



Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76

Agricultural Service Center

Caledonia, MN 55921

(507) 724-5261 Ext. 3

<http://co.houston.mn.us/RRSWCD.aspx>

MINUTES OF THE ROOT RIVER SWCD

January 8, 2014

The Root River Soil and Water Conservation District Board of Supervisors met on January 8, 2014 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

2013 Chair Becker called the meeting to order at 8:30 a.m.

Members Present:

Matt Feldmeier
Loren Lapham
Doug Meyer
Roger Stenhoff
Tony Becker

Members Absent:

Others:

Janice Messner, Ron Meiners, Rich Stemper and Dave Walter – SWCD Staff; Gary Larson and Bob Joachim – NRCS Staff.

Those present took part in the Pledge of Allegiance.

Officers & Appointments: Motion by Becker, seconded by Feldmeier, approving Loren Lapham as Chair, Roger Stenhoff as Vice Chair, Matt Feldmeier as Secretary, Tony Becker as Treasurer and Doug Meyer as Reporter.

Voting affirmative: Feldmeier, Lapham, Meyer, Stenhoff, Becker Opposed: None Motion carried.

Committee Appointments for 2014

Finance Committee: Meyer & Becker

Personnel Committee: Feldmeier & Stenhoff

RC&D: Stenhoff

RC&D: Glenn Kinneberg, Citizen at Large

State Revolving Fund [JPB Finance Committee]: Feldmeier

Motion by Becker, seconded by Feldmeier, approving committee appointments for 2014.

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff Opposed: None Motion carried.

Meeting Date & Time: Motion by Becker, seconded by Feldmeier, to hold the monthly Root River SWCD board meetings on the second Wednesday of the month at 1:00 p.m. at the Ag Service Center in Caledonia, Minnesota through the month of April 2014.

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff Opposed: None Motion carried.

Minutes: Motion by Meyer, seconded by Feldmeier, approving the minutes from the December 18, 2013 board meeting.

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff Opposed: None Motion carried.

Employee Time Records: Motion by Becker, seconded Stenhoff, to approve the Employee Time Records.

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff Opposed: None Motion carried.

Treasurer's Monthly Report: Messner indicated that the District had not received the December financial information from the county prior to the meeting. Motion by Becker, seconded by Feldmeier, tabling the request to place the December 2013 report on file for audit.

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff

Opposed: None

Motion carried.

Motion by Meyer, seconded by Becker, approving the continuation of the following:

Houston County Treasurer – as depository for all district funds

Bank of the West – as the general checking account

Merchants Bank & Eitzen State Bank – investment designated reserve and cost-share

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff

Opposed: None

Motion carried.

Motion by Meyer, seconded by Feldmeier, approving the continuation of the following:

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

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff

Opposed: None

Motion carried.

Agency Report:**Gary Larson, NRCS Report**

- Reviewed with the SWCD Board the NRCS civil rights and equal opportunity information.
- Informed the SWCD Board a faculty meeting with agency managers had recently been held. Emergency Action Plans from each agency was discussed and it was concluded that a Building Emergency Action Plan should be formed. Also, First Response training will be offered to building staff on January 23rd and 28th from 8:30 – 10:30 a.m. at no charge. Certification or recertification is not offered with this training. Along with the training AED device use will be reviewed.
- Reported to the SWCD Board that a landowner meeting with Milford McKay, DNR Forestry, NRCS and SWCD was held on Monday, December 23rd at 10:00 a.m. on-site. Concerns were shared. Agencies will be meeting on January 24th to review information from the site visit and explore possible options for the landowner.

Ron Meiners, SWCD District Report

- Reported to the SWCD Board he has designated Rich Stemper as the lead for the NFWF grant. During a staff meeting Meiners assigned each technician a certain amount of hours needing to be spent on this grant program. He shared that the individual selected for the temporary part-time position will be doing data collection, landowner contacts, news articles and work with the SPI program.
- Shared correspondence he received for the MN Corn Growers Grant with the SWCD Board. They are behind in their process of awarding this grant.
- Informed the SWCD Board that correspondence from a participant in the Hayable Buffer program had been received with a suggestion of extending the harvesting date of cover crops when planting is drastically delayed due to weather conditions.
- Indicated to the SWCD Board that MCIT will be offering a webinar on January 29th addressing changes to the 2014 liability coverage. Meiners invited all supervisors to participate.

Old Business

Meiners stated that he had received a verbal commitment for Rick Frank regarding the county levy portions of the NRBG Block grant.

Motion by Feldmeier, seconded by Meyer, approving the transfer of funds to designated reserve when county allocation is received

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

Motion by Becker, seconded by Stenhoff, approving the recommendation to hire Kelsey Bulman for the temporary part-time position funded through funds of the NFWF grant.

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

New Business**Motion** by Becker, seconded by Feldmeier, adopting the IRS 2014 mileage reimbursement rate of \$0.56 per mile.

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

Motion by Becker, seconded by Meyer, approving the 2014 Supervisor Per Diem at the rate of \$75.00 per meeting.

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

Motion by Meyer, seconded by Becker, approving the following yearly dues.

2013 – 2014 MASWCD Dues in the amount of \$2,009.50 for one fiscal year

JPB Annual Membership Fee in the amount of \$500.00

Envirothon Dues in the amount of \$175.00

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

Motion by Becker, seconded by Feldmeier, to develop a Staffing Committee to discuss staffing needs for the district. This committee will not be allowed to take any voting action at these meetings. Committee is to consist of board of supervisors and staff.

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

State Cost Share Program

Motion by Becker, seconded by Meyer, approving the following Financial Reports:

2011 Cost Share Easement Services Financial Report

2012 Cost Share Easement Services Financial Report

2013 Cost Share Easement Services Financial Report

2013 Conservation Delivery Grant Financial Report

and approving the Chair to sign the 2012 Cost Share Base Grant Financial Report prior to February 1, 2014.

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

Feedlot

Walter reported that he has been assisting the feedlot officer. Possible projects for Doug Heintz and Mark Gerard. Reviewed manure spreading rules for the winter months.

Watershed Updates

Bear Creek – Remaining repair work on two sites will be completed in the spring to bring sites into compliance.

Water Plan

Meiners shared BWSR approved the 5 Year Update. A resolution to adopt the 5 Year Update will be brought forward at the January 24th County Commissioners meeting for approval.

Meiners also stated that the committee had approved their 2014 budget.

Committee Reports

FINANCIAL COMMITTEE: *Meyer & Becker* – No report.

PERSONNEL COMMITTEE: *Feldmeier & Stenhoff* - No report.

RC & D: *Stenhoff* – No report.

JOINT POWERS FINANCE COMMITTEE: *Feldmeier* – No report.

Staff Report

Walter gave a WCA program update. TEP meeting was recently held. Members of the panel include Administrator Rick Frank, Cory Hanson, Dave Studenski, Brian Pogodzinski, Amber Steele and Dave Walter. They reviewed specific WCA violations.

Walter also shared information on a building site visit in La Crescent Township. The landowner wants to have 9 – 11 greenhouses in a sloped area. Drainage is a concern. He will be putting together some proposed planning for this area.

Stemper announced that the Crooked Creek Watershed Board would be meeting on Friday, January 10, 2014 at 1:00 p.m.

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

Motion by Becker, seconded by Meyer, approving the Accounts Payable for January 2014.

Voucher #	Item	Amount
3188	MCIT – Liability Ins. = \$3,360.00; Workers Compensation = \$1,306.00	\$4,666.00
3189	Ronald F. Carlsen – Office Rent January	\$858.79
3190	MASWCD Dues 2013 - 2014	\$2,009.50
3191	Mary Busch – Infant Well Testing Reimbursement	\$32.00
3192	MasterCard – Service Charge	\$10.32
3193	Postmaster - Postage – 1 roll = 100 stamps @ \$0.20	\$20.00
3194	Houston County Treasurer - Registration - \$16.00 each for 2008 Chevy & 2008 Ford	\$32.00
3195	Minnesota Revenue – 2013 Sales & Use Tax	\$778.00
3196	Kwik Trip – Fuel – SWCD Trucks = \$590.41; SRF Truck = \$70.09	\$660.50
3197	SE SWCD Technical Support JPB – Annual Membership Fee	\$500.00
3198	Goodhue County SWCD - Envirothon Donation	\$175.00
3199	Schumacher's Nursery & Berry Farm – Trees	\$255.00
	Total	\$9,997.11

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

Bob Joachim updated that he currently has taken nine EQIP applications and has worked with 40 landowners within the Waterloo Creek Watershed. He also shared that a Bee/Duck Creek meeting is scheduled for Wednesday, January 15th at the Log Cabin in Spring Grove, MN.

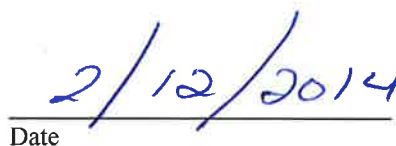
Becker suggested that a cordial meeting be conducted between district supervisors of neighboring districts.

NEXT MEETING – Regular Board Meeting - Wednesday, February 12, 2014, 1:00 p.m. Ag Service Center

Meeting adjourned at 10:45 a.m.



Secretary



Date



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MINUTES OF THE ROOT RIVER SWCD

February 12, 2014

The Root River Soil and Water Conservation District Board of Supervisors met on February 12, 2014 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Lapham called the meeting to order at 1:02 p.m.

Members Present:

Matt Feldmeier

Loren Lapham

Doug Meyer

Roger Stenhoff

Tony Becker

Members Absent:

Others:

Janice Messner, Ron Meiners, Rich Stemper and Dave Walter – SWCD Staff; Gary Larson – NRCS Staff; Steve Lawler – BWSR; Tess Arrick-Kruger - Houston County HR Director.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Meyer, seconded by Becker, approving the minutes from the January 8, 2014 board meeting.

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff

Opposed: None

Motion carried.

Employee Time Records: Motion by Becker, seconded Feldmeier, to approve the Employee Time Records.

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff

Opposed: None

Motion carried.

Treasurer's Monthly Report: Motion by Becker, seconded by Feldmeier, to approve the December 2013 report be placed on file for audit.

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff

Opposed: None

Motion carried.

Agency Report:

Ron Meiners, SWCD District Report

- Reported to the SWCD Board that Kelsey Bulman has started in the temporary part-time position working with the NFWF grant. She will be doing data collection, landowner contacts, and news articles and will be working with the SPI program. A mailing will be going out to landowners/operators in the Crooked Creek and Bee & Duck Creek watersheds within the next few weeks.
- Shared with the SWCD Board that the Area Envirothon will be held May 7th in Faribault, MN. Caledonia High School is interested in participating. He and Dave Walter will be doing a brief presentation at Spring Grove High School to generate interest for a team from their school. Meiners shared the idea of possibly providing transportation if two or more teams would be interested in participating from Houston County. He also extended an invitation to the supervisor to attend the event.
- Informed the SWCD Board that the county commissioners have invited the SWCD employees to partake in an employee appreciation luncheon on February 18th.

- Indicated to the SWCD Board that he will be preparing the BBR (Biennial Budget Request) within the next month and will be working with Rick Frank and Bob Scanlan on the request. He shared that the BBR will tie to the implementation schedule of the county's Comprehensive Water Plan.
- Reported to the SWCD Board that employees have written educational news articles over the course of the first quarter and have covered the areas of trees and building sites.

Old Business

Motion by Feldmeier, seconded by Becker, denying the previously tabled tax deductible donation request from Four Seasons Community Center.

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

Motion by Meyer, seconded by Stenhoff, approving the submission of the drafted letter to the Houston County Commissioners outlining programs and services the SWCD offers.

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

Our Clean Water 2014/2015 grant application has been approved. This grant will fund continuing work on the stream bank revetment project on Riceford Creek.

Meiners informed the Board that he has been in contact with the individuals involved with the MN Corn Growers Grant and has received a verbal commitment that our application will be funded.

Steve Lawler, Board Conservationist for BWSR shared the One Watershed One Plan initiative and fielded questions and concerns about the proposed concept. He shared there are currently 250 water plans for the state which has raised concern from the legislature about the high volume of plans. Currently, there are 81 major watersheds in the state. Lawler stated that Clean Water funding is being targeted more toward watershed based projects. For 2015 the legislature has asked BWSR to put together policies that will support the One Watershed One Plan initiative. Lawler expressed that the LGU's from each county would be working together on issues related to a one watershed plan approach and also stimulate discussion. A pilot project is being set up to test the overall concept.

Additional Agency Report:

Gary Larson, NRCS Report

- Shared with the SWCD Board that EQIP program is moving forward for 2014. Veterans will get high priority with their EQIP applications this year. With the approved Farm Bill Title I will be receiving less funds, but Title II, conservation, will be receiving more funds.
- Informed the SWCD Board that soil health is a very high priority currently for NRCS and a Soil Health Team is being developed.

New Business

Tess Arrick-Kruger, Houston County HR Director, addressed the SWCD Board regarding options available for hiring staff and reviewed possibilities along with the appropriate procedure that should be considered with those possibilities. She suggested looking at the current staff's strengths when determining what the District will need with any new staff that would be brought on board. Tess suggested posting a position for three weeks prior to starting interviews. She also suggested putting together an application rating scale and formulating questions that will be used in each interview.

Motion by Feldmeier, seconded by Becker, approving the retention of Peterson Company, Ltd. to perform the year-end financial audit at the rate of \$2,550.00.

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

Motion by Becker, seconded by Feldmeier, approving the 2013 Financial Statement and its submission.

