



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 9, 2025, 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

Bob Scanlan, MN Department of Agriculture – *Spring Grove Township Walkover Proposal follow-up*

Officers & Appointments

Election of Officers for 2025

Chair

Vice – Chair

Secretary

Treasurer

Reporter

Committee Appointments for 2025

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: Hold monthly Root River SWCD board meetings 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 – *Action requested*

Minutes

2025 Chair call for additions or corrections to the December 12, 2024 board meeting minutes.

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

Treasurer's Report: Treasurer recommend the December 2024 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 funds
4. MCIT – Bonding & Insurance Liability, Property, and Workman's Compensation insurance

AGENCY REPORTS

Ryan Hytry, NRCS Report

Dave Walter, District Manager Report

- 2025 Envirothon May 6, 2025 – *Supervisors interested in judging*

- SE Cover Crop Program

- Broadcast Seeder - *Discussion*
Seeder - \$7,000.00
Trailer & Tied Down - \$1,694.30

PROGRAM REPORT

- WCA – *Update*

- AIS – *Update*

MASWCD & MACDE

- March 4 & 5, 2025 Legislative Briefing & Day at the Capital

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek - Update

Winnepago - Update

Root River IWIP - Update

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

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- Buffer Law – *Update*

- MDA Private Well Mitigation (RO Systems) – *Update*

- MDH Safe Drinking Water Tap-In - *Update*

- BMP Projects – *Update*

Janice Messner, Administrative Assistant

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

Dan Wermager, Technician

- Alliance Grant – *Update*
- Local Capacity County Match CWMA – *Update*
- Project Development – Root River 1W1P – *Update*
- I-90 Soil Health Tour - *Update*

HOUSTON COUNTY WATER PLAN – *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

PERSONNEL COMMITTEE: *Update*

TSA7 (Joint Powers) COMMITTEE: *Update*

- Meeting January 22, 2025, 1:00 p.m. at Olmsted SWCD, Rochester, MN

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. Supervisor Per Diem - \$125/meeting – *Approval requested*
2. MASWCD FY25 Dues - \$7,431.37 – *Approval requested*
3. 2024 Year-End Financial Audit Bid - \$5,000.00 for District and \$600.00 for WinLaC 1W1P – *Approval requested to accept the bid*
4. 2025 Crooked Creek Watershed District Agreement for Services \$19,000.00 (Admin = \$15,000 & Technical = \$4,000) – *Approval requested*

COST SHARE PROGRAMS

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

FY24 Root River 1W1P Cost Share (*Grant expiration 12/31/2026*) Available Funds **\$89,241.48**

FY24 Root River 1W1P Feedlot Cost Share (*Grant expiration 12/31/2026*) Available Funds **\$ 5,934.19**

FY24 Root River 1W1P Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Sylling, Myron	#18FY24RR1W1P Cover Crop	\$28,200.00	\$28,200.00	235 acres @ \$40/acre @ 3 yrs. = \$28,200.00 Payment Amount Approved = \$28,200.00

FY24 Root River 1W1P Feedlot Cost Share Payment Request Contingent Upon Signatures & Additional Bills

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Heintz Badger Valley Farms LLC	#08FY24RR1W1P Roofs & Covers	\$79,027.88	\$67,095.30	\$67095.30 x 90% = \$60,385.77 Payment Amount Approved = \$ <i>Slippage for Re-Allocation \$</i>

FY24 Root River 1W1P Cost Share Expired Contract Acknowledgement

- Contract #06FY24RR1W1P Diersen, John Heavy Use Area Protection (561) expired 12/15/24. FY24 Root River 1W1P Cost Share Funds for re-allocation \$13,978.80.
FY24 Root River 1W1P Cost Share – Remaining balance \$ 103,220.28

ARPA – (Spending expiration 12/31/2026) Available Funds \$ 27,539.62

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**

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

FY23 WinLaC 1W1P Ag Practices Cost Share (Grant expiration 12/31/2025) Available Funds **\$7,000.00**

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
4990	Ron Carlsen – Rent – January	\$ 1,287.00
4991	Kwik Trip – Fuel – SWCD Trucks	\$ 220.77
4992	MN Counties Intergovernmental Trust – Workers Comp = \$3,366.00; Liability Ins = \$3,493.00	\$ 6,859.00
4993	MASWCD – FY25 Dues	\$ 7,431.37
4994	Minnesota Revenue – 2024 Sales & Use Tax	\$ 768.00
4995	Sylling, Myron - #18FY24RR1W1P – Cover Crop	\$ 28,200.00
4996	IA DNR State Forest Nursery - Trees	\$ 325.00
4997	Quill LLC – Office Supplies	\$ 144.25
	Heintz Badger Valley Farms LLC - #08FY24RR1W1P – Roofs & Covers	\$
	Total	\$ 45,235.39
	Transfer of Funds from Cash General Fund to Bear Creek Watershed Investment Acct. 10033399	\$ 1,000.00
	Transfer of 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

Voucher #	Item	Amount
	Root River SWCD – Technical – 4 th Qtr 2024 = \$284.30; Admin – 4 th Qtr 2024 = \$3,047.76; WinLaC CRP Root River SWCD – Admin – 4 th Qtr 2024 = \$29.88	\$ 3,361.94
23	Fillmore SWCD – Technical – 4 th Qtr 2024	\$ 9,158.89
24	Winona County – Admin – 4 th Qtr 2024	\$ 4,976.13
	Total	\$ 17,496.96

Adjournment

NEXT MEETING -- Regular Meeting, February 13, 2025, 1:00 p.m. Ag Service Center



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Agenda

February 13, 2025, 1:00 p.m. Regular Meeting

Ag Service Center, Caledonia, MN

2025 Officers

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

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

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

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

Flag Pledge

Introductions

AGENCY REPORT

Jeremy Burt, Houston County Environmental Specialist

Bob Scanlan, MN Department of Agriculture – Spring Grove Township Walkover Proposal follow-up

Minutes

Chair call for additions or corrections to the January 9, 2025 board meeting minutes.

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

Treasurer's Report: Treasurer recommend the January 2025 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Ryan Hytry, NRCS Report

Dave Walter, District Manager Report

- 2025 Envirothon May 6, 2025 Byron, MN
- SE Regional Groundwater Protection & Soil Health Initiative
- FY25 Soil Health Practices Grant (RCPP)

- Nitrogen Management is SE MN – March 13, 2025 Aune Hall Olmsted County Fairgrounds, Rochester, MN Registration 8:00 a.m. No fee.
- March Board Meeting Date
- Broadcast Seeder & Trailer - *Update*

PROGRAM REPORT

- WCA – *Update*
- AIS – *Update*

MASWCD & MACDE

- March 4 & 5, 2025 Legislative Briefing & Day at the Capital
- SE MACDE Spring Meeting – March 26, 2025 Harmony, MN 8:45 am – 3:00 pm. – Registration fee \$20/staff member.

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek - Update

Winnebago - Update

Root River IWIP - Update

WinLaC (Mississippi River Winona/La Crescent) IWIP

- Policy Committee Meeting – February 10, 2025 - *Update*

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- Buffer Law – *Update*
- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In – *Update*
- MDH Well Inventory
- BMP Projects – *Update*

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring Network – *Update*
- Trees – *Update*
- 2023 Year End Financial Statement Review

Dan Wermager, Technician

- Alliance Grant – *Update*
- Local Capacity County Match CWMA – *Update*
- Project Development – Root River 1W1P – *Update*
- I-90 Soil Health Tour - *Update*

HOUSTON COUNTY WATER PLAN – *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

PERSONNEL COMMITTEE:

- Personnel Policy Changes & Updates – *Review, discuss and request approval*

TSA7 (Joint Powers) COMMITTEE:

- Meeting January 22, 2025, 1:00 p.m. at Olmsted SWCD, Rochester, MN - *Update*

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. SE SWCD Technical Support JPB Annual Membership Dues 2025 - \$4,000.00 – *Approval requested*
2. Envirothon Dues 2025 - \$175.00 – *Approval requested*
3. SE MN MACDE Membership Dues, \$10/staff member – *Approval requested*
4. FY25 Conservation Investment National Association of Conservation Districts (NACD) – *Discussion*
 Contributor = \$1 - \$100 Bronze = \$101 - \$500 Silver = \$501 - \$774 Gold = \$775 - \$1,775
 Diamond = \$1,776 - \$3,000 Platinum = \$3,001 +
5. Resolution 2025-01 Root River SWCD 2025 Guidelines on Use of SWCD Aid Payments – *Approval requested*
6. 2024 Year-End Financial Audit Engagement Letter – *Approval requested*

COST SHARE PROGRAMS

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

FY24 Root River 1W1P Cost Share (*Grant expiration 12/31/2026*) Available Funds **\$103,220.28**

FY24 Root River 1W1P Feedlot Cost Share (*Grant expiration 12/31/2026*) Available Funds **\$ 22,884.90**

Acknowledgement - FY24 Root River 1W1P Feedlot Cost Share Payment

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Heintz Badger Valley Farms LLC	#08FY24RR1W1P Roofs & Covers	\$79,027.88	\$68,974.63	$\$68,974.63 \times 90\% = \$62,077.17$ Payment Amount Approved = \$62,077.17 <i>Slippage for Re-Allocation \$16,950.71</i>

FY24 Root River 1W1P Feedlot Cost Share – Remaining balance \$ 22,884.90

ARPA – (Spending expiration 12/31/2026) Available Funds \$ 27,539.62

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

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

FY23 WinLaC 1W1P Ag Practices Cost Share (Grant expiration 12/31/2025) Available Funds \$7,000.00

FY23 WinLaC 1W1P Non-Structural 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
4999	Ron Carlsen – Rent – February	\$ 1,287.00
5000	Kwik Trip – Fuel – SWCD Trucks	\$ 177.32
5001	SE SWCD Technical Support JPB – Annual Membership Dues 2025	\$ 4,000.00
5002	Goodhue SWCD – Envirothon Dues 2025	\$ 175.00
5003	IA DNR State Forest Nursery - Trees	\$ 207.50
5004	SE MACDE – MACDE Dues = \$40.00 & Registration Spring Meeting = \$40.00	\$ 80.00
5005	VISA – RR1W1P Civic Engagement Event 2/7/25 = \$392.16; Annual Fee = \$25.00; Meal RCPP mtg. 2/11/25 = \$12.70	\$ 429.86
5006	Lodholz North Star Acres, Inc. – Trees – 25% Down Payment	\$ 13.19
		\$
	Total	\$ 6,369.87

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

Chair call for a motion to approve accounts payable

Voucher #	Item	Amount
25	Wabasha SWCD – Technical 4 th Qtr 2024 = \$11,951.51; Project Development 4 th Qtr 2024 = \$607.25; Projects Non-Structural = \$7,825.00	\$ 20,383.76
26	Olmsted SWCD – Project Development 4 th Qtr 2024 = \$167.12; Education = \$108.72; Technical 3 rd Qtr 2024 = \$4,111.28 & 4 th Qtr 2024 = \$8,737.63	\$ 13,124.75
27	SE MN Technical Support JPB – Technical 4 th Qtr.	\$ 1,540.74
	Total	\$ 35,049.25

Adjournment

NEXT MEETING -- Regular Meeting, March 13, 2025, 1:00 p.m. Ag Service Center



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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 12, 2025, 1:00 p.m. Regular Meeting

Ag Service Center, Caledonia, MN

2025 Officers

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

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

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

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

Flag Pledge

Bob Scanlan, MN Department of Agriculture – *Spring Grove Township Walkover Proposal follow-up*

Minutes

Chair call for additions or corrections to the February 13, 2025 board meeting minutes.

