Agenda
January 11, 2012, 8:30 a.m. Regular Meeting
Ag Service Center

2011 Slate of Officers
Tony Becker Chair 
Vernon Fruechte Vice-Chair 
Joe McManimon Secretary 
Doug Meyer Treasurer 
Glenn Kinneberg Reporter 
Finance Committee: Meyer & McManimon 
Personnel Committee: Fruechte & Kinneberg 
RC&D: Fruechte & Kinneberg 
RC&D: Tim Amberg (appointed Citizen at Large) 
State Revolving Fund: Meyer [JPB]

8:30 A.M. Chairman, Tony Becker, call meeting to order

Flag Pledge

Officers & Appointments
Election of Officers for 2012 - If previous rotation is followed for 2012:
Vernon Fruechte Chair 
Joe McManimon Vice-Chair 
Doug Meyer Secretary 
Glenn Kinneberg Treasurer 
Tony Becker Reporter 

Committee Appointments for 2012 - Chair is to appoint committees.
Finance Committee:
Personnel Committee:
RC&D: Kinneberg 
RC&D: Tim Amberg (appointed Citizen at Large)
State Revolving Fund: Meyer [JPB]

Meeting Date & Time: Continue holding monthly Root River SWCD board meetings on the second Wednesday of the month at 8:30 a.m. at the Ag Service Center in Caledonia, Minnesota.

Minutes: Chairman call for additions or corrections to the December 14, 2011 board meeting minutes.

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

Treasurer’s Monthly Report: Treasurer to recommend reports for October and November 2011 should be placed on file for audit.
1. Houston County Treasurer – depository for all district funds
2. Bank of the West – as the general checking account
3. Merchants Bank – investment designated reserve and cost-share
4. MCIT – Bonding & Insurance Liability, Property, and Workman’s Compensation insurance

AGENCY REPORTS
Gary Larson, NRCS District Conservationist Report
Ralph Tuck, District Manager Report

OLD BUSINESS
1.
NEW BUSINESS & ACTION ITEMS

1. Yearly Dues
   - 2011 - 2012 MASWCD - Covers November 1, 2011 – October 31, 2012 fiscal year - $1,938.00 – same as last year

2. Crooked Creek Watershed District Agreement for Services
3. Employee reviews
4. Root River SWCD Financial Statements December 31, 2010

STATE COST SHARE PROGRAM

| FY’11 | $ 3,661.18 |

<table>
<thead>
<tr>
<th>State Cost-Share Application:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
</tr>
<tr>
<td>------</td>
</tr>
<tr>
<td>Scanlan, Bob</td>
</tr>
</tbody>
</table>

Feedlot

Bear Creek

MASWCD
- Legislative Briefing & Day at the Capitol is scheduled for February 15 – 16, 2012 at Embassy Suites, St. Paul – Downtown. Conference registration is $65.00.
- SWCD supervisory position election options

Water Plan

COMMITTEE REPORTS

FINANCIAL COMMITTEE: Meyer & McManimon

PERSONNEL COMMITTEE: Fruechte & Kinneberg

RC & D: Kinneberg

JOINT POWERS COMMITTEE: Meyer

STAFF REPORTS

***Accounts Payable;*** Chairman call for a motion to approve payables

<table>
<thead>
<tr>
<th>Voucher #</th>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2835</td>
<td>MCTT – Workers Compensation = $1,597.00; Liability &amp; Bond Ins. = $4,031.00</td>
<td>$5,628.00</td>
</tr>
<tr>
<td>2836</td>
<td>Ron Carlsen Enterprises, Inc. – Office Rent January</td>
<td>$808.79</td>
</tr>
<tr>
<td>2837</td>
<td>Josh Bedard – Push-Up Pond w/no pipe Pond – 2011 - #6</td>
<td>$300.00</td>
</tr>
<tr>
<td>2838</td>
<td>Hartford Life &amp; Annuity Ins. Co. – Life Insurance – Ron Meiners Policy # LU 1173261</td>
<td>$90.00</td>
</tr>
<tr>
<td>2839</td>
<td>Kwik Trip – Fuel – SRF Truck = $0.00; Fuel – SWCD Trucks = $150.47</td>
<td>$150.47</td>
</tr>
<tr>
<td>2840</td>
<td>DVS Renewal – Registration for 2008 Chev = $16.00; Registration for 2008 Ford = $16.00</td>
<td>$32.00</td>
</tr>
<tr>
<td>2841</td>
<td>MASWCD – MASWCD Dues 2011 – 2012</td>
<td>$1,938.00</td>
</tr>
<tr>
<td>2842</td>
<td>Houston County Recorder – Stoltz, Rosie – Recording fee for</td>
<td>$46.00</td>
</tr>
</tbody>
</table>

Agenda – January 11, 2012
Permanent Conservation Practice

<table>
<thead>
<tr>
<th></th>
<th>2843</th>
<th>Minnesota Revenue – 2011 Sales &amp; Use Tax</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2844</td>
<td>Postmaster – 3 rolls Forever stamps @ $44.00/roll</td>
<td>$132.00</td>
</tr>
</tbody>
</table>

Adjournment

NEXT MEETING--- Regular Meeting, February 8, 2012, 8:30 a.m.  Ag Service Center
Root River Soil and Water Conservation District

Agenda
January 30, 2012, 5:00 p.m. Regular Meeting
Ag Service Center

2012 Officers
Vernon Fruechte Chair
Joe McManimon Vice-Chair
Doug Meyer Secretary
Glenn Kinneberg Treasurer
Tony Becker Reporter

Finance Committee: Meyer & Kinneberg
Personnel Committee: McManimon & Becker
RC&D: Kinneberg
RC&D: Tim Amberg (appointed Citizen at Large)
State Revolving Fund: Meyer [JPB]

5:00 P.M. Chairman, Tony Becker, call meeting to order

Flag Pledge

OLD BUSINESS
1. Conservationist/Farmer of the Year recommendation

NEW BUSINESS & ACTION ITEMS
1. 2012 Budget along with 5 and 10 year plan

***Accounts Payable;*** Chairman call for a motion to approve payables

<table>
<thead>
<tr>
<th>Voucher #</th>
<th>Item</th>
<th>Amount</th>
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<tbody>
<tr>
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</tbody>
</table>

Adjournment

NEXT MEETING--- Regular Meeting, February 8, 2012, 8:30 a.m. Ag Service Center
Agenda
February 8, 2012, 8:30 a.m. Regular Meeting
Ag Service Center

2012 Officers
Vernon Fruechte Chair Finance Committee: Meyer & Kinneberg
Joe McManimon Vice-Chair Personnel Committee: McManimon & Becker
Doug Meyer Secretary RC&D: Kinneberg
Glenn Kinneberg Treasurer RC&D: Tim Amberg (appointed Citizen at Large)
Tony Becker Reporter State Revolving Fund: Meyer [JPB]

8:30 A.M. Chairman, Vernon Fruechte, call meeting to order.

Flag Pledge

Minutes: Chairman call for additions or corrections to the January 11, 2012 board meeting minutes and the January 30, 2012 special board meeting minutes.

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

Treasurer’s Monthly Report: Treasurer to recommend report for December 2011 should be placed on file for audit.

AGENCY REPORTS
Gary Larson, NRCS District Conservationist Report
Ralph Tuck, District Manager Report

OLD BUSINESS
1. Update from training session held January 31, 2012, Ag Emergency Response Planning. Hosted by Houston County Emergency Management in cooperation with MN Dept. of Ag.
2. Reminder – Sally Kinneberg Award will be awarded today at 11:00 a.m. to Brad Hargoth in his classroom at the High School.

NEW BUSINESS & ACTION ITEMS
1. Yearly Dues
   - Envirothon Donation 2012 - $175.00 - this is the same amount as last year.
   - SE SWCD Technical Support JPB Annual Contribution - $500.00 - this is the same amount as last year.
   - 2012 SE MN MASWCD Dues - $500.00 - this is the same amount as last year.
   - MACDE Membership fee - $20.00/ person – this is the same amount as last year.
2. Time & Attendance System
3. Conservation Calendar
4. Frac Sand Mining – Letter of Support

STATE COST SHARE PROGRAM
FY’11 $ 1,936.18
**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:**  Meyer & Kinneberg

**PERSONNEL COMMITTEE:**  McManimon & Becker

**RC & D:**  Kinneberg

**JOINT POWERS COMMITTEE:**  Meyer

**STAFF REPORTS**

***Accounts Payable;***  Chairman call for a motion to approve payables

<table>
<thead>
<tr>
<th>Voucher #</th>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2845</td>
<td>Ron Carlsen Enterprises, Inc. – Office Rent February</td>
<td>$808.79</td>
</tr>
<tr>
<td>2846</td>
<td>Kwik Trip – Fuel – SRF Truck = $112.39; Fuel – SWCD Trucks = $0.00</td>
<td>$112.39</td>
</tr>
<tr>
<td>2847</td>
<td>Houston County Recorder – Hoiland, Phil – Recording fee for RIM</td>
<td>$46.00</td>
</tr>
<tr>
<td></td>
<td>Easement</td>
<td></td>
</tr>
<tr>
<td>2848</td>
<td>Goodhue County SWCD – 2012 Envirothon Donation</td>
<td>$175.00</td>
</tr>
<tr>
<td>2849</td>
<td>SE SWCD Technical Support JPB – Annual Contribution – 2012</td>
<td>$500.00</td>
</tr>
<tr>
<td>2850</td>
<td>SE MN MASWCD – 2012 SE MASWCD Dues</td>
<td>$500.00</td>
</tr>
<tr>
<td>2851</td>
<td>Glenn Kinneberg – Reimbursement for plaque – retirement – Ralph</td>
<td>$18.00</td>
</tr>
<tr>
<td></td>
<td>Tuck</td>
<td></td>
</tr>
<tr>
<td>2852</td>
<td>Wiebke Tire – Oil change on ’08 Chevy Silverado = $43.51 &amp; ’08</td>
<td>$91.56</td>
</tr>
<tr>
<td></td>
<td>Ford F-150 = $48.05</td>
<td></td>
</tr>
<tr>
<td>2853</td>
<td>Brandy Nohrenberg – Reimbursement – Infant Water Testing</td>
<td>$28.00</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>$2,279.74</strong></td>
</tr>
</tbody>
</table>

Adjournment

**NEXT MEETING---**  Regular Meeting, March 14, 2012, 8:30 a.m.  Ag Service Center
Root River Soil and Water Conservation District

Agenda
March 9, 2012, 8:00 a.m. Regular Meeting
Ag Service Center

2012 Officers
Vernon Fruechte Chair Finance Committee: Meyer & Kinneberg
Joe McManimon Vice-Chair Personnel Committee: McManimon & Becker
Doug Meyer Secretary RC&D: Kinneberg
Glenn Kinneberg Treasurer RC&D: Tim Amberg (appointed Citizen at Large)
Tony Becker Reporter State Revolving Fund: Meyer [JPB]

8:00 A.M. Chairman, Vernon Fruechte, call meeting to order.

