



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

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

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

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

## *MISSION STATEMENT*

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

## **Agenda**

**January 12, 2023, 1:00 p.m. Regular Meeting**

**Ag Service Center, Caledonia, MN**

### **2022 Officers**

Matt Feldmeier

Jerry Welke

Glenn Kruse

Ken Anderson

Cecil Graf

Chair

Vice-Chair

Secretary

Treasurer

Reporter

**Finance Committee:** Anderson & Kruse

**Personnel Committee:** Welke & Graf

**TSA7 Committee [JPB]:** Welke

**Root River One Watershed, One Plan:** Kruse

*Alternate - Graf*

**Mississippi River – Winona/**

**La Crescent 1W1P:** Welke

*Alternate - Feldmeier*

**1:00 P.M.**

Walter call meeting to order.

### **Flag Pledge**

### **Officers & Appointments**

*Election of Officers for 2023*

**Chair**

**Vice – Chair**

**Secretary**

**Treasurer**

**Reporter**

*Committee Appointments for 2023*

**Finance Committee:**

**Personnel Committee:**

**TSA7 Committee:**

**Root River One Watershed, One Plan and Alternate:**

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

**Meeting Date & Time:** Continue holding monthly Root River SWCD board meetings on the second Thursday of the month at 9:00 a.m. May – October and 1:00 p.m. November – April at the Ag Service Center in Caledonia, Minnesota – *Action requested*

### **Minutes**

2023 Chair call for additions or corrections to the December 8, 2022 board meeting minutes.

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

**Treasurer's Report:** Treasurer recommend the December 2022 Treasurer's Report be placed on file for audit.

Financial Responsibilities - Request for approval

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

**AGENCY REPORTS**

**Ryan Hytry, NRCS District Conservationist Report**

**Dave Walter, District Manager Report**

- SE MN Envirothon – May 3, 2023 Byron Sportsman & Conservation Club near Byron, MN. 9:00 a.m. – 1:30 p.m.  
*Jr. Teams Grades 6-8 & Senior Teams Grades 9 - 12*

**PROGRAM REPORT**

- WCA – *Update*

**MASWCD & MACDE**

Legislative Briefing & SWCD Day at the Capitol – March 7<sup>th</sup> & March 8<sup>th</sup>, 2023 – Radisson St. Paul Downtown  
*March 7<sup>th</sup> briefing will start at 4:30 p.m. and includes a legislative network reception that evening.*  
*March 8<sup>th</sup> in-person meetings with legislators*

**WATERSHED UPDATES**

*Crooked Creek – Update*

*Bear Creek – Update*

*Winnepago - Update*

**PROGRAM & STAFF REPORTS**

**Jean Meiners, Technician**

- Buffer Law – *Update*
- MAWQCP - *Update*
- MDH Safe Drinking Water - *Update*
- BMP Projects - *Update*

**Janice Messner, Administrative Assistant**

- Volunteer Nitrate Monitoring Network – *Update*
- Trees – *Update*
- 2021 Financial Statement - *Review*

**Dan Wermager, Technician**

- Win/LaC (Mississippi River Winona/La Crescent) 1W1P - *Update*
- Root River 1W1P – *Update*

- HELP Grant – *Update*
- Cover Crop Demonstration – *Update*
- Local Capacity County Match CWMA – *Update*
- MDA Soil Health Program – *Update*
- MACDE Education Grant - *Update*
  - I-90 Soil Health Tour - February 9, 2023

**HOUSTON COUNTY WATER PLAN** – *Update*

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** *Update*

**PERSONNEL COMMITTEE:** *Update*

- Farm Bill Biologist position

**TSA7 (Joint Powers) COMMITTEE:** *Update*

**OLD BUSINESS**

**NEW BUSINESS & ACTION ITEMS**

1. February meeting date change – Wednesday, February 8, 2023 – *Approval requested*
2. FY23 Conservation Delivery Financial Report – *Approval requested*
3. Agreement for Contribution SE MN Technical Support Joint Powers Board & Root River SWCD – *July 20, 2022 – September 1, 2027 – TSA7 rent – Approval requested*
4. MASWCD FY23 Dues - \$5,834.40 – *Approval requested*
5. SE SWCD Technical Support JPB – Annual Membership Dues (2023) - \$3,000.00 – *Approval requested*
6. Envirothon 2023 Dues - \$175.00 – *Approval requested*
7. Supervisor Per Diem - \$125/meeting – *Approval requested*

**COST SHARE PROGRAMS**

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

FY22 State Cost Share (*Grant expiration 12/31/24*) – Available Funds **\$ 292.48**

FY23 State Cost Share (*Grant expiration 12/31/24*) – Available Funds **\$16,720.80**

**ARPA** – (*Funding obligation expiration 12/31/2024; spending expiration 12/31/2026*) Available Funds **\$223,208.68**

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

FY21 Local Capacity Cost Share – (*Grant expiration 12/31/2023*) – Available Funds **\$ 0.00**

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds **\$550.00**

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$4,800.00**

Agenda – January 8, 2023

**Funding Source Change**

- Contract #06FY22/23RR1W1P assigning and moving \$4,054.50 from FY21 Local Capacity State Cost Share to ARPA funding.

FY21 Local Capacity Cost Share - Remaining Available Funds \$ **4,054.50**

ARPA – Remaining Available Funds **\$219,046.18**

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

FY22/23 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2024) Available Funds \$ **87,496.96**

**FY20 Root River 1W1P CIP Cost Share Partial Payment Request**

| Project/Contract #     | Total Cost Estimate | Project Receipts | Partial Payment Request  |
|------------------------|---------------------|------------------|--|
| 01FY201W1P-CIP<br>Pond | \$636,532.96        | \$10,350.00      | \$10,350.00 (Eligible expenses) @ 100% = \$10,350.00<br><b>Payment Amount for Approval = \$10,350.00</b> Funding source FY20 Root River 1W1P CIP |

**FY20 Root River 1W1P CIP Cost Share Payment Request**

| Project/Contract #     | Total Cost Estimate | Project Receipts | Final Payment Request  |
|------------------------|---------------------|------------------|--|
| 01FY201W1P-CIP<br>Pond | \$636,532.96        | \$121,944.00     | \$121,944.00 (Eligible expenses) @ 100% = \$121,944.00<br>Non-State Payment Amount = \$94,294.00<br><b>Payment Amount for Approval = \$27,650.00</b> Funding source FY20 Root River 1W1P CIP |

**FY22/23 Root River 1W1P Cost Share Contract Expiration**

Contract #05FY22CS Roth, Jerred for two Grassed Waterways with an Underground Outlet & Subsurface Drain in the amount of \$545.20 expired on 12/31/2022.

FY22/23 Root River 1W1P – Remaining Available Funds **\$88,042.16**

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

Contract #04FY22CS is requesting to amend the cost share allocation from \$ 2,828.25 to \$ 3,682.80, an additional \$854.55. This request is due to the Root River SWCD lifting the seed/fertilizer/mulch cap for cost share projects increasing the cost estimate from \$8,184.00 to \$9,051.00. Funding source FY21 Local Capacity Cost Share.

FY21 Local Capacity Cost Share – Remaining Available Funds **\$1,085.85**

Contract #09FY22/23RR1W1P Drenckhahn Farms LLC is requesting to amend the cost share allocation from \$1,467.00 to \$2,002.50, an additional \$535.50. This request is due to the Root River SWCD lifting the seed/fertilizer/mulch cap for cost share projects increasing the cost estimate from \$1,630.00 to \$2,225.00. Funding source FY22/23 Root River 1W1P.

FY22/23 Root River 1W1P – Remaining Available Funds **\$87,506.66**

Contract #19FY201W1P is requesting to amend the cost share allocation from \$5,506.19 to \$7,407.60, an additional \$1,901.41. This request is due the Root River SWCD lifting the seed/fertilizer/mulch cap for cost share projects increasing the cost estimate from \$13,750.00 to \$18,764.00. Funding source FY22/23 Root River 1W1P

FY22/23 Root River 1W1P – Remaining Available Funds **\$85,605.25**

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

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

| Voucher # | Item   | Amount       |
|-----------|--|--------------|
| 4661      | Ron Carlsen – Rent – January   | \$ 1,287.00  |
| 4662      | Kwik Trip – Fuel – SWCD Trucks   | \$ 175.42    |
| 4663      | Minnesota Revenue – 2022 Sales & Use Tax   | \$ 653.00    |
| 4664      | SE SWCD Technical Support JPB – Annual Membership Dues (2023)  | \$ 3,000.00  |
| 4665      | Crooked Creek Watershed District – Pond - #01FY201W1P-CIP Partial Pay Inv. #4 = \$10,350.00; Final Pay Inv. #3 = \$27,650.00 | \$ 38,000.00 |
| 4666      | Karly Misch – Water Plan – Infant Well Testing Reimbursement   | \$ 52.90     |
| 4667      | MASWCD – FY23 Dues   | \$ 5,834.40  |

|      |   |                     |
|------|---|---------------------|
| 4668 | MN Counties Intergovernmental Trust – Liability Insurance = \$3,238.00; Workers Compensation = \$3,992.00 | \$ 7,230.00         |
| 4669 | Iowa DNR State Forest Nursery – Trees   | \$ 201.25           |
| 4670 | Goodhue SWCD – Envirothon Dues 2023   | \$ 175.00           |
| 4671 | Quill LLC – Office supplies   | \$ 22.42            |
| 4672 | Smith Schafer & Associates, Ltd. – 2021 Year End Audit  | \$ 1,500.00         |
|      |   |                     |
|      | <b>Total</b>  | <b>\$ 58,131.42</b> |
|      | Transfer of Investment Funds from Cash General Fund to Bear Creek Watershed Investment Acct.              | \$ 778.76           |
|      | Transfer of Investment Funds from Cash General Fund to Winnebago Watershed Investment Acct.               | \$ 1,000.00         |
|      | Transfer of Investment Funds from Designated Reserve to Cash General Fund                                 | \$ 9,082.08         |

### Adjournment

NEXT MEETING -- Regular Meeting, **February 8, 2023, 1:00 p.m.** Ag Service Center



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

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

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

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

## *MISSION STATEMENT*

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

## **Agenda**

**February 8, 2023, 1:00 p.m. Regular Meeting**

**Ag Service Center, Caledonia, MN**

### **2023 Officers**

Jerry Welke

Glenn Kruse

Ken Anderson

Matt Feldmeier

Joe Driscoll

Chair

Vice-Chair

Secretary

Treasurer

Reporter

**Finance Committee:** Feldmeier & Anderson **Mississippi River – Winona/**

**Personnel Committee:** Kruse & Driscoll **La Crescent 1W1P:** Welke

**TSA7 Committee [JPB]:** Welke

**Root River One Watershed, One Plan:** Kruse

*Alternate - Feldmeier*

*Alternate - Anderson*

### **1:00 P.M.**

Chair call meeting to order.

### **Flag Pledge**

### **Introductions**

### **NEW BUSINESS & ACTION ITEM**

1. Resolution to Submit, Adopt & Implement WinLaC Comprehensive Watershed Management Plan – *Approval requested*
2. WinLaC Comprehensive Management Plan Joint Powers Agreement – *Approval requested*

### **Minutes**

Chair call for additions or corrections to the January 12, 2023 board meeting minutes.

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

**Treasurer's Report:** Treasurer recommend the January 2023 Treasurer's Report be placed on file for audit.

### **AGENCY REPORTS**

**Ryan Hytry, NRCS District Conservationist Report**

**Dave Walter, District Manager Report**

### **PROGRAM REPORT**

- WCA – *Update*

## **MASWCD & MACDE**

Legislative Briefing & SWCD Day at the Capitol – March 7<sup>th</sup> & March 8<sup>th</sup>, 2023 – Radisson St. Paul Downtown

*March 7<sup>th</sup> briefing will start at 4:30 p.m. and includes a legislative network reception that evening.*

*March 8<sup>th</sup> in-person meetings with legislators*

## **WATERSHED UPDATES**

*Crooked Creek – Update*

*Bear Creek – Update*

*Winnebago - Update*

## **PROGRAM & STAFF REPORTS**

### **Jean Meiners, Technician**

- Buffer Law – *Update*
- MAWQCP - *Update*
- BMP Projects - *Update*

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

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

### **Dan Wermager, Technician**

- Win/LaC (Mississippi River Winona/La Crescent) 1W1P - *Update*
- Root River 1W1P – *Update*
- HELP Grant – *Update*
- Cover Crop Demonstration – *Update*
- Local Capacity County Match CWMA – *Update*
- MDA Soil Health Program – *Update*
- MACDE Education Grant - *Update*
  - I-90 Soil Health Tour - February 9, 2023

**HOUSTON COUNTY WATER PLAN** – *Update*

## **COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** *Update*

**PERSONNEL COMMITTEE:** *Update*

- Farm Bill Biologist position

**TSA7 (Joint Powers) COMMITTEE:** *Update*

Agenda – February 8, 2023

**OLD BUSINESS**

**NEW BUSINESS & ACTION ITEMS**

1. MACDE Membership Dues - \$25/staff member – *Approval requested*
2. NACDE Membership – FY23 Conservation Investment Levels - *Approval requested*  
*Contributor = \$1 - \$100 Bronze = \$101 - \$500 Silver = \$501 - \$774 Gold = \$775 - \$1,775 Diamond = \$1,776 - \$3,000*  
*Platinum = \$3,011 +*
3. Joint Powers Agreement - \$100,000 Waste Storage Facility – *Approval requested*

**COST SHARE PROGRAMS**

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

FY22/23 1W1P Root River Watershed-Base Cost Share (*Grant expiration 10/31/2024*) Available Funds **\$ 85,605.25**

**ARPA** – (*Funding obligation expiration 12/31/2024; spending expiration 12/31/2026*) Available Funds **\$219,046.18**

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

FY21 Local Capacity Cost Share – (*Grant expiration 12/31/2023*) – Available Funds **\$1,085.85**

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds **\$550.00**

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$4,800.00**

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

FY22 State Cost Share (*Grant expiration 12/31/24*) – Available Funds **\$ 292.48**

FY23 State Cost Share (*Grant expiration 12/31/24*) – Available Funds **\$16,720.80**

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

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

| Voucher # | Item   | Amount             |
|-----------|--|--------------------|
| 4673      | Ron Carlsen – Rent – February  | \$ 1,287.00        |
| 4674      | Kwik Trip – Fuel – SWCD Trucks   | \$ 176.53          |
| 4675      | Laura’s Lane Nursery LLC – Trees   | \$ 171.38          |
| 4676      | Smith Schafer & Associates, Ltd. – 2021 Year End Audit   | \$ 5,500.00        |
| 4677      | Iowa DNR State Forest Nursery – Trees  | \$ 167.50          |
| 4678      | VISA – Vehicle Maintenance Car Wash = \$ 9.00; MACDE Membership Dues (2023); MACDE Education Grant – I90 Tour Expense = \$171.42 | \$ 280.42          |
|           | <b>Total</b>   | <b>\$ 7,582.83</b> |

Chair call for a motion to approve WinLaC 1W1P accounts payable and transfer of funds contingent upon Policy Committee approval

| Voucher # | Item  | Amount             |
|-----------|---|--------------------|
|           | Houston Engineering Inc. – WinLaC 1W1P                    | \$ 1,582.00        |
|           | Winona County – WinLaC 1W1P                               | \$ 3,481.15        |
|           | Transfer of funds from 79-607-000-6901 to 76-605-533-5385 | \$ 178.31          |
|           | <b>Total</b>  | <b>\$ 5,241.46</b> |

**Adjournment**

**NEXT MEETING -- Regular Meeting, March 9, 2023, 1:00 p.m.** Ag Service Center

Agenda – February 8, 2023



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

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

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

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

## *MISSION STATEMENT*

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

## **Agenda**

**March 9, 2023, 1:00 p.m. Regular Meeting**

**Ag Service Center, Caledonia, MN**

### **2023 Officers**

Jerry Welke  
Glenn Kruse  
Ken Anderson  
Matt Feldmeier  
Joe Driscoll

Chair  
Vice-Chair  
Secretary  
Treasurer  
Reporter

**Finance Committee:** Feldmeier & Anderson **Mississippi River – Winona/**

**Personnel Committee:** Kruse & Driscoll **La Crescent 1W1P:** Welke

**TSA7 Committee [JPB]:** Welke

*Alternate - Anderson*

**Root River One Watershed, One Plan:** Kruse

*Alternate - Feldmeier*

**1:00 P.M.** Chair call meeting to order.

### **Flag Pledge**

### **Minutes**

Chair call for additions or corrections to the February 8, 2023 board meeting minutes.