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

Supervisor Per Diems

<i>Anderson, Ken – 1st Qtr. 4 mtgs. @ \$125.00/each</i>	<i>\$ 500.00</i>
<i>Driscoll, Joe – 1st Qtr. 4 mtgs. @ \$125.00/each</i>	<i>\$ 500.00</i>
<i>Feldmeier, Matt – 1st Qtr. 4 mtgs. @ \$125.00/each</i>	<i>\$ 500.00</i>
<i>Kruse, Glenn – 1st Qtr. 2 mtgs. @ \$125.00/each</i>	<i>\$ 250.00</i>
<i>Welke, Jerry – 1st Qtr. 6 mtgs. @ \$125.00/each</i>	<i>\$ 750.00</i>

Treasurer's Report: Treasurer recommend the February 2025 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Ryan Hytry, NRCS Report

- Locally Led Conservation Work Group Meeting - *Schedule*

Dave Walter, District Manager Report

- Nitrogen Management is SE MN – March 13, 2025 Aune Hall Olmsted County Fairgrounds, Rochester, MN Registration 8:00 a.m. No fee.
- Broadcast Seeder - *Update*

PROGRAM REPORT

- WCA – *Update*
- AIS – *Update*

MASWCD & MACDE

WATERSHED UPDATES

Crooked Creek – Update

Bear Creek - Update

Winnebago - Update

Root River IWIP

- Policy Committee Meeting – February 24, 2025 - *Update*

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

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- Buffer Law – *Update*
- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In – *Update*
- MDH Well Inventory - *Update*
- BMP Projects – *Update*

Janice Messner, Administrative Assistant

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

Dan Wermager, Technician

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

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

PERSONNEL COMMITTEE:

- Additional Personnel Policy Update – *Review and approval requested*

TSA7 (Joint Powers) COMMITTEE: Update

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. Joint Powers Agreement MN Dept. of Ag and Root River SWCD (*Spring Grove Township Walkover*) – *Approval requested*
2. Signing Authority for Dave Walter – Cost Share applications and amendment requests with the condition of discussing each authorization with the board chair or vice chair prior to the authorization. Signing authority through December 31, 2025 – *Approval requested*
3. SE MASWCD Area 7 2025 Annual Dues \$300 – *Approval requested*

COST SHARE PROGRAMS

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

FY22/23 Root River 1W1P Cost Share (*Grant expiration 12/31/2025*) Available Funds **\$2,512.50**

FY24 Root River 1W1P Cost Share (*Grant expiration 12/31/2026*) Available Funds **\$103,220.28**

FY22/23 Root River 1W1P Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Peterson, Jason	31FY22/23RR1W1P	\$3,350.00	\$2,512.50	351 - Well Decommissioning	9/1/25

FY22/23 Root River 1W1P Cost Share – Remaining balance \$0.00

FY24 Root River 1W1P Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
RLM Family Limited Partnership	20FY24RR1W1P	\$11,650.00	\$10,485.00	410 – Grade Stabilization Structure	10/1/25

FY24 Root River 1W1P Cost Share – Remaining balance \$92,735.28

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 & FY22 Local Capacity County Appropriation Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Craig, Tim	#12-20CM CWMA Brush Management	\$2,000.00	\$2,000.00	6.66667 acres @ \$300/acre = \$2,000.00 Payment Amount Approved = \$2,000.00 (<i>FY21 LC County Appropriation = \$550.00 & FY22 LC County Appropriation = \$1,450.00</i>)



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Agenda

April 10, 2025, 1:00 p.m. Regular Meeting

Ag Service Center, Caledonia, MN

2025 Officers

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

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

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

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

Flag Pledge

Minutes

Chair call for additions or corrections to the March 12, 2025 board meeting minutes.

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

Treasurer's Report: Treasurer recommend the March 2025 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Ryan Hytry, NRCS Report

Dave Walter, District Manager Report

- Nitrogen Management in SE MN, March 13, 2025 meeting – *Update*
- Broadcast Seeder - *Update*

PROGRAM REPORT

- WCA – *Update*
- Buffer Law – *Update*

MASWCD & MACDE

- SE MACDE Spring Meeting, March 26, 2025 – *Update*
- 2025 SE Minnesota Envirothon, May 6, 2025

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

- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In – *Update*
- MDH Well Inventory - *Update*
- BMP Projects – *Update*

Janice Messner, Administrative Assistant

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

Dan Wermager, Technician

- Alliance Grant – *Update*
- Project Development – Root River 1W1P – *Update*
- MDA Spring Grove Twp. Walkover - *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

PERSONNEL COMMITTEE: *Update*

- Crooked Creek Watershed April Meeting, April 18, 2025 (Good Friday) - *Requesting authorization of 1:1.5 hrs. comp time for holiday*

TSA7 (Joint Powers) COMMITTEE: *Update*

OLD BUSINESS

1. Software Licenses – *Approval requested*

- *Microsoft 365 Plans & Price Comparisons – Requesting for all staff*

https://www.microsoft.com/en-us/microsoft-365/business/compare-all-microsoft-365-business-products-b?ef_id=k_fd876a37faa0105d7f8b0de3a404e9ad_k_&OCID=AIDcmm474qp8el_SEM_k_fd876a37faa0105d7f8b0de3a404e9ad_k_&msclkid=fd876a37faa0105d7f8b0de3a404e9ad

- Adobe Acrobat Pro - \$256.37/year per person (Jean)
- ArcGIS Pro - \$

NEW BUSINESS & ACTION ITEMS

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 Root River 1W1P Cost Share (Grant expiration 12/31/2025) Available Funds **\$5,029.13**

FY24 Root River 1W1P Cost Share (Grant expiration 12/31/2026) Available Funds **\$92,735.28**

Acknowledge Pre-Approval FY22/23 Root River 1W1P Cost Share Request (75% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
AC4 Farms LLC	32FY2223RR1W1P	\$6,705.50	\$5,029.13	351 – Well Decommissioning	9/1/25

FY22/23 Root River 1W1P Cost Share – Remaining balance \$0.00

FY24 Root River 1W1P Cost Share Request (90% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Breyer, Susan	21FY24RR1W1P	\$5,200.00	\$4,680.00	412 – Grassed Waterway (2)	6/16/25
Hartley, Chris	22FY24RR1W1P	\$24,030.00	\$7,998.00	410 – Grade Stabilization Structure	11/1/25
Nerstad, Marion	23FY24RR1W1P	\$14,067.00	\$12,660.30	362 – Diversion	10/1/25

FY24 Root River 1W1P Cost Share – Remaining balance \$67,396.98

MDH TAP-IN COST SHARE FUNDING PROGRAM (Funding at 50% or 100% of cost estimate)

MDH Tap- In Cost Share Grant (Grant expiration 4/1/2027) Available Funds **\$0.00**

MDH Tap-In Cost Share Cancellation Request

- Contract #01TAPIN Hanson, Amy Well Remediation (Well Shocking & RO System) is requesting to cancel the contract in the amount of \$3,712.58. A RO system is being rented instead of purchased.

MDH Tap-In Cost Share – Remaining balance \$ 3,692.66 (previously over allocated by \$19.92)

MDH Tap-In Cost Share Amendment Request

- Contract #02TAPIN Hanson, Amy Well Remediation is requesting to amend the contract to include well shocking, water sampling, and sub wire all necessary components for the project at 50% cost share. This will increase the cost estimate from \$4,614.67 to \$7,893.76 and increase the cost share amount of \$2,307.34 to \$3,946.88 an additional \$1,639.54.

MDH Tap-In Cost Share – Remaining balance \$2,053.12

MDH Tap-In Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Hanson, Amy	#02TAPIN Well Remediation	\$7,893.76	\$7,232.77	\$7,232.77 @ 50% = \$3,616.39 Payment Amount Approved = \$3,616.39 Slippage for re-allocation \$330.49

MDH Tap-In Cost Share – Remaining balance \$2,383.61

ARPA – (Spending expiration 12/31/2026) Available Funds \$ 27,539.62

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

FY23 WinLaC 1W1P Ag Practices Cost Share (Grant expiration 12/31/2025) Available Funds **\$7,000.00**

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

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

Chair call for a motion to approve accounts payable

Voucher #	Item	Amount
5021	Ron Carlsen – Rent – April	\$ 1,287.00
5022	Kwik Trip – Fuel – SWCD Trucks	\$ 295.40
5023	VISA – Meal = \$24.66; WinLaC Chloride Postage = \$34.28; Office Supplies = \$187.00; Tree Postage = \$40.30	\$ 286.24
5024	Lodholz North Star Acres, Inc – Trees	\$ 656.74
5025	Petty Cash – Postage = \$69.00; Meals – BWSR Academy \$0.45; Education – 6 th Grade Day = \$0.50	\$ 69.95
5026	Janice Messner - Postage	\$ 4.00
5027	Hanson, Amy - #02TAPIN – Well Remediation	\$ 3,616.39
5028	Schumacher’s Nursery & Berry Farm Inc. - Trees	\$ 4,540.25
5029	Quill LLC – Office Supplies = \$32.04; Tree Supplies = \$57.69	\$ 89.73
5030	Blackburn Mfg. Co. – Trees Flags (1,000)	\$
		\$
	Total	\$ 10,845.70

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

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

Voucher #	Item	Amount
	Root River SWCD – Technical – 1 st Qtr 2025 = \$474.02; Admin – 1 st Qtr 2025 = \$3,889.87	\$ 4,363.89
28	Winona County Planning & Zoning – Admin – 1 st Qtr 2025	\$ 5,953.37
29	Fillmore SWCD – Technical – 1 st Qtr 2025	\$ 682.65
30	SE MN Technical Support JPB – TSA7 Technical – 1 st Qtr 2025	\$ 11,523.56
31	City of La Crescent – Project Development – Enhanced Street Sweeping Plan	\$ 6,749.99
	Total	\$ 29,273.46
	Transfer of funds from Investment Account to WinLaC Cash	\$70,000.00

Adjournment

NEXT MEETING -- Regular Meeting, May 8, 2025, 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 8, 2025, 10:00 a.m. Regular Meeting

Ag Service Center, Caledonia, MN

2025 Officers

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

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

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

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

Flag Pledge

Minutes

Chair call for additions or corrections to the April 10, 2025 board meeting minutes.

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

Treasurer's Report: Treasurer recommend the April 2025 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Ryan Hytry, NRCS Report

Dave Walter, District Manager Report

- MDH Well Inventory Grant - *Discussion*

PROGRAM REPORT

- WCA – *Update*
- Buffer Law – *Update*

MASWCD & MACDE

- MASWCD Board Meeting, April 23, 2025 – *Update*
- 2025 SE Minnesota Envirothon, May 6, 2025 - *Update*

WATERSHED UPDATES

Bear Creek – Update

- Inspection tour June 4, 2025 with rain date June 5, 2025
- Lunch & Rent Expense (half)

Crooked Creek – Update

- Inspection tour

Root River IWIP - Update

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

- Policy Committee meeting, May 12, 2025

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In – *Update*
- BMP Projects – *Update*

Janice Messner, Administrative Assistant

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

Dan Wermager, Technician

- Alliance Grant – *Update*
- Project Development – Root River 1W1P – *Update*
- MDA Spring Grove Twp. Walkover – *Update*
- Great Lakes Cover Crop Project – *Update*
- Fourth Grade Farm Safety Day - *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

PERSONNEL COMMITTEE: *Update*

TSA7 (Joint Powers) COMMITTEE: *Update*

OLD BUSINESS

1. Software License – *Approval requested*
 - *ArcGIS Pro - \$*

NEW BUSINESS & ACTION ITEMS

1. WinLaC 1W1P - Saint Mary’s University of MN Geospatial Services Agreement - \$3,950.00 for one year – *Approval requested*
2. WinLaC 1W1P – Emmons & Olivier Resources, Inc. (EOR) Service Agreement for Pleasant Valley Creek restoration project - \$14,612.00 – *Acknowledgement requested*

COST SHARE PROGRAMS

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

FY22/23 Root River 1W1P Cost Share (*Grant expiration 12/31/2025*) Available Funds **\$0.00**

FY24 Root River 1W1P Cost Share (*Grant expiration 12/31/2026*) Available Funds **\$67,396.98**

FY24 Root River 1W1P Cost Share Request (90% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Hoscheit Dairy Farms LLC	24FY24RR1W1P	\$41,458.00	\$29,812.20	412 – Grassed Waterway & 578 – Stream Crossing	6/16/2025