Flag Pledge

Minutes: Chairman call for additions or corrections to the February 8, 2012 board meeting minutes.

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

Treasurer's Monthly Report: Treasurer to recommend report for January 2012 should be placed on file for audit.

AGENCY REPORTS
Gary Larson, NRCS District Conservationist Report
• Kasey Taylor – ASTC – Field Operations

Ron Meiners, Interim District Manager Report
• Corp of Engineers Permit Report
• Severance Package
• Envirothon
• Update from work with County HR Director

OLD BUSINESS
1. Board chair signature needed for FY12 Base Grant Technical Assistance Option Request
2. Hokah Wetland Bank Grant discussion
3. Roth wetland project update

NEW BUSINESS & ACTION ITEMS
1. Steve Lawler – WCA (Discussion on responsibilities, staffing and training/costs)
2. Wagonwheel Trail (WHKS Consulting)
3. Don Buckhout – PRAP
4. Transition Assistance – Brian Watson, Dakota County
5. FY12 CleanWater Fund Clean Water Assistance Grant Application – Discussion
6. Motion to request an extension for 2012 Annual Plan
7. Review and motion for approval for submittal to BWSR our 2011 Annual Financial Report
8. Motion to request obtaining a bid for required 2011 Year End Audit – James Maiser, CPA used last year $2,400
9. Motion to approve Area VII Employee Dues at $10/employee
10. Approval and motion to reimburse registration fee to employees that attended SE MACDE Employees Meeting - $15 each.
11. April board meeting date
12. 2012 Draft Budget revisions
13. Needs for special meeting
14. Other

**STATE COST SHARE PROGRAM**

**FY'11** $1,936.18

**Feedlot**

**Bear Creek**

**MASWCD**
Motion to approve attendance and cover registration fees for SE MASWCD Spring Meeting will be held Wednesday, March 28, 2012 at the Eagle Club in Rochester, MN, from 9 – a.m. – 3 p.m. Registration is $15.00. This is for Watershed Districts, SWCD Board Supervisors and Managers.

**Water Plan**
Water Plan update discussion - PRAP
Motion to approach County Board for extension of Comprehensive Water Plan update.

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** Meyer & Kinneberg

**PERSONNEL COMMITTEE:** McManimon & Becker

**RC & D:** Kinneberg

**JOINT POWERS COMMITTEE:** Meyer

**STAFF REPORTS**
District tree sales update

***Accounts Payable***
Chairman call for a motion to approve payables

<table>
<thead>
<tr>
<th>Voucher #</th>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2855</td>
<td>Schumacher’s Nursery &amp; Berry Farm Inc – Special Order - Paper Birch</td>
<td>$19.25</td>
</tr>
<tr>
<td>2856</td>
<td>MN State Auditor – Standards &amp; Procedures Review</td>
<td>$92.00</td>
</tr>
<tr>
<td>2857</td>
<td>Ron Carl森 Enterprises, Inc. – Office Rent March</td>
<td>$808.79</td>
</tr>
<tr>
<td>2858</td>
<td>Hartford Life &amp; Annuity Ins. Co. – Life Insurance – Policy #</td>
<td>$180.00</td>
</tr>
<tr>
<td></td>
<td>LU1188704 Dave Walter; Policy # LU1039333 Rich Stemper</td>
<td></td>
</tr>
<tr>
<td>2859</td>
<td>B &amp; M Service Center – ’08 Ford Wiper Blades</td>
<td>$25.08</td>
</tr>
<tr>
<td>2860</td>
<td>Kwik Trip – Fuel – SRF Truck = $141.52; SWCD Trucks = $198.13</td>
<td>$339.65</td>
</tr>
<tr>
<td>2861</td>
<td>Ron Meiners – Registration Fee Reimbursement – Employee Mtg. 3/6/12</td>
<td>$15.00</td>
</tr>
<tr>
<td>2862</td>
<td>Janice Messner – Registration Fee Reimbursement – Employee Mtg. 3/6/12</td>
<td>$15.00</td>
</tr>
<tr>
<td>2863</td>
<td>Postmaster – Tree Postage – 26 @ $0.04/each; 50 postcards w/postage @ $0.35/each</td>
<td>$18.54</td>
</tr>
<tr>
<td>2864</td>
<td>SE MACDE – Area VII Employee Dues - $10/each @ 4</td>
<td>$40.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$1,553.31</strong></td>
</tr>
</tbody>
</table>

Adjournment

NEXT MEETING--- Regular Meeting, April 11, 2012, 8:30 a.m. Ag Service Center
Root River Soil and Water Conservation District

Agenda
April 4, 2012, 8:30 a.m. Regular Meeting
Ag Service Center

2012 Officers
Vernon Fruechte Chair Finance Committee: Meyer & Kinneberg
Joe McManimon Vice-Chair Personnel Committee: McManimon & Becker
Doug Meyer Secretary RC&D: Kinneberg
Glenn Kinneberg Treasurer RC&D: Tim Amberg (appointed Citizen at Large)
Tony Becker Reporter State Revolving Fund: Meyer [JPB]

8:30 A.M. Chairman, Vernon Fruechte, call meeting to order.

Flag Pledge

Minutes: Chairman call for additions or corrections to the March 9, 2012 board meeting minutes.

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

Supervisor Per Diem

<table>
<thead>
<tr>
<th>Name</th>
<th>Quarter</th>
<th>Time</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Becker, Tony</td>
<td>1st</td>
<td>7 mtgs. @ $65.00/each</td>
<td>$455.00</td>
</tr>
<tr>
<td>Fruechte, Vernon</td>
<td>1st</td>
<td>4 mtgs. @ $65.00/each</td>
<td>$260.00</td>
</tr>
<tr>
<td>Kinneberg, Glenn</td>
<td>1st</td>
<td>6 mtgs. @ $65.00/each</td>
<td>$390.00</td>
</tr>
<tr>
<td>McManimon, Joe</td>
<td>1st</td>
<td>8 mtgs. @ $65.00/each</td>
<td>$520.00</td>
</tr>
<tr>
<td>Meyer, Doug</td>
<td>1st</td>
<td>3 mtgs. @ $65.00/each</td>
<td>$195.00</td>
</tr>
</tbody>
</table>

Treasurer’s Monthly Report: Treasurer to recommend report for February 2012 should be placed on file for audit.

AGENCY REPORTS

Gary Larson, NRCS District Conservationist Report

Ron Meiners, Interim District Manager Report
- Hokah Wetland Bank update
- Winnebago Watershed update
- Roth project update
- Envirothon update

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS
1. Transition Assistance – Brian Watson, Dakota County
2. PRAP evaluation – Don Buckhout
3. Motion to approve bid for required 2011 Year End Audit – James Maiser, CPA $2,450. Increased $50 from last year.
4. NACD Dues – Minimum contribution of $775- did not pay last year
5. SE MN Water Resources Board 2012 County Dues – Water Plan - $4,000 same as last year
6. RC & D 2012 Council Membership - $300 same as last year
7. 2012 Draft Budget revisions
8. Supervisor’s Re-election – Joe McManimon, Vernon Fruechte and Glenn Kinneberg. Candidate filing dates are from Tuesday, May 22nd – Tuesday, June 5th. There is a $20 filing fee. Term begins January 1, 2013.
9. Other
STATE COST SHARE PROGRAM

FY’11 $ 1,936.18

State Cost-Share Project Cancellation
Mound Prairie Cemetery #06FY11 – Critical Area Planting – Project start and completion dates have expired. $ 4,200.

State Cost-Share Application:

<table>
<thead>
<tr>
<th>Name</th>
<th>Contract</th>
<th>Total Cost Estimate</th>
<th>Cost-Share Amount</th>
<th>Project</th>
<th>Starting Date/Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schulte Farms, LLC</td>
<td>09FY11</td>
<td>$3,000.00</td>
<td>$2,250.00</td>
<td>Grassed Waterways – 4 sites</td>
<td>August 1, 2012 – September 13, 2012</td>
</tr>
</tbody>
</table>

State Cost-Share Amendment Request
Meyer Farms Dairy, LLC #17FY09 proposed to amend project completion date from 4/12/12 to 12/30/12.

Feedlot

Bear Creek
Annual Bear Creek inspections are scheduled for Thursday, April 26, 2012. Lunch is provided to those involved with the inspection and historically the SWCD has paid half of the expense for the lunch. Would the SWCD like to do so again this year?

MASWCD
Update from SE MASWCD Spring Meeting held Wednesday, March 28th.

Water Plan
Update, Water Plan Resolution, and discussion with Jeff Nielsen on Crooked Creek Watershed.

COMMITTEE REPORTS

FINANCIAL COMMITTEE: Meyer & Kinneberg

PERSONNEL COMMITTEE: McManimon & Becker

RC & D: Kinneberg – Update from March 26th mtg.

