



## **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 11, 2024, 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.**

Call meeting to order.

### **Flag Pledge**

### **Officers & Appointments**

#### **Election of Officers for 2024**

**Chair**

**Vice – Chair**

**Secretary**

**Treasurer**

**Reporter**

#### **Committee Appointments for 2024**

**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:** Discuss changing time of monthly board meetings for the months of May – October. Current time is 9:00 a.m. Discussion at the December 2023 meeting on this topic. Options discussed were 1:00 p.m. year round or later in the morning for May – October.

Hold monthly Root River SWCD board meetings on the second Thursday of the month at \_\_\_\_\_ a.m. May – October and 1:00 p.m. November – April at the Ag Service Center in Caledonia, Minnesota – *Action requested*

### **Minutes**

2024 Chair call for additions or corrections to the December 14, 2023 board meeting minutes.

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

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

**Financial Responsibilities** - *Request for approval*

1. Houston County Treasurer/Auditor – depository for all district funds and WinLaC 1W1P funds
2. Merchants Bank – as the general checking account
3. Eitzen State Bank – investment designated reserve, cost share, watershed maintenance funds
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 – End of April beginning of May 2024, 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*

Judges are needed for the Current Issue (Renewable Energy for a Sustainable Future in MN) portion of the event – *request for volunteers*

- Campaign Finance Annual Certification for Board Supervisors – *Must be completed by January 29, 2024.*

**PROGRAM REPORT**

- WCA – *Update*

**MASWCD & MACDE** - *Update*

**WATERSHED UPDATES**

*Crooked Creek* – Update

*Bear Creek* – Update

*Winnebago* - Update

*Root River IWIP* – Update

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

**PROGRAM & STAFF REPORTS**

**Jean Meiners, Technician**

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

**Janice Messner, Administrative Assistant**

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

**Dan Wermager, Technician**

- HELP Grant – *Update*

Agenda – January 11, 2024

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

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

## **COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** Update

**PERSONNEL COMMITTEE:** Update

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

- Tuesday, January 30, 2024 – morning meeting in the Rochester area

## **OLD BUSINESS**

## **NEW BUSINESS & ACTION ITEMS**

1. MASWCD FY24 Dues - \$7,077.92 – Approval requested  
(Increased \$1,243.52)
2. Supervisor Per Diem - \$125/meeting – Approval requested
3. Envirothon Dues 2024 - \$175.00 – Approval requested
4. SE SWCD Technical Support JPB Annual Membership Dues 2024 - \$3,000.00 – Approval requested
5. 2023 Pay Equity Report – Approval requested
6. 2023 Year-End Financial Audit Bid - \$4,500.00 for District and \$500.00 for WinLaC 1W1P – Approval requested to accept the bid

## **COST SHARE PROGRAMS**

**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) Acknowledgement of Cancellation**

- Contract #01-20CM CWMA Doering, Art – Brush Management contract automatically terminated on 12/31/2023. Funds for re-allocation \$2,000.00.
- Contract #02-20CM CWMA Doering, Roger – Brush Management contract automatically terminated on 12/31/2023. Funds for re-allocation \$800.00.

FY21 Local Capacity County Appropriation (2020) Cost Share - Remaining balance \$2,800.00

### **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   |
|---------------|--------------------------|---------------------|---------------------|---|
| Meyer, Dustin | #02FY23SH<br>Cover Crops | \$6,165.00          | \$6,165.00          | 50 acres @ \$41.10/acre = \$2,055.00 @ 3 years = \$6,165.00 |

Agenda – January 11, 2024

**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**

**ARPA** – (Spending expiration 12/31/2026) Available Funds **\$40,180.40**

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

**STATE COST SHARE PROGRAM**

FY23 State Cost Share (Grant expiration 12/31/2024) Available Funds **\$ 11,450.33** (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)