FY24 Root River 1W1P Cost Share – Remaining balance \$37,584.78

FY24 Root River 1W1P Cost Share Request (90% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Diersen, John	25FY24RR1W1P	\$15,532.00	\$13,978.80	561 – Heavy Use Area Protection with a 362 – Diversion & 342 – Critical Area Planting	12/31/2025

FY24 Root River 1W1P Cost Share – Remaining balance \$23,605.98

ARPA – (*Spending expiration 12/31/2026*) Available Funds **\$ 27,539.62**

ARPA Cost Share Request (90% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Schaffer, Joyce	05 ARPA or 26FY24RR1W1P	\$8,382.00	\$7,543.80 = 90% or \$7,962.90 = 95%	342 – Critical Area Planting	7/10/2025

ARPA Cost Share – Remaining balance \$

MDH TAP-IN COST SHARE FUNDING PROGRAM (*Funding at 50% or 100% of cost estimate*)

MDH Tap- In Cost Share Grant (*Grant expiration 4/1/2027*) Available Funds **\$330.49**

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

FY23 WinLaC 1W1P Ag Practices Cost Share (*Grant expiration 12/31/2025*) Available Funds **\$7,000.00**

FY23 WinLaC 1W1P Non-Structural 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
5031	Ron Carlsen – Rent – May	\$ 1,287.00
5032	Kwik Trip – Fuel – SWCD Trucks	\$ 232.46
5033	VISA – Vehicle Maintenance GMC Oil Change = \$85.58; RAM Oil Change & tire rotation = \$130.31; Postage = \$101.00	\$ 316.89
5034	Iowa DNR State Forest Nursery – Trees	\$ 202.50
5035	Schumacher’s Nursery & Berry Farm Inc. – Tree order & shipping	\$ 571.50
5036	North Country GM – 2025 GMC truck	\$ 41,578.90
5037	Houston County Treasurer – Tax, title & licensing of 2025 GMC truck (\$3,223.80)	\$
		\$
	Total	\$ 44,189.25
	Transfer of funds from Account #10033563 Investments – Capital Equipment (76-000-000-0000-1094) to Cash – General Fund 76-605-000-0000-1001 (\$44,802.70)	\$

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

Chair call for a motion to approve accounts payable

Voucher #	Item	Amount
32	Saint Mary’s University of MN - FY23 Education - Geospatial Services	\$ 3,950.00
33	Wabasha SWCD – FY23 Technical – 1 st Qtr 2025 = \$2,433.37; Project Development – 1 st Qtr 2025 = \$954.47; Urban Stormwater = \$645.30; FY25 Technical – 1 st Qtr 2025 = \$7,378.07	\$ 11,411.21
34	City of St. Charles – Project Development – WHKS	\$ 15,000.00
		\$
	Total	\$ 30,361.21

Adjournment

NEXT MEETING -- Regular Meeting, June 12, 2025, 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

June 12, 2025, 10:00 a.m. Regular Meeting

Ag Service Center, Caledonia, MN

2025 Officers

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

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

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

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

Flag Pledge

Minutes

Chair call for additions or corrections to the May 8, 2025 board meeting minutes.

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

Supervisor Per Diems

Anderson, Ken – 2 nd Qtr. 3 mtgs. @ \$125.00/each	\$ 375.00
Driscoll, Joe – 2 nd Qtr. 6 mtgs. @ \$125.00/each	\$ 750.00
Feldmeier, Matt – 2 nd Qtr. 2 mtgs. @ \$125.00/each	\$ 250.00
Kruse, Glenn – 2 nd Qtr. 3 mtgs. @ \$125.00/each	\$ 375.00
Welke, Jerry – 2 nd Qtr. 7 mtgs. @ \$125.00/each	\$ 875.00

Treasurer's Report: Treasurer recommend the May 2025 Treasurer's Report be placed on file for audit.

PROGRAM REPORT – Bob Scanlan, MDA

- MDA Spring Grove Twp. Walkover – *Update*

AGENCY REPORTS

Ryan Hytry, NRCS Report

Dave Walter, District Manager Report

- MPCA Meeting – Taking next steps in feedlot rulemaking (history of feedlot rules, summary of current requirements, reasons for change, technical standards and expected timeline) – June 26, 2025 9:30 – 11:30 am Chatfield, MN.

- MDH Well Inventory Grant – *Discussion*
- BWSR Tour – July 30, 2025
- 2025 Conservationist of the Year – District 1 – *La Crescent Twp. & Village, Hokah Twp. & Village, Mound Prairie Twp., and Union Twp.*

PROGRAM REPORT

- WCA – *Update*
- Buffer Law – *Update*

MASWCD & MACDE

- 2025 MASWCD Call for Resolutions – Board will need to approve at the June 12, 2025 meeting.
- MASWCD Southeast Area 7 Meeting, June 23, 2025 at 9:00 a.m. Stewartville American Legion – Registration fee \$15.00 - Resolution Deliberations

WATERSHED UPDATES

Bear Creek

- Inspection tour June 4, 2025 – *Update*

Crooked Creek – Update

Root River IWIP

- Policy Committee meeting, May 19, 2025 - *Update*

WinLaC (Mississippi River Winona/La Crescent) IWIP

- Policy Committee meeting, May 12, 2025 - *Update*

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In – *Update*
- BMP Projects – *Update*

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring Network – *Update*

Dan Wermager, Technician

- Alliance Grant – *Update*
- ARPA – *Update*
Push-Up Ponds and Pond Clean Outs
- Great Lakes Cover Crop Project – *Update*

- Fourth Grade Farm Safety Day - Update

COMMITTEE REPORTS

FINANCIAL COMMITTEE: Update

PERSONNEL COMMITTEE: Update

TSA7 (Joint Powers) COMMITTEE: Update

OLD BUSINESS

1. Software License – Approval requested
 - ArcGIS Pro - \$

NEW BUSINESS & ACTION ITEMS

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 Root River 1W1P Cost Share (Grant expiration 12/31/2025) Available Funds **\$0.00**

FY24 Root River 1W1P Cost Share (Grant expiration 12/31/2026) Available Funds **\$23,605.98**

Acknowledgement of FY24 Root River 1W1P Cost Share Request (90% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Sheehan, Jim	26FY24RR1W1P	\$15,700.00	\$14,130.00	410 – Grade Stabilization Structure	12/31/25

FY24 Root River 1W1P Cost Share – Remaining balance \$9,475.98

FY24 Root River 1W1P Amendment Request

- Contract #24FY24RR1W1P Hoscheit Dairy Farms LLC is requesting to amend their approved cost share amount of \$29,812.20 to \$6,063.20. This is due to EQIP contract being approved in the amount of \$23,749.00. Contract #24FY24RR1W1P is also requesting to amend the completion date of June 15, 2025 to September 11, 2025. This is due to wet conditions.

FY24 Root River 1W1P Cost Share – Remaining balance \$33,224.98

FY24 Root River 1W1P Cost Share Request (90% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Shirk, Ryan	27FY24RR1W1P	\$19,100.00	\$17,190.00	410 – Grade Stabilization Structure	12/31/25
Breyer, Susan	28FY24RR1W1P	\$2,200.00	\$1,980.00	342 – Critical Area Planting	9/11/25

FY24 Root River 1W1P Cost Share – Remaining balance \$14,054.98

FY24 Root River 1W1P Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Costigan, Phil	#02FY24RR1W1P – Grade Stabilization Structure	\$13,500.00	\$12,955.00	$\$12,955.00 \times 90\% = \$11,659.50$ EQIP = \$8,402.23 Payment Amount Approved = \$ 3,257.27 Slippage for reallocation \$488.73

FY24 Root River 1W1P Cost Share – Remaining balance \$14,543.71

ARPA – (Spending expiration 12/31/2026) Available Funds \$ 19,157.62

NO ACTION NEEDED - ARPA Push Up Pond & Pond Clean Out Designation (Flat rate incentive amount)

Name	Cost Share Amount Requested	Project
Jennings, Sierra	\$1,500.00	Push Up Pond w/pipe
McEvelly, Sean	\$1,500.00	Push Up Pond w/pipe
Scanlan, Bob	\$800.00	Push Up Pond no pipe

ARPA Cost Share – Remaining balance \$15,357.62

ARPA Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Jennings, Sierra	Push-Up Pond with Pipe	\$1,500.00	\$1,500.00	Flat Rate Incentive Payment = \$1,500.00
Schaffer, Joyce	#05 ARPA Critical Area Planting	\$8,382.00	\$5,989.21	\$5,989.21 x 100% = \$5,989.21 Payment Amount Approved = \$ 5,989.21 Slippage for reallocation \$2,392.79

ARPA Cost Share – Remaining balance \$17,750.41

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

FY23 WinLaC 1WIP Ag Practices Cost Share (Grant expiration 12/31/2025) Available Funds **\$7,000.00**

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

FY23 & FY25 WinLaC 1WIP Urban Stormwater Cost Share Request (90% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
City of La Crescent	23WinLaC-ROO-002	\$28,750.00	\$25,875.00	Bioretention Basin – Rain Garden 0.03 acres	6/16/2025

MDH TAP-IN COST SHARE FUNDING PROGRAM (Funding at 50% or 100% of cost estimate)

MDH Tap- In Cost Share Grant (Grant expiration 4/1/2027) Available Funds **\$330.49**

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

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

Voucher #	Item	Amount
5038	Ron Carlsen – Rent – June	\$ 1,287.00
5039	Kwik Trip – Fuel – SWCD Trucks	\$ 449.00
5040	VISA – Adobe Pro 1 yr subscription (Meiners)	\$ 256.37
5041	Forestry Suppliers – Tree Supply	\$ 118.40
5042	Talcott Resolution Life & Annuity Ins Co. – Life Insurance Policy #LU1188704 Dave Walter	\$ 90.00
5043	Anderson, Ken – Mileage – 2 nd Qtr.	\$ 50.40
5044	Driscoll, Joe – Mileage – 2 nd Qtr.	\$ 94.50
5045	Feldmeier, Matt – Mileage – 2 nd Qtr.	\$ 75.60
5046	Kruse, Glenn – Mileage – 2 nd Qtr.	\$ 100.80
5047	Welke, Jerry – Mileage – 2 nd Qtr.	\$ 147.00
5048	Schaffer, Joyce – Contract #05 ARPA – Critical Area Planting	\$ 5,989.21
5049	Quill LLC – Office Supplies	\$ 69.34
5050	Costigan, Phil – Contract #02FY24RR1WIP – Grade Stabilization Structure	\$ 3,257.27
5051	Winneshiek SWCD – Bear Creek Inspection Tour expense	\$ 71.35
5052	Jennings, Sierra – ARPA – Push Up Pond with Pipe	\$ 1,500.00
5053	SE MASWCD – Registration \$15/ea.	\$ 45.00
	Total	\$ 13,601.24

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

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

Voucher #	Item	Amount
35	Wabasha SWCD – Urban Stormwater – Rain Barrel project	\$ 680.88
36	City of La Crescent – Pine Creek Technical	\$ 35,000.00
37	Emmons & Olivier Resources, Inc. – Project Development – Pleasant Valley Project	\$ 2,206.75
	Total	\$ 37,887.63
	Transfer of Funds from FY23 WinLaC Money Market Acct #8115 to WinLaC Cash – General fund	\$65,000.00

Adjournment

NEXT MEETING -- Regular Meeting, July 10, 2025, 10:00 a.m. Ag Service Center



Root River Soil and Water Conservation District

Agricultural 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

July 10, 2025, 10:00 a.m. Regular Meeting

Ag Service Center, Caledonia, MN

2025 Officers

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

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

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

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

Flag Pledge

Minutes

Chair call for additions or corrections to the June 12, 2025 board meeting minutes.

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

Treasurer's Report: Treasurer recommend the June 2025 Treasurer's Report be placed on file for audit.