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

Motion by Becker, seconded by Meyer, declining the NACD 2014 Membership for the year.

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

Motion by Feldmeier, seconded by Becker, approving the payment of \$500.00 for the SE MASWCD Annual Dues.

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

Motion by Meyer, seconded by Becker, approving the 2014 Crooked Creek Watershed District Agreement with Root River SWCD.

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

Motion by Becker, seconded by Stenhoff, approving the payment of dues for any employee wanting to be a member of the SE MACDE and approving the payment of registration fees for any employee wanting to attend the SE MACDE Annual Spring meeting on March 19th.

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

Motion by Becker, seconded by Feldmeier, approving payment of the registration fee in the amount of \$10.00 for anyone interested in attending the Wabasha Forestry Day on February 21, 2014.

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

Meiners met with Eitzen mayor, Jeff Adamson, on February 12, 2014, on the delineation of the Wellhead Protection Plan for the City of Eitzen.

Staff Reports:

Rich Stemper – Program Reports

- NFWF – Staff has been meeting. Letters have been mailed to landowner/operators in the Crooked Creek watershed and are being prepared for the Bee and Duck Creek watersheds. Toolkit mapping and SPI will be a focus at this point also. When time allows Bulman will be assisting technicians with other technical responsibilities in these watersheds.
- Shared with the Board that he has also been assisting NRCS with technical/engineering assistance in obtaining footages for 30 EQIP applications.
- In addition Stemper shared that the Crooked Creek Watershed draft plan will be completed in March 2014.

Dave Walter – Program Reports

- Feedlot – Continues to work with compliance issues. One particular compliance issue it was brought to light that certain feedlot laws had been repealed. MPCA investigated this information and found that in fact the laws had been repealed. This particular compliance issue will no longer be pursued.
- WCA – A bridge replacement on County 3 was determined to be a no wetland impact.
- Building Site – The County turned down the original request on a building site for multiple greenhouses in LaCrescent Township. Other suggestions were shared with the landowner. The landowner has since chosen another location and is working on a possible plan and approval for the new location.

Janice Messner – Program Reports

- Domestic Well Network – Has been working with MPCA on identifying locations of three wells to obtain their unique well number. Results from the summer testing have not been released from MPCA yet.
- Trees – The sale of trees are about the same as they were last year at this time. Fewer trees are available for sale this year, but additional trees can be purchased if needed.
- MCIT – Participated in a webinar reviewing coverage for SWCDs. Shared highlighted areas of coverage. Indicated that the District will be putting together an up-to-date inventory list and will be reviewing if an additional rider is needed when hosting the 6th Grade Environmental Day. Another area to review is the liability on rental equipment such as the District's crimper. The Board agreed that some type of liability release be put together for use with the renting of the crimper.

State Cost-Share Program – No report.

Watershed Updates

Bee & Duck Creek – Stenhoff and Meiners shared information on a meeting that was held January 15, 2014. A tour is being put together. Also, Michelle Elliott has taken a new position leaving a vacancy for the watershed coordinator position. Applications are currently being accepted.

Bear Creek – No report.

Crooked Creek – Stemper shared that their annual meeting was held January 24, 2014. Many financial items were addressed. A March meeting will be set to approve their Draft Plan.

MASWCD

Motion by Stenhoff, seconded by Meyer, approving the payment of registration fee, per diem and hotel costs for those interested in attending the 2014 MASWCD Legislative Briefing & Day at the Capitol, March 24 – 25, 2014.

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

Opposed: None

Motion carried.

Meiners share an MASWCD Board meeting was held January 15, 2014. No one from the district or board of supervisors was in attendance.

Water Plan

Meiners shared the Houston County Commissioners adopted the 5 Year Water Plan Update Resolution and letters have been sent to LGU's allowing for any indication if the update conflicts with any resource plans they have on file.

A SE MN Water Resource Board Meeting was held January 13, 2014 in Oronoco, MN. No one from Houston County was in attendance.

Committee Reports

FINANCIAL COMMITTEE: *Meyer & Becker* – No report.

PERSONNEL COMMITTEE: *Feldmeier & Stenhoff* - The Board discussed the idea of doing some strategic planning. Lawler suggested that this would be a good idea and indicated that he would check on resources for the district to facilitate this type of a planning session.

Meiners shared that he would present a formal letter of resignation at the March board meeting. This would allow the board the opportunity to move forward and take action in the staffing process.

RC & D: *Stenhoff* – Was unable to attend the recent meeting. Meiners shared that former executive director, John Beckwith, is currently the program director.

JOINT POWERS FINANCE COMMITTEE: *Feldmeier* – Feldmeier shared he was not able to attend the January 29, 2014 meeting. Walter indicated he had attended the meeting. Items covered at the meeting included:

- A discussion on the lack of success by Area 7 on the Clean Water Legacy Grant. Only one application from Area 7 was funded.
- A cover crop specialist position is being partially funded with Clean Water Legacy Grant funds and area districts will also help fund this position. This is a JPB position. Dean Thomas, housed in the Fillmore SWCD office, has taken this position.
- Linda Dahl will be overseeing the SSTS program.

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

Motion by Becker, seconded by Meyer, approving the Accounts Payable for February 2014.

Voucher #	Item	Amount
3200	Affordable Technology Solutions – Office supplies	\$57.46
3201	Ronald F. Carlsen – Office Rent February	\$858.79
3202	MasterCard – Office supplies = \$308.27; Meal – JPB Mtg. (\$23.83) Dave Walter = \$10.39; Meal – JPB Mtg. Jason Rochester = \$13.44; Postage – NFWF = 5 rolls @ \$49/each = \$245.00	\$577.10
3203	Schumacher's Nursery & Berry Farm – Trees (Cranberry)	\$76.50
3204	SE MN Water Resources Board – 2014 County Dues	\$4,000.00

3205	Joan Heim Welch – Refund on Tree order - Trees = \$34.00; Sales Tax = \$2.34	\$36.34
3206	Postmaster – NFWF Postage 3 rolls @ \$49/each = \$147.00	\$147.00
3207	SE MASWCD – Annual Dues 2014	\$500.00
3208	Bluff Country Newspaper Group – Legal Board Mtg. Time Change	\$14.50
	Total	\$6,267.69

Voting affirmative: Feldmeier, Becker, Stenhoff, Meyer

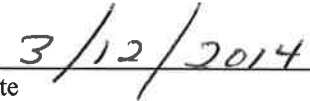
Opposed: None

Motion carried.

NEXT MEETING – Regular Board Meeting - Wednesday, March 12, 2014, 1:00 p.m. Ag Service Center

Meeting adjourned at 4:04p.m.

Staffing Committee did not meet following the board meeting.


Secretary
Date



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MINUTES OF THE ROOT RIVER SWCD

March 12, 2014

The Root River Soil and Water Conservation District Board of Supervisors met on March 12, 2014 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Lapham called the meeting to order at 1:03 p.m.

Members Present:

Matt Feldmeier

Loren Lapham

Doug Meyer

Tony Becker

Members Absent:

Roger Stenhoff

Others:

Janice Messner, Ron Meiners, Rich Stemper and Kelsey Bulman – SWCD Staff; Gary Larson – NRCS Staff.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Meyer, seconded by Becker, approving the minutes from the February 12, 2014 board meeting.

Voting affirmative: Feldmeier, Becker, Meyer

Opposed: None

Motion carried.

Employee Time Records: Motion by Becker, seconded Feldmeier, to approve the Employee Time Records and Supervisor Per Diem.

Voting affirmative: Feldmeier, Becker, Meyer

Opposed: None

Motion carried.

Treasurer's Monthly Report: Motion by Becker, seconded by Feldmeier, to approve the January and February 2014 reports be placed on file for audit.

Voting affirmative: Feldmeier, Becker, Meyer

Opposed: None

Motion carried.

Agency Report:

Gary Larson, NRCS Report

- Shared with the SWCD Board that a pollinator program has been rolled out through EQIP. He also shared that the late signing of the Farm Bill has delayed 2014 EQIP funding. Landowners do have an option to sign a practice waiver to begin construction.
- Informed the SWCD Board that a letter of request has been sent to form a Soil Health Team. The team's objectives will include establishing a tour, vocalize on soil health and coordinate soil health research projects.
- Indicated to the SWCD Board that Dave Copeland, NRCS Assistant State Conservationist, is planning to attend the next board meeting.

Ron Meiners, SWCD District Report

- Reported to the SWCD Board that the Biennial Budget Request (BBR) will be opening March 17th and will remain open till May 2nd. Meiners indicated a training session is to be offered, but no date has been set. He stated that we would be targeting items on your Comprehensive Water Plan on the application.
- Shared with the SWCD Board that the Hokah Wetland Bank contract has been terminated. If BWSR needs additional help with this area in the future they will be in contact with us.

- An Equal Opportunity Employer

Motion by Becker, seconded by Meyer, adopting the Mulch Crimper Rental Agreement.

Voting affirmative: Feldmeier, Becker, Meyer

Opposed: None

Motion carried.

Motion by Becker, seconded by Feldmeier, to increase our Contents Coverage to \$15,000 of coverage with \$1,000 deductible at the rate of \$18 for the current year.

Voting affirmative: Feldmeier, Becker, Meyer

Opposed: None

Motion carried.

State Cost-Share Program – No report.

Watershed Updates

Bee & Duck Creek – No report.

Bear Creek – No report.

Crooked Creek – Stemper shared that their Draft Plan will be reviewed by their board and Steve Lawler in March. He also reported that he is gathering information for their 2013 audit.

MASWCD

Meiners reported that he, Stenhoff and Becker will be attending the 2014 MASWCD Legislative Briefing & Day at the Capitol, March 24 – 25, 2014. MASWCD will be taking a strong stand in requesting a taxing authority bill. There is a supporting advocate in both the Senate and the House of Representatives.

Water Plan

Meiners shared during the March Water Plan meeting that he addressed the committee on the One Watershed Plan initiative and the pilot project. He stated that the committee approved submitting a letter of support to move forward with the processing of an application for being a pilot watershed participant (Root River Watershed). The Root River SWCD Board Supervisors posed questions and discussion followed. **Motion** by Becker, seconded by Meyer, approving the submittal of a letter of support to move forward with the application process for being a pilot for the program.

Voting affirmative: Feldmeier, Becker, Meyer

Opposed: None

Motion carried.

Committee Reports

FINANCIAL COMMITTEE: *Meyer & Becker* – No report.

PERSONNEL COMMITTEE: *Feldmeier & Stenhoff* - No report.

RC & D: *Stenhoff* – No report.

JOINT POWERS FINANCE COMMITTEE: *Feldmeier* – No report.

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

Motion by Feldmeier, seconded by Becker, approving the Accounts Payable for March 2014.

Voucher #	Item	Amount
3211	Quad County Excavating – Soil borings June 2013 – Staggemeyer Site #2	\$945.00
3212	Schumacher's Nursery & Berry Farm – Outstanding balance & Additional Plum	\$380.00
3213	Minnesota State Auditor – 2012 Year End State Audit	\$192.00
3214	Hartford Life & Annuity Insurance Company – Policy # LU1188704 Dave Walter = \$90.00; Policy # LU1039333 Rich Stemper = \$90.00	\$180.00
3215	MasterCard – Vehicle Maintenance '08 Ford Wiper Blades = \$19.13; Tree Supplies = \$32.05	\$51.18

3216	Kwik Trip – Fuel – SWCD Trucks = \$62.62; SRF Truck = \$80.04	\$142.66
3217	Ronald F. Carlsen – Office Rent March	\$858.79
3218	ECM Publishers, Inc. – Bd. Mtg. Time Change Notice	\$15.50
3219	Petty Cash – Janice Messner, Root River SWCD – Postage = \$6.74 ; Office Supplies = \$5.61; Misc. Expense = \$5.00	\$17.35
3220	Blackburn Mfg. Co. – Field Supplies	\$97.00
3221	Schumacher's Nursery & Berry Farm – Trees (Plum)	\$31.00
3222	MASWCD – Registration fee – 1 @ \$75.00/each – Legislative Briefing & Day at the Capitol	\$75.00
3223	Glenn Kinneberg – Mileage – RC & D	\$86.24
3224	Tony Becker – 1 st Qtr. 2014 – Mileage	\$33.60
3225	Matt Feldmeier – 1 st Qtr. 2014 – Mileage	\$60.48
3226	Loren Lapham – 1 st Qtr. 2014 – Mileage	\$26.88
3227	Doug Meyer – 1 st Qtr. 2014 – Mileage	\$67.20
3228	Roger Stenhoff – 1 st Qtr. 2014 – Mileage	\$35.84
	Total	\$3,295.72

Voting affirmative: Feldmeier, Becker, Meyer

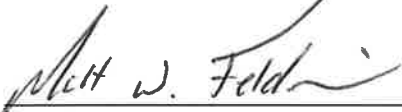
Opposed: None

Motion carried.

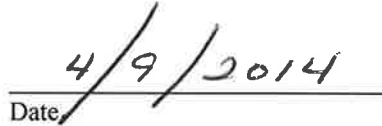
NEXT MEETING – Regular Board Meeting - Wednesday, April 9, 2014, 1:00 p.m. Ag Service Center

Meeting adjourned at 3:10 p.m.

Staffing Committee met following the board meeting.



Secretary



Date



Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76

Agricultural Service Center

Caledonia, MN 55921

(507) 724-5261 Ext. 3

<http://co.houston.mn.us/RRSWCD.aspx>

MINUTES OF THE ROOT RIVER SWCD

April 9, 2014

The Root River Soil and Water Conservation District Board of Supervisors met on April 9, 2014 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Lapham called the meeting to order at 1:02 p.m.