**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              |
|-----------|--|---------------------|
| 4829      | Ron Carlsen – Rent – January   | \$ 1,287.00         |
| 4830      | Kwik Trip – Fuel – SWCD Trucks   | \$ 198.26           |
| 4831      | Minnesota Revenue – 2023 Sales & Use Tax   | \$ 633.00           |
| 4832      | MASWCD – FY24 Dues   | \$ 7,077.92         |
| 4833      | MN Counties Intergovernmental Trust – Liability Insurance = \$3,269.00; Workers Compensation = \$3,204.00  | \$ 6,473.00         |
| 4834      | Iowa DNR State Forest Nursery – Trees  | \$ 435.00           |
| 4835      | Houston County Treasurer – Registration Renewal 2017 GMC Sierra = \$21.25 & Registration Renewal 2020 Ram 1500 Classic = \$21.25 – Vehicle Maintenance | \$ 42.50            |
| 4836      | Goodhue SWCD – 2024 Envirothon Dues  | \$ 175.00           |
| 4837      | SE SWCD Technical Support JPB – Annual Membership Dues 2024  | \$ 3,000.00         |
| 4838      | Meyer, Dustin - #02FY23SH – Cover Crop   | \$ 6,165.00         |
|           | <b>Total</b>   | <b>\$ 25,463.84</b> |
|           | Transfer of Investment Funds from Cash General Fund to Bear Creek Watershed Investment Acct. 10033399  | \$ 1,000.00         |
|           | Transfer of Investment Funds from Cash General Fund to Winnebago Watershed Investment Acct. 10033340   | \$ 1,000.00         |
|           |  |                     |

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

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

| Voucher # | Item  | Amount             |
|-----------|---|--------------------|
| 1         | SE SWCD Technical Support JPB – TSA Invoice 1 Technical = \$784.53; TSA Invoice 2 Project Development = \$479.40            | \$ 1,263.93        |
| 2         | Winona County – Admin – 4 <sup>th</sup> Qtr. 2023   | \$ 5,542.00        |
|           | Houston County Treasurer - Admin – 4 <sup>th</sup> Qtr. 2023 = \$1,512.56; Technical – 4 <sup>th</sup> Qtr. 2023 = \$160.98 | \$ 1,673.54        |
|           |   |                    |
|           | <b>Total</b>  | <b>\$ 8,479.47</b> |

**Adjournment**

**NEXT MEETING -- Regular Meeting, February 8, 2024, 1:00 p.m.** Ag Service Center

Agenda – January 11, 2024



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## ***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 14, 2024, 1:00 p.m. Regular Meeting**

**Ag Service Center, Caledonia, MN**

### **2024 Officers**

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

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

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

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

### **Flag Pledge**

### **Introductions**

Liam Bonk, Ducks Unlimited - Presentation

### **Minutes**

Chair call for additions or corrections to the February 15, 2024 board meeting minutes.

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

#### ***Supervisor Per Diems***

|   |           |
|---|-----------|
| Anderson, Ken – 1 <sup>st</sup> Qtr. 2 mtgs. @ \$125.00/each                | \$ 250.00 |
| Driscoll, Joe – 1 <sup>st</sup> Qtr. 3 mtgs. & 1 workshop @ \$125.00/each   | \$ 500.00 |
| Feldmeier, Matt – 1 <sup>st</sup> Qtr. 4 mtgs. & 1 workshop @ \$125.00/each | \$ 625.00 |
| Kruse, Glenn – 1 <sup>st</sup> Qtr. 3 mtgs. & 1 workshop @ \$125.00/each    | \$ 500.00 |
| Welke, Jerry – 1 <sup>st</sup> Qtr. 6 mtgs. & 1 workshop @ \$125.00/each    | \$ 750.00 |

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

### **AGENCY REPORTS**

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

- Local Work Group Meeting - *Scheduling*

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

- ARPA – *Discussion - Using remaining funds for push-up pond projects*
- Ann Wessel interview Crooked Creek structure (Klinski)

- 2024 Spring Farm Meeting – Wednesday, March 27, 2024 at 11:15 a.m. Fountain Community Center, Fountain, MN. Registration deadline March 22, 2024.

## **PROGRAM REPORT**

- WCA – *Update*

## **MASWCD & MACDE**

- SE MACDE Annual Spring Employees Meeting – April 2, 2024 – Olmsted County Oxbow Park Nature Center, Byron, MN. Registration fee to be determined.

## **WATERSHED UPDATES**

*Crooked Creek* – Update

*Bear Creek* – Update

*Winnebago* - Update

*Root River IWIP* – Update

- FY22/23 Root River IWIP remaining fund balance, \$18,602.44 - *Discussion*

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

## **PROGRAM & STAFF REPORTS**

### **Jean Meiners, Technician**

- Buffer Law – *Update*
- BMP Projects – *Update*
- Contractor Meeting – Wednesday, March 20, 2023 at Elsie's Caledonia, MN 9:15 – 12:30 pm.

