



## 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 11, 2024

The Root River Soil and Water Conservation District Board of Supervisors met on January 11, 2024 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:**

Dan Wermager, Jean Meiners and Janice Messner – SWCD staff; Ryan Hytry and Chris Papenfuss, NRCS staff; TJ Boettcher, Pheasants Forever staff.

Those present took part in the Pledge of Allegiance.

**Officers & Appointments**

**Motion** by Feldmeier, seconded by Anderson, approving Glenn Kruse as the 2024 Chair.

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

Kruse requested Welke preside over today's meeting as Chair. There was no opposition to this request.

**Motion** by Feldmeier, seconded by Anderson, approving Ken Anderson as the 2024 Vice-Chair, Matt Feldmeier as Secretary, Joe Driscoll as Treasurer and Jerry Welke as Reporter.

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

**Motion** by Feldmeier, seconded by Kruse, approving the following Committee Appointments for 2024:

**Finance Committee:** Driscoll & Anderson

**Personnel Committee:** Feldmeier & Welke

**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 Anderson, seconded by Kruse, approving the monthly Root River SWCD board meetings to be held on the second Thursday of the month at 10:00 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 Anderson, seconded by Kruse, approving the minutes from the December 14, 2023 board meeting.

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





**PROGRAM & STAFF REPORTS:**

**Jean Meiners, Technician**

- Buffer Law – Meiners reported she is creating a list of buffers for next year’s inspections.
- BMP Projects – Meiners indicated she has been doing survey and project design work. She also reported the computer that was purchased this past fall is now in-house and CAD and ArcMap are being installed on it with her assistance. Meiners also showed pictures and shared narrative of the Smith streambank project that was recently completed.

**Janice Messner, Administrative Assistant**

- Volunteer Nitrate Monitoring – No report.
- Trees – Messner stated the tree orders have been steadily coming in. Of the original amount of pre-ordered trees only 1,225 trees remain. The amount of special order trees has also increased over the past month. She reviewed the tree report provided to the supervisors.

**Dan Wermager, Technician**

- HELP Grant – Wermager stated a new application was taken for a tree/shrub establishment. He is waiting to hear if this will be considered a cost share practice as it is not part of our current work plan.
- Local Capacity County Match CWMA – Wermager reported two contracts have expired that will be acknowledged later in today’s meeting. There are landowners interested in brush management practices. He felt there would be no problem having the funds re-allocated.
- Project Development – Root River 1W1P – Wermager indicated outreach for the Beaver Creek area generated three grade stabilization projects each draining ten acres and brush management practice needs. He stated he will be calling landowners in the watershed in the near future.
- Wermager shared he recently assessed three pond sites and a waterway site. They are all viable projects. He also stated he completed the last cover crop site inspection for the fall planting season.
- I-90 Soil Health Tour – Wermager stated 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 this year.
- Cover Crop Demonstration Grant – Wermager shared the final reporting for the grant is completed.
- Wermager stated he has also been working on computer set-up.

**Houston County Water Plan** – No report.

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** No report.

**PERSONNEL COMMITTEE:** No report.

**TSA7 (Joint Powers) COMMITTEE:** Messner stated a meeting will be held Tuesday, January 30, 2024 at a location in the Rochester area which is yet to be determined.





ARPA – (Spending expiration 12/31/2026) Available Funds \$40,180.40

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

**STATE COST SHARE PROGRAM**

FY23 State Cost Share (Grant expiration 12/31/2024) Available Funds \$ 11,450.33 (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)

**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
4829	Ron Carlsen – Rent – January	\$ 1,287.00
4830	Kwik Trip – Fuel – SWCD Trucks	\$ 198.26
4831	Minnesota Revenue – 2023 Sales & Use Tax	\$ 633.00
4832	MASWCD – FY24 Dues	\$ 7,077.92
4833	MN Counties Intergovernmental Trust – Liability Insurance = \$3,269.00; Workers Compensation = \$3,204.00	\$ 6,473.00
4834	Iowa DNR State Forest Nursery – Trees	\$ 435.00
4835	Houston County Treasurer – Registration Renewal 2017 GMC Sierra = \$21.25 & Registration Renewal 2020 Ram 1500 Classic = \$21.25 – Vehicle Maintenance	\$ 42.50
4836	Goodhue SWCD – 2024 Envirothon Dues	\$ 175.00
4837	SE SWCD Technical Support JPB – Annual Membership Dues 2024	\$ 3,000.00
4838	Meyer, Dustin - #02FY23SH – Cover Crop	\$ 6,165.00
	<b>Total</b>	<b>\$ 25,463.84</b>
	Transfer of Investment Funds from Cash General Fund to Bear Creek Watershed Investment Acct. 10033399	\$ 1,000.00
	Transfer of Investment Funds from Cash General Fund to Winnebago Watershed Investment Acct. 10033340	\$ 1,000.00

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**\*\*\* WinLaC IWIP Accounts Payable \*\*\***

Voucher #	Item	Amount
1	SE SWCD Technical Support JPB – TSA Invoice 1 Technical = \$784.53; TSA Invoice 2 Project Development = \$479.40	\$ 1,263.93
2	Winona County – Admin – 4 <sup>th</sup> Qtr. 2023	\$ 5,542.00
	Houston County Treasurer - Admin – 4 <sup>th</sup> Qtr. 2023 = \$1,512.56; Technical – 4 <sup>th</sup> Qtr. 2023 = \$160.98	\$ 1,673.54
	<b>Total</b>	<b>\$ 8,479.47</b>

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**Motion** by Anderson, seconded by Kruse, approving to reschedule the February 2024 Root River SWCD Board Meeting to Thursday, February 15, 2024 at 1:00 p.m.

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 2:05 p.m.

**NEXT MEETING -- Regular Meeting, February 15, 2024, 1:00 p.m. Ag Service Center**

Approved:

2-15-2024

Date

*Matt W. Feldmeier*

Secretary





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### MINUTES OF THE ROOT RIVER SWCD

February 15, 2024

The Root River Soil and Water Conservation District Board of Supervisors met on February 15, 2024 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:**

Dan Wermager, Dave Walter, Jean Meiners and Janice Messner – SWCD staff; Chris Papenfuss, NRCS staff; TJ Boettcher, Pheasants Forever staff; Dave Copeland, BWSR staff; Sam Fryer, Conservation Corp of MN.

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

Sam Fryer, Conservation Corp of MN, briefly spoke about cost share opportunities through the MN Agricultural Water Quality Certification Program (MAWQCP).

**Minutes:** Motion by Anderson, seconded by Kruse, approving the minutes from the January 11, 2024 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:** Driscoll recommended the January 2024 treasurer's report be placed on file for audit.

**Agency Reports:**

**Ryan Hytry, NRCS Board Conservationist Report**

Papenfuss joined the meeting.

- Papenfuss reporting on Hytry's behalf stated EQIP pre-approvals for round one of funding is in place. Twenty of the approximate 27 applications are receiving funding through various funding pools.

Papenfuss exited the meeting.

**Dave Walter, District Manager Report**

- Climate Smart Grant – Walter shared this is a pilot program grant and he is working with Fillmore SWCD on a joint funding application. Fillmore SWCD is requesting funding to support a shared soil health technician position, administrative funds to administer the grant (possibly Root River SWCD), four outreach events (Root River

SWCD), \$500,000 in cost share for cover crops at a rate of \$100/acre, and \$46,762 in technical assistance funding for Root River SWCD.

- SE MN Envirothon – Walter indicated this year’s event will be held May 1, 2024 at the Byron Sportsman & Conservation Club near Byron, MN. He asked if any supervisors would be interested in being a volunteer judge for the event. He stated Welke volunteered last year. After no one expressed interest, Walter asked Welke if he would be willing to volunteer for this year’s event. Welke agreed.

Copeland joined the meeting at 1:20 p.m.

- RCPP Waste Storage Grant - Walter conveyed BWSR is submitting an application for a RCPP waste storage grant. This funding if approved will likely be available in 2025/2026 for waste storage practices.
- Safe Drinking Water Grant Phase II for SE MN – Walter stated a funding application is being submitted which would allow for additional free well water testing for landowners and cost share assistance to install a new well and provide cost-share for treatment systems for people who cannot be assisted with the MDA pot of funding (\$400,000 for eight counties) or who need treatment for other contaminants (arsenic, manganese).
- Walter reported he is working with the City of Hokah to obtain funding for a canoe ramp and bank armoring. He went on to say funding through the Root River IWIP will not work based on the fact that a ramp is not a cost sharable item, but the rip rap would qualify. There is possibly funding available through a DNR grant, Get Out More.
- I-90 Soil Health Tour – Walter indicated the event went well. A discussion about the various speakers and their information followed.
- Buffer Law – Walter stated he did work on buffer updates. Meiners sent out letters notifying landowners of the upcoming site inspection.
- HELP Grant – Walter reported he was out on a site visit with Wermager.
- Walter shared he will be doing a presentation on March 18, 2024 for the Clean Water Council. The presentation will be on the construction of the Klinski structure for the Crooked Creek Watershed District.

**PROGRAM REPORT:**

**WCA** – Walter shared he participated in training sessions this past month. He was on-site at a location in Houston West Township. The landowner was shaping banks to rip rap and was operating without a Public Waters permit. Walter also reported he was at another site in Hokah Township where work around a culvert was being done without a permit.

**MASWCD & MACDE** – Walter stated the 2024 Legislative Briefing & Day at the Capitol will be held March 12 – 13, 2024. He state this is not a budget year for the State.

**WATERSHED UPDATES**

**Crooked Creek** – Walter reported he, Meiners and Wermager burned brush piles on the R-4 (Heimerdinger) structure.

**WinLaC IWIP** – Wermager shared the City of La Crescent has been awarded grant funds for streambank work along Pine Creek. They are seeking cost share assistance for the engineering expenses.

Wermager stated a La Crescent business owner requested funding for a rain garden project. Upon a site visit the project was already installed. Cost share funds must be contracted prior to a project’s start.



**Root River IWIP** – Wermager shared a planning work group meeting was held February 12, 2024. Proposed changes for the FY24 work plan included changing the cost share caps for cover crops and pre-construction cover. The Hokah canoe ramp project was taken off the work plan.

He also shared RCPP funds totaling \$460,743 was awarded for 2024 – 2026.

A Policy Committee meeting is scheduled for February 26, 2024.

**Bear Creek** – No report.

**Winnebago** – No report.

#### **PROGRAM & STAFF REPORTS:**

##### **Jean Meiners, Technician**

- Buffer Law – Meiners reported she is working on BuffCat updates.
- BMP Projects – Meiners indicated she has been doing survey and project design work.
- Contractor Meeting – Meiners share a contractor meeting is being organized for Wednesday, March 20, 2024. It will be held at Elsie's in Caledonia, MN. Topics they will be covering includes proper invoicing, Gopher 1, practice specifications, the importance of compaction and a knowledge challenge. Lunch will be provided and upcoming project site showings will be conducted after the lunch. Contractors will have an opportunity to bid these projects if they so choose.

**Motion** by Feldmeier, seconded by Anderson, approving expenses for the contractor meeting.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

Walter stated next year he will work with Fillmore SWCD and Winona County SWCD to host a contractor meeting in Rushford, MN.

##### **Janice Messner, Administrative Assistant**

- Volunteer Nitrate Monitoring – No report.
- Trees – Messner stated tree sales are going well. To date 59 orders totaling \$8,999.17 have been received. Trees sold total 5,225. Currently, of the pre-ordered trees only 525 are still available. Special orders totaling 575 trees have contributed to the total of trees sold. Messner shared last year's tree sales totaled 5,250 and to date 5,225 trees have been sold for the 2024 season with two and a half months remaining.
- Messner shared she is currently working on prep for the 2023 year-end financial audit and putting together the 2023 Annual Report.

##### **Dan Wermager, Technician**

- HELP Grant – Wermager stated he has taken two new applications. One project is a conservation cover with a tree/shrub establishment and the second project is a tree/shrub establishment. He shared both applicants have purchased trees through the District for their respective projects. Wermager said he has contacted one additional landowner to review proposed plans.
- Local Capacity County Match CWMA – Wermager reported funds have become available, \$2,800, by means of two cancelled contracts. He has one landowner interested in cost share totaling approximately \$1,625.00.
- Project Development – Root River IWIP – Wermager indicated outreach for the Beaver Creek area generated three grade stabilization projects each draining ten acres and brush management practice needs. He stated he will be calling landowners in the watershed in the near future to generate additional interest in conservation practices.
- I-90 Soil Health Tour – Wermager stated 44 individuals were in attendance, which is an increase over previous years.

**Houston County Water Plan** – Wermager shared the following highlights from their February 1, 2024 meeting. Liam Bonk, Ducks Unlimited shared a presentation offering landowners the opportunity for cost share assistance through the Climate Smart Commodities Partnership.

Wermager stated only one planned project was not constructed in 2023. Those funds are rolled over into 2024 and will be made available for this year’s projects.

Marty Herrick, Houston County Planning & Zoning announced they have \$100,000 available for landowners through the Ag BMP Program.

Brian Pogodzinski, Houston County Highway Dept. reported La Crescent will be transitioning from using sand to salt for slippery road conditions.

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** No report.

**PERSONNEL COMMITTEE:** Walter reported the personnel committee met on January 23, 2024 to discuss time management. It was stated this committee will be meeting twice a year.

Walter stated he and Messner will be meeting with the Financial Committee in late July or early August to review the proposed budget prior to presenting it to the board. This will allow for committee input.

**TSA7 (Joint Powers) COMMITTEE:** Walter shared a presentation prepared by TSA7 showing their 2023 workload. Twenty-five percent of the projects they did were installed in Houston County and 45% of their time was dedicated to those projects.

**OLD BUSINESS** – None.

**NEW BUSINESS & ACTION ITEMS**

**Motion** by Anderson, seconded by Driscoll, approving the 2024 MACDE membership dues in the amount of \$25 per staff member.  
Voting affirmative: Anderson, Driscoll, Feldmeier and Welke                      Opposed: None                      Motion carried.

**Motion** by Anderson, seconded by Driscoll, approving the 2023 Year-End Financial Audit Engagement Letter, \$4,500.00 for the District and \$500.00 for WinLaC 1W1P  
Voting affirmative: Anderson, Driscoll, Feldmeier and Welke                      Opposed: None                      Motion carried.

**Motion** by Welke, seconded by Driscoll, approving a resolution opposing the new Minnesota state flag and seal.  
Voting affirmative: Anderson, Driscoll, Feldmeier and Welke                      Opposed: None                      Motion carried.

Walter shared a presentation on available funding through Ducks Unlimited through the Climate Smart Commodities Partnership. Liam Bonk, Ducks Unlimited will be on hand at the March 14, 2023 board meeting.

**COST SHARE PROGRAMS**

**IWIP ROOT RIVER WATERSHED-BASE IMPLEMENTATION FUNDING PROGRAM** *(Funding up to 90% of cost estimate with or without other non-state funding source)*  
FY22/23 1W1P Root River Watershed-Base Cost Share *(Grant expiration 10/31/2024) Available Funds \$ 18,602.44*



**FY22/23 IWIP Root River Cost Share Partial Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Owl Bluff Farm LLC	#21FY22/23RR1WIP Waste Facility Closure	\$35,535.00	\$28,219.00	\$28,219.00 @ 90% = \$25,397.10 <b>Partial Payment Amount Approved = \$25,397.10</b>

**Motion** by Anderson, seconded by Welke, approving a partial payment for contract #21FY22/23RR1WIP Owl Bluff Farm LLC in the amount of \$25,397.10 for a waste facility closure project. Funding source FY22/23 Root River IWIP Cost Share.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

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

**HELP Grant Cost Share Request**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Affordable Investments LLC	03HELP	\$624.00	\$468.00	612 – Tree/Shrub Establishment	11/30/2024
Weichert, Tom	04HELP	\$3,840.00	\$2,880.00	327 – Conservation Cover & 612 – Tree/Shrub Establishment	11/30/2024

**Motion** by Feldmeier, seconded by Welke, approving contract #03-HELP Affordable Investments LLC in the amount of \$468.00 for a Tree/Shrub Establishment project and contract #04-HELP Weichert, Tom in the amount of \$2,880.00 for a conservation cover project with a Tree/Shrub Establishment. Funding source HELP Grant Cost Share.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

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

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds **\$2,800.00**

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

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

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Meiners, Richie	#04-20CM CWMA Brush Management	\$2,000.00	\$2,000.00	10 acres @ \$200/acre = \$2,000.00 <b>Payment Amount Approved = \$2,000.00</b>

**Motion** by Anderson, seconded by Welke, approving payment for contract #04-20CM CWMA Meiners, Richie in the amount of \$2,000.00 for a brush management project. Funding source FY21 Local Capacity County Appropriation Cost Share.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**ARPA – (Spending expiration 12/31/2026) Available Funds \$40,180.40**

**STATE COST SHARE PROGRAM**

FY23 State Cost Share (Grant expiration 12/31/2024) Available Funds **\$ 11,450.33** (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)

**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
4839	Ron Carlsen – Rent – February	\$ 1,287.00
4840	Kwik Trip – Fuel – SWCD Trucks	\$ 198.26
4841	Laura’s Lane Nursery - Trees	\$ 190.06
4842	MACDE – Membership dues 4 @ \$25/ea.	\$ 100.00
4843	VISA – Misc. Charges – VISA Annual Fee = \$25.00; Vehicle Maintenance – Fuel = \$47.60; Root River 1WIP Civic Engagement Event Expenses = \$282.32 & \$109.98	\$ 464.90
4844	Owl Bluff Farm LLC - #21FY22/23RR1WIP – Waste Facility Closure (Partial Payment)	\$ 25,397.10
4845	Iowa DNR State Forest Nursery – Trees	\$ 600.00
4846	Fillmore SWCD - Trees	\$ 206.16
4847	Meiners, Richie - #04-20CM CWMA – Brush Management	\$ 2,000.00
		\$
	<b>Total</b>	<b>\$ 30,397.73</b>

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

\*\*\* WinLaC IWIP Accounts Payable \*\*\*

Voucher #	Item	Amount
3	Wabasha SWCD – Technical SWCD – 4 <sup>th</sup> Qtr. 2023	\$ 224.46
		\$
	<b>Total</b>	<b>\$ 224.46</b>

Motion by Driscoll, seconded by Anderson, approving the above listed WinLaC IWIP accounts payable request.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

Meeting adjourned at 2:52 p.m.