PROGRAM REPORT – Bob Scanlan, MDA

- MDA Spring Grove Twp. Walkover
 - *Contract Amendment & Update*

AGENCY REPORTS

Ryan Hytry, NRCS Report

Dave Walter, District Manager Report

- MPCA Feedlot Rulemaking meeting held June 26, 2025 - *Update*
- BWSR Tour – July 30, 2025
- 2025 Conservationist of the Year – District 1 – *La Crescent Twp. & Village, Hokah Twp. & Village, Mound Prairie Twp., and Union Twp.*

PROGRAM REPORT

- WCA – *Update*
- Buffer Law – *Update*

MASWCD & MACDE

- MASWCD Southeast Area 7 meeting held June 23, 2025 - *Update*

WATERSHED UPDATES

Bear Creek - Update

Crooked Creek – Update

Root River IWIP - Update

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

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In – *Update*
- MDH Well Inventory Grant – *Update*
- BMP Projects – *Update*

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring Network – *Update*

Dan Wermager, Technician

- Alliance Grant – *Update*
- ARPA – *Update*
Push-Up Ponds and Pond Clean Outs

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

PERSONNEL COMMITTEE: *Update*

TSA7 (Joint Powers) COMMITTEE: *Update*

OLD BUSINESS

1. Software License – *Approval requested*
 - ArcGIS Pro - \$

NEW BUSINESS & ACTION ITEMS

1. Minnesota Paid Leave Tax 0.88% - Starts January 1, 2026 – Employer has option of paying the full 0.88% or pay 0.44% and employee pay 0.44%

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 Root River 1W1P Cost Share (Grant expiration 12/31/2025) Available Funds **\$0.00**

FY24 Root River 1W1P Cost Share (Grant expiration 12/31/2026) Available Funds **\$14,543.71**

FY24 Root River 1W1P Groundwater Cost Share Request (75% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Sheehan, Alan or Kathy	29FY24RR1W1P	\$2,385.00	\$1,788.75	351 – Well Decommissioning	11/1/2025

FY24 Root River 1W1P Cost Share Request (90% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Traun, Valerie	30FY24RR1W1P	\$2,100.00	\$1,890.00	578 – Stream Crossing	12/31/2025

FY24 Root River 1W1P Cost Share – Remaining balance \$12,653.71

FY24 Root River 1W1P Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Breyer, Susan	#21FY24RR1W1P – Grassed Waterway	\$5,200.00	\$5,560.00	\$5,560.00 x 90% = \$5,004.00 Cost Share Allocated to project = \$4,680.00 Payment Amount Approved = \$ 4,680.00
RLM Family Limited Partnership	#20FY24RR1W1P	\$11,650.00	\$12,550.00	\$12,550.00 x 90% = \$11,295.00 Cost Share Allocated to project = \$10,485.00 Payment Amount Approved = \$10,485.00

ARPA – (Spending expiration 12/31/2026) Available Funds **\$ 17,750.41**

MDH TAP-IN COST SHARE FUNDING PROGRAM (Funding at 50% or 100% of cost estimate)

MDH Tap- In Cost Share Grant (Grant expiration 4/1/2027) Available Funds **\$330.49**

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

FY23 WinLaC 1W1P Ag Practices Cost Share (Grant expiration 12/31/2025) Available Funds **\$7,000.00**

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

FY23 & FY25 WinLaC 1W1P Urban Stormwater Cost Share Request (90% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
City of La Crescent	23WinLaC-ROO-002	\$20,214.49	\$18,193.04	Bioretention Basin – Rain Garden	11/30/2025

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

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

Voucher #	Item	Amount
5054	Ron Carlsen – Rent –July	\$ 1,287.00
5055	Kwik Trip – Fuel – SWCD Trucks	\$ 248.80
5057	Breyer, Susan – Contract #21FY24RR1W1P – Grassed Waterway	\$ 4,680.00
5058	RLM Family Limited Partnership – Contract #20FY24RR1W1P – Grade Stabilization Structure	\$ 10,485.00
	Total	\$ 16,700.80
	Transfer of Investment Funds from Cash General Fund to Winnebago Watershed Investment Acct.	\$ 1,000.00
	Transfer of Investment Funds from Cash General Fund to Bear Creek Watershed Investment Acct.	\$ 247.44

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

Chair call for a motion to approve accounts payable

Voucher #	Item	Amount
38	Winona County – FY23 Education Annual Report Printing = \$155.10; FY23 Project Development 2 nd Qtr 2025 = \$471.13; FY25 Administrative 2 nd Qtr 2025 = \$4,668.47	\$ 5,294.70
39	Fillmore SWCD – FY23 Technical 2 nd Qtr 2025 = \$4,628.22; FY25 Technical 2 nd Qtr 2025 = \$4,472.78	\$ 9,101.00
40	SE MN Technical Support JPB – FY25 Technical 2 nd Qtr 2025	\$ 13,032.30
	Root River SWCD – FY23 Admin – 2 nd Qtr 2025 = \$2,643.39; FY23 Technical – 2 nd Qtr 2025 = \$702.32; CRP Admin – 2 nd Qtr 2025 = \$16.48; FY25 Admin – 2 nd Qtr 2025 = \$2,433.22	\$ 5,795.41
	Total	\$ 33,223.41

Adjournment

NEXT MEETING -- Regular Meeting, August 14, 2025, 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

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

MISSION STATEMENT

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

Agenda

August 14, 2025, 10:00 a.m. Regular Meeting

Ag Service Center, Caledonia, MN

2025 Officers

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

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

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

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

Flag Pledge

Minutes

Chair call for additions or corrections to the July 10, 2025 board meeting minutes.

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

Treasurer's Report: Treasurer recommend the July 2025 Treasurer's Report be placed on file for audit.

PROGRAM REPORT – Bob Scanlan, MDA

- MDA Spring Grove Twp. Walkover - *Update*

AGENCY REPORTS

Ryan Hytry, NRCS Report

Dave Walter, District Manager Report

- BWSR Tour held July 30, 2025 - *Update*
- 2025 Conservationist of the Year – *Update*

PROGRAM REPORT

- WCA – *Update*
- Buffer Law – *Update*

MASWCD & MACDE

- Area 7 Joint SE MASWCD & SE MACDE Meeting, Thursday, October 2, 2025 Grand Meadow, MN. Registration at 9:00 a.m. Cost \$20.00 – *Registration fee approval requested*

WATERSHED UPDATES

Crooked Creek – Update

Root River IWIP

- August 6, 2025 Planning Work Group meeting - *Update*

Winnebago - Update

- DNR Site – *Maintenance need: brush in pool area. Cost estimate \$3,505.00*
- Burning Daylight (Burke) – *Maintenance need: mowing. Cost estimate \$5,005.00*

WinLaC (Mississippi River Winona/La Crescent) IWIP

- July 29, 2025 Planning Work Group meeting – *Update*
- August 11, 2025 Policy Committee meeting - *Update*

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In – *Update*
- MDH Well Inventory Grant – *Update*
- BMP Projects – *Update*

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring Network – *Update*
- 2024 Year End Financial Audit – *Update*
- Sixth Grade Environmental Day – *Update*
- 2026 Tree Order - *Update*

Dan Wermager, Technician

- Alliance Grant – *Update*
- ARPA – *Update*
Push-Up Ponds and Pond Clean Outs

COMMITTEE REPORTS

FINANCIAL COMMITTEE

- August 6, 2025 meeting - *Update*

PERSONNEL COMMITTEE: *Update*

TSA7 (Joint Powers) COMMITTEE

- July 17, 2025 meeting - *Update*

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. 2026 Proposed Budget (with Minnesota Paid Leave Tax 0.88% being fully paid by Employer) – *Approval requested*
2. Computer Purchase – *Approval requested*
3. WinLaC 1W1P 2023 C23-0003 Amendment Proposal – *Approval requested*
 - Amendment Proposal is to extend the grant from 12/31/2025 to 12/31/2026

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 Root River 1W1P Cost Share (*Grant expiration 12/31/2025*) Available Funds **\$0.00**

FY24 Root River 1W1P Cost Share (*Grant expiration 12/31/2026*) Available Funds **\$12,653.71**

FY22/23 Root River 1W1P Amendment Request

- Contract #31FY2223RR1W1P Peterson, Jason is requesting to amend the completion date of 9/1/25 to 12/1/25. Due to contractor availability.

FY24 Root River 1W1P Amendment Request

- Contract #22FY24RR1W1P Hartley, Chris is requesting to amend the completion date of 11/1/25 to 6/15/26. Due to not being able to find an available contractor.
- Contract #02FY25CS Meyer, Jordan is requesting to amend the amended completion date of 9/1/2025 to 12/1/2025. This is due to fencing not being completed.
- Contract #28FY24RR1W1P Breyer, Susan is requesting to amend the completion date of 9/11/2025 to 11/15/2025. This is due to contractor availability.

FY24 Root River 1W1P Cost Share Request (90% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Davison Properties LLC	31FY24RR1W1P	\$3,000.00	\$2,700.00	410 – Grade Stabilization Structure	6/15/2026
Laufenberg, Michael	32FY24RR1W1P	\$27,808.01	\$9,377.21	382 - Fence	7/9/2026

FY24 Root River 1W1P Cost Share – Remaining balance \$576.50

FY24 Root River 1W1P Feedlot Cost Share Request (90% Cost Share) – Contingent Upon Signatures

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Feldmeier, Matt	33FY24RR1W1P	\$	\$100,000.00	367 – Roofs & Covers	12/31/2025

ARPA – (Spending expiration 12/31/2026) Available Funds \$ 17,750.41

NO ACTION NEEDED - ARPA Push Up Pond & Pond Clean Out Designation (Flat rate incentive amount)

Name	Cost Share Amount Requested	Project
Driscoll, Joe	\$500.00	Pond Clean Out
Laufenberg, Mike	\$1,500.00	Push Up Pond w/pipe
Feine, Rocky	\$500.00	Pond Clean Out

ARPA Cost Share – Remaining balance \$15,250.41

ARPA Cost Share Request

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Schulte, Mark	06 ARPA	\$	\$	342 – Critical Area Planting	12/31/2025

ARPA Cost Share – Remaining balance \$

ARPA Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Scanlan, Bob	Push-Up Pond no Pipe	\$800.00	\$800.00	Flat Rate Incentive Payment = \$800.00

MDH TAP-IN COST SHARE FUNDING PROGRAM (Funding at 50% or 100% of cost estimate)

MDH Tap- In Cost Share Grant (Grant expiration 4/1/2027) Available Funds **\$330.49**

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

FY25 WinLaC 1W1P Ag Practices Cost Share (Grant expiration 12/31/2027) Available Funds **\$24,500.00**

FY25 WinLaC 1W1P Non-Structural Cost Share (Grant expiration 12/31/2027) Available Funds **\$7,500.00**

FY25 WinLaC 1W1P Vegetative Management & Pollinator Planting Cost Share (Grant expiration 12/31/2027) Available Funds **\$5,000.00**

WinLaC 1W1P CRP (Grant expiration 12/31/2026) Available Funds **\$2,000.00**

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

Chair call for a motion to approve accounts payable

Voucher #	Item	Amount
5059	Ron Carlsen – Rent – August	\$ 1,287.00
5060	Kwik Trip – Fuel – SWCD Trucks	\$ 202.17
5056	VISA – Postage = \$78.00; Field Supply = \$228.74; Adobe Pro subscription fee = \$256.37; Education/Awards/Tours = \$228.49	\$ 791.60
5061	Scanlan, Bob – ARPA – Push-Up Pond no pipe	\$ 800.00
	Total	\$ 3,080.77

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

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

Voucher #	Item	Amount
41	Emmons & Olivier Resources, Inc – FY25 Project Development – Pleasant Valley Creek Restoration	\$ 4,422.50
42	Wabasha SWCD – FY25 Technical 2 nd Qtr 2025 = \$1,985.21; FY23 Project Development 2 nd Qtr 2025 = \$4153.55; FY25 Project Development 2 nd Qtr 2025 = \$351.86	\$ 2,490.62
43	Olmsted SWCD – FY25 Technical 1 st Qtr 2025 = \$7,472.76 & 2 nd Qtr 2025 = \$4,267.29; FY23 Project Development Viola 1 st Qtr 2025 = \$933.57 & 2 nd Qtr 2025 = \$869.82	\$ 13,543.44

