

# Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76  
Suite 1, Agricultural Service Center  
Caledonia, MN 55921  
(507) 724-5261 Ext. 3

## MINUTES OF THE ROOT RIVER SWCD

January 12, 2011

The Root River Soil and Water Conservation District Board of Supervisors met on January 12, 2011 at the Ag Service Center in Caledonia, Minnesota for its regular meeting. Chair Kinneberg called the meeting to order at 8:30 a.m.

### Members Present:

Glenn Kinneberg	Chair
Tony Becker	Vice-Chair
Vernon Fruechte	Secretary
Joe McManimon	Treasurer
Doug Meyer	Reporter

### Members Absent:

### Others:

Janice Messner, Ron Meiners, Rich Stemper, Ralph Tuck, Dave Walter till 9:15 a.m. – SWCD Staff.

Those present took part in the Pledge of Allegiance.

**Officers & Appointments:** Motion by McManimon, seconded by Fruechte, to suspend rules of election of officers and use rotation method. Board officers as follows:

Tony Becker	Chair
Vernon Fruechte	Vice-Chair
Joe McManimon	Secretary
Doug Meyer	Treasurer
Glenn Kinneberg	Reporter

Voting affirmative: McManimon, Kinneberg, Meyer, Fruechte

Opposed: None

Motion carried.

Chair Becker appointed committees as follows:

#### Committee Appointments for 2011

**Finance Committee:** Meyer & McManimon

**Personnel Committee:** Fruechte & Kinneberg

**RC&D:** Kinneberg

**RC&D:** Tim Amberg (appointed Citizen at Large)

**State Revolving Fund:** Meyer [JPB]

**Minutes:** Chair Becker called for any additions or corrections to the minutes from the December 8, 2010 board meeting and the December 30, 2010 special board meeting, hearing none the minutes stand as presented.

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

Voting affirmative: McManimon, Fruechte, Meyer, Kinneberg

Opposed: None

Motion carried.

**Treasurer's Monthly Report:** Meyer recommended that the October and November 2010 reports be placed on file for audit.

Motion by McManimon, seconded by Fruechte, to approve the following for 2011:

Houston County Treasurer – depository for all district funds

Bank of the West – as the general checking account

Merchants Bank – investment designated reserve and cost-share

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

Voting affirmative: McManimon, Meyer, Kinneberg, Fruechte

Opposed: None

Motion carried.

**Agency Report:**

**NRCS**

- Rich Stemper, SWCD staff, reported to the SWCD Board that NRCS staff has been working with landowners for their CSP payments as well as accepting EQIP applications.

**Ralph Tuck, SWCD District Report**

- Reported on discussions with Winona SWCD supervisors Spitzer and Bronk. Chair Kinneberg appointed an Ad Hoc Committee which met Friday, January 7, 2011 with two Winona SWCD supervisors to discuss sharing staff. Winona SWCD supervisors will discuss options with their board.
- Reported to the SWCD Board that he has been working with Messner to complete 4<sup>th</sup> quarter billing. A few of the grants (WCA, Water Plan projects and Crooked Creek) did not have all the funds captured for 2010. The contribution agreement with NRCS for the CRP contracts offset the shortfall.
- Reported to the SWCD Board that he had met with Mark Welch of G-Cubed regarding the Stoltz project as well as the Staggemeyer project. The Stoltz project continues to proceed to the stage of final design. The Staggemeyer project is still at a standstill with MPCA. Tuck presented options to the board.
- Reported to the SWCD Board that he had spoke to Rick Frank about donations for the South Prairie Drive project that would be offered on behalf of Camp Winnebago. Myhre feels that Camp Winnebago should be contributing financially towards the project since they will be benefiting from the project. Tuck also reported that the two townships involved in the road project have stated that they are going to move forward with their road project.
- Reported to the SWCD Board on the Clair Olson project. Olson has signed all state cost-share paperwork but has not signed the NRCS paperwork. He has requested that NRCS do additional survey work to determine the amount of fill that was moved for the project.

**Old Business**

**Motion** by Kinneberg, seconded by Meyer, authorizing the return of fund for the BWSR MRBI grant along with a letter of explanation.

Voting affirmative: McManimon, Meyer, Kinneberg, Fruechte

Opposed: None

Motion carried.

**New Business**

**Motion** by Kinneberg, seconded by Meyer, approving the following yearly dues with the exclusion of the NACD Membership dues.

- 2010 - 2011 MASWCD - Covers November 1, 2010 – October 31, 2011 fiscal year - \$1,938.00 - *last year's dues were \$1,893.00.*
- Envirothon (Goodhue SWCD) - \$175.00 - *this is the same amount as last year.*
- SE SWCD Technical Support JPB Annual Membership Fee - \$500.00 - *this is the same amount as last year.*
- 2010 SE MASWCD Dues - \$500.00
- State MACDE Membership fee - \$20.00/ person – *last year was \$15.00/person*
- SE MACDE Membership fee - \$10.00/person (Area dues) – *this is the same amount as last year.*
- NACD Membership – Membership levels include: **Conservation Leader** – *1% of budget not to exceed \$1,175; Gold Level - \$775; Silver Level – Amount less than \$775.*
- RC & D dues - \$300.00 - *this will not be confirmed until 1/24/11*
- SE MN Water Resources Board - \$4,000.00 – *this is the same amount as last year.*

Voting affirmative: McManimon, Meyer, Kinneberg, Fruechte

Opposed: None

Motion carried.

**Motion** by Kinneberg, seconded by Fruechte, approving the 2011 Crooked Creek Watershed District Agreement for services in the amount of \$11,000.00.

Voting affirmative: McManimon, Meyer, Kinneberg, Fruechte

Opposed: None

Motion carried.

Stemper reported that the sinkhole on the Reining site will be taken care of in June of 2011.

Meiners reported on the MRBI WREP program and invited supervisors to attend an informative meeting for landowners on Tuesday, February 8, 2010. **Motion** by Meyer, seconded by Fruechte, to provide up to \$40.00 for meeting expenses.

Voting affirmative: McManimon, Meyer, Kinneberg, Fruechte

Opposed: None

Motion carried.

**Motion** by McManimon, seconded by Meyer, accepting grant agreement funds, FY11 Feedlot Water Quality Management, in the amount of \$125,820.00 for projects for Greg Boldt and Rocky Feine.  
 Voting affirmative: McManimon, Meyer, Kinneberg, Fruechte                      Opposed: None                      Motion carried.

**STATE COST SHARE PROGRAM**  
**FY'11**

**\$ 16,192.00**

**State Cost-Share Native Buffer Payment Request and transfer of funds:**

Name	Project/Contract #	Estimate	Actual	Request
Gray, James	# 10NBFY08	\$ 2,614.10	\$2,462.50	\$2,462.50 x 93.745% = \$2,308.59 Slippage = \$142.13
Morcomb, James	# 11NBFY08	\$ 2,000.00	\$2,000.00	\$2,000.00 x 100% = \$2,000.00

**State Cost-Share Flood Relief Payment Request and transfer of funds:**

Name	Project/Contract #	Estimate	Actual	Request
Morcomb, James	# 01FY11FR	\$11,164.00	\$47,976.50	\$47,976.50 x 100% = \$47,976.50 - \$22,500.00 (Trout Unlimited) = \$25,476.50 <b>State Cost-Share Portion = \$11,164.00</b>

**Motion** by Kinneberg, seconded by Meyer, approving above payment requests and transfer of funds.  
 Voting affirmative: McManimon, Meyer, Kinneberg, Fruechte                      Opposed: None                      Motion carried.

Project cancellation was accepted for James Gray – 08NBFY08 – Native Grass Buffer – Project funds not needed.

Feedlot – No report.

Bear Creek – No report.

**MASWCD**

Resolution results from the MASWCD Annual Convention were provided.

Water Plan – No report.

**Committee Reports**

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

**PERSONNEL COMMITTEE:** Fruechte & Kinneberg – No report.

**RC & D:** Kinneberg – **Motion** by Meyer, seconded by McManimon approving Kinneberg to attend the upcoming RC & D meeting on Monday, January 24, 2011 along with costs for the meeting.

Voting affirmative: McManimon, Meyer, Kinneberg, Fruechte                      Opposed: None                      Motion carried.

**JOINT POWERS COMMITTEE:** Meyer – JPB meeting will be held the last week of January 2011.

Tuck reported that the Winona SWCD board had a split decision regarding the opportunity to request managerial assistance from Root River SWCD during their interim period, therefore there is no request at this time.

**Motion** by Kinneberg, seconded by McManimon, to continue holding monthly Root River SWCD board meetings on the second Wednesday of the month at 8:30 a.m. at the Ag Service Center in Caledonia, MN.

Voting affirmative: Meyer, Fruechte, Kinneberg, McManimon                      Opposed: None                      Motion carried

**Staff Reports** – No reports.

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

Motion by Kinneberg, seconded by McManimon, to approve Accounts Payable for January 2011.

