



## **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/>

### **MINUTES OF THE ROOT RIVER SWCD**

January 11, 2024

The Root River Soil and Water Conservation District Board of Supervisors met on January 11, 2024 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order at 1:00 p.m.

#### **Members Present:**

Ken Anderson

Joe Driscoll

Matt Feldmeier

Glenn Kruse

Jerry Welke

#### **Members Not Present:**

#### **Others:**

Dan Wermager, Jean Meiners and Janice Messner – SWCD staff; Ryan Hytry and Chris Papenfuss, NRCS staff; TJ Boettcher, Pheasants Forever staff.

Those present took part in the Pledge of Allegiance.

#### **Officers & Appointments**

**Motion** by Feldmeier, seconded by Anderson, approving Glenn Kruse as the 2024 Chair.

Voting affirmative: Anderson, Driscoll, Feldmeier, Kruse and Welke

Opposed: None

Motion carried.

Kruse requested Welke preside over today's meeting as Chair. There was no opposition to this request.

**Motion** by Feldmeier, seconded by Anderson, approving Ken Anderson as the 2024 Vice-Chair, Matt Feldmeier as Secretary, Joe Driscoll as Treasurer and Jerry Welke as Reporter.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**Motion** by Feldmeier, seconded by Kruse, approving the following Committee Appointments for 2024:

**Finance Committee:** Driscoll & Anderson

**Personnel Committee:** Feldmeier & Welke

**TSA7 Committee:** Welke

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

**Mississippi River – Winona/La Crescent One Watershed, One Plan:** Welke *Alternate:* Anderson

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**Motion** by Anderson, seconded by Kruse, approving the monthly Root River SWCD board meetings to be held on the second Thursday of the month at 10:00 a.m. May – October and 1:00 p.m. November – April at the Ag Service Center in Caledonia, Minnesota.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**Minutes:** **Motion** by Anderson, seconded by Kruse, approving the minutes from the December 14, 2023 board meeting.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**Employee Time Records:** Motion by Kruse, seconded by Driscoll, approving the Employee Time Records.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**Treasurer's Monthly Report:** Driscoll recommended the December 2023 treasurer's report be placed on file for audit.

**Motion** by Feldmeier, seconded by Anderson, approving the financial responsibilities as follows:

Houston County Treasurer/Auditor – depository for all district funds and WinLaC 1W1P funds

Merchants Bank – as the general checking account

Eitzen State Bank – investment designated reserve, cost share

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

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**Agency Reports:**

**Ryan Hytry, NRCS Board Conservationist Report**

- Hytry shared staff has been promoting the CSP program. Sign up deadline is Friday, January 12, 2024.
- Hytry introduced Soil Conservationist Chris Papenfuss. Papenfuss shared her credentials. Hytry stated she will be working on grazing plans, conservation planning, CRP, and engineering.

**Dave Walter, District Manager Report**

- Messner shared the SE MN Envirothon will be held in the end of April or beginning of May for 2024. It will be held at Byron Sportsman & Conservation Club near Byron, MN. She went on to share that voluntary judges are needed for the Current Issue (Renewable Energy for a Sustainable Future in MN) portion of the event. Messner asked Welke to speak as to his experience being a judge last year and what it entailed. Messner stated she had information available to review on the current issue topic.
- Messner reminded supervisors the Campaign Finance Annual Certification must be completed by January 29, 2024 and stated Meiners would be able to provide them with assistance if needed.
- Meiners shared information on the 2.5 million dollar Climate Smart funding that is available. It will support soil health technician positions, offer cost share for cover crops at a rate of \$100/acre, practices based on animal units and other cost shareable climate smart practices. She stated Walter is working with Fillmore SWCD on an application for funding. If funded Root River SWCD will need to sign a sub-agreement with Fillmore SWCD as they are submitting the funding request. Hytry stated he will have Messner include a list of climate smart practices for them to review when board minutes are sent out.

**PROGRAM REPORT:**

WCA – No report

**MASWCD & MACDE** – No report.

**WATERSHED UPDATES**

*Crooked Creek* – No report.

*Bear Creek* – No report.

*Winnebago* – No report.

*Root River 1W1P* – Wermager shared a news article was published in the Argus about the progress of the watershed.

*WinLaC 1W1P* – Wermager stated a business owner in La Crescent has expressed interest in funding availability for a rain garden project.

**PROGRAM & STAFF REPORTS:**

**Jean Meiners, Technician**

- Buffer Law – Meiners reported she is creating a list of buffers for next year's inspections.
- BMP Projects – Meiners indicated she has been doing survey and project design work. She also reported the computer that was purchased this past fall is now in-house and CAD and ArcMap are being installed on it with her assistance. Meiners also showed pictures and shared narrative of the Smith streambank project that was recently completed.

**Janice Messner, Administrative Assistant**

- Volunteer Nitrate Monitoring – No report.
- Trees – Messner stated the tree orders have been steadily coming in. Of the original amount of pre-ordered trees only 1,225 trees remain. The amount of special order trees has also increased over the past month. She reviewed the tree report provided to the supervisors.

