FY22CS Hein, Todd – Grade Stabilization Structure. This amends the installation date from 12/31/2023 to 9/10/2024. Due to equipment problems.

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

Motion by Anderson, seconded by Kruse, approving an amendment request for contract #01FY23CS Kruckow, Paul – Grade Stabilization Structure. This amends the installation date from 12/31/2023 to 9/10/2024. Due to the borrow area being too dry for construction.

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

FY23 State Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Colleran, Tim	#03FY23 State Cost Share – Grade Stabilization Structure	\$7,425.00	\$8,145.00	$\$8,145.00 \times 90\% = \$7,330.50$ EQIP = \$5,604.49 Cost Share Requested = \$1,726.01 Cost Share Allocated to Project & Payment Amount Approved (low bid) = \$1,076.50

Motion by Anderson, seconded by Feldmeier, approving payment for contract #03FY23 State Cost Share Colleran, Tim in the amount of \$1,076.50 for the grade stabilization structure project. Funding source: FY23 State Cost Share grant.

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

FY23 State Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
McCormick, Kevin	#02FY23 State Cost Share - Terraces	\$8,272.00	\$5,803.20	$\$5,803.20 \times 90\% = \$5,222.88$ EQIP = \$2,737.80 Cost Share Requested = \$2,485.08 Cost Share Allocated to Project = \$4,706.80 Payment Amount Approved = \$2,485.08 Slippage for re-allocation \$2,221.72

Motion by Feldmeier, seconded by Driscoll, approving payment for contract #02FY23 State Cost Share McCormick, Kevin in the amount of \$2,485.08 for the terrace project and the re-allocation of \$2,221.72 to the grant. Funding source: FY23 State Cost Share grant.

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

Bear Creek Maintenance Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Vickerman, Cory	#04 Bear Crk Maintenance Critical Area Planting	\$416.61	\$416.61	$\$416.61 \times 100\% = \416.61 Payment Amount Approved = \$416.61

Motion by Anderson, seconded by Kruse, approving payment for contract #04 Bear Crk Maintenance Vickerman, Cory in the amount of \$416.61 for the critical area planting project. Funding source: Bear Creek Maintenance funds.

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

TSA7 FEEDLOT WATER QUALITY GRANT COST SHARE (Grant expiration 12/31/2024) Available Funds \$0.00

FY22 Feedlot Water Quality Grant Amendment Request

Motion by Anderson, seconded by Driscoll, approving an amendment request for contract #01FY22FWQG Minnigan Hills Dairy – Waste Storage Facility. This amends the contract name from Minnigan Hills Dairy to Diersen, John and increases the cost estimate from \$537,761.47 to \$614,892.51. This is due to saturated soils requiring additional excavation as well as a significant amount of gravel to build subgrade back up; also requiring significant amount of breaker rock in bottom 1/3 of ramp; there was also an increase in concrete quantity due to waste which is normal and when multiple concrete pours are needed potential for waste increases with each pour. Waste quantities were found to be within normal and expected limits by engineering staff considering the scope of the job; engineering staff also found there was additional concrete flatwork and concrete walls (existing) that had to be removed in order

for the system to function properly; in the case of the flatwork that was removed, a large portion had to be re-poured to proper elevations and grades; removal and disposal of concrete described was not accounted for in engineering staff estimates or bid documents. The approval is contingent upon obtaining the technical engineer's signature.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

FY22 Feedlot Water Quality Grant Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Diersen, John	#01FY22FWQG Waste Storage Facility (313) with eligible components Pond Sealing or Lining (522); Waste Transfer (634); Fence (382); Heavy Use Area Protection (561); Diversion (362); Underground Outlet (620); Subsurface Drain (606); Underground Outlet (620)	\$ 614,892.51	\$597,741.50	\$597,741.50 x 90% = \$537,967.35 EQIP = \$361,976.56 FY22/23RR1WIP = \$58,018.50 Cost Share Allocated to Project & Payment Amount Approved = \$100,000.00

Motion by Anderson, seconded by Kruse, approving payment for contract #01FY22FWQG Diersen, John in the amount of \$100,000.00 for a waste storage facility project. Funding source is FY22 Feedlot Water Quality Grant funds. The approval is contingent upon obtaining the technical engineer's signature.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

At 3:08 p.m. Copeland exited the meeting.

