



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 ext. 3

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

MISSION STATEMENT

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

Agenda

January 9, 2025, 1:00 p.m. Regular Meeting

Ag Service Center, Caledonia, MN

2024 Officers

Glenn Kruse	Chair
Ken Anderson	Vice-Chair
Matt Feldmeier	Secretary
Joe Driscoll	Treasurer
Jerry Welke	Reporter

Finance Committee: Driscoll & Anderson

Personnel Committee: Feldmeier & Welke

TSA7 Committee [JPB]: Welke

Root River One Watershed, One Plan: Kruse

Alternate - Feldmeier

Mississippi River – Winona/

La Crescent 1W1P: Welke

Alternate - Anderson

1:00 P.M. Call meeting to order.

Flag Pledge

Bob Scanlan, MN Department of Agriculture – Spring Grove Township Walkover Proposal follow-up

Officers & Appointments

Election of Officers for 2025

Chair

Vice – Chair

Secretary

Treasurer

Reporter

Committee Appointments for 2025

Finance Committee:

Personnel Committee:

TSA7 Committee:

Root River One Watershed, One Plan and Alternate:

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

Meeting Date & Time: Hold monthly Root River SWCD board meetings 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 – *Action requested*

Minutes

2025 Chair call for additions or corrections to the December 12, 2024 board meeting minutes.

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

Treasurer's Report: Treasurer recommend the December 2024 Treasurer's Report be placed on file for audit.

Financial Responsibilities - *Request for approval*

1. Houston County Treasurer/Auditor – depository for all district funds and WinLaC 1W1P funds
2. Merchants Bank – as the general checking account
3. Eitzen State Bank – investment designated reserve, cost share, watershed funds
4. MCIT – Bonding & Insurance Liability, Property, and Workman's Compensation insurance

AGENCY REPORTS

Ryan Hytry, NRCS Report

Dave Walter, District Manager Report

- 2025 Envirothon May 6, 2025 – *Supervisors interested in judging*
- SE Cover Crop Program
- Broadcast Seeder - *Discussion*
Seeder - \$7,000.00
Trailer & Tied Down - \$1,694.30

PROGRAM REPORT

- WCA – *Update*
- AIS – *Update*

MASWCD & MACDE

- March 4 & 5, 2025 Legislative Briefing & Day at the Capital

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek - Update

Winnebago - Update

Root River IWIP - Update

WinLaC (Mississippi River Winona/La Crescent) IWIP - Update

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- Buffer Law – *Update*
- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In - *Update*
- BMP Projects – *Update*

Janice Messner, Administrative Assistant

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

Dan Wermager, Technician

- Alliance Grant – *Update*
- Local Capacity County Match CWMA – *Update*
- Project Development – Root River 1W1P – *Update*
- I-90 Soil Health Tour - *Update*

HOUSTON COUNTY WATER PLAN – *Update***COMMITTEE REPORTS****FINANCIAL COMMITTEE:** *Update***PERSONNEL COMMITTEE:** *Update***TSA7 (Joint Powers) COMMITTEE:** *Update*

- Meeting January 22, 2025, 1:00 p.m. at Olmsted SWCD, Rochester, MN

OLD BUSINESS**NEW BUSINESS & ACTION ITEMS**

1. Supervisor Per Diem - \$125/meeting – *Approval requested*
2. MASWCD FY25 Dues - \$7,431.37 – *Approval requested*
3. 2024 Year-End Financial Audit Bid - \$5,000.00 for District and \$600.00 for WinLaC 1W1P – *Approval requested to accept the bid*
4. 2025 Crooked Creek Watershed District Agreement for Services \$19,000.00 (Admin = \$15,000 & Technical = \$4,000) – *Approval requested*

COST SHARE PROGRAMS

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

FY24 Root River 1W1P Cost Share (*Grant expiration 12/31/2026*) Available Funds **\$89,241.48**

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

FY24 Root River 1W1P Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Sylling, Myron	#18FY24RR1W1P Cover Crop	\$28,200.00	\$28,200.00	235 acres @ \$40/acre @ 3 yrs. = \$28,200.00 Payment Amount Approved = \$28,200.00

FY24 Root River 1W1P Feedlot Cost Share Payment Request Contingent Upon Signatures & Additional Bills

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Heintz Badger Valley Farms LLC	#08FY24RR1W1P Roofs & Covers	\$79,027.88	\$67,095.30	\$67095.30 x 90% = \$60,385.77 Payment Amount Approved = \$ <i>Slippage for Re-Allocation \$</i>

FY24 Root River 1W1P Cost Share Expired Contract Acknowledgement

- Contract #06FY24RR1W1P Diersen, John Heavy Use Area Protection (561) expired 12/15/24. FY24 Root River 1W1P Cost Share Funds for re-allocation \$13,978.80.