**Dan Wermager, Technician**

- HELP Grant – Wermager stated a new application was taken for a tree/shrub establishment. He is waiting to hear if this will be considered a cost share practice as it is not part of our current work plan.
- Local Capacity County Match CWMA – Wermager reported two contracts have expired that will be acknowledged later in today's meeting. There are landowners interested in brush management practices. He felt there would be no problem having the funds re-allocated.
- Project Development – Root River 1W1P – Wermager indicated outreach for the Beaver Creek area generated three grade stabilization projects each draining ten acres and brush management practice needs. He stated he will be calling landowners in the watershed in the near future.
- Wermager shared he recently assessed three pond sites and a waterway site. They are all viable projects. He also stated he completed the last cover crop site inspection for the fall planting season.
- I-90 Soil Health Tour – Wermager stated the soil health tour will be held February 8, 2024 from 10 a.m. till 2 p.m. in Hokah, MN. Three speakers will be presenting this year.
- Cover Crop Demonstration Grant – Wermager shared the final reporting for the grant is completed.
- Wermager stated he has also been working on computer set-up.

**Houston County Water Plan** – No report.

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** No report.

**PERSONNEL COMMITTEE:** No report.

**TSA7 (Joint Powers) COMMITTEE:** Messner stated a meeting will be held Tuesday, January 30, 2024 at a location in the Rochester area which is yet to be determined.

**OLD BUSINESS** – None.**NEW BUSINESS & ACTION ITEMS**

**Motion** by Feldmeier, seconded by Anderson, approving the FY24 MASWCD dues in the amount of \$7,077.92.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**Motion** by Feldmeier, seconded by Kruse, approving the 2024 supervisor per diem at \$125 per meeting.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**Motion** by Anderson, seconded by Driscoll, approving the 2024 Envirothon Dues in the amount of \$175.00.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**Motion** by Feldmeier, seconded by Anderson, approving the 2024 SE SWCD Technical Support JPB Annual Membership Dues of \$3,000.00.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**Motion** by Feldmeier, seconded by Anderson, approving the 2023 Pay Equity Report.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**Motion** by Anderson, seconded by Driscoll, approving the 2023 Year-End Financial Audit Bid of \$4,500.00 for the District and \$500.00 for WinLaC 1W1P submitted by Peterson Company Ltd.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**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.

**Motion** by Anderson, seconded by Kruse, acknowledging the cancellation and re-allocation of funds for contract #01-20CM CWMA Doering, Art for his brush management project in the amount of \$2,000.00 and contract #02-20CM CWMA Doering, Roger for his brush management project in the amount of \$800.00.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**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 Cover Crops	\$6,165.00	\$6,165.00	50 acres @ \$41.10/acre = \$2,055.00 @ 3 years = \$6,165.00

**Motion** by Feldmeier, seconded by Anderson, approving payment for contract #02FY23SH Meyer, Dustin in the amount of \$6,165.00 for a three year multi specie cover crop project. Funding source FY23 Soil Health Cost Share Grant.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

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

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

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

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

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

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

**Motion** by Kruse, seconded by Feldmeier, approving the above listed accounts payable and transfer of funds requests.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**\*\*\* WinLaC 1WIP Accounts Payable \*\*\***

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>

**Motion** by Feldmeier, seconded by Anderson, approving the above listed WinLaC 1WIP accounts payable and transfer of funds request.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**Motion** by Anderson, seconded by Kruse, approving to reschedule the February 2024 Root River SWCD Board Meeting to Thursday, February 15, 2024 at 1:00 p.m.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**Motion** by Kruse, seconded by Driscoll, approving meeting adjournment.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

Meeting adjourned at 2:05 p.m.

**NEXT MEETING -- Regular Meeting, February 15, 2024, 1:00 p.m. Ag Service Center**

Approved:

2-15-2024

Date

Matt W. Feldmeier

Secretary



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## **MINUTES OF THE ROOT RIVER SWCD**

February 15, 2024

The Root River Soil and Water Conservation District Board of Supervisors met on February 15, 2024 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order at 1:00 p.m.

### **Members Present:**

Ken Anderson

Joe Driscoll

Matt Feldmeier

Glenn Kruse

Jerry Welke

### **Members Not Present:**

### **Others:**

Dan Wermager, Dave Walter, Jean Meiners and Janice Messner – SWCD staff; Chris Papenfuss, NRCS staff; TJ Boettcher, Pheasants Forever staff; Dave Copeland, BWSR staff; Sam Fryer, Conservation Corp of MN.

Those present took part in the Pledge of Allegiance and was followed by introductions.

Sam Fryer, Conservation Corp of MN, briefly spoke about cost share opportunities through the MN Agricultural Water Quality Certification Program (MAWQCP).

**Minutes:** Motion by Anderson, seconded by Kruse, approving the minutes from the January 11, 2024 board meeting.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**Employee Time Records:** Motion by Kruse, seconded by Driscoll, approving the Employee Time Records.

Voting affirmative: Anderson, Driscoll, Feldmeier and Kruse

Opposed: None

Motion carried.

**Treasurer's Monthly Report:** Driscoll recommended the January 2024 treasurer's report be placed on file for audit.

### **Agency Reports:**

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

Papenfuss joined the meeting.