44	Winona County SWCD – FY23 Non-Structural Projects – Inv 2024-101 B & S Farms = \$4,740.00; Inv 2024-113 Valley Acres Dairy = \$3,750.00; Inv 2024-112 Greden = \$6,000.00; Inv 2024-118 Redig = \$5,000.00; Inv 2024-122 Mote = \$5,000.00; Inv 2024-125 Kammerer = \$4,600.00; Inv 2024-131 McNally = \$2,350.00; Inv 2024-127 Oberton = \$5,000.00	\$ 37,040.00
45	Winona Planning & Zoning – Education – 8/11/25 Tour expense	\$ 18.98
5060	VISA – WinLaC FY23 Education – Smarter Together Website Domain Subscription 2025 1 yr = \$14.95; Smarter Together Website Light Plan Subscription 2 yrs = \$316.44	\$ 331.39
46	Winona County SWCD – FY23 Ag Practices - Inv 2024-908 Evers – Grade Stabilization Structure	\$ 17,259.46
	Total	\$ 75,106.39
	Transfer of funds from Investment Money Market Acct. 9623 (FY25 WinLaC 1W1P)	\$ 60,000.00

Adjournment

NEXT MEETING -- Regular Meeting, September 11, 2025, 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

September 11, 2025, 10:00 a.m. Regular Meeting

Ag Service Center, Caledonia, MN

2025 Officers

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

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

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

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

Flag Pledge

Minutes

Chair call for additions or corrections to the August 14, 2025 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 – 3 rd Qtr. 2 mtgs. @ \$125.00/each	\$ 250.00
Driscoll, Joe – 3 rd Qtr. 7 mtgs. @ \$125.00/each	\$ 875.00
Feldmeier, Matt – 3 rd Qtr. 2 mtgs. @ \$125.00/each	\$ 250.00
Kruse, Glenn – 3 rd Qtr. 4 mtgs. @ \$125.00/each	\$ 500.00
Welke, Jerry – 3 rd Qtr. 8 mtgs. @ \$125.00/each	\$ 1,000.00

Treasurer's Report: Treasurer recommend the August 2025 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Ryan Hytry, NRCS Report

Dave Walter, District Manager Report

- Contract 06FY22CS Grade Stabilization Structure One Year Site Inspection

PROGRAM REPORT

- WCA – Update
- MDA Spring Grove Twp. Walkover - Update

- Buffer Law – *Update*

MASWCD & MACDE

- Area 7 Joint SE MASWCD & SE MACDE Meeting, Thursday, October 2, 2025 Grand Meadow, MN. Registration at 9:00 a.m. Cost \$20.00 – *Registration fee approval requested*
- BWSR Academy October 21 – 23, 2025 Cragun’s Conference Center, Brainerd, MN – Registration \$85/day (No cancellation refund after September 29, 2025); lodging \$106.30/night – *Registration fee and related expenses approval requested*
- MASWCD Annual Convention December 1 – 3, 2025 (Monday – Wednesday) DoubleTree by Hilton Bloomington – Minneapolis South - *Registration fee and related expenses approval requested*

*Registration – 3 days = \$335, Tuesday only = \$250, Wednesday only = \$210
 Cancellation fee prior to Nov. 7th = \$80 After Nov. 7th no refunds
 Meals – Breakfast = \$25/day, Tuesday & Wednesday Luncheons = \$35/day
 Lodging - \$115/night*

WATERSHED UPDATES

Crooked Creek – Update

Root River IWIP

- August 18, 2025 Policy Committee meeting - *Update*

Winnebago

- DNR Site – *Maintenance need: brush in pool area – Update*
- Burning Daylight (Burke) – *Maintenance need: mowing - Update*

WinLaC (Mississippi River Winona/La Crescent) IWIP

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In – *Update*
- MDH Well Inventory Grant – *Update*
- BMP Projects – *Update*

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring Network – *Update*
 - 2024 Results

Dan Wermager, Technician

- Alliance Grant – *Update*
- ARPA – *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE: Update

PERSONNEL COMMITTEE: Update

TSA7 (Joint Powers) COMMITTEE: Update

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

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 Root River 1W1P Cost Share (Grant expiration 12/31/2025) Available Funds **\$0.00**

FY24 Root River 1W1P Cost Share (Grant expiration 12/31/2026) Available Funds **\$576.50 & \$7,620.00** (from Dodge SWCD) = **\$8,196.50**

FY24 Root River 1W1P Well Sealing Cost Share (Grant expiration 12/31/2026) Available Funds **\$9,187.50**

FY24 Root River 1W1P Feedlot Cost Share (Grant expiration 12/31/2026) Available Funds **\$3,056.67**

FUNDING SOURCE CHANGES

- ❖ Contract #31FY22/23RR1W1P Peterson, Jason \$2,512.50 from FY22/23 Root River 1W1P to FY24 Root River 1W1P (Well Sealing).
- ❖ Contract #32FY22/23RR1W1P AC4 Farms LLC \$5,029.13 from FY22/23 Root River 1W1P to FY24 Root River 1W1P (Well Sealing).
- ❖ Contract #26FY24RR1W1P Sheehan, Jim \$7,541.63 from FY24 Root River 1W1P to FY22/23 Root River 1W1P.
 FY22/23 Root River 1W1P Cost Share – Remaining balance \$0.00
 FY24 Root River 1W1P Cost Share – Remaining balance \$15,738.13
 FY24 Root River 1W1P Well Sealing Cost Share – Remaining balance \$1,645.87

FY24 Root River 1W1P Amendment Request

- Contract #26FY24RR1W1P Sheehan, Jim is requesting to amend the cost estimate of \$15,700.00 to \$19,227.55 increasing the cost sharable amount from \$14,130.00 to \$17,304.80 an additional \$3,174.80. This is due to a rain event during construction requiring additional work/time on the project.
 FY24 Root River 1W1P Cost Share – Remaining balance \$12,563.33
- Contract #23FY24RR1W1P Nerstad, Marion is requesting to amend the project completion date of 10/1/2025 to 12/31/2025. This will allow time for the renter to remove crops before construction.
- Contract #24FY24RR1W1P Hoscheit Dairy Farms LLC is requesting to amend the project completion date of 9/11/25 to 12/31/25. This will allow time for the landowner to remove crops.

FY22/23 Root River 1W1P & FY24 Root River 1W1P Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Sheehan, Jim	26FY24RR1W1P Grade Stabilization Structure	\$19,227.55	\$19,227.55	\$19,227.55 @ 90% = \$17,304.80 Cost Share Allocated to project = \$17,304.80 Payment Amount Approved = \$17,304.80 (Funding Source FY22/23 Root River 1W1P = \$7,541.63 & FY24 Root River 1W1P = \$9,763.17)

FY24 Root River 1W1P Well Sealing Amendment Request

- Contract #32FY22/23RR1W1P AC4 Farms LLC is requesting to amend the cost estimate of \$6,705.50 to \$8,900.00 increasing the cost sharable amount from \$5,029.13 to \$6,675.00 an additional \$1,645.87. This is due to needing extra Neat Cement Grout to seal cracks in the bedrock that could not be plugged up with pea gravel or sand/grout mix.
FY24 Root River 1W1P Well Sealing Cost Share – Remaining balance \$0.00

FY24 Root River 1W1P Cost Share Well Sealing Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
AC4 Farms LLC	32FY22/23RR1W1P Well Decommissioning	\$8,900.00	\$8,900.00	\$8,900.00 @ 75% = \$6,675.00 Cost Share Allocated to project = \$6,675.00 Payment Amount Approved = \$6,675.00

FY24 Root River 1W1P Cost Share Request (90% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Botcher, Rich	34FY24RR1W1P	8 acres @ \$40/acre (single specie) = \$320/yr @ 1 year = \$320.00	\$320.00	340 – Cover Crop	11/1/2025
Glasspoole, John	35FY24RR1W1P	18 acres @ \$50/acre (multi specie) = \$900/yr @ 2 years = \$1,800.00	\$1,800.00	340 – Cover Crop	11/1/2025 & 11/1/2026
Olinger, Brad	36FY24RR1W1P	\$15,000.00	\$13,500.00 (FY24RR1W1P Ag Practices = \$10,443.33 & FY24RR1W1P Feedlot = \$3,056.67)	561 – Heavy Use Area Protection	12/31/2025

FY24 Root River 1W1P Cost Share – Remaining balance \$0.00

FY24 Root River 1W1P Feedlot Cost Share – Remaining balance \$0.00

ARPA – (Spending expiration 12/31/2026) Available Funds \$ 9,750.41

ARPA Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Schulte, Mark	06 ARPA Critical Area Planting	\$5,000.00	\$3,761.82	\$3,761.82 @ 100% = \$3,761.82 Cost Share Allocated to project = \$5,500.00 Payment Amount Approved = \$3,761.82 <i>Slippage for re-allocation \$1,738.18</i>

ARPA Cost Share – Remaining balance \$11,488.59

MDH TAP-IN COST SHARE FUNDING PROGRAM (Funding at 50% or 100% of cost estimate)

MDH Tap- In Cost Share Grant (Grant expiration 4/1/2027) Available Funds **\$330.49**

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

FY25 WinLaC 1W1P Ag Practices Cost Share (Grant expiration 12/31/2027) Available Funds **\$24,500.00**

FY25 WinLaC 1W1P Non-Structural Cost Share (Grant expiration 12/31/2027) Available Funds **\$7,500.00**

FY25 WinLaC 1W1P Vegetative Management & Pollinator Planting Cost Share (Grant expiration 12/31/2027) Available Funds **\$5,000.00**

WinLaC 1W1P CRP (Grant expiration 12/31/2026) Available Funds **\$2,000.00**

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

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

Voucher #	Item	Amount
5062	Ron Carlsen – Rent – September	\$ 1,287.00
5063	Kwik Trip – Fuel – SWCD Trucks	\$ 158.37
5064	VISA – Crooked Creek Watershed Maintenance supply = \$63.56; Postage = \$156.00	\$ 219.56
5065	Talcott Resolution Life & Annuity Ins Co. – Life Insurance Policy #LU1188704 Dave Walter	\$ 90.00
5066	Schulte, Mark – 06 ARPA – Critical Area Planting	\$ 3,761.82
5067	IA DNR Nursery – 2026 Tree Order	\$ 4,355.00
5068	Sheehan, Jim – 26FY24RR1W1P – Grade Stabilization Structure	\$ 17,304.80
5069	AC4 Farms LLC – 32FY22/23RR1W1P – Well Decommissioning	\$ 6,675.00
5070	Mahr Excavating – Winnebago O & M – DNR = \$3,505.00; Burning Daylight Farms LLC = \$5,005.00	\$ 8,510.00
5071	Anderson, Ken – Mileage – 3 rd Qtr.	\$ 33.60
5072	Driscoll, Joe – Mileage – 3 rd Qtr.	\$ 131.60
5073	Feldmeier, Matt – Mileage – 3 rd Qtr.	\$ 50.40
5074	Kruse, Glenn – Mileage – 3 rd Qtr.	\$ 56.00
5075	Welke, Jerry – Mileage – 3 rd Qtr.	\$ 170.80
5076	SE MASWCD – Registration \$20/each 10/2/2025	\$ 100.00
5077	Farmers Win Coop – Crooked Creek Watershed Maintenance supply	\$ 130.03
5078	Quill LLC – Office supplies	\$ 125.58
	Total	\$ 43,003.56
	Transfer of funds from Winnebago Watershed O & M Acct. #10033340 to Cash General Fund	\$ 8,510.00

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

Chair call for a motion to approve accounts payable

Voucher #	Item	Amount
47	Emmons & Olivier Resources, Inc – FY25 Project Development – Pleasant Valley Creek Restoration	\$ 2,725.25
	Total	\$ 2,725.25

Adjournment

NEXT MEETING -- Regular Meeting, October 9, 2025, 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

October 9, 2025, 10:00 a.m. Regular Meeting

Ag Service Center, Caledonia, MN

2025 Officers

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

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

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

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

Flag Pledge

Minutes

Chair call for additions or corrections to the September 11, 2025 board meeting minutes.