### **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 IWIP – *Update*
- Prairie Strips - *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. SE MACDE Membership Dues - \$10/staff member & Registration fee \$15/staff member– *Approval requested*

### COST SHARE PROGRAMS

**ARPA – (Spending expiration 12/31/2026) Available Funds \$40,180.40**

#### **ARPA Cost Share Payment Request**

| Name               | Project/Contract #                 | Total Cost Estimate | Actual Project Cost | Request   |
|--------------------|------------------------------------|---------------------|---------------------|---|
| Caledonia, City of | #03 ARPA<br>Critical Area Planting | \$8,668.54          | \$7,956.71          | \$7,956.71 @ 90% = \$7,161.04<br>Allocated funds = \$7,801.69<br>Slippage for re-allocation = \$640.65<br><b>Payment Amount Approved = \$7,161.04</b> |

*ARPA Remaining fund balance = \$40,821.05*

**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 \$2,800.00**

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

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

| Name        | Contract                         | Total Cost Estimate      | Cost Share Amount Requested | Project                   | Completion Dates |
|-------------|----------------------------------|--------------------------|-----------------------------|---------------------------|------------------|
| 10CM – CWMA | Beckman Trust,<br>Lester & Leora | 5.875 acres @ \$200/acre | \$1,175.00                  | 314 – Brush<br>Management | 3/14/2025        |

*FY22/23 Root River IWIP Cost Share – Remaining Available Funds \$ 1,625.00*

**HELP Grant (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds \$11,951.50**

#### **HELP Cost Share Request**

| Name   | Contract     | Total Cost Estimate | Cost Share Amount Requested | Project                     | Completion Dates |
|--------|--------------|---------------------|-----------------------------|-----------------------------|------------------|
| 02HELP | McNamer, Jay | \$13,200.00         | \$9,900.00                  | 327 – Conservation<br>Cover | 11/30/2024       |

*HELP Cost Share – Remaining Available Funds \$ 2,051.50*

**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**

Agenda – March 14, 2024

**STATE COST SHARE PROGRAM**

FY23 State Cost Share (Grant expiration 12/31/2024) Available Funds \$ **11,450.33** (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)

**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              |
|-----------|---|---------------------|
| 4848      | Ron Carlsen – Rent – March  | \$ 1,287.00         |
| 4849      | Kwik Trip – Fuel – SWCD Trucks = \$438.93; Finance Charge = \$2.29                          | \$ 441.22           |
| 4850      | Quill – Office supplies   | \$ 86.55            |
| 4851      | Talcott Resolution Life & Annuity Ins. Co. – Life Insurance – Policy #LU1188704 Dave Walter | \$ 90.00            |
| 4852      | Iowa DNR State Forest Nursery – Trees   | \$ 231.00           |
| 4853      | City of Caledonia - #03ARPA – Critical Area Planting  | \$ 7,161.04         |
| 4854      | Anderson, Ken – Mileage – 1 <sup>st</sup> Qtr.  | \$ 32.16            |
| 4855      | Driscoll, Joe – Mileage – 1 <sup>st</sup> Qtr.  | \$ 64.66            |
| 4856      | Feldmeier, Matt – Mileage – 1 <sup>st</sup> Qtr.  | \$ 121.54           |
| 4857      | Kruse, Glenn – Mileage – 1 <sup>st</sup> Qtr.   | \$ 71.15            |
| 4858      | Welke, Jerry – Mileage – 1 <sup>st</sup> Qtr.   | \$ 135.34           |
| 4859      | VISA – Postage = \$136.00   | \$ 136.00           |
| 4860      | Chief River Nursery Company – Tree Order  | \$ 580.06           |
| 4862      | SE MACDE Area 7 – Membership Dues – 4 @ \$10/each   | \$ 40.00            |
| 4863      | SE MACDE Area 7 – Registration Fee – 1 @ \$15.00  | \$ 15.00            |
|           | <b>Total</b>  | <b>\$ 10,492.72</b> |

**Adjournment**

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





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## ***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 11, 2024, 1:00 p.m. Regular Meeting**

**Ag Service Center, Caledonia, MN**

### **2024 Officers**

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

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

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

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

### **Flag Pledge**

### **Minutes**

Chair call for additions or corrections to the March 14, 2024 board meeting minutes.