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer      Opposed: None      Motion carried.

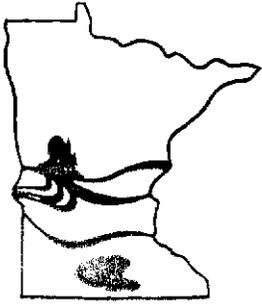
Voucher #	Item	Amount
2656	Dean Montgomery – State Cost-Share Flood Relief Project – Grade Stabilization Structure – 2 sites - #33FY08FR3	\$9,582.28
2657	Beverly Bauer, Houston County Recorder – Recording Amendment Niesen to Johnson	\$46.00
2658	Tri-State Business Machines – Copy Machine Lease January	\$115.43
2662	Ron Carlsen Enterprises, Inc. – Office Rent January	\$1,213.19
2663	Kwik Trip – Fuel – SRF Truck = \$55.59; Fuel – SWCD Trucks = \$202.28	\$257.87
2664	Hartford Life & Annuity Ins. Co. – Life Insurance Policy #LU1173261 Ron Meiners	\$90.00
2665	MASWCD – MASWCD Dues 2010 – 2011	\$1,938.00
2666	Dave Walter – Water Plan Meal Mtg. in Rochester 1/5/11	\$7.08
2667	Ralph Tuck – Water Plan Meal Mtg. in Rochester 1/5/11	\$5.12
2668	SE SWCD Technical Support JPB – Annual Contribution – 2011	\$500.00
2669	Goodhue SWCD – 2011 Envirothon Donation	\$175.00
2670	SE MASWCD – 2010 SE MASWCD Dues	\$500.00
2671	James Gray – State Cost-Share Native Buffer Project - #10NBFY08 – Native Grass Buffer	\$2,308.59
2672	MCIT – Workers Compensation = \$1,492.00; Liability & Bond Ins. = \$4,461.00	\$5,953.00
2673	Jim Morcomb – State Cost-Share Native Buffer Project - #11NBFY08 – Native Grass Buffer = \$2,000.00; State Cost-Share Flood Relief Project - #01FY11FR – Streambank Restoration = \$11,164.00	\$13,164.00
2674	SE MN Water Resources Board – 2011 County Dues	\$4,000.00
2675	Postmaster – 2 rolls of Forever stamps @ \$44.00 each less \$7.04 = \$80.96; 7 sheets of \$0.17 stamps @ \$3.40/sheet = \$104.76; 16 stamps @ \$0.44 each = \$7.04 – Water Plan	\$111.80
2676	Hiawatha Valley RC & D – Meal for Glenn Kinneberg @ 1/24/11 RC & D Mtg.	\$10.00

**NEXT MEETING – Regular Board Meeting - Wednesday, February 9, 2011, 8:30 a.m. Ag Service Center**

Meeting adjourned at 10:15 a.m.

  
 Secretary

2-9-11  
 Date



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## MINUTES OF THE ROOT RIVER SWCD

February 9, 2011

The Root River Soil and Water Conservation District Board of Supervisors met on February 9, 2011 at the Ag Service Center in Caledonia, Minnesota for its regular meeting. Chair Becker called the meeting to order at 8:31 a.m.

### Members Present:

Tony Becker	Chair
Vernon Fruechte	Vice-Chair
Joe McManimon	Secretary
Doug Meyer	Treasurer
Glenn Kinneberg	Reporter

### Members Absent:

### Others:

Janice Messner, Ron Meiners, Rich Stemper, Ralph Tuck, Dave Walter – SWCD Staff; Jason Rochester – JPB Staff (last portion of meeting); Gary Larson – NRCS staff; Jeff Koster, Hiawatha Valley RC & D.

Those present took part in the Pledge of Allegiance.

**Minutes:** Chair Becker called for any additions or corrections to the minutes from the January 12, 2011 board meeting, hearing none the minutes stand as presented.

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

Voting affirmative: McManimon, Fruechte, Meyer, Kinneberg

Opposed: None

Motion carried.

**Treasurer's Monthly Report:** Meyer recommended that the December 2010 report be placed on file for audit.

### Agency Report:

#### Gary Larson, NRCS District Conservationist Report

- Presented to the SWCD Board the 2010 Nutrient Management Report.
- Reviewed the Memorandum of Understanding between the Root River SWCD and USDA with the Board.
- Reported to the SWCD Board that continuous CRP contracts are currently expiring and are being re-evaluated and will be bringing those practices up-to-date with the hopes of re-enrollment in the CRP program.
- Reported to the SWCD Board that there are currently 40 – 45 EQIP applicants that will be going through the scoring and ranking process at this point. NRCS is waiting for their budget to see if a contribution agreement can be offered to Root River SWCD for technical assistance with NRCS funded projects.
- Reported to the SWCD Board that 12 landowners have applied for the CSP program and is hoping to be able to contract these.

#### Ralph Tuck, SWCD District Report

- Provided the SWCD Board with a copy of the 2009 Financial Audit and asked that they review the audit and bring back any questions or concerns to the March 9<sup>th</sup> board meeting.
- Reported to the SWCD Board that year-end reports were completed for the January 31, 2011 deadline and will be acting on a few minor things later in the meeting to complete those reports.





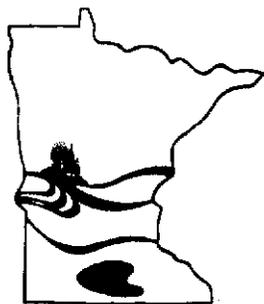
2681	Tri-State Business Machines – Copy Machine Lease February	\$115.43
2682	Ron Carlsen Enterprises, Inc. – Office Rent February	\$1,213.19
2683	Kwik Trip – Fuel – SRF Truck = \$62.27; Fuel – SWCD Trucks = \$224.77	\$287.04
2684	MN Board of Soil & Water Resources – Return of Funds Feedlot Grant FY07	\$15,317.95
2685	Minnesota Pollution Control Agency – Stoltz Project General Storm water Permit	\$400.00
2686	MN DNR – Stoltz Project Dam Safety Permit	\$150.00
2687	Hiawatha Valley RC & D – RC & D Council Membership Dues – 2011	\$300.00
2688	SEMACDE - SE MACDE Membership Fee \$10/employee (Ralph, Janice, Dave and Rich)	\$40.00
2689	MACDE - State MACDE Membership Fee \$20/employee (Dave and Ralph)	\$40.00

**NEXT MEETING – Regular Board Meeting - Wednesday, March 9, 2011, 8:30 a.m. Ag Service Center**

Meeting adjourned at 10:50 a.m.

Joe McManemon  
Secretary

3-9-11  
Date



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## MINUTES OF THE ROOT RIVER SWCD

February 22, 2011

The Root River Soil and Water Conservation District Board of Supervisors met on February 22, 2011 at the Ag Service Center in Caledonia, Minnesota for a special meeting. Vice-Chair Fruechte called the meeting to order at 8:39 a.m.

### Members Present:

Vernon Fruechte	Vice-Chair
Joe McManimon	Secretary
Doug Meyer	Treasurer
Glenn Kinneberg	Reporter

### Members Absent:

Tony Becker                      Chair

### Others:

Ralph Tuck, Ron Meiners, Dave Walter, Janice Messner – SWCD Staff.

Those present took part in the Pledge of Allegiance.

**Motion** by Meyer, seconded by Kinneberg to split the costs of a contractor meeting with Fillmore SWCD.

Voting affirmative: McManimon, Fruechte, Meyer, Kinneberg

Opposed: None

Motion carried.

Ralph Tuck reported to the Board the budget situation.

Discussion of possible areas of change for SWCD may include

- Elimination of health insurance
- Reduction in hours – Employees hours would be reduced to 36 hours per week
- Reduction in wages – Roll back cost of living increase that have been granted to employees
- Secretary position – Position be reduced to part-time
- Supplementation through cost-share funding
- Watershed grant funding
- Levy watersheds
- Rent

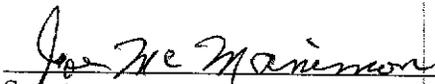
Vice-Chair Fruechte appointed Kinneberg and Tuck to explore rent and housing opportunities.

Vice-Chair Fruechte appointed Tuck, Meiners and himself to meet with each individual employee to discuss possibilities.

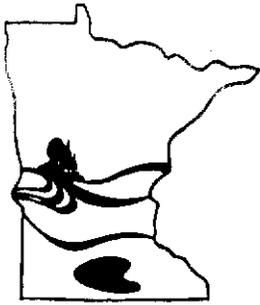
Vice-Chair Fruechte adjourned the meeting at 9:54 a.m.

**NEXT MEETING---**

**March 9, 2011, 8:30 a.m.** Ag Service Center

  
Secretary

3-9-11  
Date



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## MINUTES OF THE ROOT RIVER SWCD

March 9, 2011

The Root River Soil and Water Conservation District Board of Supervisors met on March 9, 2011 at the Ag Service Center in Caledonia, Minnesota for its regular meeting. Vice-Chair Fruechte called the meeting to order at 8:31 a.m.