JOINT POWERS COMMITTEE: Meyer

STAFF REPORTS
District tree sales update and delivery dates – April 10th & 11th

***Accounts Payable:*** Chairman call for a motion to approve payables

<table>
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<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>2866</td>
<td>Ron Carl森 Enterprises, Inc. – Office Rent April</td>
<td>$808.79</td>
</tr>
<tr>
<td>2867</td>
<td>Schumacher’s Nursery &amp; Berry Farm Inc – Special Order Lilac &amp; Sugar Maple, Amur Maple, Lombardy Poplar, Sugar Maple, Silver Maple, Black Walnut = $710.75; Hokah Wetland Bank = $255.50</td>
<td>$966.25</td>
</tr>
<tr>
<td>2868</td>
<td>University of Minnesota – Registration fee – 5 Day Wetland Delineation Course</td>
<td>$875.00</td>
</tr>
<tr>
<td>2869</td>
<td>Blackburn Mfg. Co. – 3,000 4” x 5” Flo Pink Flags w/24” wire</td>
<td>$212.97</td>
</tr>
<tr>
<td>2870</td>
<td>SE MN Water Resources Board – 2012 County Dues</td>
<td>$4,000.00</td>
</tr>
<tr>
<td>2871</td>
<td>Tony Becker – 1st Qtr. Mileage – 140 miles @ $0.555/mile</td>
<td>$77.70</td>
</tr>
<tr>
<td>2872</td>
<td>Vernon Fruechte – 1st Qtr. Mileage – 48 miles @ $0.555/mile</td>
<td>$26.64</td>
</tr>
<tr>
<td>2873</td>
<td>Glenn Kinneberg – 1st Qtr. Mileage – 244 miles @ $0.555/mile</td>
<td>$135.42</td>
</tr>
<tr>
<td>2874</td>
<td>Joe McManimon – 1st Qtr. Mileage – 346 miles @ $0.555/mile</td>
<td>$192.03</td>
</tr>
<tr>
<td>2875</td>
<td>Doug Meyer – 1st Qtr. Mileage – 80 miles @ $0.555/mile</td>
<td>$44.40</td>
</tr>
<tr>
<td>Item</td>
<td>Description</td>
<td>Cost</td>
</tr>
<tr>
<td>------</td>
<td>------------------------------------------------------------------------------</td>
<td>--------</td>
</tr>
<tr>
<td>2876</td>
<td>Affordable Technology Solutions – Office Supplies – Ink for Deposit Stamper</td>
<td>$6.83</td>
</tr>
<tr>
<td>2877</td>
<td>Caledonia True Value – Trees – Packing Tape 3 rolls @ $3.29 plus tax</td>
<td>$10.54</td>
</tr>
<tr>
<td>2878</td>
<td>RC &amp; D – 2012 Council Membership</td>
<td>$300.00</td>
</tr>
<tr>
<td>2879</td>
<td>Hartford Life &amp; Annuity Ins. Co. – Life Insurance – Policy # LU1173261 Ron Meiners</td>
<td>$90.00</td>
</tr>
<tr>
<td>2880</td>
<td>Kwik Trip – Fuel – SRF Truck = $79.72; SWCD Trucks = $215.45</td>
<td>$295.17</td>
</tr>
<tr>
<td>2881</td>
<td>ECM Publishers, Inc. – Hokah Wetland Bank Invitation for Bids</td>
<td>$40.01</td>
</tr>
<tr>
<td>2882</td>
<td>Postmaster – Water Plan 1 roll @ $45; 1 roll @ $45</td>
<td>$90.00</td>
</tr>
<tr>
<td>2883</td>
<td>Root River SWCD – Petty Cash – Postage = $65.00; RIM Postage = 6.80; Miscellaneous = $1.07</td>
<td>72.87</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>$8,244.62</strong></td>
</tr>
</tbody>
</table>

Adjournment

NEXT MEETING--- Regular Meeting, May 9, 2012, 8:30 a.m. Ag Service Center
## PROJECT STATUS

<table>
<thead>
<tr>
<th>Completion Date</th>
<th>Name</th>
<th>Cost estimate</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/30/12</td>
<td>Slavicek, Jason</td>
<td></td>
<td><strong>State Cost-Share approved</strong> $2,343.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Cost estimate</strong> $2,500.00</td>
<td></td>
</tr>
<tr>
<td>8/31/12</td>
<td>Feils, Pete</td>
<td><strong>State Cost-Share approved</strong> $20,956.00</td>
<td><strong>EQIP</strong> $24,200.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Cost estimate</strong> $36,200.00</td>
<td></td>
</tr>
<tr>
<td><strong>Slippage will need to be returned</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4/12/12</td>
<td>Meyer Farms Dairy LLC</td>
<td><strong>State Cost-Share approved</strong> $ 8,167.50</td>
<td><strong>EQIP</strong> $16,704.00</td>
</tr>
<tr>
<td><strong>Needs extension</strong></td>
<td></td>
<td><strong>Cost estimate</strong> $15,530.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>State Cost-Share approved</strong> $ 8,167.50</td>
<td><strong>EQIP</strong> $16,704.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Cost estimate</strong> $15,530.00</td>
<td></td>
</tr>
<tr>
<td>6/9/12</td>
<td>Vetsch, Jerry</td>
<td><strong>State Cost-Share approved</strong> $ 1,421.00</td>
<td><strong>EQIP</strong> $34,149.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Cost estimate</strong> $32,200.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>State Cost-Share approved</strong> $ 1,421.00</td>
<td><strong>EQIP</strong> $34,149.00</td>
</tr>
<tr>
<td><strong>Slippage will need to be returned</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8/10/12</td>
<td>Scanlan, Bob</td>
<td><strong>State Cost-Share approved</strong> $ 1,725.00</td>
<td><strong>Cost estimate</strong> $ 2,300.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>State Cost-Share approved</strong> $ 1,725.00</td>
<td><strong>Cost estimate</strong> $ 2,300.00</td>
</tr>
<tr>
<td>3/14/12</td>
<td>Mound Prairie Cemetery</td>
<td><strong>State Cost-Share approved</strong> $ 4,200.00</td>
<td><strong>Cost estimate</strong> $ 5,600.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>State Cost-Share approved</strong> $ 4,200.00</td>
<td><strong>Cost estimate</strong> $ 5,600.00</td>
</tr>
</tbody>
</table>

*This contract has expired. $313.82 of the slippage being used for Schulte Farms and $3,886.18 available for Staggemeyer Site 3, Koch or DNR.*
# FLOOD PROJECTS

<table>
<thead>
<tr>
<th>Completion Date</th>
<th>Name</th>
<th>Cost estimate</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/8/12</td>
<td>Burke, Pat</td>
<td>Soil borings needed</td>
<td>$44,978.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Site prep for borings</td>
<td>$3,000.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total estimate</td>
<td>$52,478.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>State Cost-Share approved</td>
<td>$53,836.00</td>
</tr>
</tbody>
</table>

12/30/12  
Staggemeyer, Mike  
*Site #2*  
Cost estimate $184,260.00  
Addtl Engineering Cost $5,000.00  
Soil borings needed $4,500.00  
Total estimate $193,760.00  
State Cost-Share approved $200,000.00

*Any slippage move to Staggemeyer Site 3, DNR or Koch*

Weymiller, Gary  
Cost estimate $141,376.64  
State Cost-Share Approved $123,296.56  
Slippage to return to BWSR $6,357.06

*Remainder slippage available for Staggemeyer Site 3, DNR or Koch*

Consider project cancellation for Weymiller

6/30/12  
Koch, Bob  
FEMA Cost estimate $19,000.00  
FEMA $15,500.00  
State Cost-Share Approved $3,500.00

*Consider cancellation of FEMA funds*

FEMA  
DNR  
Cost estimate $44,459.00  
FEMA $34,459.00  
State Cost-Share Approved $10,000.00

*Consider cancellation of FEMA funds*

State Cost-Share funds available from Weymiller and Mound Prairie Cemetery cancellation would be $120,700. These funds could be used for Koch, DNR and Staggemeyer site 3.
Chairman, Vernon Fruechte, call meeting to order.

**Flag Pledge**

**Minutes:** Chairman call for additions or corrections to the April 4, 2012 board meeting minutes. *Amend following motion under New Business from "Motion by Becker, seconded by Kinneberg, authorizing the chair, Fruechte, to sign the contract for Watson’s services when it arrives" to Motion by Becker, seconded by Kinneberg, authorizing the chair, Fruechte, to sign the contracts for Watson’s services and BWSR assistance when they arrive.*

**Employee Time Records:** Chairman call for a motion to approve Employee Time Records.

**Treasurer’s Monthly Report:** Treasurer to recommend report for March 2012 should be placed on file for audit.

**AGENCY REPORTS**

Gary Larson, NRCS District Conservationist Report

Ron Meiners, Interim District Manager Report

- Supervisor Election
- BWSR’s position regarding potential coordination of Water Plan and Crooked Creek Watershed District management plan.
- Field Office of the Future Stakeholder Initiative
- Water Resource meeting
- BBR – Biennial Budget Request

**OLD BUSINESS**

1. Hokah Wetland Bank project update – Motion needed to approve chair to open bids and accept low bid.
2. Root River Watershed (Stream Power Index) update
3. PRAP Assistance Grant Agreement
4. Winnebago Watershed update
5. The Nature Conservancy grant report – Root River Watershed Outreach & Runoff Project

**NEW BUSINESS & ACTION ITEMS**

1. 2012 Resolutions – must be approved by the July board meeting. Must be approved at district level and have supervisors at the June 13th SE MASWCD Resolution Meeting at 12:45 p.m. in Owatonna, MN to present approved resolutions.
2. Contract Modification – Mike Staggemeyer site
3. Other

**STATE COST SHARE PROGRAM**

**FY’11** $ 3,886.18
State Cost-Share Payment Request and transfer of funds:

<table>
<thead>
<tr>
<th>Name</th>
<th>Project/Contract #</th>
<th>Estimate</th>
<th>Actual</th>
<th>Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schulte Farms</td>
<td>09FY11</td>
<td>$3,000.00</td>
<td>$2,967.71</td>
<td>$2,111.25</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Slippage = $138.75</td>
</tr>
</tbody>
</table>

**State Cost-Share Project Cancellation**

Gary Weymiller #22FY09FR2 – Flood Control Dam – Project cancellation request due to size and scope of project, excessive cost and permitting issues - $123,296.56.

Root River SWCD/Bob Koch #09FY09FR3 – Flood Control Dam – project cancellation due to applicant change. $3,500.00.

Root River SWCD/DNR #10FY09FR3 – Flood Control Dam – project cancellation due to cancellation of FEMA Phase II application. $10,000.00.

**State Cost-Share Application:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Contract</th>
<th>Total Cost Estimate</th>
<th>Cost-Share Amount</th>
<th>Project</th>
<th>Starting Date/Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Koch, Bob</td>
<td>26FY09FR3</td>
<td>$19,000.00</td>
<td>$19,000.00</td>
<td>Flood Control Dam</td>
<td>November 14, 2012 – December 31, 2012</td>
</tr>
</tbody>
</table>

**State Cost-Share Return of Funds**

Approve return of funds to BWSR
- FY09FR2 Flood Grant = $7,932.19

**Feedlot**

**Bear Creek**

Annual Bear Creek inspection update.