FY24 Root River 1W1P Cost Share – Remaining balance \$ 103,220.28

ARPA – (Spending expiration 12/31/2026) Available Funds **\$ 27,539.62**

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 **\$7,000.00**

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:*****

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

Voucher #	Item	Amount
4990	Ron Carlsen – Rent – January	\$ 1,287.00
4991	Kwik Trip – Fuel – SWCD Trucks	\$ 220.77
4992	MN Counties Intergovernmental Trust – Workers Comp = \$3,366.00; Liability Ins = \$3,493.00	\$ 6,859.00
4993	MASWCD – FY25 Dues	\$ 7,431.37
4994	Minnesota Revenue – 2024 Sales & Use Tax	\$ 768.00
4995	Sylling, Myron - #18FY24RR1W1P – Cover Crop	\$ 28,200.00
4996	IA DNR State Forest Nursery - Trees	\$ 325.00
4997	Quill LLC – Office Supplies	\$ 144.25
	Heintz Badger Valley Farms LLC - #08FY24RR1W1P – Roofs & Covers	\$
	Total	\$ 45,235.39
	Transfer of Funds from Cash General Fund to Bear Creek Watershed Investment Acct. 10033399	\$ 1,000.00
	Transfer of Funds from Cash General Fund to Winnebago Watershed Investment Acct. 10033340	\$ 1,000.00

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

Chair call for a motion to approve accounts payable

Voucher #	Item	Amount
	Root River SWCD – Technical – 4 th Qtr 2024 = \$284.30; Admin – 4 th Qtr 2024 = \$3,047.76; WinLaC CRP Root River SWCD – Admin – 4 th Qtr 2024 = \$29.88	\$ 3,361.94
23	Fillmore SWCD – Technical – 4 th Qtr 2024	\$ 9,158.89
24	Winona County – Admin – 4 th Qtr 2024	\$ 4,976.13
	Total	\$ 17,496.96

Adjournment

NEXT MEETING -- Regular Meeting, February 13, 2025, 1:00 p.m. Ag Service Center



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Agenda

February 13, 2025, 1:00 p.m. Regular Meeting

Ag Service Center, Caledonia, MN

2025 Officers

Ken Anderson	Chair
Matt Feldmeier	Vice-Chair
Joe Driscoll	Secretary
Jerry Welke	Treasurer
Glenn Kruse	Reporter

Finance Committee: Driscoll & Welke

Personnel Committee: Feldmeier & Kruse

TSA7 Committee [JPB]: Welke

Root River One Watershed, One Plan: Kruse

Alternate - Feldmeier

Mississippi River – Winona/

La Crescent 1W1P: Welke

Alternate - Driscoll

1:00 P.M. Call meeting to order.

Flag Pledge

Introductions

AGENCY REPORT

Jeremy Burt, Houston County Environmental Specialist

Bob Scanlan, MN Department of Agriculture – Spring Grove Township Walkover Proposal follow-up

Minutes

Chair call for additions or corrections to the January 9, 2025 board meeting minutes.

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

Treasurer's Report: Treasurer recommend the January 2025 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Ryan Hytry, NRCS Report

Dave Walter, District Manager Report

- 2025 Envirothon May 6, 2025 Byron, MN
- SE Regional Groundwater Protection & Soil Health Initiative
- FY25 Soil Health Practices Grant (RCPP)

- Nitrogen Management is SE MN – March 13, 2025 Aune Hall Olmsted County Fairgrounds, Rochester, MN Registration 8:00 a.m. No fee.
- March Board Meeting Date
- Broadcast Seeder & Trailer - *Update*

PROGRAM REPORT

- WCA – *Update*
- AIS – *Update*

MASWCD & MACDE

- March 4 & 5, 2025 Legislative Briefing & Day at the Capital
- SE MACDE Spring Meeting – March 26, 2025 Harmony, MN 8:45 am – 3:00 pm. – Registration fee \$20/staff member.