### Members Present:

Tony Becker  
Vernon Fruechte  
Joe McManimon  
Glenn Kinneberg

Chair (*Late arrival*)  
Vice-Chair  
Secretary  
Reporter

### Members Absent:

Doug Meyer                      Treasurer

### Others:

Janice Messner, Ron Meiners (*partial*), Rich Stemper, Ralph Tuck, Dave Walter (*partial*) – SWCD Staff; Jason Rochester – JPB Staff.

Those present took part in the Pledge of Allegiance.

**Minutes:** Vice-Chair Fruechte called for any additions or corrections to the minutes from the February 9, 2011 board meeting and the February 22, 2011 special board meeting, hearing none the minutes stand as presented.

**Employee Time Records:** Motion by McManimon, seconded Kinneberg, to approve the Employee Time Records.  
Voting affirmative: McManimon, Fruechte, Kinneberg                      Opposed: None                      Motion carried.

**Treasurer's Monthly Report:** It was recommended that the January 2011 report be placed on file for audit.

### Agency Report:

Gary Larson, NRCS District Conservationist Report - No report.

### **Ralph Tuck, SWCD District Report**

- Reported to the SWCD Board that he has been working on the 2011 revised budget and BWSR year-end reports with Messner.
- Reported to the SWCD Board that Mike Staggemeyer is going to be trying to contact Rep. Davids regarding the MPCA permit for the project on his property. Ervin Barth from the Water Plan committee will be attending the Legislative Day meeting in Caledonia on Saturday, March 12, 2011 and will be bringing up the issue of the permit problem with MPCA for the Staggemeyer project.

Kinneberg asked for an update on Rural Preserve/Green Acres. Tuck reported that a bill is being posed to eliminate Rural Preserve and return Green Acres back to its original state.

### Old Business

Tuck ask for questions or concerns regarding the 2009 Audit. The supervisors had none.

Motion by Kinneberg, seconded by McManimon, adopting the 2011 revised budget.  
Voting affirmative: McManimon, Kinneberg, Fruechte                      Opposed: None                      Motion carried.

McManimon asked for an updated status regarding concerns on the Clair Olson project. Discussion followed.

Chair Becker joined the meeting.

Tuck reported that he and Kinneberg had met with two county commissioners. The county would be interested in housing the SWCD. Options regarding feasibility will need to be explored.

Tuck also reported he, Meiners and Fruechte met with employees on an individual bases. The following ideas were presented for possibilities for upcoming budget concerns: staff time reduction, vehicle fleet reduction with the possibility of employees using their personal vehicle and receiving mileage payment, employee health care cost options, sharing services with County or other SWCDs.

Discussion followed. It was requested that discussion be tabled for further review.

Fruechte proposed a reduction in supervisor per diem or special meetings be at half the per diem rate. It was requested this be tabled for further review.

**New Business**

**Motion** by Kinneberg, seconded by Fruechte, approving the 2011 Annual Plan of Work with the revised 2011 budget.

Voting affirmative: McManimon, Kinneberg, Fruechte                      Opposed: None                      Motion carried.

**STATE COST SHARE PROGRAM**  
**FY'11**

**\$ 14,280.00**

**State Cost-Share Flood Relief Payment Request and transfer of funds:**

Name	Project/Contract #	Estimate	Actual	Request
Jore, Doug	#59FY08FR3	\$73,166.67	\$68,421.25 (85% complete)	\$68,593.75 (amount allocated for completed project) x 85% (amount currently complete) = \$58,304.69 - \$6,859.34 (10% of allocated amount for completed project being held till completion of project) = \$51,445.35 = Partial payment

**Motion** by McManimon, seconded by Kinneberg, approving above State Cost-Share Flood Relief partial payment request for Doug Jore.

Voting affirmative: McManimon, Kinneberg, Fruechte                      Opposed: None                      Motion carried.

Tuck introduced Kelsey Bulman who is currently volunteering and helping with the proposals for MRBI.

**Feedlot**

**Feedlot Cost-Share Applications:**

Name	Contract	Total Cost Estimate	Cost-Share Amount	Project	Starting Date/Completion Date
Feine, Rocky	GF 2011-1	\$185,223.83	\$56,539.00	Waste Storage Facility	July 14, 2011 – January 12, 2012
Boldt, Greg	CWF 2011-1	\$72,000.0	\$54,000.00	Waste Facility Cover	July 14, 2011 – December 15, 2011

It was decided that the approval letter that is sent to the landowner should state that no amendments will be considered without three bids on the project.

**Motion** by Fruechte, seconded by Kinneberg, approving above Feedlot Cost-Share application requests for Rocky Feine and Greg Boldt.

Voting affirmative: McManimon, Kinneberg, Fruechte                      Opposed: None                      Motion carried.

**Bear Creek**

Kinneberg read a letter that was sent to Jim Hanson of Jim Hanson Construction, LLC regarding items that are not currently meeting standards. He then read two letters that were received via certified mail from Jim Hanson of Jim Hanson Construction, LLC. Tuck reported that he has contacted George Schaeffers, NRCS with this information.



**NEXT MEETING – Regular Board Meeting - Wednesday, April 13, 2011, 8:30 a.m. Ag Service Center**

Meeting adjourned at 10:42 a.m.

Joe McManimon  
Secretary

3-9-11  
~~4-13-11~~  
Date



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## MINUTES OF THE ROOT RIVER SWCD

April 13, 2011

The Root River Soil and Water Conservation District Board of Supervisors met on April 13, 2011 at the Ag Service Center in Caledonia, Minnesota for its regular meeting. Chair Becker called the meeting to order at 8:31 a.m.

### Members Present:

Tony Becker	Chair
Vernon Fruechte	Vice-Chair
Joc McManimon	Secretary
Doug Meyer	Treasurer
Glenn Kinneberg	Reporter

### Members Absent:

### Others:

Janice Messner, Ron Meiners, Rich Stemper, Ralph Tuck, Dave Walter-- SWCD Staff; Gary Larson – NRCS Staff.

Those present took part in the Pledge of Allegiance.

**Minutes:** Chair Becker called for any additions or corrections to the minutes from the March 9, 2011 board meeting, hearing none the minutes stand as presented.

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

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer

Opposed: None

Motion carried.

**Treasurer's Monthly Report:** It was recommended that the February 2011 report be placed on file for audit along with corrected June and September 2010 reports.

### Agency Report:

#### **Gary Larson, NRCS District Conservationist Report**

- Reported to the SWCD Board that approximately 32 waterways are being checked with the hopes of re-enrollment in the CRP program. These waterways were in a ten year CRP contract that is now expiring.
- Reported to the SWCD Board that Glenn Kinneberg, Dave Walter and Gary Larson recently attended a Bee/Duck Creek meeting. A project coordinator is wanted and will be funded through an EPA grant. The district has pledged to continue in-kind assistance in the dollar value of \$500.00 through technical and administrative assistance. Larson reported that Don Boulon of NRCS is pledging vehicle use and office space for the project coordinator.
- Reported to the SWCD Board that the 2011 EQIP allocation was in the amount of \$150,000.00.
- Reported to the SWCD Board that a contribution agreement for the SWCD has not been provided at this time but is hopeful that within the year that a contribution agreement may be offered.
- Reported to the SWCD Board that NRCS is interested in continuing to be housed with the SWCD as the SWCD faces budget cuts. NRCS is asking that the SWCD explore all possible avenues and expressed an interest in moving with the SWCD and ideally include USDA FSA.
- Reported to the SWCD Board on the Clair Olson project. Larson read a letter from Clair Olson voicing concerns about his completed project. Motion by Fruechte, seconded by Kinneberg, to allow an amendment for payment based on a third party evaluation.

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer      Opposed: Becker      Motion carried.

**Ralph Tuck, SWCD District Report**

- Reported to the SWCD Board that year-end statements are complete and after reviewing those found that the SWCD had a defect of \$48,000.00 which is an additional \$20,000.00 than what was originally anticipated.
- Reported to the SWCD Board during the past month there has been numerous WCA inquiries and /or possible violations.

Old Business

Tuck reported that he met with Mark Welch of G-Cubed regarding the Staggemeyer project prior to the board meeting this morning, April 13, 2011. MPCA has responded to our application request stating that clarity is needed as to who the applicant is, that the SWCD has not proven temperature differentiation, requested that a third party do the review and the SWCD needs to prove that a dry structure won't affect the trout stream. MPCA also suggested that the SWCD submit the application for all four of the Winnebago projects together for connected action.

Tuck stated he has spoken with the local Army Corp of Engineers and they will support doing the Winnebago projects individually. They also stated that our current permit application has been cancelled. Tuck stated that we have two options. We can agree to withdraw our application or we can leave it as is. **Motion** by Meyer, seconded by Kinneberg, to withdraw the Army Corp of Engineers application until we have additional information to respond to MPCA after consulting with Staggemeyer.

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer      Opposed: None      Motion carried.