NEXT MEETING -- Regular Meeting, March 14, 2024, 1:00 p.m. Ag Service Center

Approved: 3-14-2024  
Date

  
Secretary





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## MINUTES OF THE ROOT RIVER SWCD

March 14, 2024

The Root River Soil and Water Conservation District Board of Supervisors met on March 14, 2024 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order by acting chair, Matt Feldmeier at 1:08 p.m.

**Members Present:**

Joe Driscoll

Matt Feldmeier

Jerry Welke

**Members Not Present:**

Ken Anderson

Glenn Kruse

**Others:**

Dan Wermager, Dave Walter, Jean Meiners and Janice Messner – SWCD staff; Chris Papenfuss and Ryan Hytry, NRCS staff; TJ Boettcher, Pheasants Forever staff; Liam Bonk, Ducks Unlimited.

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

Liam Bonk, Ducks Unlimited, spoke about cost share opportunities through a Climate-Smart Commodities Partnership grant. The grant consists of six practices: Cover Crops, Livestock Integration, Conservation Tillage (No-Till), Edge-of-Field Buffers, Manure Management and In-Barn LED Lighting.

Papenfuss and Boettcher exited the meeting at 1:22 p.m.

**Minutes:** Motion by Driscoll, seconded by Welke, approving the minutes from the February 15, 2024 board meeting.

Voting affirmative: Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

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

*Supervisor Per Diems*

Anderson, Ken – 1 <sup>st</sup> Qtr. 2 mtgs. @ \$125.00/each	\$ 250.00
Driscoll, Joe – 1 <sup>st</sup> Qtr. 3 mtgs. & 1 workshop @ \$125.00/each	\$ 500.00
Feldmeier, Matt – 1 <sup>st</sup> Qtr. 4 mtgs. & 1 workshop @ \$125.00/each	\$ 625.00
Kruse, Glenn – 1 <sup>st</sup> Qtr. 3 mtgs. & 1 workshop @ \$125.00/each	\$ 500.00
Welke, Jerry – 1 <sup>st</sup> Qtr. 6 mtgs. & 1 workshop @ \$125.00/each	\$ 750.00

Voting affirmative: Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**Treasurer's Monthly Report:** The February 2024 treasurer's report be presented at the April 11, 2024 board meeting.

**Agency Reports:**

**Ryan Hytry, NRCS Board Conservationist Report**

- Hytry stated it was time to set the Local Work Group Meeting for 2024. April 11, 2024 at 2:00 p.m. was selected.





**PROGRAM & STAFF REPORTS:**

**Jean Meiners, Technician**

- Buffer Law – Meiners reported buffers were flagged for a landowner in Sheldon Township.
- BMP Projects – Meiners indicated she has been working with NRCS on an upgrade to their design software. This has briefly delayed the needed design work.

Meiners stated the district will be submitting piggyback cost share applications as the NRCS project funding is approved per landowner.

- Contractor Meeting – Meiners share a contractor meeting is being held Wednesday, March 20, 2024 at Elsie's in Caledonia, MN. Topics being covered include proper invoicing to meet state standards, Gopher 1, practice specifications, the importance of compaction and a knowledge challenge. Lunch is being provided and will be followed up with project site showings.

**Janice Messner, Administrative Assistant**

- Volunteer Nitrate Monitoring – Messner reported she has received the 2023 testing results and will have more detail available for the April board meeting.
- Trees – Messner stated tree sales are still going well. To date 65 orders totaling \$11,009.92 have been received. Trees sold total 5,876. Currently, of the pre-ordered trees only 150 are still available. Special orders totaling 626 trees have contributed to the total of trees sold.

**Dan Wermager, Technician**

- HELP Grant – Wermager stated he has one new application for approval later in today's meeting. Approximately \$2,500 are still available for projects.
- Local Capacity County Match CWMA – Wermager reported he has one landowner interested in cost share totaling approximately \$1,625.00 and an additional applicant for approval later in today's meeting. With these two projects the remaining funds will all be allocated.
- Project Development – Root River 1W1P – Wermager indicated the first stage of outreach for the Beaver Creek area generated three good projects. He stated he will be calling approximately 200 landowners in the watershed in the near future to generate additional interest in conservation practices.
- Prairie Strips – Wermager stated he is working a grant to promote prairie strips on CRP. The program offers \$80 per acre per year plus a FSA payment of approximately \$200 per acre on average for ten years.

Wermager shared he has been doing new site visits for future projects, laying strips and design work.

**Houston County Water Plan** – Wermager stated he is doing site visits on prospective project sites.

***WinLaC 1W1P*** – Wermager indicated he is sitting on a Forestry Team focusing on SE MN through WinLaC 1W1P.

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** No report.

**PERSONNEL COMMITTEE:** No report.

**TSA7 (Joint Powers) COMMITTEE:** No report.

**OLD BUSINESS** – Messner read an email she received from Senator Jeremy Miller regarding the Resolution we submitted on the new State flag and seal.

**NEW BUSINESS & ACTION ITEMS**

**Motion** by Driscoll, seconded by Welke, approving the 2024 SE MACDE membership dues in the amount of \$10 per staff member. Voting affirmative: Driscoll, Feldmeier and Welke                      Opposed: None                      Motion carried.

**COST SHARE PROGRAMS**

**ARPA Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Caledonia, City of	#03 ARPA Critical Area Planting	\$8,668.54	\$7,956.71	\$7,956.71 @ 90% = \$7,161.04 Allocated funds = \$7,801.69 Slippage for re-allocation = \$640.65 <b>Payment Amount Approved = \$7,161.04</b>

**Motion** by Welke, seconded by Driscoll, approving payment for contract #03 ARPA City of Caledonia in the amount of \$7,161.04 for a critical area planting project. Funding source ARPA Cost Share.

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

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

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds **\$2,800.00**

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

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

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
10CM – CWMA	Beckman Trust, Lester & Leora	5.875 acres @ \$200/acre	\$1,175.00	314 – Brush Management	3/14/2025

**Motion** by Welke, seconded by Driscoll, approving contract #10CM – CWMA Beckman Trust, Lester & Leora in the amount of \$1,175.00 for a brush management project. Funding source FY21 Local Capacity County Appropriation 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 \$11,951.50**

**HELP Cost Share Request**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
02 HELP	McNamer, Jay	\$13,200.00	\$9,900.00	327 – Conservation Cover	11/30/2024

**Motion** by Driscoll, seconded by Welke, approving contract #02 HELP in the amount of \$9,900.00 for a conservation cover project. Funding source HELP Cost Share

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







## 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 11, 2024

The Root River Soil and Water Conservation District Board of Supervisors met on April 11, 2024 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order by Vice Chair Anderson at 1:02 p.m.

#### Members Present:

Ken Anderson  
Joe Driscoll  
Matt Feldmeier  
Glenn Kruse  
Jerry Welke

#### Members Not Present:

#### Others:

Dan Wermager, Dave Walter, Jean Meiners and Janice Messner – SWCD staff; Chris Papenfuss and Ryan Hytry, NRCS staff; Sam Fryer, Olmsted SWCD; Dave Copeland, BWSR.

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

**Minutes:** Motion by Feldmeier, seconded by Driscoll, approving the minutes from the March 14, 2024 board meeting.

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

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

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

**Treasurer's Monthly Report:** Driscoll recommended the February 2024 and March 2024 treasurer's reports be placed on file for audit.

#### Agency Reports:

##### **Ryan Hytry, NRCS Board Conservationist Report**

- Hytry shared he has taken a 120 day acting Team Lead position in Rochester, MN. Chris Papenfuss will be covering his duties for the Caledonia Field Office. He also reported CSP contracts are being finalized and ranked.

##### **Dave Walter, District Manager Report**

- Walter shared TJ Boettcher, Farm Bill Biologists has taken a different position with the MN DNR as a Conservation Focus Area Coordinator. His last day is Friday, April 12, 2024. He will remain housed in our building in the DNR Forestry office. His position will be backfilled.
- Walter stated the Spring Farm Meeting was held March 27, 2024. Many partnering agencies, MDA, MDH, MPCA, were in attendance all presenting on the topic of high nitrates.



- Walter reminded board supervisors Anderson, Feldmeier and Kruse supervisor election sign-up period is May 21 – June 4, 2024.

**PROGRAM REPORT:**

**WCA** – Walter shared in Houston Township he was on site to help with a wetland determination for the new Owl Center.

Kruse joined the meeting at 1:10 p.m.

**MASWCD & MACDE** – Walter stated the SE MACDE Annual Spring Employees Meeting was held April 2, 2024 at Olmsted County Oxbow Park Nature Center in Byron, MN. Nitrates were a focus area. Sheila Vanney gave a legislative update and talked about the EPA petition. Chris Hoog gave a NRCS update and Dave Copeland the BWSR update. MPCA and MDH also gave updates.

Walter shared the Area 7 Envirothon will be held May 1, 2024 near Byron, MN. He and Welke will be helping with the event.

Walter indicated December 2 – 4, 2024 is the MASWCD Annual Convention at the Doubletree by Hilton in Bloomington, MN.

**WATERSHED UPDATES**

**Crooked Creek** – Meiners reported new equipment was purchased to maintain the watershed structure sites. The annual inspection tour will be rescheduled due to snow.

**Bear Creek** – No report.

**Winnebago** – No report.

**Root River IWIP** – Walter shared FY24 Root River IWIP grant was executed on April 10, 2024.

**WinLaC IWIP** – No report.

**PROGRAM & STAFF REPORTS:**

**Jean Meiners, Technician**

- Buffer Law – No report.
- BMP Projects – Meiners indicated she is working on project designs. She also shared in the immediate future there will be construction of two grassed waterway projects and a grade stabilization structure project leftover from last fall due to dry soil conditions.
- Contractor Meeting – Meiners share a contractor meeting was held Wednesday, March 20, 2024 at Elsie’s in Caledonia, MN. The workshop went well with six contractors in attendance. Five contractors went to the site showings. Three bids for each of the project sites were received. The lined waterway project site has accepted the bid of the lowest project bidder. The second project site in Black Hammer Township will be reviewing the three bids in the near future and making a decision as to whom the contractor will be.

Meiners also discussed the need of adding a bidding process to our local cost share policy. Currently, there is no written policy. The board asked that the process be defined in the cost share policy and be brought to the board for review.

**Janice Messner, Administrative Assistant**

- Volunteer Nitrate Monitoring – No report.

- Trees – Messner stated trees will be received on April 24, 2024 and tree pick up day is scheduled for Friday, April 26, 2024 from 7 a.m. till 4:30 p.m. Messner reviewed the tree sale statistics and shared there are only 50 of the pre-ordered trees still available. She went on to say orders are still being accepted up to the point where nurseries need time to prepare our order.
- Messner also noted the 2023 Annual Report was completed and distributed.

**Dan Wermager, Technician**

- HELP Grant – Wermager stated he has one new application in Winnebago Township for approval later in today’s meeting.
- Local Capacity County Match CWMA – No report.
- Project Development – Root River 1W1P – Wermager indicated this funding is for outreach in the Beaver Creek Watershed. He will be doing this outreach at a later date.
- Prairie Strips – Wermager stated he had a few leads. One of the three leads might do a project.

**Houston County Water Plan** – Walter stated a Water Plan meeting was held April 4, 2024. He shared with the committee ARPA funds are being made available to assist with the installation of push-up ponds and pond clean outs in 2024. There is approximately \$42,000 available in ARPA funds. There are 36 projects on the waiting list. Twenty-three of the landowners would like to install their project in 2024. Approximately \$30,000 of funding will be used.

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** No report.

**PERSONNEL COMMITTEE:** No report.

**TSA7 (Joint Powers) COMMITTEE:** Walter reported Chris Nelson has taken a different position. The technical position was posted and interviews conducted. The position was offered to an individual but they declined. Recruitment will continue and interviews be conducted at a later date.

**OLD BUSINESS** – No report.

**NEW BUSINESS & ACTION ITEMS** – No report.

**COST SHARE PROGRAMS**

**ARPA** – (Spending expiration 12/31/2026) Available Funds **\$40,821.05**

**STATE COST SHARE PROGRAM**

FY23 State Cost Share (Grant expiration 12/31/2024) Available Funds **\$ 11,450.33** (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)



**FY24 & FY25 State Cost Share Request** (Funding up to 90% of cost estimate)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
01FY24CS	Solum, Nels	\$24,149.00	\$21,734.10 (Funding Source FY24 CS = \$18,952 & FY25 CS = \$2,782.10)	582 – Prescribed Grazing with 516 - Livestock Pipeline; 614 -Watering Facility & 382 – Fence	12/31/24

**Motion** by Anderson, seconded by Driscoll, approving contract #01FY24CS Solum, Nels in the amount of \$21,734.10 for a prescribed grazing project with a livestock pipeline, watering facility and fence. Funding sources are FY24 Conservation Contracts \$18,952 and FY25 Conservation Contracts \$2,782.10.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**FY23 State Cost Share & ARPA** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source) & **FY25 State Cost Share Request** (Funding up to 90% of cost estimate)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
04FY23CS	Hagen, Paul	\$21,000.00	\$18,900 (Funding Source FY23 CS = \$11,450.33 & FY25 CS = \$4,299.67 & ARPA = \$3,150.00)	410 – Grade Stabilization Structure with 412 – Grassed Waterway	12/31/24
01FY25CS	Hagen, Paul	\$8,950.00	\$8,055.00	410 – Grade Stabilization Structure	12/31/24

**Motion** by Anderson, seconded by Feldmeier, approving contract #01FY23CS Hagen, Paul in the amount of \$18,900 for a grade stabilization structure with a grassed waterway. Funding sources are FY23 State Cost Share \$11,450.33 and FY25 Conservation Contracts \$4,299.67 and ARPA \$3,150. Also, contract #01FY25CS in the amount of \$8,055 for a second grade stabilization structure. Funding source FY25 Conservation Contracts. Both of the approvals are contingent upon landowner signature and technical assessment approval signatures.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**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 12/31/2024) Available Funds \$ 18,602.44

FY24 Root River 1WIP Cost Share (Grant expiration 12/31/2026) Available Funds \$ 275,480

**FY22/23 1WIP Root River Watershed-Base Cost Share Cancellation**

It was noted contract #18FY20RR1WIP Schulte Farms of Caledonia LLC for a grade stabilization structure project has cancelled. The funding source was FY22/23 RR1WIP and the amount for re-allocation is \$ 7,407.60.

**FY22/23 1WIP Root River Watershed-Base Cost Share Request**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
#25FY22/23RR1WIP	Doering, Harley	\$1,600.00	\$1,440.00	412 – Grassed Waterway	6/1/24
#27FY22/23RR1WIP	Van Gundy, Larry	\$2,700.00	\$2,430.00	362 - Diversion	10/1/24
#28FY22/23RR1WIP	Sheldon Family Farms LLP	\$7,748.00	\$6,973.20	468 – Lined Waterway	6/1/24
#26FY22/23RR1WIP	Lynch, Ben	\$43,526.00	\$10,458.40	582 – Prescribed Grazing with 512 – Pasture & Hay Planting; 382 – Fence	12/1/24

**Motion** by Feldmeier, seconded by Driscoll, approving contract #25FY2522/23RR1WIP Doering, Harley in the amount of \$1,440 for a grassed waterway; contract #27FY22/23RR1WIP Van Gundy, Larry in the amount of \$2,430 for a diversion; contract







4864	Kwik Trip – Fuel – SWCD Trucks	\$ 296.93
4865	VISA – Education, Awards & Tours - Contractor Mtg. 3/20/24 Expenses = \$45.50 & \$147.50; Postage = \$24.00; Tree Postage = \$40.02	\$ 257.02
4866	Linda Betz – Water Plan – Pond Clean Out	\$ 500.00
4867	Blackburn Mfg. Co. – Trees – Flags = \$24.10 & Field Supplies – Flags = \$337.34	\$ 361.44
4868	Lester & Leora Beckman Trust – Water Plan – Pond Clean Out	\$ 500.00
4869	Iowa DNR State Forest Nursery – Trees	\$ 59.00
4870	Gary Rustad – Water Plan Pond Clean Out	\$ 500.00
4871	Schumacher’s Nursery & Berry Farm Inc. – Trees	\$ 3,720.50
4872	Quill LLC – Office Supplies = \$15.69; Tree Supplies = \$34.09	\$ 49.78
	<b>Total</b>	<b>\$ 7,531.37</b>

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

\*\*\* WinLaC IWIP Accounts Payable \*\*\*

Voucher #	Item	Amount
	Houston County Treasurer - Admin – 1 <sup>st</sup> Qtr. 2024 = \$1,673.28; Technical – 1 <sup>st</sup> Qtr. 2024 = \$454.37	\$ 2,127.65
4	Fillmore SWCD – Technical Fillmore – 1 <sup>st</sup> Qtr. 2024	\$ 4,825.24
5	SE SWCD Technical Support JPB – TSA7 Technical – 1 <sup>st</sup> Qtr. 2024 = \$1,950.12; Project Development 1 <sup>st</sup> Qtr. 2024 = \$480.96	\$ 2,431.08
	<b>Total</b>	<b>\$ 9,383.97</b>

Motion by Feldmeier, seconded by Welke, approving the above listed WinLaC IWIP accounts payable requests.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

Meeting adjourned at 1:56 p.m.