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

Treasurer's Report: Treasurer recommend the September 2025 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Jeremy Burt, Houston County Environmental Services Report

Ryan Hytry, NRCS Report

Dave Walter, District Manager Report

- BMP Project Repairs
Contract #24FY24RR1W1P Hoscheit Dairy Farms LLC - 412 Grassed Waterway
Contract #36FY24RR1W1P Olinger, Brad – 561 Heavy Use Area Protection

PROGRAM REPORT

- WCA – Update
- Buffer Law – Update

PROGRAM REPORT – Bob Scanlan, MDA

- MDA Spring Grove Twp. Walkover - *Update*

MASWCD & MACDE

- Area 7 Joint SE MASWCD & SE MACDE Meeting, Thursday, October 2, 2025 Grand Meadow, MN - *Update*
- MASWCD Annual Convention December 1 – 3, 2025 (Monday – Wednesday) DoubleTree by Hilton Bloomington – Minneapolis South - *Registration fee and related expenses approval requested*
 - Registration – 3 days = \$335, Tuesday only = \$250, Wednesday only = \$210*
 - Cancellation fee prior to Nov. 7th = \$80 After Nov. 7th no refunds*
 - Meals – Breakfast = \$25/day, Tuesday & Wednesday Luncheons = \$35/day*
 - Lodging - \$115/night*
- 2025 MASWCD Resolutions – *Review resolutions and vote*

WATERSHED UPDATES

Crooked Creek – Update

Root River IWIP

Winnebago

WinLaC (Mississippi River Winona/La Crescent) IWIP

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In – *Update*
- MDH Well Inventory Grant – *Update*
- BMP Projects – *Update*

Janice Messner, Administrative Assistant

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

Dan Wermager, Technician

- Alliance Grant – *Update*
- ARPA – *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE: Update

PERSONNEL COMMITTEE: Update

TSA7 (Joint Powers) COMMITTEE: Update

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

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)

FY24 Root River 1W1P Cost Share (Grant expiration 12/31/2026) Available Funds **\$0.00**

Acknowledge Pre-Approved FY24 Root River 1W1P Cost Share Amendment Request

- Contract #24FY24RR1W1P Hoscheit Dairy Farms LLC 412 Grassed Waterway & 578 Stream Crossing requested to amend the BMP on the contract from a 412 Grassed Waterway & 578 Stream Crossing to only a 412 Grassed Waterway. It was also requested to amend the cost estimate of the 412 Grassed Waterway to include additional repair work after a three inch rain event. The amended cost estimate for the grassed waterway with repairs is \$. The amended total amount authorized \$6,063.20 will decrease to \$.
FY24 Root River 1W1P Cost Share – Remaining balance \$

FY24 Root River 1W1P Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Botcher, Rich	34FY24RR1W1P Cover Crop	\$320.00	\$320.00	8 acres @ \$40/acre = \$320.00 Cost Share Allocated to project = \$320.00 Payment Amount Approved = \$320.00

ARPA – (Spending expiration 12/31/2026) Available Funds **\$ 11,488.59**

MDH TAP-IN COST SHARE FUNDING PROGRAM (Funding at 50% or 100% of cost estimate)

MDH Tap- In Cost Share Grant (Grant expiration 4/1/2027) Available Funds **\$330.49**

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

FY25 WinLaC 1W1P Ag Practices Cost Share (Grant expiration 12/31/2027) Available Funds **\$24,500.00**

FY25 WinLaC 1W1P Non-Structural Cost Share (Grant expiration 12/31/2027) Available Funds **\$7,500.00**

FY25 WinLaC 1W1P Vegetative Management & Pollinator Planting Cost Share (Grant expiration 12/31/2027) Available Funds **\$5,000.00**

WinLaC 1W1P CRP (Grant expiration 12/31/2026) Available Funds **\$2,000.00**

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

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

Voucher #	Item	Amount
5079	Ron Carlsen – Rent – October	\$ 1,287.00

5080	Kwik Trip – Fuel – SWCD Trucks	\$
5081	VISA – Crooked Creek WD Maintenance Expense = \$11.75; Education – 6 th Grade Environmental Day = \$172.60	\$ 184.35
5082	Botcher, Rich – 34FY24RR1W1P – Cover Crop	\$ 320.00
	Total	\$

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

Chair call for a motion to approve accounts payable

Voucher #	Item	Amount
48	Emmons & Olivier Resources, Inc – FY25 Project Development – Pleasant Valley Creek Restoration	\$ 1,976.50
	Root River SWCD –FY23 Technical – 3 rd Qtr 2025 = \$128.16; FY25 Admin – 3 rd Qtr 2025 = \$3,692.08	\$ 3,820.24
	Total	\$

Adjournment

NEXT MEETING -- Regular Meeting, November 13, 2025, 1:00 p.m. Ag Service Center



Root River Soil and Water Conservation District

Agricultural Service Center

805 N. Hwy. 44/76, Suite 1

Caledonia, MN 55921

(507) 724-5261 ext. 3

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

MISSION STATEMENT

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

Agenda

November 13, 2025, 1:00 p.m. Regular Meeting

Ag Service Center, Caledonia, MN

2025 Officers

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

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

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

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

Flag Pledge

Guest Speaker – Donna Larsen, MN State Retirement System

Minutes

Chair call for additions or corrections to the October 9, 2025 board meeting minutes.

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

Treasurer's Report: Treasurer recommend the updated September 2025 Treasurer's Report and October 2025 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Jeremy Burt, Houston County Environmental Services Report

Ryan Hytry, NRCS Report

Dave Walter, District Manager Report

- Pheasants Forever Partnership

PROGRAM REPORT

- WCA – *Update*
- Buffer Law – *Update*

PROGRAM REPORT – Bob Scanlan, MDA

- MDA Spring Grove Twp. Walkover - *Update*

MASWCD & MACDE

WATERSHED UPDATES

Crooked Creek – Update

Root River IWIP - Update

- Policy Committee Meeting Monday, November 24, 2025

Winnebago - Update

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

- WinLaC IWIP Policy Committee Meeting held November 10, 2025

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In – *Update*
- MDH Well Inventory Grant – *Update*
- BMP Projects – *Update*

Janice Messner, Administrative Assistant

- Volunteer Nitrate Monitoring Network – *Update*
- Trees – *Update*
- 2024 Financial Statement - *Update*

Dan Wermager, Technician

- Alliance Grant – *Update*
- ARPA – *Update*

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

PERSONNEL COMMITTEE:

- Personnel Policy Updates – Approval requested
 - 4.08 Rest Periods
 - 6.09 Drug and Alcohol
 - 8.01 Employee Records – Remove duplication
 - 10.05 Minnesota Paid Leave
 - 11.01 Adoption

TSA7 (Joint Powers) COMMITTEE: Update

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

COST SHARE PROGRAMS

Conservation Contracts (Funding up to 90% of cost estimate with or without other non-state funding source)

FY26 Conservation Contracts (Grant expiration 12/31/2028) Available Funds **\$23,690.00**

FY27 Conservation Contracts (Grant expiration 12/31/2028) Available Funds **\$23,690.00**

Acknowledge Pre-Approval of FY26 Conservation Contracts Cost Share Request (90% Cost Share)

Name	Contract	Total Cost Estimate	Cost Share Amount Requested	Project	Completion Date
Meiners, Richie	01FY26CS	\$13,400.00	\$12,060.00	410 - Grade Stabilization Structure	12/31/2025

FY26 Conservation Contracts Cost Share – Remaining balance \$11,630.00

FY26 Conservation Contracts Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Meiners, Richie	01FY26CS Grade Stabilization Structure	\$19,277.55	\$16,968.06	\$16,968.06 @ 90% = \$15,271.25 Cost Share Allocated to project = \$17,304.80 Payment Amount Approved = \$15,271.25 Slippage for re-allocation = \$2,033.55

FY26 Conservation Contracts Cost Share – Remaining balance \$13,663.55

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

FY24 Root River 1W1P Cost Share (Grant expiration 12/31/2026) Available Funds **\$10.80**

FY24 Root River 1W1P Cost Share Amendment Request

- Contract #27FY24RR1W1P Shirk, Ryan 410 Grade Stabilization Structure is requesting to amend the cost estimate to include core trenching. This will increase the cost estimate of \$19,100.00 to \$21,300.00. It increases the cost sharable amount from \$17,190.00 to \$19,170.00. This is an additional \$1,980.00. Funding sources FY24 Root River 1W1P \$10.80 and FY26 Conservation Contracts \$1,969.20.

FY24 Root River 1W1P Cost Share – Remaining balance \$0.00

FY26 Conservation Contracts Cost Share – Remaining balance \$11,694.35

FY24 Root River 1W1P Cost Share Amendment Request - Contingent Upon Signatures

- Contract #24RR1W1P Hoscheit Dairy Farms LLC 412 Grassed Waterway & 578 Stream Crossing is requesting to amend the project practice from 412 Grassed Waterway & 578 Stream Crossing to 412 Grassed Waterway. It is also being requested to amend the cost estimate for the 412 Grassed Waterway to include additional repair work after a three inch rain event. The

amended cost estimate for the grassed waterway with repairs is \$32,898.00. The amended total amount authorized \$6,063.20 will decrease to \$5,879.20.

FY24 Root River IWIP Cost Share – Remaining balance \$184.00

FY24 Root River IWIP Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Shirk, Ryan	27FY24RR1W1P Grade Stabilization Structure	\$21,300.00	\$30,687.80	\$30,687.80 @ 90% = \$27,619.02 Cost Share Allocated to project = \$19,170.00 Payment Amount Approved = \$19,170.00 (FY24 Root River IWIP = \$17,200.80 & FY26 Conservation Contracts = \$1,969.20)
Peterson, Jason	31FY2223RR1W1P Well Decommissioning	\$3,350.00	\$3,350.00	\$3,350.00 @ 75% = \$2,512.50 Cost Share Allocated to project = \$2,512.50 Payment Amount Approved = \$2,512.50
Traun, Valerie	30FY24RR1W1P Stream Crossing	\$2,100.00	\$2,200.00	\$2,200.00 @ 90% = \$1,980.00 Cost Share Allocated to project = \$1,890.00 Payment Amount Approved = \$1,890.00
Olinger, Brad	36FY24RR1W1P Heavy Use Area Protection	\$15,000.00	\$11,951.29	\$11,951.29 @ 90% = \$10,756.16 Cost Share Allocated to project = \$13,500.00 Payment Amount Approved = \$10,756.16 (FY24 Root River IWIP = \$10,443.33 & FY24 Root River IWIP Feedlot = \$312.83) (Slippage for re-allocation = \$2,743.84 FY24 Root River IWIP Feedlot)

FY24 Root River IWIP Feedlot Cost Share – Remaining balance \$2,743.84

FY24 Root River IWIP Cost Share Payment Request Contingent Upon Signatures

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Laufenberg, Michael	32FY24RR1W1P Fence	\$27,808.01	\$29,164.68	\$ 29,164.68 @ 90% = \$26,248.22 EQIP Payment Amount = \$15,624.40 Cost Share Allocated to project = \$9,377.21 Payment Amount Approved = \$9,377.21

ARPA – (Spending expiration 12/31/2026) Available Funds \$ 11,488.59

MDH TAP-IN COST SHARE FUNDING PROGRAM (Funding at 50% or 100% of cost estimate)

MDH Tap- In Cost Share Grant (Grant expiration 4/1/2027) Funds Available

WINLAC IWIP COST SHARE PROGRAM (Funding percentage based on ranking)

FY25 WinLaC IWIP Ag Practices Cost Share (Grant expiration 12/31/2027) Available Funds **\$24,500.00**

FY25 WinLaC IWIP Non-Structural Cost Share (Grant expiration 12/31/2027) Available Funds **\$7,500.00**

FY25 WinLaC IWIP Vegetative Management & Pollinator Planting Cost Share (Grant expiration 12/31/2027) Available Funds **\$5,000.00**