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

#### *Supervisor Per Diems*

|   |           |
|---|-----------|
| Anderson, Ken – 1 <sup>st</sup> Qtr. 3 mtgs. @ \$125.00/each  | \$ 375.00 |
| Driscoll, Joe – 1 <sup>st</sup> Qtr. 3 mtgs. @ \$125.00/each  | \$ 375.00 |
| Feldmeier, Matt – 1 <sup>st</sup> Qtr. 3 mtg. @ \$125.00/each | \$ 375.00 |
| Kruse, Glenn – 1 <sup>st</sup> Qtr. 4 mtgs. @ \$125.00/each   | \$ 500.00 |
| Welke, Jerry – 1 <sup>st</sup> Qtr. 6 mtgs. @ \$125.00/each   | \$ 750.00 |

**Treasurer's Report:** Treasurer recommend the February 2023 Treasurer's Report be placed on file for audit.

### **AGENCY REPORTS**

**Ryan Hytry, NRCS District Conservationist Report**

**Dave Walter, District Manager Report**

- SWCD Supervisor Training – April 4, 2023 at 9 a.m. Olmsted Public Works, Rochester, MN

### **PROGRAM REPORT**

- WCA – Update

## **MASWCD & MACDE**

MASWCD Legislative Briefing & Day at the Capitol - *Update*

MACDE Annual Spring Employee's Meeting – Thursday, March 23, 2023 Witoka, MN

## **WATERSHED UPDATES**

*Crooked Creek* – Update

*Bear Creek* – Update

*Winnebago* - Update

## **PROGRAM & STAFF REPORTS**

### **Jean Meiners, Technician**

- Buffer Law – *Update*

- BMP Projects - *Update*

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

- Volunteer Nitrate Monitoring Network – *Update*

- Trees – *Update*

### **Dan Wermager, Technician**

- Win/LaC (Mississippi River Winona/La Crescent) 1W1P - *Update*

- Root River 1W1P – *Update*

- HELP Grant – *Update*

- Cover Crop Demonstration – *Update*

- Local Capacity County Match CWMA – *Update*

- MDA Soil Health Program – *Update*

- MACDE Education Grant - *Update*

- I-90 Soil Health Tour - February 9, 2023

## **HOUSTON COUNTY WATER PLAN** – *Update*

## **COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** *Update*

**PERSONNEL COMMITTEE:** *Update*

**TSA7 (Joint Powers) COMMITTEE:** *Update*

Agenda – March 9, 2023

**OLD BUSINESS**

**NEW BUSINESS & ACTION ITEMS**

1.

**COST SHARE PROGRAMS**

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

FY22/23 IWIP Root River Watershed-Base Cost Share (*Grant expiration 10/31/2024*) Available Funds **\$ 85,605.25**

**ARPA** – (*Spending expiration 12/31/2026*) Available Funds **\$219,046.18**

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

FY21 Local Capacity Cost Share – (*Grant expiration 12/31/2023*) – Available Funds **\$1,085.85**

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds **\$550.00**

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$4,800.00**

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

FY22 State Cost Share (*Grant expiration 12/31/24*) – Available Funds **\$ 292.48**

FY23 State Cost Share (*Grant expiration 12/31/24*) – Available Funds **\$16,720.80**

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

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

| <b>Voucher #</b> | <b>Item</b>   | <b>Amount</b>      |
|------------------|---|--------------------|
| 4682             | Ron Carlsen – Rent – March  | \$ 1,287.00        |
| 4683             | Kwik Trip – Fuel – SWCD Trucks  | \$ 64.79           |
| 4684             | VISA - MACDE Education Grant – I90 Tour Expense = \$70.01; Vehicle Maintenance – Oil Change Dodge RAM = \$68.29; Vehicle Maintenance – Oil Change GMC = \$67.29; Postage = \$189.00 | \$ 394.59          |
| 4685             | Dean Sponheim – MACDE Education Grant – I90 Tour Expense  | \$ 500.00          |
| 4686             | Talcott Resolution Life & Annuity Ins. Co. – Life Insurance Policy #LU1188704 Dave Walter   | \$ 90.00           |
| 4687             | Petty Cash – Annual Fee Credit Card   | \$ 25.00           |
| 4688             | Ken Anderson – Mileage – 1 <sup>st</sup> Qtr. 2023  | \$ 47.16           |
| 4689             | Joe Driscoll – Mileage – 1 <sup>st</sup> Qtr. 2023  | \$ 44.21           |
| 4690             | Matt Feldmeier – Mileage – 1 <sup>st</sup> Qtr. 2023  | \$ 70.74           |
| 4691             | Glenn Kruse – Mileage – 1 <sup>st</sup> Qtr. 2023   | \$ 52.40           |
| 4692             | Jerry Welke – 1 <sup>st</sup> Qtr. 2023   | \$ 98.25           |
| 4693             | Iowa DNR State Forest Nursery – Trees   | \$ 133.75          |
| 4694             | Houston County Ag Society – MACDE Education Grant – Fair Booth  | \$ 140.00          |
|                  |   |                    |
|                  | <b>Total</b>  | <b>\$ 2,947.89</b> |

**Adjournment**

**NEXT MEETING -- Regular Meeting, April 13, 2023, 1:00 p.m.** Ag Service Center

Agenda – March 9, 2023



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

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

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

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

## *MISSION STATEMENT*

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

## **Agenda**

**April 13, 2023, 1:00 p.m. Regular Meeting**

**Ag Service Center, Caledonia, MN**

### **2023 Officers**

Jerry Welke

Glenn Kruse

Ken Anderson

Matt Feldmeier

Joe Driscoll

Chair

Vice-Chair

Secretary

Treasurer

Reporter

**Finance Committee:** Feldmeier & Anderson **Mississippi River – Winona/**

**Personnel Committee:** Kruse & Driscoll **La Crescent 1W1P:** Welke

**TSA7 Committee [JPB]:** Welke

**Root River One Watershed, One Plan:** Kruse

*Alternate - Feldmeier*

*Alternate - Anderson*

**1:00 P.M.**

Chair call meeting to order.

### **Flag Pledge**

### **Introductions**

### **AGENCY REPORT**

**Adam Beilke, BWSR Board Conservationist**

### **Minutes**

Chair call for additions or corrections to the March 9, 2023 board meeting minutes.

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

**Treasurer's Report:** Treasurer recommend the March 2023 Treasurer's Report be placed on file for audit.

### **AGENCY REPORTS**

**Ryan Hytry, NRCS District Conservationist Report**

**Dave Walter, District Manager Report**

### **PROGRAM REPORT**

- WCA – Update

## **MASWCD & MACDE**

- SWCD Supervisor Training – April 4, 2023 - *Update*

## **WATERSHED UPDATES**

*Crooked Creek* – Update

*Bear Creek* – Update

*Winnebago* - Update

## **PROGRAM & STAFF REPORTS**

### **Jean Meiners, Technician**

- Buffer Law – *Update*
  
- BMP Projects - *Update*

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

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

### **Dan Wermager, Technician**

- Win/LaC (Mississippi River Winona/La Crescent) 1W1P - *Update*
  
- Root River 1W1P – *Update*
  
- HELP Grant – *Update*
  
- Cover Crop Demonstration – *Update*
  
- Local Capacity County Match CWMA – *Update*
  
- MDA Soil Health Program – *Update*
  
- MACDE Education Grant - *Update*

**HOUSTON COUNTY WATER PLAN** – *Update*

## **COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** *Update*

**PERSONNEL COMMITTEE:** *Update*

**TSA7 (Joint Powers) COMMITTEE:** *Update*

Agenda – April 13, 2023

## OLD BUSINESS

### NEW BUSINESS & ACTION ITEMS

1. WinLaC Partnership 1W1P Sub-Agreement Between Root River SWCD and Winona County – *Approval requested*
2. 2022 Year End Financial Audit Bids – *Approval requested*
  - Peterson Company Ltd - \$4,500
  - Smith Schafer & Associates, Ltd - \$8,000
3. Amendment 2 to WinLaC Planning Grant – Recommendation from WinLaC Policy Committee to use contingency funds (and other grant funds) to develop an implementation tracking tool - *Approval request*
  - Benefits Estimator and Summary Tool (BEAST) = \$7,500
  - Ranking/Scoring Spreadsheet = \$3,000
  - Measurable Goals Tracking Spreadsheet = \$3,000

### COST SHARE PROGRAMS

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

FY22/23 1W1P Root River Watershed-Base Cost Share (*Grant expiration 10/31/2024*) Available Funds **\$ 85,605.25**

**FY22/23 1W1P Root River Watershed-Base Cost Share Request** (*Funding up to 90% of cost estimate*)

| Name                   | Contract        | Total Cost Estimate | Cost Share Amount Requested | Project  | Completion Dates |
|------------------------|-----------------|---------------------|-----------------------------|--|------------------|
| Davison Properties LLC | 12FY22/23RR1W1P | \$2,860.00          | \$2,574.00                  | 2 Diversions (362)                                       | 9/21/23          |
|                        |                 |                     | \$6,390.00                  | Grassed Waterway (412)                                   |                  |
| Meiners, Marlene       | 13FY22/23RR1W1P | \$7,100.00          |                             |  | 6/15/23          |
| Drenckhahn Farms LLC   | 14FY22/23RR1W1P | \$1,199.00          | \$1,079.10                  | Critical Area Planting (342)                             | 6/15/23          |
| Hagen, Paul            | 15FY22/23RR1W1P | \$2,850.00          | \$2,565.00                  | 2 Grassed Waterways (412)                                | 6/15/23          |
| Graunke, Brent         | 16FY22/23RR1W1P | \$17,000.00         | \$8,904.00                  | Grade Stabilization Structure (410) with Diversion (362) | 12/31/23         |

FY22/23 1W1P Root River Watershed-Base Cost Share – Remaining Available Funds \$64,093.15

**FY22/23 1W1P Root River Watershed-Base Streambank ONLY Cost Share Request** (*Funding up to 90% of cost estimate*)

| Name                | Contract        | Total Cost Estimate | Cost Share Amount Requested | Project  | Completion Dates |
|---------------------|-----------------|---------------------|-----------------------------|--|------------------|
|                     |                 | \$21,741.88         | \$19,567.69                 | 580 – Streambank & Shoreline Protection with eligible components 342 – Critical Area Planting & 484 - Mulching | 9/21/23          |
| Daniel Smith et al. | 17FY22/23RR1W1P |                     |                             |  |                  |

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

FY21 Local Capacity Cost Share – (*Grant expiration 12/31/2023*) – Available Funds **\$1,085.85**

FY21 Local Capacity County Appropriation (2020) Cost Share – Available Funds **\$550.00**

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$4,800.00**

Agenda – April 13, 2023

**FY21 & FY22 Local Capacity County Appropriation CWMA Cost Share Request (Flat Rate per acre)**

| Name         | Contract        | Total Cost Estimate                      | Cost Share Amount Requested                     | Project                   | Completion Dates |
|--------------|-----------------|--|---|---------------------------|------------------|
| Fishel, John | 09-20CM<br>CWMA | 6.666 Acres @<br>\$300/acre =<br>\$2,000 | \$2,000.00<br>(FY21 = \$550 & FY22=<br>\$1,450) | Brush Management<br>(314) | 4/13/23          |

FY21 Local Capacity County Appropriation CWMA Cost Share – Remaining Available Funds \$0.00

FY22 Local Capacity County Appropriation CWMA Cost Share – Remaining Available Funds \$3,350.00

**FY21 Local Capacity Cost Share Request (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)**

| Name                      | Contract | Total Cost Estimate | Cost Share Amount Requested | Project                   | Completion Dates |
|---------------------------|----------|---------------------|-----------------------------|---------------------------|------------------|
| Davy Farm<br>Family Trust | 04FY21LC | \$2,025.00          | \$802.50                    | Grassed Waterway<br>(412) | 6/15/23          |

FY21 Local Capacity Cost Share – Remaining Available Funds \$283.35

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

FY22 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$ 292.48**

FY23 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$16,720.80**

**FY22 & FY23 State Cost Share Request (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)**

| Name                | Contract | Total Cost Estimate | Cost Share Amount Requested  | Project                                | Completion Dates |
|---------------------|----------|---------------------|--|--|------------------|
| Hein, Todd          | 06FY22CS | \$9,390.00          | \$592.00<br>(FY22 State Cost Share<br>= \$292.48 & FY23<br>State Cost Share =<br>\$299.52) | Grade Stabilization<br>Structure (410) | 12/31/23         |
| McCormick,<br>Kevin | 02FY23CS | \$8,272.00          | \$4,706.80   | 7 Terraces (600)                       | 12/31/23         |

FY22 State Cost Share – Remaining Available Funds \$0.00

FY23 State Cost Share – Remaining Available Funds \$11,714.48

**HELP Grant (Grant expiration 12/31/2024) -- Available Funds \$25,000.00**

**HELP Cost Share Request (Funding up to 75% of cost estimate)**

| Name                | Contract | Total Cost Estimate | Cost Share Amount Requested | Project   | Completion Dates |
|---------------------|----------|---------------------|-----------------------------|---|------------------|
| City of La Crescent | 01HELP   | \$10,910.00         | \$8,182.50                  | Conservation Cover<br>(327) with Restoration<br>of Rare or Declining<br>Natural Communities<br>(643); Brush<br>Management (314) | 11/1//2024       |

HELP Cost Share – Remaining Available Funds \$16,817.50

ARPA – (Spending expiration 12/31/2026) Available Funds **\$219,046.18**

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

Chair call for a motion to approve accounts payable

| Voucher # | Item  | Amount             |
|-----------|---|--------------------|
| 4695      | Ron Carlsen – Rent – April  | \$ 1,287.00        |
| 4696      | Kwik Trip – Fuel – SWCD Trucks  | \$ 122.59          |
| 4697      | VISA - 1 roll stamps = \$63.00; memorial arrangement = \$90.84; Postage – Trees = \$29.15 | \$ 182.99          |
| 4698      | Nicole Ramsey – Tree order refund = \$39.50; Sales Tax = \$2.71                           | \$ 42.71           |
| 4699      | SE MASWCD – Annual Dues   | \$ 100.00          |
| 4700      | Quill – Office & Tree Supplies  | \$ 102.03          |
| 4701      | Blackburn Manufacturing – Tree Supply = \$106.44 & Field Supplies = \$130.10              | \$ 236.54          |
| 4702      | Schumacher’s Nursery & Berry Farm Inc. - Trees  | \$ 3,501.25        |
|           |   | \$                 |
|           | <b>Total</b>  | <b>\$ 5,574.61</b> |

Chair call for a motion to approve WinLaC 1W1P accounts payable and transfer of funds

| Voucher # | Item  | Amount              |
|-----------|---|---------------------|
| 4703      | Winona County Planning & Zoning – Wages & Project Development | \$ 1,108.40         |
| 4704      | Houston Engineering Inc.                                      | \$ 22,558.25        |
|           | Transfer of funds from 79-607-000-6901 to 76-605-533-5385     | \$ 469.92           |
|           | <b>Total</b>  | <b>\$ 24,136.57</b> |

**Adjournment**

**NEXT MEETING -- Regular Meeting, May 13, 2023, 9:00 a.m.** Ag Service Center



# Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

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

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

## MISSION STATEMENT

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

## Agenda

**May 11, 2023, 9:00 a.m. Regular Meeting**

**Ag Service Center, Caledonia, MN**

### 2023 Officers

Jerry Welke

Glenn Kruse

Ken Anderson

Matt Feldmeier

Joe Driscoll

Chair

Vice-Chair

Secretary

Treasurer

Reporter

**Finance Committee:** Feldmeier & Anderson **Mississippi River – Winona/**

**Personnel Committee:** Kruse & Driscoll **La Crescent 1W1P:** Welke

**TSA7 Committee [JPB]:** Welke

**Root River One Watershed, One Plan:** Kruse

*Alternate - Feldmeier*

*Alternate - Anderson*

### 9:00 A.M.

Chair call meeting to order.