- Papenfuss reporting on Hytry's behalf stated EQIP pre-approvals for round one of funding is in place. Twenty of the approximate 27 applications are receiving funding through various funding pools.

Papenfuss exited the meeting.

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

- Climate Smart Grant – Walter shared this is a pilot program grant and he is working with Fillmore SWCD on a joint funding application. Fillmore SWCD is requesting funding to support a shared soil health technician position, administrative funds to administer the grant (possibly Root River SWCD), four outreach events (Root River

SWCD), \$500,000 in cost share for cover crops at a rate of \$100/acre, and \$46,762 in technical assistance funding for Root River SWCD.

- SE MN Envirothon – Walter indicated this year's event will be held May 1, 2024 at the Byron Sportsman & Conservation Club near Byron, MN. He asked if any supervisors would be interested in being a volunteer judge for the event. He stated Welke volunteered last year. After no one expressed interest, Walter asked Welke if he would be willing to volunteer for this year's event. Welke agreed.

Copeland joined the meeting at 1:20 p.m.

- RCPP Waste Storage Grant - Walter conveyed BWSR is submitting an application for a RCPP waste storage grant. This funding if approved will likely be available in 2025/2026 for waste storage practices.
- Safe Drinking Water Grant Phase II for SE MN – Walter stated a funding application is being submitted which would allow for additional free well water testing for landowners and cost share assistance to install a new well and provide cost-share for treatment systems for people who cannot be assisted with the MDA pot of funding (\$400,000 for eight counties) or who need treatment for other contaminants (arsenic, manganese).
- Walter reported he is working with the City of Hokah to obtain funding for a canoe ramp and bank armoring. He went on to say funding through the Root River 1WIP will not work based on the fact that a ramp is not a cost sharable item, but the rip rap would qualify. There is possibly funding available through a DNR grant, Get Out More.
- I-90 Soil Health Tour – Walter indicated the event went well. A discussion about the various speakers and their information followed.
- Buffer Law – Walter stated he did work on buffer updates. Meiners sent out letters notifying landowners of the upcoming site inspection.
- HELP Grant – Walter reported he was out on a site visit with Wermager.
- Walter shared he will be doing a presentation on March 18, 2024 for the Clean Water Council. The presentation will be on the construction of the Klinski structure for the Crooked Creek Watershed District.

#### **PROGRAM REPORT:**

**WCA** – Walter shared he participated in training sessions this past month. He was on-site at a location in Houston West Township. The landowner was shaping banks to rip rap and was operating without a Public Waters permit. Walter also reported he was at another site in Hokah Township where work around a culvert was being done without a permit.

**MASWCD & MACDE** – Walter stated the 2024 Legislative Briefing & Day at the Capitol will be held March 12 – 13, 2024. He state this is not a budget year for the State.

#### **WATERSHED UPDATES**

**Crooked Creek** – Walter reported he, Meiners and Wermager burned brush piles on the R-4 (Heimerdinger) structure.

**WinLaC 1WIP** – Wermager shared the City of La Crescent has been awarded grant funds for streambank work along Pine Creek. They are seeking cost share assistance for the engineering expenses.

Wermager stated a La Crescent business owner requested funding for a rain garden project. Upon a site visit the project was already installed. Cost share funds must be contracted prior to a project's start.

**Root River IWIP** – Wermager shared a planning work group meeting was held February 12, 2024. Proposed changes for the FY24 work plan included changing the cost share caps for cover crops and pre-construction cover. The Hokah canoe ramp project was taken off the work plan.

He also shared RCPP funds totaling \$460,743 was awarded for 2024 – 2026.

A Policy Committee meeting is scheduled for February 26, 2024.

**Bear Creek** – No report.

**Winnebago** – No report.

#### **PROGRAM & STAFF REPORTS:**

##### **Jean Meiners, Technician**

- Buffer Law – Meiners reported she is working on BuffCat updates.
- BMP Projects – Meiners indicated she has been doing survey and project design work.
- Contractor Meeting – Meiners share a contractor meeting is being organized for Wednesday, March 20, 2024. It will be held at Elsie's in Caledonia, MN. Topics they will be covering includes proper invoicing, Gopher 1, practice specifications, the importance of compaction and a knowledge challenge. Lunch will be provided and upcoming project site showings will be conducted after the lunch. Contractors will have an opportunity to bid these projects if they so choose.

**Motion** by Feldmeier, seconded by Anderson, approving expenses for the contractor meeting.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

Walter stated next year he will work with Fillmore SWCD and Winona County SWCD to host a contractor meeting in Rushford, MN.

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

- Volunteer Nitrate Monitoring – No report.
- Trees – Messner stated tree sales are going well. To date 59 orders totaling \$8,999.17 have been received. Trees sold total 5,225. Currently, of the pre-ordered trees only 525 are still available. Special orders totaling 575 trees have contributed to the total of trees sold. Messner shared last year's tree sales totaled 5,250 and to date 5,225 trees have been sold for the 2024 season with two and a half months remaining.
- Messner shared she is currently working on prep for the 2023 year-end financial audit and putting together the 2023 Annual Report.