NEXT MEETING -- Regular Meeting, May 9, 2024, 10:00 a.m. Ag Service Center

Approved: 5/9/2024  
Date

MCH & FEL  
Secretary



## Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 Ext. 3

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

### MINUTES OF THE ROOT RIVER SWCD

May 9, 2024

The Root River Soil and Water Conservation District Board of Supervisors met on May 9, 2024 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order by Chair Kruse at 10:00 a.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; Chris Papenfuss, NRCS staff.

Those present took part in the Pledge of Allegiance.

**Minutes:** Motion by Anderson, seconded by Welke, approving the minutes from the April 11, 2024 board meeting.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**Treasurer's Monthly Report:** Driscoll recommended the April 2024 treasurer's reports be placed on file for audit.

**Agency Reports:**

**Chris Papenfuss, NRCS Report**

- Papenfuss shared she has been getting EQIP contracts in the system. Four additional contracts have been approved. She also reported they are waiting to hear on who is being funded for CSP contracts.

**Dave Walter, District Manager Report**

- Walter reminded board supervisors Anderson, Feldmeier and Kruse that Supervisor Election Sign-Up period is May 21 – June 4, 2024.
- Walter stated the 2024 Conservationist of the Year will be selected from District 2 this year. This District includes Brownsville Township & Village, Crooked Creek Township and Jefferson Township. Messner shared past conservationists from the district with Driscoll. Walter said he and Meiners have not had an opportunity to discuss possible candidates.



- Walter shared the Tap-In Phase II grant was approved. It is a \$100,000 grant. Funds will be distributed as follows: Outreach \$7,000, Technical \$20,000, and Administrative \$3,000, cost share for RO systems \$52,000 and \$18,000 for well water testing in nine counties (approximately 65 wells). The Tap-In grant’s focus area is for homes with infants or are classified as low income.

**PROGRAM REPORT:**

Volunteer Nitrate Monitoring Network – Messner shared the 2023 nitrate results and reflected on the percentage of wells with high nitrate levels in the county and how it compared to other counties participating in the program. She also presented maps of the Nitrate Monitoring Network results and those of the Houston County Township Nitrate Testing results and talked about the similarities.

**Agency Report:**

**Dave Walter, District Manager Report**

- Walter indicated the Alliance to Advance Climate-Smart Agriculture Grant was approved. This is a three year USDA grant and we are partnering with Fillmore SWCD on this grant. The grant will focus on cover crops, no till, tree/shrub plantings among other BMPs. A landowner/occupier will be completing an application online through Virginia Tech. They will rank the applications and decide who will be funded. Cover crop flat rate payment is \$100 per acre with a 160 acre cap. Each contract is a one year contract. The landowner/occupier may be awarded a one year contract for three consecutive years. The landowner being awarded a contract will receive a 50% payment upon contract approval, a second payment of 25% will be made while implementing the practice and final 25% payment when project is completed.

**PROGRAM REPORT:**

WCA – Walter shared the TEP Panel will be review three sites in the near future. The first is County Hwy. 22 in Crystal Creek as a pad will be put in. Second is on a ditch project to be checked in the West Beaver area. The third location is in La Crescent Township for a dog park being created.

**MASWCD & MACDE** – Walter stated he and Welke helped with the Area 7 Envirothon held May 1, 2024 near Byron, MN. Walter said he helped with the Forestry station and Welke the Current Events station. Welke shared his experience of the event. Finishing in first place was Northfield 1 followed by Winona Cotter and tied for third Goodhue – Black and Northfield 2. Winona Cotter will not be able to attend the State contest which allows for the tied third place teams to both advance to State.

Walter shared the 2024 MASWCD Call for Resolutions time is before us. Any resolutions that supervisors would like to have advanced to the Area meeting will need to be written and discussed at the June board meeting for approval to submit the resolutions for consideration. A link to the current resolutions was shared.

Walter indicated December 2 – 4, 2024 is the MASWCD Annual Convention at the Doubletree by Hilton in Bloomington, MN.

**WATERSHED UPDATES**

***Crooked Creek*** –Meiners reported the annual inspection tour is rescheduled for May 21, 2024 with a rain date of May 22, 2024.

***Bear Creek*** – Walter indicated the Bear Creek Inspection Tour is scheduled for June 4, 2024 with a rain date of June 5, 2024. The inspection tour will start at 9 a.m. at the structure site located on Highway 4.

**Motion** by Anderson, seconded by Welke, approving covering half of the lunch expense.

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

***Winnebago*** – No report.

***Root River IWIP*** – Walter shared a Policy Committee meeting is set for Tuesday, May 21, 2024.

*WinLaC IWIP* – No report.

**PROGRAM & STAFF REPORTS:**

**Jean Meiners, Technician**

- Buffer Law – No report.
- BMP Projects – Meiners indicated she has been laying out contour strips. She also share that she and Wermager have surveyed four grade stabilization structure sites and three grassed waterways. Meiners stated construction will begin soon on a grassed waterway in Caledonia Township followed by a lined waterway project. Also, construction of two grassed waterways for a landowner in Spring Grove Township.

**Janice Messner, Administrative Assistant**

- Trees – Messner stated all tree orders that were placed have been picked up which completes this year’s trees sales. Messner reviewed various tree sale statistics for the 2024 season. She also shared there are requests for approximately 500 trees for 2025.

**Dan Wermager, Technician**

- HELP Grant – No report.
- Local Capacity County Match CWMA – No report.
- Project Development – Root River IWIP – No report.
- Prairie Strips – No report.
- Soil Health Practices – No report.

**Houston County Water Plan** – No report.

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** No report.

**PERSONNEL COMMITTEE:** No report.

**TSA7 (Joint Powers) COMMITTEE:** No report.

**OLD BUSINESS** – No report.

**NEW BUSINESS & ACTION ITEMS**

Walter presented updates to the Root River Soil & Water Conservation District Cost Share Assistance Policy, while Meiners reviewed the proposed project bidding policy addition. Discussion followed.

**Motion** by Feldmeier, seconded by Anderson, approving the policy updates and additions to the Root River Soil & Water Conservation District Cost Share Assistance Policy.

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



**Motion** by Feldmeier, seconded by Anderson, approving the addition of grant signing authority for Dave Walter to the Root River Soil & Water Conservation District Cost Share Assistance Policy.

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

**COST SHARE PROGRAMS**

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

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds **\$1,625.00**

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

**FY21 Local Capacity County Appropriation (2020) & FY22 Local Capacity County Appropriation (2021) Cost Share**

**Acknowledgement of Cancellation**

- It was noted Contract #09-20CM CWMA Fishel, John – Brush Management automatically terminated on 4/13/2024. Funds totaling \$2,000.00 will be re-allocated.

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

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
11-20CM CWMA	Hanson, Ted	\$1,625.00	\$1,625.00 (5.41666 acres @ \$300/acre)	314 – Brush Management	5/9/2025

**Motion** by Anderson, seconded by Feldmeier, approving contract #11-20CM CWMA Hanson, Ted for 5.41666 acres of brush management. Funding source FY21 Local Capacity County Appropriation (2020) Cost Share.

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

**FY21 Local Capacity County Appropriation (2020) & FY22 Local Capacity County Appropriation (2021) Cost Share Request**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
12-20CM CWMA	Craig, Tim	\$2,000.00	\$2,000.00 (6.66667 acres @ \$300/acre)	314 – Brush Management	5/9/2025

**Motion** by Driscoll, seconded by Anderson, approving contract #12-20CM CWMA Craig, Tim for a brush management project totaling \$2,000.00. Funding sources FY21 Local Capacity County Appropriation (2020) = \$550.00 and FY22 Local Capacity County Appropriation (2021) Cost Share \$1,450.00.

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

**STATE COST SHARE PROGRAM**

FY23 State Cost Share *(Grant expiration 12/31/2024) Available Funds \$ 0 (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)*

FY24 Conservation Contracts Cost Share *(Grant expiration 12/31/2025) Available Funds \$ 0 (Funding up to 90% of cost estimate)*

FY25 Conservation Contracts Cost Share *(Grant expiration 12/31/2025) Available Funds \$ 3,815.23 (Funding up to 90% of cost estimate)*

It was noted Contract #02FY25CS Meyer, Jordan received pre-approval for a Prescribed Grazing project with Pasture & Hay Planting, Fence and Water Well in the amount of \$26,231.05. Funding Sources FY25 Cost Share \$3,815.23 and FY24 Root River 1WIP \$22,415.82.

**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 12/31/2024) Available Funds \$ 0*

FY24 Root River 1WIP Cost Share *(Grant expiration 12/31/2026) Available Funds \$ 250,292.18*

**FY22/23 1W1P Root River Watershed-Base Cost Share Amendment Requests**

**Motion** by Feldmeier, seconded by Anderson approving an amendment request to extend the contract install date, due to wet weather conditions, from 6/1/2024 to 9/10/2024. Contract #22FY22/23RR1W1P Sheldon Family Farms LLP lined waterway project.

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

**Motion** by Anderson, seconded by Driscoll, approving an amendment request to extend the contract install date, due to wet weather conditions, from 6/1/2024 to 7/1/2024. Contract #21FY22/23RR1W1P Owl Bluff Farm LLC waste facility closure project.

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

**FY24 Root River 1W1P Cost Share Request**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
02FY24RR1W1P	Costigan, Phil	\$13,500.00	\$3,746.00	410 – Grade Stabilization Structure	12/31/24

**Motion** by Anderson, seconded by Welke, approving contract #02FY24RR1W1P Costigan, Phil for a Grade Stabilization Structure in the amount of \$3,746.00. Funding source FY24 Root River 1W1P.

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

**FY24 Root River 1W1P Cost Share Request**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
03FY24RR1W1P	Koel, Cory	\$12,790.00	\$ 3,939.00	382 – Fence	12/31/24

**Motion** by Feldmeier, seconded by Driscoll, approving contract #03FY24RR1W1P Koel, Cory for a Fence project in the amount of \$3,939.00. Funding source FY24 Root River 1W1P. This is approval is contingent upon obtaining landowner and technical assistance signatures.

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

**ARPA – (Spending expiration 12/31/2026) Available Funds \$3,343.05**

**HELP Grant (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds \$0**

**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
4873	Ron Carlsen – Rent – May	\$ 1,287.00
4874	Kwik Trip – Fuel – SWCD Trucks	\$ 279.75
4875	VISA – Office Supply = \$20.84	\$ 20.84
4876	Schumacher’s Nursery & Berry Farm Inc. – Shipping	\$ 250.75
4877	Blackburn Mfg. Co. – Field Supply – Flags (2 boxes)	\$ 158.14
		\$
	<b>Total</b>	<b>\$ 1,996.48</b>

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

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



\*\*\* WinLaC IWIP Accounts Payable \*\*\*

Voucher #	Item	Amount
6	Winona County - Admin – 1 <sup>st</sup> Qtr. 2024 = \$5,824.57	\$ 5,824.57
7	Wabasha County SWCD – Technical 1 <sup>st</sup> Qtr. 2024 = \$1,319.55 & Project Development 1 <sup>st</sup> Qtr. 2024 = \$316.27	\$ 1,635.82
		\$
	<b>Total</b>	<b>\$ 7,460.39</b>

Motion by Anderson, seconded by Welke, approving the above listed WinLaC IWIP accounts payable requests.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

Walter asked for direction for the technical staff on specific bidding policy situations such as the contractor being a relative of the landowner/occupier or the landowner/occupier is doing the work themselves. It was stated by supervisors the bidding policy would apply in these circumstances.

Motion by Anderson, seconded by Welke, adjourning the meeting.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

Meeting adjourned at 11:36 a.m.

NEXT MEETING -- Regular Meeting, June 13, 2024, 10:00 a.m. Ag Service Center

Approved: 6/13/2024  
Date

Matt W. Feo  
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

June 13, 2024

The Root River Soil and Water Conservation District Board of Supervisors met on June 13, 2024 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order by Chair Kruse at 10:03 a.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; Chris Papenfuss, NRCS staff.

Those present took part in the Pledge of Allegiance.

**Agency Report:**

**Dave Walter, District Manager Report**

- Walter stated that he, Meiners and Driscoll will be looking at potential candidates for 2024 Conservationist of the Year within the next few weeks.
- Walter shared information for upcoming MDH Public Meetings. The Rushford meeting will be held Wednesday, June 26<sup>th</sup>. Open house 4 – 8 p.m. Presentation at 6:30 p.m. Nitrate screening starting at 4 p.m. Location: Rushford - Peterson Public Schools, 1000 Pine Meadows Ln., Rushford, MN.

Virtual Meeting, Thursday, June 20<sup>th</sup>. Noon – 1:30 p.m. Meeting will be recorded. Webinar link:

<https://events.gcc.teams.microsoft.com/event/efaff461-503f-417b-b643-bb9fad834409@eb14b046-24c4-4519-8f26-b89c2159828c>

- Walter reported the new Farm Bill Biologist, Zachary Glaunert will be starting Monday, June 17, 2024. Six candidates were interviewed for the position. Walter stated Glaunert has good field experience and will be taking Conservation Planner classes in the future.
- Walter indicated he has received phone calls regarding a building site in Hokah Township. He shared information about the building site with the board so they were aware of the circumstances.
- Walter stated he recently visited a site in Sheldon Township that is quite interested in moving forward with a feedlot fix project. The landowner is interested in a roof structure and manure storage. Walter said the landowner may want to start the project before the next board meeting. He said he would keep them informed if something develops before the board meeting.



- Walter shared he had received a phone call from the engineer of a project in Houston 'E' Township that is under construction. It was discovered not all the soils were suitable and additional soil will need to be brought in for the project. This may lead to an over-run in the cost of the project.
- Walter stated a landowner meeting is being planned for July introducing the Alliance Grant funding opportunity. This will be for Fillmore and Houston counties.

**PROGRAM REPORT:**

WCA – Walter shared the TEP Panel will be meeting Friday and will be visiting four sites.

**WATERSHED UPDATES**

*Bear Creek* – Walter reported he and Anderson attended the Bear Creek Watershed Inspection Tour on June 4, 2024. They were the only two for the Minnesota sites, so they performed the inspections. Walter stated he is completing the report for submission. It was shared that one site in particular is in rough shape. Cattle are allowed to pasture on the dam site and the landowner has been uncooperative.

Walter exited the meeting at 10:22 a.m.

**Minutes:** Motion by Feldmeier, seconded by Welke, approving the minutes from the May 9, 2024 board meeting.  
Voting affirmative: Anderson, Driscoll, Feldmeier and Welke                      Opposed: None                      Motion carried.

**Employee Time Records & Supervisor Per Diems:** Motion by Anderson, seconded by Driscoll, approving the Employee Time Records and Supervisors Per Diems.  
Voting affirmative: Anderson, Driscoll, Feldmeier and Welke                      Opposed: None                      Motion carried.

**Treasurer’s Monthly Report:** Driscoll recommended the May 2024 treasurer’s reports be placed on file for audit.

**Agency Reports:**

**Chris Papenfuss, NRCS Report**

- Papenfuss shared CSP recipients have been announced and working on get signatures for contracts. Compliance reviews will be happening soon. Someone from out of the county will be conducting those reviews. Also, working with Continuous CRP.

**PROGRAM & STAFF REPORTS:**

**Jean Meiners, Technician**

- Buffer Law – Meiners stated she is periodically doing mapping in BuffCat.
- BMP Projects – Meiners shared three waterway projects and two grade stabilization structures have been constructed this spring. She has also completed the design for two additional grade stabilization structures and has one more to design.
- Meiners shared BWSR will be putting together a video featuring the Smith project completed this past fall in Brownsville Township.

**WATERSHED UPDATES**

*Crooked Creek* –Meiners reported the annual inspection tour was held May 22, 2024. Sites visited were R1, R2, R3 and R4. On the R1 site maintenance is needed on the cement around the outlet and cement joints need attention. The R2 site invasives need to be addressed. R3 site also has joints that are separating and need to be addressed. The front of the structure has started to erode. The inspector would like to see rip rap brought in for that area. The R4 site also has invasives that need to be addressed.