### Flag Pledge

### Minutes

Chair call for additions or corrections to the April 9, 2023 board meeting minutes.

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

**Treasurer's Report:** Treasurer recommend the April 2023 Treasurer's Report be placed on file for audit.

### AGENCY REPORTS

**Ryan Hytry, NRCS District Conservationist Report**

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

- Envirothon – *Update*
- Manure Storage Project – *Update*
- 2023 Conservationist of the Year – *District 5*  
*Houston Township & Village      Money Creek Township      Sheldon Township      Yucatan Township*

### PROGRAM REPORT

- WCA – *Update*

## **MASWCD & MACDE**

- MASWCD 2023 Resolutions – Proposed resolutions will be voted on at the June 8<sup>th</sup> board meeting – *Review resolution format*
- Area 7 Supervisors Meeting – June 27, 2023, Stewartville, MN 9:00 a.m. Registration

## **WATERSHED UPDATES**

*Crooked Creek* – Update

### ***Bear Creek***

- Annual Inspection Tour, June 6 & 7<sup>th</sup>
- Inspection Tour lunch cost (50%) – *Approval requested*

*Winnepago* - Update

## **PROGRAM & STAFF REPORTS**

### **Jean Meiners, Technician**

- Buffer Law – *Update*
- BMP Projects - *Update*

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

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

### **Dan Wermager, Technician**

- Win/LaC (Mississippi River Winona/La Crescent) 1W1P - *Update*
- Root River 1W1P – *Update*
- HELP Grant – *Update*
- Contribution Agreement (CRP Plans) - *Update*
- Local Capacity County Match CWMA – *Update*
- MDA Soil Health Program – *Update*
- MACDE Education Grant – *Update*
- Cover Crop Demonstration – *Update*

**HOUSTON COUNTY WATER PLAN** – *Update*

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** *Update*

**PERSONNEL COMMITTEE:** *Update*

**TSA7 (Joint Powers) COMMITTEE:** *Update*

**OLD BUSINESS**

**NEW BUSINESS & ACTION ITEMS**

1. WinLaC Partnership 1W1P Sub-Agreement Between Root River SWCD and
  - ❖ Winona County SWCD - *Approval requested*
  - ❖ SE MN Technical Support JPB - *Approval requested*
  - ❖ Fillmore SWCD – *Approval requested*
  - ❖ Wabasha County SWCD – *Approval requested*
  - ❖ Winona County – *Approval requested*
  - ❖ Olmsted SWCD – *Approval requested*
  - ❖ City of Winona – *Approval requested contingent upon their approval*
  
2. WinLaC 1W1P 2023 Grant (Watershed Implementation) – *Approval requested with manager signature*

**COST SHARE PROGRAMS**

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

FY22/23 1W1P Root River Watershed-Base Cost Share (*Grant expiration 10/31/2024*) Available Funds **\$ 64,093.15**

**FY22/23 1W1P Root River Watershed-Base Streambank ONLY Cost Share Request** (*Funding up to 90% of cost estimate*)

| Name                | Contract        | Total Cost Estimate | Cost Share Amount Requested | Project   | Completion Dates |
|---------------------|-----------------|---------------------|-----------------------------|---|------------------|
| Daniel Smith et al. | 17FY22/23RR1W1P | \$27,601.81         | \$24,841.63                 | 580 – Streambank & Shoreline Protection with eligible components 342 – Critical Area Planting, 484 – Mulching & 560 – Access Road | 9/21/23          |

**ARPA** – (*Spending expiration 12/31/2026*) Available Funds **\$219,046.18**

| Name        | Cost Share Amount Requested | Project                |
|-------------|-----------------------------|------------------------|
| Hagen, Paul | \$200.00                    | Push-Up Pond With Pipe |

ARPA Cost Share – Remaining Available Funds \$218,846.18

| Name              | Contract | Total Cost Estimate | Cost Share Amount Requested | Project                      | Completion Dates |
|-------------------|----------|---------------------|-----------------------------|------------------------------|------------------|
| City of Caledonia | 03 ARPA  | \$                  | \$                          | 342 – Critical Area Planting |                  |

Approval contingent upon land occupier and owner signatures and cost estimate. Approving at a 90% cost share rate.

**HELP Grant** (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds **\$16,817.50**

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

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$283.35**

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

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds **\$3,350.00**

**FY22 Local Capacity County Appropriation Cost Share Request** (Flat rate funding)

| Name        | Contract     | Total Cost Estimate                | Cost Share Amount Requested | Project                | Completion Dates |
|-------------|--------------|------------------------------------|-----------------------------|------------------------|------------------|
| Seidel, Dan | 01-21CM CWMA | \$975.00 (3.25 acres @ \$300/acre) | \$975.00                    | 314 – Brush Management | 5/11/2024        |

FY22 Local Capacity County Appropriation Cost Share – Remaining Available Funds \$2,375.00

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

FY22 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$ 0.00**

FY23 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$11,714.48**

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

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

| Voucher # | Item  | Amount             |
|-----------|---|--------------------|
| 4705      | Ron Carlsen – Rent – May  | \$ 1,287.00        |
| 4706      | Kwik Trip – Fuel – SWCD Trucks  | \$ 295.08          |
| 4707      | IA DNR State Forest Nursery – Trees & Shipping                        | \$ 42.50           |
| 4708      | Paul Hagen – Push Up Pond – Water Plan = \$1,500.00 & ARPA = \$200.00 | \$ 1,700.00        |
| 4709      | VISA – Crooked Creek Seed & Fertilizer = \$259.75                     | \$ 259.75          |
| 4710      | Schumacher’s Nursery & Berry Farm Inc. – Trees & Shipping             | \$ 271.50          |
| 4711      | Houston County Recorder – LC RIM – Copy of Deeds (2)                  | \$ 16.00           |
|           |   | \$                 |
|           |   | \$                 |
|           | <b>Total</b>  | <b>\$ 3,871.83</b> |

**Adjournment**

**NEXT MEETING -- Regular Meeting, June 8, 2023, 9:00 a.m.** Ag Service Center



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

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

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

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

## *MISSION STATEMENT*

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

## **Agenda**

**June 8, 2023, 9:00 a.m. Regular Meeting**

**Ag Service Center, Caledonia, MN**

### **2023 Officers**

Jerry Welke  
Glenn Kruse  
Ken Anderson  
Matt Feldmeier  
Joe Driscoll

Chair  
Vice-Chair  
Secretary  
Treasurer  
Reporter

**Finance Committee:** Feldmeier & Anderson **Mississippi River – Winona/**

**Personnel Committee:** Kruse & Driscoll **La Crescent 1W1P:** Welke

**TSA7 Committee [JPB]:** Welke

*Alternate - Anderson*

**Root River One Watershed, One Plan:** Kruse

*Alternate - Feldmeier*

**9:00 A.M.** Chair call meeting to order.

### **Flag Pledge**

### **Introductions**

### **Minutes**

Chair call for additions or corrections to the May 11, 2023 board meeting minutes.

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

*Supervisor Per Diems*

|   |             |
|---|-------------|
| Anderson, Ken – 2 <sup>nd</sup> Qtr. 5 mtgs. @ \$125.00/each  | \$ 625.00   |
| Driscoll, Joe – 2 <sup>nd</sup> Qtr. 6 mtgs. @ \$125.00/each  | \$ 750.00   |
| Feldmeier, Matt – 2 <sup>nd</sup> Qtr. 2 mtg. @ \$125.00/each | \$ 250.00   |
| Kruse, Glenn – 2 <sup>nd</sup> Qtr. 3 mtgs. @ \$125.00/each   | \$ 375.00   |
| Welke, Jerry – 2 <sup>nd</sup> Qtr. 9 mtgs. @ \$125.00/each   | \$ 1,125.00 |

**Treasurer's Report:** Treasurer recommend the May 2023 Treasurer's Report be placed on file for audit.

### **AGENCY REPORTS**

**Wendy Feldmeier, FSA**

- County Committee opening

**Ryan Hytry, NRCS District Conservationist Report**

**Dave Walter, District Manager Report**

- 2023 Conservationist of the Year – *District 5*

*Houston Township & Village Money Creek Township*

*Sheldon Township*

*Yucatan Township*

- The Nature Conservancy Agreement

## **PROGRAM REPORT**

- WCA – *Update*

## **MASWCD & MACDE**

- MASWCD 2023 Resolutions – Proposed resolutions – *Review proposed resolutions*
- Area 7 Supervisors Meeting – June 27, 2023, Stewartville, MN 9:00 a.m. Registration

## **WATERSHED UPDATES**

### ***Crooked Creek*** – Update

- Annual Inspection Tour, June 16, 2023 at 9:30 a.m.

### ***Bear Creek***

- Annual Inspection Tour, June 6 & 7<sup>th</sup> - *Update*

### ***Winnebago*** - Update

## **PROGRAM & STAFF REPORTS**

### **Jean Meiners, Technician**

- Buffer Law – *Update*
- BMP Projects - *Update*

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

- Volunteer Nitrate Monitoring Network – *Update*

### **Dan Wermager, Technician**

- Win/LaC (Mississippi River Winona/La Crescent) 1W1P - *Update*
  - June 12, 2023 Policy Committee meeting, Winona, MN
- Root River 1W1P – *Update*
- HELP Grant – *Update*
- MASWCD Contribution Agreement (CRP Plans) - *Update*
- Local Capacity County Match CWMA – *Update*
- Project Development – Root River 1W1P - *Update*
- MDA Soil Health Program – *Update*
- MACDE Education Grant – *Update*
- Cover Crop Demonstration Grant – *Update*

**HOUSTON COUNTY WATER PLAN** – Update

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** Update

**PERSONNEL COMMITTEE:** Update

- Juneteenth – State holiday

**TSA7 (Joint Powers) COMMITTEE:** Update

**OLD BUSINESS**

**ARPA** – (Spending expiration 12/31/2026) Available Funds **\$218,846.18**

| Name              | Contract | Total Cost Estimate | Cost Share Amount Requested | Project                      | Completion Dates |
|-------------------|----------|---------------------|-----------------------------|------------------------------|------------------|
| City of Caledonia | 03 ARPA  | \$8,753.25          | \$7,877.93                  | 342 – Critical Area Planting | 11/1/2023        |

Approval contingent upon land occupier and owner signatures and cost estimate. Approving at a 90% cost share rate.  
ARPA Cost Share – Remaining Available Funds \$211,152.49

**PRE-APPROVED FY22 Local Capacity County Appropriation Cost Share Request** (Flat rate funding)

| Name        | Contract     | Total Cost Estimate                 | Cost Share Amount Requested | Project                | Completion Dates |
|-------------|--------------|-------------------------------------|-----------------------------|------------------------|------------------|
| Hanson, Ted | 03-21CM CWMA | \$375.00 (1.875 acres @ \$200/acre) | \$375.00                    | 314 – Brush Management | 6/8/2024         |

FY22 Local Capacity County Appropriation Cost Share – Remaining Available Funds \$2,000.00

**NEW BUSINESS & ACTION ITEMS**

1. Personnel Policy Update – Approval requested
2. Cost Share Policy Update – Approval requested
3. Computer need – Approval requested

**COST SHARE PROGRAMS**

**ARPA** – (Spending expiration 12/31/2026) Available Funds **\$211,152.49**

| Name                  | Contract | Total Cost Estimate | Cost Share Amount Requested | Project                                 | Completion Dates |
|-----------------------|----------|---------------------|-----------------------------|---|------------------|
| Twin Creeks Golf Inc. | 04 ARPA  | \$48,129.00         | \$43,316.10                 | 580 – Streambank & Shoreline Protection | 11/1/2023        |

ARPA Cost Share – Remaining Available Funds \$167,836.39

**FY2022 Feedlot Water Quality Grant Available Funds \$100,000.00**

| Name           | Contract   | Total Cost Estimate | Cost Share Amount Requested | Project             | Completion Dates |
|----------------|------------|---------------------|-----------------------------|---------------------|------------------|
| Minnigan Hills | 01FY22FWQG |                     |                             | 313 – Waste Storage | 12/31/23         |

|       |  |              |              |  |  |
|-------|--|--------------|--------------|--|--|
| Dairy |  | \$537,761.47 | \$100,000.00 | Facility w/eligible components 522 – Pond Sealing or Lining; 634 – Waste Transfer; 382 – Fence; 561 – Heavy Use Area Protection; 362 – Diversion; 620 – Underground Outlet; 606 – Subsurface Drain; 620 – Underground Outlet |  |
|-------|--|--------------|--------------|--|--|

FY2022 Feedlot Water Quality Grant – Remaining Available Funds \$0.00

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

FY22/23 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2024) Available Funds \$ **64,093.15**

**FY22/23 1W1P Root River Watershed-Base Cost Share (Feedlot Funds)**

| Name                 | Contract        | Total Cost Estimate | Cost Share Amount Requested | Project  | Completion Dates |
|----------------------|-----------------|---------------------|-----------------------------|--|------------------|
| Minnigan Hills Dairy | 18FY22/23RR1W1P | \$537,761.47        | \$2,931.32                  | 313 – Waste Storage Facility w/eligible components 522 – Pond Sealing or Lining; 634 – Waste Transfer; 382 – Fence; 561 – Heavy Use Area Protection; 362 – Diversion; 620 – Underground Outlet; 606 – Subsurface Drain; 620 – Underground Outlet | 12/31/23         |

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

| Name             | Project/Contract #                | Total Cost Estimate | Actual Project Cost | Request  |
|------------------|-----------------------------------|---------------------|---------------------|--|
| Meiners, Marlene | #13FY22/23RR1W1P Grassed Waterway | \$7,100.00          | \$6,016.18          | \$6,016.18 @ 90% = \$5,414.56<br>Cost Share Allocated to Project = \$ 6,390<br><b>Payment Amount Approved = \$5,414.56</b><br><b>Slippage for re-allocation \$975.44</b> |

FY22/23 1W1P Root River Watershed-Base Cost Share – Remaining Available Funds \$65,068.59

**HELP Grant** (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds **\$16,817.50**

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

FY22 State Cost Share (Grant expiration 12/31/24) – Available Funds \$ **0.00**

FY23 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$11,714.48**

**Funding Source Change**

Contract #06FY22 Todd Hein \$292.48 from FY22 State Cost Share to FY23 State Cost Share.

FY22 State Cost Share (Grant expiration 12/31/24) – Available Funds \$ **292.48**

FY23 State Cost Share (Grant expiration 12/31/24) – Available Funds **\$11,422.00**

**FY22 State Cost Share Amendment Request**

Contract #20FY201W1P Meiners, Marlene is requesting to amend the cost estimate due to having to reseed 0.3 acres after a rainfall event. This increases the cost estimate from \$3,725.00 to \$4,521.07. This increases the state cost share to \$3,051.72. An additional \$292.48 will be used from FY22 State Cost Share and \$19.49 from FY23 State Cost Share. It also increases ARPA cost share to \$1,017.24 an additional \$404.49.