Tuck stated that Mark Welch of G-Cubed is currently working on the permits for the Stoltz project. If all goes well with the permit process a tentative schedule was set. Post Intent for Bids on May 1, 2011. Need to advertise for three weeks then wait ten days. Bids would need to be submitted by June 2, 2011. Bids would be reviewed and hopefully awarded at the June 8<sup>th</sup> board meeting. **Motion** by McManimon, seconded by Fruechte, approving advertising for bids pending approval of permits for the Stoltz project.

Voting affirmative: McManimon, Kinneberg, Fruechte, Meyer      Opposed: None      Motion carried.

The board agreed to cover crop rent, pole moving and installing an access road if needed at the Stoltz project site. It was the consensus of the board to have the renter hold off on planting a crop.

McManimon reported he recently attended a Rush-Pine Creek Watershed meeting in March. Approximately 15 people were in attendance including representatives from Fillmore SWCD, Winona SWCD, Trout Unlimited and Winona State. The purpose of the meeting was to start coordinating efforts for the watershed in a similar manner that is being done in the Bee/Duck Creek Watershed. Tuck stated that Houston County will not be an active participant since only 100 – 200 acres of the watershed are in Houston County.

Tuck presented concerns to the board about the district's fund balance. He stated that operating costs are approximately \$25,000.00 per month and the first half of county allocation is not received prior to May at the earliest. Tuck said that a staff meeting was held this past month and several options were discussed. The possibility of reducing staff hours during the second half of 2011 was discussed. Any changes in health insurance coverage would need to wait to year-end. Tuck recommended that the Finance Committee or whole board start meeting to explore options regarding the budget. **Motion** by Fruechte, seconded by Meyer, stating that a letter be sent to the building owner expressing the districts thoughts of moving to a lower cost facility because of budget restraints.

Voting affirmative: McManimon, Kinneberg, Fruechte, Meyer      Opposed: None      Motion carried.

The full board will meet for approximately one hour after the May 11<sup>th</sup> board meeting for budget discussions.

New Business

The RC & D has awarded the Root River SWCD \$600.00 from a Garden Grant. The SWCD reviewed the three applications received for possible funding. **Motion** by Kinneberg, seconded by Fruechte, awarding each applicant \$200.00 and stating that the presented restrictions must be followed and if there are multiple sites the \$200.00 can be distributed as the applicant sees fit.

Voting affirmative: McManimon, Kinneberg, Fruechte, Meyer      Opposed: None      Motion carried.

It was stated that a letter should be sent to Tony Becker thanking him for his successful efforts in securing funds for the Garden Grant.



Tuck reported that one of the landowners has requested two 16 foot gates. It was stated that this was promised to the landowner but was not changed in the plans. Kinneberg will check on gates and visit with the landowner on this matter and will report back to the board at the May meeting.

**MASWCD** – No report.

**Water Plan** – No report.

**Committee Reports**

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

**PERSONNEL COMMITTEE:** Fruechte & Kinneberg – No report.

**RC & D:** Kinneberg – Kinneberg reported he will be attending an RC & D Earth Day in Rochester, MN on Thursday, April 21, 2011.

The RC & D coordinator and secretary position may be terminated due to federal cuts.

**JOINT POWERS COMMITTEE:** Meyer – No report.

**Staff Reports**

Dave Walter reported that there are approximately 2,800 trees available for sale at pick up.

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

**Motion** by McManimon, seconded by Meyer, to approve Accounts Payable for April 2011 and Supervisor per diem for first quarter of 2011.

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer

Opposed: None

Motion carried.

**\*\*\*Accounts Payable:\*\*\*** Chairman call for a motion to approve payables

Voucher #	Item	Amount
2701	Tri-State Business Machines – Copy Machine Lease April	\$115.43
2702	Ron Carlsen Enterprises, Inc. – Office Rent April	\$1,213.19
2703	Kwik Trip – Fuel – SRF Truck = \$107.07; Fuel – SWCD Trucks = \$ 169.28	\$276.35
2704	Ron Meiners – Registration reimbursement SE MASWCD Employee Mtg. 3/8/11 @ \$15 each for Ron and volunteer Kelsey Bulman	\$30.00
2705	Quillins – Trees – Bags	\$17.70
2706	True Value – Trees - Tape 3 rolls @ \$2.99/ea	\$9.59
2707	Postmaster – Postage 48 @ \$0.03/ea.; 2 rolls @ \$44.00/ea	\$89.44
2708	Tony Becker – Mileage – 1 <sup>st</sup> Qtr. - 40 miles @ \$0.51	\$20.40
2709	Vernon Fruechte – Mileage – 1 <sup>st</sup> Qtr. – 84 miles @ \$0.51	\$42.84
2710	Glenn Kinneberg – Mileage – 1 <sup>st</sup> Qtr. – 404 miles @ \$0.51	\$206.04
2711	Joseph McManimon – Mileage – 1 <sup>st</sup> Qtr. – 168 miles @ \$0.51/mile	\$85.68
2712	Doug Meyer – Mileage – 1 <sup>st</sup> Qtr. – 120 miles @ \$0.51/mile	\$61.20
2713	BWSR – RIM – Overpayment of RIM reimbursement from 3/30/10	\$1,078.50
2714	Hartford Life & Annuity Ins. Co. – Life Insurance – Ron Meiners Policy # LU 1173261	\$90.00
2715	Blackburn Mfg. Co. – 5,000 4” x 5” flags w/24” wire – Flo – Pink = \$237.50 & shipping = \$75.55	\$313.05
2716	ESRI, Inc. – Software Maintenance on Jason Rochester’s computer	\$405.50

**Supervisor Per Diem**

Becker, Tony – 1 <sup>st</sup> Qtr. – 3 mtgs. @ \$65.00/each	\$195.00
Fruechte, Vernon – 1 <sup>st</sup> Qtr. – 7 mtgs. @ \$65.00/each	\$455.00
Kinneberg, Glenn – 1 <sup>st</sup> Qtr. – 6 mtgs. @ \$65.00/each	\$390.00

McManimon, Joe - 1 <sup>st</sup> Qtr. - 4 mtgs. @ \$65.00/each	\$260.00
Meyer, Doug - 1 <sup>st</sup> Qtr. - 3 mtgs. @ \$65.00/each	\$195.00

The SWCD Board authorized Tony Becker to check with other SWCD districts as to how they administer cost-share dollars.

**NEXT MEETING** - Regular Board Meeting - Wednesday, May 11, 2011, 8:30 a.m. Ag Service Center

Meeting adjourned at 11:15 a.m.

Joe McManimon  
Secretary

5-11-11  
Date



# Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76  
Suite 1, Agricultural Service Center  
Caledonia, MN 55921  
(507) 724-5261 Ext. 3

## MINUTES OF THE ROOT RIVER SWCD

May 11, 2011

The Root River Soil and Water Conservation District Board of Supervisors met on May 11, 2011 at the Ag Service Center in Caledonia, Minnesota for its regular meeting. Chair Becker called the meeting to order at 8:34 a.m.

### Members Present:

Tony Becker	Chair
Vernon Fruechte	Vice-Chair
Joe McManimon	Secretary
Doug Meyer	Treasurer
Glenn Kinneberg	Reporter

### Members Absent:

### Others:

Janice Messner, Ron Meiners, Ralph Tuck – SWCD Staff; Gary Larson – NRCS Staff. *Joining at 8:55 a.m.* - Rich Stemper, Dave Walter - SWCD Staff; Lance Klessig – NRCS Staff; Casey Bradley, Houston County Finance; Dan Krzoska, Houston County GIS; Andy Milde, Houston County IT; Jack Miller, Houston County Commissioner, Chair. *Joining at 9:10 a.m.* – Brian Pogodzinski, Houston County Hwy. Engineer.

Those present took part in the Pledge of Allegiance.

**Minutes:** Chair Becker called for any additions or corrections to the minutes from the April 13, 2011 board meeting, hearing none the minutes stand as presented.

**Employee Time Records:** Motion by Fruechte, seconded Meyer, to approve the Employee Time Records.  
Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer      Opposed: None      Motion carried.

**Treasurer's Monthly Report:** Meyer recommended that the March 2011 report be placed on file for audit.

### Agency Report:

#### **Gary Larson, NRCS District Conservationist Report**

- Reported to the SWCD Board that approximately four to five miles of waterways have been put in this spring.
- Reported to the SWCD Board as additional EQIP funds become available they continue to fund applications.
- Reported to the SWCD Board that NRCS has revised the cost estimate on the Clair Olson project upon the request of the landowner. The revised cost estimate for the project is \$13,973.04. The previous cost estimate was \$8,011.00. **Motion** by McManimon to amend Flood Relief Cost-Share contract with Olson to the amended cost estimate of \$13,973.04. Died for a lack of a second. **Motion** by Meyer, seconded by Fruechte to table.  
Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer      Opposed: None      Motion carried.
- Reported to the SWCD Board that Jeff Koster, former RC & D coordinator, will be working as a Soil Conservationist through NRCS serving five counties. Koster will be in the Caledonia field office occasionally and will be assisting with the MRBI program.