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek - Update

Winnebago - Update

Root River IWIP - Update

WinLaC (Mississippi River Winona/La Crescent) IWIP

- Policy Committee Meeting – February 10, 2025 - *Update*

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- Buffer Law – *Update*
- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In – *Update*
- MDH Well Inventory
- BMP Projects – *Update*

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring Network – *Update*
- Trees – *Update*
- 2023 Year End Financial Statement Review

Dan Wermager, Technician

- Alliance Grant – *Update*
- Local Capacity County Match CWMA – *Update*
- Project Development – Root River 1W1P – *Update*
- I-90 Soil Health Tour - *Update*

HOUSTON COUNTY WATER PLAN – *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

PERSONNEL COMMITTEE:

- Personnel Policy Changes & Updates – *Review, discuss and request approval*

TSA7 (Joint Powers) COMMITTEE:

- Meeting January 22, 2025, 1:00 p.m. at Olmsted SWCD, Rochester, MN - *Update*

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. SE SWCD Technical Support JPB Annual Membership Dues 2025 - \$4,000.00 – *Approval requested*
2. Envirothon Dues 2025 - \$175.00 – *Approval requested*
3. SE MN MACDE Membership Dues, \$10/staff member – *Approval requested*
4. FY25 Conservation Investment National Association of Conservation Districts (NACD) – *Discussion*
Contributor = \$1 - \$100 Bronze = \$101 - \$500 Silver = \$501 - \$774 Gold = \$775 - \$1,775
Diamond = \$1,776 - \$3,000 Platinum = \$3,001 +
5. Resolution 2025-01 Root River SWCD 2025 Guidelines on Use of SWCD Aid Payments – *Approval requested*
6. 2024 Year-End Financial Audit Engagement Letter – *Approval requested*

COST SHARE PROGRAMS

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

FY24 Root River 1W1P Cost Share (*Grant expiration 12/31/2026*) Available Funds **\$103,220.28**

FY24 Root River 1W1P Feedlot Cost Share (*Grant expiration 12/31/2026*) Available Funds **\$ 22,884.90**

Acknowledgement - FY24 Root River 1W1P Feedlot Cost Share Payment

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Heintz Badger Valley Farms LLC	#08FY24RR1W1P Roofs & Covers	\$79,027.88	\$68,974.63	$\$68,974.63 \times 90\% = \$62,077.17$ Payment Amount Approved = \$62,077.17 <i>Slippage for Re-Allocation \$16,950.71</i>

FY24 Root River 1W1P Feedlot Cost Share – Remaining balance \$ 22,884.90

ARPA – (Spending expiration 12/31/2026) Available Funds \$ 27,539.62

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 **\$7,000.00**

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

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

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

Voucher #	Item	Amount
4999	Ron Carlsen – Rent – February	\$ 1,287.00
5000	Kwik Trip – Fuel – SWCD Trucks	\$ 177.32
5001	SE SWCD Technical Support JPB – Annual Membership Dues 2025	\$ 4,000.00
5002	Goodhue SWCD – Envirothon Dues 2025	\$ 175.00
5003	IA DNR State Forest Nursery - Trees	\$ 207.50
5004	SE MACDE – MACDE Dues = \$40.00 & Registration Spring Meeting = \$40.00	\$ 80.00
5005	VISA – RR1W1P Civic Engagement Event 2/7/25 = \$392.16; Annual Fee = \$25.00; Meal RCPP mtg. 2/11/25 = \$12.70	\$ 429.86
5006	Lodholz North Star Acres, Inc. – Trees – 25% Down Payment	\$ 13.19
		\$
	Total	\$ 6,369.87

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

Chair call for a motion to approve accounts payable

Voucher #	Item	Amount
25	Wabasha SWCD – Technical 4 th Qtr 2024 = \$11,951.51; Project Development 4 th Qtr 2024 = \$607.25; Projects Non-Structural = \$7,825.00	\$ 20,383.76
26	Olmsted SWCD – Project Development 4 th Qtr 2024 = \$167.12; Education = \$108.72; Technical 3 rd Qtr 2024 = \$4,111.28 & 4 th Qtr 2024 = \$8,737.63	\$ 13,124.75
27	SE MN Technical Support JPB – Technical 4 th Qtr.	\$ 1,540.74
	Total	\$ 35,049.25