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

**Treasurer's Report:** Treasurer recommend the February and March 2024 Treasurer's Report be placed on file for audit.

### **AGENCY REPORTS**

**Ryan Hytry, NRCS District Conservationist Report**

**Dave Walter, District Manager Report**

- 2024 Spring Farm Meeting, March 27, 2024 – *Update*
- Supervisor Election sign-up period May 21 – June 4, 2024  
*Ken Anderson, Matt Feldmeier, Glenn Kruse*

### **PROGRAM REPORT**

- WCA – *Update*

### **MASWCD & MACDE**

- SE MACDE Annual Spring Employees Meeting, April 2, 2024 – *Update*
- Area 7 Envirothon – May 1, 2024 Byron, MN.
- Save the Date – December 2 – 4, 2024 MASWCD Annual Convention 2024 Doubletree by Hilton, Bloomington, MN.

## **WATERSHED UPDATES**

*Crooked Creek – Update*

*Bear Creek – Update*

*Winnebago - Update*

*Root River IWIP – Update*

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

## **PROGRAM & STAFF REPORTS**

### **Jean Meiners, Technician**

- Buffer Law – *Update*
- BMP Projects – *Update*
- Contractor Meeting, March 20, 2024 - *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*
- Prairie Strips - *Update*

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

## **COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** *Update*

**PERSONNEL COMMITTEE:** *Update*

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

Agenda – April 11, 2024

## OLD BUSINESS

## NEW BUSINESS & ACTION ITEMS

### COST SHARE PROGRAMS

**ARPA** – (Spending expiration 12/31/2026) Available Funds **\$40,821.05**

#### **STATE COST SHARE PROGRAM**

FY23 State Cost Share (Grant expiration 12/31/2024) Available Funds **\$ 11,450.33** (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)

#### **FY24 & FY25 State Cost Share Request** (Funding up to 90% of cost estimate)

| Name     | Contract    | Total Cost Estimate | Cost Share Amount Requested  | Project  | Completion Dates |
|----------|-------------|---------------------|--|--|------------------|
| 01FY24CS | Solum, Nels | \$24,149.00         | \$21,734.10 (Funding Source<br>FY24 CS = \$18,952 & FY25<br>CS = \$2,782.10) | 582 – Prescribed<br>Grazing with 516 -<br>Livestock Pipeline;<br>614 -Watering Facility<br>& 382 – Fence | 12/31/24         |

FY24 State Cost Share – Remaining Available Funds \$ 0.00

FY25 State Cost Share – Remaining Available Funds \$ 16,169.90

#### **FY23 State Cost Share & ARPA** (Funding up to 75% of cost estimate or 90% if combined with other non-state funding source) & **FY25 State Cost Share Request** (Funding up to 90% of cost estimate)

| Name     | Contract    | Total Cost Estimate | Cost Share Amount Requested  | Project  | Completion Dates |
|----------|-------------|---------------------|--|--|------------------|
| 04FY23CS | Hagen, Paul | \$21,000.00         | \$21,734.10 (Funding Source<br>FY23 CS = \$11,450.33 &<br>FY25 CS = \$4,299.67 &<br>ARPA = \$3,150.00) | 410 – Grade<br>Stabilization Structure<br>with 412 – Grassed<br>Waterway | 12/31/24         |
| 01FY25CS | Hagen, Paul | \$8,950.00          | \$8,055.00   | 410 – Grade<br>Stabilization Structure                                   | 12/31/24         |

FY23 State Cost Share – Remaining Available Funds \$ 0.00

FY25 State Cost Share – Remaining Available Funds \$ 3,815.23

ARPA Cost Share – Remaining Available Funds \$ 37,671.05

#### **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 12/31/2024) Available Funds **\$ 18,602.44**

FY24 Root River 1W1P Cost Share (Grant expiration 12/31/2026) Available Funds **\$ 275,480**

**FY22/23 1W1P Root River Watershed-Base Cost Share Cancellation** - #18FY20RR1W1P Schulte Farms of Caledonia LLC – 410 Grade Stabilization Structure. Funding Source: FY22/23 RR1W1P Amount for re-allocation: \$ 7,407.60