Meiners shared the DNR has recently done an inspection on the R3 site and has changed the status of the dam to a Classification 1 High Hazard.

**PROGRAM & STAFF REPORT:**

**Janice Messner, Administrative Assistant**

- Volunteer Nitrate Monitoring Network – Messner shared the new contract is available and will be acted on under new business today.

**WATERSHED UPDATES**

*Winnepago* – No report.

*Root River IWIP* – Kruse shared he, Walter and Wermager attended the Policy Committee meeting on Tuesday, May 21, 2024. Walter did a presentation to the committee on the Crooked Creek (Klinski) project.

*WinLaC IWIP* – Welke state the Policy Committee met June 10, 2024. He shared a concern about needed BMP practices in Winona County. Messner stated the Policy Committee approved the FY25 work plan.

**MASWCD & MACDE** – Anderson inquired if the three supervisors whose term is expiring in 2024 will be running for another term. All three supervisors stated they had registered to run again.

Messner inquired if there were any resolutions to discuss for the 2024 MASWCD Call for Resolutions. None were presented.

Messner stated the MASWCD SE Area 7 meeting is being held in Stewartville, MN on Monday, June 17, 2024. She shared agenda topics with the supervisors.

Kruse reminded December 2 – 4, 2024 is the MASWCD Annual Convention at the Doubletree by Hilton in Bloomington, MN.

**Houston County Water Plan** – Meiners shared on Wermager’s behalf there are 22 push-up pond and 22 pond clean outs on the list for this year. Four pond clean outs have been completed.

**WATERSHED UPDATES**

*WinLaC IWIP* – Meiners shared on Wermager’s behalf a new work plan/budget for 2025 – 2026 was approved. Grant funding approved for this work plan/budget is close to \$900,000.

*Root River IWIP* – Meiners shared on Wermager’s behalf a new work plan/budget for 2024 – 2025 was approved. Grant funding approved for this work plan/budget is approximately \$2,300,000.

**PROGRAM & STAFF REPORTS:**

**Dan Wermager, Technician**

- Alliance Grant – Meiners shared on Wermager’s behalf this grant is offering \$100/acre for no-till, cover crops, etc. The sign-up is July 15<sup>th</sup> – August 16, 2024. Partnering organizations will be helping with outreach for this grant.
- HELP Grant – Meiners shared on Wermager’s behalf one landowner is backing out of their project.
- Project Development – Root River IWIP – Meiners shared on Wermager’s behalf that he has been doing outreach phone calls and walkovers.
- Local Capacity County Match CWMA – Meiners shared on Wermager’s behalf he has been assisting landowners that are inquiring about brush management.



- Prairie Strips – No report.
- Other Workload – Meiners shared on Wermager’s behalf he has been doing survey and design work.

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** Messner stated in July she will start putting together the 2025 budget.

**PERSONNEL COMMITTEE:** No report.

**TSA7 (Joint Powers) COMMITTEE:** A TSA7 meeting will be held July 18, 2024 from 9 a.m. – Noon.

**OLD BUSINESS** – No report.

**NEW BUSINESS & ACTION ITEMS**

**Motion** by Feldmeier, seconded by Welke, approving the MDH - Phase II Safe Drinking Water Grant and designating authority to the district manager to approve contracts and/or payment vouchers for contracts developed under this program.

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

**Motion** by Anderson, seconded by Driscoll, approving the Nitrate Monitoring Network Sub-Agreement.

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

**Motion** by Driscoll, seconded by Feldmeier, approving the WinLaC Chloride Monitoring Sub-Agreement.

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

**Motion** by Anderson, seconded by Driscoll, approving the MDA Private Well Mitigation Sub-Agreement.

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

**Motion** by Welke, seconded by Driscoll, granting signing authority to Dave Walter for sub-agreements.

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

**Motion** by Anderson, seconded by Feldmeier, approving the SE MASWCD 2024 Dues.

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

**COST SHARE PROGRAMS**

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

FY22/23 1W1P Root River Watershed-Base Cost Share (*Grant expiration 12/31/2024*) Available Funds **\$ 0**

FY24 Root River 1W1P Cost Share (*Grant expiration 12/31/2026*) Available Funds **\$ 246,546.18**

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

**Motion** by Feldmeier, seconded by Anderson, approving an amendment request to extend the contract install date, due to missing the seeding window, wet weather conditions and the contractor needing to finish some grading and top soiling before it can be seeded, from 7/1/2024 to 9/15/2024. Contract #21FY22/23RR1W1P Owl Bluff Farm LLC waste facility closure project.

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

**FY22/23 1W1P Root River Watershed-Base Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Doering, Harley	#25FY22/23RR1W1P	\$1,600.00	\$1,188.85	\$1,188.85 @ 90% = \$1,069.97 Allocated funds = \$1,440.00



	Grassed Waterway			Slippage for re-allocation = \$370.03 <b>Payment Amount Approved = \$1,069.97</b>
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**Motion** by Anderson, seconded by Driscoll, approving payment for contract #25FY22/23RR1W1P Doering, Harley for a Grassed Waterway project in the amount of \$1,069.97 and making \$370.03 in slippage available for re-allocation. Funding source FY22/23 Root River 1W1P.

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

**FY22/23 1W1P Root River Watershed-Base Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Sheldon Family Farms LLP	#28FY22/23RR1W1P Lined Waterway	\$7,748.00	\$7,766.26	\$7,766.26 @ 90% = \$6,989.63 <b>Payment Amount Approved = \$6,973.20</b>

**Motion** by Feldmeier, seconded by Anderson, approving payment for contract #28FY22/23RR1W1P Sheldon Family Farms LLP for a Lined Waterway project in the amount of \$6,973.20. Funding source FY22/23 Root River 1W1P.

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

**FY24 Root River 1W1P Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Flugge, Andy	#01FY24RR1W1P Residue & Tillage Mgmt. No-Till	46.2 acres @ \$20/acre for 3 years = \$2,772.00	\$2,772.00	46.2 acres @ \$20/acre for 3 years = \$2,772.00 Allocated funds = \$2,772.00 <b>Payment Amount Approved = \$2,772.00</b>

**Motion** by Welke, seconded by Feldmeier, approving payment for contract #01FY24RR1W1P Flugge, Andy for a Residue & Tillage Management No-Till project in the amount of \$2,772.00. Funding source FY24Root River 1W1P.

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

**ARPA – (Spending expiration 12/31/2026) Available Funds \$3,343.05**

**Pre-Approval ARPA Cost Share Amendment Request**

**Motion** by Feldmeier, seconded by Driscoll, acknowledging the pre-approved amendment request for contract #02ARPA Witt, Ken amending the contract install date from 6/1/2024 to 6/30/2024. This is due to wet weather conditions.

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

**STATE COST SHARE (CONSERVATION CONTRACTS) PROGRAM**

FY23 State Cost Share (Grant expiration 12/31/2024) Available Funds \$ 0 (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

FY24 Conservation Contracts Cost Share (Grant expiration 12/31/2025) Available Funds \$ 0 (Funding up to 90% of cost estimate)

FY25 Conservation Contracts Cost Share (Grant expiration 12/31/2025) Available Funds \$ 0 (Funding up to 90% of cost estimate)

**FY24 & FY25 Conservation Contracts Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Solum, Nels	#01FY24CS Prescribed Grazing; Livestock Pipeline; Watering Facility & Fence	\$24,149.00	\$22,287.67	\$22,287.67 @ 90% = \$20,058.90 Allocated funds = \$21,734.10 Slippage for re-allocation = \$1,675.20 <b>Payment Amount Approved = \$20,058.90</b> (Funding Sources = FY24 Conservation Contracts \$18,952.00 & FY25 Conservation Contracts \$1,106.90)

**Motion** by Feldmeier, seconded by Anderson, approving payment for contract #01FY24CS Solum, Nels for a Prescribed Grazing, Livestock Pipeline, Watering Facility and Fence project in the amount of \$20,058.90 and making \$1,675.20 in slippage available for re-allocation.. Funding source FY24 Conservation Contracts \$18,952 and FY25 Conservation Contracts \$1,106.90.

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



**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*

**WinLaC IWIP Cost Share Amendment Request**

**Motion** by Feldmeier, seconded by Welke, approving an amendment request for contract #23WinLaC-ROO-001 City of La Crescent extending the contract install date from 12/31/2023 to 12/31/2024. Due to late fall planting not being completed prior to cold weather conditions.

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

**HELP Grant** (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds \$0

**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

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

Voucher #	Item	Amount
4878	Ron Carlsen – Rent – June	\$ 1,287.00
4879	Kwik Trip – Fuel – SWCD Trucks	\$ 296.62
4880	VISA – Crooked Creek Watershed Maintenance - Seed = \$182.44; Office Supplies = \$213.00; Field Supply = \$82.97; Bear Creek Maintenance - \$13.88	\$ 498.59
4881	Paul Hagen – Water Plan - Pond Clean Out	\$ 500.00
4882	Harley Doering - #25FY22/23RR1WIP – Grassed Waterway	\$ 1,069.97
4883	Andy Flugge - #01FY24RR1WIP – Residue & Tillage Management No-Till	\$ 2,772.00
4884	Talcott Resolution Life & Annuity Ins. Co. – Life Insurance – Policy #LU1188704 Dave Walter	\$ 90.00
4885	Anderson, Ken – Mileage – 2 <sup>nd</sup> Qtr.	\$ 60.30
4886	Driscoll, Joe – Mileage – 2 <sup>nd</sup> Qtr.	\$ 60.30
4887	Feldmeier, Matt – Mileage – 2 <sup>nd</sup> Qtr.	\$ 72.36
4888	Kruse, Glenn – Mileage – 2 <sup>nd</sup> Qtr.	\$ 53.60
4889	Welke, Jerry – Mileage – 2 <sup>nd</sup> Qtr.	\$ 140.70
4890	Petty Cash – Postage = \$0.06; Sales Tax = \$1.06	\$ 1.12
4891	Sheldon Family Farms LLP – Contract #28FY22/23RR1WIP – Lined Waterway	\$ 6,973.20
4892	Winneshiek SWCD – Bear Creek Inspection Tour Expenses	\$ 75.33
4893	Solum, Nels – Contract #01FY24CS – Prescribed Grazing; Livestock Pipeline; Watering Facility & Fence	\$ 20,058.90
4894	Steele County SWCD – SE MASWCD 2024 Dues	\$ 250.00
	<b>Total</b>	<b>\$ 34,253.69</b>

**Motion** by Anderson, seconded by Welke, approving the above listed accounts payable requests.

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

**Motion** by Welke, seconded by Driscoll, adjourning the meeting.

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

Meeting adjourned at 11:03 a.m.

NEXT MEETING -- Regular Meeting, July 11, 2024, 10:00 a.m. Ag Service Center

Approved: 7/11/2024  
Date

  
Secretary





## Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 Ext. 3

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

### MINUTES OF THE ROOT RIVER SWCD

July 11, 2024

The Root River Soil and Water Conservation District Board of Supervisors met on July 11, 2024 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order by Chair Kruse at 10:04 a.m.

**Members Present:**

Ken Anderson  
Joe Driscoll  
Matt Feldmeier  
Glenn Kruse  
Jerry Welke

**Members Not Present:**

**Others:**

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

Those present took part in the Pledge of Allegiance.

**Minutes:** Motion by Driscoll, seconded by Welke, approving the minutes from the June 13, 2024 board meeting.

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

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

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

**Treasurer's Monthly Report:** Driscoll recommended the June 2024 treasurer's reports be placed on file for audit.

**Agency Reports:**

Chris Papenfuss, NRCS Report – No report.

**Dave Walter, District Manager Report**

- Walter shared a potential candidate for 2024 Conservationist of the Year is Luke King. Additional research will be looked at before contacting King. The board felt he would be a good recipient.
- Walter indicated the MDH Public Meeting held in Rushford, MN on June 26, 2024 was well attended and several water tests were conducted.
- Walter stated a field day, 4R Nutrient Stewardship Field Day with Kevin Kuehner, MDA, is being held August 15, 2024 at Jonson's Rolling Acres farm.
- Walter stated he has attended several Alliance Grant meetings, and is doing BMP site inspections on one, three, six and nine year projects. He also shared he has visited multiple building sites. A discussion on the Peter Shufflebothom site followed.





- Local Capacity County Match CWMA –Wermager stated he will be conducting spot checks this fall on the two and three year contracts.
- Project Development – Root River 1WIP – Wermager shared he has been doing outreach phone calls and did a few walkovers. None of these have led to projects.
- Prairie Strips – Wermager indicated he has one promising project to date.
- Alliance Grant – Wermager shared grant information which included BMP practices, funding rates, and funding award process. Application sign-up is July 15<sup>th</sup> – August 16, 2024. He indicated a public meeting will be held at the Mabel Community Center on July 30<sup>th</sup> from 10:30 a.m. till 4:00 p.m.
- I-90 Soil Health Tour –Wermager informed the board this year’s tour stop will be Friday, February 7, 2025. Duane Beck will be the featured speaker in addition to two local speakers yet to be determined.

Houston County Water Plan – No report.

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** Walter stated he and Messner will be putting together the 2025 budget at the end of July. The Financial Committee will review the proposed budget prior to the August board meeting.

**PERSONNEL COMMITTEE:** No report.

**TSA7 (Joint Powers) COMMITTEE:** A TSA7 meeting will be held July 18, 2024 from 9 a.m. – Noon.

OLD BUSINESS – No report.

NEW BUSINESS & ACTION ITEMS – No report.

**COST SHARE PROGRAMS**

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

FY22/23 IWIP Root River Watershed-Base Cost Share (*Grant expiration 12/31/2024*) Available Funds \$ **370.13**

FY24 Root River IWIP Cost Share (*Grant expiration 12/31/2026*) Available Funds \$ **246,546.18**

**HELP Grant** (*Funding up to 75% of cost estimate - Grant expiration 12/31/2024*) -- Available Funds \$**0**

**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**

**STATE COST SHARE (CONSERVATION CONTRACTS) PROGRAM**

FY23 State Cost Share (*Grant expiration 12/31/2024*) Available Funds \$ **0** (*Funding up to 75% of cost estimate or 90% if combined with other non-state funding source*)

FY24 Conservation Contracts Cost Share (Grant expiration 12/31/2025) Available Funds \$ 0 (Funding up to 90% of cost estimate)  
 FY25 Conservation Contracts Cost Share (Grant expiration 12/31/2025) Available Funds \$ 1,675.20 (Funding up to 90% of cost estimate)

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

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

**FUNDING SOURCE CHANGES**

**Motion** by Anderson, seconded by Feldmeier, approving the following funding source changes:

- ❖ Contract #02FY25CS Meyer, Jordan \$3,815.23 from FY25 Conservation Contracts Cost Share to FY24 ROOT RIVER 1WIP
- ❖ Contract #06FY22CS Hein, Todd \$299.52 & \$292.48 from FY23 State Cost Share to FY24 ROOT RIVER 1WIP
- ❖ Contract #01FY23CS Kruckow, Paul \$1,097.50 from FY23 State Cost Share to FY24 ROOT RIVER 1WIP
- ❖ Contract #04FY23CS Hagen, Paul \$5,871.83 from FY23 State Cost Share to FY24 ROOT RIVER 1WIP = \$381.40 & FY25 Conservation Contracts Cost Share = \$5,490.43

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

**ARPA** – (Spending expiration 12/31/2026) Available Funds **\$3,343.05**

**ARPA AMENDMENT REQUEST**

**Motion** by Anderson, seconded by Driscoll, approving the amendment request for Contract #02 ARPA Witt, Ken to amend the project cost estimate from \$73,024.00 to \$84,741 increasing the cost share from \$17,881.60 to \$28,785.98 an additional \$10,904.38. It is also being requested to amend the funding source to include FY23 State Cost Share. The requests are due to the following justified increase expenses.

- Mobilization - Additional equipment and/or attachments were used on-site.
- Class C fill - an additional 124 CY was needed for final fill height, grade (to prevent water from running alongside rock chute), and repair of two hills vs. one (RDS side needed same treatment as LDS side). Of the original estimated 1,150 CY of fill 669 CY was to be on-site and 481 CY downstream of the outlet channel or a nearby field. The contractor had quarry strippings (combination of clay & small rock guaranteeing better quality and easier access since access would have been by a running stream of water). Sixty loads and 14 CY a piece were hauled in.
- Geotextile cost estimate was an amount from 2022, pricing has increased significantly in the past few years.
- Topsoiling – a lot of the material on the surface was sand or silt and sub-cutting was needed in the outlet channel. A few feet was dug out and the material at finished grade was not good for growing grass. Extra costs were incurred to haul in topsoil and additional time for the outlet channel work.

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

**ARPA Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Witt, Ken	#02 ARPA Grade Stabilization Structure & Lined Waterway	\$84,741.00	\$81,203.00	\$81,203.00 @ 90% = \$73,082.70 EQIP = \$47,480.92 Allocated funds = \$28,785.98 <b>Payment Amount Approved =                      \$25,601.78</b> <i>Slippage for re-allocation = \$3,184.20</i> (Funding Sources: ARPA = \$21,224.65 & FY23 State Cost Share = \$4,377.13)

**Motion** by Driscoll, seconded by Anderson, approving payment for contract #02 ARPA Witt, Ken for a Grade Stabilization Structure (410) and Lined Waterway (468) in the amount of \$25,601.78 and slippage of \$3,184.20 for reallocation. Funding Sources: ARPA = \$21,224.65 and FY23 State Cost Share \$4,377.13.