### Old Business

Discussion regarding available space to rent at the Courthouse for SWCD was presented by the county. Gary Larson stated NRCS wants to stay with the SWCD because of shared services and the importance it brings to the landowners. If NRCS would move they need to have their sister agency, FSA, also be housed with them. FSA is the administrative while NRCS

is the technical to many of the programs they offer. Question of space availability to house the three agencies was raised. Cost per square foot was discussed along with the accommodations that the county would be offering with the cost. Beneficial accommodations that are offered between NRCS and SWCD were discussed.

Pogodzinski gave an update on the current plans for South Prairie Drive project. Caledonia Township has withdrawn their request for cancellation of flood relief cost-share. Pogodzinski will be working with MnDot to get approved plans for the project. Townships will be addressing acquiring the land for the structure site. **Motion** by McManimon, seconded by Fruechte, setting the project start date as 18 months from the approved contract date of 7/14/10 and 24 months from the approved contract date for completion. Project start date is 1/14/12 and project completion date is 7/14/12.  
Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer                      Opposed: None                      Motion carried.

#### **Ralph Tuck, SWCD District Report**

- Reported to the SWCD Board on the Stoltz project. Currently we are waiting on the dam safety permit and are hoping for a June project.
- Reported to the SWCD Board that he and David Studenski of the US Army Corp of Engineers have looked at the Winnebago project sites together. The Corp does not feel that all the sites will need a 404 permit.
- Reported to the SWCD Board that there is a possibility of moving the Staggemeyer structure upstream on that property. Staggemeyer has agreed to the relocation. Tuck would like to have Studenski view the site. Tuck shared information from G-Cubed in regards to relocating the structure. New soil analysis/geotechnical report, design, review, permitting and bidding for the new location would be an additional \$12,000.00 along with Phase 3 of the original bid. **Motion** by Fruechte, seconded by Meyer, approving Tuck to make a change order in the dollar amount up to \$12,000.00.

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer                      Opposed: None                      Motion carried.

#### **Additional Old Business**

Budget - discussion continued on building rent and pros and cons to relocating. Tuck reported that he had been in contact with our current landlord. More information should be available at the June board meeting.

Tuck reported that he is waiting on a response from the county personnel director regarding staff taking leave without pay as a cost savings measure.

Fruechte suggested the board supervisors take a reduction in their per diem. **Motion** by Fruechte, to have the supervisor per diem set at \$35.00/meeting. Motion died for a lack of a second. **Motion** by Kinneberg, seconded by Fruechte, having the supervisor per diem set at \$50.00/meeting.

Voting affirmative: Fruechte, Kinneberg                      Opposed: Meyer, McManimon, Becker                      Motion failed.

#### **New Business**

**Motion** by McManimon, seconded by Kinneberg, approving the audit bid from James Maiser, CPA in the amount of \$2,400.00 for the 2010 audit.

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer                      Opposed: None                      Motion carried.

Gary Larson reported that a sinkhole has been found on the Lydia Peterson Bear Creek site.

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

Ron Meiners presented a request for state cost-share funding for Kendrick Scheevel. This property was previously owned by Pizzini. Scheevel would like cost-share assistance for an erosion problem that is occurring by septic area. **Motion** by McManimon to deny request for state cost-share assistance. Died for a lack of a second. **Motion** by Meyer to table request. Discussion continued and it was determined that this problem area was to have been repaired by the previous landowner as part of the agreement to the Pizzini EWP project. At this point Meyer withdrew his motion to table request. **Motion** by Kinneberg, seconded by Meyer denying Scheevel's request for state cost-share.

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer                      Opposed: None                      Motion carried.

**Motion** by Meyer, seconded by McManimon, to send a denial letter to the landowner stating the reason for denial.

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer                      Opposed: None                      Motion carried.

Discussion on adding Jed Hammell project to the flood list. The project is a continuation of a waterway on the Ma-Cal Grove Golf Course project which was a flood project. Tuck shared the engineering costs that would be involved with the project. **Motion** by Fruechte, seconded by Kinneberg, adding the Jed Hammell project to the flood list.

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer      Opposed: None      Motion carried.

**FY'11**

**\$ 9,405.00**

**State Cost-Share Flood Application:**

Name	Contract	Total Cost Estimate	Cost-Share Amount	Project	Starting Date/Completion Date
Peterson, Debbie	24FY09FR3	\$2,400.00	\$2,250.00	Pond Clean Out	August 15, 2011 – September 1, 2011

**Motion** by Meyer, seconded by Kinneberg, approving above State Cost-Share Flood application request for Debbie Peterson up to the low bid. Additional discussion. Meyer and Kinneberg agreed to withdraw their motion.

**Motion** by Meyer, seconded by Fruechte, cancelling the Jon Pieper 11FY09FR3 contract in the amount of \$39,000.00.

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer      Opposed: None      Motion carried.

**State Cost-Share Application:**

Name	Contract	Total Cost Estimate	Cost-Share Amount	Project	Starting Date/Completion Date
Sawle, Thomas	04FY11	\$750.00	\$562.50	Critical Area Planting	June 1, 2011 – September 1, 2011

**Motion** by Kinneberg, seconded by McManimon, approving above State Cost-Share application request for Thomas Sawle.  
Voting affirmative: McManimon, Kinneberg, Fruechte, Meyer      Opposed: None      Motion carried.

Additional discussion on Debbie Peterson request. **Motion** by Meyer, seconded by Kinneberg, tabling State Cost-Share Flood application request. Questions can now be answered regarding bids and request a third bid.

Voting affirmative: McManimon, Kinneberg, Fruechte, Meyer      Opposed: None      Motion carried.

**Feedlot**

Dave Walter reported during the past month he had received additional feedlot run-off complaints and has been working with those landowners.

**Bear Creek**

Previously discussed under new business.

**MASWCD**

The Supervisor's Resolution Meeting will be held Tuesday, June 14, 2011 in Rochester. Supervisors should bring resolutions to our June 8<sup>th</sup> board meeting for discussion and approval to submit at the June 14<sup>th</sup> Resolution Meeting.

**Water Plan**

Discussion was held regarding the Water Plan committee possibly having taxing authority and a possibility of proposing a levy for watersheds.

**Committee Reports**

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

**PERSONNEL COMMITTEE:** Fruechte & Kinneberg – No report.

**RC & D:** Kinneberg – Kinneberg reported that the RC & D coordinator and secretary positions were terminated due to federal cuts. The RC & D will continue with projects.

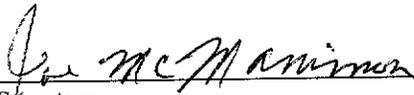
**JOINT POWERS COMMITTEE:** Meyer – No report.

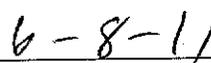


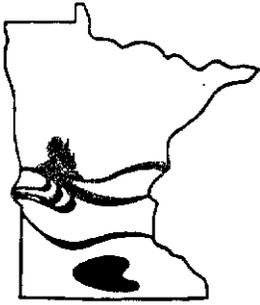
Board asked Tuck for his recommendation on the situation. In response he recommended to reduce the secretary position to part-time. The board decided not to act on the recommendation at this point.

**NEXT MEETING – Regular Board Meeting - Wednesday, June 8, 2011, 8:30 a.m. Ag Service Center**

Meeting adjourned at 12:20 p.m.

  
Secretary

  
Date



# Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76  
Suite 1, Agricultural Service Center  
Caledonia, MN 55921  
(507) 724-5261 Ext. 3

## MINUTES OF THE ROOT RIVER SWCD

June 8 & 10, 2011

The Root River Soil and Water Conservation District Board of Supervisors met on June 8, 2011 at the Ag Service Center in Caledonia, Minnesota for its regular meeting. Chair Becker called the meeting to order at 8:32 a.m.

### Members Present:

Tony Becker	Chair
Joe McManimon	Secretary
Doug Meyer	Treasurer
Glenn Kinneberg	Reporter

### Members Absent:

Vernon Fruechte	Vice-Chair
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### Others:

Janice Messner, Ron Meiners, Ralph Tuck, Dave Walter, Rich Stemper – SWCD Staff; Gary Larson – NRCS Staff; Jason Rochester – JPB Staff; Dan Krzoska, Houston County GIS; Jack Miller, Houston County Commissioner, Chair; Brian Pogodzinski, Houston County Hwy. Engineer; Rich Biske, The Nature Conservancy.

Those present took part in the Pledge of Allegiance.

### Old Business

County Commissioner Jack Miller was present along with Dan Krzoska, Houston County GIS and discussed the availability of space for the SWCD at the courthouse. It was proposed to provide access to a shared copy machine, be connected to the county phone system, and PCs and IT would be provided by the county. Rent would be \$7,400.00 per year. Gary Larson stated USDA NRCS and FSA has extended their lease for an additional two years with the current landowner and would not be moving. Ralph Tuck indicated that additional grant opportunities have become available since the last board meeting. Commissioner Miller strongly recommended that the SWCD move to the courthouse and would like our board's decision as soon as possible so that they can report at the county board meeting on Tuesday, June 14th.