**MASWCD**

**Water Plan**

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** Meyer & Kinneberg

**PERSONNEL COMMITTEE:** McManimon & Becker

**RC & D:** Kinneberg

**JOINT POWERS COMMITTEE:** Meyer

**STAFF REPORTS**

***Accounts Payable;*** Chairman call for a motion to approve payables

<table>
<thead>
<tr>
<th>Voucher #</th>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2884</td>
<td>Ron Carlsen Enterprises, Inc. – Office Rent May</td>
<td>$808.79</td>
</tr>
<tr>
<td>2885</td>
<td>Bluff Country Newspaper Group – Hokah Wetland Bank Invitation for Bids</td>
<td>$35.50</td>
</tr>
<tr>
<td>2886</td>
<td>Myhre Construction, LLC – Project Payment - Hokah Wetland Bank</td>
<td>$5,675.00</td>
</tr>
<tr>
<td>2887</td>
<td>Schulte Farms – State Cost-Share Project - #09FY11 – Grassed Waterways (4 sites)</td>
<td>$2,111.25</td>
</tr>
<tr>
<td>2888</td>
<td>BWSR – Return of State Cost-Share Flood Funds FY09FR2</td>
<td>$7,932.19</td>
</tr>
<tr>
<td>2889</td>
<td>Schumacher Nursery – Trucking fee = $200; Direct Ship Trucking fee &amp; 75 Lombardy Poplar = $80.49</td>
<td>$280.49</td>
</tr>
<tr>
<td>2890</td>
<td>Winneshiek SWCD – Bear Creek Inspection Tour – Half of Lunch Cost</td>
<td>$45.84</td>
</tr>
</tbody>
</table>

Agenda – May 9, 2012 2
<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2891</td>
<td>Keith Oitzman – Infant Water Test Reimbursement</td>
<td>$28.00</td>
</tr>
<tr>
<td>2892</td>
<td>Kwik Trip – Fuel – SRF Truck = $86.22; SWCD Trucks = $224.87</td>
<td>$311.09</td>
</tr>
<tr>
<td>2893</td>
<td>G-Cubed – Phase 4 Stagemeyer site – Soils Analysis/Geotechnical Report</td>
<td>$4,000.00</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td>$21,228.15</td>
</tr>
</tbody>
</table>

Adjournment

NEXT MEETING--- Regular Meeting, June 13, 2012, 8:30 a.m.  Ag Service Center
Agenda – June 6, 2012

2012 Officers
Vernon Fruechte  Chair  Finance Committee: Meyer & Kinneberg
Joe McManimon  Vice-Chair  Personnel Committee: McManimon & Becker
Doug Meyer  Secretary  RC&D: Kinneberg
Glenn Kinneberg  Treasurer  RC&D: Tim Amberg (appointed Citizen at Large)
Tony Becker  Reporter  State Revolving Fund: Meyer [JPB]

8:30 A.M.  Chairman, Vernon Fruechte, call meeting to order.

Flag Pledge

Minutes:  Chairman call for additions or corrections to the May 9, 2012 board meeting minutes.

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

Treasurer’s Monthly Report:  Treasurer to recommend report for April 2012 should be placed on file for audit.

AGENCY REPORTS
Gary Larson, NRCS District Conservationist Report

Ron Meiners, Interim District Manager Report
  • Vehicle Update
  • Supervisor Candidate Update
  • Staggemeyer Project Update – Site showing will be June 12, 2012 at 9:00 am; bid opening will be at noon on June 21, 2012
  • Pat Burke Project Update
  • DNR site update (long term lease)
  • New Root River Watershed Contract

OLD BUSINESS
1. PRAP Report Presentation to County Commissioners – June 26th at 10:00 a.m.

NEW BUSINESS & ACTION ITEMS
1. Consider setting special board meeting date for June 27th to allocated remaining flood relief cost-share funds and approval of Annual Plan of Work
2. Annual Plan of Work – discussion approval pending for June 27th meeting
3. Biennial Budget Request (BBR)
4. Credit Card Resolution – adopt resolution of authorized signers
5. Data Practice Policy – copies for all supervisors - discussion on charge for services – motion for approval
6. Technology Update – discussion on computer and components – motion for approval
7. Hokah Wetland Bank Project – Phase 2 bids
8. WCA workload
9. CRP Contribution Agreement - discussion
STATE COST SHARE PROGRAM

FY’11: $4,024.93
FY’11FR: $15,472.43
FY’09FR3: $96,082.62

- Discussion on remaining contracts and slippage

State Cost-Share Application:

<table>
<thead>
<tr>
<th>Name</th>
<th>Contract</th>
<th>Total Cost Estimate</th>
<th>Cost-Share Amount</th>
<th>Project</th>
<th>Starting Date/Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fitting, Jeff</td>
<td>10FY11</td>
<td>$3,700.00</td>
<td>$2,775.00</td>
<td>Diversion</td>
<td>July 31, 2012 – August 10, 2012</td>
</tr>
<tr>
<td>Berg, Mike</td>
<td>11FY11</td>
<td>$1,688.00</td>
<td>$1,249.93</td>
<td>Critical Area Planting</td>
<td>July 31, 2012 – August 10, 2012</td>
</tr>
</tbody>
</table>

State Cost-Share Flood Relief Amendment Request
Vetsch, Jerry #20FY09FR2 proposed to amend project completion date from 6/9/12 to 11/1/12. Extension is being requested due to several revisions to the designs and were just recently completed.

Mary Kells, BWSR, has granted the extension at the state level, since it has been two years since funds were encumbered.

Feedlot

Bear Creek

MASWCD
MASWCD Resolutions

Water Plan
Discussion on 5 Year Update schedule

COMMITTEE REPORTS
FINANCIAL COMMITTEE: Meyer & Kinneberg

PERSONNEL COMMITTEE: McManimon & Becker

RC & D: Kinneberg

JOINT POWERS COMMITTEE: Meyer

STAFF REPORTS
2012 Tree Report

***Accounts Payable:*** Chairman call for a motion to approve payables

<table>
<thead>
<tr>
<th>Voucher #</th>
<th>Item</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>2894</td>
<td>Hartford Life &amp; Annuity Insurance Company – Policy # LU1188704</td>
<td>$180.00</td>
</tr>
<tr>
<td></td>
<td>Dave Walter; Policy #LU1039333 Richard Stemper</td>
<td></td>
</tr>
<tr>
<td>2895</td>
<td>Todd Schroeder – Push Up Pond no pipe – Pond – 2012 - #1</td>
<td>$500.00</td>
</tr>
<tr>
<td>2896</td>
<td>Ron Carlsen Enterprises, Inc. – Office Rent June</td>
<td>$808.79</td>
</tr>
<tr>
<td>2897</td>
<td>Dahl Automotive – ’08 Ford #8 Injector</td>
<td>$451.29</td>
</tr>
<tr>
<td>2898</td>
<td>Ellingson Motors – Diagnostic Test on ’08Ford</td>
<td>$71.16</td>
</tr>
<tr>
<td>2899</td>
<td>Andy Von Arx – Push Up Pond no pipe – Pond – 2012 - #2</td>
<td>$300.00</td>
</tr>
<tr>
<td>2900</td>
<td>Glenn Kinneberg – Reimbursement for service award</td>
<td>$18.00</td>
</tr>
<tr>
<td></td>
<td>Description</td>
<td>Amount</td>
</tr>
<tr>
<td>---</td>
<td>-----------------------------------------------------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>2901</td>
<td>Janice Messner – Meal Reimbursement</td>
<td>$9.33</td>
</tr>
<tr>
<td>2902</td>
<td>Bluff Country Newspaper Group – Hokah Wetland Bank Invitation for Bid Phase 2 = $28.80; Invitation for Bids Winnebago Watershed (Staggemeyer) = $129.60</td>
<td>$158.40</td>
</tr>
<tr>
<td>2903</td>
<td>ECM Publishers, Inc. – Hokah Wetland Bank Invitation for Bids Phase 2</td>
<td>$44.45</td>
</tr>
<tr>
<td>2904</td>
<td>Kwik Trip – Fuel – SRF Truck = $84.05; SWCD Trucks = $358.30</td>
<td>$442.35</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>$2,983.77</strong></td>
</tr>
</tbody>
</table>

Adjournment

NEXT MEETING--- Regular Meeting, July 11, 2012, 8:30 a.m.  Ag Service Center
Root River SWCD Supervisors

Special Board Meeting

Ag Service Center
Wednesday, June 27, 2012
8:30 AM

Allocations of Flood Relief Cost-Share Funds
Approval of Annual Plan of Work & BBR Application
Accounts Payable
Root River Soil and Water Conservation District

Agenda
June 27, 2012, 8:30 a.m. Regular Meeting
Ag Service Center

2012 Officers
Vernon Fruechte  Chair  Finance Committee: Meyer & Kinneberg
Joe McManimon  Vice-Chair  Personnel Committee: McManimon & Becker
Doug Meyer  Secretary  RC&D: Kinneberg
Glenn Kinneberg  Treasurer  RC&D: Tim Amberg (appointed Citizen at Large)
Tony Becker  Reporter  State Revolving Fund: Meyer [JPB]

8:30 A.M.  Chairman, Vernon Fruechte, call meeting to order.

Flag Pledge

OLD BUSINESS
1.  June 26th Commissioner’s Meeting – PRAP
2.  Root River Watershed – Landowner interview

NEW BUSINESS & ACTION ITEMS
1.  Annual Plan of Work – review and approval needed
2.  Biennial Budget Request (BBR) – review and approval needed
3.  Bid Opening – Burke site, Winnebago Twp/DNR site
4.  Storm water permit funding $400/ea. – Koch, Burke, Winnebago Twp/DNR, Staggemeyer (Site 1) - discussion – generally funded with T & A funds
5.  Soil borings for Burke project
6.  Brian Watson update report

STATE COST SHARE PROGRAM
1.  Discussion regarding Bob Koch project

State Cost-Share Flood Relief Project Cancellations
Koch, Bob #26FY09FR3 – Flood Control Dam – project cancellation due to being able to allocate potential slippage due to reduced project cost prior to allocation termination date. $19,000.00

Staggemeyer, Mike #08FY09FR3 – Flood Control Dam – project cancellation due to being able to allocate potential slippage due to reduced project cost prior to allocation termination date. $200,000.00.

Burke, Pat # 02FY11FR – Flood Control Dam - project cancellation due to cancellation of FEMA Phase II application. $53,836.00

FY’09FR3  $ 96,082.62 + 315,082.62 (amount cancelled above) = $411,165.24
FY’11FR  $ 15,472.43 + 53,836.00 (amount cancelled above) = $69,308.43

State Cost-Share Flood Relief Application:

<table>
<thead>
<tr>
<th>Name</th>
<th>Contract</th>
<th>Total Cost Estimate</th>
<th>Cost-Share Amount</th>
<th>Project</th>
<th>Starting Date/Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Koch, Bob</td>
<td>27FY09FR3</td>
<td>$16,750.00</td>
<td>$16,750.00</td>
<td>Flood Control Dam</td>
<td>November 15, 2012 – December 31, 2012</td>
</tr>
<tr>
<td>Winnebago Township/DNR</td>
<td>28FY09FR3</td>
<td>$52,214.46</td>
<td>$</td>
<td>Flood Control Dam</td>
<td>November 14, 2012 – December 31, 2012</td>
</tr>
</tbody>
</table>
Staggemeyer, Mike 29FY09FR3 $ $ Flood Control Dam – Site 1
Burke, Pat 03FY11FR $ $ Flood Control Dam
Staggemeyer, Mike 30FY09FR3 $ $ Flood Control Dam – Site 2

***Accounts Payable;*** Chairman call for a motion to approve payables

<table>
<thead>
<tr>
<th>Voucher #</th>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Myhre Construction – Hokah Wetland Bank Project</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Bob Mierau – Hokah Wetland Bank Project</td>
<td></td>
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</tbody>
</table>

**Total** $ 

Adjournment

NEXT MEETING--- Regular Meeting, July 11, 2012, 8:30 a.m. Ag Service Center
Root River Soil and Water Conservation District

Agenda
July 11, 2012, 8:30 a.m. Regular Meeting
Ag Service Center

2012 Officers
Vernon Fruechte Chair
Joe McManimon Vice-Chair
Doug Meyer Secretary
Glenn Kinneberg Treasurer
Tony Becker Reporter

Finance Committee: Meyer & Kinneberg
Personnel Committee: McManimon & Becker
RC&D: Kinneberg
RC&D: Tim Amberg (appointed Citizen at Large)
State Revolving Fund: Meyer [JPB]

8:30 A.M. Chairman, Vernon Fruechte, call meeting to order.