Adjournment

NEXT MEETING -- Regular Meeting, March 13, 2025, 1:00 p.m. Ag Service Center



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

Agenda

March 12, 2025, 1:00 p.m. Regular Meeting

Ag Service Center, Caledonia, MN

2025 Officers

Ken Anderson Chair
Matt Feldmeier Vice-Chair
Joe Driscoll Secretary
Jerry Welke Treasurer
Glenn Kruse Reporter

Finance Committee: Driscoll & Welke
Personnel Committee: Feldmeier & Kruse
TSA7 Committee [JPB]: Welke
Root River One Watershed, One Plan: Kruse
Alternate - Feldmeier

**Mississippi River – Winona/
La Crescent 1W1P:** Welke
Alternate - Driscoll

1:00 P.M. Call meeting to order.

Flag Pledge

Bob Scanlan, MN Department of Agriculture – *Spring Grove Township Walkover Proposal follow-up*

Minutes

Chair call for additions or corrections to the February 13, 2025 board meeting minutes.

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

Supervisor Per Diems

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

Treasurer's Report: Treasurer recommend the February 2025 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Ryan Hytry, NRCS Report

- Locally Led Conservation Work Group Meeting - *Schedule*

Dave Walter, District Manager Report

- Nitrogen Management is SE MN – March 13, 2025 Aune Hall Olmsted County Fairgrounds, Rochester, MN
Registration 8:00 a.m. No fee.
- Broadcast Seeder - *Update*

PROGRAM REPORT

- WCA – *Update*
- AIS – *Update*

MASWCD & MACDE

WATERSHED UPDATES

Crooked Creek – *Update*

Bear Creek - *Update*

Winnebago - *Update*

Root River IWIP

- Policy Committee Meeting – February 24, 2025 - *Update*

WinLaC (Mississippi River Winona/La Crescent) IWIP - *Update*

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- Buffer Law – *Update*
- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In – *Update*
- MDH Well Inventory - *Update*
- BMP Projects – *Update*

Janice Messner, Administrative Assistant

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

Dan Wermager, Technician

- Alliance Grant – *Update*
- Local Capacity County Match CWMA – *Update*
- Project Development – Root River 1W1P – *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

PERSONNEL COMMITTEE:

- Additional Personnel Policy Update – *Review and approval requested*

TSA7 (Joint Powers) COMMITTEE: Update**OLD BUSINESS****NEW BUSINESS & ACTION ITEMS**

1. Joint Powers Agreement MN Dept. of Ag and Root River SWCD (*Spring Grove Township Walkover*) – *Approval requested*
2. Signing Authority for Dave Walter – Cost Share applications and amendment requests with the condition of discussing each authorization with the board chair or vice chair prior to the authorization. Signing authority through December 31, 2025 – *Approval requested*
3. SE MASWCD Area 7 2025 Annual Dues \$300 – *Approval requested*

COST SHARE PROGRAMS

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

FY22/23 Root River 1W1P Cost Share (*Grant expiration 12/31/2025*) Available Funds **\$2,512.50**

FY24 Root River 1W1P Cost Share (*Grant expiration 12/31/2026*) Available Funds **\$103,220.28**

FY22/23 Root River 1W1P Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Peterson, Jason	31FY22/23RR1W1P	\$3,350.00	\$2,512.50	351 - Well Decommissioning	9/1/25

FY22/23 Root River 1W1P Cost Share – Remaining balance \$0.00

FY24 Root River 1W1P Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
RLM Family Limited Partnership	20FY24RR1W1P	\$11,650.00	\$10,485.00	410 – Grade Stabilization Structure	10/1/25

FY24 Root River 1W1P Cost Share – Remaining balance \$92,735.28

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**

FY21 & FY22 Local Capacity County Appropriation Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Craig, Tim	#12-20CM CWMA Brush Management	\$2,000.00	\$2,000.00	6.66667 acres @ \$300/acre = \$2,000.00 Payment Amount Approved = \$2,000.00 (FY21 LC County Appropriation = \$550.00 & FY22 LC County Appropriation = \$1,450.00)



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Agenda

April 10, 2025, 1:00 p.m. Regular Meeting

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Joe Driscoll	Secretary
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Glenn Kruse	Reporter

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Personnel Committee: Feldmeier & Kruse

TSA7 Committee [JPB]: Welke

Root River One Watershed, One Plan: Kruse

Alternate - Feldmeier

Mississippi River – Winona/

La Crescent 1W1P: Welke

Alternate - Driscoll

1:00 P.M. Call meeting to order.