##### **Dan Wermager, Technician**

- HELP Grant – Wermager stated he has taken two new applications. One project is a conservation cover with a tree/shrub establishment and the second project is a tree/shrub establishment. He shared both applicants have purchased trees through the District for their respective projects. Wermager said he has contacted one additional landowner to review proposed plans.
- Local Capacity County Match CWMA – Wermager reported funds have become available, \$2,800, by means of two cancelled contracts. He has one landowner interested in cost share totaling approximately \$1,625.00.
- Project Development – Root River IWIP – Wermager indicated outreach for the Beaver Creek area generated three grade stabilization projects each draining ten acres and brush management practice needs. He stated he will be calling landowners in the watershed in the near future to generate additional interest in conservation practices.
- I-90 Soil Health Tour – Wermager stated 44 individuals were in attendance, which is an increase over previous years.

**Houston County Water Plan** – Wermager shared the following highlights from their February 1, 2024 meeting. Liam Bonk, Ducks Unlimited shared a presentation offering landowners the opportunity for cost share assistance through the Climate Smart Commodities Partnership.

Wermager stated only one planned project was not constructed in 2023. Those funds are rolled over into 2024 and will be made available for this year's projects.

Marty Herrick, Houston County Planning & Zoning announced they have \$100,000 available for landowners through the Ag BMP Program.

Brian Pogodzinski, Houston County Highway Dept. reported La Crescent will be transitioning from using sand to salt for slippery road conditions.

### **COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** No report.

**PERSONNEL COMMITTEE:** Walter reported the personnel committee met on January 23, 2024 to discuss time management. It was stated this committee will be meeting twice a year.

Walter stated he and Messner will be meeting with the Financial Committee in late July or early August to review the proposed budget prior to presenting it to the board. This will allow for committee input.

**TSA7 (Joint Powers) COMMITTEE:** Walter shared a presentation prepared by TSA7 showing their 2023 workload. Twenty-five percent of the projects they did were installed in Houston County and 45% of their time was dedicated to those projects.

**OLD BUSINESS** – None.

### **NEW BUSINESS & ACTION ITEMS**

**Motion** by Anderson, seconded by Driscoll, approving the 2024 MACDE membership dues in the amount of \$25 per staff member.  
Voting affirmative: Anderson, Driscoll, Feldmeier and Welke                      Opposed: None                      Motion carried.

**Motion** by Anderson, seconded by Driscoll, approving the 2023 Year-End Financial Audit Engagement Letter, \$4,500.00 for the District and \$500.00 for WinLaC 1W1P  
Voting affirmative: Anderson, Driscoll, Feldmeier and Welke                      Opposed: None                      Motion carried.

**Motion** by Welke, seconded by Driscoll, approving a resolution opposing the new Minnesota state flag and seal.  
Voting affirmative: Anderson, Driscoll, Feldmeier and Welke                      Opposed: None                      Motion carried.

Walter shared a presentation on available funding through Ducks Unlimited through the Climate Smart Commodities Partnership. Liam Bonk, Ducks Unlimited will be on hand at the March 14, 2023 board meeting.

### **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

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

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Owl Bluff Farm LLC	#21FY22/23RR1W1P Waste Facility Closure	\$35,535.00	\$28,219.00	\$28,219.00 @ 90% = \$25,397.10 <b>Partial Payment Amount Approved = \$25,397.10</b>

**Motion** by Anderson, seconded by Welke, approving a partial payment for contract #21FY22/23RR1W1P Owl Bluff Farm LLC in the amount of \$25,397.10 for a waste facility closure project. Funding source FY22/23 Root River 1W1P Cost Share.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

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

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Affordable Investments LLC	03HELP	\$624.00	\$468.00	612 – Tree/Shrub Establishment	11/30/2024
Weichert, Tom	04HELP	\$3,840.00	\$2,880.00	327 – Conservation Cover & 612 – Tree/Shrub Establishment	11/30/2024

**Motion** by Feldmeier, seconded by Welke, approving contract #03-HELP Affordable Investments LLC in the amount of \$468.00 for a Tree/Shrub Establishment project and contract #04-HELP Weichert, Tom in the amount of \$2,880.00 for a conservation cover project with a Tree/Shrub Establishment. Funding source HELP Grant Cost Share.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**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 Payment Request**

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Meiners, Richie	#04-20CM CWMA Brush Management	\$2,000.00	\$2,000.00	10 acres @ \$200/acre = \$2,000.00 <b>Payment Amount Approved = \$2,000.00</b>

**Motion** by Anderson, seconded by Welke, approving payment for contract #04-20CM CWMA Meiners, Richie in the amount of \$2,000.00 for a brush management project. Funding source FY21 Local Capacity County Appropriation Cost Share.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