WinLaC IWIP CRP (Grant expiration 12/31/2026) Available Funds **\$2,000.00**

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

Chair call for a motion to approve accounts payable

Voucher #	Item	Amount
5088	Ron Carlsen – Rent – November	\$ 1,287.00
5089	Kwik Trip – Fuel – SWCD Trucks	\$ 289.36
5090	Walter, Dave – Vehicle Maintenance – Oil Change 2020 Dodge Ram	\$ 89.85
5091	Ellenz, David – Reimbursement Flags = \$12.50; Sales Tax = \$0.86	\$ 13.36
5092	Petty Cash – Postage = \$3.10; Vehicle Maintenance – Fuel 2025 GMC = \$48.11 Misc. Expense – Recycling Center = \$20.00	\$ 71.21
5093	VISA – Meals – TSA Mtg 10/20/25 = \$10.99 & WinLaC Mtgs 10/28/25 = \$32.51; Trees – Nursery License = \$107.26; Trees Postage = \$195.00; Postage = \$39.00; Newsletter = \$246.87; Office Supplies = \$79.04; Education – 6 th Grade Day Supply = \$17.51; Education Awards & Tours – Con of Year Expenses = \$11.76 & \$115.00 = \$126.76	\$ 854.94
5094	MASWCD – Registration Fee = \$840.00; Meals = \$210.00 – MASWCD Convention 12/3/25	\$ 1,050.00
5095	Peterson Company Ltd. – 2024 Year-End Financial Audit	\$ 5,000.00
5096	Shirk, Ryan – Contract #27FY24RR1W1P Grade Stabilization Structure	\$ 19,170.00
5097	Olinger, Brad – Contract #36FY24RR1W1P – Heavy Use Area Protection	\$ 10,756.16
5098	Peterson, Jason – Contract #31FY2223RR1W1P – Well Decommissioning	\$ 2,512.50
5099	Traun, Valerie – Contract #30FY24RR1W1P – Stream Crossing	\$ 1,890.00
5101	Laufenberg, Mike – Contract #32FY24RR1W1P – Fence	\$ 9,377.21
	Total	\$ 52,361.69

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

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

Voucher #	Item	Amount
50	St. Mary’s University of Minnesota – FY25 Project Development – Stream Assessment Pine Creek	\$ 15,000.00
51	Winona County – FY25 Administrative – 3 rd Qtr. 2025	\$ 4,810.63
5095	Peterson Company Ltd. – 2024 Year-End Financial Audit	\$ 600.00
	Total	\$ 20,410.63
	Transfer of funds from Cash General Fund to Eitzen State Bank Acct #8115	\$179,489.63
	Transfer of funds from Eitzen State Bank Acct # 9623 to Cash General Fund	\$ 24,034.37

Adjournment

NEXT MEETING -- Regular Meeting, December 11, 2025, 1:00 p.m. Ag Service Center



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Agricultural 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

December 11, 2025, 1:00 p.m. Regular Meeting

Ag Service Center, Caledonia, MN

2025 Officers

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

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

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

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

Flag Pledge

Minutes

Chair call for additions or corrections to the November 13, 2025 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 – 4 th Qtr. 4 mtgs. @ \$125.00/each	\$ 500.00
Driscoll, Joe – 4 th Qtr. 5mtgs. @ \$125.00/each	\$ 625.00
Feldmeier, Matt – 4 th Qtr. 4 mtgs. @ \$125.00/each	\$ 500.00
Kruse, Glenn – 4 th Qtr. 6 mtgs. @ \$125.00/each	\$ 750.00
Welke, Jerry – 4 th Qtr. 6 mtgs. @ \$125.00/each	\$ 750.00

Treasurer's Report: Treasurer recommend the November 2025 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Jeremy Burt, Houston County Environmental Services Report

Ryan Hytry, NRCS Report

Dave Walter, District Manager Report

PROGRAM REPORT

- WCA – *Update*
- Buffer Law – *Update*

PROGRAM REPORT – Bob Scanlan, MDA

- MDA Spring Grove Twp. Walkover - *Update*

MASWCD & MACDE

- MASWCD Annual Convention - *Update*

WATERSHED UPDATES

Crooked Creek – *Update*

Root River IWIP - *Update*

Policy Committee Meeting held Monday, November 24, 2025

Winnebago

WinLaC (Mississippi River Winona/La Crescent) IWIP

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In – *Update*
- MDH Well Inventory Grant – *Update*
- BMP Projects – *Update*

Dan Wermager, Technician

- Alliance Grant – *Update*
- ARPA – *Update*

Janice Messner, Administrative Assistant

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

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

PERSONNEL COMMITTEE:

- 2025 Staff Reviews - *Discussion*
- Health Care Saving Plan (HCSP) – *Discussion*
- Minnesota Deferred Compensation Plan (MNDCCP) - *Discussion*

TSA7 (Joint Powers) COMMITTEE: *Update*

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. WinLaC Sub-Agreement Amendments – *Approval requested*
 - Winona County SWCD
 - Wabasha County SWCD
 - Fillmore SWCD
2. Crooked Creek Watershed District Service Agreement - \$19,000 – *Approval requested*
3. Signing Authority for Dave Walter – Cost Share applications and amendment requests with the condition of discussing each authorization with the board chair or vice chair prior to the authorization. Signing authority through December 31, 2026 – *Approval requested*
4. 2026 Staff Wages – *Approval requested*

COST SHARE PROGRAMS

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

FY24 Root River 1W1P Cost Share (*Grant expiration 12/31/2026*) Available Funds **\$184.00**

FY24 Root River 1W1P Cost Share Amendment Requests

- Contract #29FY24RR1W1P Sheehan, Alan or Kathy 351 Well Decommissioning are requesting to amend the amended completion date of 12/31/25 to 5/31/26. This is due to contractor availability.
- Contract #06FY24RR1W1P Diersen, John 561 Heavy Use Area Protection is requesting to amend the completion date of 12/31/25 to 10/15/26. This is due to scheduling availability to coordinate the project work.

FY24 Root River 1W1P Cost Share Cancellation Acknowledgement

- Contract #02FY25CS Meyer, Jordan 582 Prescribed Grazing with 512 Pasture & Hay Planting; 382 Fence 642 Water Well is no longer in need of cost share assistance for this contract. EQIP payment, \$94,644.56, exceeds actual project costs \$90,831.37. Slippage for re-allocation \$26,231.05.
FY24 Root River 1W1P Cost Share – Remaining balance \$26,415.05

FY24 Root River 1W1P Cost Share Payment Requests

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Hoscheit Dairy Farms LLC	24FY24RR1W1P Grassed Waterway	\$32,898.00	\$27,775.25	\$27,775.25 @ 90% = \$24,997.73 EQIP = \$19,625.60 Crooked Creek Watershed = \$3,500.00 Cost Share Allocated to project = \$5,879.20 Payment Amount Approved = \$ 1,872.13 <i>Slippage for reallocation = \$4,007.07</i>

FY24 Root River 1W1P Cost Share – Remaining balance \$30,422.12

Conservation Contracts (Funding up to 90% of cost estimate with or without other non-state funding source)

FY26 Conservation Contracts (Grant expiration 12/31/2028) Available Funds **\$9,660.80**

FY27 Conservation Contracts (Grant expiration 12/31/2028) Available Funds **\$23,690.00**

Funding Source Change

- Contract #01FY26CS Meiners, Richie 410 Grade Stabilization Structure moving \$12,060.00 from FY26 Conservation Contracts to FY24 Root River 1WIP Cost Share.

FY24 Root River 1WIP Cost Share – Remaining balance \$18,362.12

FY26 Conservation Contracts – Remaining balance \$21,720.80

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

FY24 Root River 1W1P Cost Share Amendment Request

- Contract #01FY26CS Meiners, Richie 410 Grade Stabilization Structure is requesting to amend the cost estimate for additional clearing & grubbing and additional seeding acres. This will increase the cost estimate of \$13,400.00 to \$15,500.00. It increases the cost sharable amount from \$12,060.00 to \$13,950.00. This is an additional \$1,890.00. Funding source FY24 Root River 1W1P.

FY24 Root River 1W1P Cost Share – Remaining balance \$16,472.12

FY24 Root River 1W1P Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Meiners, Richie	01FY26CS Grade Stabilization Structure	\$15,500.00	\$16,968.06	\$16,968.06 @ 90% = \$15,271.25 Cost Share Allocated to project = \$13,950.00 Payment Amount Approved = \$ 13,950.00

ARPA – (Spending expiration 12/31/2026) Available Funds **\$ 11,488.59**

NO ACTION NEEDED - ARPA Push Up Pond & Pond Clean Out Designation (Flat rate incentive amount)

Name	Cost Share Amount Requested	Project
Kruckow, Fred	\$800.00	Push Up Pond no pipe

ARPA Cost Share – Remaining balance \$10,688.59

MDH TAP-IN COST SHARE FUNDING PROGRAM (Funding at 50% or 100% of cost estimate)

MDH Tap- In Cost Share Grant (Grant expiration 4/1/2027) Funds Available

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

FY25 WinLaC 1W1P Ag Practices Cost Share (Grant expiration 12/31/2027) Available Funds **\$24,500.00**

FY25 WinLaC 1W1P Non-Structural Cost Share (Grant expiration 12/31/2027) Available Funds **\$7,500.00**

FY25 WinLaC 1W1P Vegetative Management & Pollinator Planting Cost Share (Grant expiration 12/31/2027) Available Funds **\$5,000.00**

WinLaC 1W1P CRP (Grant expiration 12/31/2026) Available Funds **\$2,000.00**

FY23 & FY25 WinLaC Urban Stormwater Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
City of La Crescent	23WinLaC-ROO-002 Bio-retention Basin – Rain Garden	\$20,214.49	\$18,391.55	\$18,391.55 @ 90% = \$16,552.40 Cost Share Allocated to project = \$18,193.04 Payment Amount Approved = \$ 16,552.40 (FY23 WinLaC 1W1P Urban Stormwater = \$13,257.07 & FY25 WinLaC 1W1P Urban Stormwater = \$3,295.33) FY25 WinLaC 1W1P Urban Stormwater Slippage for reallocation = \$1,640.64

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

Chair call for a motion to approve accounts payable.

Voucher #	Item	Amount
5100	Meiners, Richie – Contract #01FY26CS – Grade Stabilization Structure	\$ 13,950.00
5102	Ron Carlsen – Rent – December	\$ 1,287.00
5103	Kwik Trip – Fuel – SWCD Trucks	\$ 211.54
5104	VISA – Logitech - C920s Pro 1080 Video Conferencing, Streaming & Gaming Webcam = 2 @ \$59.02 = \$118.04; Dell 24 Plus Adjustable Stand Monitor = 2 @ \$10.58 = \$21.16; Meals – 11/24/25 Root River 1W1P Policy Committee Mtg = \$43.00; Office Supplies = \$118.26; Dell Pro Dock - WD25 = 2 @ \$213.74 = \$427.48	\$ 727.94
5105	Talcott Resolution Life & Annuity Ins. Co. – Life Insurance Policy #LU1188704 Dave Walter	\$ 90.00
5106	Messner, Janice - Dell 24 Plus Adjustable Stand Monitor - S2425HS = 2 @ \$119.98 = \$239.96; Dell Tower Plus EBT2250 (Microsoft Office Home & Business 2024 w/Adobe Acrobat Pro 2024; McAfee Virus Protection 3 yrs.) = \$1,479.27; Dell Tower Plus EBT2250 (Microsoft Office Home & Business 2024 & McAfee Virus Protection 3 yrs.) = \$1,369.28; Tax = \$212.38	\$ 3,300.89
5107	Hoscheit Dairy Farms LLC – Contract #24FY24RR1W1P – Grassed Waterway	\$
5108	Anderson, Ken – Mileage – 4th Qtr.	\$ 61.60
5109	Driscoll, Joe – Mileage – 4th Qtr.	\$ 78.75
5110	Feldmeier, Matt – Mileage – 4th Qtr.	\$ 100.80
5111	Kruse, Glenn – Mileage – 4th Qtr.	\$ 135.80
5112	Welke, Jerry – Mileage – 4th Qtr.	\$ 126.00
5113	Quill LLC - Office Supplies	\$ 137.38
5114	Houston County Treasurer – License Plate Renewal – 2020 RAM = \$21.25; 2025 GMC = \$21.25	\$ 42.50
		\$
		\$
		\$
	Total	\$
		\$

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

Chair call for a motion to approve accounts payable

Voucher #	Item	Amount
52	Emmons & Olivier Resources, Inc – FY25 Project Development – Pleasant Valley Creek Restoration	\$ 3,281.00
53	City of La Crescent – Contract #23WinLaC-ROO-02 Bioretention Basin (rain garden) FY23 Urban Stormwater = \$13,257.07 & FY25 Urban Stormwater \$3,295.33	\$ 16,552.40
54	LandSpirit Design Landscaping Inc. – FY25 Project Development – Pleasant Valley Creek Restoration	\$ 388.00
	Total	\$
	Transfer of funds from Eitzen State Bank Acct # 8115 (FY23) to Cash General Fund	\$ 4,927.08
	Transfer of funds from Eitzen State Bank Acct # 9623 (FY25) to Cash General Fund	\$ 6,964.33

Adjournment

NEXT MEETING -- Regular Meeting, January 8, 2026, 1:00 p.m. Ag Service Center



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

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

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

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

Flag Pledge

Minutes

Chair call for additions or corrections to the November 13, 2025 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

<i>Anderson, Ken – 4th Qtr. 4 mtgs. @ \$125.00/each</i>	<i>\$ 500.00</i>
<i>Driscoll, Joe – 4th Qtr. 5mtgs. @ \$125.00/each</i>	<i>\$ 625.00</i>
<i>Feldmeier, Matt – 4th Qtr. 4 mtgs. @ \$125.00/each</i>	<i>\$ 500.00</i>
<i>Kruse, Glenn – 4th Qtr. 6 mtgs. @ \$125.00/each</i>	<i>\$ 750.00</i>
<i>Welke, Jerry – 4th Qtr. 6 mtgs. @ \$125.00/each</i>	<i>\$ 750.00</i>

Treasurer's Report: Treasurer recommend the November 2025 Treasurer's Report be placed on file for audit.