Flag Pledge

Minutes

Chair call for additions or corrections to the March 12, 2025 board meeting minutes.

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

Treasurer's Report: Treasurer recommend the March 2025 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Ryan Hytry, NRCS Report

Dave Walter, District Manager Report

- Nitrogen Management in SE MN, March 13, 2025 meeting – *Update*
- Broadcast Seeder - *Update*

PROGRAM REPORT

- WCA – *Update*
- Buffer Law – *Update*

MASWCD & MACDE

- SE MACDE Spring Meeting, March 26, 2025 – *Update*
- 2025 SE Minnesota Envirothon, May 6, 2025

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek - Update

Winnebago - Update

Root River IWIP - Update

WinLaC (Mississippi River Winona/La Crescent) IWIP - Update

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In – *Update*
- MDH Well Inventory - *Update*
- BMP Projects – *Update*

Janice Messner, Administrative Assistant

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

Dan Wermager, Technician

- Alliance Grant – *Update*
- Project Development – Root River 1W1P – *Update*
- MDA Spring Grove Twp. Walkover - *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

PERSONNEL COMMITTEE: *Update*

- Crooked Creek Watershed April Meeting, April 18, 2025 (Good Friday) - *Requesting authorization of 1:1.5 hrs. comp time for holiday*

TSA7 (Joint Powers) COMMITTEE: *Update*

OLD BUSINESS

1. Software Licenses – *Approval requested*

- *Microsoft 365 Plans & Price Comparisons – Requesting for all staff*

https://www.microsoft.com/en-us/microsoft-365/business/compare-all-microsoft-365-business-products-b?ef_id=k_fd876a37faa0105d7f8b0de3a404e9ad_k_&OCID=AIDcmm474qp8el_SEM_k_fd876a37faa0105d7f8b0de3a404e9ad_k_&msclkid=fd876a37faa0105d7f8b0de3a404e9ad

- Adobe Acrobat Pro - \$256.37/year per person (Jean)
- ArcGIS Pro - \$

NEW BUSINESS & ACTION ITEMS

COST SHARE PROGRAMS

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

FY22/23 Root River 1W1P Cost Share (Grant expiration 12/31/2025) Available Funds **\$5,029.13**

FY24 Root River 1W1P Cost Share (Grant expiration 12/31/2026) Available Funds **\$92,735.28**

Acknowledge Pre-Approval FY22/23 Root River 1W1P Cost Share Request (75% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
AC4 Farms LLC	32FY2223RR1W1P	\$6,705.50	\$5,029.13	351 – Well Decommissioning	9/1/25

FY22/23 Root River 1W1P Cost Share – Remaining balance \$0.00

FY24 Root River 1W1P Cost Share Request (90% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Breyer, Susan	21FY24RR1W1P	\$5,200.00	\$4,680.00	412 – Grassed Waterway (2)	6/16/25
Hartley, Chris	22FY24RR1W1P	\$24,030.00	\$7,998.00	410 – Grade Stabilization Structure	11/1/25
Nerstad, Marion	23FY24RR1W1P	\$14,067.00	\$12,660.30	362 – Diversion	10/1/25

FY24 Root River 1W1P Cost Share – Remaining balance \$67,396.98

MDH TAP-IN COST SHARE FUNDING PROGRAM (Funding at 50% or 100% of cost estimate)

MDH Tap- In Cost Share Grant (Grant expiration 4/1/2027) Available Funds **\$0.00**

MDH Tap-In Cost Share Cancellation Request

- Contract #01TAPIN Hanson, Amy Well Remediation (Well Shocking & RO System) is requesting to cancel the contract in the amount of \$3,712.58. A RO system is being rented instead of purchased.

MDH Tap-In Cost Share – Remaining balance \$ 3,692.66 (previously over allocated by \$19.92)

MDH Tap-In Cost Share Amendment Request

- Contract #02TAPIN Hanson, Amy Well Remediation is requesting to amend the contract to include well shocking, water sampling, and sub wire all necessary components for the project at 50% cost share. This will increase the cost estimate from \$4,614.67 to \$7,893.76 and increase the cost share amount of \$2,307.34 to \$3,946.88 an additional \$1,639.54.