FY22 State Cost Share - Remaining Available Funds \$ 0.00

FY23 State Cost Share – Remaining Available Funds \$ 11,402.51

ARPA – Remaining Available Funds \$167,431.90

**FY22 State Cost Share Payment Request**

| Name             | Project/Contract #                              | Total Cost Estimate | Actual Project Cost | Request  |
|------------------|---|---------------------|---------------------|--|
| Meiners, Marlene | #20FY201W1P – Sinkhole & Critical Area Planting | \$4,521.07          | \$4,521.07          | \$4,521.07 @ 90% = \$4,068.96<br>Cost Share Allocated to Project = \$4,068.96 (FY22 State Cost Share \$3,032.23, FY23 State Cost Share \$19.49 & ARPA \$1,017.24)<br><b>Payment Amount Approved = \$4,068.96</b> |

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

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds \$283.35

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

FY22 Local Capacity County Appropriation (2021) Cost Share – Available Funds \$2,375.00

**FY22 Local Capacity County Appropriation Cost Share Request** (Flat rate funding)

| Name         | Contract     | Total Cost Estimate  | Cost Share Amount Requested | Project                | Completion Dates |
|--------------|--------------|--|-----------------------------|------------------------|------------------|
| Scanlan, Bob | 02-21CM CWMA | \$2,000.00 (2.8 acres @ \$200/acre = \$560.00 & 4.8 acres @ \$300/acre = \$1,440.00) | \$2,000.00                  | 314 – Brush Management | 6/8/2024         |

FY22 Local Capacity County Appropriation Cost Share – Remaining Available Funds \$0.00

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

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

| Voucher # | Item   | Amount              |
|-----------|--|---------------------|
| 4712      | Ron Carlsen – Rent – June  | \$ 1,287.00         |
| 4713      | Kwik Trip – Fuel – SWCD Trucks   | \$ 328.40           |
| 4714      | VISA – Root River 1W1P Policy Mtg. Expenses = \$425.80; Field Supply = \$26.38             | \$ 452.18           |
| 4715      | Schumacher’s Nursery & Berry Farm Inc. – Trees & Shipping                                  | \$ 181.28           |
| 4716      | Ken Anderson – Mileage – 2 <sup>nd</sup> Qtr. 2023   | \$ 94.98            |
| 4717      | Joe Driscoll – Mileage – 2 <sup>nd</sup> Qtr. 2023   | \$ 100.92           |
| 4718      | Matt Feldmeier – Mileage – 2 <sup>nd</sup> Qtr. 2023                                       | \$ 47.16            |
| 4719      | Glenn Kruse – Mileage – 2 <sup>nd</sup> Qtr. 2023  | \$ 39.30            |
| 4720      | Jerry Welke – 2 <sup>nd</sup> Qtr. 2023  | \$ 185.17           |
| 4721      | Ryan Staggenmeyer – Water Plan – Pond Clean Out  | \$ 500.00           |
| 4722      | Talcott Resolution Life & Annuity Ins. Co. – Life Insurance Policy #LU1188704 Dave Walter  | \$ 90.00            |
| 4726      | Marlene Meiners – Grassed Waterway 13FY22/23RR1W1P = \$5,414.56 & #20FY201W1P = \$4,068.96 | \$ 9,483.52         |
| 4728      | Kyle Spilka – Bear Creek Inspection Tour Expenses  | \$ 71.37            |
|           | <b>Total</b>   | <b>\$ 12,861.28</b> |

Chair call for a motion to approve WinLaC 1W1P accounts payable and transfer of funds contingent upon approvals from the Policy Committee.

| <b>Voucher #</b> | <b>Item</b>   | <b>Amount</b> |
|------------------|---|---------------|
| 4723             | Winona County Planning & Zoning                           | \$ 2,150.65   |
| 4724             | Houston Engineering Inc.                                  | \$ 13,681.00  |
| 4725             | Winona County Planning & Zoning                           | \$            |
| 4727             | Houston Engineering Inc.                                  | \$            |
|                  | Transfer of funds from 79-607-000-6901 to 76-605-533-5385 | \$ 612.65     |

**Adjournment**

**NEXT MEETING -- Regular Meeting, July 13, 2023, 9:00 a.m.** Ag Service Center



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

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

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

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

## *MISSION STATEMENT*

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

## **Agenda**

**July 13, 2023, 9:00 a.m. Regular Meeting**

**Ag Service Center, Caledonia, MN**

### **2023 Officers**

Jerry Welke  
Glenn Kruse  
Ken Anderson  
Matt Feldmeier  
Joe Driscoll

Chair  
Vice-Chair  
Secretary  
Treasurer  
Reporter

**Finance Committee:** Feldmeier & Anderson **Mississippi River – Winona/**

**Personnel Committee:** Kruse & Driscoll **La Crescent 1W1P:** Welke

**TSA7 Committee [JPB]:** Welke

*Alternate - Anderson*

**Root River One Watershed, One Plan:** Kruse

*Alternate - Feldmeier*

**9:00 A.M.** Chair call meeting to order.

### **Flag Pledge**

### **Introductions**

### **Minutes**

Chair call for additions or corrections to the June 8, 2023 board meeting minutes.

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

**Treasurer's Report:** Treasurer recommend the June 2023 Treasurer's Report be placed on file for audit.

### **AGENCY REPORTS**

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

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

- 2023 Conservationist of the Year – *District 5*  
*Houston Township & Village Money Creek Township Sheldon Township Yucatan Township*
- Grazing Field Day – July 25, 2023

### **PROGRAM REPORT**

- WCA – Update

## **MASWCD & MACDE**

- Area 7 Supervisors Meeting – June 27, 2023 - *Update*

## **WATERSHED UPDATES**

### ***Crooked Creek***

- Annual Inspection Tour, June 16, 2023 - *Update*

***Bear Creek*** - Update

***Winnebago*** - Update

## **PROGRAM & STAFF REPORTS**

### **Jean Meiners, Technician**

- Buffer Law – *Update*
  
- BMP Projects - *Update*

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

- Volunteer Nitrate Monitoring Network – *Update*

### **Dan Wermager, Technician**

- Win/LaC (Mississippi River Winona/La Crescent) 1W1P - *Update*
  - June 12, 2023 Policy Committee meeting, Winona, MN
- Root River 1W1P – *Update*
- HELP Grant – *Update*
- MASWCD Contribution Agreement (CRP Plans) - *Update*
- Local Capacity County Match CWMA – *Update*
- Project Development – Root River 1W1P - *Update*
- MDA Soil Health Program – *Update*
- MACDE Education Grant – *Update*
- Cover Crop Demonstration Grant – *Update*

**HOUSTON COUNTY WATER PLAN** – *Update*

## **COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** *Update*

**PERSONNEL COMMITTEE:** *Update*

Agenda – July 13, 2023

**TSA7 (Joint Powers) COMMITTEE: Update**

- Meeting – July 18, 2023

**OLD BUSINESS**

**NEW BUSINESS & ACTION ITEMS**

1. 2023 SWCD Aid Resolution – *Approval requested*
2. Root River SWCD Apparel – *Approval requested*

**COST SHARE PROGRAMS**

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

FY22/23 1W1P Root River Watershed-Base Cost Share (*Grant expiration 10/31/2024*) Available Funds \$ **65,068.59**

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

- Contract #12FY22/23RR1W1P Davison Properties LLC is requesting to amend the cost estimate from \$2,860.00 to \$3,152.45 increasing the cost sharable amount from \$2,574.00 to \$2,837.21 an increase of \$263.21. Funding source FY22/23 Root River 1W1P is the funding source. This is due to additional linear feet of diversion being installed. Planned = 600 LF Installed = 722 LF.  
*FY22/23 1W1P Root River Watershed-Base Cost Share – Remaining Available Funds \$64,805.38*
- Contract #18FY22/23RR1W1P Minnigan Hills Dairy is requesting to amend the cost estimate due to the lowest of three bids being higher than the cost estimate. The cost estimate of \$537,761.47 has increased to \$ . This will increase the cost share amount of \$2,931.32 to \$ an increase of \$

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

| Name                   | Project/Contract #         | Total Cost Estimate | Actual Project Cost | Request  |
|------------------------|----------------------------|---------------------|---------------------|--|
| Davison Properties LLC | #12FY22/23RR1W1P Diversion | \$3,152.45          | \$3,152.45          | \$3,152.45 @ 90% = \$2,837.21<br>Cost Share Allocated to Project = \$2,837.21<br><b>Payment Amount Approved = \$2,837.21</b> |

**ARPA – (Spending expiration 12/31/2026) Available Funds \$167,431.90**

**ARPA Cost Share Request**

| Name      | Contract | Total Cost Estimate | Cost Share Amount Requested | Project  | Completion Dates |
|-----------|----------|---------------------|-----------------------------|--|------------------|
| Witt, Ken | 02ARPA   | \$73,024.00         | \$17,881.60                 | Grade Stabilization Structure (410) & Lined Waterway (468) | 6/1/2024         |

*ARPA Cost Share – Remaining Available Funds \$149,550.30*

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

FY21 Local Capacity Cost Share – (*Grant expiration 12/31/2023*) – Available Funds **\$283.35**

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

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

Agenda – July 13, 2023

**FY21 Local Capacity County Appropriation Cost Share Amendment Requests**

- Contract #01-20CM CWMA is requesting to extend the contract completion date from 7/14/2023 to 12/31/2023. The additional time is being requested due to contractor not showing up to perform the work.
- Contract #02-20CM CWMA is requesting to extend the contract completion date from 7/14/2023 to 12/31/2023. The additional time is being requested due to contractor not showing up to perform the work.

**FY22 Local Capacity County Appropriation Cost Share Payment Request**

| Name         | Project/Contract # | Total Cost Estimate | Actual Project Cost | Request  |
|--------------|--------------------|---------------------|---------------------|--|
| Scanlan, Bob | #00-21CM CWMA      | \$2,000.00          | \$2,000.00          | 2.8 acres @ \$200.00 = \$560.00 &<br>4.8 acres @ \$300.00 = \$1,440.00<br>Cost Share Allocated to Project = \$2,000<br><b>Payment Amount Approved = \$2,000.00</b> |

**FY22 Local Capacity Cost Share Payment Request**

| Name                   | Project/Contract # | Total Cost Estimate | Actual Project Cost | Request   |
|------------------------|--------------------|---------------------|---------------------|---|
| Davy Farm Family Trust | #04FY21LC          | \$2,025.00          | \$1,826.19          | \$41,826.19 @ 90% = \$1,643.57<br>EQIP Payment = \$1,020.00<br>Cost Share Allocated to Project = \$ 802.50<br><b>Payment Amount Approved = \$623.57</b><br><i>Slippage for re-allocation = \$178.93</i> |

*FY22 Local Capacity Cost Share – Remaining Available Funds \$462.28*

**HELP Grant (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds \$16,817.50**

**HELP Grant Cost Share Amendment Request**

- Contract #01HELP City of La Crescent is requesting additional cost share funding due to adding additional locations and removing others. The cost estimate has increased from \$10,910.00 to \$12,110.00 which increases the cost sharable amount from \$8,182.50 to \$9,082.50 an additional \$900.00. The locations being added are Sec. 9 NE ¼ SW ¼ and Sec. 10 NW ¼ NW ¼ and Sec. 11 NE ¼ SE ¼. The location being removed is Sec. 10 NW ¼ SE ¼.  
*HELP Grant Cost Share – Remaining Available Funds \$15,917.50*

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

**FY23 State Cost Share Request**

| Name          | Contract | Total Cost Estimate | Cost Share Amount Requested | Project                             | Completion Dates |
|---------------|----------|---------------------|-----------------------------|-------------------------------------|------------------|
| Kruckow, Paul | 01FY23CS | \$19,525.00         | \$1,097.50                  | Grade Stabilization Structure (410) | 12/31/23         |

*FY23 State Cost Share – Remaining Available Funds \$10,305.11*

**FY23 SOIL HEALTH COST SHARE PROGRAM (Grant expiration 12/31/2024) Available Funds \$14,175.00**

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

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

| Voucher # | Item   | Amount      |
|-----------|--|-------------|
| 4729      | Ron Carlsen – Rent – July  | \$ 1,287.00 |
| 4730      | Kwik Trip – Fuel – SWCD Trucks   | \$ 331.27   |
| 4731      | VISA – Postage = \$87.00; MACDE Education – Fair booth supply = \$184.59 | \$ 271.59   |
| 4732      | Davy Farm Family Trust - #04FY21LC – Grassed Waterway                    | \$ 623.57   |
| 4733      | Davison Properties LLC - #12FY22/23RR1W1P - Diversion                    | \$ 2,837.21 |
| 4734      | Petty Cash – Area 7 Meeting Registration 4 @ \$15/each                   | \$ 60.00    |

Agenda – July 13, 2023

|      |  |                    |
|------|--|--------------------|
| 4735 | Bob Scanlan – Contract #02-21CM CWMA – Brush Management                                      | \$ 2,000.00        |
| 4736 | - Computer   |                    |
|      | <b>Total</b>   | <b>\$ 7,410.64</b> |
|      | Transfer of Investment Funds from Cash General Fund to Bear Creek Watershed Investment Acct. | \$ 1,000.00        |
|      | Transfer of Investment Funds from Cash General Fund to Winnebago Watershed Investment Acct.  | \$ 1,000.00        |

**Adjournment**

**NEXT MEETING -- Regular Meeting, August 10, 2023, 9:00 a.m.** Ag Service Center



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

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

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

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

## *MISSION STATEMENT*

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

## **Agenda**

**August 10, 2023, 9:00 a.m. Regular Meeting**

**Ag Service Center, Caledonia, MN**

### **2023 Officers**

Jerry Welke

Glenn Kruse

Ken Anderson

Matt Feldmeier

Joe Driscoll

Chair

Vice-Chair

Secretary

Treasurer

Reporter

**Finance Committee:** Feldmeier & Anderson **Mississippi River – Winona/**

**Personnel Committee:** Kruse & Driscoll **La Crescent 1W1P:** Welke

**TSA7 Committee [JPB]:** Welke

**Root River One Watershed, One Plan:** Kruse

*Alternate - Feldmeier*

*Alternate - Anderson*

### **9:00 A.M.**

Chair call meeting to order.

### **Flag Pledge**

### **Introductions**

### **Minutes**

Chair call for additions or corrections to the July 13, 2023 board meeting minutes.

