



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 IWIP 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

Winnepago - 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