Members Present:

Matt Feldmeier

Loren Lapham

Doug Meyer

Roger Stenhoff

Members Absent:

Tony Becker

Others:

Janice Messner and Ron Meiners – SWCD Staff; Gary Larson – NRCS Staff.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Feldmeier, seconded by Meyer, approving the minutes from the March 12, 2014 board meeting.

Voting affirmative: Feldmeier, Stenhoff, Meyer

Opposed: None

Motion carried.

Employee Time Records: Motion by Feldmeier, seconded Meyer, to approve the Employee Time Records.

Voting affirmative: Feldmeier, Stenhoff, Meyer

Opposed: None

Motion carried.

Treasurer's Monthly Report: Motion by Meyer seconded by Feldmeier, to place the March 2014 report on file for audit.

Voting affirmative: Feldmeier, Stenhoff, Meyer

Opposed: None

Motion carried.

Agency Report:

Gary Larson, NRCS Report

- Shared with the SWCD Board concerns of a landowner in Yucatan Township. Larson continued by saying that he has evaluated the situation and is meeting with neighboring landowners to discuss opportunities that will help the concerns of the landowner in Yucatan Township by the installation on BMPs.
- Informed the SWCD Board that a Bee/Duck Creek tour and meeting is slated for June 12, 2014. A soil health presentation will be done along with the tour. He requested that the SWCD might consider helping in the means of providing a light lunch. The afternoon will consist of the Bear Creek Watershed tour. Larson also shared that newsletters have been sent to Bee/Duck Creek landowners.
- Reported to the SWCD Board that the delayed Farm Bill funding will affect deadlines for installation of waterway projects. Landowners do have an option to sign a practice waiver to begin construction.

Ron Meiners, SWCD District Report

- Reported to the SWCD Board that he and Stenhoff attended the Legislative Briefing and Day at the Capital. He share that the Legislative Briefing speakers included Don Baloun, NRCS; John Jaske, BWSR and two legislative representatives. BWSR's platform was stressed and that it is a bonding year.

- Shared with the SWCD Board that he had met with various SWCDs and discussed the One Watershed One Plan. It was agreed upon that the Fillmore SWCD would be the applicant as the Root River Watershed for the pilot program with area SWCDs and county Water Plan committees supporting the application.
- Indicated to the SWCD Board that he, Stemper and Messner attended the SE MACDE meeting on March 10th and shared that updates were presented by MASWCD, NRCS and BWSR as well as discussion on the One Watershed One Plan initiative. Meiners also shared that he was awarded Employee of the Year.
- Reported to the SWCD Board that Naomi Fruechte will be facilitating the Frac Sand Ordinance Study Group. The study group is meeting weekly with the hopes to have something in place by September or October. Meiners concurred with the SWCD Board that the stand of the SWCD would be from a natural resource perspective, which is not to ban the mining but use the resources wisely.

Old Business

Discussion was conducted on Supervisor election filing dates and process. Filing dates are from May 20th – June 3rd.

New Business

Discussion regarding the purchase of an additional desktop computer resulted in the board requesting the purchase price of a system from the county.

Meiners shared a letter of resignation he had received from Kelsey Bulman. Bulman held the position of the part time technician funded through the NFWF grant. Her last day will be Friday, April 18, 2014. **Motion** by Stenhoff, seconded by Feldmeier, approving the hiring of Machel Bullman to fill the vacancy.

Voting affirmative: Feldmeier, Stenhoff, Meyer

Opposed: None

Motion carried.

Motion by Meyer, seconded by Feldmeier, approving the return of monthly board meeting start time to 8:30 am.

Voting affirmative: Feldmeier, Stenhoff, Meyer

Opposed: None

Motion carried.

State Cost Share Program

Meiners shared that the state cost share spot check workload has accumulated over the past two years due to the excessive flood work load. He continued by stating that he has submitted a proposal to BWSR for financial assistance to conduct the spot checks on flood relief projects.

Staff Reports:

Rich Stemper – Program Report

- NFWF – Meiners shared on Stemper's behalf that he had received several calls and have had people stopping in to discuss conservation needs generated from the recent mailing. Bulman has resigned effective April 18, 2014. The position will be filled by a prior applicant. Billing will be done in the near future to work through the process.

Janice Messner – Program Reports

- Trees – Tree sales are down significantly from last year at the end of March. Several species are still available. Tree order forms were included in a mailing to all Bee/Duck Creek residents.
- Domestic Well Network – Messner shared that test results from the August 2013 sampling round have been received and are being mailed to the participants along with a spring network program newsletter.
- Rain Monitoring – A long time volunteer has stepped down this year and received a certificate of recognition. Ed Boldt has accepted the volunteer opportunity.

Watershed Updates

Bee & Duck Creek – See Agency Report from Gary Larson, bullet item two.

Bear Creek – Meiners shared there are maintenance needs on two sites. Funds have been budgeted for maintenance in this watershed.

Winnebago- Meiners indicated that maintenance is needed on Staggemeyer site 1. Maintenance funding is budgeted.

Crooked Creek – Meiners shared on Stemper's behalf that the Draft Plan has been submitted to Steve Lawler, BWSR for review.

MASWCD – No report.

Water Plan

Messner shared she will be taking part in an open house hosted by Public Health on April 29th from 2 – 6 pm and will be doing nitrate testing. Also, the opportunity to promote other SWCD programs will be permitted.

Committee Reports

FINANCIAL COMMITTEE: *Meyer & Becker* – No report.

PERSONNEL COMMITTEE: *Feldmeier & Stenhoff* - No report.

RC & D: *Stenhoff* – Meiners indicated that Glenn Kinneberg had attended the meeting on March 24th. Discussion was held on a goat prairie project.

JOINT POWERS FINANCE COMMITTEE: *Feldmeier* – No report.

Accounts Payable:

Motion by Meyer, seconded by Feldmeier, approving the Accounts Payable for April 2014.

Voucher #	Item	Amount
3229	Ronald F. Carlsen – Office Rent April	\$858.79
3230	Hiawatha RC & D, Inc. – Council Dues	\$300.00
3231	Dave Walter – Meal Reimbursement – Frac Sand Mtg. 3/19/14 = \$12.92 & Forestry Day Registration Fee 3/21/14 = \$10.00	\$22.92
3232	Houston County Hwy. Department – Lathe	\$120.25
3233	Glenn Kinneberg – Mileage – RC & D	\$86.24
3234	Lance Peterson – Infant Well Testing	\$32.00
3235	North Central Reforestation, Inc. – Balsam Fir	\$181.50
3236	Ron Meiners – Meal Reimbursement – Day @ Capitol	\$85.76
3237	MasterCard – Lodging – Day @ Capitol = \$314.06; Vehicle Maintenance '08 Chevy LF Brake Rotor & pad = \$273.38; Postage = \$49.00	\$636.44
3238	Schumacher's Nursery – Additional Trees	\$17.75
3239	Phillip Felten – Infant Well Testing	\$32.00
3240	Kwik Trip – Fuel – SWCD Trucks = \$288.27; SRF Truck = \$82.41	\$370.68
3241	Sarah Wexler-Mann – Infant Well Testing	\$32.00
Total		\$2,776.33

Voting affirmative: Feldmeier, Stenhoff, Meyer

Opposed: None

Motion carried.

NEXT MEETING – Regular Board Meeting - Wednesday, May 14, 2014, 8:30 a.m. Ag Service Center

Meeting adjourned at 2:30 p.m.

Matt W. Felton
Secretary

5/14/2014
Date



Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76

Agricultural Service Center

Caledonia, MN 55921

(507) 724-5261 Ext. 3

<http://co.houston.mn.us/RRSWCD.aspx>

MINUTES OF THE ROOT RIVER SWCD

May 14, 2014

The Root River Soil and Water Conservation District Board of Supervisors met on May 14, 2014 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Vice - Chair Stenhoff called the meeting to order at 8:35 a.m.

Members Present:

Tony Becker
Matt Feldmeier
Doug Meyer
Roger Stenhoff

Members Absent:

Loren Lapham

Others:

Janice Messner, Rich Stemper, Dave Walter, Machele Bollman, Ron Meiners – SWCD Staff; Gary Larson – NRCS Staff; Bob Mierau and Maynard Welscher, Crooked Creek Watershed Committee members.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Becker, seconded by Meyer, approving the minutes from the April 9, 2014 board meeting.

Voting affirmative: Becker, Meyer, Stenhoff

Opposed: None

Motion carried.

Employee Time Records: Motion by Becker, seconded Meyer, to approve the Employee Time Records.

Voting affirmative: Becker, Meyer, Stenhoff

Opposed: None

Motion carried.

Treasurer's Monthly Report: Motion by Meyer seconded by Becker, to place the April 2014 report on file for audit.

Voting affirmative: Becker, Meyer, Stenhoff

Opposed: None

Motion carried.

Agency Report:

Gary Larson, NRCS Report

- Shared with the SWCD Board that he has taken approximately 65 EQIP applications to date. The deadline to submit applications for scoring and ranking is Friday, May 16, 2014. All scoring and ranking is to be completed by Friday, May 23, 2014 with those applications also uploaded.
- Informed the SWCD Board that there is not any CRP continuous sign up at this point due to the delayed signing of the Farm Bill.
- Reported to the SWCD Board that the Soil Health Team will be holding a kick-off meeting on June 12, 2014 followed by a Bee/Duck Creek field day. It is tentatively planned to be held at the Myron Sylling farm

Ron Meiners, SWCD District Report

- Machele Bollman introduced herself to the Root River SWCD Board. She has stepped into the vacated part-time position funded through the NFWF grant.
- Reported to the SWCD Board that the Frac Sand Ordinance Committee continues to meet once every two weeks. The next scheduled meeting is Monday, May 19th at 10 a.m. The committee is tending to take a conservative approach on the topic.

- Shared with the SWCD Board that he and Walter along with 21 students from Spring Grove High School attended the Area Envirothon in Faribault, MN on Wednesday, May 7th. All three teams did a nice job. A bill for busing will be forthcoming from the Spring Grove School District.
- Updated the SWCD Board regarding the district manager position. Meiners did offer to continue employment with the District on a week-to-week bases after September 5th if deemed necessary while filling the manager position. **Motion** by Meyer, seconded by Becker, to submit the district manager position announcement and job details to association websites, the District's website and submit the position announcement in the local papers. Voting affirmative: Becker, Meyer, Stenhoff Opposed: None Motion carried.

Old Business

Discussion was conducted regarding Supervisor election filing. Filing dates are from May 20th – June 3rd.

Motion by Feldmeier, seconded by Becker, approving the purchase of a desktop computer system for the District Manager's office. The purchase is to be made through the county.

Voting affirmative: Becker, Meyer, Feldmeier

Opposed: None

Motion carried.

Meiners raised the topic of the SWCD Funding Initiative that MASWCD is working on. This was just to keep the Board updated.

Meiners also shared NRCS has taken several applications as a result of the NFWF grant mailing to landowners. Meiners felt it would be good to have the NRCS DC, Gary Larson, submit a letter updating the NFWF committee of the progress their funding is making within the area. Larson concurred on this suggestion.

New Business

Bob Mierau along with Maynard Welscher, representing the Crooked Creek Watershed Committee, expressed concerns on the advisor change being made between the Root River SWCD and the Crooked Creek Watershed Committee. Discussion was held. The advisor change will remain in effect.

Meiners shared that the MASWCD 2014 Resolution request has been made. All Area approved resolutions are due to MASWCD by July 21, 2014. Supervisors were encouraged to bring resolutions to the June board meeting for discussion. If the board approves a resolution it will be submitted to the Area Resolution meeting that is typically held in mid-June. If approved at the Area level it will then advance to the MASWCD.

Stenhoff presented to the Board a project that the Spring Grove School students are doing. They are raising greens for salads that will be used in their cafeteria. A high tunnel will be used in this project. The students and advisors are requesting financial support from the SWCD for fertilizers and top soil. Their request is for \$500 for the project. **Motion** by Becker, seconded by Meyer approving up to \$500 in financial support for the project.

Voting affirmative: Becker, Meyer, Feldmeier

Opposed: None

Abstained: Stenhoff

Motion carried.

State Cost Share Program

Meiners shared all the State Cost Share Flood Relief project spot checks have been conducted and all reporting is completed. Technicians found very few projects that had maintenance concerns. Next, the staff will be working on regular State Cost Share spot checks. The staff has fallen behind in conducting these spot checks due to the flood project workload.

Staff Reports:

Rich Stemper – Program Report

- **Feedlot** – Working with one feedlot issue and also a feedlot building permit for two cement storage bunkers at a different location.
- **WCA** – Worked with a location on Shore Acres for the sale of property; addressed a concern in Swede Bottom and worked with the Highway Department on County 9 project.

Dave Walter – Program Report

- **NFWF** – Shared that Bollman has been updating and organizing project information for future project reporting. She has also assisted with some State Cost Share site inspections.

- Other Technical Projects – Walter stated that there have been several calls requesting technical assistance for strips.

Janice Messner – Program Reports

- Trees – All trees were sold at regular price and none remain. 68 orders were placed, which is a decrease from last year. Profit was \$1,770 before staff time was deducted.
- Public Health Open House was held April 29, 2014. Messner did nitrate testing for eight landowners. This was down significantly from last year.

Watershed Updates

Bee & Duck Creek – Tour will be held in conjunction with the Soil Health Team kick off meeting on June 12, 2014.