MDH Tap-In Cost Share – Remaining balance \$2,053.12

MDH Tap-In Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Hanson, Amy	#02TAPIN Well Remediation	\$7,893.76	\$7,232.77	\$7,232.77 @ 50% = \$3,616.39 Payment Amount Approved = \$3,616.39 Slippage for re-allocation \$330.49

MDH Tap-In Cost Share – Remaining balance \$2,383.61

ARPA – (Spending expiration 12/31/2026) Available Funds \$ 27,539.62

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

FY23 WinLaC 1W1P Ag Practices Cost Share (Grant expiration 12/31/2025) Available Funds **\$7,000.00**

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

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

Chair call for a motion to approve accounts payable

Voucher #	Item	Amount
5021	Ron Carlsen – Rent – April	\$ 1,287.00
5022	Kwik Trip – Fuel – SWCD Trucks	\$ 295.40
5023	VISA – Meal = \$24.66; WinLaC Chloride Postage = \$34.28; Office Supplies = \$187.00; Tree Postage = \$40.30	\$ 286.24
5024	Lodholz North Star Acres, Inc – Trees	\$ 656.74
5025	Petty Cash – Postage = \$69.00; Meals – BWSR Academy \$0.45; Education – 6 th Grade Day = \$0.50	\$ 69.95
5026	Janice Messner - Postage	\$ 4.00
5027	Hanson, Amy - #02TAPIN – Well Remediation	\$ 3,616.39
5028	Schumacher’s Nursery & Berry Farm Inc. - Trees	\$ 4,540.25
5029	Quill LLC – Office Supplies = \$32.04; Tree Supplies = \$57.69	\$ 89.73
5030	Blackburn Mfg. Co. – Trees Flags (1,000)	\$
		\$
	Total	\$ 10,845.70

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

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

Voucher #	Item	Amount
	Root River SWCD – Technical – 1 st Qtr 2025 = \$474.02; Admin – 1 st Qtr 2025 = \$3,889.87	\$ 4,363.89
28	Winona County Planning & Zoning – Admin – 1 st Qtr 2025	\$ 5,953.37
29	Fillmore SWCD – Technical – 1 st Qtr 2025	\$ 682.65
30	SE MN Technical Support JPB – TSA7 Technical – 1 st Qtr 2025	\$ 11,523.56
31	City of La Crescent – Project Development – Enhanced Street Sweeping Plan	\$ 6,749.99
	Total	\$ 29,273.46
	Transfer of funds from Investment Account to WinLaC Cash	\$70,000.00

Adjournment

NEXT MEETING -- Regular Meeting, May 8, 2025, 10:00 a.m. Ag Service Center



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 ext. 3

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

MISSION STATEMENT

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

Agenda

May 8, 2025, 10:00 a.m. Regular Meeting

Ag Service Center, Caledonia, MN

2025 Officers

Ken Anderson	Chair
Matt Feldmeier	Vice-Chair
Joe Driscoll	Secretary
Jerry Welke	Treasurer
Glenn Kruse	Reporter

Finance Committee: Driscoll & Welke

Personnel Committee: Feldmeier & Kruse

TSA7 Committee [JPB]: Welke

Root River One Watershed, One Plan: Kruse

Alternate - Feldmeier

Mississippi River – Winona/

La Crescent 1W1P: Welke

Alternate - Driscoll

10:00 A.M. Call meeting to order.

Flag Pledge

Minutes

Chair call for additions or corrections to the April 10, 2025 board meeting minutes.

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

Treasurer's Report: Treasurer recommend the April 2025 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Ryan Hytry, NRCS Report

Dave Walter, District Manager Report

- MDH Well Inventory Grant - *Discussion*

PROGRAM REPORT

- WCA – *Update*
- Buffer Law – *Update*

MASWCD & MACDE

- MASWCD Board Meeting, April 23, 2025 – *Update*
- 2025 SE Minnesota Envirothon, May 6, 2025 - *Update*

WATERSHED UPDATES

Bear Creek – Update

- Inspection tour June 4, 2025 with rain date June 5, 2025
- Lunch & Rent Expense (half)

Crooked Creek – Update

- Inspection tour

Root River IWIP - Update

WinLaC (Mississippi River Winona/La Crescent) IWIP - Update

- Policy Committee meeting, May 12, 2025

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In – *Update*
- BMP Projects – *Update*