Flag Pledge

Minutes: Chairman call for additions or corrections to the June 6, 2012 board meeting minutes and the June 27, 2012 special board meeting minutes.

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

<table>
<thead>
<tr>
<th>Supervisor Per Diem</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Becker, Tony – 2nd Qtr. – 4 mtgs. @ $65.00/each</td>
<td>$260.00</td>
</tr>
<tr>
<td>Fruechte, Vernon – 2nd Qtr. – 3 mtgs. @ $65.00/each</td>
<td>$195.00</td>
</tr>
<tr>
<td>Kinneberg, Glenn – 2nd Qtr. – 4 mtgs. @ $65.00/each</td>
<td>$260.00</td>
</tr>
<tr>
<td>McManimon, Joe – 2nd Qtr. – 4 mtgs. @ $65.00/each</td>
<td>$260.00</td>
</tr>
<tr>
<td>Meyer, Doug – 2nd Qtr. – 2 mtgs. @ $65.00/each</td>
<td>$130.00</td>
</tr>
</tbody>
</table>

Treasurer’s Monthly Report: Treasurer to recommend report for May 2012 should be placed on file for audit.

AGENCY REPORTS
Gary Larson, NRCS District Conservationist Report

Ron Meiners, Interim District Manager Report
• Winnebago Project update

REPORT
Brian Watson, Professional Services

OLD BUSINESS
1. Technology Update – computer and components received

NEW BUSINESS & ACTION ITEMS
1. City of Houston Trail System discussion
2. Frac Sand Meetings July 11th and July 18th – Erickson site
3. County Budget Meeting
4. Supervisor election status
STATE COST SHARE PROGRAM
FY'11FR $ 17,037.25

1. Grant review from Mary Kell’s visit on July 9th
   
   The Root River SWCD Board acknowledged that the remaining Winnebago flood projects should have utilized the amendment process in the cost share program instead of creating new contracts.
   
   Several of the original contracts had previously used funds designated for Phase I of the projects and the amendment process would address that issue.
   
   The intent of the board was to utilize the remaining flood cost-share dollars to the best of their ability.

Feedlot

Bear Creek

MASWCD
2012 Conservationist of the Year – Vernon’s district. Application must be submitted prior to August 22, 2012

2012 Annual Convention – December 2, 3, 4th Double Tree Hotel, Bloomington, MN.

MASWCD Leading Change: Leadership Workshop for SWCD Supervisors and Staff – September 6, 2012 at the Holiday Inn, Alexandria, MN. Registration deadline is August 27, 2012. Registration cost $80.00 (materials & lunch).

Water Plan
   1. Nitrate Well Testing
   2. Education Update

COMMITTEE REPORTS
FINANCIAL COMMITTEE: Meyer & Kinneberg

PERSONNEL COMMITTEE: McManimon & Becker

RC & D: Kinneberg

JOINT POWERS COMMITTEE: Meyer

STAFF REPORTS
Agren Training – Rich & Dave

***Accounts Payable:*** Chairman call for a motion to approve payables

<table>
<thead>
<tr>
<th>Voucher #</th>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2905</td>
<td>Affordable Technology Solutions – JPB Expense – Batteries for Instrument = $49.73; Office Supplies = $80.85</td>
<td>$130.58</td>
</tr>
<tr>
<td>2906</td>
<td>Joan Heim-Welch – Push-up Pond – Pond-2012-#3</td>
<td>$300.00</td>
</tr>
<tr>
<td>2908</td>
<td>Pete Feils – State Cost-Share Flood Relief Project – MPCA Stormwater Permit reimbursement</td>
<td>$400.00</td>
</tr>
<tr>
<td>2909</td>
<td>Ron Carlsen Enterprises, Inc. – Office Rent July</td>
<td>$808.79</td>
</tr>
<tr>
<td>2910</td>
<td>Hartford Life &amp; Annuity Insurance Company – Policy # LU1173261 Ron Meiners</td>
<td>$90.00</td>
</tr>
<tr>
<td>2911</td>
<td>SHI International Corp – Computer LENOVO CUSTOM</td>
<td>$657.28</td>
</tr>
</tbody>
</table>

Agenda – July 11, 2012
<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2912</td>
<td>Insight Public Sector, Inc. – LCD Monitor – 19”</td>
<td>$156.73</td>
</tr>
<tr>
<td>2913</td>
<td>ECM Publishers, Inc. – Invitation for Bids Staggemeyer Site 1</td>
<td>$320.04</td>
</tr>
<tr>
<td>2914</td>
<td>Tony Becker – 2nd Qtr. Mileage – 80 miles @ $0.555/mile</td>
<td>$44.40</td>
</tr>
<tr>
<td>2915</td>
<td>Vernon Fruechte – 2nd Qtr. Mileage – 36 miles @ $0.555/mile</td>
<td>$19.98</td>
</tr>
<tr>
<td>2916</td>
<td>Glenn Kinneberg – 2nd Qtr. Mileage – 63 miles @ $0.555/mile</td>
<td>$34.98</td>
</tr>
<tr>
<td>2917</td>
<td>Joe McManimon – 2nd Qtr. Mileage – 180 miles @ $0.555/mile</td>
<td>$99.92</td>
</tr>
<tr>
<td>2918</td>
<td>Doug Meyer – 2nd Qtr. Mileage – 80 miles @ $0.555/mile</td>
<td>$44.40</td>
</tr>
<tr>
<td>2919</td>
<td>Brian Watson - Professional Services Contract</td>
<td>$1,580.00</td>
</tr>
<tr>
<td>2920</td>
<td>Kwik Trip – Fuel – SRF Truck = $344.14; SWCD Trucks = $255.12</td>
<td>$599.26</td>
</tr>
<tr>
<td>2921</td>
<td>Bluff Country Newspaper Group – Invitation for bids Staggemeyer Site 1 – Wk. 3</td>
<td>$64.80</td>
</tr>
<tr>
<td>2922</td>
<td>Postmaster – Postage 2 rolls @ $45/roll</td>
<td>$90.00</td>
</tr>
<tr>
<td>2923</td>
<td>Postmaster – Postage Nitrate Monitoring</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td><strong>$ 5,441.16</strong></td>
</tr>
</tbody>
</table>

**Adjournment**

NEXT MEETING--- Regular Meeting, August 8, 2012, 8:30 a.m.  Ag Service Center
Agenda
August 8, 2012, 8:30 a.m. Regular Meeting
Ag Service Center

2012 Officers
Vernon Fruechte Chair Finance Committee: Meyer & Kinneberg
Joe McManimon Vice-Chair Personnel Committee: McManimon & Becker
Doug Meyer Secretary RC&D: Kinneberg
Glenn Kinneberg Treasurer RC&D: Tim Amberg (appointed Citizen at Large)
Tony Becker Reporter State Revolving Fund: Meyer [JPB]

8:30 A.M. Chairman, Vernon Fruechte, call meeting to order.

Flag Pledge

Minutes: Chairman call for additions or corrections to the July 11, 2012 board meeting minutes.

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

Treasurer’s Monthly Report: Treasurer to recommend report for June 2012 should be placed on file for audit.

AGENCY REPORTS
Gary Larson, NRCS District Conservationist Report

Ron Meiners, Interim District Manager Report
• Winnebago Project update
• Hokah Wetland Bank update – Billed for 158.5 hours to date with 91.5 hours left to bill
• WCA – Project updates
• Root River Watershed update
• RIM, CREP and State Cost-Share Spot Checks

REPORT
Brian Watson, Professional Services
• Staff Plan
• Adopt Organizational Chart
• Adopt District Manager position description

OLD BUSINESS
1. Frac Sand Meeting updates for July and August

NEW BUSINESS & ACTION ITEMS
1. Letter of Intent – District Manager
2. County Budget Meeting
3. Clean Water Grant Application – Deadline is September 14, 2012
5. MCIT 2012 Dividend - $4,551 will receive in mid-November this compares to $4,607 last year
6. Audit – August 24, 2012
7. Recommend time change for September board meeting – 9:00 a.m. with Personnel Committee meeting at 8:30 a.m.
STATE COST SHARE PROGRAM
FY'11FR $ 17,037.25

State Cost-Share Amendment Requests
Fitting, Jeff #10FY11 proposed to amend project start date from 7/31/12 to 6/13/13 and project completion date from 8/10/12 to 7/10/13. Extension is being requested due to dry conditions.

Berg, Mike #11FY11 proposed to amend project start date from 7/31/12 to 6/13/13 and project completion date from 8/10/12 to 7/10/13. Extension is being requested due to dry conditions.

State Cost-Share Payment Request and transfer of funds:

<table>
<thead>
<tr>
<th>Name</th>
<th>Project/Contract #</th>
<th>Estimate</th>
<th>Actual</th>
<th>Re</th>
<th>Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scanlan, Bob</td>
<td>08FY11</td>
<td>$2,300.00</td>
<td>$2,005.00</td>
<td></td>
<td>$2,005.00 x 75% = $1,503.75</td>
</tr>
</tbody>
</table>

Slippage = $ 221.25

State Cost-Share Return of Funds
Approve return of funds to BWSR

• FY11 Base Grant = $ 276.56

Feedlot

Bear Creek

MASWCD
Fall Supervisor/Employee Meeting will be Wednesday, September 12, 2012 at Cabela’s in Owatonna, MN.