Bear Creek – Meiners shared there are maintenance needs on two sites. Riling has occurred on one site and rock maintenance is needed on a second site. Funds have been budgeted for maintenance in this watershed.

Winnebago- Meiners indicated that the EPA and Dave Studenski, Corp of Engineers, will be meeting on March 15, 2014 regarding permitting for Staggemeyer Site 2 project.

Crooked Creek – Stemper shared that the Draft Plan has been submitted and copies forward to state agencies for comment.

MASWCD – No report.

Water Plan

Meiners shared that the One Watershed One Plan Pilot Program application was submitted by Fillmore SWCD on behalf of the Root River Watershed. Results regarding applications for the pilot program should be available late June or early July 2014.

Committee Reports

FINANCIAL COMMITTEE: *Meyer & Becker* – No report.

PERSONNEL COMMITTEE: *Feldmeier & Stenhoff* - No report.

RC & D: *Stenhoff* – Shared that a meeting is scheduled in June.

JOINT POWERS FINANCE COMMITTEE: *Feldmeier* – No report.

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

Motion by Becker, seconded by Meyer, approving the Accounts Payable for May 2014.

Voucher #	Item	Amount
3242	Ronald F. Carlsen – Office Rent May	\$858.79
3243	Caledonia Wheel Alignment – '08 Ford – 4 tires and alignment	\$751.90
3244	MasterCard – Office Supplies = \$32.46	\$32.46
3245	Schumacher's Nursery – Additional Trees	\$189.00
3246	Jennifer Nutt – Infant Well Testing	\$32.00
3247	North Central Reforestation, Inc. – Tree shipping charge	\$20.68
3248	Jeff's Automotive Repair – Oil Change '08 Chevy	\$35.97
3249	Kwik Trip – Fuel – SWCD Trucks = \$380.51 ; SRF Truck = \$129.28	\$509.79
3250	Fillmore SWCD – Soil Health Technical Position Support	\$500.00
	Total	\$3,205.59

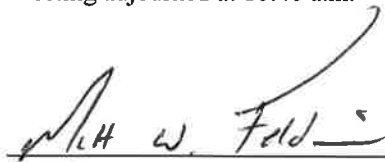
Voting affirmative: Feldmeier, Becker, Meyer

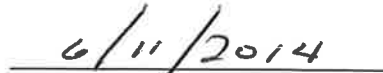
Opposed: None

Motion carried.

NEXT MEETING – Regular Board Meeting - Wednesday, June 11, 2014, 8:30 a.m. Ag Service Center

Meeting adjourned at 10:40 a.m.


Secretary


Date



Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76

Agricultural Service Center

Caledonia, MN 55921

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MINUTES OF THE ROOT RIVER SWCD

June 11, 2014

The Root River Soil and Water Conservation District Board of Supervisors met on June 11, 2014 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Lapham called the meeting to order at 8:34 a.m.

Members Present:

Tony Becker
Matt Feldmeier
Loren Lapham
Doug Meyer
Roger Stenhoff

Members Absent:

Others:

Janice Messner and Ron Meiners – SWCD Staff; Gary Larson – NRCS Staff; Dave Copeland, Assistant State Conservationist – Field Operations – NRCS.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Feldmeier, seconded by Becker, approving the minutes from the May 14, 2014 board meeting.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Employee Time Records: Motion by Becker, seconded Meyer, to approve the Employee Time Records.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Treasurer's Monthly Report: Motion by Becker, seconded by Feldmeier, to place the May 2014 report on file for audit.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Agency Report:

Gary Larson, NRCS Report

- Introduced to the SWCD Board Dave Copeland, Assistant State Conservationist – Field Operations for NRCS.
- Shared with the SWCD Board the EQIP program applications will be moving into contracts by the end of the week and beginning of next week. Two new applications for waste storage facilities have been submitted since the first EQIP sign-up deadline.
- Informed the SWCD Board that Continuous CRP is now open.
- Reported to the SWCD Board that the Soil Health Field Day will be held June 12, 2014 on the Myron Sylling farm. The Soil Health Team will be holding a kick-off meeting followed by a Bee/Duck Creek field day. Rainfall simulator will demonstrate different effects to soil.
- Introduced to the SWCD Board the Regional Conservationist Program (RCPP). Applications are being accepted for special projects. Larson expressed interest in having an application submitted for funding of a special project for the Bee/Duck Creek Watershed consisting of six to eight projects. The Bee/Duck Creek watershed coordinator has offered to put together an application for this grant. July 14th is the deadline for applications to be submitted. This grant is being offered through the Farm Bill. NRCS would need to provide committed in-kind matching funds at the submission of the application for the grant. Areas of in-kind that Larson suggested were BWSR

engineering, Operation and Maintenance of projects provided by Houston County, SWCD could possibly provide contracting assistance, land use work and inspections, easement work and cash match with NFWF grant.

Motion by Stenhoff, seconded by Becker, approving support for a pre-proposal application for the RCPP grant.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Ron Meiners, SWCD District Report

- Reported to the SWCD Board that the Frac Sand Ordinance Committee met and discussion consisted of setbacks, density of mines and volume limits.
- Shared with the SWCD Board that three applications have been received to date for the district manager position. A special board meeting will be held on June 30th to discuss how they want to proceed and address a few other agenda items. They will meet at 8:30 a.m. and asked that Tess Krueger be in attendance.
- Distributed and discussed with the SWCD Board the flyer regarding Root River Citizen Conversations. Meyer stated he will be attending the La Crescent meeting and Feldmeier stated he would attend the Rushford meeting.
- Indicated to the SWCD Board that he attended a meeting with the City of Hokah on the Root River Access area. They have received grant funding to enhance the area and convert it into more of a canoe landing and picnic area. Discussion during that meeting consisted of adding a bike rack, picnic table, signage and trees. The City of Hokah would be seeking donations for these items. They inquired if the SWCD could possibly donate trees. Six foot maple trees were discussed. At this time the SWCD Board chose to table the request.

Old Business

Meiners shared Cecil Graff and Duane Conniff has filed for the Board Supervisor positions and will be placed on the fall election ballot.

New Business

Dave Copeland, Assistant State Conservationist of Field Operations for NRCS introduced himself and thanked the Board for including him on the agenda. Copeland stated that he had nothing specific to discuss and appreciated the opportunity to be a part of and listen to discussion during the meeting. He stated that he would like to try to attend one meeting per year. Copeland did share that their budget was not quite as sparse as it had been and DCs would be able to place larger supply orders by year-end.

Chair Lapham called for any resolutions to be brought to the table for approval and submission to MASWCD. None were presented. With no resolutions being submitted no board supervisors or staff plan to attend the MASWCD Resolution meeting on June 25, 2014.

It was noted that the crimper was in need of tires and funding was available in the current budget. The Board agreed that this should be done. No motion and vote was conducted.

Meiners presented a PERA Verification of Termination form that needed Board Chair signature for his retirement. There were no objections on this item of business.

Meiners shared that he felt a Commissioner's Tour during the construction of the Staggemeyer Site 2 project, along with a few other sites would be a good idea along with a lunch for the commissioners. The Board was in favor of this idea. Meiners will move forward with planning this tour.

The SWCD will be holding its 75th Anniversary celebration August 21, 2014. Planning will start later this month.

State Cost Share Program

Meiners shared that State Cost Share project spot checks are being conducted. These were delayed due to the flood workload.

Motion by Becker, seconded by Feldmeier, approving Addendum 2 for the Staggemeyer Site 2 project. The addendum is extending project complete date to September 1, 2014 due to weather conditions and permitting delays.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Staff Reports:**Rich Stemper – Program Report**

- Feedlot – Not present no report.
- WCA – Not present no report.

Dave Walter – Program Report

- NFWF – Not present no report.

Watershed Updates

Bee & Duck Creek – Tour will be held in conjunction with the Soil Health Team kick off meeting on June 12, 2014.

Bear Creek – Tour/inspection was held Thursday, June 5, 2014. Maintenance is needed on the Patterson structure. Tree removal is needed on the Vickerman site. A sinkhole was detected during the tour.

Winnebago- No report.

Crooked Creek – Tour was conducted on Wednesday, June 4, 2014. A sinkhole was found during the tour/inspections.

MASWCD

Information regarding the 2014 MASWCD Leadership Program was circulated. It was decided that no one would be attending this forum and may be a consideration for the new district manager next year.

Water Plan

Meiners shared that a committee member had resigned and a replacement was found. He also indicated that he had updated the committee on the SWCD program activities.

Committee Reports

FINANCIAL COMMITTEE: *Meyer & Becker* – No report.

PERSONNEL COMMITTEE: *Feldmeier & Stenhoff* - No report.

RC & D: *Stenhoff* – No report.

JOINT POWERS FINANCE COMMITTEE: *Feldmeier* – No report.

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

Motion by Becker, seconded by Meyer, approving the Accounts Payable for June 2014.

Voucher #	Item	Amount
3251	Ronald F. Carlsen – Office Rent June	\$858.79
3252	Kwik Trip – Fuel – SWCD Trucks = \$238.32 ; SRF Truck = \$78.41	\$316.73
3253	Hartford Life & Annuity – Life Insurance – Dave Walter LU1188704; Rich Stemper LU1039333	\$180.00
3254	SHI International Corp. – Computer – ThinkCentre M38 3.2 GHz	\$597.00
3255	Blackburn Mfg. Co. – Field Supplies	\$146.46
3256	MasterCard – Vehicle Maintenance – '08 Chevy Tire Rotation; Postage – 1 roll @ \$49.00	\$69.00
3257	Rich Stemper – Mileage – WCA – 28 miles @ \$0.56	\$15.68
3258	Bluff Country Newspaper Group – District Manager Job Position Ad	\$31.80

3259	ECM Publishers, Inc. – District Manager Job Position Ad	\$70.00
3260	Winneshiek County SWCD – Bear Creek Tour – Meal expense	\$59.37
	Total	\$2,344.83

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff

Opposed: None

Motion carried.

NEXT MEETING – Special Board Meeting – Monday, June 30, 2014, 8:30 a.m. Ag Service Center
Regular Board Meeting - Wednesday, July 9, 2014, 8:30 a.m. Ag Service Center

Chair Lapham adjourned the meeting.


Secretary


Date



Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

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MINUTES OF THE ROOT RIVER SWCD

June 30, 2014

The Root River Soil and Water Conservation District Board of Supervisors met on June 30, 2014 at the Ag Service Center in Caledonia, Minnesota for a special board meeting.

Chair Lapham called the meeting to order at 8:33 a.m.

Members Present:

Tony Becker – joined meeting during closed session

Matt Feldmeier

Loren Lapham

Doug Meyer

Roger Stenhoff

Members Absent:

Others:

Janice Messner, Machele Bollman and Ron Meiners – SWCD Staff; Tess Kruger – Houston County HR Director; Glenn Kinneberg.

Those present took part in the Pledge of Allegiance.

New Business

Tess Kruger, Houston County HR Director, presented and reviewed the proposed Soil/Water Conservation District Manager Application Rating Sheet and the Soil/Water Conservation District Manager Interview Questions. **Motion** by Feldmeier, seconded by Meyer, to accept the Soil/Water Conservation District Manager Application Rating Sheet with change.

Voting affirmative: Feldmeier, Meyer, Stenhoff

Opposed: None

Motion carried.

Messner shared information she had gathered on shirts for the 75th Anniversary celebration and shared a logo idea. **Motion** by Meyer, seconded by Stenhoff approving the purchase of shirts with logo for the SWCD supervisors and staff.

Voting affirmative: Feldmeier, Meyer, Stenhoff

Opposed: None

Motion carried.

Messner also shared cost estimate for a portion of a luncheon for the celebration. The board agreed upon spending \$600 - \$700 overall for the event.

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

Motion by Meyer, seconded by Feldmeier, approving the Accounts Payable for June 30, 2014.

Voucher #	Item	Amount
3261	Tony Becker – 2nd Qtr. 2014 – Mileage	\$33.60
3262	Matt Feldmeier – 2nd Qtr. 2014 – Mileage	\$80.64
3263	Loren Lapham – 2nd Qtr. 2014 – Mileage	\$26.88
3264	Doug Meyer – 2nd Qtr. 2014 – Mileage	\$89.60
3265	Roger Stenhoff – 2nd Qtr. 2014 – Mileage	\$175.84
	Total	\$406.56

Voting affirmative: Feldmeier, Meyer, Stenhoff

Opposed: None

Motion carried.

Motion by Feldmeier, seconded by Meyer to close the meeting to review applicant information for the District Manager position.
Voting affirmative: Feldmeier, Meyer, Stenhoff Opposed: None Motion carried.

Becker joined the meeting while it was closed.

Meeting was re-opened at 1:14 p.m.


Motion by Stenhoff, seconded by Becker approving Supervisor Per Diems.
Voting affirmative: Feldmeier, Meyer, Becker, Stenhoff Opposed: None Motion carried.

Discussion followed regarding the next steps in the hiring process of a district manager.


Motion by Becker, seconded by Feldmeier to adjourn the meeting.
Voting affirmative: Feldmeier, Meyer, Becker, Stenhoff Opposed: None Motion carried.

Meeting adjourned at 1:35 p.m.

NEXT MEETING – Regular Board Meeting - Wednesday, July 9, 2014, 8:30 a.m. Ag Service Center



Secretary



Date



Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76

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MINUTES OF THE ROOT RIVER SWCD

July 9, 2014

The Root River Soil and Water Conservation District Board of Supervisors met on July 9, 2014 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Lapham called the meeting to order at 8:33 a.m.