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



Welke inquired on the status of the Schaffer project. Discussion followed which included the possibility of additional cost share being needed due to increased costs to install the project.

**FUNDING SOURCE CHANGE**

**Motion** by Feldmeier, seconded by Anderson, approving the following fund source change:

- ❖ Contract #04FY23CS Hagen, Paul \$381.40 FY24 ROOT RIVER 1WIP & \$2,802.80 from FY25 Conservation Contracts State Cost Share to FY23 State Cost Share.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**STATE COST SHARE (CONSERVATION CONTRACTS) PROGRAM**

FY23 State Cost Share (Grant expiration 12/31/2024) Available Funds \$ 0 (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

FY24 Conservation Contracts Cost Share (Grant expiration 12/31/2025) Available Funds \$ 0 (Funding up to 90% of cost estimate)

FY25 Conservation Contracts Cost Share (Grant expiration 12/31/2025) Available Funds \$ 2,802.80 (Funding up to 90% of cost estimate)

**FY23 State Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Hagen, Paul	#04 FY23CS Grade Stabilization Structure & Grassed Waterway	\$21,000.00	\$25,211.15	\$25,211.15 @ 90% = \$22,690.04 ARPA = \$3,150.00 Allocated funds = \$15,750 <b>Payment Amount Approved = \$18,900.00</b> (Funding Sources: ARPA = \$3,150.00 & FY23 State Cost Share = \$8,762.70 & FY25 Conservation Contracts = \$6,987.30)

**Motion** by Feldmeier, seconded by Anderson, approving payment on contract #04FY23CS Hagen, Paul for a Grade Stabilization Structure (410) with a Grassed Waterway (412) in the amount of \$18,900.00. Funding sources: ARPA = \$3,150.00, FY23 State Cost Share = \$8,762.70 and FY25 Conservation Contracts = \$6,987.30.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**FUNDING SOURCE CHANGE**

**Motion** by Anderson, seconded by Feldmeier, approving the following fund source change:

- ❖ Contract #27FY22/23RR1WIP Van Gundy, Larry \$1,169.67 from FY22/23 Root River 1WIP Cost Share to FY24 ROOT RIVER 1WIP Cost Share.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**FY25 CONSERVATION CONTRACTS AMENDMENT REQUEST**

**Motion** by Feldmeier, seconded by Driscoll, approving the amendment requests for Contract #01FY25CS Hagen, Paul to amend the project cost estimate from \$8,950.00 to \$13,775 increasing the cost share from \$8,055 to \$12,397.50 an additional \$4,342.50 and to amend the funding source to include FY22/23 Root River 1WIP Cost Share. The amendment requests are due to needing additional grubbing and more borrow. Also labor for pipe install was not included on the original cost estimate.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**FY25 Conservation Contracts Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Hagen, Paul	#01 FY25CS Grade Stabilization Structure	\$13,775.00	\$13,775.31	\$13,775.31 @ 90% = \$12,397.78 Allocated funds = \$12,397.50 <b>Payment Amount Approved = \$12,397.50</b> (Funding Sources: FY25 Conservation



				Contracts Cost Share = \$10,857.80 & FY22/23 Root River IWIP = \$1,539.70)
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**Motion** by Anderson, seconded by Driscoll, approving payment for contract #01FY25CS Hagen, Paul for a Grade Stabilization Structure (410) in the amount of \$12,397.50. Funding sources: FY25 Conservation Contracts Cost Share = \$10,857.80 and FY22/23 Root River IWIP Cost Share = \$1,539.70.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

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

Voucher #	Item	Amount
4895	Ron Carlsen – Rent – July	\$ 1,287.00
4896	Kwik Trip – Fuel – SWCD Trucks	\$ 267.94
4897	VISA – 3 Western Digital My Book 6TB Desktop Hard Drive = \$525.96; Vehicle Maintenance – Oil Change GMC = \$80.58; Postage = \$204.00	\$ 810.54
4898	Winneshiek SWCD – Additional Bear Creek Inspection Tour Expense	\$ 24.99
4900	Witt, Ken - #02 ARPA – Grade Stabilization Structure & Lined Waterway ARPA = \$21,224.65 & FY23 State Cost Share = \$4,377.13	\$ 25,608.78
4901	Quill LLC – Office supply	\$ 73.73
4902	Hagen, Paul – Contract #04FY23CS = \$18,900 (ARPA = \$3,150.00, FY23CS = \$8,762.70 & FY25CS = \$6,987.30) & Contract #01FY25CS - \$12,397.50 (FY25CS = \$10,857.80 & FY22/23RR1WIP = \$1,539.70)	\$ 31,297.50
	<b>Total</b>	<b>\$ 58,809.58</b>
	Transfer of funds to Acct. 10033340 Winnebago Watershed from Cash General Fund 76-000-000-0000-1001	\$ 1,000.00
	Transfer of funds from Acct. 10033399 (76-000-000-0000-1098) Bear Creek Watershed to Cash General Fund 76-000-000-0000-1001	\$ 1,115.68

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**\*\*\* WinLaC IWIP Accounts Payable \*\*\***

Voucher #	Item	Amount
8	SE SWCD Technical Support JPB TSA 7 – Technical 2 <sup>nd</sup> Qtr. 2024 = \$9,559.08 & Project Development 2 <sup>nd</sup> Qtr. 2024 = \$1,503.00	\$ 11,062.08
9	Wabasha SWCD – Technical 2 <sup>nd</sup> Qtr. 2024 = \$1,760.49 & Project Development 2 <sup>nd</sup> Qtr. 2024 = \$190.18	\$ 1,950.67
4897	VISA – WinLaC IWIP Education – Smarter Together = \$14.95	\$ 14.95
	Houston County Treasurer - Admin – 2 <sup>nd</sup> Qtr. 2024 = \$2,226.06; Technical – 2 <sup>nd</sup> Qtr. 2024 = \$199.39	\$ 2,425.45
	<b>Total</b>	<b>\$ 15,453.15</b>
	Transfer of funds from Eitzen State Bank Account #8815 (79-000-000-0000-1090) WinLaC IWIP to WinLaC IWIP Cash General Fund 79-000-000-0000-1001	\$ 35,000.00

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**Motion** by Feldmeier, seconded by Driscoll, adjourning the meeting.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

Meeting adjourned at 11:30 a.m.

**NEXT MEETING -- Regular Meeting, August 8, 2024, 10:00 a.m. Ag Service Center**



Approved: 8/8/2024  
Date

*Matt W. Filer*  
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 8, 2024

The Root River Soil and Water Conservation District Board of Supervisors met on August 8, 2024 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order by Chair Kruse at 10:06 a.m.

**Members Present:**

Ken Anderson  
Joe Driscoll  
Matt Feldmeier  
Glenn Kruse  
Jerry Welke

**Members Not Present:**

**Others:**

Dave Walter, Janice Messner and Dan Wermager – SWCD staff; Chris Papenfuss – NRCS staff; and Zach Glaunert, Farm Bill Biologist.

Those present took part in the Pledge of Allegiance.

**Introductions** – Walter introduced Zach Glaunert the new Farm Bill Biologist. Glaunert shared his credentials which included ecological planning and management planning experience. He also shared he grew up in the Holmen, WI area and currently resides in the La Crescent area. The board supervisors introduced themselves.

**Minutes:** **Motion** by Anderson, seconded by Driscoll, approving the minutes from the July 11, 2024 board meeting.

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

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

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

**Treasurer's Monthly Report:** Driscoll recommended the July 2024 treasurer's report be placed on file for audit.

**Agency Reports:**

**Chris Papenfuss, NRCS Report**

- Papenfuss reported August 26, 2024 is the deadline for CSP. She stated all the CSP has been obligated.
- Papenfuss shared the new enrolling CRP contracts are completed and there are 17 continuous CRP contracts to complete.
- Papenfuss stated they are working on Status Reviews.
- Papenfuss indicated the EQIP application period sign-up for 2025 funding will end September 6, 2024. There are currently 26 applications. They are seeing a lot of brush management funding requests.

**Dave Walter, District Manager Report**

- Walter shared the 2024 Conservationist of the Year is Gary Klinski. **Motion** by Feldmeier, seconded by Anderson, to host a banquet for Klinski, his family and anyone he chooses to invited. Banquet budget amount is \$700.00.  
Voting affirmative: Anderson, Driscoll, Feldmeier and Welke      Opposed: None      Motion carried.



- Walter stated a field day, 4R Nutrient Stewardship Field Day with Kevin Kuehner, MDA, is being held August 15, 2024 at Jonson's Rolling Acres farm. He has been asked to speak about the Alliance Grant. Walter, Welke and Glaunert plan to attend.

#### **PROGRAM REPORT:**

**Alliance Grant** – Walter share he, Messner and Wermager have been busy with this grant. Messner set up an appointment spreadsheet and made a small portion of the outreach calls. Walter said he made several outreach calls and Wermager is doing the appointments with the landowners and uploading the applications. Walter stated he did assist with the public meeting in Mabel, MN on July 30, 2024.

**WCA** – No report.

Walter shared he has completed the BMP spot checks scheduled for 2024 and is currently doing the RIM spot checks.

#### **MASWCD & MACDE**

December 2 – 4, 2024 is the MASWCD Annual Convention at the Doubletree by Hilton in Bloomington, MN. Walter stated it is highly likely that he and Welke will be attending the last day of the convention with Gary Klinski. They will be acknowledging the Conservationist of the Year from each district that day and announcing the State Conservationist of the Year.

#### **WATERSHED UPDATES**

**Crooked Creek** – Walter reported on Meiners behalf a purchase agreement has been signed obtaining 4.3 acres of property holding the foot print of the R-4 structure site.

**Bear Creek** – Walter stated he is waiting to receive design plans for rock needed at the Meyer structure site.

**Winnebago** – No report.

**Root River IWIP** – No report.

**WinLaC IWIP** – No report.

#### **PROGRAM & STAFF REPORTS:**

##### **Jean Meiners, Technician**

- **Buffer Law** – Walter reported on Meiners behalf site inspections will be conducted this fall. It will be the last scheduled inspection checks on the Hayable Buffer Cost Share projects.
- **MDA Private Well Mitigation (RO Systems) & MDH Safe Drinking Water Tap-In** – Walter shared on Meiners behalf there has not been any interest expressed in either of the programs.
- **BMP Projects** – Walter indicated construction is under way for Paul Kruckow's grade stabilization structure project and a contractor meeting is being held this afternoon, August 8<sup>th</sup> at the Schaffer project site. Grubbing has started for this project.

##### **Janice Messner, Administrative Assistant**

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

Messner reported she has been busy with preparing the 2025 proposed financial and working budgets and preparing for the 2023 Year End Audit. The auditors were on-site Wednesday, August 7, 2024.









**HELP Grant** (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds **\$0**

**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**

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

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

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

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

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

Voucher #	Item	Amount
4903	Ron Carlsen – Rent – August	\$ 1,287.00
4904	Kwik Trip – Fuel – SWCD Trucks	\$ 318.91
4906	Petty Cash – Finance Charges = \$12.16; Mileage log – Office Supply = \$14.43	\$ 26.59
4907	Wermager, Ken – Water Plan – Pond Clean Out = \$500; Water Plan – Push-Up Pond with pipe = \$1,500.00; ARPA – Push-Up Pond with pipe = \$200.00	\$ 2,200.00
4908	Massman, Jr., Laverne – Water Plan – Push-Up Pond with pipe = \$1,500.00; ARPA – Push-Up Pond with pipe = \$200.00	\$ 1,700.00
4909	ECM Publishers, Inc. - Alliance Grant - Advertising	\$ 1,000.00
	<b>Total</b>	<b>\$ 6,532.50</b>

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**\*\*\* WinLaC 1WIP Accounts Payable \*\*\***

Voucher #	Item	Amount
10	Fillmore SWCD – Technical 2 <sup>nd</sup> Qtr. 2024	\$ 3,920.64
11	Winona County – Admin 2 <sup>nd</sup> Qtr. 2024 = \$5,140.63 & Project Development = \$205.63	\$ 5,346.26
4905	VISA – WinLaC 1WIP – Education – Smarter Together = \$204.00	\$ 204.00
	<b>Total</b>	<b>\$ 9,470.90</b>

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**Motion** by Feldmeier, seconded by Welke, adjourning the meeting.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

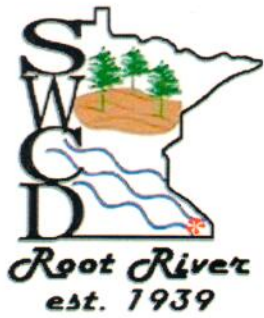
Meeting adjourned at 11:42 a.m.

**NEXT MEETING -- Regular Meeting, September 12, 2024, 10:00 a.m.** Ag Service Center

Approved: 9/12/2024  
Date

[Signature]  
Secretary





# Root River Soil and Water Conservation District

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

(507) 724-5261 Ext. 3

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

## MINUTES OF THE ROOT RIVER SWCD September 12, 2024

The Root River Soil and Water Conservation District Board of Supervisors met on September 12, 2024 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order by *pro tem* Chair Feldmeier at 10:01 a.m.

**Members Present:**

Joe Driscoll  
Matt Feldmeier  
Jerry Welke

**Members Not Present:**

Ken Anderson  
Glenn Kruse

**Others:**

Dave Walter, Janice Messner, Jean Meiners and Dan Wermager – SWCD staff; Chris Papenfuss – NRCS staff.

Those present took part in the Pledge of Allegiance.

**Minutes:** Motion by Welke, seconded by Driscoll, approving the minutes from the August 8, 2024 board meeting.

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

**Employee Time Records & Supervisor Per Diems:**

*Supervisor Per Diems*

Anderson, Ken – 3 <sup>rd</sup> Qtr. 4 mtgs. @ \$125.00/each	\$ 500.00
Driscoll, Joe – 3 <sup>rd</sup> Qtr. 6 mtgs. @ \$125.00/each	\$ 750.00
Feldmeier, Matt – 3 <sup>rd</sup> Qtr. 4 mtgs. @ \$125.00/each	\$ 500.00
Kruse, Glenn – 3 <sup>rd</sup> Qtr. 5 mtgs. @ \$125.00/each	\$ 500.00
Welke, Jerry – 3 <sup>rd</sup> Qtr. 8 mtgs. @ \$125.00/each	\$ 1,000.00

Motion by Driscoll, seconded by Welke, approving the Employee Time Records and Supervisor Per Diems listed above.

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

**Treasurer's Monthly Report:** Driscoll recommended the August 2024 treasurer's report be placed on file for audit.

**Agency Report:**

**Dave Walter, District Manager Report**

- Walter shared the 2024 Conservationist of the Year Picnic Celebration will be held at noon on Friday, September 13, 2024 at the Klinski campground.
- Walter stated the 4R Nutrient Stewardship Field Day was held August 15, 2024 at Johnson's Rolling Acres farm. Topics at the event that were covered included manure management, cover crops, and soil health.
- Walter announced the Sixth Grade Environmental Day will be held Thursday, September 26, 2024 with a rain date of Monday, September 30, 2024 at Winnebago Springs.
- Walter indicated BWSR Academy will be held October 29 – 31, 2024 at Cragun's Conference Center in Brainerd, MN. Motion by Driscoll, seconded by Welke, approving staff to attend and cover registration, lodging and meals. Voting affirmative: Driscoll, Feldmeier and Welke                      Opposed: None                      Motion carried.

**PROGRAM REPORT:**

WCA – Walter stated an individual with a compliance violation in Houston Twp. has started to fix the violation area. He also shared a landowner installed a crossing without a permit and he will be addressing this landowner.

Walter shared an update on a building site in Hokah Township.

**MASWCD & MACDE**

Walter stated the Area 7 MASWCD & MACDE Fall Meeting for supervisors and staff will be held Tuesday, October 22, 2024, 9 – 3 p.m. at the Jay C Hormel Nature Center, Austin, MN. Registration fee is \$15.00. Walter indicated he and Wermager plan to attend and opened it up to supervisors to travel with them.

Walter shared the MASWCD Annual Convention will be held December 2 – 4, 2024 at the Doubletree by Hilton in Bloomington, MN. He stated our Conservationist of the Year, Gary Klinski, will not be able to attend the luncheon on December 4<sup>th</sup> but he will be going to represent the District and Klinski.

Walter stated construction is underway at Twin Creeks Golf Course and the Schaffer site. Rochester and Walter are both at the Twin Creeks Golf site and Walter is at the Schaffer site. Walter thought they would start laying pipe at the Schaffer site on Monday, September 16<sup>th</sup>.

**OLD BUSINESS**

Heintz Badger Valley Farms, LLC – Roofs & Covers Cost Share Project – Walter shared details about this project with the board for their consideration when voting on the cost-share request later in today's meeting.

Walter exited the meeting.

**Agency Report:**

**Chris Papenfuss, NRCS Report**

- Papenfuss reported the EQIP application sign-up period for 2025 funding ended September 6, 2024. There are a total of 39 applications consisting of 17 Brush Management, 13 Grade Stabilization Structures, six Pollinator Plantings, a manure storage and a few additional applications.