FY22/23 Root River 1W1P Cost Share – Remaining Available Funds \$ 26,010.04

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

| Name             | Contract                 | Total Cost Estimate | Cost Share Amount Requested  | Project   | Completion Dates |
|------------------|--------------------------|---------------------|--|---|------------------|
| #25FY22/23RR1W1P | Doering, Harley          | \$1,600.00          | \$1,440.00   | 412 – Grassed Waterway  | 6/1/24           |
| #27FY22/23RR1W1P | Van Gundy, Larry         | \$2,700.00          | \$2,430.00   | 362 - Diversion   | 10/1/24          |
| #28FY22/23RR1W1P | Sheldon Family Farms LLP | \$7,748.00          | \$6,973.20   | 468 – Lined Waterway  | 6/1/24           |
| #26FY22/23RR1W1P | Lynch, Ben               | \$43,526.00         | \$10,458.40  | 582 – Prescribed Grazing with 512 – Pasture & Hay Planting; 382 – Fence | 12/1/24          |
| #29FY22/23RR1W1P | Diersen, John            | \$11,138.00         | \$10,024.20<br>(FY22/23RR1W1P = \$4,708.44; FY24RR1W1P - Feedlot = \$5,315.76) | 634 – Waste Transfer  | 12/1/24          |

*FY22/23 Root River 1W1P Cost Share – Remaining Available Funds \$ 0*

**FY24 Root River 1W1P Cost Share Request**

| Name          | Contract     | Total Cost Estimate    | Cost Share Amount Requested | Project                                    | Completion Dates |
|---------------|--------------|------------------------|-----------------------------|--|------------------|
| #01FY24RR1W1P | Flugge, Andy | 46.2 acres @ \$20/acre | \$2,772.00                  | 329 – Residue & Tillage Management No-Till | 7/1/24           |

*FY24 Root River 1W1P Cost Share – Remaining Available Funds \$ 272,708.00*

**HELP Grant** (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds **\$2,207.50**

**HELP Cost Share Request**

| Name   | Contract                    | Total Cost Estimate | Cost Share Amount Requested | Project                  | Completion Dates |
|--------|-----------------------------|---------------------|-----------------------------|--------------------------|------------------|
| 05HELP | Burning Daylight Farms, LLC | \$2,944.00          | \$2,207.50                  | 327 – Conservation Cover | 11/30/2024       |

*HELP Cost Share – Remaining Available Funds \$ 0.00*

**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 **\$1,625.00**

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

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

FY23 WinLaC 1W1P Ag Practices Cost Share (Grant expiration 12/31/2025) Available Funds **\$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      |
|-----------|---|-------------|
| 4863      | Ron Carlsen – Rent – April  | \$ 1,287.00 |
| 4864      | Kwik Trip – Fuel – SWCD Trucks  | \$ 296.93   |
| 4865      | VISA – Education, Awards & Tours - Contractor Mtg. 3/20/24 Expenses = \$45.50 & \$147.50; | \$ 257.02   |

Agenda – April 11, 2024

|      |  |                    |
|------|--|--------------------|
|      | Postage = \$24.00; Tree Postage = \$40.02  |                    |
| 4866 | Linda Betz – Water Plan – Pond Clean Out   | \$ 500.00          |
| 4867 | Blackburn Mfg. Co. – Trees – Flags = \$24.10 & Field Supplies – Flags = \$337.34 | \$ 361.44          |
| 4868 | Lester & Leora Beckman Trust – Water Plan – Pond Clean Out                       | \$ 500.00          |
| 4869 | Iowa DNR State Forest Nursery – Trees  | \$ 59.00           |
| 4870 | Gary Rustad – Water Plan Pond Clean Out  | \$ 500.00          |
| 4871 | Schumacher’s Nursery & Berry Farm Inc. – Trees                                   | \$ 3,720.50        |
| 4872 | Quill LLC – Office Supplies = \$15.69; Tree Supplies = \$34.09                   | \$ 49.78           |
|      | <b>Total</b>   | <b>\$ 7,531.37</b> |

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

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

| Voucher # | Item  | Amount             |
|-----------|---|--------------------|
|           | Houston County Treasurer - Admin – 1 <sup>st</sup> Qtr. 2024 = \$1,673.28; Technical – 1 <sup>st</sup> Qtr. 2024 = \$454.37                       | \$ 2,127.65        |
| 4         | Fillmore SWCD – Technical Fillmore – 1 <sup>st</sup> Qtr. 2024  | \$ 4,825.24        |
| 5         | SE SWCD Technical Support JPB – TSA7 Technical – 1 <sup>st</sup> Qtr. 2024 = \$1,950.12; Project Development 1 <sup>st</sup> Qtr. 2024 = \$480.96 | \$ 2,431.08        |
|           | <b>Total</b>  | <b>\$ 9,383.97</b> |