Members Present:

Tony Becker
Matt Feldmeier
Loren Lapham
Doug Meyer
Roger Stenhoff

Members Absent:

Others:

Janice Messner, Ron Meiners, Dave Walter and Machele Bollman – SWCD Staff; Gary Larson – NRCS Staff; Glenn Kinneberg.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Feldmeier, seconded by Becker, approving the minutes from the June 11, 2014 board meeting and the June 30, 2014 special board meeting.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Employee Time Records: Motion by Becker, seconded by Feldmeier, to approve the Employee Time Records and amended employee time records.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Treasurer's Monthly Report: Motion by Becker, seconded by Stenhoff, to place the June 2014 report on file for audit.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Agency Report:

Gary Larson, NRCS Report

- Shared with the SWCD Board the Regional Conservationist Program (RCPP) he had introduced at the June board meeting has had an application submitted for funding. Larson indicated the application was submitted with no in-kind BWSR support as previously anticipated.
- Signified to the SWCD Board that a Local Work Group meeting for 2015 was needed. The meeting was then set for 10:00 a.m. on August 13, 2014.
- Informed the SWCD Board that Continuous CRP has had some activity during the past month.
- Stated that Chief Weller has expressed that meeting federal compliance standards may be a requirement to obtaining federal crop insurance with a graduated penalty based on acres.
- Shared with the SWCD Board that the third round of EQIP scoring and ranking will begin on July 21, 2014.

Ron Meiners, SWCD District Report

- Reviewed with the SWCD Board the current year budget after the first six months of 2014. He reported that we are in good shape. 2015 budget planning will begin soon. Discussion regarding future funding needs in two years. Options included taxation and One Watershed, One Plan projects.

Old Business

Meiners shared the One Watershed, One Plan Application for the Root River Watershed was approved as a pilot program. Meiners shared that he would be attending a meeting on July 23rd to move forward on this project.

Meiners shared that initial construction is starting on the Staggemeyer site two project and a Commissioner's Tour will be held in a few weeks during construction. Other agencies along with the SWCD Board of Supervisors are also being encouraged to join the tour.

Tess Kruger, Houston County HR Director, indicated to the SWCD Board that she had brought applications and ratings of the received applications for the District Manager position. At this time all staff and guests voluntarily dismissed themselves from the meeting. Ratings were reviewed, discussion was held regarding the next steps in the hiring process for the District Manager position. Candidates for an interview were chosen. Interview date and time availabilities were determined.

Motion by Becker, seconded by Feldmeier, approving August 18, 2014 as the start date for the new district manager.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

New Business

Motion by Stenhoff, seconded by Becker approving an hourly wage increase for the part-time technician, Machele Bollman, rate being \$15.69 per hour plus 1.5% cost of living increase.

Voting affirmative: None

Opposed: Becker, Meyer, Stenhoff, Feldmeier

Motion failed.

Motion by Stenhoff seconded by Becker approving an hourly wage increase for the part-time technician, Machele Bollman, rate being \$15.38 per hour plus 1.5% cost of living increase effective July 13, 2014.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

2014 Conservationist of the Year was discussed as well as possible recipients. It was decided that Becker would work with Rich Stemper to select the recipient.

State Cost Share Program

Motion by Becker seconded by Meyer, approving the 2013 Cost Share Base Grant Financial Report.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Staff Reports:**Rich Stemper – Program Report**

- **Feedlot** – Not present no report.
- **WCA** – Not present no report.

It was requested that these program reports be presented at the next monthly meeting.

- **MN Corn Growers** – Messner shared that reporting on this grant is due July 31st and staff is coordinating to gather information for the report. Walter added that Cedar Revetment work is scheduled to start July 21, 2014.

Dave Walter – Program Report

- **NFWF** – Walter shared things were going well. One of the goals of the grant is to have 200 practices installed. Thus far approximately 150 have been installed and completed.
- **Other Projects** - Walter shared the construction was completed on four waterways for Jim Sheehan, a push-up pond had been installed for Ryan Shirk and a grade stabilization structure had been installed for Burdell Hahn.

Watershed Updates

Crooked Creek – Walter shared that an annual inspection tour was conducted on Wednesday, June 4, 2014. A sinkhole was found during the tour/inspections.

Bee & Duck Creek – Tour was held in conjunction with the Soil Health Team kick off meeting on June 12, 2014.

Bear Creek – No report.

Winnebago- Staggemeyer Site 2 project is underway.

MASWCD

Information regarding the 2014 MASWCD 2014 Election year for President and Vice President was shared. Letters of interest are to be submitted to the MASWCD office by August 31st.

Water Plan

Meiners shared that he would be participating in the One Watershed, One Plan meeting on July 23, 2014.

Committee Reports

FINANCIAL COMMITTEE: *Meyer & Becker* – No report.

PERSONNEL COMMITTEE: *Feldmeier & Stenhoff* - No report.

RC & D: *Stenhoff* – No report.

JOINT POWERS FINANCE COMMITTEE: *Feldmeier* – No report.

Other

An informational handout was distributed from DNR Forestry on upcoming workshops – The Art of Fine Furniture.

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

Motion by Becker, seconded by Feldmeier, approving the Accounts Payable for July 2014.

Voucher #	Item	Amount
3266	Ronald F. Carlsen – Office Rent July	\$858.79
3267	Kwik Trip – Fuel – SWCD Trucks = \$411.13; SRF Truck = \$132.85	\$543.98
3268	Insight Public Sector – LED monitor	\$108.41
3269	MasterCard – Education-Soil Health Field Day Quillins = \$22.03; Office Supplies = \$33.32; MN Corn Growers Project Materials = \$80.40	\$135.75
3270	James Gray – Hayable Buffer Program – Yearly Payment	\$3,500.00
3271	Gerald Hallum – Hayable Buffer Program – Yearly Payment	\$5,350.00
3272	Grace Nelson – Hayable Buffer Program – Yearly Payment	\$150.00
3273	Tony Hammell – Crimper Repair	\$82.50
3274	Quill.com – Office Supplies – Ink Cartridge	\$85.36
3275	ECM Publishers, Inc. – District Manager Position Ad	\$35.00
3276	Bluff Country Newspaper Group – District Manager Position Ad	\$387.00
	Total	\$11,236.79

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff

Opposed: None

Motion carried.

Other

Meiners shared correspondence received on the rain monitoring program thanking the Germain Davison family for his years of service and extended their condolences to the Davison family.

Meiners also shared that Messner has put together a logo for the 75th Anniversary shirts and placed our order. He also shared that she has been working on other details for the celebration.

NEXT MEETING – Special Board Meeting – Wednesday, July 23, 2014, 3:30 p.m. Ag Service Center
Regular Board Meeting - Wednesday, August 13, 2014, 8:30 a.m. Ag Service Center

Motion by Feldmeier, seconded by Stenhoff to adjourn the meeting.

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff

Opposed: None

Motion carried.

Meeting adjourned at 10:45 a.m.


Secretary


Date



Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76

Agricultural Service Center

Caledonia, MN 55921

(507) 724-5261 Ext. 3

<http://co.houston.mn.us/RRSWCD.aspx>

MINUTES OF THE ROOT RIVER SWCD

July 23, 2014

The Root River Soil and Water Conservation District Board of Supervisors met on July 23, 2014 at the Ag Service Center in Caledonia, Minnesota for a special board meeting.

Chair Lapham called the meeting to order at 4:31 p.m.

Members Present:

Tony Becker
Matt Feldmeier
Loren Lapham
Doug Meyer
Roger Stenhoff

Members Absent:

Others:

Janice Messner, Dave Walter and Ron Meiners – SWCD Staff.

Those present took part in the Pledge of Allegiance.

State Cost-Share Flood Relief Amendment Request

Motion by Becker, seconded by Meyer, approving completion date amendment request for Staggemeyer, Mike #29FY09FR3, amending contract completion date from 7/31/14 to 12/31/14.

Voting affirmative: Feldmeier, Meyer, Stenhoff, Becker

Opposed: None

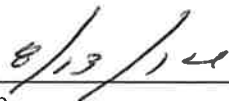
Motion carried.

Meiners informed the Board that the Commissioners Tour will be held on July 31, 2014 at 1pm. All the supervisors are welcome to join the tour.

Meeting adjourned at 4:36 p.m.

NEXT MEETING – Regular Board Meeting - Wednesday, August 13, 2014, 8:30 a.m. Ag Service Center


Secretary


Date



Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

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Caledonia, MN 55921

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MINUTES OF THE ROOT RIVER SWCD

July 28, 2014

The Root River Soil and Water Conservation District Board of Supervisors met on July 28, 2014 at the Ag Service Center in Caledonia, Minnesota for a special board meeting.

Chair Lapham called the meeting to order at 4:03 p.m.

Members Present:

Tony Becker

Loren Lapham

Doug Meyer

Roger Stenhoff

Members Absent:

Matt Feldmeier

Others:

Janice Messner – SWCD Staff.

Those present took part in the Pledge of Allegiance.

New Business

Motion by Stenhoff, seconded by Becker, approving the hire of Anne Selness as district manager. With a start date of August 18, 2014; wage at Step 4 plus an additional \$0.26 per hour equating to \$26.57 per hour; annual leave accrual starting as a ten year level being equivalent to seven hours per pay period and the probationary vacation period is to be waived. In addition health insurance was offered.

Voting affirmative: Meyer, Stenhoff, Becker

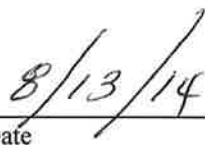
Opposed: None

Motion carried.

Meeting adjourned at 4:10 p.m.

NEXT MEETING – Regular Board Meeting - Wednesday, August 13, 2014, 8:30 a.m. Ag Service Center


Secretary


Date



Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76

Agricultural Service Center

Caledonia, MN 55921

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MINUTES OF THE ROOT RIVER SWCD

August 13, 2014

The Root River Soil and Water Conservation District Board of Supervisors met on August 13, 2014 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Lapham called the meeting to order at 8:30 a.m.

Members Present:

Tony Becker
Matt Feldmeier
Loren Lapham
Doug Meyer
Roger Stenhoff

Members Absent:

Others:

Janice Messner, Ron Meiners, Dave Walter and Rich Stemper – SWCD Staff; Gary Larson – NRCS Staff; Jason Rochester – JPB Staff; Glenn Kinneberg, Steve Rischette and Anne Selness.

Those present took part in the Pledge of Allegiance.

Anne Selness was introduced as the new Root River SWCD district manager.

Minutes: Motion by Becker, seconded by Stenhoff, approving the minutes from the July 9, 2014 board meeting and the July 23rd & 28, 2014 special board meetings.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Employee Time Records: Motion by Meyer, seconded by Becker, to approve the Employee Time Records and amended employee time records.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Treasurer's Monthly Report: Treasurer Becker made the recommendation to place the July 2014 report on file for audit.

Agency Report:

Gary Larson, NRCS Report

- Larson started his report by thanking Meiners for 14 years of partnership during his time at the Caledonia NRCS Field Office.
- Shared with the SWCD Board the \$800 - \$900,000 is in EQIP contracts for 2014. He shared that the Bee/Duck Creek Watershed had several landowner projected contracted. He also stated, with Meiners confirming, that several of the EQIP contracted projects will also tie in to the SWCD's NFWF grant.
- Reported to the SWCD Board that September 30, 2014 is the deadline for sign up for CRP contracts or re-enrollments. Field reviews are needed with each plan and should be conducted by September 15th.

- ## Ron Meiners, SWCD District Report

- ### Old Business

New Business

Motion carried.

State Cost Share Program

Other

Staff Reports:

Dave Walter – Program Report

- **NFWF** – Walter shared metrics on the status of the grant requirements.

- **FEMA** – Walter shared that he attended a meeting with FEMA and various Houston County agencies regarding proactive flood control for Houston County. FEMA is interested in doing something and suggested having ten to fifteen sites in mind for projects. Walter inquired about funds available to perform the preparation work involved. FEMA stated that funds are iffy for this portion.
- **Feedlot** – Walter shared that legal action that G. Klug pursued has taken a different direction. Klug waived his rights to a trial. With that agreement he is required to get a plan together and on the ground. Walter shared that several recommendations over a period of time had previously been presented to Klug. The feedlot officer and assistant will continue to work with Klug.

Steve Rischette, Interim County Extension Agent, shared information on the Phosphorus Load Reduction Field Day scheduled for September 25th from 11 a.m. – 1 p.m. at the John Diersen farm in Crooked Creek Township. Rischette wants a representative from the Crooked Creek Watershed, SWCD and NRCS to be present to be introduced while explains how each of these representatives can help in the area of phosphorus load reduction.

Motion by Feldmeier, seconded by Becker approving a recess for the EQIP Work Plan meeting.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Recessed at 10:20 a.m.

Motion by Becker, seconded by Stenhoff to reconvene the board meeting.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Meeting reconvened at 11:10 a.m.

Rich Stemper – Program Report

- **Feedlot** – Stemper reported on five various projects.
- **WCA** – Stemper reported on two restoration sites and shared that he has also helped in the permit application process for a few. Stemper shared that he had attended Wetland Plant ID training during the past month.
- **MN Corn Growers** – Stemper shared that a five member Conservation Corp crew started work on July 23rd on the Sinclair/Johnson site. They are contracted for 40 day and will be working Monday through Wednesday. Cedar trees are coming from property owned by Duane Peterson and are being hauled to the site. The project is 25 – 30% complete at this time. A site showing needs to be scheduled.

Janice Messner

- Messner gave an update on the plans and progress for the 75th Anniversary Open House Celebration.