**WATERSHED UPDATES**

*Crooked Creek* –Meiners shared the Watershed District is purchasing the property holding the foot print of the R-4 structure site and will be closing within the next week. The seller has added a stipulation that the area being purchased must be fenced within 30 days.

*Bear Creek* – No report.

*Winnebago* – No report.

*Root River IWIP* – No report.

*WinLaC IWIP* – Welke shared information about the Altura city well project that was discussed at the Policy Committee meeting held September 9, 2024.

**PROGRAM & STAFF REPORTS:**

**Jean Meiners, Technician**

- **Buffer Law** – No report.









**FY22/23 & FY24 Root River 1WIP Cost Share Request**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Diersen, John	30FY22/23RR1W1P	\$4,000.00 = 100 acres @ \$40/acre @ 1 yr.	\$4,000.00	340 – Cover Crop	12/31/24

**Motion** by Welke, seconded by Driscoll, approving a cost share request for contract #30FY22/23RR1W1P Diersen, John for Cover Crop (340) in the amount of \$4,000.00 on a one year contract. Funding source: FY22/23 Root River 1WIP Cost Share = \$923.35 and FY24 Root River 1WIP Cost Share = \$3,076.65.

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

**FY24 Root River 1WIP Feedlot Cost Share Amendment Request**

**Motion** by Driscoll, seconded by Welke, approving an amendment request for Contract #21FY22/23RR1W1P Owl Bluff Farm LLC Waste Facility Closure (360) amending the cost estimate of \$35,535.00 to \$39,234.00. An additional \$3,329.10 of cost share funds. This is due to needing additional grading and topsoiling after a heavy rainfall event before being seeded. Funding Source FY24 Root River 1WIP Feedlot Cost Share.

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

**FY24 Root River 1WIP Feedlot Cost Share Request**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Heintz Badger Valley Farms, LLC	08FY24RR1W1P	\$ 87,808.75	\$79,027.88	367 – Roofs & Covers	12/31/2024

**Motion** by Welke, seconded by Driscoll, approving a cost share request for contract #08FY24RR1W1P Heintz Badger Valley Farms, LLC for Roofs & Covers (367) in the amount of \$79,027.88. Funding source: FY24 Root River 1WIP Feedlot 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 \$0

**HELP Grant Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Affordable Investments, LLC	#03HELP Tree/Shrub Establishment (612)	\$624.00	\$720.51	\$720.51 @ 75% = \$540.38 Allocated funds = \$468.00 <b>Payment Amount Approved = \$468.00</b>

**Motion** by Driscoll, seconded by Welke, approving payment for Contract #03HELP Affordable Investments, LLC Tree/Shrub Establishment (612) in the amount of \$468.00. Funding Sources: HELP Grant.

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

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

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

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

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

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

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

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

Wermager joined the meeting.



**PROGRAM & STAFF REPORTS:**

**Dan Wermager, Technician**

- **Alliance Grant** – Wermager shared the application sign-up deadline was August 16, 2024. Several additional hours by Wermager and staff were needed to input all the applications and supporting documents. Wermager indicated we have not received word of who is being funded.
- **HELP Grant** – Wermager indicated the City of La Crescent is reducing their project area. This will leave grant funds available but being close to the grant expiration it does not leave much time to bring on a new applicant for cost share.
- **Local Capacity County Match CWMA** – Wermager stated he will begin doing spot checks in a few weeks on these practices.
- **Project Development – Root River 1WIP** – Wermager shared he has completed his outreach phone calls. He is doing site visits for those that were interested and is finding there are pond and brush management needs.
- **Prairie Strips** – Wermager indicated he still only has one promising project to date.

**Houston County Water Plan** – Wermager and Messner shared there may be County levy funding cuts for 2025. This would eliminate the pond clean out and push-up pond project funding. Walter is working with the County to try to preserve this funding.

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

Voucher #	Item	Amount
4910	Ron Carlsen – Rent – September	\$ 1,287.00
4911	Kwik Trip – Fuel – SWCD Trucks	\$ 256.75
4912	VISA – Vehicle Maintenance – RAM oil change = \$ 114.76; Adobe Acrobat Pro Subscription = \$256.37; Conservationist of the Year = \$18.87	\$ 390.00
4913	Cordes Farm LLC – Water Plan – Pond Clean Out = \$500; Water Plan – Push-Up Pond no pipe = \$800.00; ARPA – Push-Up Pond no pipe = \$200.00	\$ 1,500.00
4914	Affordable Investments LLC – HELP Grant – Contract #03HELP	\$ 468.00
4915	Talcott Resolution Life & Annuity Ins. Co. – Life Insurance – Policy #LU1188704 Dave Walter	\$ 90.00
4916	Anderson, Ken – Mileage – 3rd Qtr.	\$ 68.61
4917	Driscoll, Joe – Mileage – 3rd Qtr.	\$ 87.03
4918	Feldmeier, Matt – Mileage – 3rd Qtr.	\$ 96.48
4919	Kruse, Glenn – Mileage – 3rd Qtr.	\$ 59.76
4920	Welke, Jerry – Mileage – 3rd Qtr.	\$ 160.80
4921	Betz, Mark – Water Plan – Pond Clean Out	\$ 500.00
4922	Diersen, John - #29FY22/23RR1W1P Milkhouse Waste Transfer	\$ 11,629.82
4923	Lind Awards & Engraving – Con of Year Plaque	\$ 37.58
4924	Winnebago Springs LLC – Education Shelter Rent 6th Grade Environmental Day = \$50.00; Water Plan Education Shelter Rent 6th Grade Environmental Day = \$100.00; AIS Education Shelter Rent 6th Grade Environmental Day = \$75.00	\$ 225.00
4925	MN Board of Soil & Water Resources - Registration & Training - BWSR Academy 10/29 - 10/31/24	\$
	<b>Total</b>	<b>\$ 16,856.83</b>

**Motion** by Driscoll, seconded by Welke, approving the above listed accounts payable.

Voting affirmative: Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.



\*\*\* WinLaC 1WIP Accounts Payable \*\*\*

Voucher #	Item	Amount
12	Goodhue SWCD – Education – KTTC Commercial Contribution	\$ 2,000.00
	<b>Total</b>	<b>\$ 2,000.00</b>

Motion by Welke, seconded by Driscoll, approving the above listed accounts payable.

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

Motion by Welke, seconded by Driscoll, adjourning the meeting.

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

Meeting adjourned at 11:18 a.m.

NEXT MEETING -- Regular Meeting, October 10, 2024, 10:00 a.m. Ag Service Center

Approved: 10/10/2024  
Date

[Signature]  
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/departement/soil-and-water/>

### MINUTES OF THE ROOT RIVER SWCD October 10, 2024

The Root River Soil and Water Conservation District Board of Supervisors met on October 10, 2024 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order by Chair Kruse at 10:00 a.m.

**Members Present:**

Ken Anderson

Joe Driscoll

Matt Feldmeier

Glenn Kruse

Jerry Welke

**Members Not Present:**

**Others:**

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

Those present took part in the Pledge of Allegiance.

**Minutes:** **Motion** by Driscoll, seconded by Welke, approving the minutes from the September 12, 2024 board meeting.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**Treasurer's Monthly Report:** Driscoll recommended the September 2024 treasurer's report be placed on file for audit.

**Agency Report:**

**Ryan Hytry, District Conservationist NRCS Report**

- Hytry reported they have been processing payments. Two fencing projects, one prescribed grazing project and one brush management project. He continued by saying they are in the process of finalizing two high tunnel projects and three grade stabilization structures with one grassed waterway project.

**Dave Walter, District Manager Report**

- Walter shared the Schaffer grade stabilization structure and Twin Creeks Golf streambank project were just completed. Walter stated he would work with Meiners to put together a PowerPoint from these projects and thought a tour for the county commissioners would be a consideration.
- Walter stated the Owl Bluff Farm project should be completed today (October 10<sup>th</sup>).

**PROGRAM REPORT:**

WCA – Walter stated he is working with a landowner in Brownsville Twp. on a culvert installation with grading. He also shared he will be following up with a landowner in Houston Twp. who is fixing a violation area on his property.



**MASWCD & MACDE**

Walter stated the Area 7 MASWCD & MACDE Fall Meeting for supervisors and staff will be held Tuesday, October 22, 2024, 9 – 3 p.m. at the Jay C Hormel Nature Center, Austin, MN. Registration fee is \$15.00. Currently, six plan to attend. **Motion** by Anderson, seconded by Driscoll, approving the registration fee for all staff and supervisors interested in attending the Fall Meeting. Voting affirmative: Anderson, Driscoll, Feldmeier and Welke Opposed: None Motion carried.

Walter shared the MASWCD Annual Convention will be held December 2 – 4, 2024 at the Doubletree by Hilton in Bloomington, MN. He stated our Conservationist of the Year, Gary Klinski, will not be able to attend the luncheon on December 4<sup>th</sup>. **Motion** by Feldmeier, seconded by Anderson, approving the registration fee and meals for staff and supervisors interested in attending. Voting affirmative: Anderson, Driscoll, Feldmeier and Welke Opposed: None Motion carried.

Walter reviewed the 2024 MASWCD Resolutions with the board. Discussion followed on various resolutions. **Motion** by Feldmeier, seconded by Anderson, appointing Messner to submit resolution ballots for any supervisors who choose not to enter them on their own. Voting affirmative: Anderson, Driscoll, Feldmeier and Welke Opposed: None Motion carried.

**WATERSHED UPDATES**

***Crooked Creek*** –Meiners shared the fencing has been completed to meet the stipulation made on purchasing property adjoining the R-4 structure site.

***Bear Creek*** – No report.

***Winnebago*** – No report.

***Root River IWIP*** – No report.

***WinLaC IWIP*** – Messner shared the Policy Committee meeting scheduled for December 2024 will not be held.

**PROGRAM & STAFF REPORTS:**

**Jean Meiners, Technician**

- **Buffer Law** – Meiners reported she has done a few of the required spot checks in between construction. She also shared she attended a Public Waters meeting recently. Changes in Statue were discussed and the plan set further to meet the new Statue requirements.
- **MDA Private Well Mitigation (RO Systems) & MDH Safe Drinking Water Tap-In** – Meiners shared information about an application she has received for well remediation. She stated the one application will use all the allotted funds from Houston County. The project will be acted on later in the meeting.
- **BMP Projects** – Meiners stated she has been doing construction work this past month.
- **Fillmore County Journal Insert** – Meiners shared the SWCD will be doing a conservation insert to be published in early December.

**Janice Messner, Administrative Assistant**

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

**Dan Wermager, Technician**

- **Alliance Grant** – Walter shared the majority of the applications in Houston County were funded for a practice on at least one farm if the applicant applied for a practice on two farms. Currently, Wermager is obtaining and uploading W-

9 information to meet the October 11, 2024 deadline date. Feldmeier stated there are a lot of happy farmers in Houston County.

- **HELP Grant** – No report
- **Local Capacity County Match CWMA** – No report.
- **Project Development – Root River 1W1P** – No report.
- **Prairie Strips** – No report.

**Houston County Water Plan** – Walter shared the Water Plan Committee met October 3, 2024. The committee was informed the County is no longer required to provide match for the NRBG grant and will not be appropriating any levy dollars towards this program. This eliminates the Push-Up Pond and Pond Clean Out incentive payment program. Walter went on to say technical assistance will still be available to the landowner. Messner shared more detail about the approved 2025 budget.

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** No report.

**PERSONNEL COMMITTEE:** No report.

**TSA7 (Joint Powers) COMMITTEE:** No report.

**OLD BUSINESS** – No report.

**NEW BUSINESS & ACTION ITEMS**

**Motion** by Feldmeier, seconded by Anderson, approving the 2025 tree order and pricing as presented.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**COST SHARE PROGRAMS**

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

FY22/23 1W1P Root River Watershed-Base Cost Share (*Grant expiration 12/31/2024*) Available Funds \$ 0

FY24 Root River 1W1P Cost Share (*Grant expiration 12/31/2026*) Available Funds \$ 212,503.98

**Acknowledgment of FY24 Root River 1W1P Pre-Approved Cost Share Requests**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Bratland, Darin	09FY24RR1W1P	\$1,440.00 = 36 acres @ \$40/acre @ 1 yr.	\$1,440.00	340 – Cover Crop	10/1/2024
Nelson, Cecil	10FY24RR1W1P	\$15,400.00 = 385 acres @ \$40/acre @ 1 yr.	\$15,400.00	340 – Cover Crop	11/1/2024

It was acknowledged that Contract #09FY24RR1W1P Bratland, Darin in the amount of \$1,440.00 for Cover Crops and Contract #10FY24RR1W1P Nelson, Cecil in the amount of \$15,400.00 for Cover Crops was pre-approved by Chair Kruse.

**FY24 Root River 1W1P Cost Share Expired Contract Acknowledgement**

➤ Contract #27FY22/23RR1W1P Van Gundy, Larry for Diversion (362) \$2,430.00. Contract expired 10/1/2024.

It was acknowledged that Contract #27FY22/23RR1W1P Van Gundy, Larry in the amount of \$2,430.00 for a Diversion project has expired and funds are available for re-allocation.



**FY24 Root River 1W1P Cost Share Request**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Van Gundy, Larry	11FY24RR1W1P	\$ 8,220.00	\$7,398.00	410 – Grade Stabilization Structure	6/1/2025

**Motion** by Feldmeier, seconded by Welke, approving Contract #11FY24RR1W1P Van Gundy, Larry in the amount of \$7,398.00 for a Grade Stabilization Structure.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Meyer, Kermit	14FY24RR1W1P	\$17,520.00 = 146 acres @ \$40/3 yrs	\$17,520.00	340 – Cover Crop	11/1/2024

**Motion** by Feldmeier, seconded by Driscoll, approving Contract #14FY24RR1W1P Meyer, Kermit in the amount of \$17,520.00 for a three year Cover Crop project on 146 acres.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**FY24 Root River 1W1P Cost Share Request Contingent upon Obtaining Signatures**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Schullo, Travis	12FY24RR1W1P	\$4,550 = 91 acres @ \$50/acre @ 1 yr.	\$4,550.00	340 – Cover Crop	11/1/2024
Hartley, Chris	13FY24RR1W1P	\$5,080.00 = 127 acres @ \$40/1 yr	\$5,080.00	340 – Cover Crop	11/1/2024
Welke, Andy	15FY24RR1W1P	\$3,250.00 = 65 acres @ \$50/1 yr	\$3,250.00	340 – Cover Crop	11/1/2024

**Motion** by Welke, seconded by Anderson, approving Contract #12FY24RR1W1P Schullo, Travis in the amount of \$4,550.00 for a one year Cover Crop project on 91 acres, Contract #13FY24RR1W1P Hartley, Chris in the amount of \$5,080.00 for a one year Cover Crop project on 127 acres and Contract #15FY24RR1W1P Welke, Andy in the amount of \$3,250.00 for a one year Cover Crop project on 65 acres. All three contracts are contingent upon obtaining signatures.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**ARPA – (Spending expiration 12/31/2026) Available Funds \$0**

**ARPA Cost Share Payment Request**

Name	Project/Contract #	Request
Klug, Mike	Pond Clean Out & Push-Up Pond with pipe	\$1,897.84 (additional \$302.16 funded through Water Plan)

**Motion** by Feldmeier, seconded by Welke, approving payment for Mike Klug in the amount of \$1,897.84 for a Push-Up Pond with a pipe and Pond Clean Out project.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**MDH Tap-In Cost Share Request Contingent upon Technical Signature**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Hanson, Amy	01TAPIN	\$ 3,712.58	\$3,712.58 (100% Cost Share)	Well Remediation – Shock Well & RO System	5/1/2025
Hanson, Amy	02TAPIN	\$4,614.67	\$2,307.34 (50% Cost Share)	Well Remediation	5/1/2025



**Motion** by Feldmeier, seconded by Driscoll, approving Contract #01TAPIN Hanson, Amy in the amount of \$3,712.58 for Well Remediation consisting of Shocking the Well & RO System and Contract #02TAPIN Hanson, Amy in the amount of \$4,614.67 for additional Well Remediation contingent upon obtaining Technical signature.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**HELP Grant** (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds \$0

**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

**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
4925	BWSR – BWSR Academy Training 10/29 10/31/2024	\$ 225.00
4926	Ron Carlsen – Rent – October	\$ 1,287.00
4927	Kwik Trip – Fuel – SWCD Trucks	\$ 290.37
4928	VISA – Banquet Conservationist of the Year = \$221.24; Water Plan 6th Grade Environmental Day Expenses = \$86.26; Education/Awards/Tours 6th Grade Environmental Day Expenses = \$86.26; Education/Awards/Tours Conservationist of the Year Expense = \$0.73	\$ 394.49
4929	Houston County Recorder - McNamer Contract for Deed copies	\$ 28.00
4930	Caledonia Implement Co. – Crimper Maintenance - Grease	\$ 8.10
4931	Wieser, Jim – Water Plan – Pond Clean Out	\$ 500.00
4932	MASWCD – Area 7 MASWCD & MACDE Meeting 10/22/2024 – 6 @ \$15/each	\$ 90.00
4933	Klug, Mike – Water Plan Pond Clean Out = \$302.16; ARPA Pond Clean Out = \$197.84; ARPA Push-Up Pond with pipe = \$1,700.00	\$ 2,200.00
4934	Lodholz North Star Acres, Inc – Trees – 25% Down Payment	\$ 158.25
4935	Frontier Precision – IT Support Trimble R12 Firmware Maintenance = \$396.00 & Trimble R12 Receiver – Hardware = \$450.00	\$ 846.00
	<b>Total</b>	<b>\$ 6,027.21</b>

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**\*\*\* WinLaC 1W1P Accounts Payable \*\*\***

Voucher #	Item	Amount
13	Fillmore SWCD – Technical – 3 <sup>rd</sup> Qtr 2024	\$ 1,784.36
14	Olmsted SWCD – Technical – 2 <sup>nd</sup> Qtr 2024 = \$12,652.96, 1 <sup>st</sup> Qtr 2024 = \$8,712.65, 4 <sup>th</sup> Qtr 2023 = \$7,507.78; Project Development – 2 <sup>nd</sup> Qtr 2024 = \$585.32, 1 <sup>st</sup> Qtr 2024 = \$1,238.52, 4 <sup>th</sup> Qtr 2023 = \$2,470.03; Education – 2 <sup>nd</sup> Qtr 2024 = \$340.60, 1 <sup>st</sup> Qtr 2024 = \$68.12	\$ 33,575.98
	<b>Total</b>	<b>\$ 35,360.34</b>

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

Discussion on a project proposed in Wilmington Township increasing animal units to 1,000.