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

**Treasurer's Report:** Treasurer recommend the July 2023 Treasurer's Report be placed on file for audit.

### **AGENCY REPORTS**

**Ryan Hytry, NRCS District Conservationist Report**

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

- Grazing Field Day – July 25, 2023 – *Update*
- Bees, Bison & Burning Field Day – August 3, 2023 - *Update*
- Conservation Contracts Program - *Update*

### **PROGRAM REPORT**

- WCA – *Update*

## **MASWCD & MACDE**

Fall SE MACDE Supervisors & Employee meeting – September 19, 2023 Northfield, MN – *Tour of the Salvatierra Farm, pilot farm of Tree-Range Chickens.*

## **WATERSHED UPDATES**

*Crooked Creek* - Update

*Bear Creek* - Update

*Winnebago* - Update

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

- August 3, 2022 Advisory Committee Mtg.
- RAQ Proposal (*action requested in New Business*)
- DNR Letter of Support (*action requested in New Business*)
- City of La Crescent Capital Improvement project

## **PROGRAM & STAFF REPORTS**

### **Jean Meiners, Technician**

- Buffer Law – *Update*
- BMP Projects - *Update*

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

- Volunteer Nitrate Monitoring Network – *Update*
- Sixth Grade Environmental Day

### **Dan Wermager, Technician**

- Root River 1W1P – *Update*
- HELP Grant – *Update*
- MASWCD Contribution Agreement (CRP Plans) - *Update*
- Local Capacity County Match CWMA – *Update*
- Project Development – Root River 1W1P - *Update*
- MDA Soil Health Program – *Update*
- MACDE Education Grant – *Update*
- Cover Crop Demonstration Grant – *Update*

**HOUSTON COUNTY WATER PLAN** – *Update*

Agenda – August 10, 2023

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** *Update*

**PERSONNEL COMMITTEE:** *Update*

**TSA7 (Joint Powers) COMMITTEE:**

- Meeting – July 18, 2023 - *Update*

**OLD BUSINESS**

**NEW BUSINESS & ACTION ITEMS**

1. 2023 SWCD Aid Resolution – Effective Date July 20, 2023 – *Approval requested*
2. SE MACDE 2023 Membership Dues - \$10/staff person – *Approval requested*
3. WinLaC 1W1P RAQ Proposal – *Approval requested*
4. DNR Letter of Support – *Approval requested*

**COST SHARE PROGRAMS**

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

FY20 1W1P Root River Watershed-Base Cost Share (*Grant expiration 12/31/2023*) Available Funds **\$2,809.10**

FY22/23 1W1P Root River Watershed-Base Cost Share (*Grant expiration 10/31/2024*) Available Funds **\$ 64,805.38**

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

- Contract #18FY22/23RR1W1P Minnigan Hills Dairy is requesting to amend the cost estimate due to realignment of the pit and outdate labor costs for equipment operation per hour. The cost estimate of \$537,761.47 has increased to \$565,882.24. This will increase the cost share amount of \$2,931.32 to \$45,904.02, an increase of \$42,972.70.

**FY22/23 Root River 1W1P Funding Source Change**

- Contract #04FY22CS Wold Sundown Valley Farms Inc. moving \$217.06 from FY22/23 Root River 1W1P to FY20 Root River 1W1P.  
 FY20 1W1P Root River Watershed-Base Cost Share - *Remaining Available Funds* \$2,592.04  
 FY22/23 1W1P Root River Watershed-Base Cost Share (*Grant expiration 10/31/2024*) Available Funds \$ 65,022.44

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

| Name                 | Project/Contract #                         | Total Cost Estimate | Actual Project Cost | Request   |
|----------------------|--|---------------------|---------------------|---|
| Hagen, Paul          | #15FY22/23RR1W1P<br>Grassed Waterway (2)   | \$2,850.00          | 3,134.00            | \$3,134.00 @ 90% = \$2,820.60<br>Cost Share Allocated to Project = \$ 2,565.00<br><b>Payment Amount Approved = \$2,565.00</b> |
| Drenckhahn Farms LLC | #14FY22/23RR1W1P<br>Critical Area Planting | \$1,199.00          | \$1,226.84          | \$ 1,226.84 @ 90% = \$1,104.46<br>Cost Share Allocated to Project = \$1,079.10<br><b>Payment Amount Approved = \$1,079.10</b> |
| Drenckhahn Farms LLC | #09FY22/23RR1W1P<br>Grassed Waterway       | \$2,225.00          | \$2,259.32          | \$2,259.32 @ 90% = \$2,033.39<br>Cost Share Allocated to Project = \$2,002.50<br><b>Payment Amount Approved = \$2,002.50</b>  |

ARPA – (Spending expiration 12/31/2026) Available Funds **\$149,550.30**

**ARPA Cost Share Request**

| Name            | Contract | Total Cost Estimate | Cost Share Amount Requested | Project   | Completion Dates |
|-----------------|----------|---------------------|-----------------------------|---|------------------|
| Schaffer, Joyce | 01ARPA   | \$169,977.00        | \$104,372.15                | Grade Stabilization Structure (410) & Grassed Waterway (412), Lined Waterway (468), Land Clearing – Heavy Equipment (460), Critical Area Planting (342) | 12/31/2024       |

ARPA Cost Share – Remaining Available Funds \$45,178.15

**HELP Grant** (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds **\$15,917.50**

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

FY21 Local Capacity Cost Share – (Grant expiration 12/31/2023) – Available Funds **\$462.28**

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

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

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

- Contract #03-20CM CWMA Hurley, David – Brush Management is requesting to amend the contract completion date from 8/11/2023 to 12/31/2023.

**FY21 Local Capacity Cost Share Amendment Request**

- Contract #04FY22CS Wold Sundown Valley Farms Inc. is requesting to amend the cost estimate due to additional grubbing needed for the project. The cost estimate of \$9,051.00 has increased to \$12,444.69. This will increase the cost share amount of \$5,796.90 to \$8,851.22 an increase of \$3,054.32. Funding Source \$462.28 FY21 Local Capacity Cost Share & \$2,592.04 FY20 Root River 1WIP Cost Share.

FY21 Local Capacity Cost Share – Remaining Available Funds \$0.00

FY20 Root River 1WIP Cost Share – Remaining Available Funds \$0.00

**FY21 Local Capacity Cost Share Payment Request**

| Name                           | Project/Contract #            | Total Cost Estimate | Actual Project Cost | Request   |
|--------------------------------|-------------------------------|---------------------|---------------------|---|
| Wold Sundown Valley Farms Inc. | #04FY22CS<br>Grassed Waterway | \$9,051.00          | \$12,444.69         | \$12,444.69 @ 90% = \$11,200.22<br>EQIP = \$2,389.00<br>Cost Share Allocated to Project = \$ 8,851.22<br><b>Payment Amount Approved = \$8,851.22</b><br>(Funding Sources = FY20 Root River 1WIP = \$2,809.10 & FY21 Local Capacity CS = \$3,430.93<br>FY22/23 Root River 1WIP = \$2,611.19) |

**FY23 SOIL HEALTH COST SHARE PROGRAM** (Grant expiration 12/31/2024) Available Funds **\$14,175.00**

**STATE COST SHARE PROGRAM** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source) Available Funds **\$10,305.11**

**TSA7 FEEDLOT WATER QUALITY COST SHARE** (Grant expiration 12/31/2024) Available Funds **\$0.00**

Agenda – August 10, 2023

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

Chair call for a motion to approve accounts payable

| <b>Voucher #</b> | <b>Item</b>  | <b>Amount</b>       |
|------------------|--|---------------------|
| 4737             | Ron Carlsen – Rent – August  | \$ 1,287.00         |
| 4738             | Kwik Trip – Fuel – SWCD Trucks   | \$ 265.26           |
| 4739             | VISA – MACDE Education Grant Field Day Expenses = \$67.64 & \$166.13; Adobe Acrobat Pro DE renewal = \$256.37; Buffer Law – Field Equipment = \$115.85 | \$ 605.99           |
| 4740             | SE MACDE – Employee dues - \$10/staff person   | \$ 40.00            |
| 4741             | Paul Kruckow – Water Plan – Pond Clean Out   | \$ 444.00           |
| 4742             | Quill LLC – Office Supplies = \$177.99; MACDE Education – Fair Booth Supplies = \$93.11; AIS – Fair booth supplies = \$53.67                           | \$ 324.77           |
| 4743             | Paul Hagen - #15FY22/23RR1W1P – Grassed Waterways  | \$ 2,565.00         |
| 4744             | Wold Sundown Valley Farms Inc. - #04FY22CS - Grassed Waterway  | \$ 8,851.22         |
| 4745             | Drenckhahn Farm - #14FY22/23RR1W1P - Critical Area Planting = \$1,079.10 & #09FY22/23RR1W1P - Grassed Waterway = \$2,002.50                            | \$ 3,081.60         |
| 4746             | Thorson Graphics LLC – MACDE Education Grant Fair Booth Expense = \$256.25; AIS = \$442.99 & Misc. Expense – SWCD Apparel = \$50.26                    | \$ 749.50           |
|                  |  |                     |
|                  | <b>Total</b>   | <b>\$ 18,210.34</b> |

**Adjournment**

**NEXT MEETING -- Regular Meeting, September 14, 2023, 9:00 a.m.** Ag Service Center



# Root River Soil and Water Conservation District

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

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

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

## MISSION STATEMENT

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

## Agenda

**September 14, 2023, 9:00 a.m. Regular Meeting**

**Ag Service Center, Caledonia, MN**

### 2023 Officers

Jerry Welke  
Glenn Kruse  
Ken Anderson  
Matt Feldmeier  
Joe Driscoll

Chair  
Vice-Chair  
Secretary  
Treasurer  
Reporter

**Finance Committee:** Feldmeier & Anderson **Mississippi River – Winona/**

**Personnel Committee:** Kruse & Driscoll **La Crescent 1W1P:** Welke

**TSA7 Committee [JPB]:** Welke

*Alternate - Anderson*

**Root River One Watershed, One Plan:** Kruse

*Alternate - Feldmeier*

**9:00 A.M.** Chair call meeting to order.

### Flag Pledge

### Introductions

### Minutes

Chair call for additions or corrections to the August 10, 2023 board meeting minutes.

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

#### *Supervisor Per Diems*

|  |           |
|--|-----------|
| Anderson, Ken – 3 <sup>rd</sup> Qtr. 2 mtgs. @ \$125.00/each   | \$ 250.00 |
| Driscoll, Joe – 3 <sup>rd</sup> Qtr. 5 mtgs. @ \$125.00/each   | \$ 625.00 |
| Feldmeier, Matt – 3 <sup>rd</sup> Qtr. 3 mtgs. @ \$125.00/each | \$ 375.00 |
| Kruse, Glenn – 3 <sup>rd</sup> Qtr. 3 mtgs. @ \$125.00/each    | \$ 375.00 |
| Welke, Jerry – 3 <sup>rd</sup> Qtr. 6 mtgs. @ \$125.00/each    | \$ 750.00 |

**Treasurer's Report:** Treasurer recommend the July & August 2023 Treasurer's Reports be placed on file for audit.

### WATERSHED UPDATE

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

- August 29, 2023 Planning Work Group Mtg.
- September 11, 2023 Policy Committee Mtg.
- WinLaC Partnership Website Proposal
- National Wild Turkey Federation Application

## AGENCY REPORTS

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

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

- MN Sick/Safe Leave law changes
- Computer Security Needs - *Discussion*

## COMMITTEE REPORT

### **FINANCIAL COMMITTEE: Update**

- 2024 SWCD Budget Request

## PROGRAM REPORT

- WCA – *Update*

## MASWCD & MACDE

Fall SE MASWCD Supervisors & MACDE Employee meeting – September 19, 2023 Northfield, MN – Registration Fee \$15.00 *Tour of the Salvatierra Farm, pilot farm of Tree-Range Chickens.*

BWSR Academy October 24 - 26, 2023 Cragun's in Brainerd, MN – *Registration fee includes lunch 1 day = \$75.00; 2 days = \$150.00; 3 days = \$225.00. Lodging = \$95.56/per night*

## WATERSHED UPDATES

*Crooked Creek* - Update

*Bear Creek* - Update

*Winnebago* - Update

*Root River IWIP* – Update

- August 28, 2023 Policy Committee Mtg.

## PROGRAM & STAFF REPORTS

### **Jean Meiners, Technician**

- Buffer Law – *Update*
- BMP Projects – *Update*

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

- Volunteer Nitrate Monitoring Network – *Update*
- Sixth Grade Environmental Day – Event scheduled for Monday, September 25<sup>th</sup> and rain date Tuesday, September 26<sup>th</sup> at Winnebago Springs, Caledonia, MN. *Expenditures – Shelter rent (\$225.00 & lunch for presenters, staff & bus drivers).*

**Dan Wermager, Technician**

- HELP Grant – *Update*
- MASWCD Contribution Agreement (CRP Plans) - *Update*
- Local Capacity County Match CWMA – *Update*
- Project Development – Root River 1W1P - *Update*
- MDA Soil Health Program – *Update*
- Cover Crop Demonstration Grant – *Update*

**HOUSTON COUNTY WATER PLAN** – *Update*

**COMMITTEE REPORTS**

**PERSONNEL COMMITTEE:** *Update*

**TSA7 (Joint Powers) COMMITTEE:** *Update*

**OLD BUSINESS**

**NEW BUSINESS & ACTION ITEMS**

1. 2024 Tree Order and pricing – *Approval requested*
2. Fall SE MASWCD Supervisors & MACDE Employee Meeting – Registration fee \$15.00/each – *Approval requested*
3. BWSR Academy – Registration, lodging and meals expenses – *Approval requested*
4. Sixth Grade Environmental Day – Event expenses – *Approval requested*
5. 2024 SWCD Budget – *Approval requested*
6. WinLaC Partnership Website Contract St. Mary’s University – *Approval requested*

**COST SHARE PROGRAMS**

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

FY22/23 1W1P Root River Watershed-Base Cost Share (*Grant expiration 10/31/2024*) Available Funds \$ **65,022.44**

**FY22/23 Root River 1W1P Amendment Request**

- Contract #17FY22/23RR1W1P Smith, Daniel et al is requesting to extend the project installation date from 9/21/23 to 12/31/23. The extension request is due to the contractor’s availability.

**FY22/23 1W1P Root River Watershed-Base Cost Share Request** (Funding up to 90% of cost estimate with or without other non-state funding source)

| Name         | Contract        | Total Cost Estimate | Cost Share Amount Requested | Project                      | Completion Dates |
|--------------|-----------------|---------------------|-----------------------------|------------------------------|------------------|
| Moen, Lowell | 19FY22/23RR1W1P | \$17,000.00         | \$15,300.00                 | 342 – Critical Area Planting | 12/31/2023       |

FY22/23 Root River 1W1P Cost Share – Remaining Available Funds \$49,722.44

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

| Name           | Project/Contract #  | Total Cost Estimate | Actual Project Cost | Request  |
|----------------|---|---------------------|---------------------|--|
| Graunke, Brent | #16FY22/23RR1W1P<br>Grade Stabilization Structure & Diversion | \$17,000.00         | \$17,545.00         | \$17,545.00 @ 90% = \$15,790.50<br>EQIP = \$6,311.58<br>Cost Share Allocated to Project = \$ 8,904.00<br><b>Payment Amount Approved = \$8,904.00</b> |

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

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

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

**Pre-Approved Amendment Request - FY21 Local Capacity County Appropriation (2020) Cost Share**

- Contract #04-20CM CWMA Meiners, Richie – Brush Management is requesting to amend the contract completion date from 9/8/2023 to 5/31/2024. His is 50% done and did not think he would be done before the end of the year.