Watershed Updates

Crooked Creek – Walter shared that monthly meetings have been set for the 2nd Thursday of each month. He shared that needed maintenance work is being bid and he has been working with that and Stemper's role is to continue the work on the watershed's work plan.

Bee & Duck Creek – No report.

Bear Creek – Information was shared about the Patterson site.

Winnebago- Repair work on Staggemeyer Site 1 is completed.

MASWCD

Reminder was given regarding the 2014 MASWCD Election year for President and Vice President was shared. Letters of interest are to be submitted to the MASWCD office by August 31st.

Meiners circulated information for the “Strengthening Your SWCD: Taking Charge of your Strategic Direction Conference” being held September 11 – 12, 2014.

Water Plan

Meiners shared August 7th Water Plan meeting consisted of an update on the One Watershed, One Plan meeting he and Selness attended on July 23, 2014. Also, the Phosphorus Field Day information shared by Steve Rischette.

Committee Reports

FINANCIAL COMMITTEE: *Meyer & Becker* – No report.

PERSONNEL COMMITTEE: *Feldmeier & Stenhoff* - Feldmeier shared that they would be meeting with Stemper after today’s meeting upon Stemper’s request to discuss the WCA position wages.

RC & D: *Stenhoff* – No report.

JOINT POWERS FINANCE COMMITTEE: *Feldmeier* – Feldmeier shared that he was unable to attend the July 29th meeting due to his morning work schedule. Meiners shared that JPB has done the engineering on the Staggemeyer Site 2 and is not requesting any financial reimbursement.

Accounts Payable:

Motion by Becker, seconded by Feldmeier, approving the Accounts Payable for August 2014.

Voucher #	Item	Amount
3277	Ronald F. Carlsen – Office Rent August	\$858.79
3278	Kwik Trip – Fuel – SWCD Trucks = \$461.04; SRF Truck = \$308.34	\$769.38
3279	Riehm Construction – Winnebago Watershed – Staggemeyer Site #1 Maintenance	\$150.00
3280	Lind Awards & Engraving – 2 Plaques @ \$33 ea. Plus tax	\$70.54
3281	MasterCard – Education- MN Corn Growers Project Materials = \$290.98, \$164.00, \$21.38, \$20.04; Office Supplies - \$220.14, \$28.30, \$(10.68); Commissioners Tour = \$4.66, \$73.12; Computer Hardware (Monitor) = \$149.60; Postage = \$98.00; Vehicle Maintenance = \$9.16, \$35.97	\$1,104.68
3282	Thorson Graphics LLC – Shirts	\$301.50
3283	Jim Sheehan – Crimper Repair	\$50.00
3284	Quill Corporation – Office Supplies	\$28.30
3285	Mike Staggemeyer – State Cost Share Flood – Site #2	\$96,050.95
3286	Chosen Valley Testing, Inc. – Soil Borings – Staggemeyer Site 2	\$3,606.25
3287	Glenn Kinneberg – Aerial Fuel – Conservationist of the Year	\$25.00
	Total	\$ 103,015.39

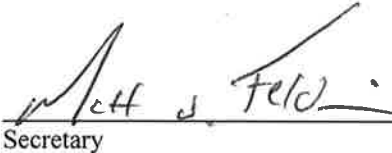
Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff

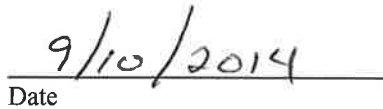
Opposed: None

Motion carried.

NEXT MEETING – Regular Board Meeting - Wednesday, September 10, 2014, 8:30 a.m. Ag Service Center

Meeting adjourned at 11:35 a.m.


Secretary


Date



Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76

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<http://co.houston.mn.us/RRSWCD.aspx>

MINUTES OF THE ROOT RIVER SWCD

September 10, 2014

The Root River Soil and Water Conservation District Board of Supervisors met on September 10, 2014 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Lapham called the meeting to order at 8:31 a.m.

Members Present:

Tony Becker
Matt Feldmeier
Loren Lapham
Doug Meyer
Roger Stenhoff

Members Absent:

Others:

Janice Messner, Anne Selness, Dave Walter and Rich Stemper – SWCD Staff; Gary Larson – NRCS Staff; Jason Rochester – JPB Staff.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Feldmeier, seconded by Stenhoff, approving the minutes from the August 13, 2014 board meeting.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Employee Time Records: Motion by Feldmeier, seconded by Stenhoff, to approve the Employee Time Records and Supervisor Per Diems.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Treasurer's Monthly Report: Treasurer Becker made the recommendation to place the August 2014 report on file, as well as the corrected July 2014 report.

Agency Report:

Gary Larson, NRCS Report

- Reported to the SWCD Board that CRP sign-up and re-enrollment has provided a busy workload.
- Shared with the SWCD Board EQIP contracts are all approved and signed.

Anne Selness, SWCD District Report

- Informed the SWCD Board that she attended the Frac Sand meeting on August 25th. They reviewed the commercial ordinance draft. Talked about the definition of mineral extraction and mining, what processing means and should the term extraction or excavation be used for non-conforming mines. Blasting notification scheduled was discussed. On September 18th Rick Frank will be leading a Sand Use Tour in Houston County. Reclaiming mines was also discussed.

- Reported to the SWCD Board that she attended a One Watershed, One Plan meeting. She shared that the structure of the One Watershed, One Plan group would consist of an Advisory Committee, Policy Committee and a Planning Work Group. An SWCD board member will need to sit on the Policy Committee, as well as a county commissioner. There will be approximately 5 – 7 meetings to attend during 2014/2015. On September 16th a resolution will be presented to the county commissioners. If passed it will commit the county to participating in the pilot program and will provide one commissioner to serve on the Policy Committee. Selness also shared that she is serving on the Work Plan Development Group and has been working on outlining the tasks needed for the development of watershed based plan. A consultant will be hired to write the actual plan.
- Shared with the SWCD Board that she and Meiners had met with the County Commissioners for our 2015 Budget Request. The commissioners did not raise any questions regarding the proposed budget.
- Informed the SWCD Board that the 75th Anniversary Celebration was a success. Approximately 90 – 100 individuals were present with 80 individuals eating.
- Told the SWCD Board that she has been working on reviewing various personnel policies and has started to update the SWCD's personnel policy.

Old Business

Selness shared that the SWCD has been approached by Houston County to accept the responsibilities of the Aquatic Invasive Species Prevention Aid for the county. Funding from July 2014 – July 2015 is \$12,676 and an additional \$25,058 for the following year. **Motion** by Stenhoff, seconded by Becker to accept the responsibilities of the Aquatic Invasive Species Prevention Aid program.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

A resolution will be presented to the county commissioners on September 16th for adoption. Work plan and budget are ready to be submitted to DNR upon the resolution being adopted by the county commissioners.

Selness reviewed information for the Phosphorus Load Reduction Field Day scheduled for September 25th from 11 a.m. – 1 p.m. at the John Diersen farm.

New Business

Motion by Becker, seconded by Meyer approving the participation and responsibilities for the One Watershed, One Plan project.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Motion by Feldmeier, seconded by Becker approving the FY2014 MN BWSR Feedlot Water Quality State Cost Share Grant Agreement in the amount of \$32,000 for the Mark Gerard feedlot project.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Motion by Becker, seconded by Feldmeier approving the SE MN Water Resource Board and Houston County Grant (Nitrate Monitoring) and the State of Minnesota Joint Powers Agreement.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Motion by Feldmeier, seconded by Stenhoff approving an increase to our credit card limit to \$2,500 and a new Corporate Authorization Resolution removing Ron Meiners and adding Anne Selness.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

A tentative date of November 20th was chosen for the Conservation Banquet. Locations for the banquet were discussed. Messner will be checking on costs for various options and will bring this information to the October board meeting for selection and approval.

State Cost Share Program

Motion by Meyer seconded by Feldmeier, approving the Financial Report for the FY09FR3 Flood Grant.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Motion by Becker seconded by Feldmeier, approving the Financial Report for the FY 2011 SE MN Flood Relief Grant.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Motion by Meyer seconded by Becker, approving the Financial Report for the FY2014 Easement Delivery Grant and the FY2015 Easement Delivery Grant.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Motion by Becker seconded by Meyer approving the Chair to sign the Financial Report for the 2009 SE MN Flood Relief Grant.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Staff Reports:

Janice Messner

- Messner gave an update on the plans for the 6th Grade Environmental Day scheduled for Tuesday, September 30th.

Dave Walter – Program Reports.

- **NFWF** – Walter shared during the past month staff has been working on preparing a billing for the grant. Currently waiting to receive information on stream monitoring for the grant.
- **Other** – Walter share that he will be working with Selness and Bollman on waterway survey and plans.

Rich Stemper – Program Reports.

- **Feedlot** – Stemper reported on three various projects.
- **WCA** – Stemper reported on a delayed permit request and his findings on the request. He also reported on permitting for the DNR on the Riceford Creek.
- **MN Corn Growers** – Stemper shared that the first year of revetment work on this grant has been completed on the Riceford Creek. It consisted of 800 to 900 feet of revetment on two landowners' property with a small amount of work to be conducted downstream for another landowner. An agency site showing is scheduled for September 24th.

A landowner will be sought for additional revetment work in 2015.

Watershed Updates

Bee & Duck Creek – No report.

Bear Creek – No report.

Winnebago- No report.

Crooked Creek – Walter reported that the Crooked Creek Board approved funding four push-up ponds within the watershed. Funds have been allocated for these projects.

A contractor has been hired and is working on tree/brush removal on the R2 site.

Two structure sites are being reviewed and considered for funding.

MASWCD

Motion by Meyer seconded by Becker, approving payment of the registration fee and per diem for those interested in attending the SE MASWCD Joint Fall Meeting on Monday, September 22nd.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Interest in attending was extended by Selness, Walter and Stenhoff.

Water Plan

Selness shared that the monthly meeting was rescheduled and will be held Thursday, September 11, 2014.

Committee Reports**FINANCIAL COMMITTEE:** *Meyer & Becker* – No report.**PERSONNEL COMMITTEE:** *Feldmeier & Stenhoff* - Feldmeier shared that they would be meeting after today's meeting.**RC & D:** *Stenhoff* – No report.**JOINT POWERS FINANCE COMMITTEE:** *Feldmeier* – No report.

Selness shared that Bob Joachim's last day of employment through the NRCS grant he was hired under will be expiring on September 23, 2014. He will continue on through the end of the year as a volunteer. NRCS and the Root River SWCD are investigating the possibility of a contribution agreement to have Joachim continue employment after January 1, 2015.

Becker requested that the SWCD appointee for the Crooked Creek workload be revisited.

Messner shared that MCIT had sent a correction for the Estimated Contribution Notice for the 2015 Program Year. Worker's Compensation was previously quoted at \$786 and should be \$2,155 and the Property/Casualty was quoted at \$1,229 and should be \$3,481.

*****Accounts Payable:*******Motion by Feldmeier, seconded by Becker, approving the Accounts Payable for September 2014.**

Voucher #	Item	Amount
3288	Ronald F. Carlsen – Office Rent September	\$858.79
3289	Kwik Trip – Fuel – SWCD Trucks = \$492.54; SRF Truck = \$71.05	\$563.59
3290	MasterCard – Meal = \$50.34; MN Corn Growers Project Materials = \$87.40, \$5.34 and \$23.90; Service Fee = \$9.22; Software = \$427.49; Nitrate Monitoring - Postage = \$17.15; 75th Anniversary = \$4.73; 6th Grade Day = \$4.75	\$606.42
3291	Janice Messner – 75 th Anniversary Food reimbursement = \$113.94; MN Corn Grower Food reimbursement = \$13.34; 6 th Grade Environmental Day Food reimbursement = \$6.88	\$134.16
3292	Quill Corporation – Office Supplies	\$323.59
3293	Hartford Life & Annuity Insurance Company – Policy # LU1188704 Dave Walter = \$90.00; Policy # LU1039333 Rich Stemper = \$90.00	\$180.00
3294	Rich Stemper – MN Corn Growers – Supplies = \$345.00, Meal Expense = \$74.78, Mileage Expense = \$20.16	\$439.94
3295	Wiebke Tire, LLC – Crimper Tires	\$238.00
3296	Houston County Treasurer – Maps – 6 @ \$3.00/each	\$18.00
3297	Petty Cash - Janice Messner, Root River SWCD - Maps = \$6.00; Key = \$3.47; Soil Health Field Day - Meal = \$24.00; Office Supply = \$2.14; Fair - Supplies for Nitrate Testing = \$2.66; Finger Printing - Machele Bollman = \$5.00	\$43.27
3298	Terry Sagdalen Construction - MN Corn Growers - Mowing Service	\$467.50
3299	Rose Doering - 75th Anniversary - Food = \$175.00; MN Corn Growers - Food = \$87.50; 6th Grade Environmental Day - Food = \$87.50	\$350.00
3300	True Value Hardware - Keys	\$6.95
3301	Tim Nelson - MN Corn Growers - Hauling Cedar Trees	\$1,312.50
3302	Dave Walter - Award for Ron Meiners	\$437.50
3303	Tony Becker – Mileage 3 rd Qtr.	\$56.00
3304	Matt Feldmeier – Mileage 3 rd Qtr.	\$80.64

3305	Loren Lapham – Mileage 3 rd Qtr.	\$44.80
3306	Doug Meyer – Mileage 3 rd Qtr.	\$112.00
3307	Roger Stenhoff – Mileage 3 rd Qtr.	\$89.60
3308	SE MASWCD (Area 7) – Annual Fall Meeting – 3 @ \$10.00	\$30.00
	Total	\$6,393.25

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff

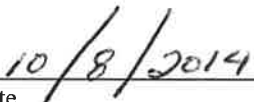
Opposed: None

Motion carried.