**Motion** by Feldmeier, seconded by Welke, adjourning the meeting.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

Meeting adjourned at 11:17 a.m.

**NEXT MEETING -- Regular Meeting, November 14, 2024, 1:00 p.m.** Ag Service Center

Approved: 11/14/2024  
Date

  
Secretary



## **Root River Soil and Water Conservation District**

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

**(507) 724-5261 Ext. 3**

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

### **MINUTES OF THE ROOT RIVER SWCD**

November 14, 2024

The Root River Soil and Water Conservation District Board of Supervisors met on November 14, 2024 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

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

**Members Present:**

Ken Anderson

Joe Driscoll

Matt Feldmeier

Glenn Kruse

Jerry Welke

**Members Not Present:**

**Others:**

Dave Walter, Dan Wermager, Janice Messner and Jean Meiners – SWCD staff; Ryan Hytry – NRCS staff; Bob Scanlan, MN Department of Agriculture

Those present took part in the Pledge of Allegiance.

Bob Scanlan with the MN Department of Agriculture shared a proposal opportunity for the SWCD. The scope of work is addressing nitrate concerns in Spring Grove Township through BMP practices. The work to be performed is outreach, field walkovers, project design and implementation. Discussion followed with supervisors expressing concern about the additional workload this would add to the current staff. Various questions were asked regarding performing a portion of the work proposed. Scanlan will provide additional information to SWCD board at a later date.

**Minutes:** **Motion** by Anderson, seconded by Welke, approving the minutes from the October 10, 2024 board meeting.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**Treasurer's Monthly Report:** Messner reported the October 2024 treasurer's report will be presented at the December 12, 2024 meeting.

**Agency Reports:**

**Ryan Hytry, District Conservationist NRCS Report**

- Hytry reported they have certified completion on the Schaffer grade stabilization structure project and other BMP practices including obstruction removal, fence and brush management projects. He continued by sharing \$36,000 in CSP payments have been generated. For EQIP they are working on the ranking process for the applications that were received. Ranking should be completed in January 2026.



**Dave Walter, District Manager Report**

- Walter shared construction of the Schaffer grade stabilization structure and Twin Creeks Golf streambank project have been completed. Hytry indicated the NRCS State Engineer had been in the area for a project tour in Fillmore County and visited the Schaffer project site which he certified. Hytry stated there are several positive comments about the project.
- Walter stated he had been out doing buffer spot checks. He indicated the SWCD had submitted a grant amendment request on the FY22 Buffer Law Grant extending the grant for one year. The request was approved. It extends the grant to December 31, 2025.

**PROGRAM REPORTS:****Dave Walter, District Manager**

- **WCA** – Walter stated he received notice that a landowner in West Beaver installed a water crossing with no permit.
- **AIS** – Walter shared he received a call seeking a donation to MN Traditions. Discussion followed regarding the geographical area that would benefit from a donation. **Motion** by Feldmeier, seconded by Driscoll, to decline the opportunity to donate to MN Traditions.  
Voting affirmative: Anderson, Driscoll, Feldmeier and Welke      Opposed: None      Motion carried.

**MASWCD & MACDE**

Area 7 MASWCD & MACDE Fall Meeting was held Tuesday, October 22, 2024 at the Jay C Hormel Nature Center, Austin, MN. Driscoll and Welke were in attendance and shared at the Supervisor meeting there was discussion on changing the term limit for the MASWCD Chair to no limit. Anderson and Wermager were also in attendance.

Walter shared the MASWCD Annual Convention will be held December 2 – 4, 2024 at the Doubletree by Hilton in Bloomington, MN. He stated our Conservationist of the Year, Gary Klinski, will not be able to attend the luncheon on December 4<sup>th</sup>... Messner shared to date she has registered Walter, Welke and Driscoll to attend the convention on December 4<sup>th</sup>. Kruse stated he would also like to attend.

**WATERSHED UPDATES**

**Crooked Creek** –Meiners shared a call came in stating the pipe at the South Fork structure site was plugged. Staff removed debris from the pipe.

**Bear Creek** – It was noted that the SWCD has not received the final report of the annual site inspections. This will be addressed.

**Winnebago** – No report.

**Root River IWIP** – No report.

**WinLaC IWIP** – No report.

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

- **Buffer Law** – Meiners reported she has done a few of the required spot checks but several of the locations have corn that has not been harvested. She will finish the spot checks as harvest is completed.
- **MDA Private Well Mitigation (RO Systems)** – No report.
- **MDH Safe Drinking Water Tap-In** – No report

- **BMP Projects** – Meiners stated she has been doing construction and survey work this past month.
- **Fillmore County Journal Insert** – Meiners shared the news articles for the conservation insert in the Fillmore County Journal are submitted.

**Janice Messner, Administrative Assistant**

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

**Dan Wermager, Technician**

- **Alliance Grant** – Wermager shared 7,549.33 acres were approved totaling \$850,464.00 in cost share funds. Projects included 5,800 acres of cover crops, 442 acres of reduced tillage, 735 acres of no tillage, 559 acres of nutrient management and the remaining acres converting pasture to hay and conservation crop rotation. To receive a 50% payment the producer will need to self-certify the acres they planted and sign the contract. Wermager stated the contract has not been made available by the grant officials to date.
- **HELP Grant** – Wermager indicated there are few projects that were seeded and required a follow-up mowing. We will pay on these contracts after the mowing is completed.
- **Local Capacity County Match CWMA** – Wermager shared he has started doing the yearly spot checks.
- **Project Development – Root River 1W1P** – Wermager stated a number of push-up ponds and pond clean out sites were constructed this past month above Sheldon, MN.
- **Prairie Strips** – No report.

**Houston County Water Plan** – Wermager shared to date ten Push-Up Ponds have been installed this year. Also, 13 Pond Clean Outs have been certified complete with two additional clean outs to be checked. Wermager stated at the October 3, 2024 Water Plan Committee meeting the committee was informed the County is no longer required to provide match for the NRBG grant and will not be appropriating any levy dollars towards this program. This eliminates the Push-Up Pond and Pond Clean Out incentive payment program. The committee members discussed if there was a need for the committee in the future. Commissioner Johnson offered to explore the steps needed to dissolve the committee and will report back at the December 2024 meeting.

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** No report.

**PERSONNEL COMMITTEE:** Walter stated he will be putting together employee evaluations and would like to meet with the Personnel Committee to review the evaluations on Tuesday, November 26, 2024 at 1:00 p.m.

**TSA7 (Joint Powers) COMMITTEE:** Walter reported the Personnel Committee will be doing evaluations on Monday, November 18<sup>th</sup> and Tuesday, November 19<sup>th</sup> and will meet in-person on Thursday, November 21, 2024.

**OLD BUSINESS** – No report.

**NEW BUSINESS & ACTION ITEMS** - No report.

**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 12/31/2024*) Available Funds \$ 0

FY24 Root River 1W1P Cost Share (*Grant expiration 12/31/2026*) Available Funds \$ **148,496.50**



**Acknowledgment of FY24 Root River 1W1P Pre-Approved Cost Share Request**

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
Tostenson, Brad	16FY24RR1W1P	\$28,440.00 = 237 acres @ \$40/acre @ 3 yr.	\$28,440.00	340 – Cover Crop	11/1/2024
Wiebke Feedlot LLC	17FY24RR1W1P	\$4,520.00 = 113 acres @ \$40/acre @ 1 yr.	\$4,520.00	340 – Cover Crop	11/1/2024
Sylling, Myron	18FY24RR1W1P	\$28,200.00 = 235 acres @ \$40/acre @ 3 yrs.	\$28,200.00	340 – Cover Crop	11/1/2024
Petersen, David	19FY24RR1W1P	\$2,000.00 = 50 acres @ \$40/acre @ 1yr.	\$2,000.00	340 – Cover Crop	11/1/2024

It was acknowledged that Contract #16FY24RR1W1P Tostenson, Brad in the amount of \$28,440.00 for a three year, 237 acre single specie Cover Crop project; Contract #17FY24RR1W1P Wiebke Feedlot LLC in the amount of \$4,520.00 for a one year, 113 acre single specie Cover Crop project; Contract #18FY24RR1W1P Sylling, Myron in the amount of \$28,200.00 for a three year, 235 acre single specie Cover Crop project and Contract #19FY24RR1W1P Petersen, David in the amount of \$2,000.00 for a one year, 50 acre single specie Cover Crop project were pre-approved by Chair Kruse. Funding Source FY24 Root River 1W1P Cost Share.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**FY22/23 Root River 1W1P Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Lynch, Ben	#26FY22/23RR1W1P Prescribed Grazing	\$43,526.00	\$33,999.19	\$33,999.19 x 90% = \$30,599.27 EQIP = \$16,121.60 (2024); Non-State Payment Amount = \$8,576.05 (EQIP 2025) Allocated Cost Share = \$10,458.40 <b>Payment Amount Approved = \$5,901.62</b> <i>Slippage for Re-allocation = \$4,556.78</i>

**Motion** by Feldmeier, seconded by Welke, approving payment for Contract #26FY22/23RR1W1P Lynch, Ben in the amount of \$5,901.62 and re-allocating \$4,556.78 to FY22/23 Root River 1W1P Cost Share. Fund Source FY22/23 Root River 1W1P Cost Share.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**FY22/23 Root River 1W1P Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Owl Bluff Farm LLC	#21FY22/23RR1W1P Waste Facility Closure	\$39,234.00	\$32,640.46	\$32,640.46 x 90% = \$29,376.41 Partial Payment = \$25,397.10 (Already paid) <b>Payment Amount Approved = \$3,979.31</b> (Funding Sources = \$3,941.38 FY22/23 Root River 1W1P & \$37.93 FY24 Root River 1W1P) <i>Slippage for Re-allocation = \$5,934.19 FY24 Root River 1W1P Feedlot</i>

**Motion** by Anderson, seconded by Feldmeier, approving payment for Contract #21FY22/23RR1W1P Owl Bluff Farm LLC in the amount of \$3,979.31 and re-allocating \$5,059.56 to FY24 Root River 1W1P Feedlot Cost Share. Fund Sources \$3,941.38 FY22/23 Root River 1W1P Cost Share and \$37.93 FY24 Root River 1W1P Feedlot Cost Share.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**Funding Source Change**

- Contract #30FY22/23RR1W1P Diersen, John 340 - Cover Crop \$3,076.65 from FY24 Root River 1W1P to FY22/23 Root River 1W1P.

- Contract #19FY22/23RR1W1P Petersen, David 340 – Cover Crop \$1,480.13 from FY24 Root River 1W1P to FY22/23 Root River 1W1P.

**Motion** by Anderson, seconded by Driscoll, approving a fund source change for Contract #30FY22/23RR1W1P Diersen, John Cover Crop moving \$3,076.65 from FY24 Root River 1W1P Cost Share to FY22/23 Root River 1W1P Cost Share and Contract #19FY22/23RR1W1P Petersen, David Cover Crop moving \$1,480.13 from FY24 Root River 1W1P Cost Share to FY22/23 Root River 1W1P Cost Share.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**FY22/23 Root River 1W1P Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Diersen, John	#30FY22/23RR1W1P Cover Crop	\$4,000.00	\$4,000.00	100 acres @ \$40/acre @ 1 yr. = \$4,000.00 <b>Payment Amount Approved = \$4,000.00</b>

**Motion** by Driscoll, seconded by Feldmeier, approving payment for Contract #30FY22/23RR1W1P Diersen, John in the amount of \$4,000.00 for a one year, 100 acre single specie cover crop project. Funding Source FY22/23 Root River 1W1P Cost Share.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**FY24 Root River 1W1P Cost Share Amendment Request**

- Contract #06FY22CS Hein, Todd Grade Stabilization Structure is requesting to amend the cost estimate of \$9,390.00 to \$13,020.00 increasing the cost share amount from \$592.00 to \$3,859.00 an additional \$3,267.00. The increased cost estimate is due to needing additional grubbing and seeding.

**Motion** by Anderson, seconded by Driscoll, approving the amendment request for Contract #06FY22CS Hein, Todd increasing the cost share amount from \$592.00 to \$3,267.00 for the grade stabilization structure. Funding Source FY24 Root River 1W1P Cost Share.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**FY24 Root River 1W1P Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Mierau, Bob	#07FY24RR1W1P Cover Crop	\$8,560.00	\$8,560.00	214 acres @ \$40/acre @ 1 yr. = \$8,560.00 <b>Payment Amount Approved = \$8,560.00</b>
Nelson, Cecil	#10FY24RR1W1P Cover Crop	\$15,400.00	\$15,400.00	385 acres @ \$40/acre @ 1 yr. = \$15,400.00 <b>Payment Amount Approved = \$15,400.00</b>
Tostensen, Brad	#16FY24RR1W1P Cover Crop	\$28,440.00	\$28,440.00	237 acres @ \$40/acre @ 3 yrs. = \$28,440.00 <b>Payment Amount Approved = \$28,440.00</b>

**Motion** by Feldmeier, seconded by Anderson, approving payment for Contract #07FY24RR1W1P Mierau, Bob in the amount of \$8,560.00 for a one year, 214 acre single specie cover crop project; Contract #10FY24RR1W1P Nelson, Cecil in the amount of \$15,400.00 for a one year, 385 acre single specie cover crop project; Contract #16FY24RR1W1P Tostensen, Brad in the amount of \$28,440.00 for a three year, 237 acre single specie cover crop project.. Funding Source FY24 Root River 1W1P Cost Share.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**FY24 Root River 1W1P Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Petersen, David	#19FY24RR1W1P Cover Crop	\$2,000.00	\$2,000.00	50 acres @ \$40/acre @ 1yr. = \$2,000.00 <b>Payment Amount Approved = \$2,000.00</b> (\$1,480.13 FY22/23 Root River 1W1P & \$519.87 FY24 Root River 1W1P)

**Motion** by Anderson, seconded by Driscoll, approving payment for Contract #19FY24RR1W1P Petersen, David in the amount of \$2,000.00 for a one year, 50 acre single specie cover crop project. Funding Source FY24 Root River 1W1P Cost Share \$519.87 & FY22/23 Root River 1W1P Cost Share \$1,480.13.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

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*

Walter reported a kiosk was installed near the Root River Bridge in Hokah, MN. It offers information about the Root River as well as its recreational contribution.