2012 Conservationist of the Year – Vernon’s district. Application must be submitted prior to August 22, 2012

2012 Annual Convention – December 2, 3, 4th Double Tree Hotel, Bloomington, MN.

Water Plan

1. Nitrate Monitoring Testing - Results

COMMITTEE REPORTS
FINANCIAL COMMITTEE: Meyer & Kinneberg

PERSONNEL COMMITTEE: McManimon & Becker

RC & D: Kinneberg

JOINT POWERS COMMITTEE: Meyer

STAFF REPORTS

***Accounts Payable;*** Chairman call for a motion to approve payables

<table>
<thead>
<tr>
<th>Voucher #</th>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2924</td>
<td>Affordable Technology Solutions – Office Supplies</td>
<td>$5.93</td>
</tr>
<tr>
<td>2925</td>
<td>Bob Scanlan – State Cost-Share Project – Critical Area Planting - #08FY11</td>
<td>$1,503.75</td>
</tr>
<tr>
<td>2926</td>
<td>Ron Carlsen Enterprises, Inc. – Office Rent August</td>
<td>$808.79</td>
</tr>
<tr>
<td>2927</td>
<td>Prairie Land Professionals – Hokah Wetland Bank Project – Spot Spraying</td>
<td>$5,980.00</td>
</tr>
<tr>
<td></td>
<td>Description</td>
<td>Amount</td>
</tr>
<tr>
<td>---</td>
<td>-----------------------------------------------------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>2928</td>
<td>Ole’s Excavating – Soil Borings Pat Burke site #03FY11FR</td>
<td>$1,690.00</td>
</tr>
<tr>
<td>2929</td>
<td>BWSR – Return of State Cost-Share Base Grant Funds FY11</td>
<td>$276.56</td>
</tr>
<tr>
<td>2930</td>
<td>Curt Myrah – Push-Up Pond w/no pipe – Pond – 2012 –#4</td>
<td>$300.00</td>
</tr>
<tr>
<td>2931</td>
<td>Kwik Trip – Fuel – SRF Truck = $222.82; SWCD Trucks = $139.47</td>
<td>$362.29</td>
</tr>
<tr>
<td>2932</td>
<td>Robert Mierau – Hokah Wetland Bank Project</td>
<td>$2,028.80</td>
</tr>
<tr>
<td>2933</td>
<td>Postmaster – 1 roll $0.20 stamps</td>
<td>$20.00</td>
</tr>
</tbody>
</table>

**Total** $13,034.89

Adjournment

NEXT MEETING--- Regular Meeting, September 12, 2012, 8:30 a.m.  Ag Service Center
Root River SWCD Board

has scheduled their September meeting for

Monday, September 10, 2012
9:00 AM
Ag Service Center
Root River Soil and Water Conservation District

Agenda
September 10, 2012, 9:00 a.m. Regular Meeting
Ag Service Center

2012 Officers
Vernon Fruechte  Chair
Joe McManimon  Vice-Chair
Doug Meyer  Secretary
Glenn Kinneberg  Treasurer
Tony Becker  Reporter

Finance Committee: Meyer & Kinneberg
Personnel Committee: McManimon & Becker
RC&D: Kinneberg
RC&D: Tim Amberg (appointed Citizen at Large)
State Revolving Fund: Meyer [JPB]

9:00 A.M. Chairman, Vernon Fruechte, call meeting to order.

Flag Pledge

Minutes: Chairman call for additions or corrections to the August 8, 2012 board meeting minutes.

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

Treasurer’s Monthly Report: Treasurer to recommend report for July 2012 should be placed on file for audit.

AGENCY REPORTS
Gary Larson, NRCS District Conservationist Report
Ron Meiners, Interim District Manager Report
   • Root River Field to Stream Partnership (Bridge Creek)

REPORT
Brian Watson, Professional Services
   • Activity Report

OLD BUSINESS
1. Frac Sand Meeting update from August 15, 2012
2. Audit – August 24, 2012
3. 5-Year Water Plan Update – 2 year extension approved. Implementation section update is due December 31, 2014.

NEW BUSINESS & ACTION ITEMS
1. Request for Extension on Contribution Agreement with NRCS
3. Brian Watson Professional Services - Contract extension to 12/31/12 – Approval needed
4. Clean Water Grant Application – Deadline is September 14, 2012 – Approval needed
5. Fall Cover Crop – Seeding Deadline Date needed, number of acres allowed per landowner; rate per acre; staff approval as applications come in (due to timing) – Approval needed
6. 6th Grade Environmental Day expenses – Meal for presenters and staff - Approval needed
7. Building Lease Agreement – Increase of $50.00/month from amended amount of $808.79. New amount is $858.79 - Approval needed
8. Bee/Duck Creek Meeting – September 28, 2012 from 9:30 till noon in Spring Grove
STATE COST SHARE PROGRAM
FY’11FR $ 16,921.69

State Cost-Share Flood Relief Amendment Request
Burke, Pat #03FY11 FR proposed to amend contract in the amount of $2,061.94 for additional project costs. This would increase cost-share for project to $54,333.12.

State Cost-Share Flood Relief Payment Request and transfer of funds:

<table>
<thead>
<tr>
<th>Name</th>
<th>Project/Contract</th>
<th>Estimate</th>
<th>Actual</th>
<th>Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burke, Pat</td>
<td>03FY11FR</td>
<td>Cost Estimate = $44,978.27</td>
<td>$54,333.12</td>
<td>$54,333.12 x 100% = $54,333.12</td>
</tr>
<tr>
<td>Winnebago Twp.</td>
<td>27FY09FR3</td>
<td>Cost Estimate = $52,214.46</td>
<td>$44,682.50</td>
<td>$44,682.50 x 100% = $44,682.50 Slippage = $300.33</td>
</tr>
<tr>
<td>Staggemeyer, Mike – Site 1</td>
<td>28FY09FR3</td>
<td>Cost Estimate = $184,260.00</td>
<td>$132,408.20</td>
<td>$132,408.20 x 100% = $132,408.20 Slippage = $2,378.25</td>
</tr>
</tbody>
</table>

State Cost-Share Flood Relief Return of Funds
Approve return of funds to BWSR
- FY09FR3 Flood Relief Grant = $3,348.23

Feedlot

Bear Creek

MASWCD
Fall Supervisor/Employee Meeting will be Wednesday, September 12, 2012 at Cabela’s in Owatonna, MN.

2012 Annual Convention – December 2, 3, 4th Double Tree Hotel, Bloomington, MN.

Water Plan

COMMITTEE REPORTS
FINANCIAL COMMITTEE: Meyer & Kinneberg

PERSONNEL COMMITTEE: McManimon & Becker
- Recommendation to hire District Manager – Decision and approval needed
- Updated position descriptions – Approval needed
- Root River SWCD WCA representative – 5-Day Basic Wetland Delineation Course training, Sept. 17 – 22, 2012, Little Falls, MN. Registration cost of $900.00. Lodging and mileage are additional costs. Approval needed.

RC & D: Kinneberg

JOINT POWERS COMMITTEE:

STAFF REPORTS

***Accounts Payable:*** Chairman call for a motion to approve payables

<table>
<thead>
<tr>
<th>Voucher #</th>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2934</td>
<td>Houston County Treasurer – Maps (7)</td>
<td>$21.00</td>
</tr>
<tr>
<td>2935</td>
<td>Hartford Life &amp; Annuity Insurance Company – Policy # LU1188704 Dave Walter; Policy # LU1039333 Rich Stemper</td>
<td>$180.00</td>
</tr>
<tr>
<td>2936</td>
<td>Winnebago Township – State Cost-Share Flood Relief Project</td>
<td>$44,682.50</td>
</tr>
</tbody>
</table>
2937  Staggemeyer, Mike – State Cost-Share Flood Relief Project – Flood Control Dam - Site 1 - #28FY09FR3   $132,408.20
2938  Burke, Pat – State Cost-Share Flood Relief Project – Flood Control Dam - #03FY11FR   $54,333.12
2939  Myhre Construction, LLC – Hokah Wetland Bank Project   $370.00
2940  Affordable Technology Solutions – Office Supplies   $34.99
2941  Brian Watson - Professional Services Contract   $1,460.00
2942  Ron Meiners – Office Supplies – Ink Cartridge Printer = $17.92; Laminate & 2 Map Frames = $51.68   $69.60
2943  Kwik Trip – Fuel – SRF Truck = $240.39; SWCD Trucks = $310.14   $550.53
2944  Ron Carlsen Enterprises, Inc. – Office Rent September   $808.79
2945  BWSR – Return of funds FY09FR3   $3,348.23
2946  G-Cubed – Staggemeyer – Site 1 – Phase 3 & 5   $20,500.00

Total   $258,766.96

Adjournment
NEXT MEETING--- Regular Meeting, October 10, 2012, 8:30 a.m. Ag Service Center
Chairman, Vernon Fruechte, call meeting to order.

Flag Pledge

Minutes: Chairman call for additions or corrections to the September 10, 2012 board meeting minutes.

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

 Supervisor Per Diem

<table>
<thead>
<tr>
<th>Name</th>
<th>Type</th>
<th>Qtr.</th>
<th>Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Becker, Tony</td>
<td>3rd Qtr.</td>
<td>3</td>
<td>$65.00</td>
<td>$195.00</td>
</tr>
<tr>
<td>Fruechte, Vernon</td>
<td>3rd Qtr.</td>
<td>6</td>
<td>$65.00</td>
<td>$390.00</td>
</tr>
<tr>
<td>Kinneberg, Glenn</td>
<td>3rd Qtr.</td>
<td>4</td>
<td>$65.00</td>
<td>$260.00</td>
</tr>
<tr>
<td>McManimon, Joe</td>
<td>3rd Qtr.</td>
<td>5</td>
<td>$65.00</td>
<td>$325.00</td>
</tr>
<tr>
<td>Meyer, Doug</td>
<td>3rd Qtr.</td>
<td>3</td>
<td>$65.00</td>
<td>$195.00</td>
</tr>
</tbody>
</table>

Treasurer's Monthly Report: Treasurer to recommend report for August and September 2012 should be placed on file for audit.