Pogodzinski gave an update on the South Prairie Drive project. MnDOT is not allowing a bigger bridge. The consultant has safety concerns regarding the project. Acquiring the land easement would be approximately \$40,000.00 to \$50,000.00 and the township is not willing to acquire that expense at this time.

**Minutes:** Chair Becker called for any additions or corrections to the minutes from the May 11, 2011 board meeting, hearing none the minutes stand as presented.

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

Voting affirmative: McManimon, Kinneberg, Meyer      Opposed: None      Motion carried.

**Treasurer's Monthly Report:** Meyer recommended that the April 2011 report be placed on file for audit.

### Agency Report:

#### **Gary Larson, NRCS District Conservationist Report**

- Reported to the SWCD Board that NRCS has started staking Grade Stabilization Structures for the construction season.
- Reported to the SWCD Board that a Contribution Agreement between NRCS and SWCD could be presented to Don Baloun.

- Reported to the SWCD Board that Earth Team volunteer Kelsey Bulman has been putting together plans for possible MRBI participants.
- Reported to the SWCD Board that Thurman Tucker has been working on doing some edge feathering on Meyer's land for quail habitat.

**Additional Old Business**

The following budget/funding items were discussed:

*Leave Without Pay* – Tuck reported that there is a standing county resolution from year-to-year that allows leave without pay for up to 40 hours with benefits staying intact. **Motion** by Kinneberg, seconded by Meyer, allowing voluntary leave up to 40 hours per year for budget consideration with the continuation of benefits including employer and employee portions of PERA.

Voting affirmative: McManimon, Kinneberg, Meyer                      Opposed: None                      Motion carried.

*Early Retirement* – Discussion on offering an employee early retirement for up to one year with the opportunity to review on a yearly base. The employer would pay both their portion and the employee's portion of PERA.

*Fillmore SWCD/NRCS Contribution Agreement* – Rich Biske explained the details of this funding opportunity. This is the opportunity to create an additional position for a period of three years. It would entail working mostly in Fillmore and Winona counties in the Upper South Fork, Watson Creek and Rush-Pine watersheds.

Discussion brought forth the conclusion that we have the workload for our current staff but not the funding. It was decided to keep this contribution agreement offer as a future possibility.

**Motion** by McManimon, seconded by Kinneberg, to keep the current staff and pursue additional funding.

Voting affirmative: McManimon, Kinneberg, Meyer                      Opposed: None                      Motion carried.

*Phase XI Farm Bill Assistance Grant* – Tuck explained the funding for this grant needs a \$5,000.00 local match which the Crooked Creek Watershed has agreed to provide. Their match of \$5,000.00 is coming from the \$11,000.00 agreement they have with the Root River SWCD. **Motion** by Meyer, seconded by McManimon, approving submission of application for the Phase XI Farm Bill Assistance Grant.

Voting affirmative: McManimon, Kinneberg, Meyer                      Opposed: None                      Motion carried.

*Nature Conservancy Contract* – Rich Biske explained the details of this funding opportunity. The funding is for one year with the possibility of future funding. **Motion** by Meyer, seconded by Kinneberg, to pursue this contract.

Voting affirmative: McManimon, Kinneberg, Meyer                      Opposed: None                      Motion carried.

**New Business**

Tuck asked if anyone had any resolutions they would like to present for approval and submit for the Resolution Meeting on June 14, 2011. None were offered. It was decided that no one would be attending the meeting on June 14<sup>th</sup>.

Tuck reported that the SWCD has been nominated for the MAAE Business & Industry Award by Brad Harguth. Tuck read the nomination that was submitted.

Ron Meiners reported that a Contribution Agreement request has been put together. **Motion** by Kinneberg, seconded by McManimon, to submit the Contribution Agreement to NRCS for potential funding.

Voting affirmative: McManimon, Kinneberg, Meyer                      Opposed: None                      Motion carried.

**STATE COST SHARE PROGRAM**

<b>FY'09FR3</b>	<b>\$ 33,502.78</b>
<b>FY'11</b>	<b>\$ 9,405.00</b>

**State Cost-Share Flood Application:**

Name	Contract	Total Cost Estimate	Cost-Share Amount	Project	Starting Date/Completion Date
Peterson, Debbie	24FY09FR3	\$2,400.00	\$2,250.00	Pond Clean Out	August 15, 2011 – September 1, 2011

**Bids**

*Tim Davison, LLC - \$3,975.00*

*Pond Clean Out \$ 3,750.00*  
*Seed & Mulch \$ 225.00*  
*State Cost-Share @ 93.75% \$3,726.56*

*Don Heintz Earthmoving - \$5,250.00*

*Pond Clean Out \$5,250.00*  
*Seed & Mulch None*  
*State Cost-Share @ 93.75% \$4,921.88*

*Bennett Bros. - \$3,753.00*

*Pond Clean Out \$3,753.00*  
*Seed & Mulch None*  
*State Cost-Share @ 93.75% \$3,518.44*

**Motion** by Kinneberg, seconded by Meyer, approving low bid and requiring seeding & mulching for above State Cost-Share Flood application request for Debbie Peterson.

Voting affirmative: McManimon, Kinneberg, Meyer                      Opposed: None                      Motion carried.

**State Cost-Share Application:**

Name	Contract	Total Cost Estimate	Cost-Share Amount	Project	Starting Date/Completion Date
Von Arx, Tim	05FY11	\$3,800.00	\$2,850.00	Critical Area Planting - 2 sites	August 15, 2011 – September 1, 2011

**Motion** by Meyer, seconded by Kinneberg, approving above State Cost-Share application request for Tim Von Arx.

Voting affirmative: McManimon, Kinneberg, Meyer                      Opposed: None                      Motion carried.

**State Cost-Share Payment Request and transfer of funds:**

Name	Project/Contract #	Estimate	Actual	Request
Hanson, Ted	#03FY11	\$2,000.00	\$1,240.90	\$1,240.90 x 75% = \$930.68 (Slippage = \$569.32)

**Motion** by Meyer, seconded by McManimon, approving above State Cost-Share payment request for Ted Hanson.

Voting affirmative: McManimon, Kinneberg, Meyer                      Opposed: None                      Motion carried.

**State Cost-Share Flood Relief Payment Request and transfer of funds:**

Name	Project/Contract #	Estimate	Actual	Request
Olson, Clair	#52FY08FR	\$13,973.04	\$17,934.59	\$13,973.04 x 93.75% = \$13,099.73 - \$5,439.20 (EQIP) = \$7,660.53

**Motion** by McManimon, seconded by Kinneberg, approving above State Cost-Share Flood Relief payment request for Clair Olson.

Voting affirmative: McManimon, Kinneberg, Meyer                      Opposed: None                      Motion carried.

**Feedlot**

Dave Walter reported a roof project for Greg Boldt has been started. He also reported that he has been working with Tim Von Arx and an application will be submitted for Von Arx and possibly a roof project for Ken Witt. Walter reported that Ron Troendle is putting in a new free stall parlor and would be working with him on manure storage.

**Bear Creek**

The Bear Creek Watershed tour will be held Thursday, June 16, 2011. Winneshiek NRCS has requested assistance with lunch costs. **Motion** by Kinneberg, seconded by Meyer, to pay for half of the pizza.

Voting affirmative: McManimon, Kinneberg, Meyer                      Opposed: None                      Motion carried.

**MASWCD** – No report.

**Water Plan** - No report.

**Agency Report:**

**Ralph Tuck, SWCD District Report**

- Reported to the SWCD Board on a potential WCA violation in Winnebago Township involving three landowners.
- Reported to the SWCD Board that he has requested from BWSR an extension for the allocation of funds on the FY09 Flood Relief grant. **Motion** by Kinneberg, seconded by Meyer, authorizing the chairman to sign a grant agreement amendment for SE MN Flood Relief FY09 funds.  
Voting affirmative: McManimon, Kinneberg, Meyer                      Opposed: None                      Motion carried.
- Reported to the SWCD Board that he has been working with Mark Welch of G-Cubed regarding the Jed Hammell project, continuation of the golf course project. If the quote comes in below \$20,000.00 Tuck will sign the agreement.
- Reported to the SWCD Board on Rosie Stoltz's project the dam safety permit application and payment has apparently been lost in the mail. G-Cubed will resubmit the application and payment for the permit. They will bill the SWCD for the permit fee. The SWCD will cancel the check that was issued which was lost in the mail.
- Reported to the SWCD Board that Peter Fryer, engineer for the Weymiller project, has submitted an estimate of \$123,000.00 for the project. Tuck stated more state cost-share will need to be allocated for this project.
- Reported to the SWCD Board that the Bear Creek tour is coming up. The sinkhole that was recently found will be repaired offering a contract to the SWCD to repair.
- Indicated to the SWCD Board that he felt a tour for the new county commissioners along with new county employees may be beneficial. Tuck stated he would check with the commissioners. A tour would probably be done in June of this year.