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

Voucher #	Item	Amount
4839	Ron Carlsen – Rent – February	\$ 1,287.00
4840	Kwik Trip – Fuel – SWCD Trucks	\$ 198.26
4841	Laura's Lane Nursery - Trees	\$ 190.06
4842	MACDE – Membership dues 4 @ \$25/ea.	\$ 100.00
4843	VISA – Misc. Charges – VISA Annual Fee = \$25.00; Vehicle Maintenance – Fuel = \$47.60; Root River 1WIP Civic Engagement Event Expenses = \$282.32 & \$109.98	\$ 464.90
4844	Owl Bluff Farm LLC - #21FY22/23RR1WIP – Waste Facility Closure (Partial Payment)	\$ 25,397.10
4845	Iowa DNR State Forest Nursery – Trees	\$ 600.00
4846	Fillmore SWCD - Trees	\$ 206.16
4847	Meiners, Richie - #04-20CM CWMA – Brush Management	\$ 2,000.00
		\$
	<b>Total</b>	<b>\$ 30,397.73</b>

**Motion** by Feldmeier, seconded by Welke, approving the above listed accounts payable requests.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**\*\*\* WinLaC 1WIP Accounts Payable \*\*\***

Voucher #	Item	Amount
3	Wabasha SWCD – Technical SWCD – 4 <sup>th</sup> Qtr. 2023	\$ 224.46
		\$
	<b>Total</b>	<b>\$ 224.46</b>

**Motion** by Driscoll, seconded by Anderson, approving the above listed WinLaC 1WIP accounts payable request.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**Motion** by Welke, seconded by Anderson, approving meeting adjournment.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

Meeting adjourned at 2:52 p.m.

**NEXT MEETING -- Regular Meeting, March 14, 2024, 1:00 p.m. Ag Service Center**

Approved: 3-14-2024  
Date

  
Secretary



## **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/>

### **MINUTES OF THE ROOT RIVER SWCD**

March 14, 2024

The Root River Soil and Water Conservation District Board of Supervisors met on March 14, 2024 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order by acting chair, Matt Feldmeier at 1:08 p.m.

#### **Members Present:**

Joe Driscoll

Matt Feldmeier

Jerry Welke

#### **Members Not Present:**

Ken Anderson

Glenn Kruse

#### **Others:**

Dan Wermager, Dave Walter, Jean Meiners and Janice Messner – SWCD staff; Chris Papenfuss and Ryan Hytry, NRCS staff; TJ Boettcher, Pheasants Forever staff; Liam Bonk, Ducks Unlimited.

Those present took part in the Pledge of Allegiance and was followed by introductions.

Liam Bonk, Ducks Unlimited, spoke about cost share opportunities through a Climate-Smart Commodities Partnership grant. The grant consists of six practices: Cover Crops, Livestock Integration, Conservation Tillage (No-Till), Edge-of-Field Buffers, Manure Management and In-Barn LED Lighting.

Papenfuss and Boettcher exited the meeting at 1:22 p.m.

**Minutes:** Motion by Driscoll, seconded by Welke, approving the minutes from the February 15, 2024 board meeting.

Voting affirmative: Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**Employee Time Records:** Motion by Driscoll, seconded by Welke, approving the 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

Voting affirmative: Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**Treasurer's Monthly Report:** The February 2024 treasurer's report be presented at the April 11, 2024 board meeting.

#### **Agency Reports:**

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

- Hytry stated it was time to set the Local Work Group Meeting for 2024. April 11, 2024 at 2:00 p.m. was selected.

## Dave Walter, District Manager Report

- Walter shared there are a total combination of 34 pond clean outs and push-up pond projects that have requested an incentive payment for the implementation of their project. To date Water Plan funds total \$9,272. Payment rates for a Pond Clean Out is \$500, Push-Up Pond with no pipe \$1,000 and Push-Up Pond with a pipe \$1,700. Walter suggested using ARPA funding to install as many projects as possible for the year. Currently, there is \$40,821.05 of unallocated funds available. **Motion** Welke, seconded by Driscoll, approving the use of remaining ARPA funds to fund additional pond clean out projects and push-up pond projects for 2024 using the current incentive rates. Pond Clean Out is \$500, Push-Up Pond with no pipe \$1,000 and Push-Up Pond with a pipe \$1,700.  
Voting affirmative: Driscoll, Feldmeier and Welke                      Opposed: None                      Motion carried.
- Walter stated Ann Wessel conducted interviews with himself, Gary Klinski, landowner and Paul Fruechte, Crooked Creek Watershed Board to create a video of the Klinski Structure project. Meiners assisted with multiple photos and researching information for the video. This will be presented at the Clean Water Council meeting, Spring Farm Meeting, March 27, 2024 and is also posted to YouTube.
- Walter indicated the 2024 Spring Farm Meeting will be held Wednesday, March 27, 2024 at 11:15 a.m. at the Fountain Community Center, Fountain, MN.

**WCA** – Walter shared he is working with the County Highway Dept. on a project site in Sheldon Township.

Voting affirmative: Driscoll, Feldmeier and Welke                      Opposed: None                      Motion carried.

*Winnebago* – No report.

Wernager reported the Policy Committee met February 26, 2024 and approved the FY24/25 grant work plan. \$275,480 will be available for Ag practices and \$118,472 in technical assistance funding. Cover crop funding cap will increase from \$15,000 to \$30,000.

**WinLaC IWIP** – Wermager shared the Policy Committee met March 11, 2024. They approved a grant amendment shifting \$35,000 from pollinator cost share funds to TA/Engineering for streambank work. The funds will be used to assist with the engineering costs the City of La Crescent is incurring for a streambank project along the Pine Creek. They were awarded grant funds for the streambank work along Pine Creek, but this did not include engineering expenses.