NEXT MEETING – Regular Board Meeting - Wednesday, October 8, 2014, 8:30 a.m. Ag Service Center

Meeting adjourned at 10:33 a.m.


Secretary


Date



Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76

Agricultural Service Center

Caledonia, MN 55921

(507) 724-5261 Ext. 3

<http://co.houston.mn.us/RRSWCD.aspx>

MINUTES OF THE ROOT RIVER SWCD

October 8, 2014

The Root River Soil and Water Conservation District Board of Supervisors met on October 8, 2014 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Lapham called the meeting to order at 8:30 a.m.

Members Present:

Tony Becker
Matt Feldmeier
Loren Lapham
Doug Meyer
Roger Stenhoff

Members Absent:

Others:

Janice Messner, Anne Selness, Dave Walter, Machele Bollman and Rich Stemper – SWCD Staff; Sara Berges, Allamakee SWCD.

Those present took part in the Pledge of Allegiance.

Minutes: **Motion** by Feldmeier, seconded by Becker, approving the minutes from the September 10, 2014 board meeting.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Employee Time Records: **Motion** by Meyer, seconded by Feldmeier, to approve the Employee Time Records.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Treasurer's Monthly Report: Treasurer Becker made the recommendation to place the September 2014 report on file.

Sara Berges, Lease Project Coordinator with the Allamakee SWCD, introduced and promoted "Ways to Include Conservation in a Farm Lease." This is a service that is being offered to landowners through both promoting and educating landowners on how to include conservation plans in their farm leases.

Staff Report:

Dave Walter – Program Reports.

- **NFWF** – Walter shared that the October 2014 reporting and payment request has been submitted.
- **Other** – Walter reported that an EQIP grade stabilization, diversion project is ready to be constructed and waiting for the contractor to start and an EQIP terrace project will also be constructed this fall. He continued by sharing that he has been providing technical assistance on various push-up pond projects.

Watershed Update:

Crooked Creek – Walter reported the needed maintenance work has been completed on the Crooked Creek Watershed sites. He also shared that they are working towards repair of the open sinkhole.

The Crooked Creek Board approved funding for four push-up ponds in the watershed. Funds have been allocated for these projects. One pond has now been completed and a second pond project is being looked at with a contractor, landowner and SWCD technician.

Selness shared that she would be addressing the Crooked Creek Watershed Board at their meeting on October 9th to review their agreement with the SWCD. Selness stated that all the funds from this contract have been used for the year with much work still being needed before the end of the year. Additional funds will be requested.

Selness also stated that the draft watershed plan had been reviewed by Steve Lawler, BWSR, and additional components were needed.

Staff Report:

Rich Stemper – Program Reports.

- **Feedlot** – Stemper reported work is to be starting on the Ed Boldt feedlot. Significant changes will be made and will bring the feedlot into compliance. Small feedlot fix funding through the county will help the landowner with the project.
- **WCA** – Stemper reported he has not received word on a delayed permit request for a landowner. They have waited two months thus far. He also reported he continues to wait on permitting for the DNR on the Riceford Creek.
- **MN Corn Growers** – Stemper reported that the planned project work for 2014 has been completed and on September 24th an agency field day was held. Selness shared that Trout Unlimited has funding opportunities available for revetment hardware for future projects.

Agency Report:

Anne Selness, SWCD District Report

- Informed the SWCD Board that she attended the Frac Sand meetings. They continue to review the commercial ordinance draft. Discussion areas included density and monitoring of the mines, reclamation and invited local rock companies to a meeting to talk about what they are currently doing with the quarries.
- Reported to the SWCD Board that she continues to attend the One Watershed, One Plan meetings. She shared that a timeline has been completed. They have been working on a budget and seeking a consultant to administer, facilitate and write the One Watershed, One Plan.
- Shared with the SWCD Board that the 6th Grade Environmental Day was held September 30th at Camp Winnebago. There were approximately 200 students in attendance from Spring Grove, Caledonia, St. Mary's, St. John's, St. Pete's, Crucifixion and La Crescent schools. Lunch was provided for the presenters, bus drivers, SWCD and Camp Winnebago staff, and guests Terry Nelson and Ron Meiners. There were eight presenters covering topics on electricity, wetlands, living with rattlesnakes, aquatic invasive species, soils, wildlife, forestry and electro stream shocking. Next year's date, September 29, 2015, has been set per a request from the Houston County Water Plan Committee.
- Stated to the SWCD Board that she, Walter and Stenhoff attended the Area VII Joint Fall Meeting on Monday, September 22nd. Items of discussion included the Annual Convention, December 7 – 9th; Envirothon, to be held May 6th in Winona, MN and the five year money crises and working to get SWCD levy authority.

Old Business

Messner reported that Jim & Cindy Burg agreed to let the SWCD use their facility at no charge for the Conservation Banquet. She also shared the verbal quotes she had received from local caterers. It was decided to go with Elsie's from Caledonia. The date of the banquet will be November 20th at 5:30 with a meal at 6:00 p.m. All were in agreement to these arrangements.

Motion by Feldmeier, seconded by Becker, approving that the District cover the cost of the meals for Garland and Joann Moe and their family with board discretion.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Motion by Becker, seconded by Feldmeier, approving the donation of one bundle of seedlings for the Root River Access Area project in Hokah, MN.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

New Business

Motion by Meyer, seconded by Becker, approving the submission of a request for Technical Authority Approval for Machele Bollman and Anne Selness.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

State Cost Share Program

Motion by Meyer, seconded by Feldmeier, approving the Financial Report for the FY2014 Conservation Delivery Grant.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Motion by Becker, seconded by Feldmeier, approving the Technical Assistance Option Request for the FY15 Conservation Cost Share Grant.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Staff Report:**Janice Messner**

- Messner shared she had attended a free training September 23rd on the Excel software program in Rochester, MN. She also indicated that she has the opportunity to attend a free training on Sales & Use Tax in Rochester, MN, if time allows.

Watershed Updates

Bee & Duck Creek – Stenhoff reported that John Beckwith, RC & D Coordinator, had visited with him regarding the RC & D possibly funding engineered practices in the Bee & Duck Creek Watershed. Selness will contact Beckwith to set up a time to meet with Beckwith in Houston County.

Bear Creek – No report.

Winnebago - No report.

MASWCD

The 2014 Resolution Ballots are due to Messner by Friday, October 24th. Selness pointed out the resolutions regarding future funding for the SWCDs.

The 2014 MASWCD Annual Meeting & Trade Show (Convention) will be held December 7 – 9, 2014, in Bloomington, MN. Registration fee for the complete convention is \$210.00; for one day only is \$145.00. Meal costs for the Awards Luncheon on Monday are \$25.00; dinner Monday evening is \$30.00. On Tuesday, the Outstanding Conservationist's Luncheon is \$25.00 each. Hotel accommodations are \$80.00 for single or double occupancy, plus tax. These are at a group rate and must be booked by November 14th. Discuss was held on who was interested in attending. Selness asked for the opportunity to review the budget before making a decision on the number attending.

Motion by Becker, seconded by Stenhoff, approving the payment of either one night hotel expense or mileage reimbursement and the cost of two meals for Garland and Joann Moe to attend the Outstanding Conservationist Luncheon at the Annual Convention on Tuesday, December 9th.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Water Plan – No report.

Committee Reports

FINANCIAL COMMITTEE: Meyer & Becker – No report.

PERSONNEL COMMITTEE: *Feldmeier & Stenhoff* - Feldmeier shared that they would be meeting after today's meeting.

RC & D: *Stenhoff* – Stenhoff attended the meeting on Monday, September 29th. Topics of discussion included benefits of goat prairies and introduced the idea of going solar on the farm.

JOINT POWERS FINANCE COMMITTEE: *Feldmeier* – No report.

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

Motion by Becker, seconded by Feldmeier, approving the Accounts Payable for October 2014.

Voucher #	Item	Amount
3310	Ronald F. Carlsen – Office Rent October	\$858.79
3311	MasterCard – MN Corn Growers Project Materials = \$20.00; Postage = \$21.00	\$41.00
3312	Houston County Recorder – Recording Fee – Staggemeyer Site 2	\$46.00
3313	VISA – 6th Grade Day – Lunch expense = \$3.00 & 6.79; MN Corn Growers – Luncheon expense = \$15.97; Trees – Postage = \$98.00	\$123.76
3314	Janice Messner – MN Corn Growers- Luncheon expense = \$7.28; MN Corn Growers - Mileage reimbursement = \$20.44; Meal – Excel training 9/23/14 = \$13.00; Mileage – Excel training 9/23/14 = \$45.92; 6th Grade Day – Lunch expense = \$5.51	\$92.15
3316	Thorson Graphics LLC – Shirt	\$34.25
3317	Lind Awards & Engraving – Conservationist of the Year Plaque	\$37.41
3318	Kwik Trip – Fuel – SWCD \$ 323.57	\$323.57
3319	Rocky Feine – Push-Up Pond 2014 - with no pipe	\$600.00
	Total	\$2,156.90

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff

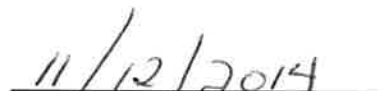
Opposed: None

Motion carried.

NEXT MEETING – Regular Board Meeting - Wednesday, November 12, 2014, 8:30 a.m. Ag Service Center

Meeting adjourned at 10:25 a.m.


Secretary


Date



Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76

Agricultural Service Center

Caledonia, MN 55921

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<http://co.houston.mn.us/RRSWCD.aspx>

MINUTES OF THE ROOT RIVER SWCD

November 12, 2014

The Root River Soil and Water Conservation District Board of Supervisors met on November 12, 2014 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Lapham called the meeting to order at 8:31 a.m.

Members Present:

Tony Becker
Matt Feldmeier
Loren Lapham
Doug Meyer
Roger Stenhoff

Members Absent:

Others:

Janice Messner, Anne Selness, Dave Walter and Machele Bollman – SWCD Staff; Gary Larson – NRCS Staff; John Beckwith, Hiawatha Valley RC & D; Duane Conniff; Cecil Graf; Glenn Kinneberg.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Stenhoff, seconded by Meyer, approving the minutes from the October 8, 2014 board meeting.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Employee Time Records: Motion by Meyer, seconded by Stenhoff, to approve the Employee Time Records.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Treasurer's Monthly Report: Treasurer Becker made the recommendation to place the October 2014 report on file.

Agency Reports:

Gary Larson, NRCS Report

- Shared with the SWCD Board that approximately five EQIP projects have been constructed during the past month. Projects included grade stabilization structures, terraces and a few fall waterways.
- Indicated to the SWCD Board CSP contracts are renewing and the contract holders are taking on additional enhancements with their renewals.
- Informed the SWCD Board that new CRP applications have been approved as well as continuous CRP contracts. Larson did state that CRP applications are accepted throughout the year but have specific set periods for approving and moving applications into a contract.

Anne Selness, SWCD District Report

- Informed the SWCD Board that a draft ordinance is being reviewed by the County Attorney for frac sand, thus the committee has not met.

- Reported to the SWCD Board that she continues to attend the One Watershed, One Plan meetings. She shared that the MOA is ready for signatures by the counties, SWCD's and additional watersheds that are involved in the pilot project. She stated that each entities Policy Committee member would be signing the MOA. Selness also shared that the map in the MOA is signifying that all of Houston County is being included.

Motion by Feldmeier, seconded by Meyer, approving the appointment of Lapham to represent the SWCD on the Policy Committee for the One Watershed, One Plan pilot project with Stenhoff as an alternate.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Motion by Meyer, seconded by Feldmeier, approving the Policy Committee representative to sign the MOA for the One Watershed, One Plan pilot project.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

- Shared with the SWCD Board that she had attended BWSR Academy. Selness said she attended sessions on grants, RIM, audits and various other topics. She also said she had a good opportunity to network and get to know people.

Old Business – None to report.

New Business

The MACDE raffle tickets are now available for sale. Selness shared the prize list.

State Cost Share Program – None to report.

Staff Report:

Dave Walter – Program Report

- **NFWF** – Walter shared that several projects were constructed during the past month where technical assistance from the SWCD staff was used. Most of the projects were being funded through EQIP.

Walter shared that Selness and Bollman had been out in the field a lot and training with the technicians. During the upcoming months design and survey work will be done for spring projects now since the weather is changing.

Watershed Update:

Crooked Creek – Walter reported that various push up ponds have been installed. Landowners are receiving an incentive payment offered by the Crooked Creek Watershed Committee.

The Committee has also been discussing in length the possibility of purchasing some property adjacent to one of the structure sites.

Work continues on the Water Plan Update.

Feldmeier inquired if any additional funds will be made available for the SWCD's time. It was reported that Crooked Creek missed the deadline to place a request to increase the levy in their watershed district. Selness stated the contract between SWCD and Crooked Creek will be up for renewal at the end of 2014. Historically, if the SWCD had additional hours that were spent on the Crooked Creek Watershed their committee generally approved the payment for the additional work that exceeded the contract.

Program Reports

- **Feedlot** – Walter reported he and Bob Scanlan, Planning & Zoning, attended a three day Feedlot Convention. Breakout sessions were good. They covered areas of feedlot runoff and manure management for different parts of the state.

With a compliance feedlot and septic issue various employees of the SWCD, JPB, NRCS and Planning and Zoning were subpoenaed in regard to the feedlot compliance issue. A mutual agreement was met prior to the court hearing. The feedlot owner has ten months to choose a plan from three available options.