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

Voucher #	Item	Amount
4936	Ron Carlsen – Rent – November	\$ 1,287.00
4937	Kwik Trip – Fuel – SWCD Trucks	\$ 397.45
4938	VISA – Banquet Conservationist of the Year = \$72.38; Meals – BWSR Academy 10/28 – 10/30/24 = \$63.14 & MDA Mtg. Winona 11/7/24 = \$10.93; Tree License = \$209.41; Office Supplies = \$164.00; Tree Postage = \$182.50; Finance Charge = \$3.90	\$ 706.26
4939	MASWCD – Convention Registration = \$820.00; Meals = \$140.00 12/4/24	\$ 960.00
4940	Mierau, Bob - #07FY24RR1W1P – Cover Crops	\$ 8,560.00
4941	IA DNR State Forest Nursery - Trees	\$ 2,425.00
4942	Pohlman, Arlyn – #06-20 CWMA – Brush Management	\$ 2,000.00
4943	Davy Farm Family Trust – Water Plan Pond Clean Out = \$223.96; ARPA Pond Clean Out = \$276.04	\$ 500.00
4944	Hanson, Ted - #11-20CM CWMA – Brush Management	\$ 1,625.00
4945	Lynch, Ben – E26FY22/23RR1W1P – Prescribed Grazing	\$ 5,901.62
4946	Shirk, Ryan – ARPA – Push-Up Pond with Pipe	\$ 1,700.00
4947	Harms, Chad – ARPA – Push-Up Pond with Pipe & Pond Clean Out	\$ 2,200.00
4948	Messner, Janice – Meals – BWSR Academy 10/28 – 10/30/24 = \$28.00; Lodging BWSR Academy 10/28/24 – 10/30/24 = \$327.28; Mileage – BWSR Academy 10/28 – 10/30/24 665 miles @ \$0.67/mile = \$445.55	\$ 800.83
4949	Diersen, John - #30FY22/23RR1W1P – Cover Crop	\$ 4,000.00
4950	Petersen, David - #19FY24RR1W1P – Cover Crop	\$ 2,000.00
4951	King, Luke – ARPA – Pond Clean Out = \$500.00 & Push-Up Pond with pipe = \$1,700.00	\$ 2,200.00
4952	Nelson, Cecil - #10FY24RR1W1P – Cover Crop	\$ 15,400.00
4953	Spevacek Revocable Trust, Philip & Kathy – ARPA – Pond Clean Out \$500.00 & Push-Up Pond with pipe = \$1,700.00	\$ 2,200.00
4954	Tostenson, Brad - #16FY24RR1W1P – Cover Crop	\$ 28,440.00
4955	Frontier Precision – Sales Tax	\$ 58.16
4956	Peterson Company Ltd. – 2023 Year-End Audit	\$ 4,500.00
4957	Owl Bluff Farm LLC - #21FY22/23RR1W1P – Waste Facility Closure – Final Payment	\$ 3,979.31
4958	Hein, Todd - #06FY22CD – Grade Stabilization Structure	\$ 3,859.00
4959	Twin Creeks Golf, Inc. - #04 ARPA – Streambank & Shoreline Protection	\$ 33,849.00
4960	Sheehan, Jim – ARPA – Push-Up Pond with Pipe	\$ 1,700.00
4961	Quill LLC – Office Supplies	\$ 282.98
4962	Beckman Trust, Lester & Leora - #10-20CM CWMA – Brush Management	\$ 1,175.00
4963	Schullo, Travis - #12FY24RR1W1P – Cover Crop	\$ 4,550.00
4964	Wiebke Feedlot LLC - #17FY24RR1W1P – Cover Crop	\$ 4,520.00
4965	Walter, Dave – FY24 RR1W1P Education – Kiosk Materials	\$ 21.91
4966	Van Gundy, Larry - #11FY24RR1W1P – Grade Stabilization Structure	\$ 7,398.00
4967	Schaffer, Joyce - #01 ARPA – Grade Stabilization Structure	\$109,251.50
4968	Heim – Welch, Joan – ARPA – Pond Clean Out = \$500.00 & Push-Up Pond with pipe = \$1,700.00	\$ 2,200.00
	<b>Total</b>	\$260,648.02

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

\*\*\* WinLaC 1WIP Accounts Payable \*\*\*

Voucher #	Item	Amount
15	Winona County – Administrative – 3 <sup>rd</sup> Qtr. 2024	\$ 5,284.56
16	SE MN Technical Support JPB – Technical – 3 <sup>rd</sup> Qtr. 2024	\$ 2,016.10
17	Olmsted SWCD – Project Development 4 <sup>th</sup> Qtr. 2023 = \$2,470.03, 1 <sup>st</sup> Qtr. 2024 = \$1,238.52, 2 <sup>nd</sup> Qtr. 2024 = \$585.32; Education – 1 <sup>st</sup> Qtr. 2024 = \$68.12, 2 <sup>nd</sup> Qtr. 2024 = \$340.60; Technical – 4 <sup>th</sup> Qtr. 2023 = \$7,507.78	\$ 12,210.37
4956	Peterson Company Ltd. – Administrative – 2023 Year-End Audit	\$ 500.00
	Houston County Treasurer – RRSWCD Administrative – 3 <sup>rd</sup> Qtr. 2024 = \$2,076.66; WinLaC CRP RRSWCD – Administrative – 3 <sup>rd</sup> Qtr. 2024 = \$224.10	\$ 2,300.76
	<b>Total</b>	<b>\$ 7,300.66</b>
	Houston County Treasurer - Transfer of funds from Money Market Acct #8115 to Cash	\$ 70,000.00
	Houston County Treasurer - Transfer of funds from Cash (FY25 WinLaC 1WIP Grant) to new Money Market	\$448,133.50

Motion by Anderson, seconded by Welke, approving the above listed WinLaC 1WIP accounts payable and transfer of funds. Voting affirmative: Anderson, Driscoll, Feldmeier and Welke Opposed: None Motion carried.

Motion by Welke, seconded by Feldmeier, adjourning the meeting. Voting affirmative: Anderson, Driscoll, Feldmeier and Welke Opposed: None Motion carried.

Meeting adjourned at 2:47 p.m.

NEXT MEETING -- Regular Meeting, December 12, 2024, 1:00 p.m. Ag Service Center

Approved: 12/12/2024  
Date

[Signature]  
Secretary





**Agency Reports:**

**Ryan Hytry, District Conservationist NRCS Report**

- Hytry reported they have certified completion on a fence project, high tunnel, and cover crops. Also, certification on a grazing project is close. He stated staff has also been working on conservation plans and design work for potential EQIP projects that have applied for funding.

**Dave Walter, District Manager Report**

- Walter indicated the re-elected board supervisors will be sworn in on Monday January 6, 2025 in the Commissioners Room at the Houston County Courthouse at 8:30 a.m.

**PROGRAM REPORTS:**

**Dave Walter, District Manager**

- **WCA** – Walter stated he is working with a landowner in Houston Township on plans for a driveway installation.
- **AIS** – No report

Walter shared information about a Pond Clean-Out Project bill that is being coordinated through Terri Peter from Wabasha SWCD. The bill will include five or six counties.

**MASWCD & MACDE**

Walter shared the MASWCD Annual Convention was held December 2 – 4, 2024 at the Doubletree by Hilton in Bloomington, MN. He indicated he, Welke and Driscoll were in attendance on December 4<sup>th</sup>. The Clean Water Council update revealed \$150 million was awarded to BWSR for the One Watershed, One Plans. From his morning session he shared information on the 2026 FMLA changes and how it will affect the district. He also shared update information on MCIT's EPA offerings. Supervisors shared that not all the resolutions passed and some needed slight rewording. Randy Smith was re-elected as the MASWCD chair.

**WATERSHED UPDATES**

***Crooked Creek*** –Meiners shared debris was removed from the Klinski structure. She stated when spring arrives fencing will be removed at the R-4 structure.

***Bear Creek*** – No report.

***Winnebago*** – No report.

***Root River IWIP*** – Wermager stated a Policy Committee meeting was held November 25, 2024 in Preston, MN. Board supervisor Kruse and Crooked Creek Watershed District supervisor Fruechte also attended the meeting. Kevin Kehner did a presentation on nitrates.

***WinLaC IWIP*** – No report.

**PROGRAM & STAFF REPORTS:**

**Jean Meiners, Technician**

- **Buffer Law** – Walter reported he is doing the county's area spot checks. It covers Winnebago, Crooked Creek, and Brownsville townships. The Public Waters maps are being used for a determining factor.
- **MDA Private Well Mitigation (RO Systems)** – No report.
- **MDH Safe Drinking Water Tap-In** – Walter indicated a meeting is scheduled next week.
- **BMP Projects** – Walter stated Meiners has been doing survey work this past month.



**Janice Messner, Administrative Assistant**

- **Volunteer Nitrate Monitoring Network** – No report.
- **Trees** – Messner share order forms were mailed out right before Thanksgiving and we have had a good response rate to date. Messner reviewed the monthly update report.

**Dan Wermager, Technician**

- **Alliance Grant** – Wermager shared contracts went out electronically to all participants. Self-certification is still needed on some of the participants. The next sign-up period is January 1 – February 14, 2025.
- **HELP Grant** – Wermager indicated there are a few projects that were seeded and required a follow-up mowing this fall. That work was completed and we will be paying on projects later in the meeting. The grant expires December 31, 2024.
- **Local Capacity County Match CWMA** – Wermager shared one project is still on the books.
- **Project Development – Root River 1WIP** – No report.
- **I-90 Soil Health Tour** – Wermager reported this year’s event will be held February 7, 2025 at the Hokah Fire Station from 10:00 a.m. till 2:00 p.m. There are two speakers scheduled for the event, Jon Stevens and Dr. Dwayne Beck.

**Houston County Water Plan** – Wermager shared the next meeting is scheduled for February 6, 2025. The action item will be the dissolution of the committee.

Wermager stated 39 landowners had requested cost share incentive funding, 22 for push-up ponds and 22 for pond clean outs. Currently, 10 push-up ponds were installed and 16 pond clean outs completed for the year.

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** No report.

**PERSONNEL COMMITTEE:** Walter stated he conducted the employee evaluations and met with the Personnel Committee to review the evaluations and discuss personnel policy changes.

**Motion** by Feldmeier, seconded by Welke, approving a step increase and 6% COLA increase for all staff effective January 1, 2025; also approving an increase in the annual leave cap to 260 hours and allowing staff to exceed the cap during the year but will be reduced to 260 hours at end of day December 31<sup>st</sup> of each year. This is effective December 12, 2024. The motion also approves severance pay at 100% of the annual leave earned, not to exceed 200 hours; and increasing paid leave from 4 hours to 8 hours on December 24<sup>th</sup> (Christmas Eve). This is effective December 12, 2024.

Voting affirmative: Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**TSA7 (Joint Powers) COMMITTEE:** Walter reported the next full committee meeting will be held in late January.

**OLD BUSINESS** – Walter discussed workload with the proposed MDA Spring Grove Township Walkover proposal.

**NEW BUSINESS & ACTION ITEMS** - No report.

**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)*

FY24 Root River 1W1P Cost Share *(Grant expiration 12/31/2026)* Available Funds \$ **86,626.28**

FY24 Root River 1W1P Feedlot Cost Share *(Grant expiration 12/31/2026)* Available Funds \$ **5,934.19**

**FY24 Root River 1W1P Cost Share Amendment Request**

- Contract #02FY24RR1W1P Costigan, Phil Grade Stabilization Structure is requesting to amend the completion date from 12/31/2024 to 6/30/2025. This is due to late harvest.  
**Motion** by Feldmeier, seconded by Driscoll, approving the amendment request for Contract #02FY24RR1W1P Costigan, Phil to extend project completion date to 6/30/2025.  
 Voting affirmative: Driscoll, Feldmeier and Welke Opposed: None Motion carried.
- Contract #08FY24RR1W1P Heintz Badger Valley Farms LLC Roofs & Covers is requesting to amend the completion date from 12/31/2024 to 2/13/2025. This is due to contractor availability.  
**Motion** by Driscoll, seconded by Welke, approving the amendment request for Contract #08FY24RR1W1P Heintz Badger Valley Farms LLC to extend project completion date to 2/13/2025.  
 Voting affirmative: Anderson, Driscoll, Welke Abstained: Feldmeier Opposed: None Motion carried.
- Contract #02FY25CS Meyer, Jordan Prescribed Grazing is requesting to amend the completion date from 12/31/2024 to 9/1/2025. This is due to a delay in receiving water test results.  
**Motion** by Feldmeier, seconded by Driscoll, approving the amendment request for Contract #02FY25CS Meyer, Jordan to extend project completion date to 9/1/2025.  
 Voting affirmative: Driscoll, Feldmeier and Welke Opposed: None Motion carried.

**FY24 Root River 1W1P Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Bratland, Darin	#09FY24RR1W1P Cover Crop	\$1,440.00	\$1,440.00	36 acres @ \$40/acre @ 1 yr. = \$1,440.00 <b>Payment Amount Approved = \$1,440.00</b>
Meyer, Kermit	#14FY24RR1W1P Cover Crop	\$17,520.00	\$17,520.00	146 acres @ \$40/acre @ 3 yrs. = \$17,520.00 <b>Payment Amount Approved = \$17,520.00</b>
Hartley, Chris	#13FY24RR1W1P Cover Crop	\$5,080.00	\$5,080.00	127 acres @ \$40/acre @ 1 yr. = \$5,080.00 <b>Payment Amount Approved = \$5,080.00</b>
Welke, Andy	#15FY24RR1W1P Cover Crop	\$3,250.00	\$3,250.00	65 acres @ \$50/acre @ 1yr. = \$3,250.00 <b>Payment Amount Approved = \$3,250.00</b>

**Motion** by Feldmeier, seconded by Driscoll, approving payment for Contract #09FY24RR1W1P Bratland, Darin in the amount of \$1,440.00 for a one year, 36 acre single specie cover crop project; Contract #14FY24RR1W1P Meyer, Kermit in the amount of \$17,520.00 for a three year, 146 acre single specie cover crop project; Contract #13FY24RR1W1P Hartley, Chris in the amount of \$5,080.00 for a one year, 127 acre single specie cover crop project and Contract #15FY24RR1W1P Welke, Andy in the amount of \$3,250.00 for a one year, 65 acre multi specie cover crop project. Funding Source FY24 Root River 1W1P Cost Share.  
 Voting affirmative: Driscoll, Feldmeier and Welke Opposed: None Motion carried.

**FY24 Root River 1W1P Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Koel, Cary	#03FY24RR1W1P Fence	\$12,790.00	\$8,619.25	\$8,619.25 x 90% = \$7,757.33 EQIP = \$6,417.60 <b>Payment Amount Approved = \$1,339.73</b> <i>Slippage for Re-allocation = \$2,599.27</i>

**Motion** by Driscoll, seconded by Feldmeier, approving payment for Contract #03FY24RR1W1P Koel, Cary in the amount of \$1,339.73 for a fence project and re-allocating slippage in the amount of \$2,599.27. Funding Source FY24 Root River 1W1P Cost Share.  
 Voting affirmative: Driscoll, Feldmeier and Welke Opposed: None Motion carried.







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

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

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

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

**WinLaC 1WIP Urban Stormwater Cost Share Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
City of La Crescent	#23WinLaC-ROO-001 Bio-retention Basin – Rain Garden	\$20,127.00	\$17,672.83	\$ 17,672.83 x 90% = \$15,905.55 <b>Payment Amount Approved = \$15,905.55</b> <i>Slippage for Re-allocation = \$2,208.75</i>

**Motion** by Welke, seconded by Feldmeier, approving payment on Contract #23 WinLaC-ROO-001 City of La Crescent in the amount of \$15,905.55 for a Bio-retention Basin (Rain Garden) project and re-allocating slippage in the amount of \$2,208.75. Funding Source FY23 WinLaC 1WIP Cost Share.

Voting affirmative: Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

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

Voucher #	Item	Amount
4969	Ron Carlsen – Rent – December	\$ 1,287.00
4970	Kwik Trip – Fuel – SWCD Trucks	\$ 247.21
4971	VISA –	\$
4972	Talcott Resolution Life & Annuity Ins. Co. – Life Insurance Policy #LU1188704 Dave Walter	\$ 90.00
4973	Weichert, Tom - #04HELP – Conservation Cover & Tree/Shrub Planting	\$ 2,280.00
4974	Meyer, Kermit - #14FY24RR1WIP – Cover Crop	\$ 17,520.00
4975	Bratland, Darin – #09FY24RR1WIP – Cover Crop	\$ 1,440.00
4976	Koel, Cary - #03FY24RR1WIP - Fence	\$ 1,339.72
4977	Hartley, Chris - #13FY24RR1WIP – Cover Crop	\$ 5,080.00
4978	Welke, Andy - #15FY24RR1WIP – Cover Crop	\$ 3,250.00
4979	Anderson, Ken – Mileage – 4th Qtr.	\$ 64.32
4980	Driscoll, Joe – Mileage – 4th Qtr.	\$ 75.38
4981	Feldmeier, Matt – Mileage – 4th Qtr.	\$ 96.48
4982	Kruse, Glenn – Mileage – 4th Qtr.	\$ 53.60
4983	Welke, Jerry – Mileage – 4th Qtr.	\$ 120.60
4984	McNamer, Jay - #02HELP – Conservation Cover	\$ 9,900.00
4985	Burning Daylight Farms LLC - #05HELP – Conservation Cover	\$ 1,807.51
4986	City of La Crescent - #01HELP – Conservation Cover	\$ 7,893.00
4987	Hein Family LLP – ARPA – Pond Clean Out	\$ 500.00
4988	King, Luke - #04FY24RR1WIP – Grade Stabilization Structure	\$ 9,434.07
4989	Stalsberg, Janice – ARPA – Pond Clean Out	\$ 500.00
	<b>Total</b>	<b>\$ 62,978.89</b>
	Transfer of funds to Designated Reserve = \$ 9,740.90 & Capital Investments = \$40,000.00	\$ 49,740.90

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

Voting affirmative: Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**\*\*\* WinLaC 1WIP Accounts Payable \*\*\***

Voucher #	Item	Amount
18	Olmsted SWCD – Technical – 2 <sup>nd</sup> Qtr 2024	\$ 3,719.80
19	City of La Crescent – Education – Signs = \$1,691.00 & \$48.85; Technical = \$660.00	\$ 2,399.85
20	Wilson Township – Education – Field Day Facility Rental Fee	\$ 150.00
21	City of La Crescent #23WinLaC-ROO-001 – Rain Garden	\$ 15,905.55
22	Winona SWCD – Ag Practices – Hilke = \$1,440.00, Tveten = \$1,320.00, Greden = \$6,000.00, Drenckhahn = \$2,500.00, Maus Ag = \$2,500.00	\$ 13,760.00