**PROGRAM & STAFF REPORTS:**

**Jean Meiners, Technician**

- Buffer Law – Meiners reported buffers were flagged for a landowner in Sheldon Township.
- BMP Projects – Meiners indicated she has been working with NRCS on an upgrade to their design software. This has briefly delayed the needed design work.

Meiners stated the district will be submitting piggyback cost share applications as the NRCS project funding is approved per landowner.

- Contractor Meeting – Meiners share a contractor meeting is being held Wednesday, March 20, 2024 at Elsie's in Caledonia, MN. Topics being covered include proper invoicing to meet state standards, Gopher 1, practice specifications, the importance of compaction and a knowledge challenge. Lunch is being provided and will be followed up with project site showings.

**Janice Messner, Administrative Assistant**

- Volunteer Nitrate Monitoring – Messner reported she has received the 2023 testing results and will have more detail available for the April board meeting.
- Trees – Messner stated tree sales are still going well. To date 65 orders totaling \$11,009.92 have been received. Trees sold total 5,876. Currently, of the pre-ordered trees only 150 are still available. Special orders totaling 626 trees have contributed to the total of trees sold.

**Dan Wermager, Technician**

- HELP Grant – Wermager stated he has one new application for approval later in today's meeting. Approximately \$2,500 are still available for projects.
- Local Capacity County Match CWMA – Wermager reported he has one landowner interested in cost share totaling approximately \$1,625.00 and an additional applicant for approval later in today's meeting. With these two projects the remaining funds will all be allocated.
- Project Development – Root River 1W1P – Wermager indicated the first stage of outreach for the Beaver Creek area generated three good projects. He stated he will be calling approximately 200 landowners in the watershed in the near future to generate additional interest in conservation practices.
- Prairie Strips – Wermager stated he is working a grant to promote prairie strips on CRP. The program offers \$80 per acre per year plus a FSA payment of approximately \$200 per acre on average for ten years.

Wermager shared he has been doing new site visits for future projects, laying strips and design work.

**Houston County Water Plan** – Wermager stated he is doing site visits on prospective project sites.

***WinLaC 1W1P*** – Wermager indicated he is sitting on a Forestry Team focusing on SE MN through WinLaC 1W1P.

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** No report.

**PERSONNEL COMMITTEE:** No report.

**TSA7 (Joint Powers) COMMITTEE:** No report.

**OLD BUSINESS** – Messner read an email she received from Senator Jeremy Miller regarding the Resolution we submitted on the new State flag and seal.

### **NEW BUSINESS & ACTION ITEMS**

**Motion** by Driscoll, seconded by Welke, approving the 2024 SE MACDE membership dues in the amount of \$10 per staff member.  
Voting affirmative: Driscoll, Feldmeier and Welke      Opposed: None      Motion carried.

### **COST SHARE PROGRAMS**

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

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

**Motion** by Welke, seconded by Driscoll, approving payment for contract #03 ARPA City of Caledonia in the amount of \$7,161.04 for a critical area planting project. Funding source ARPA Cost Share.

Voting affirmative: Driscoll, Feldmeier and Welke      Opposed: None      Motion carried.

#### **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, Lester & Leora	5.875 acres @ \$200/acre	\$1,175.00	314 – Brush Management	3/14/2025

**Motion** by Welke, seconded by Driscoll, approving contract #10CM – CWMA Beckman Trust, Lester & Leora in the amount of \$1,175.00 for a brush management project. Funding source FY21 Local Capacity County Appropriation Cost Share.

Voting affirmative: Driscoll, Feldmeier and Welke      Opposed: None      Motion carried.

#### **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
02 HELP	McNamer, Jay	\$13,200.00	\$9,900.00	327 – Conservation Cover	11/30/2024

**Motion** by Driscoll, seconded by Welke, approving contract #02 HELP in the amount of \$9,900.00 for a conservation cover project.

Funding source HELP Cost Share

Voting affirmative: Driscoll, Feldmeier and Welke      Opposed: None      Motion carried.

**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****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:\*\*\***

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>

**Motion** by Driscoll, seconded by Welke, approving the above listed accounts payable requests.

Voting affirmative: Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**Motion** by Welke, seconded by Driscoll, approving meeting adjournment.

Voting affirmative: Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

Meeting adjourned at 2:30 p.m.

**NEXT MEETING -- Regular Meeting, April 11, 2024, 1:00 p.m.** Ag Service CenterApproved: 4-11-2024  
Date  
Secretary



## **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/>

### **MINUTES OF THE ROOT RIVER SWCD**

April 11, 2024

The Root River Soil and Water Conservation District Board of Supervisors met on April 11, 2024 at the Ag Service Center in Caledonia, Minnesota for its regular meeting.

The meeting was called to order by Vice Chair Anderson at 1:02 p.m.

#### **Members Present:**

Ken Anderson  
Joe Driscoll  
Matt Feldmeier  
Glenn Kruse  
Jerry Welke

#### **Members Not Present:**

#### **Others:**

Dan Wermager, Dave Walter, Jean Meiners and Janice Messner – SWCD staff; Chris Papenfuss and Ryan Hytry, NRCS staff; Sam Fryer, Olmsted SWCD; Dave Copeland, BWSR.