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

| Name            | Project/Contract # | Total Cost Estimate | Actual Project Cost | Request                            |
|-----------------|--------------------|---------------------|---------------------|------------------------------------|
| Bunge Farms LLC | #05-20CM CWMA      | \$2,000.00          | \$2,000.00          | 20 acres @ \$100/acre = \$2,000.00 |

**FY23 SOIL HEALTH COST SHARE PROGRAM** (Grant expiration 12/31/2024) Available Funds **\$14,175.00**

**FY23 Soil Health Cost Share Request**

| Name      | Contract | Total Cost Estimate   | Cost Share Amount Requested | Project           | Completion Dates |
|-----------|----------|---|-----------------------------|-------------------|------------------|
| K-3 Angus | 01FY23SH | 50 acres @ \$32.87 (single specie) = \$1,643.50 @ 3 yrs. = \$4,930.50 | \$4,930.50                  | 340 – Cover Crops | 11/1/2023        |

**Pre-Approved FY23 Soil Health Cost Share Application**

| Name          | Contract | Total Cost Estimate  | Cost Share Amount Requested | Project           | Completion Dates |
|---------------|----------|--|-----------------------------|-------------------|------------------|
| Meyer, Dustin | 02FY23SH | 50 acres @ \$41.10 (multi specie) = \$2,055.00 @ 3 yrs. = \$6,165.00 | \$6,165.00                  | 340 – Cover Crops | 11/1/2023        |

FY23 Soil Health Cost Share – Remaining Available Funds \$3,079.50

**ARPA** – (Spending expiration 12/31/2026) Available Funds **\$40,580.40**

**HELP Grant** (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds **\$15,917.50**

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

FY23 State Cost Share (Grant expiration 12/31/2024) Available Funds **\$10,305.11**

Agenda – September 14, 2023

**TSA7 FEEDLOT WATER QUALITY COST SHARE** (Grant expiration 12/31/2024) Available Funds **\$0.00**

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

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

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

FY23 WinLaC 1W1P Vegetative & Pollinator Cost Share (Grant expiration 12/31/2025) Available Funds **\$5,000.00**

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

Chair call for a motion to approve accounts payable

| Voucher # | Item   | Amount              |
|-----------|--|---------------------|
| 4747      | Ron Carlsen – Rent – September   | \$ 1,287.00         |
| 4748      | Kwik Trip – Fuel – SWCD Trucks   | \$ 246.09           |
| 4749      | VISA – Office Supply = \$354.00  | \$ 354.00           |
| 4750      | Bunge Farms LLC - #05-20 CM CWMA – Brush Management  | \$ 2,000.00         |
| 4751      | Talcott Resolution Life & Annuity Inc. Co – Life Insurance Policy #LU1188704 Dave Walter   | \$ 90.00            |
| 4752      | Brent Graunke - #16FY22/23RR1W1P – Grade Stabilization Structure & Diversion   | \$ 8,904.00         |
| 4753      | Merle Becker – Water Plan – Pond Clean Out   | \$ 500.00           |
| 4755      | Dave Meyer – Water Plan – Pond Clean Out   | \$ 500.00           |
| 4756      | Nathan Rask – Water Plan – Pond Clean Out  | \$ 500.00           |
| 4757      | Ken Anderson – Mileage – 3 <sup>rd</sup> Qtr. 2023   | \$ 31.44            |
| 4758      | Joe Driscoll – Mileage – 3 <sup>rd</sup> Qtr. 2023   | \$ 73.70            |
| 4759      | Matt Feldmeier – Mileage – 3 <sup>rd</sup> Qtr. 2023   | \$ 70.74            |
| 4760      | Glenn Kruse – Mileage – 3 <sup>rd</sup> Qtr. 2023  | \$ 39.30            |
| 4761      | Jerry Welke – 3 <sup>rd</sup> Qtr. 2023  | \$ 117.90           |
| 4762      | Ralph Felten – Water Plan – Pond Clean Out   | \$ 500.00           |
| 4763      | Andrew & Meghan Von Arx – Water Plan – Pond Clean Out  | \$ 500.00           |
| 4764      | Winnebago Springs LLC – Education Shelter Rent 6 <sup>th</sup> Grade Environmental Day = \$50.00; Water Plan Education Shelter Rent 6 <sup>th</sup> Grade Environmental Day = \$100.00; AIS Education Shelter Rent 6 <sup>th</sup> Grade Environmental Day = \$75.00 | \$ 225.00           |
| 4765      | MN Board of Water & Soil Resources – BWSR Academy Registration   | \$ 225.00           |
| 4766      | SE MASWCD – Fall MACDE & MASWCD Mtg.   | \$ 45.00            |
|           | <b>Total</b>   | <b>\$ 16,209.17</b> |

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

Chair call for a motion to approve accounts payable

| Voucher # | Item  | Amount           |
|-----------|---|------------------|
| 4754      | Emily Zanon – Administrative – Smarter Together Website Renewal | \$ 206.95        |
|           | <b>Total</b>  | <b>\$ 206.95</b> |

**Adjournment**

**NEXT MEETING -- Regular Meeting, October 12, 2023, 9:00 a.m.** Ag Service Center



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

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

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

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

### *MISSION STATEMENT*

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

## **Agenda**

**October 12, 2023, 9:00 a.m. Regular Meeting**

**Ag Service Center, Caledonia, MN**

### **2023 Officers**

Jerry Welke

Glenn Kruse

Ken Anderson

Matt Feldmeier

Joe Driscoll

Chair

Vice-Chair

Secretary

Treasurer

Reporter

**Finance Committee:** Feldmeier & Anderson **Mississippi River – Winona/**

**Personnel Committee:** Kruse & Driscoll **La Crescent 1W1P:** Welke

**TSA7 Committee [JPB]:** Welke

**Root River One Watershed, One Plan:** Kruse

*Alternate - Feldmeier*

*Alternate - Anderson*

**9:00 A.M.**

Chair call meeting to order.

### **Flag Pledge**

### **Introductions**

### **Minutes**

Chair call for additions or corrections to the September 14, 2023 board meeting minutes.

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

**Treasurer's Report:** Treasurer recommend the September 2023 Treasurer's Report be placed on file for audit.

### **AGENCY REPORTS**

**Ryan Hytry, NRCS District Conservationist Report**

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

- DocuSign for Grant Agreements and Amendments –*Permission requested back dating to January 1, 2023*
- To Till or Not To Till Field Day – Saturday, September 16, 2023 - *Update*

### **PROGRAM REPORT**

- WCA – *Update*

### **MASWCD & MACDE**

Fall SE MASWCD Supervisors & MACDE Employee meeting – September 19, 2023 Northfield, MN – *Update*

BWSR Academy October 24 - 26, 2023 Cragun's in Brainerd, MN

MASWCD 2023 Resolution Packet – *Review resolutions for voting. Voting due October 30, 2023.*

MASWCD Annual Convention – December 11 – 13, 2023 (Monday – Wednesday), Double Tree Hotel, Bloomington, MN

*December 11<sup>th</sup> – Pre-Convention informational workshop SWCD human resources issues*

*December 12<sup>th</sup> – Sessions*

*December 13<sup>th</sup> – Business meeting & SWCD employee sessions plus Conservationist of the Year Luncheon*

Registration Fees: *Full Convention = \$315.00; Tuesday only = \$235.00; Wednesday only = \$195.00*

Meals: *Continental Breakfast \$25/day; Tuesday Luncheon = \$35/each; Wednesday Luncheon = \$35/each*

Hotel: *\$109 plus tax per night (rate for block area only, first come first serve)*

Convention Cancellation Policy: *\$80.00 cancellation fee prior to 12/1/23; after 12/1/23 no refund*

## **WATERSHED UPDATES**

*Crooked Creek* - Update

*Bear Creek* - Update

*Winnebago* - Update

*Root River IWIP* – Update

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

- September 26, 2023 Planning Work Group Mtg.

## **PROGRAM & STAFF REPORTS**

### **Jean Meiners, Technician**

- Buffer Law – *Update*
- Conservationist of the Year
- BMP Projects – *Update*

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

- Volunteer Nitrate Monitoring Network – *Update*
- Sixth Grade Environmental Day – held Monday, September 25<sup>th</sup> - *Update*

### **Dan Wermager, Technician**

- HELP Grant – *Update*
- Local Capacity County Match CWMA – *Update*
- Project Development – Root River IWIP - *Update*
- MDA Soil Health Program – *Update*
- Cover Crop Demonstration Grant – *Update*

Agenda – October 12, 2023

**HOUSTON COUNTY WATER PLAN** – Update

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** Update

**PERSONNEL COMMITTEE:** Update

**TSA7 (Joint Powers) COMMITTEE:** Update

**OLD BUSINESS**

**NEW BUSINESS & ACTION ITEMS**

1. Firmware & Hardware Maintenance Extension Agreement – 1 year agreement for Trimble R12 - \$846.00 – Approval requested

**COST SHARE PROGRAMS**

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

FY22/23 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2024) Available Funds \$ **49,722.44**

**FY22/23 1W1P Root River Watershed-Base Cost Share Request** (Funding up to 90% of cost estimate with or without other non-state funding source)

**Pre-Approved FY22/23 1W1P Root River Cost Share Request**

| Name                | Contract           | Total Cost Estimate  | Cost Share Amount Requested | Project          | Completion Dates |
|---------------------|--------------------|--|-----------------------------|------------------|------------------|
| 20FY22/23RR1W<br>1P | Blueview Dairy LLC | \$9,960.00<br>83 acres @ \$40/acre =<br>\$3,320.00 @ 3 years =<br>\$9,960.00 | \$9,960.00                  | 340 – Cover Crop | 11/1/2023        |

FY22/23 Root River 1W1P Cost Share – Remaining Available Funds \$ 39,762.44

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

| Name                | Contract    | Total Cost Estimate  | Cost Share Amount Requested | Project          | Completion Dates |
|---------------------|-------------|--|-----------------------------|------------------|------------------|
| 22FY22/23RR1W<br>1P | Welke, Andy | \$5,400.00<br>45 acres @ \$40/acre =<br>\$1,800.00 @ 3 years =<br>\$5,400.00 | \$5,400.00                  | 340 – Cover Crop | 11/1/2023        |

FY22/23 Root River 1W1P Cost Share – Remaining Available Funds \$ 34,362.44

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

| Name            | Contract              | Total Cost Estimate | Cost Share Amount Requested | Project  | Completion Dates |
|-----------------|-----------------------|---------------------|-----------------------------|--|------------------|
| 21FY22/23RR1W1P | Owl Bluff Farm<br>LLC | \$35,535.00         | \$31,981.50                 | 360 – Waste Facility Closure with<br>500 – Obstruction Removal | 12/31/2023       |

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

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

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

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

- Contract #06-20CM CWMA Pohlman, Arlyn – Brush Management is requesting to amend the contract completion date from 10/13/2023 to 10/13/2024. Due to family illness.

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

| Name            | Project/Contract # | Total Cost Estimate | Actual Project Cost | Request                            |
|-----------------|--------------------|---------------------|---------------------|------------------------------------|
| Doering, Dennis | #07-20CM CWMA      | \$1,700.00          | \$1,700.00          | 17 acres @ \$100/acre = \$1,700.00 |

**FY22 Local Capacity County Appropriation (2021) Cost Share Payment Request**

| Name        | Project/Contract # | Total Cost Estimate | Actual Project Cost | Request                            |
|-------------|--------------------|---------------------|---------------------|------------------------------------|
| Seidel, Dan | #01-21CM CWMA      | \$975.00            | \$975.00            | 3.25 acres @ \$300/acre = \$975.00 |

**FY23 SOIL HEALTH COST SHARE PROGRAM** (Grant expiration 12/31/2024) Available Funds **\$1,600.35**

**FY23 Soil Health Cost Share Request**

**Pre-Approved FY23 Soil Health Cost Share Application**

| Name           | Contract | Total Cost Estimate   | Cost Share Amount Requested | Project           | Completion Dates |
|----------------|----------|---|-----------------------------|-------------------|------------------|
| Feine, Rocky   | 03FY23SH | 15 acres @ \$32.87 (single specie) = \$493.05 @ 3 yrs. = \$1,479.15 | \$1,479.15                  | 340 – Cover Crops | 11/1/2023        |
| Hartley, Chris | 04FY23SH | 48.687 acres @ \$32.87 (single specie) = \$1,600.35 @ 1 yr.         | \$1,600.35                  | 340 – Cover Crops | 11/1/2023        |

FY23 Soil Health Cost Share – Remaining Available Funds \$0.00

**ARPA – (Spending expiration 12/31/2026) Available Funds \$40,580.40**

**Amendment Request - ARPA Cost Share**

- Contract #04 ARPA Twin Creeks Golf Inc. – Streambank & Shoreline Restoration is requesting to amend the contract completion date from 11/1/2023 to 9/10/2024. Due to waiting for appropriate permits.

**ARPA Payment Request**

| Name          | Project/Contract #      | Total Cost Estimate   | Request                                   |
|---------------|-------------------------|-----------------------|---|
| Kruckow, Jeff | Push-Up Pond<br>No pipe | \$200.00<br>Flat Rate | <b>Payment Amount Approved = \$200.00</b> |

ARPA Cost Share – Remaining Available Funds \$40,380.40

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

FY23 State Cost Share (Grant expiration 12/31/2024) Available Funds **\$10,305.11**

**FY23 State Cost Share Application**

| Name          | Contract | Total Cost Estimate | Cost Share Amount Requested | Project                            | Completion Dates |
|---------------|----------|---------------------|-----------------------------|------------------------------------|------------------|
| Colleran, Tim | 03FY23CS | \$7,425.00          | \$1,076.50                  | 410– Grade Stabilization Structure | 12/31/23         |

FY23 State Cost Share – Remaining Available Funds \$9,228.61

**HELP Grant** (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds **\$15,917.50**

**TSA7 FEEDLOT WATER QUALITY COST SHARE** (Grant expiration 12/31/2024) Available Funds **\$0.00**

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

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

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

FY23 WinLaC 1W1P Vegetative & Pollinator Cost Share (Grant expiration 12/31/2025) Available Funds **\$5,000.00**

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

Chair call for a motion to approve accounts payable

| Voucher # | Item  | Amount              |
|-----------|---|---------------------|
| 4767      | Ron Carlsen – Rent – October  | \$ 1,287.00         |
| 4768      | Kwik Trip – Fuel – SWCD Trucks  | \$ 375.35           |
| 4769      | VISA – Education – 6 <sup>th</sup> Grade Environmental Day \$37.24 & \$23.45 = \$60.69; Vehicle Maintenance – 2017 GMC oil change & air filter = \$127.63 | \$ 188.32           |
| 4770      | IA DNR State Forest Nursery - Trees   | \$ 2,477.00         |
| 4772      | Welke, Jerry – Water Plan – Pond Clean Out  | \$ 500.00           |
| 4773      | Davy Farm Family Trust – Water Plan – Pond Clean Out  | \$ 500.00           |
| 4774      | Seidel, Dan – Local Capacity County Match - #01-21CM CWMA – Brush Management  | \$ 975.00           |
| 4775      | Kruckow, Jeff – Water Plan – Push-Up Pond no pipe = \$800.00; ARPA – Push-Up Pond no pipe = \$200.00  | \$ 1,000.00         |
| 4776      | Macejik, Joe – Water Plan – Pond Clean Out  | \$ 500.00           |
| 4777      | Meiners, Jean – Local Capacity Mileage 17 miles @ \$0.655/mile = \$11.14  | \$ 11.14            |
| 4778      | Doering, Dennis - #07-20CM CWMA – Brush Management  | \$ 1,700.00         |
| 4781      | Quill – Office Supplies   | \$ 129.28           |
| 4782      | Frontier Precision – Firmware and Hardware Maintenance Agreement (1 yr) for Trimble R12   | \$ 846.00           |
| 4783      | McCormick, Connor – FY20 Cover Crop Demo – Event Expense  | \$ 109.00           |
|           | <b>Total</b>  | <b>\$ 10,719.83</b> |

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

Chair call for a motion to approve accounts payable

| Voucher # | Item  | Amount              |
|-----------|---|---------------------|
| 4771      | St. Mary's University of MN – Education/Information - WinLaC website updates  | \$ 3,950.00         |
| 4780      | Winona County – Education/Information – Postage = \$30.70; Administration/Coordination – Wages - 2023 3 <sup>rd</sup> Qtr. WinCo = \$5,828.77 | \$ 5,859.47         |
|           | Transfer of funds from 79-607-000-6901 Administration/Coordination – Wages – 2023 3 <sup>rd</sup> Qtr. RRSWCD to 76-605-533-5385              | \$ 1,380.39         |
|           | <b>Total</b>  | <b>\$ 11,189.86</b> |

**Adjournment**

**NEXT MEETING -- Regular Meeting, November 9, 2023, 1:00 p.m.** Ag Service Center



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

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

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

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

### *MISSION STATEMENT*

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

## **Agenda**

**November 9, 2023, 1:00 p.m. Regular Meeting**

**Ag Service Center, Caledonia, MN**

### **2023 Officers**

Jerry Welke

Glenn Kruse

Ken Anderson

Matt Feldmeier

Joe Driscoll

Chair

Vice-Chair

Secretary

Treasurer

Reporter

**Finance Committee:** Feldmeier & Anderson **Mississippi River – Winona/**

**Personnel Committee:** Kruse & Driscoll **La Crescent 1W1P:** Welke

**TSA7 Committee [JPB]:** Welke

**Root River One Watershed, One Plan:** Kruse

*Alternate - Feldmeier*

*Alternate - Anderson*

### **1:00 P.M.**

Chair call meeting to order.