AGENCY REPORTS

Gary Larson, NRCS District Conservationist Report

Ron Meiners, Interim District Manager Report
- Share Watersheds, Basins and Watershed Districts information
- September Activity Report – Brian Watson, Professional Services
- 2013 Proposed Budget

OLD BUSINESS
1. Frac Sand Meeting update from September 12, 2012
2. Root River SWCD WCA representative and training – Rich Stemper
3. Waterloo Creek Watershed Meeting – September 25, 2012
4. 6th Grade Environmental Day – September 25, 2012
5. Pat Burke site - Discussion

NEW BUSINESS & ACTION ITEMS
1. FY 2013 Operations and State Cost-Share Base Grant – approval needed
2. Root River Watershed Grant – approval needed
3. Fall Cover Crop Applications – approval needed  
   Josh Dahl  Section 21 Yucatan Twp.  20 acres  Corn for silage/Rye - New applicant  
   Jerry Dahl  Section 20 Yucatan Twp.  12 acres  Corn for silage/Rye – New applicant  
   Ed Boldt  Section 22 Houston ‘E’ Twp.  8 acres  Corn for silage/Rye – New applicant  
   Kaye Jacob  Sections 10, 15 & 16 Yucatan Twp.  74 acres  Corn for grain = 17ac; Soybeans = 17 ac;  
   Winter Grains, Sunflowers = 40 acres/Winter Rye and Winter Triticate, Clover  
   Steve Oian  Sections 30 & 31 Yucatan Twp.  42.1 acres  Corn for silage/Rye – New applicant  
   Roger VanMoos  Section 17 Mound Prairie Twp.  14.2 acres  Corn for silage/Winter Rye – New applicant  
   Gerald Skifton  Houston ‘E’ Twp.  40 acres  

Total Acres with 40 acre cap per applicant = 174.2 acres  
$15.00 per acre  =  $2,613.00  

STATE COST SHARE PROGRAM  
FY’11FR $ 14,859.75  

State Cost-Share Flood Relief Payment Request and transfer of funds:  

<table>
<thead>
<tr>
<th>Name</th>
<th>Project/Contract</th>
<th>Estimate</th>
<th>Actual</th>
<th>Request</th>
</tr>
</thead>
</table>
| Feils, Pete | 14FY08FR2        | $47,223.00 | $38,024.00 | $38,024.00 x 93.75% = $ 35,647.50 -  
|           |                  |            |          | $23,0364.00 (EQIP) = $12,583.50  
|           |                  |            |          | Slippage = $8,373.06             |

State Cost-Share Flood Relief Return of Funds 
Approve return of funds to BWSR  
- FY09FR2 Flood Relief Grant = $ 2,034.37  
- FY09FR3 Flood Relief Grant = $ 8,177.65  

State Cost-Share Close-Out Report  
- State Cost-Share Close-Out Reports for FY10FR Flood Engineering Technical Assistance Grant – Approval needed  
- State Cost-Share Flood Relief Close-Out Reports for FY08FR2 and FY08FR3– Approval needed  

State Cost-Share Flood Relief Application:  

<table>
<thead>
<tr>
<th>Name</th>
<th>Contract</th>
<th>Total Cost Estimate</th>
<th>Cost-Share Amount</th>
<th>Project</th>
<th>Starting Date/Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burke, Pat</td>
<td>04FY11FR</td>
<td>$ 1,035.00</td>
<td>$ 1,035.00</td>
<td>Critical Area Planting</td>
<td></td>
</tr>
</tbody>
</table>

Feedlot  

Bear Creek  

MASWCD  
Fall Supervisor/Employee Meeting Report – held Wednesday, September 12, 2012.  

2012 Resolution Packets – Ballots needed at October board meeting – supervisor signatures needed  

Agenda – October 10, 2012
2012 Annual Convention – December 2, 3, 4th Double Tree Hotel, Bloomington, MN.

Water Plan

COMMITTEE REPORTS

FINANCIAL COMMITTEE: Meyer & Kinneberg

PERSONNEL COMMITTEE: McManimon & Becker

RC & D: Kinneberg

JOINT POWERS COMMITTEE:

STAFF REPORTS

***Accounts Payable:*** Chairman call for a motion to approve payables

<table>
<thead>
<tr>
<th>Voucher #</th>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2947</td>
<td>BWSR – Return of funds FY09FR2 = $2,034.37; FY09FR3 = $8,177.65</td>
<td>$10,212.02</td>
</tr>
<tr>
<td>2948</td>
<td>Feils, Pete – State Cost-Share Flood Relief Project – Flood Control Dam - #14FY08FR2</td>
<td>$12,583.50</td>
</tr>
<tr>
<td>2949</td>
<td>Ron Carlsen – Office Rent October</td>
<td>$858.79</td>
</tr>
<tr>
<td>2950</td>
<td>Zumbro Valley Forestry LLC – Hokah Wetland Bank Project</td>
<td>$1,380.00</td>
</tr>
<tr>
<td>2951</td>
<td>Affordable Technology Solutions – Office Supplies = Envelopes</td>
<td>$17.09</td>
</tr>
<tr>
<td>2952</td>
<td>Richard Stemper – WCA Training – Fuel Reimbursement = $75.00</td>
<td>$75.00</td>
</tr>
<tr>
<td>2953</td>
<td>Janice Messner – Nitrate Monitoring Mileage Reimbursement</td>
<td>$47.73</td>
</tr>
<tr>
<td>2954</td>
<td>Master Card - WCA Training – Lodging Reimbursement = $155.25</td>
<td>$155.25</td>
</tr>
<tr>
<td>2955</td>
<td>Tony Becker – 3rd Qtr. Mileage – 60 miles @ $0.555/mile</td>
<td>$33.30</td>
</tr>
<tr>
<td>2956</td>
<td>Vernon Fruechte – 3rd Qtr. Mileage – 72 miles @ $0.555/mile</td>
<td>$39.86</td>
</tr>
<tr>
<td>2957</td>
<td>Glenn Kinneberg – 3rd Qtr. Mileage – 313 miles @ $0.555/mile</td>
<td>$150.41</td>
</tr>
<tr>
<td>2958</td>
<td>Joe McManimon – 3rd Qtr. Mileage – 225 miles @ $0.555/mile</td>
<td>$124.90</td>
</tr>
<tr>
<td>2959</td>
<td>Doug Meyer – 3rd Qtr. Mileage – 120 miles @ $0.555/mile</td>
<td>$66.60</td>
</tr>
<tr>
<td>2960</td>
<td>Hartford Life &amp; Annuity Insurance Company – Policy # LU1173261</td>
<td>$90.00</td>
</tr>
<tr>
<td>2961</td>
<td>Kwik Trip – Fuel – SWCD Trucks = $432.37</td>
<td>$432.37</td>
</tr>
<tr>
<td>2962</td>
<td>Houston County Treasurer – Petty Cash Reimbursement – Office</td>
<td>$84.77</td>
</tr>
<tr>
<td></td>
<td>supplies – Ink cartridges = $23.92; Postage = $2.45; Education/6th Grade Environmental Day = $29.40; Water Plan Education/6th Grade Environmental Day = $29.40; Misc. = $2.94</td>
<td></td>
</tr>
<tr>
<td>2963</td>
<td>Postmaster – 2 rolls @ $45.00 each (Trees); 1 roll @ $45.00</td>
<td>$135.00</td>
</tr>
</tbody>
</table>

**Total** $26,486.69

Adjournment

NEXT MEETING--- Regular Meeting, November 14, 2012, 8:30 a.m.  Ag Service Center
Root River Soil and Water Conservation District

Agenda
November 14, 2012, 8:30 a.m. Regular Meeting
Ag Service Center

2012 Officers
Vernon Fruechte Chair Finance Committee: Meyer & Kinneberg
Joe McManimon Vice-Chair Personnel Committee: McManimon & Becker
Doug Meyer Secretary RC&D: Kinneberg
Glenn Kinneberg Treasurer RC&D: Tim Amberg (appointed Citizen at Large)
Tony Becker Reporter State Revolving Fund: Meyer [JPB]

8:30 A.M. Chairman, Vernon Fruechte, call meeting to order.

Flag Pledge

Minutes: Chairman call for additions or corrections to the October 10, 2012 board meeting minutes.
  • Correction – Glenn Kinneberg’s 3rd Qtr. Mileage voucher for $150.41 should be $173.73

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

Treasurer’s Monthly Report: Treasurer to recommend report for October 2012 should be placed on file for audit.

AGENCY REPORTS
Gary Larson, NRCS District Conservationist Report

Ron Meiners, District Manager Report
  • October Activity Report – Brian Watson, Professional Services

OLD BUSINESS
1. Frac Sand Meeting update from October 22 and October 29, 2012
2. Hokah Wetland Bank Project update

NEW BUSINESS & ACTION ITEMS
1. National Association of Conservation Districts (NACD) 2013 Membership Dues - $775.00
2. Wage & Salary Grid – review and adopt
3. Performance Review Evaluation Form – review and adopt
4. Budget review (several minor revisions) – approval needed
5. Conservation Banquet
   • Dates – November 19th or November 20th
   • Place – Good Times or Golf Course
6. 2012 MCIT Annual Meeting – Monday, December 3, 2012 at 3:30 p.m. River’s Edge Convention Center, St. Cloud, MN.
7. 2013 Tree ordering – approval needed
8. 2011 Draft Audit – Review and approval needed
9. 2013 MACDE (MN Assoc. of Conservation District Employees) Membership - $20/employee – approval needed
STATE COST SHARE PROGRAM

FY'11FR $12,797.26

State Cost-Share Project Cancellation
Jerry Vetsch #20FY09FR2 – Grade Stabilization Structures – Project cancellation request as well as expired contract. Expiration November 1, 2012.

State Cost-Share Flood Relief Payment Request and transfer of funds:

<table>
<thead>
<tr>
<th>Name</th>
<th>Project/Contract</th>
<th>Estimate</th>
<th>Actual</th>
<th>Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>Koch, Bob</td>
<td>26FY09FR3</td>
<td>$19,000.00</td>
<td>$18,650.00</td>
<td>$18,650.00 $18,650.00 x 100% = $18,650.00 Slippage = $350.00</td>
</tr>
</tbody>
</table>

State Cost-Share Close-Out Report
- State Cost-Share Close-Out Report for FY09FR2 – Approval needed
- State Cost Share Close-Out Report for FY12 Conservation Delivery (formerly General Services) – Approval needed

State Cost-Share Flood Relief Amendment Request
Staggemeyer, Mike #29FY09FR3 proposed to amend contract in the amount of $12,797.26 for additional funds to install project. This would increase cost-share for project to $83,706.12.

Feedlot

Bear Creek

MASWCD
2012 Annual Convention – December 2, 3, 4th Double Tree Hotel, Bloomington, MN. Registration Deadline is Friday, November 16th, 2012.