Those present took part in the Pledge of Allegiance and was followed by introductions.

**Minutes:** Motion by Feldmeier, seconded by Driscoll, approving the minutes from the March 14, 2024 board meeting.

Voting affirmative: Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**Employee Time Records:** Motion by Feldmeier, seconded by Welke, approving the Employee Time Records.

Voting affirmative: Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**Treasurer's Monthly Report:** Driscoll recommended the February 2024 and March 2024 treasurer's reports be placed on file for audit.

#### **Agency Reports:**

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

- Hytry shared he has taken a 120 day acting Team Lead position in Rochester, MN. Chris Papenfuss will be covering his duties for the Caledonia Field Office. He also reported CSP contracts are being finalized and ranked.

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

- Walter shared TJ Boettcher, Farm Bill Biologists has taken a different position with the MN DNR as a Conservation Focus Area Coordinator. His last day is Friday, April 12, 2024. He will remain housed in our building in the DNR Forestry office. His position will be backfilled.
- Walter stated the Spring Farm Meeting was held March 27, 2024. Many partnering agencies, MDA, MDH, MPCA, were in attendance all presenting on the topic of high nitrates.

- Walter reminded board supervisors Anderson, Feldmeier and Kruse supervisor election sign-up period is May 21 – June 4, 2024.

**PROGRAM REPORT:**

**WCA** – Walter shared in Houston Township he was on site to help with a wetland determination for the new Owl Center.

Kruse joined the meeting at 1:10 p.m.

**MASWCD & MACDE** – Walter stated the SE MACDE Annual Spring Employees Meeting was held April 2, 2024 at Olmsted County Oxbow Park Nature Center in Byron, MN. Nitrates were a focus area. Sheila Vanney gave a legislative update and talked about the EPA petition. Chris Hoog gave a NRCS update and Dave Copeland the BWSR update. MPCA and MDH also gave updates.

Walter shared the Area 7 Envirothon will be held May 1, 2024 near Byron, MN. He and Welke will be helping with the event.

Walter indicated December 2 – 4, 2024 is the MASWCD Annual Convention at the Doubletree by Hilton in Bloomington, MN.

**WATERSHED UPDATES**

***Crooked Creek*** – Meiners reported new equipment was purchased to maintain the watershed structure sites. The annual inspection tour will be rescheduled due to snow.

***Bear Creek*** – No report.

***Winnebago*** – No report.

***Root River 1W1P*** – Walter shared FY24 Root River 1W1P grant was executed on April 10, 2024.

***WinLaC 1W1P*** – No report.

**PROGRAM & STAFF REPORTS:**

**Jean Meiners, Technician**

- Buffer Law – No report.
- BMP Projects – Meiners indicated she is working on project designs. She also shared in the immediate future there will be construction of two grassed waterway projects and a grade stabilization structure project leftover from last fall due to dry soil conditions.
- Contractor Meeting – Meiners share a contractor meeting was held Wednesday, March 20, 2024 at Elsie's in Caledonia, MN. The workshop went well with six contractors in attendance. Five contractors went to the site showings. Three bids for each of the project sites were received. The lined waterway project site has accepted the bid of the lowest project bidder. The second project site in Black Hammer Township will be reviewing the three bids in the near future and making a decision as to whom the contractor will be.

Meiners also discussed the need of adding a bidding process to our local cost share policy. Currently, there is no written policy. The board asked that the process be defined in the cost share policy and be brought to the board for review.

**Janice Messner, Administrative Assistant**

- Volunteer Nitrate Monitoring – No report.

- Trees – Messner stated trees will be received on April 24, 2024 and tree pick up day is scheduled for Friday, April 26, 2024 from 7 a.m. till 4:30 p.m. Messner reviewed the tree sale statistics and shared there are only 50 of the pre-ordered trees still available. She went on to say orders are still being accepted up to the point where nurseries need time to prepare our order.
- Messner also noted the 2023 Annual Report was completed and distributed.

**Dan Wermager, Technician**

- HELP Grant – Wermager stated he has one new application in Winnebago Township for approval later in today's meeting.
- Local Capacity County Match CWMA – No report.
- Project Development – Root River 1W1P – Wermager indicated this funding is for outreach in the Beaver Creek Watershed. He will be doing this outreach at a later date.
- Prairie Strips – Wermager stated he had a few leads. One of the three leads might do a project.

**Houston County Water Plan** – Walter stated a Water Plan meeting was held April 4, 2024. He shared with the committee ARPA funds are being made available to assist with the installation of push-up ponds and pond clean outs in 2024. There is approximately \$42,000 available in ARPA funds. There are 36 projects on the waiting list. Twenty-three of the landowners would like to install their project in 2024. Approximately \$30,000 of funding will be used.

**COMMITTEE REPORTS**

**FINANCIAL COMMITTEE:** No report.

**PERSONNEL COMMITTEE:** No report.

**TSA7 (Joint Powers) COMMITTEE:** Walter reported Chris Nelson has taken a different position. The technical position was posted and interviews conducted. The position was offered to an individual but they declined. Recruitment will continue and interviews be conducted at a later date.