HELP Grant (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds \$15,455.50

WINLAC 1W1P COST SHARE PROGRAM (Funding percentage based on ranking)

FY23 WinLaC 1W1P Ag Practices Cost Share (Grant expiration 12/31/2025) Available Funds \$12,000.00

FY23 WinLaC 1W1P Non-Structural Cost Share (Grant expiration 12/31/2025) Available Funds \$5,000.00

FY23 WinLaC 1W1P Vegetative & Pollinator Cost Share (Grant expiration 12/31/2025) Available Funds \$5,000.00

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

Voucher #	Item	Amount
4801	Ron Carlsen – Rent – December	\$ 1,287.00
4802	Kwik Trip – Fuel – SWCD Trucks	\$ 338.25
4803	VISA – Postage = \$132.00; Office Supply – Mileage log = \$14.93; Lodging MASWCD Convention December 12, 2023 Con of Yr. = \$125.92; Cover Crop Demo – Inter seeder storage supplies = \$76.77	\$ 349.62
4804	Smith, et al., Daniel - #17FY22/23RR1W1P - Streambank	\$ 32,281.01
4805	Blackburn Mfg. Co. – Buffer Field Supply – 2 boxes flags	\$ 232.21
4807	McCormick, Kevin - #02FY23CS - Terrace	\$ 2,485.08
4808	Rediske, Mike - #23FY22/23RR1W1P – Cover Crops	\$ 760.00
4809	Colleran, Tim - #03FY23CS – Grade Stabilization Structure	\$ 1,076.50
4810	Runningen, Wayne – Water Plan – Pond Clean Out	\$ 500.00
4812	Talcott Resolution Life & Annuity Ins Co. – Life Insurance Policy #LU1188704 Dave Walter	\$ 90.00
4813	Vickerman, Cory – 04 Bear Crk Maintenance Site 13 – Critical Area Planting	\$ 416.61
4814	Welke, Andy - #22FY22/23RR1W1P – Cover Crop	\$ 5,400.00
4815	Ward Laboratories, Inc. – Cover Crop Demo – Haney testing	\$ 1,658.50

4816	Anderson, Ken – Mileage – 4 th Qtr.	\$ 47.16
4817	Driscoll, Joe – Mileage – 4 th Qtr.	\$ 58.95
4818	Feldmeier, Matt – Mileage – 4 th Qtr.	\$ 94.32
4819	Kruse, Glenn – Mileage – 4 th Qtr.	\$ 39.30
4820	Welke, Jerry – Mileage – 4 th Qtr.	\$ 117.90
4821	Peterson, Charles – Water Plan – Push-Up pond Water Plan = \$1,500.00; ARPA = \$200.00	\$ 1,700.00
4822	Feine, Rocky - #03FY23SH – Cover Crop	\$ 1,479.15
4823	Olerud, Kevin - #24FY22/23RR1WIP – Cover Crop	\$ 15,000.00
4824	MN Counties Intergovernmental Trust – Workers Compensation Audit 2022	\$ 168.00
4825	Petty Cash - Vehicle Maintenance = \$10.26; AIS Education Event Expense = \$15.00; Interest Fee = \$4.93	\$ 30.19
4826	Hartley, Chris – 04FY23SH – Cover Crops	\$ 1,600.35
4827	Quill – Office Supply	\$ 45.71
4828	Diersen, John - #18FY22/23RR1WIP - Waste Storage Facility (FY22/23 Root River IWIP = \$58,018.50 & #01FY22FWQG – Waste Storage Facility = \$100,000.00 (TSA7 FY22 Feedlot Water Quality Grant)	\$ 158,018.50
	Total	\$ 225,274.59
	Transfer of Funds from Eitzen State Bank Acct #10033399 Bear Creek Watershed to Merchants Bank Cash General Fund	\$ 416.61

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

*****WinLaC IWIP Accounts Payable:*****

Voucher #	Item	Amount
	Transfer of Funds from Merchants Bank Cash General Fund (79-000-000-0000-1001) to Eitzen State Bank WinLaC IWIP Money Market Account	\$ 240,000.00

Motion by Anderson, seconded by Kruse, approving the above WinLaC IWIP transfer of funds.
 Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse Opposed: None Motion carried.

COMMITTEE REPORT

PERSONNEL COMMITTEE: Walter stated a review was conducted with each staff member. Staff (Messner, Meiners and Wermager) voluntarily exited the meeting while staff evaluations were reviewed and Walter’s review was conducted with the board.

Messner rejoined the meeting after staff evaluation and reviews were completed.

NEW BUSINESS & ACTION ITEM

Motion by Feldmeier, seconded by Driscoll, approving a step increase for Dave Walter and a 3% COLA increase for all staff effective Pay Period 1 2024.

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

Motion by Feldmeier, seconded by Anderson, approving signing authority for Dave Walter on cost share applications and amendment requests with the condition of discussing each authorization with the board chair or vice chair prior to the authorization. The signing authority is effective through December 31, 2024.

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

Motion by Anderson, seconded by Feldmeier, approving meeting adjournment.

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

Meeting adjourned at 4:30 p.m.

NEXT MEETING -- Regular Meeting, January 11, 2024, 1:00 p.m. Ag Service Center

Approved:

1/11/2024
Date

[Signature]
Secretary