Janice Messner, Administrative Assistant

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

Dan Wermager, Technician

- Alliance Grant – *Update*
- Project Development – Root River 1W1P – *Update*
- MDA Spring Grove Twp. Walkover – *Update*
- Great Lakes Cover Crop Project – *Update*
- Fourth Grade Farm Safety Day - *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

PERSONNEL COMMITTEE: *Update*

TSA7 (Joint Powers) COMMITTEE: *Update*

OLD BUSINESS

1. Software License – *Approval requested*
 - ArcGIS Pro - \$

NEW BUSINESS & ACTION ITEMS

1. WinLaC 1W1P - Saint Mary's University of MN Geospatial Services Agreement - \$3,950.00 for one year – *Approval requested*
2. WinLaC 1W1P – Emmons & Olivier Resources, Inc. (EOR) Service Agreement for Pleasant Valley Creek restoration project - \$14,612.00 – *Acknowledgement requested*

COST SHARE PROGRAMS

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

FY22/23 Root River 1W1P Cost Share (*Grant expiration 12/31/2025*) Available Funds **\$0.00**

FY24 Root River 1W1P Cost Share (*Grant expiration 12/31/2026*) Available Funds **\$67,396.98**

FY24 Root River 1W1P Cost Share Request (90% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Hoscheit Dairy Farms LLC	24FY24RR1W1P	\$41,458.00	\$29,812.20	412 – Grassed Waterway & 578 – Stream Crossing	6/16/2025

FY24 Root River 1W1P Cost Share – Remaining balance \$37,584.78

FY24 Root River 1W1P Cost Share Request (90% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Diersen, John	25FY24RR1W1P	\$15,532.00	\$13,978.80	561 – Heavy Use Area Protection with a 362 – Diversion & 342 – Critical Area Planting	12/31/2025

FY24 Root River 1W1P Cost Share – Remaining balance \$23,605.98

ARPA – (*Spending expiration 12/31/2026*) Available Funds **\$ 27,539.62**

ARPA Cost Share Request (90% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Schaffer, Joyce	05 ARPA or 26FY24RR1W1P	\$8,382.00	\$7,543.80 = 90% or \$7,962.90 = 95%	342 – Critical Area Planting	7/10/2025

ARPA Cost Share – Remaining balance \$

MDH TAP-IN COST SHARE FUNDING PROGRAM (*Funding at 50% or 100% of cost estimate*)

MDH Tap- In Cost Share Grant (*Grant expiration 4/1/2027*) Available Funds **\$330.49**

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

FY23 WinLaC 1W1P Ag Practices Cost Share (*Grant expiration 12/31/2025*) Available Funds **\$7,000.00**

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

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

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

Voucher #	Item	Amount
5031	Ron Carlsen – Rent – May	\$ 1,287.00
5032	Kwik Trip – Fuel – SWCD Trucks	\$ 232.46
5033	VISA – Vehicle Maintenance GMC Oil Change = \$85.58; RAM Oil Change & tire rotation = \$130.31; Postage = \$101.00	\$ 316.89
5034	Iowa DNR State Forest Nursery – Trees	\$ 202.50
5035	Schumacher’s Nursery & Berry Farm Inc. – Tree order & shipping	\$ 571.50
5036	North Country GM – 2025 GMC truck	\$ 41,578.90
5037	Houston County Treasurer – Tax, title & licensing of 2025 GMC truck (\$3,223.80)	\$
		\$
	Total	\$ 44,189.25
	Transfer of funds from Account #10033563 Investments – Capital Equipment (76-000-000-0000-1094) to Cash – General Fund 76-605-000-0000-1001 (\$44,802.70)	\$

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

Chair call for a motion to approve accounts payable

Voucher #	Item	Amount
32	Saint Mary’s University of MN - FY23 Education - Geospatial Services	\$ 3,950.00
33	Wabasha SWCD – FY23 Technical – 1 st Qtr 2025 = \$2,433.37; Project Development – 1 st Qtr 2025 = \$954.47; Urban Stormwater = \$645.30; FY25 Technical – 1 st Qtr 2025 = \$7,378.07	\$ 11,411.21
34	City of St. Charles – Project Development – WHKS	\$ 15,000.00
		\$
	Total	\$ 30,361.21

Adjournment

NEXT MEETING -- Regular Meeting, June 12, 2025, 10:00 a.m. Ag Service Center