AGENCY REPORTS

Jeremy Burt, Houston County Environmental Services Report

Ryan Hytry, NRCS Report

Dave Walter, District Manager Report

PROGRAM REPORT

- WCA – *Update*
- Buffer Law – *Update*

PROGRAM REPORT – Bob Scanlan, MDA

- MDA Spring Grove Twp. Walkover - *Update*

MASWCD & MACDE

- MASWCD Annual Convention - *Update*

WATERSHED UPDATES

Crooked Creek – *Update*

Root River IWIP - *Update*

Policy Committee Meeting held Monday, November 24, 2025

Winnebago

WinLaC (Mississippi River Winona/La Crescent) IWIP

PROGRAM & STAFF REPORTS

Jean Meiners, Technician

- MDA Private Well Mitigation (RO Systems) – *Update*
- MDH Safe Drinking Water Tap-In – *Update*
- MDH Well Inventory Grant – *Update*
- BMP Projects – *Update*

Dan Wermager, Technician

- Alliance Grant – *Update*
- ARPA – *Update*

Janice Messner, Administrative Assistant

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

COMMITTEE REPORTS

FINANCIAL COMMITTEE: *Update*

PERSONNEL COMMITTEE:

- 2025 Staff Reviews - *Discussion*
- Health Care Saving Plan (HCSP) – *Discussion*
- Minnesota Deferred Compensation Plan (MNDCP) - *Discussion*

TSA7 (Joint Powers) COMMITTEE: Update

- Personnel reviews

OLD BUSINESS

NEW BUSINESS & ACTION ITEMS

1. WinLaC Sub-Agreement Amendments – *Approval requested*
 - Winona County SWCD
 - Wabasha County SWCD
 - Fillmore SWCD
2. Crooked Creek Watershed District Service Agreement - \$19,000 – *Approval requested*
3. Signing Authority for Dave Walter – Cost Share applications and amendment requests with the condition of discussing each authorization with the board chair or vice chair prior to the authorization. Signing authority through December 31, 2026 – *Approval requested*
4. 2026 Staff Wages – *Approval requested*

COST SHARE PROGRAMS

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

FY24 Root River 1W1P Cost Share (*Grant expiration 12/31/2026*) Available Funds **\$184.00**

FY24 Root River 1W1P Cost Share Amendment Requests

- Contract #29FY24RR1W1P Sheehan, Alan or Kathy 351 Well Decommissioning are requesting to amend the amended completion date of 12/31/25 to 5/31/26. This is due to contractor availability.
- Contract #06FY24RR1W1P Diersen, John 561 Heavy Use Area Protection is requesting to amend the completion date of 12/31/25 to 10/15/26. This is due to scheduling availability to coordinate the project work.

FY24 Root River 1W1P Cost Share Cancellation Acknowledgement

- Contract #02FY25CS Meyer, Jordan 582 Prescribed Grazing with 512 Pasture & Hay Planting; 382 Fence 642 Water Well is no longer in need of cost share assistance for this contract. EQIP payment, \$94,644.56, exceeds actual project costs \$90,831.37. Slippage for re-allocation \$26,231.05.
FY24 Root River 1W1P Cost Share – Remaining balance \$26,415.05

Conservation Contracts (*Funding up to 90% of cost estimate with or without other non-state funding source*)

FY26 Conservation Contracts (*Grant expiration 12/31/2028*) Available Funds **\$9,660.80**

FY27 Conservation Contracts (*Grant expiration 12/31/2028*) Available Funds **\$23,690.00**

Funding Source Change

- Contract #01FY26CS Meiners, Richie 410 Grade Stabilization Structure moving \$12,060.00 from FY26 Conservation Contracts to FY24 Root River 1W1P Cost Share.
FY24 Root River 1W1P Cost Share – Remaining balance \$14,355.05
FY26 Conservation Contracts – Remaining balance \$21,720.80

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

FY24 Root River 1W1P Cost Share Amendment Request

- Contract #01FY26CS Meiners, Richie 410 Grade Stabilization Structure is requesting to amend the cost estimate for additional clearing & grubbing and additional seeding acres. This will increase the cost estimate of \$13,400.00 to \$15,500.00. It increases the cost sharable amount from \$12,060.00 to \$13,950.00. This is an additional \$1,890.00. Funding source FY24 Root River 1W1P.
FY24 Root River 1W1P Cost Share – Remaining balance \$12,465.05

FY24 Root River 1W1P Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
Meiners, Richie	01FY26CS Grade Stabilization Structure	\$15,500.00	\$16,968.06	\$16,968.06 @ 90% = \$15,271.25 Cost Share Allocated to project = \$13,950.00 Payment Amount Approved = \$ 13,950.00
Nerstad, Marion	23FY24RR1W1P Diversion	\$14,067.00	\$5,419.73	\$5,419.73 @ 90% = \$4,877.76 Cost Share Allocated to project = \$12,660.30 Payment Amount Approved = \$4,877.76 <i>Slippage for reallocation = \$7,782.54</i>

FY24 Root River 1W1P Cost Share – Remaining balance \$20,247.59

ARPA – (Spending expiration 12/31/2026) Available Funds \$ 11,488.59

NO ACTION NEEDED - ARPA Push Up Pond & Pond Clean Out Designation (Flat rate incentive amount)

Name	Cost Share Amount Requested	Project
Kruckow, Fred	\$800.00	Push Up Pond no pipe

ARPA Cost Share – Remaining balance \$10,688.59

MDH TAP-IN COST SHARE FUNDING PROGRAM (Funding at 50% or 100% of cost estimate)

MDH Tap- In Cost Share Grant (Grant expiration 4/1/2027) Funds Available

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

FY25 WinLaC 1W1P Ag Practices Cost Share (Grant expiration 12/31/2027) Available Funds **\$24,500.00**

FY25 WinLaC 1W1P Non-Structural Cost Share (Grant expiration 12/31/2027) Available Funds **\$7,500.00**

FY25 WinLaC 1W1P Vegetative Management & Pollinator Planting Cost Share (Grant expiration 12/31/2027) Available Funds **\$5,000.00**

WinLaC 1W1P CRP (Grant expiration 12/31/2026) Available Funds **\$2,000.00**

FY23 & FY25 WinLaC Urban Stormwater Cost Share Payment Request

Name	Project/Contract #	Total Cost Estimate	Actual Project Cost	Request
City of La Crescent	23WinLaC-ROO-002 Bio-retention Basin – Rain Garden	\$20,214.49	\$18,391.55	\$18,391.55 @ 90% = \$16,552.40 Cost Share Allocated to project = \$18,193.04 Payment Amount Approved = \$ 16,552.40 (FY23 WinLaC 1W1P Urban Stormwater = \$13,257.07 & FY25 WinLaC 1W1P Urban Stormwater = \$3,295.33) <i>FY25 WinLaC 1W1P Urban Stormwater Slippage for reallocation = \$1,640.64</i>

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

Chair call for a motion to approve accounts payable.

Voucher #	Item	Amount
5100	Meiners, Richie – Contract #01FY26CS – Grade Stabilization Structure	\$ 13,950.00
5102	Ron Carlsen – Rent – December	\$ 1,287.00
5103	Kwik Trip – Fuel – SWCD Trucks	\$ 211.54
5104	VISA – Logitech - C920s Pro 1080 Video Conferencing, Streaming & Gaming Webcam = 2 @ \$59.02 = \$118.04; Dell 24 Plus Adjustable Stand Monitor = 2 @ \$10.58 = \$21.16; Meals – 11/24/25 Root River 1W1P Policy Committee Mtg = \$43.00; Office Supplies = \$118.26; Dell Pro Dock - WD25 = 2 @ \$213.74 = \$427.48; Vehicle Maintenance Wiper Blades 2017 GMC = \$53.44; MDH Well Inventory Postage = \$212.16; Postage = \$21.84	\$ 1,015.38
5105	Talcott Resolution Life & Annuity Ins. Co. – Life Insurance Policy #LU1188704 Dave Walter	\$ 90.00
5106	Messner, Janice - Dell 24 Plus Adjustable Stand Monitor - S2425HS = 2 @ \$119.98 = \$239.96; Dell Tower Plus EBT2250 (Microsoft Office Home & Business 2024 w/Adobe Acrobat Pro 2024; McAfee Virus Protection 3 yrs.) = \$1,479.27; Dell Tower Plus EBT2250 (Microsoft Office Home & Business 2024 & McAfee Virus Protection 3 yrs.) = \$1,369.28; Tax = \$212.38	\$ 3,300.89
5107	Nerstad, Marion – Contract #23FY24RR1W1P – Diversion	\$ 4,877.76
5108	Anderson, Ken – Mileage – 4th Qtr.	\$ 61.60
5109	Driscoll, Joe – Mileage – 4th Qtr.	\$ 78.75
5110	Feldmeier, Matt – Mileage – 4th Qtr.	\$ 100.80
5111	Kruse, Glenn – Mileage – 4th Qtr.	\$ 135.80
5112	Welke, Jerry – Mileage – 4th Qtr.	\$ 126.00
5113	Quill LLC - Office Supplies	\$ 137.38
5114	Houston County Treasurer – License Plate Renewal – 2020 RAM = \$21.25; 2025 GMC = \$21.25	\$ 42.50
		\$
	Total	\$ 25,415.40
		\$

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

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

Voucher #	Item	Amount
52	Emmons & Olivier Resources, Inc – FY25 Project Development – Pleasant Valley Creek Restoration	\$ 3,281.00
53	City of La Crescent – Contract #23WinLaC-ROO-02 Bioretention Basin (rain garden) FY23 Urban Stormwater = \$13,257.07 & FY25 Urban Stormwater \$3,295.33	\$ 16,552.40
54	LandSpirit Design Landscaping Inc. – FY25 Project Development – Pleasant Valley Creek Restoration	\$ 388.00
55	Olmsted SWCD – FY25 Technical 3 rd Qtr 2025 = \$2,440.21; FY23 Project Development 3 rd Qtr 2025 = \$42.44	\$ 2,482.65
	Total	\$ 22,704.05
	Transfer of funds from Eitzen State Bank Acct # 8115 (FY23) to Cash General Fund	\$ 4,969.52
	Transfer of funds from Eitzen State Bank Acct # 9623 (FY25) to Cash General Fund	\$ 9,404.54

Adjournment

NEXT MEETING -- Regular Meeting, January 8, 2026, 1:00 p.m. Ag Service Center