**Committee Reports**

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

**PERSONNEL COMMITTEE:** Fruechte & Kinneberg – No report.

**RC & D:** Kinneberg – Kinneberg reported that the RC & D meeting scheduled for Monday, May 23<sup>rd</sup> was cancelled.

**JOINT POWERS COMMITTEE:** Meyer – No report.

**Staff Reports**

Dave Walter presented the 2011 Tree report.

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

**Motion** by Kinneberg, seconded by McManimon, approving the Accounts Payable for June 2011.

Voting affirmative: McManimon, Kinneberg, Meyer                      Opposed: None                      Motion carried.

Voucher #	Item	Amount
2725	Tri-State Business Machines – Copy Machine Lease June	\$115.43
2726	Ron Carlsen Enterprises, Inc. – Office Rent June	\$1,213.19
2727	Kwik Trip – Fuel – SRF Truck = \$82.05; Fuel – SWCD Trucks = \$356.72	\$438.77
2728	Hartford Life & Annuity Insurance Company – Policy # LU0980253 Ralph Tuck = \$90.00; Policy # LU1188704 Dave Walter = \$90.00; Policy # LU1039333	\$270.00
2729	Rippe, Hammell & Murphy, PLLP Lawyers – RIM Title Insurance for Steve Topp	\$526.66
2730	Steve Popplewell - Push-Up pond with no pipe – Pond – 2011 - 1	\$300.00

2731	Jim Hanson Construction, LLC – Bear Creek Projects – Final Payment	\$3,989.56
2732	Ted Hanson – State Cost-Share Project – Grassed Waterway – 03FY11	\$930.68
2733	Clair Olson – State Cost-Share Flood Relief Project – Grade Stabilization Structure – 52FY08FR	\$7,660.53
2734	Wiebke Tire – Maintenance – Wiper Blades (2) – '01 Chevy	\$55.46

**Motion** by McManimon, seconded by Kinneberg, to adjourn to continue the meeting on Friday, June 10, 2011 at 8:30 a.m. at the Ag Service Center.

Voting affirmative: McManimon, Kinneberg, Meyer                      Opposed: None                      Motion carried.

Meeting reconvened at 8:30 a.m. Friday, June 16, 2011.

**Members Present:**

Tony Becker                      Chair  
 Vernon Fruechte              Vice-Chair  
 Joe McManimon                Secretary  
 Doug Meyer                      Treasurer  
 Glenn Kinneberg               Reporter

**Members Absent:**

**Others:**

Ron Meiners, Ralph Tuck, Dave Walter – SWCD Staff; Gary Larson – NRCS Staff; Dan Krzoska, Houston County GIS; Jack Miller, Houston County Commissioner, Chair; Tom Bjerke, Houston County Commissioner; Val Green – DNR Forestry; Ron Carlsen.

Becker opened the meeting with a report on the La Crosse County SWCD/NRCS. Kinneberg stated we needed to consider impacts to farmers if we moved away from NRCS. Fruechte stated we needed to consider the impacts on the budget and everyone needs to share the burden. He stated he was a farmer and he understood the inconvenience. Discussion continued.

Carlsen asked the commissioners if they had considered what impacts this would have on him as a lessor. Commissioner Miller responded.

Discussion continued.

Board members toured the proposed space at the courthouse.

Discussion continued on parking, courthouse hours, etc.

Carlsen offered to reduce rent by 1/3 (same price per foot/less square feet and donate the extra footage).

Discussion turned to other cost-saving measures including early retirement.

**Motion** by Kinneberg, seconded by Fruechte, to offer employees a leave of absence for one year and agreed to pay employee and employer share of PERA.

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer                      Opposed: None                      Motion carried.

Tuck said he would like to request a leave of absence. Discussion followed. Kroska asked if we had checked with Personnel.

**Motion** by Fruechte, seconded by McManimon to hold off on a decision until more information is obtained.

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer                      Opposed: None                      Motion carried.

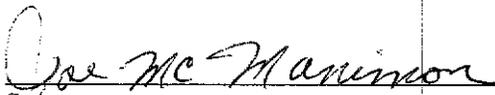
McManimon asked about the savings if employees were to take a one step pay reduction. Tuck presented figures.

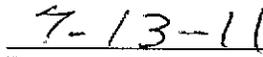
Becker asked for the manager's recommendation. Tuck stated that if it were only about the cost of rent, we could stay but reiterated that the District has a lot more to lose from the County than just the rent money.

**Motion** by McManimon, seconded by Kinneberg, to accept the reduction in rent offered by Carlsen and stay in our current location.  
Voting affirmative: McManimon, Kinneberg, Meyer      Opposed: Fruechte, Becker      Motion carried.

Meeting adjourned at 10:10 a.m.

**NEXT MEETING – Regular Board Meeting - Wednesday, July 13, 2011, 8:30 a.m. Ag Service Center**

  
Secretary

  
Date



**Ralph Tuck, SWCD District Report**

- Reported to the SWCD Board that BWSR and MPCA have been closed since the state shutdown on July 1, 2011. With the MPCA being closed permits are not being issued and that may affect construction of some of our projects this year.
- Commissioner's Tour was held Tuesday, July 12, 2011.
- Reported to the SWCD Board with the EQIP Work Group meeting we may want to combine that meeting with a needed budget meeting. Becker inquired if a 5 year and 10 year plan was in place or needed to be updated and if so that could be addressed also. The EQIP Work Group/District budget meeting was set for Wednesday, July 27, 2011 at 8:30 a.m.
- Reported to the SWCD Board that he has not had any feedback from the County after we said that we would not be moving to the courthouse. Tuck reported he did meet with Commissioner Miller and Finance Director Bradley for a contingency planning meeting. The County stated if the SWCD runs short of state funds they will not have funds available to help. The county has passed a resolution for emergency expenses only. Tuck reported that Miller voiced concern about the turmoil at the SWCD with Tuck's request for leave of absence/early retirement and how county dollars would be managed and who would be taking on that responsibility. Tuck did inquire about the possible ramifications the SWCD might experience for the decision not to move to the courthouse. Miller stated that his personal opinion and recommendation to the county board would be to reduce the SWCD's allocation \$14,000.00 for building rent.

**Old Business**

Tuck reported that the Commissioner's Tour went well and felt that it was very beneficial to the commissioners that were in attendance.

Tuck reported that Early Retirement will no longer be considered a viable option unless the employee is willing to pay the post tax.

**STATE COST SHARE PROGRAM**

**FY'09FR3                                   \$ 29,776.22**  
**FY'11   \$ 7,124.32**

Ron Meiners presented the Mound Prairie Cemetery erosion site. He stated that it was a severe problem and erosion was happening within 6 ft. of graves. Meiners said it would possibly need a Critical Area Planting shaping. Meiners felt that the project costs would be higher than the cost-share that we have available. It was decided to have an NRCS area engineer look at the site and present a cost estimate even though there are no additional funds available at this point except \$7,124.32.

**State Cost-Share Flood Relief Payment Request and transfer of funds:**

Name	Project/Contract #	Estimate	Actual	Request
Jore, Doug	#59FY08FR3	\$73,166.67	\$75,921.25	\$7,500.00 x 93.75% = \$7,031.25 + \$6,859.34 (10% held from previous partial payment) = \$13,890.59 Slippage = \$3,257.81

*This contract had a previous partial payment. Not all the actual costs on the previous payment were approved therefore leaving slippage. \$68,593.75 amount of cost-share allocated for project less previous payment of \$51,445.35 less final payment of \$13,890.59 leaves slippage of \$3,257.81.*

**Motion** by Meyer, seconded by McManimon, approving above State Cost-Share Flood Relief payment request for Doug Jore.  
 Voting affirmative: McManimon, Kinneberg, Meyer, Fruechte                                   Opposed: None                                   Motion carried.

**State Cost-Share Flood Relief Payment Request and transfer of funds:**

Name	Project/Contract #	Estimate	Actual	Request
Von Arx, Robert	#10FY08FR2	\$10,000.00	\$10,369.35	\$9,647.19 x 93.75% = \$9,044.24 Slippage = \$330.76 <i>Not all expenses that were submitted qualify for cost-share funding</i>

**Motion** by Meyer, seconded by Kinneberg, approving above State Cost-Share Flood Relief payment request for Robert Von Arx.  
 Voting affirmative: McManimon, Kinneberg, Meyer, Fruechte                                   Opposed: None                                   Motion carried.