- **WCA** – No report.
- **MN Corn Growers** – Selness reported that we have invoiced for our second payment. After the invoice was submitted Messner discovered that we had put in more hours than were allowed as billable on the grant. Selness said that we would be checking on this further.

Staff Report:

Janice Messner

- Messner shared the details for the Conservationist Banquet that will be held Thursday, November 20th. Location and driving directions was shared. Menu choices for each person attending were finalized.
- Messner presented the 2015 tree orders for the State Nursery and Schumacher's. **Motion** by Feldmeier, seconded by Becker, to move forward and place the orders.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Watershed Updates

Bee & Duck Creek – Selness shared that she is working on an application for a Water Quality Monitoring Grant that would be joint with Fillmore SWCD. Also see RC & D Committee Report.

Bear Creek – No report.

Winnebago - No report.

MASWCD

The 2014 MASWCD Annual Meeting & Trade Show (Convention) will be held December 7 – 9, 2014, in Bloomington, MN. Registration fee for the complete convention is \$210.00. Meal costs for the Awards Luncheon on Monday are \$25.00; dinner Monday evening is \$30.00. On Tuesday, the Outstanding Conservationist's Luncheon is \$25.00 each.

Hotel accommodations are \$89.00 for single or double occupancy, plus tax. Mileage cost is 330 miles @ \$0.56/mile = \$184.80.

Motion by Meyer, seconded by Feldmeier, approving Selness and Stenhoff to attend the event and cover their costs for the convention registration, convention events, lodging and mileage.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

The MASWCD is asking for donations for the live or silent auction for the Convention. Becker volunteered to donate a bluebird birdhouse.

Water Plan – No report.

Committee Reports

FINANCIAL COMMITTEE: *Meyer & Becker* – No report.

PERSONNEL COMMITTEE: *Feldmeier & Stenhoff* - No report.

RC & D: *Stenhoff* – John Beckwith, Coordinator for Hiawatha Valley RC & D presented a perspective project, Ag Wetland Mitigation. This would target wet spots in Ag fields. He inquired with the board if they felt a program of this nature would be beneficial in Houston County. Other projects RC & D are working with included grazing on invasive species (goat prairies); invasives and mill settings. Recreational areas and felt Crooked Creek may be a good fit. RC & D is a non-profit organization thus they due charge a fee for their services

JOINT POWERS FINANCE COMMITTEE: *Feldmeier* – No report.

*****Accounts Payable:*******Motion** by Feldmeier, seconded by Becker, approving the Accounts Payable for November 2014.

Voucher #	Item	Amount
3320	Storlie's Portable Pit Stops, LLC - Portable Toilet Rental - MN Corn Growers	\$181.69
3321	Ronald F. Carlsen – Office Rent November	\$858.79
3322	VISA - AIS Postage = \$49.00; PT Welding - Truck Toolbox repair = \$25.00; Office Supplies - Feedlot = \$29.85; Office Supplies = \$2.14; Lodging = \$73.74	\$179.73
3323	Tom Ferris - 2014 Push-Up Pond with no pipe	\$600.00
3324	Kwik Trip – Fuel – SWCD Trucks = \$294.96; SRF Trucks = \$108.02	\$402.98
3325	Wildlife Forever - AIS educational materials	\$178.25
3326	MN Dept. of Agriculture - License Renewal	\$175.00
3327	Anne Selness - Mileage reimbursement flat charge BWSR Academy	\$75.00
3328	Winona State University - MN Corn Growers	\$3,328.89
3329	Houston County Treasurer - Maps	\$18.00
3330	MASWCD - Convention Registration	\$525.00
3331	Schumacher's Nursery & Berry Farm - Trees	\$2,317.50
3332	MN State Nursery Account - Trees	\$1,849.80
	Total	\$10,690.63

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff

Opposed: None

Motion carried.

Motion by Feldmeier, seconded by Stenhoff, to change the board meeting time to 1:00 p.m. for the months of December 2014 through April 2015.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried

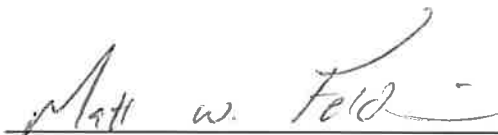
NEXT MEETING – Regular Board Meeting - Wednesday, December 10, 2014, 1:00 p.m. Ag Service Center**Motion** by Feldmeier, seconded by Becker, to adjourn the meeting.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried

Meeting adjourned at 9:45a.m.



Secretary



Date



Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

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<http://co.houston.mn.us/RRSWCD.aspx>

MINUTES OF THE ROOT RIVER SWCD

December 10, 2014

The Root River Soil and Water Conservation District Board of Supervisors met on December 10, 2014 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

Chair Lapham called the meeting to order at 1:00 p.m.

Members Present:

Tony Becker
Matt Feldmeier
Loren Lapham
Doug Meyer
Roger Stenhoff

Members Absent:

Others:

Janice Messner, Anne Selness, Dave Walter and Rich Stemper – SWCD Staff; Steve Rischette, Interim Houston County Extension Agent.

Those present took part in the Pledge of Allegiance.

Minutes: Motion by Feldmeier, seconded by Becker, approving the minutes from the November 12, 2014 board meeting.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Employee Time Records: Motion by Meyer, seconded by Feldmeier, to approve the Employee Time Records and Supervisor Per Diems.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Treasurer's Monthly Report: Treasurer Becker made the recommendation to place the corrected October 2014 report and the November 2014 report on file.

Agency Reports:

Anne Selness, SWCD District Report

- Informed the SWCD Board that a draft frac ordinance is out for public review. A public hearing is set for January 6, 2015.
- Reported to the SWCD Board that the One Watershed, One Plan committee will be reviewing eight plan writing proposal and selecting three to move into an interview.
- Shared with the SWCD Board the following funding opportunities that she is perusing:
 - SWAG Grant through MPCA. It consists of performing water quality monitoring on a weekly bases on four specified streams in Houston County. Approximately 130 hours.
 - Met with Kevin Kuehner on funding opportunities with nitrates being the focus.
 - Working with Rick Frank to take on more responsibilities with the NRBG Feedlot program.
 - Aquatic Invasive Species funding. \$15,000 will be designated for salaries.

- Reported to the SWCD Board that she and Stenhoff had attended the Annual Convention December 7 – 9th. A major focus was placed on nitrogen usage and law changes for fall application of nitrogen. She also attended sessions on technology. Stenhoff shared highlights from the MASWCD meeting.
 - The new chairman is Jan Cunningham.
 - Various resolutions were discussed and voted on. A few amongst many passing resolutions included:
 - SFIA monitoring and policy for easements
 - Promoting Agroforestry for conservation
 - Non-conforming Shoreland Uses.

Board Supervisor increase in per diem did not pass.

- Indicated to the SWCD Board that a computer housing NRCS programs that the SWCD staff uses needs to be replaced. **Motion** by Meyer, seconded by Stenhoff, approving the purchase of a replacement computer based on the recommendation and price given by Lori Quinell.
 Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier Opposed: None Motion carried.

New Business:

Steve Rischette, Interim Houston County Extension Agent, spoke on the topic of planning a follow-up meeting to the Manure Management Tour that was held late this fall. The follow-up meeting will focus more on phosphorus. Rischette stated that he had been in contact with Selness for assistance with this meeting. The meeting would be held in late March with Kevin Kuehler doing a lead-off at the meeting followed by a lunch with the majority of the meeting following the lunch. An 11:30 a.m. start time was discussed.

Old Business – None to report.

Additional New Business:

Feldmeier indicated that the SWCD sign located in Looney Valley was in poor condition. Walter shared that a few older back-up signs were in the storage area of the office and could be used as a replacement. It was also stated that the sign going into Fillmore County was also showing its age.

Motion by Becker, seconded by Meyer, approving the MACDE 2015 Membership for each employee at the rate of \$20/employee.
 Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier Opposed: None Motion carried.

Bee/Duck Creek Technician – Selness indicated that she has been working with NRCS to bring on staff a technician to work specifically in the Bee/Duck Creek watershed area. The SWCD will be considered the employer and certain benefits will be paid. The position will be advertised as a part time position. The position will average two days per week. The technician will provide NRCS with the following work product deliverables in 2015: 2,000 feet of terraces, 4 grade stabilization structures, 4 acres of grassed waterways and 3 water and sediment control basins. The Root River SWCD will invoice NRCS quarterly at the rate of \$4,000 per quarter for a total of \$16,000.00. **Motion** by Meyer, seconded by Becker, approving the hiring of a technician for this position at the rate of \$16,000, which is to be reimbursed by NRCS to the SWCD.
 Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier Opposed: None Motion carried.

State Cost Share Program – None to report.

Staff Reports:

Dave Walter – Program Report

- NFWF** – Walter shared that he and Bollman will be updating the deliverables on several projects that were constructed with technical assistance from the SWCD staff. Most of these projects were funded through EQIP. Walter stated that we would easily meet and exceed the deliverables for this grant.

Walter shared that the majority of the planned construction projects from summer and fall had been completed with the exception of two and seed/mulch on an additional few.

Rich Stemper – Program Reports

- **Feedlot** – Stemper gave a final report on the completed project for Ed Boldt.
- **WCA** – Stemper shared that he and Frank did a site visit for possible stream bank work on the south branch of Crooked Creek. The erosion is threatening an active corral.
- **MN Corn Growers** – Stemper informed the SWCD board that he has submitted a Clean Water funding application to retain the CCM work crew for 40 days in 2015. They will install 1,500 ft. of cedar revetment on the Riceford Creek.

Watershed Update:

Crooked Creek – Stemper reported that the watershed has purchased 60 acres of property adjacent to the R3 structure. The annual meeting will be held Thursday, December 11th. The contract with SWCD will be reviewed and updated for renewal.

The watershed plan is in the draft stage and needs additional information on the outline before a final is presented for State review.

Bee & Duck Creek – No report.

Bear Creek – No report.

Winnebago - No report.

MASWCD

Motion by Meyer, seconded by Becker, approving three individuals to attend the 2015 MASWCD Legislative Briefing & Day at the Capitol on January 26 – 27, 2015, as well as their expenses.

Voting affirmative: Becker, Meyer, Stenhoff, Feldmeier

Opposed: None

Motion carried.

Water Plan – No report.

Becker gave positive feedback on the Conservationist of the Year Banquet and suggested that a thank you be sent to the Bergs for the use of their facility at no charge.

Committee Reports

FINANCIAL COMMITTEE: *Meyer & Becker* – No report.

PERSONNEL COMMITTEE: *Feldmeier & Stenhoff* - No report.

RC & D: *Stenhoff* – No report.

JOINT POWERS FINANCE COMMITTEE: *Feldmeier* – No report.

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

Motion by Becker, seconded by Feldmeier, approving the Accounts Payable for December 2014.

Voucher #	Item	Amount
3334	Ronald F. Carlsen – Office Rent December	\$858.79
3335	North Central Reforestation, Inc - Trees	\$326.00
3336	Hartford Life & Annuity Insurance - Policy # LU1188704 Walter, Dave; Policy #LU1039333 Stemper, Rich	\$180.00

3337	Elsie's Grill - Banquet	\$404.83
3338	MACDE 2015 Membership Fee - 4 @ \$20/each	\$80.00
3339	ECM Publishers, Inc. - Public Notice - Bd. Mtg. Time Change	\$8.89
3340	Tom Kulas - Push-Up Pond with no pipe	\$600.00
3341	VISA - Lodging, Convention = \$406.80; Vehicle Maintenance '08 Chevy = \$198.78; Epson Projector & Cable - AIS = \$718.02; Office Supplies = \$19.27	\$1,342.87
3343	John Laumb - 2014 Push-Up Pond with pipe	\$1,000.00
3344	Anne Selness - Mileage - 540 miles @ \$0.56/mi = \$302.40; Parking = \$7.00	\$309.40
3345	Petty Cash - Office Supplies = \$4.28; General Supplies = \$3.41; 6th Grade Environmental Day - Rolls = \$10.50	\$18.19
3346	Becker, Tony - 4th Qtr. - Mileage - 60 miles @ \$0.56	\$33.60
3347	Feldmeier, Matt - 4th Qtr. - Mileage - 108 miles @ \$0.56	\$60.48
3348	Lapham, Loren - 4th Qtr. - Mileage - 48 miles @ \$0.56	\$26.88
3349	Meyer, Doug - 4th Qtr. - Mileage - 120 miles @ \$0.56	\$67.20
3350	Stenhoff, Roger - 4th Qtr. - Mileage - 256 miles @ \$0.56	\$143.36
3351	Ellingson Motors - 2008 Chevy Repair	\$139.00
3352	Kwik Trip - Fuel - SWCD Trucks = \$283.57; SRF Trucks = \$0.00	\$283.57
3353	River Valley Newspaper - Public Notice - Bd. Mtg. Time Change	\$3.70
3354	Quill Corporation - Office Supplies	\$14.94
Total		\$5,901.70

Voting affirmative: Feldmeier, Becker, Meyer, Stenhoff

Opposed: None

Motion carried.


Brief discussion on the Farm Bill was held.

Lapham extended a special thank you to Becker for serving two terms on the SWCD Board. Lapham also extended a special thank you to Meyer for his 46 years of dedicated service on the SWCD Board.

NEXT MEETING – Regular Board Meeting - Wednesday, January 14, 2015, 1:00 p.m. Ag Service Center

Meeting adjourned at 2:52 p.m.


 Secretary
 CHAIR


 Date