**OLD BUSINESS** – No report.

**NEW BUSINESS & ACTION ITEMS** – No report.

**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 FY24 CS = \$18,952 & FY25 CS = \$2,782.10)	582 – Prescribed Grazing with 516 - Livestock Pipeline; 614 -Watering Facility & 382 – Fence	12/31/24

**Motion** by Anderson, seconded by Driscoll, approving contract #01FY24CS Solum, Nels in the amount of \$21,734.10 for a prescribed grazing project with a livestock pipeline, watering facility and fence. Funding sources are FY24 Conservation Contracts \$18,952 and FY25 Conservation Contracts \$2,782.10.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**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	\$18,900 (Funding Source FY23 CS = \$11,450.33 & FY25 CS = \$4,299.67 & ARPA = \$3,150.00)	410 – Grade Stabilization Structure with 412 – Grassed Waterway	12/31/24
01FY25CS	Hagen, Paul	\$8,950.00	\$8,055.00	410 – Grade Stabilization Structure	12/31/24

**Motion** by Anderson, seconded by Feldmeier, approving contract #01FY23CS Hagen, Paul in the amount of \$18,900 for a grade stabilization structure with a grassed waterway. Funding sources are FY23 State Cost Share \$11,450.33 and FY25 Conservation Contracts \$4,299.67 and ARPA \$3,150. Also, contract #01FY25CS in the amount of \$8,055 for a second grade stabilization structure. Funding source FY25 Conservation Contracts. Both of the approvals are contingent upon landowner signature and technical assessment approval signatures.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

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

FY22/23 1WIP Root River Watershed-Base Cost Share (*Grant expiration 12/31/2024*) Available Funds **\$ 18,602.44**

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

**FY22/23 1WIP Root River Watershed-Base Cost Share Cancellation**

It was noted contract #18FY20RR1WIP Schulte Farms of Caledonia LLC for a grade stabilization structure project has cancelled. The funding source was FY22/23 RR1WIP and the amount for re-allocation is \$ 7,407.60.

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

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
#25FY22/23RR1WIP	Doering, Harley	\$1,600.00	\$1,440.00	412 – Grassed Waterway	6/1/24
#27FY22/23RR1WIP	Van Gundy, Larry	\$2,700.00	\$2,430.00	362 - Diversion	10/1/24
#28FY22/23RR1WIP	Sheldon Family Farms LLP	\$7,748.00	\$6,973.20	468 – Lined Waterway	6/1/24
#26FY22/23RR1WIP	Lynch, Ben	\$43,526.00	\$10,458.40	582 – Prescribed Grazing with 512 – Pasture & Hay Planting; 382 – Fence	12/1/24

**Motion** by Feldmeier, seconded by Driscoll, approving contract #25FY2522/23RR1WIP Doering, Harley in the amount of \$1,440 for a grassed waterway; contract #27FY22/23RR1WIP Van Gundy, Larry in the amount of \$2,430 for a diversion; contract

#28FY22/23RR1W1P Sheldon Family Farms LLP in the amount of \$6,973.20 for a lined waterway; and contract #26FY22/23RR1W1P Lynch, Ben in the amount of \$10,458.40 for a prescribed grazing project with a pasture & hay planting and a fence. Funding source for above mentioned contracts is FY22/23 Root River 1W1P.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

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

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Dates
#29FY22/23RR1W1P	Diersen, John	\$11,138.00	\$10,024.20 (FY22/23RR1W1P = \$4,708.44; FY24RR1W1P - Feedlot = \$5,315.76)	634 – Waste Transfer	12/1/24

**Motion** by Anderson, seconded by Welke, approving contract #29FY22/23RR1W1P Diersen, John in the amount of \$10,024.20 for a waste transfer project. Funding sources are FY22/23 Root River 1W1P = \$4,708.44 and FY24 Root River 1W1P Feedlot funds = \$5,315.76.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

#### **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

**Motion** by Anderson, seconded by Driscoll, approving contract #01FY24RR1W1P Flugge, Andy in the amount of \$2,772 for a residue & tillage management no-till project. Funding source is FY24 Root River 1W1P. This approval is contingent upon landowner signature.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**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

**Motion** by Driscoll, seconded by Feldmeier, approving contract #05HELP Burning Daylight Farms, LLC in the amount of \$2,207.50 for a conservation cover project. Funding source is HELP grant.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

**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:\*\*\***

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; Postage = \$24.00; Tree Postage = \$40.02	\$ 257.02
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>

**Motion** by Anderson, seconded by Driscoll, approving the above listed accounts payable requests.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

\*\*\* WinLaC IWIP Accounts Payable \*\*\*

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>

**Motion** by Feldmeier, seconded by Welke, approving the above listed WinLaC IWIP accounts payable requests.

Voting affirmative: Anderson, Driscoll, Feldmeier and Welke

Opposed: None

Motion carried.

Meeting adjourned at 1:56 p.m.

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

Approved: \_\_\_\_\_

5/9/2024  
Date

*McH & Feld*

Secretary