**Adjournment**

**NEXT MEETING -- Regular Meeting, May 9, 2024, 10:00 a.m.** Ag Service Center



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

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

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

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

## ***MISSION STATEMENT***

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

## **Agenda**

**May 9, 2024, 10:00 a.m. Regular Meeting**

**Ag Service Center, Caledonia, MN**

### **2024 Officers**

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

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

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

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

### **Flag Pledge**

### **Minutes**

Chair call for additions or corrections to the April 11, 2024 board meeting minutes.

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

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

### **AGENCY REPORTS**

**Chris Papenfuss, NRCS Report**

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

- Supervisor Election sign-up period May 21 – June 4, 2024  
*Ken Anderson, Matt Feldmeier, Glenn Kruse*
- 2024 Conservationist of the Year – *District 2 (Brownsville Township & Village, Crooked Creek Township and Jefferson Township)*
- Safe Drinking Water – *Update*
- Alliance To Advance Climate-Smart Agriculture Grant – *Pre-Authorization requested*

### **PROGRAM REPORT**

- WCA – *Update*

### **MASWCD & MACDE**

- Area 7 Envirothon – May 1, 2024 - *Update*
- 2024 MASWCD Call for Resolutions – Board will need to approve at the June 13, 2024 meeting.  
*Current resolutions can be viewed at [www.maswcd.org](http://www.maswcd.org) on the Resolutions Process page.*
- Save the Date – December 2 – 4, 2024 MASWCD Annual Convention 2024 Doubletree by Hilton, Bloomington, MN.

## **WATERSHED UPDATES**

### ***Crooked Creek – Update***

#### ***Bear Creek – Update***

- Watershed Tour, June 4, 2024. Rain date June 5, 2024
- Watershed Meeting Expenses – *Request to cover half the cost*

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

#### ***Root River IWIP – Update***

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

- HELP Grant – *Update*
- Local Capacity County Match CWMA – *Update*
- Project Development – Root River 1W1P – *Update*
- Prairie Strips – *Update*
- Soil Health Practices - *Update*

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

Agenda – May 9, 2024

## **COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** *Update*

**PERSONNEL COMMITTEE:** *Update*

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

## **OLD BUSINESS**

## **NEW BUSINESS & ACTION ITEMS**

1. Root River Soil & Water Conservation District Cost Share Assistance Policy – *Approval requested on policy updates*
2. Grant Signing Authority for Dave Walter – *Approval requested*

## **COST SHARE PROGRAMS**

**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* **\$1,625.00**

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

### **FY21 Local Capacity County Appropriation (2020) & FY22 Local Capacity County Appropriation (2021) Cost Share**

#### **Acknowledgement of Cancellation**

- Contract #09-20CM CWMA Fishel, John – Brush Management contract automatically terminated on 4/13/2024. Funds for re-allocation \$2,000.00.

*FY21 Local Capacity County Appropriation (2020) Cost Share – Remaining Available Funds* **\$2,175.00**

*FY22 Local Capacity County Appropriation (2021) Cost Share – Remaining Available Funds* **\$1,450.00**

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

| <b>Name</b>  | <b>Contract</b> | <b>Total Cost Estimate</b> | <b>Cost Share Amount Requested</b>         | <b>Project</b>         | <b>Completion Dates</b> |
|--------------|-----------------|----------------------------|--|------------------------|-------------------------|
| 11-20CM CWMA | Hanson, Ted     | \$1,625.00                 | \$1,625.00<br>(5.41666 acres @ \$300/acre) | 314 – Brush Management | 5/9/2025                |

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

### **FY21 Local Capacity County Appropriation (2020) & FY22 Local Capacity County Appropriation (2021) Cost Share Request**

| <b>Name</b>  | <b>Contract</b> | <b>Total Cost Estimate</b> | <b>Cost Share Amount Requested</b>         | <b>Project</b>         | <b>Completion Dates</b> |
|--------------|-----------------|----------------------------|--|------------------------|-------------------------|
| 12-20CM CWMA | Craig, Tim      | \$2,000.00                 | \$2,000.00<br>(6.66667 acres @ \$300/acre) | 314 – Brush Management | 5/9/2025                |