Water Plan
1. November 1st meeting update
2. Discussion on 5 Year Plan update
3. County levy increase proposal

COMMITTEE REPORTS
FINANCIAL COMMITTEE: Meyer & Kinneberg
PERSONNEL COMMITTEE: McManimon & Becker
RC & D: Kinneberg
JOINT POWERS COMMITTEE:

STAFF REPORTS

***Accounts Payable:*** Chairman call for a motion to approve payables

<table>
<thead>
<tr>
<th>Voucher #</th>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2964</td>
<td>Ron Carlsen – Office Rent November</td>
<td>$858.79</td>
</tr>
<tr>
<td>2965</td>
<td>Kaye Jacob – Fall Cover Crop – 40 acres @ $15/acre</td>
<td>$600.00</td>
</tr>
</tbody>
</table>

Agenda – November 14, 2012  2
<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2966</td>
<td>Dave Walter – NRBG – Meal Reimbursement</td>
<td>$6.16</td>
</tr>
<tr>
<td>2967</td>
<td>Zumbro Valley Forestry LLC – Hokah Wetland Bank Project – Direct Seeding</td>
<td>$4,515.00</td>
</tr>
<tr>
<td>2968</td>
<td>Boldt, Ed – Fall Cover Crop – 8 acres @ $15/acre</td>
<td>$120.00</td>
</tr>
<tr>
<td>2969</td>
<td>Skifton, Gerald – Fall Cover Crop – 40 acres @ $15/acre</td>
<td>$600.00</td>
</tr>
<tr>
<td>2970</td>
<td>Schumacher’s Nursery &amp; Berry Farm Inc. – Tree Order 2013</td>
<td>$1,857.00</td>
</tr>
<tr>
<td>2971</td>
<td>Koch, Bob – State Cost-Share Flood Relief Project – Flood Control Dam - #26FY09FR3</td>
<td>$18,650.00</td>
</tr>
<tr>
<td>2972</td>
<td>MN BWSR – Return of funds FY09FR3 = $437.50; Return of funds FY09FR2 = $1,578.33</td>
<td>$2,015.83</td>
</tr>
<tr>
<td>2973</td>
<td>Affordable Technology Solutions – Office Supplies = Ink Cartridge</td>
<td>$34.99</td>
</tr>
<tr>
<td>2974</td>
<td>MN State Nursery Acct. – State Tree Order</td>
<td>$2,728.00</td>
</tr>
<tr>
<td>2975</td>
<td>MASWCD – Annual Convention Registration Fees</td>
<td>$</td>
</tr>
<tr>
<td>2976</td>
<td>James Maiser, CPA – 2011 Audit</td>
<td>$2,450.00</td>
</tr>
<tr>
<td>2977</td>
<td>Ronald Meiners – Office Supply – 2 Ink Cartridges</td>
<td>$35.85</td>
</tr>
<tr>
<td>2978</td>
<td>Kwik Trip – Fuel – SRF Truck = $172.76; SWCD Trucks = $142.57</td>
<td>$315.33</td>
</tr>
<tr>
<td>2979</td>
<td>VonMoos, Roger – Fall Cover Crop – 14.2 acres @ $15/acre</td>
<td>$213.00</td>
</tr>
<tr>
<td>2980</td>
<td>Beverly Bauer, County Recorder – Recording Fee Staggemeyer, Mike Site 1 – #28FY09FR3 T &amp; A</td>
<td>$46.00</td>
</tr>
<tr>
<td>2981</td>
<td>MACDE – 2013 Membership Dues = 4 @ $20/each = $80.00; Misc. - Raffle Ticket funds = $</td>
<td>$</td>
</tr>
<tr>
<td>2982</td>
<td>Janice Messner – Water Plan Mileage = 146.4 miles = $3.39/gal. @ 9.76 gal. = $32.11</td>
<td>$32.11</td>
</tr>
<tr>
<td>2983</td>
<td>Dahl, Josh – Fall Cover Crop – 20 acres @ $15/acre</td>
<td>$300.00</td>
</tr>
<tr>
<td>2984</td>
<td>Dahl, Jerry – Fall Cover Crop – 12 acres @ $15/acre</td>
<td>$180.00</td>
</tr>
<tr>
<td>2985</td>
<td>Oian, Steve – Fall Cover Crop – 40 acres @ $15/acre</td>
<td>$600.00</td>
</tr>
</tbody>
</table>

**Total** $
Root River Soil and Water Conservation District

Agenda
December 12, 2012, 8:30 a.m. Regular Meeting
Ag Service Center

2012 Officers
Vernon Fruechte Chair
Joe McManimon Vice-Chair
Doug Meyer Secretary
Glenn Kinneberg Treasurer
Tony Becker Reporter

Finance Committee: Meyer & Kinneberg
Personnel Committee: McManimon & Becker
RC&D: Kinneberg
RC&D: Tim Amberg (appointed Citizen at Large)
State Revolving Fund: Meyer [JPB]

8:30 A.M. Chairman, Vernon Fruechte, call meeting to order.

Flag Pledge

Minutes: Chairman call for additions or corrections to the November 14, 2012 board meeting minutes.

- Note – During the November 14, 2012 board meeting Return of Funds was approved for FY09FR3 = $437.50 and FY09FR2 = $1,578.33 through Accounts Payable. It was also the intention to approve the Return of Funds for the FY09FR3 and FY09FR2 with the approval of the accounts payable.

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

Supervisor Per Diem

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Becker, Tony – 4th Qtr. – 3 mtgs. @ $65.00/each</td>
<td>$195.00</td>
<td></td>
</tr>
<tr>
<td>Fruechte, Vernon – 4th Qtr. – 3 mtgs. @ $65.00/each</td>
<td>$195.00</td>
<td></td>
</tr>
<tr>
<td>Kinneberg, Glenn – 4th Qtr. – 8 mtgs. @ $65.00/each</td>
<td>$520.00</td>
<td></td>
</tr>
<tr>
<td>McManimon, Joe – 4th Qtr. – 3 mtgs. @ $65.00/each</td>
<td>$195.00</td>
<td></td>
</tr>
<tr>
<td>Meyer, Doug – 4th Qtr. – 3 mtgs. @ $65.00/each</td>
<td>$195.00</td>
<td></td>
</tr>
</tbody>
</table>

Treasurer’s Monthly Report: Treasurer to recommend report for November 2012 should be placed on file for audit.

AGENCY REPORTS
Gary Larson, NRCS District Conservationist Report

Ron Meiners, District Manager Report
- Brian Watson – Activity Report – Remaining workload

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS
1. NRCS Lease Revision – 150 sq. ft. for Administrative Assistant NRCS/SWCD
2. Swearing in of new Board Supervisors - January 7, 2012 at 8:30 am. Commissioners Room at courthouse
3. Exit Summary for Board Supervisors
4. Clean Water Grant - update
5. Water Plan Committee discussion and 5 Year Update
6. MPCA (Brian Green) - discussion

Agenda – December 12, 2012 1
STATE COST SHARE PROGRAM

State Cost-Share Flood Relief Payment Request and transfer of funds:

<table>
<thead>
<tr>
<th>Name</th>
<th>Project/Contract</th>
<th>Estimate</th>
<th>Actual</th>
<th>Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>Slavicek, Jason</td>
<td>28FY07</td>
<td>$2,500.00</td>
<td>$3,089.20</td>
<td>$3,089.20 x 93.75% = $2,896.13</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>Cost-Share Available &amp; paying = $2,343.75</strong></td>
</tr>
<tr>
<td>Meyer Farms</td>
<td>17FY09</td>
<td>$15,530.00</td>
<td>$24,556.88</td>
<td>$24,031.88 x 75% = $18,023.91 - $17,090.20 (EQIP) = $933.71</td>
</tr>
<tr>
<td>Dairy, LLC</td>
<td></td>
<td></td>
<td></td>
<td><strong>Slippage = $7,233.79</strong></td>
</tr>
<tr>
<td>Burke, Pat</td>
<td>04FY11FR</td>
<td>$1,035.00</td>
<td></td>
<td>$ x 100% = $</td>
</tr>
</tbody>
</table>

**State Cost-Share Return of Funds**
Approve return of funds to BWSR
- FY09 Base Grant = $9,055.99

**State Cost-Share Close-Out Report**
- State Cost Share Close-Out Report for FY07 – Approval needed
- State Cost Share Close-Out Report for FY09 – Approval needed

Feedlot

Bear Creek

MASWCD
2012 Annual Convention – Update

Water Plan

COMMITTEE REPORTS

FINANCIAL COMMITTEE: Meyer & Kinneberg
- Employee wage discussion

PERSONNEL COMMITTEE: McManimon & Becker

RC & D: Kinneberg

JOINT POWERS COMMITTEE:

STAFF REPORTS

***Accounts Payable;*** Chairman call for a motion to approve payables

<table>
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</thead>
<tbody>
<tr>
<td>2986</td>
<td>Ron Carlsen – Office Rent December</td>
<td>$858.79</td>
</tr>
<tr>
<td>2987</td>
<td>Hartford Life &amp; Annuity Insurance Company – Policy # LU1188704 Dave Walter; Policy # LU1039333 Rich Stemper</td>
<td>$180.00</td>
</tr>
<tr>
<td>2988</td>
<td>MN Dept. of Agriculture - License for 2013</td>
<td>$175.00</td>
</tr>
<tr>
<td>2989</td>
<td>Far-Vu-Products – Awards – Plaques – Water Plan = 1 @ $35; District 2 @ $35/each &amp; 3 @ $28/each</td>
<td>$189.00</td>
</tr>
<tr>
<td>2990</td>
<td>Glenn Kinneberg – Reimbursement Convention Hotel Expense = $194.26; 4th Qtr. Mileage – 409 miles @ $0.555/mile = $227.00</td>
<td>$421.26</td>
</tr>
<tr>
<td>2991</td>
<td>Janice Messner – Awards – Meal – Stenhoff = $35.27; Awards –</td>
<td>$128.49</td>
</tr>
<tr>
<td>Item</td>
<td>Description</td>
<td>Cost</td>
</tr>
<tr>
<td>------</td>
<td>-------------</td>
<td>------</td>
</tr>
<tr>
<td>2992</td>
<td>Jason Slavicek – State Cost-Share Flood Relief Project – Critical Area Planting - #27FY07</td>
<td>$2,343.75</td>
</tr>
<tr>
<td>2993</td>
<td>Meyer Farms Dairy LLC – State Cost-Share Project – Grade Stabilization, Grassed Waterway &amp; Water and Sediment Control Basin - #17FY09</td>
<td>$933.71</td>
</tr>
<tr>
<td>2994</td>
<td>MN BWSR – Return State Cost Share Funds FY09</td>
<td>$9,055.99</td>
</tr>
<tr>
<td>2995</td>
<td>Kwik Trip – Fuel – SRF Truck = $67.35; SWCD Trucks = $283.40</td>
<td>$350.75</td>
</tr>
<tr>
<td>2996</td>
<td>Wiebke Tire – Repair left rear tire - 2008 Chevy Silverado</td>
<td>$15.00</td>
</tr>
<tr>
<td>2997</td>
<td>Tony Becker – 4th Qtr. Mileage – 60 miles @ $0.555/mile</td>
<td>$33.30</td>
</tr>
<tr>
<td>2998</td>
<td>Vernon Fruechte – 4th Qtr. Mileage – 36 miles @ $0.555/mile</td>
<td>$19.98</td>
</tr>
<tr>
<td>2999</td>
<td>Joe McManimon – 4th Qtr. Mileage – 135 miles @ $0.555/mile</td>
<td>$74.93</td>
</tr>
<tr>
<td>3000</td>
<td>Doug Meyer – 4th Qtr. Mileage – 120 miles @ $0.555/mile</td>
<td>$66.60</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$ 14,846.55</strong></td>
</tr>
</tbody>
</table>

Adjournment

NEXT MEETING--- Regular Meeting, January 9, 2013, 8:30 a.m.  Ag Service Center