### **Flag Pledge**

### **Introductions**

### **Minutes**

Chair call for additions or corrections to the October 12, 2023 board meeting minutes.

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

**Treasurer's Report:** Treasurer recommend the October 2023 Treasurer's Report be placed on file for audit.

### **AGENCY REPORTS**

**Dave Copeland, BWSR Board Conservationist**

**Ryan Hytry, NRCS District Conservationist Report**

**Dave Walter, District Manager Report**

### **PROGRAM REPORT**

- WCA – Update

### **MASWCD & MACDE**

MASWCD Annual Convention – December 11 – 13, 2023 (Monday – Wednesday), Double Tree Hotel, Bloomington, MN

*December 11<sup>th</sup> – Pre-Convention informational workshop SWCD human resources issues*

*December 12<sup>th</sup> – Sessions*

*December 13<sup>th</sup> – Business meeting & SWCD employee sessions plus Conservationist of the Year Luncheon*

Registration Fees: *Full Convention = \$315.00; Tuesday only = \$235.00; Wednesday only = \$195.00*

Meals: *Continental Breakfast \$25/day; Tuesday Luncheon = \$35/each; Wednesday Luncheon = \$35/each*

Hotel: *\$109 plus tax per night (rate for block area only, first come first serve)*

Convention Cancellation Policy: *\$80.00 cancellation fee prior to 12/1/23; after 12/1/23 no refund*

## **WATERSHED UPDATES**

*Crooked Creek* - Update

*Bear Creek* - Update

*Winnebago* - Update

*Root River IWIP* – Update

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

➤ WRAPS Mtgs.

## **PROGRAM & STAFF REPORTS**

### **Jean Meiners, Technician**

- Buffer Law – *Update*
- Conservationist of the Year - *Update*
- BMP Projects – *Update*

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

- Volunteer Nitrate Monitoring Network – *Update*
- Trees – *Update*
- 2022 Year-End Financial Statement - *Review*

### **Dan Wermager, Technician**

- HELP Grant – *Update*
- Local Capacity County Match CWMA – *Update*
- Project Development – Root River 1W1P - *Update*
- Cover Crop Demonstration Grant – *Update*
- I-90 Soil Health Tour – *February 8, 2024 – Hokah Fire Hall*

**HOUSTON COUNTY WATER PLAN** – *Update*

Agenda – November 9, 2023

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** *Update*

**PERSONNEL COMMITTEE:** *Update*

**TSA7 (Joint Powers) COMMITTEE:** *Update*

**OLD BUSINESS**

**NEW BUSINESS & ACTION ITEMS**

1. Vehicle Tires – *Approval requested*

|                         | Caledonia Wheel Alignment                          | Hokah Co-op   | Sleepy Hollow  | Wiebke Tire                                |
|-------------------------|--|---|--|--|
| GMC<br>P255-70<br>R17   | Firestone Dest AT<br>\$230/ea Rebate =<br>\$110.00 | BF Goodrich Trail Terrain T/A<br>\$222/ea (mounted &<br>balanced) | Goodyear Wrangler Workhorse HT<br>\$216.67/ea; Mounted & Balanced<br>\$25/ea   | Sumatoma Encounter AT<br>\$175/ea          |
|                         | Kenda Klever AT2<br>\$170/ea                       |   | Firestone Destination A/T2<br>\$229.51/ea; Mounted & Balanced<br>\$25/ea       |  |
|                         |  |   | Bridgestone Dueler H/T (D684 II)<br>\$253.90/ea; Mounted & Balanced<br>\$25/ea |  |
| RAM<br>LT 265/70<br>R17 | Advanta ATX850<br>\$146/ea                         | Goodyear Wrangler AT/S<br>\$188/ea (mounted &<br>balanced)        | Firestone Transforce AT2<br>\$243.10/ea; Mounted & Balanced<br>\$25/ea         | Sumatoma Encounter AT<br>10 Ply - \$205/ea |
|                         | Yokohama<br>Geolander AT<br>\$200/ea               |   | Goodyear Wrangler Workhorse HT<br>\$254.22/ea; Mounted & Balanced<br>\$25/ea   |  |
|                         |  |   | Bridgestone Dueler A/T RH-S<br>\$256.69/ea; Mounted & Balanced<br>\$25/ea      |  |

**COST SHARE PROGRAMS**

**ARPA – (Spending expiration 12/31/2026) Available Funds \$40,380.40**

**Pre-Approved Amendment Request - ARPA Cost Share – Acknowledgement requested**

- Contract #03 ARPA City of Caledonia – Critical Area Planting is requesting to amend the contract completion date from 11/1/2023 to 9/10/2024. Due to contractor availability to complete the project.

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

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

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

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

| Name          | Project/Contract # | Total Cost Estimate | Actual Project Cost | Request                            |
|---------------|--------------------|---------------------|---------------------|------------------------------------|
| Hurley, David | #03-20CM CWMA      | \$2,000.00          | \$2,000.00          | 10 acres @ \$200/acre = \$2,000.00 |

Agenda – November 9, 2023

| Name                 | Project/Contract # | Total Cost Estimate | Actual Project Cost | Request                              |
|----------------------|--------------------|---------------------|---------------------|--------------------------------------|
| Doering, Jr., Dennis | #08-2CM CWMA       | \$1,350.00          | \$1,350.00          | 13.5 acres @ \$100/acre = \$1,350.00 |

**FY22 Local Capacity County Appropriation (2021) Cost Share Payment Request**

| Name        | Project/Contract # | Total Cost Estimate | Actual Project Cost | Request                             |
|-------------|--------------------|---------------------|---------------------|-------------------------------------|
| Hanson, Ted | #03-21CM CWMA      | \$375.00            | \$375.00            | 1.875 acres @ \$200/acre = \$375.00 |

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

FY22/23 1W1P Root River Watershed-Base Cost Share (Grant expiration 10/31/2024) Available Funds \$ **34,362.44**

**FY22/23 1W1P Root River Watershed-Base Cost Share Request** (Funding up to 90% of cost estimate with or without other non-state funding source)

**Pre-Approved FY22/23 1W1P Root River Cost Share Request – Acknowledgement requested**

| Name          | Contract        | Total Cost Estimate   | Cost Share Amount Requested | Project          | Completion Dates |
|---------------|-----------------|---|-----------------------------|------------------|------------------|
| Rediske, Mike | 23FY22/23RR1W1P | \$760.00<br>19 acres @ \$40/acre =<br>\$760.00 @ 1 year                         | \$760.00                    | 340 – Cover Crop | 11/1/2023        |
| Olerud, Kevin | 24FY22/23RR1W1P | \$15,000.00<br>125 acres @ \$40/acre =<br>\$5,000.00 @ 3 years =<br>\$15,000.00 | \$15,000.00                 | 340 – Cover Crop | 11/1/23          |

FY22/23 Root River 1W1P Cost Share – Remaining Available Funds \$ 18,602.44

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

| Name               | Project/Contract #                         | Total Cost Estimate | Actual Project Cost | Request   |
|--------------------|--|---------------------|---------------------|---|
| Blueview Dairy LLC | #20FY22/23RR1W1P<br>Cover Crop             | \$9,960.00          | \$9,960.00          | 83 acres @ \$40/acre = \$3,320.00 @ 3 years = \$9,960.00  |
| Moen, Lowell       | #19FY22/23RR1W1P<br>Critical Area Planting | \$17,000.00         | \$17,758.61         | \$17,758.61 x 90% = \$15,982.75<br>Cost Share Allocated to Project = \$ 15,300.00<br><b>Payment Amount Approved = \$15,300.00</b> |

**HELP Grant** (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds **\$15,917.50**

**Amendment Request - HELP Cost Share**

- Contract #01 HELP City of La Crescent is requesting to amend the contract adding a location in Section 9 NW ¼ SW ¼ for a 643 Restoration of Rare or Declining Natural Communities enhancement planting of 7.7 acres. The cost estimate is increasing from \$12,110.00 to \$12,726.00. Cost share for the project will be increasing from \$9,082.50 to \$9,544.50. This is an increase of \$462.00.

HELP Grant Cost Share – Remaining Available Funds \$ 15,455.50

**FY23 SOIL HEALTH COST SHARE PROGRAM** (Grant expiration 12/31/2024) Available Funds **\$0.00**

**FY23 Soil Health Cost Share Payment Request**

| Name     | Project/Contract #   | Total Cost Estimate | Actual Project Cost | Request   |
|----------|----------------------|---------------------|---------------------|---|
| K3 Angus | #01FY23SH Cover Crop | \$4,930.50          | \$4,930.50          | 50 acres @ \$32.87/acre = \$1,643.50 @ 3 years = \$4,930.50 |

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

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

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

FY23 WinLaC 1W1P Vegetative & Pollinator Cost Share (Grant expiration 12/31/2025) Available Funds **\$5,000.00**

**Pre-Approved FY23 WinLaC 1W1P Cost Share Request – Acknowledgement requested**

| Name                | Contract         | Total Cost Estimate | Cost Share Amount Requested | Project     | Completion Dates |
|---------------------|------------------|---------------------|-----------------------------|-------------|------------------|
| City of La Crescent | 23WinLaC-ROO-001 | \$20,127.00         | \$18,114.30                 | Rain Garden | 12/31/23         |

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

FY23 State Cost Share (Grant expiration 12/31/2024) Available Funds **\$9,228.61**

**TSA7 FEEDLOT WATER QUALITY COST SHARE** (Grant expiration 12/31/2024) Available Funds **\$0.00**

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

Chair call for a motion to approve accounts payable

| Voucher # | Item  | Amount              |
|-----------|---|---------------------|
| 4779      | Doering, Jr., Dennis - #08-20CM CWMA – Brush Management   | \$ 1,350.00         |
| 4784      | Ron Carlsen – Rent – November   | \$ 1,287.00         |
| 4785      | Kwik Trip – Fuel – SWCD Trucks  | \$ 259.88           |
| 4786      | VISA – Trees – Postage = \$132.00; Postage = \$68.07; Vehicle Maintenance – 2020 Dodge Oil Change = \$68.66; Lodging - BWSR Academy 10/23 - 10/26/2023 = \$286.68; Meals - BWSR Academy 10/23 - 10/26/2023 = \$25.00; Interest Fee = \$1.50 | \$ 581.91           |
| 4787      | Hanson, Ted – Local Capacity County Match - #03-21CM CWMA – Brush Management  | \$ 375.00           |
| 4789      | Frontier Precision – Firmware & Hardware Maintenance Agreement – Trimble R12 (1 Yr.) Sales Tax  | \$ 58.16            |
| 4790      | Jean Meiners – Conservationist of Yr. Photos  | \$ 6.56             |
| 4791      | Dan Wermager – Cover Crop Demo - Postage  | \$ 131.10           |
| 4792      | Janice Messner – Meals – Oct. 23 – Oct. 26, 2023 BWSR Academy   | \$ 23.33            |
| 4793      | Moen, Lowell - #19FY22/23RR1W1P – Critical Area Planting  | \$ 15,300.00        |
| 4794      | MN Dept. of Agriculture – Trees – License Renewal   | \$ 250.00           |
| 4795      | Blueview Dairy LLC - #20FY22/23RR1W1P – Cover Crop  | \$ 9,960.00         |
| 4796      | Lind Award & Engraving – Conservationist of Yr. Plaque  | \$ 37.58            |
| 4797      | K3 Angus - #01FY23SH – Cover Crop   | \$ 4,930.50         |
| 4798      | Hurley, David - #03-20CM CWMA – Brush Management  | \$ 2,000.00         |
| 4799      | Peterson Company Ltd. – 2022 Year End Audit   | \$ 4,175.00         |
| 4800      | Houston County Treasurer – Pit Sign   | \$ 27.84            |
|           | <b>Total</b>  | <b>\$ 40,753.86</b> |

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

Chair call for a motion to approve accounts payable

| Voucher # | Item   | Amount             |
|-----------|--|--------------------|
| 4788      | Brinks Wetlands Services LLC – Project Development - RAQ | \$ 6,500.00        |
| 4799      | Peterson Company Ltd. – 2022 Year End Audit WinLaC 1W1P  | \$ 500.00          |
|           | <b>Total</b>   | <b>\$ 7,000.00</b> |

**Adjournment**

**NEXT MEETING -- Regular Meeting, December 14, 2023, 1:00 p.m.** Ag Service Center

Agenda – November 9, 2023



# Root River Soil and Water Conservation District

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

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

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

## MISSION STATEMENT

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

## Agenda

**December 14, 2023, 1:00 p.m. Regular Meeting**

**Ag Service Center, Caledonia, MN**

### 2023 Officers

Jerry Welke  
Glenn Kruse  
Ken Anderson  
Matt Feldmeier  
Joe Driscoll

Chair  
Vice-Chair  
Secretary  
Treasurer  
Reporter

**Finance Committee:** Feldmeier & Anderson **Mississippi River – Winona/**

**Personnel Committee:** Kruse & Driscoll **La Crescent 1W1P:** Welke

**TSA7 Committee [JPB]:** Welke

*Alternate - Anderson*

**Root River One Watershed, One Plan:** Kruse

*Alternate - Feldmeier*

**1:00 P.M.** Chair call meeting to order.

### Flag Pledge

### Minutes

Chair call for additions or corrections to the November 9, 2023 board meeting minutes.