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

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

## **STATE COST SHARE PROGRAM**

FY23 State Cost Share (*Grant expiration 12/31/2024*) *Available Funds* **\$ 0** (*Funding up to 75% of cost estimate or 90% if combined with other non-state funding source*)

FY24 Conservation Contracts Cost Share (*Grant expiration 12/31/2025*) *Available Funds* **\$ 0** (*Funding up to 90% of cost estimate*)

FY25 Conservation Contracts Cost Share (*Grant expiration 12/31/2025*) *Available Funds* **\$ 3,815.23** (*Funding up to 90% of cost estimate*)



**Pre-Approval FY25 Conservation Contracts Cost Share & FY24 Root River 1W1P** (Funding up to 90% of cost estimate)

| Name     | Contract      | Total Cost Estimate | Cost Share Amount Requested  | Project   | Completion Dates |
|----------|---------------|---------------------|--|---|------------------|
| 02FY25CS | Meyer, Jordan | \$175,404.50        | \$26,231.05 (Funding Source FY25 CS = \$3,815.23 & FY24 Root River 1W1P = \$22,415.82) | 582 – Prescribed Grazing with 512 – Pasture & Hay Planting; 382 – Fence; 642 – Water Well | 12/31/24         |

FY25 Conservation Contracts Cost Share – Remaining Available Funds \$ 0

FY24 Root River 1W1P Cost Share – Remaining Available Funds \$ 250,292.18

**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 12/31/2024) Available Funds \$ 0

FY24 Root River 1W1P Cost Share (Grant expiration 12/31/2026) Available Funds \$ **250,292.18****FY22/23 1W1P Root River Watershed-Base Cost Share Amendment Requests**

- Contract #22FY22/23RR1W1P Sheldon Family Farms LLP is requesting to extend the contract install date from 6/1/2024 to 9/10/2024. This is due to wet weather conditions.
- Contract #21FY22/23RR1W1P Owl Bluff Farm LLC is requesting to extend the contract install date from 6/1/2024 to 7/1/2024. This is due to wet weather conditions.

**FY24 Root River 1W1P Cost Share Request**

| FY24 Root River 1W1P Cost Share Name | Contract       | Total Cost Estimate | Cost Share Amount Requested | Project                             | Completion Dates |
|--------------------------------------|----------------|---------------------|-----------------------------|-------------------------------------|------------------|
| 02FY24RR1W1P                         | Costigan, Phil | \$13,500.00         | \$3,746.00                  | 410 – Grade Stabilization Structure | 12/31/24         |

FY24 Root River 1W1P Cost Share – Remaining Available Funds \$ 246,546.18

**ARPA** – (Spending expiration 12/31/2026) Available Funds **\$3,343.05****HELP Grant** (Funding up to 75% of cost estimate - Grant expiration 12/31/2024) -- Available Funds **\$0****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             |
|-----------|---|--------------------|
| 4873      | Ron Carlsen – Rent – May                            | \$ 1,287.00        |
| 4874      | Kwik Trip – Fuel – SWCD Trucks                      | \$ 279.75          |
| 4875      | VISA – Office Supply = \$20.84                      | \$ 20.84           |
| 4876      | Schumacher's Nursery & Berry Farm Inc. – Shipping   | \$ 250.75          |
| 4877      | Blackburn Mfg. Co. – Field Supply – Flags (2 boxes) | \$ 158.14          |
|           |   | \$                 |
|           | <b>Total</b>  | <b>\$ 1,996.48</b> |

Agenda – May 9, 2024

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

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

| <b>Voucher #</b> | <b>Item</b>   | <b>Amount</b>      |
|------------------|---|--------------------|
| 6                | Winona County - Admin – 1 <sup>st</sup> Qtr. 2024 = \$5,824.57  | \$ 5,824.57        |
| 7                | Wabasha County SWCD – Technical 1 <sup>st</sup> Qtr. 2024 = \$1,319.55 & Project Development 1 <sup>st</sup> Qtr. 2024 = \$316.27 | \$ 1,635.82        |
|                  |   | \$                 |
|                  | <b>Total</b>  | <b>\$ 7,460.39</b> |

**Adjournment**

**NEXT MEETING -- Regular Meeting, June 13, 2024, 10:00 a.m.** Ag Service Center