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

#### *Supervisor Per Diems*

|  |           |
|--|-----------|
| Anderson, Ken – 4 <sup>th</sup> Qtr. 3 mtgs. @ \$125.00/each   | \$ 375.00 |
| Driscoll, Joe – 4 <sup>th</sup> Qtr. 4 mtgs. @ \$125.00/each   | \$ 500.00 |
| Feldmeier, Matt – 4 <sup>th</sup> Qtr. 4 mtgs. @ \$125.00/each | \$ 500.00 |
| Kruse, Glenn – 4 <sup>th</sup> Qtr. 3 mtgs. @ \$125.00/each    | \$ 375.00 |
| Welke, Jerry – 4 <sup>th</sup> Qtr. 5 mtgs. @ \$125.00/each    | \$ 625.00 |

**Treasurer's Report:** Treasurer recommend the November 2023 Treasurer's Report be placed on file for audit.

### AGENCY REPORTS

**Dave Copeland, BWSR Board Conservationist**

**Ryan Hytry, NRCS District Conservationist Report**

**Dave Walter, District Manager Report**

- Truck
- Broadcast seeder
- Update to EPA Drinking Water Nitrate Resolution
- Campaign Finance Statement of Interest Requirements – *File after January 1, 2024 but no later than January 29, 2024*

## **PROGRAM REPORT**

- WCA – *Update*
  - TSA - PRAP

## **MASWCD & MACDE**

MASWCD Annual Convention – December 11 – 13, 2023 - *Update*

## **WATERSHED UPDATES**

*Crooked Creek* - *Update*

*Bear Creek* – *Update*

- Site 13 (Vickerman) Maintenance

*Winnebago* - *Update*

*Root River IWIP* – *Update*

- Policy Committee Mtg. – 11/27/23

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

- Policy Committee Mtg. – 11/13/23

## **PROGRAM & STAFF REPORTS**

### **Jean Meiners, Technician**

- Buffer Law – *Update*
- BMP Projects – *Update*

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

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

### **Dan Wermager, Technician**

- HELP Grant – *Update*
- Local Capacity County Match CWMA – *Update*
- Project Development – Root River 1W1P - *Update*
- Cover Crop Demonstration Grant – *Update*
- I-90 Soil Health Tour – *February 8, 2024 – Hokah Fire Hall*

## **HOUSTON COUNTY WATER PLAN** – *Update*

Agenda – December 14, 2023

## COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

TSA7 (Joint Powers) COMMITTEE: *Update*

## OLD BUSINESS

### NEW BUSINESS & ACTION ITEMS

1. Adopt updated personnel policy – *Approval requested*
2. Crooked Creek Watershed Agreement – *Approval requested*

## COST SHARE PROGRAMS

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

FY22/23 1W1P Root River Watershed-Base Cost Share (*Grant expiration 10/31/2024*) Available Funds **\$ 18,602.44**

### **Amendment Requests – FY22/23 Root River 1W1P Cost Share – *Approval requested***

- Contract #17FY22/23RR1W1P Smith, et al., Daniel – Streambank & Shoreline Restoration is requesting to amend the cost estimate of \$27,601.81 to \$35,867.79. This will increase the cost share amount from \$24,841.63 to \$32,281.01. An additional \$7,439.38 in cost share. This is due to needing to bring in additional material for the project.
- Contract #19FY201W1P Schulte Farms of Caledonia LLC – Grade Stabilization Structure is requesting to amend the contract installation date from the amended date of 12/31/23 to 9/10/2024. The landowner is doing the work on his own and has not been able to put the project in.
- Contract #21FY22/23RR1W1P Owl Bluff Farm LLC – Waste Facility Closure is requesting to amend the contract installation date from 12/31/2023 to 6/1/2024. This is due to having to wait for the forms to do the manure transfer.
- Contract #18FY22/23RR1W1P Minnigan Hills Dairy – Waste Storage Facility is requesting to amend the cost estimate of \$565,882.24 to \$614,892.51. This will increase the cost share amount from \$45,904.02 to \$ 58,018.50. An additional \$12,114.48 in cost share. This is due to saturated soils requiring additional excavation as well as a significant amount of gravel to build subgrade back up; also requiring significant amount of breaker rock in bottom 1/3 of ramp; there was also an increase in concrete quantity due to waste which is normal and when multiple concrete pours are needed potential for waste increases with each pour. Waste quantities were found to be within normal and expected limits by engineering staff considering the scope of the job; engineering staff also found there was additional concrete flatwork and concrete walls (existing) that had to be removed in order for the system to function properly; in the case of the flatwork that was removed, a large portion had to be re-poured to proper elevations and grades; removal and disposal of concrete described was not accounted for in engineering staff estimates or bid documents. Also, to amend the contract name from Minnigan Hills Dairy to Diersen, John.

### **FY22/23 1W1P Root River Cost Share Payment Requests**

| Name                 | Project/Contract #             | Total Cost Estimate | Actual Project Cost | Request  |
|----------------------|--------------------------------|---------------------|---------------------|--|
| Rediske, Mike        | #23FY22/23RR1W1P<br>Cover Crop | \$760.00            | \$760.00            | 19 acres @ \$40/acre = \$760 @ 1 year =<br>\$760.00<br>Cost Share Allocated to Project &<br><b>Payment Amount Approved = \$ 760.00</b>       |
| Smith et al., Daniel | #17FY22/23RR1W1P<br>Streambank | \$35,867.79         | \$35,867.79         | \$35,867.79 x 90% = \$32,281.01<br>Cost Share Allocated to Project &<br><b>Payment Amount Approved =<br/>\$32,281.01</b>                     |
| Welke, Andy          | #22FY22/23RR1W1P<br>Cover Crop | \$5,400.00          | \$5,400.00          | 45 acres @ \$40/acre = \$1,800 @ 3 years<br>= \$5,400.00 Cost Share Allocated to<br>Project & <b>Payment Amount Approved<br/>= \$ 760.00</b> |

|               |   |              |              |  |
|---------------|---|--------------|--------------|--|
| Diersen, John | #18FY22/23RR1W1P<br>Waste Storage Facility (313) with eligible components Pond Sealing or Lining (522); Waste Transfer (634); Fence (382); Heavy Use Area Protection (561); Diversion (362); Underground Outlet (620); Subsurface Drain (606); Underground Outlet (620) | \$614,892.51 | \$597,741.50 | \$597,741.50 x 90% = \$537,967.35<br>EQIP = \$361,976.56<br>TSA7 FY22 Feedlot Water Quality Grant = \$100,000.00<br>Cost Share Allocated to Project & <b>Payment Amount Approved = \$58,018.50</b> |
| Olerud, Kevin | #24FY22/23RR1W1P<br>Cover Crop  | \$15,000.00  | \$15,000.00  | 125 acres @ \$40/acre = \$5,000 @ 3 years = \$15,000.00 Cost Share Allocated to Project & <b>Payment Amount Approved = \$15,000.00</b>   |

**ARPA – (Spending expiration 12/31/2026) Available Funds \$40,380.40**

**Amendment Request – ARPA Cost Share – Approval requested**

- Contract #01ARPA Schaffer, Joyce – Grade Stabilization Structure is requesting to amend the contract installation date from the amended date of 12/31/23 to 9/10/2024. Due to contractor availability.

**ARPA Cost Share Payment Request**

| Name              | Project/Contract #     | Request   |
|-------------------|------------------------|---|
| Peterson, Charles | Push-Up Pond with pipe | \$200.00 (additional \$1,500 funded through Water Plan) |

ARPA Cost Share - Remaining balance \$40,180.40

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

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

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

**FY21 Local Capacity County Appropriation (2020) Amendment Request**

- Contract #01-20CM CWMA Doering, Art – Brush Management is requesting to amend the completion date from the amended 12/31/2023 to 9/10/2024. Due to a health concern and not pursuing the option of having a contractor perform the work.

**FY23 SOIL HEALTH COST SHARE PROGRAM (Grant expiration 12/31/2024) Available Funds \$0.00**

**FY23 Soil Health Cost Share Payment Request**

| Name           | Project/Contract #       | Total Cost Estimate | Actual Project Cost | Request   |
|----------------|--------------------------|---------------------|---------------------|---|
| Feine, Rocky   | #03FY23SH<br>Cover Crops | \$1,479.15          | \$1,479.15          | 15 acres @ \$32.87/acre = \$493.05 @ 3 years = \$1,479.15 |
| Hartley, Chris | #04FY23SH<br>Cover Crops | \$1,600.35          | \$1,600.35          | 48.687 acres @ \$32.87/acre = \$1,600.35 for 1 year       |

**STATE COST SHARE PROGRAM**

FY23 State Cost Share (Grant expiration 12/31/2024) Available Funds **\$ 9,228.61** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source)

FY24 State Cost Share (Grant expiration 12/31/2025) Available Funds **\$ 18,952.00** (Funding up to 90% of cost estimate)

FY25 State Cost Share (Grant expiration 12/31/2025) Available Funds **\$ 18,952.00** (Funding up to 90% of cost estimate)

**Amendment Requests – FY23 State Cost Share – Approval requested**

- Contract #06FY22CS Hein, Todd – Grade Stabilization Structure is requesting to amend the installation date from 12/31/2023 to 9/10/2024. Due to equipment problems.
- Contract #01FY23CS Kruckow, Paul – Grade Stabilization Structure is requesting to amend the installation date from 12/31/2023 to 9/10/2024. Due to the borrow area being too dry for construction.

**FY23 State Cost Share Payment Requests**

| Name             | Project/Contract #                                       | Total Cost Estimate | Actual Project Cost | Request  |
|------------------|--|---------------------|---------------------|--|
| Colleran, Tim    | #03FY23 State Cost Share – Grade Stabilization Structure | \$7,425.00          | \$8,145.00          | \$8,145.00 x 90% = \$7,330.50<br>EQIP = \$5,604.49 Cost Share Requested = \$1,726.01<br>Cost Share Allocated to Project &<br><b>Payment Amount Approved (low bid) = \$1,076.50</b>   |
| McCormick, Kevin | #02FY23 State Cost Share - Terraces                      | \$8,272.00          | \$5,803.20          | \$5,803.20 x 90% = \$5,222.88<br>EQIP = \$2,737.80 Cost Share Requested = \$2,485.08<br>Cost Share Allocated to Project = \$4,706.80<br><b>Payment Amount Approved = \$2,485.08</b><br>Slippage for re-allocation \$2,221.72 |

FY23 State Cost Share Remaining balance \$11,450.33

**Bear Creek Maintenance Payment Request**

| Name            | Project/Contract #                              | Total Cost Estimate | Actual Project Cost | Request   |
|-----------------|---|---------------------|---------------------|---|
| Vickerman, Cory | #04 Bear Crk Maintenance Critical Area Planting | \$416.61            | \$416.61            | \$416.61 x 100% = \$416.61<br><b>Payment Amount Approved = \$416.61</b> |

**TSA7 FEEDLOT WATER QUALITY GRANT COST SHARE (Grant expiration 12/31/2024) Available Funds \$0.00**

**FY22 Feedlot Water Quality Grant Amendment Request**

- Contract #01FY22FWQG Minnigan Hills Dairy – Waste Storage Facility is requesting to amend the contract name from Minnigan Hills Dairy to Diersen, John. Also, it is being requested to increase the cost estimate from \$537,761.47 to \$614,892.51. This is due to saturated soils requiring additional excavation as well as a significant amount of gravel to build subgrade back up; also requiring significant amount of breaker rock in bottom 1/3 of ramp; there was also an increase in concrete quantity due to waste which is normal and when multiple concrete pours are needed potential for waste increases with each pour. Waste quantities were found to be within normal and expected limits by engineering staff considering the scope of the job; engineering staff also found there was additional concrete flatwork and concrete walls (existing) that had to be removed in order for the system to function properly; in the case of the flatwork that was removed, a large portion had to be re-poured to proper elevations and grades; removal and disposal of concrete described was not accounted for in engineering staff estimates or bid documents.

**FY22 Feedlot Water Quality Grant Cost Share Payment Request**

| Name          | Project/Contract #  | Total Cost Estimate | Actual Project Cost | Request   |
|---------------|---|---------------------|---------------------|---|
| Diersen, John | #01FY22FWQG Waste Storage Facility (313) with eligible components Pond Sealing or Lining (522); Waste Transfer (634); Fence (382); Heavy Use Area Protection (561); Diversion (362); Underground Outlet (620); Subsurface Drain (606); Underground Outlet (620) | \$ 614,892.51       | \$597,741.50        | \$597,741.50 x 90% = \$537,967.35<br>EQIP = \$361,976.56<br>FY22/23RR1W1P = \$58,018.50<br>Cost Share Allocated to Project &<br><b>Payment Amount Approved = \$100,000.00</b> |

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

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

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

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

FY23 WinLaC 1W1P Vegetative & Pollinator Cost Share (Grant expiration 12/31/2025) Available Funds **\$5,000.00**

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

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

| Voucher # | Item   | Amount               |
|-----------|--|----------------------|
| 4801      | Ron Carlsen – Rent – December  | \$ 1,287.00          |
| 4802      | Kwik Trip – Fuel – SWCD Trucks   | \$ 338.25            |
| 4803      | VISA – Postage = \$132.00; Office Supply – Mileage log = \$14.93; Lodging MASWCD Convention December 12, 2023 Con of Yr. = \$125.92; Cover Crop Demo – Inter seeder storage supplies = \$76.77 | \$ 349.62            |
| 4804      | Smith, et al., Daniel - #17FY22/23RR1W1P - Streambank  | \$ 32,281.01         |
| 4805      | Blackburn Mfg. Co. – Buffer Field Supply – 2 boxes flags   | \$ 232.21            |
| 4807      | McCormick, Kevin - #02FY23CS - Terrace   | \$ 2,485.08          |
| 4808      | Rediske, Mike - #23FY22/23RR1W1P – Cover Crops   | \$ 760.00            |
| 4809      | Colleran, Tim - #03FY23CS – Grade Stabilization Structure  | \$ 1,076.50          |
| 4810      | Runningen, Wayne – Water Plan – Pond Clean Out   | \$ 500.00            |
| 4812      | Talcott Resolution Life & Annuity Ins Co. – Life Insurance Polciy #LU1188704 Dave Walter   | \$ 90.00             |
| 4813      | Vickerman, Cory – 04 Bear Crk Maintenance Site 13 – Critical Area Planting   | \$ 416.61            |
| 4814      | Welke, Andy - #22FY22/23RR1W1P – Cover Crop  | \$ 5,400.00          |
| 4815      | Ward Laboratories, Inc. – Cover Crop Demo – Haney testing  | \$ 1,658.50          |
| 4816      | Anderson, Ken – Mileage – 4 <sup>th</sup> Qtr.   | \$ 47.16             |
| 4817      | Driscoll, Joe – Mileage – 4 <sup>th</sup> Qtr.   | \$ 58.95             |
| 4818      | Feldmeier, Matt – Mileage – 4 <sup>th</sup> Qtr.   | \$ 94.32             |
| 4819      | Kruse, Glenn – Mileage – 4 <sup>th</sup> Qtr.  | \$ 39.30             |
| 4820      | Welke, Jerry – Mileage – 4 <sup>th</sup> Qtr.  | \$ 117.90            |
| 4821      | Peterson, Charles – Water Plan – Push-Up pond Water Plan = \$1,500.00; ARPA = \$200.00   | \$ 1,700.00          |
| 4822      | Feine, Rocky - #03FY23SH – Cover Crop  | \$ 1,479.15          |
| 4823      | Olerud, Kevin - #24FY22/23RR1W1P – Cover Crop  | \$ 15,000.00         |
| 4824      | MN Counties Intergovernmental Trust – Workers Compensation Audit 2022  | \$ 168.00            |
| 4825      | Petty Cash - Vehicle Maintenance = \$10.26; AIS Education Event Expense = \$15.00; Interest Fee = \$4.93   | \$ 30.19             |
| 4826      | Hartley, Chris – 04FY23SH – Cover Crops  | \$ 1,600.35          |
| 4827      | Quill – Office Supply  | \$ 45.71             |
| 4828      | Diersen, John - #18FY22/23RR1W1P - Waste Storage Facility (FY22/23 Root River 1W1P = \$58,018.50 & #01FY22FWQG – Waste Storage Facility = \$100,000.00 (TSA7 FY22 Feedlot Water Quality Grant) | \$ 158,018.50        |
|           | <b>Total</b>   | <b>\$ 225,274.59</b> |
|           | Transfer of Funds from Eitzen State Bank Acct #10033399 Bear Creek Watershed to Merchants Bank Cash General Fund   | \$ 416.61            |

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

Chair call for a motion to approve transfer of funds

| Voucher # | Item   | Amount        |
|-----------|--|---------------|
|           | Transfer of Funds from Merchants Bank Cash General Fund (76-000-000-0000-1001) to Eitzen State Bank WinLaC 1W1P Money Market Account | \$ 240,000.00 |

**COMMITTEE REPORT**

**PERSONNEL COMMITTEE: *Update***

- *Staff reviews*

**NEW BUSINESS & ACTION ITEM**

3. 2023 Staff Step Increase and Salaries – *Approval requested*
  
4. Approval Authorization for Dave Walter on cost share applications and amendment requests – *Renewal requested*  
-Signing authority through December 31, 2024 with the condition of discussing each authorization with the board chair or vice chair prior to the authorization.

**Adjournment**

**NEXT MEETING -- Regular Meeting, January 11, 2024, 1:00 p.m.** Ag Service Center