2750	Andy Von Arx – Push-Up Pond without pipe – Pond – 2011 - #2	\$300.00
2752	Quillin's – Commissioner's Tour 7/12/11 - Food	\$49.32
2753	Ron Meiners - Commissioner's Tour 7/12/11 - Food	\$19.26
2754	Spring Grove Public Schools – Community Garden Grant reimbursement	\$195.61
2755	Robert Von Arx – State Cost-Share Flood Relief Project – Streambank - #10FY08FR2	\$9,044.24
2756	Wilfred Pohlman – Commissioner's Tour – Mileage – 55 miles @ \$0.50	\$27.50

**Supervisor Per Diem**

Becker, Tony – 2 <sup>nd</sup> Qtr. – 5 mtgs. @ \$65.00/each	\$325.00
Fruechte, Vernon – 2 <sup>nd</sup> Qtr. – 3 mtgs. @ \$65.00/each	\$195.00
Kinneberg, Glenn – 2 <sup>nd</sup> Qtr. – 4 mtgs. @ \$65.00/each	\$260.00
McManimon, Joe – 2 <sup>nd</sup> Qtr. – 4 mtgs. @ \$65.00/each	\$260.00
Meyer, Doug – 2 <sup>nd</sup> Qtr. – 4 mtgs. @ \$65.00/each	\$260.00

**Motion** by Meyer, seconded by Fruechte, approving the Supervisor's Per Diem for second quarter of 2011.

Voting affirmative: McManimon, Kinneberg, Meyer, Fruechte

Opposed: None

Motion carried.

**Additional Old Business**

It was requested that a thank you be sent to Wilfred Pohlman for his services during the Commissioner's Tour. The board members asked that they each sign the thank you.

Discussion of project sites from Commissioner's Tour.

It was also suggested that a thank you should be sent to Brad Harguth for nominating the SWCD for the MAAE Business & Industry Award.

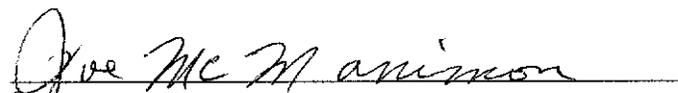
**New Business**

Conservationist/Farmer of the Year award needs to be considered. The recipient should be from Kinneberg's district this year. Those mentioned to be considered Dan Griffin, Dan Wiste and Floyd & Gary Strinmoen. The board asked that Kinneberg research these choices and bring a recommendation to the special meeting on July 27, 2011.

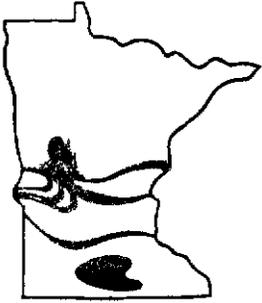
Meeting adjourned at 10:10 a.m.

**NEXT MEETING – Special Board Meeting – Wednesday, July 27, 2011, 8:30 a.m.**

**Regular Board Meeting - Wednesday, August 10, 2011, 8:30 a.m. Ag Service Center**

  
Secretary

8-10-11  
Date



# Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76  
Suite 1, Agricultural Service Center  
Caledonia, MN 55921  
(507) 724-5261 Ext. 3

## MINUTES OF THE ROOT RIVER SWCD

July 27, 2011

The Root River Soil and Water Conservation District Board of Supervisors met on Wednesday, July 27, 2011 at the Ag Service Center in Caledonia, Minnesota for a special meeting. Chair Becker called the meeting to order at 8:30 a.m.

### Members Present:

Tony Becker	Chair
Vernon Fruechte	Vice-Chair
Joe McManimon	Secretary
Doug Meyer	Treasurer
Glenn Kinneberg	Reporter

### Members Absent:

### Others:

Ralph Tuck, Ron Meiners, Janice Messner, Rich Stemper – SWCD Staff.

Those present took part in the Pledge of Allegiance.

Meeting was adjourned until after the EQIP Local Work Group Meeting.

Meeting reconvened at 9:04 a.m.

### Old Business

Discussion on nominees for the 2011 Conservationist/Farmer of Year. Thoughts of adding an honorable mention were discussed. It was decided not to pursue the idea of adding an honorable mention. Review of possible nominees will be done and a recommendation will be presented at the August 10<sup>th</sup> board meeting.

### New Business

**Motion** by Fruechte seconded by Kinneberg to place the 2001 Chevy pick-up on the next county auction.

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer      Opposed: None      Motion carried.

**Motion** by Kinneberg seconded by Meyer approving the recommended 2012 proposed budget with the addition of \$14,000 being added to the county allocation totaling \$124,340.00 for county allocation.

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer      Opposed: None      Motion carried.

Discussion continued about the unbalanced budget and ideas of possible reductions. Health insurance was discussed.

### Long Range Planning

Long Range Planning was addressed. Tuck indicated if he were to retire the SWCD would need to have someone take on the role with the Wetland Conservation Act (WCA). A certification is needed for either the SWCD representative or the County representative. Becker asked Stemper if he would consider taking on this role. Stemper stated he would be in favor of taking on the responsibility when that time would occur.

The possibility of Crooked Creek Watershed and the SWCD partnering for a possible full-time Crooked Creek employee was discussed. This would generate rent expense reimbursement etc. Stemper said he had checked with the county about possibly raising the Crook Creek Watershed tax levy. It was recommended that if an increase were to happen it should be a very slow and gradual increase but not recommended at this time.

Meiners possible retirement in two to three years was also discussed along with who might take on the responsibility of the RIM program.

Tuck also brought to light that we have three board supervisors who have terms that will end at the same time. Thoughts of re-election were discussed and the impact if none of them would run for supervisor after their current term. Questions on early resignation were addressed.

Tuck also suggested that day to day operations should be looked at. He also felt that more written policies should be established for the board to follow. No action was taken on these recommendations.

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

Voucher #	Item	Amount
2758	Postmaster - 2 rolls @ \$44.00 each = \$88.00; Nitrate Monitoring postage = 148.96	\$236.96

Motion by Fruechte seconded by McManimon approving accounts payable.

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer      Opposed: None      Motion carried.

Motion by Meyer seconded by McManimon to adjourn the meeting.

Voting affirmative: McManimon, Fruechte, Kinneberg, Meyer      Opposed: None      Motion carried.

Meeting adjourned at 11:00 a.m.

**NEXT MEETING – Regular Board Meeting - Wednesday, August 10, 2011, 8:30 a.m. Ag Service Center**

  
Secretary

8-10-11  
Date



# Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76  
Suite 1, Agricultural Service Center  
Caledonia, MN 55921  
(507) 724-5261 Ext. 3

## MINUTES OF THE ROOT RIVER SWCD

August 10, 2011

The Root River Soil and Water Conservation District Board of Supervisors met on August 10, 2011 at the Ag Service Center in Caledonia, Minnesota for its regular meeting. Chair Becker called the meeting to order at 8:31 a.m.

### Members Present:

Tony Becker	Chair
Vernon Fruechte	Vice-Chair
Joe McManimon	Secretary
Doug Meyer	Treasurer

### Members Absent:

Glenn Kinneberg	Reporter
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### Others:

Janice Messner, Ron Meiners, Ralph Tuck – SWCD Staff; Gary Larson – NRCS Staff.

Those present took part in the Pledge of Allegiance.

**Minutes:** Chair Becker called for any additions or corrections to the minutes from the July 13, 2011 board meeting and the July 27, 2011 special board meeting, hearing none the minutes stand as presented.

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

Voting affirmative: McManimon, Meyer, Fruechte      Opposed: None      Motion carried.

**Treasurer's Monthly Report:** Meyer recommended that the June 2011 report be placed on file for audit.

### Agency Report:

#### Gary Larson, NRCS District Conservationist Report

- Reported to the SWCD Board that staff has been busy with construction. Rocky Feine – installation is going good; Al Whitesitt – project is underway and is getting much attention from the public; Jim Chapel – rehab project underway.
- Reported to the SWCD Board that the Bear Creek Watershed sinkhole site showing was held Thursday, July 23, 2011. There were three contractors from Houston County and one contractor from Iowa. Bids will be accepted up till noon on Friday, August 12, 2011 at that time bid opening will occur.
- Reported to the SWCD Board the fall schedule includes 8 – 10 grade stabilization structures for construction plus 4 or 5 larger flood control structures.
- Reported to the SWCD Board that minor maintenance for the MN Bear Creek structures has been given to the district. Larson continued to report that the district has been seeking quotes for the maintenance needed.
- Reported to the SWCD Board that the district has completed ten CRP plans on the CRP Contribution Agreement. The district will need to meet with the individual landowners to review the plan and obtain signature.
- Made available to the SWCD Board a press release concerning Keepseagle Settlement Claims.

#### Ralph Tuck, SWCD District Report

- Reported to the SWCD Board that he will be attending a meeting to review the district's budget on Wednesday, August 17, 2011 at 3:30 p.m. Tuck invited the supervisors to attend this meeting with him.

- Reported to the SWCD Board that a tour of the jail will be held Thursday, August 11, 2011 at 4:30 p.m. and invited the supervisors to attend.
- Reported to the SWCD Board that Brian Pogodzinski, Hwy. Dept. Engineer, had spoke with him regarding the South Prairie Drive project. Pogodzinski reported to Tuck that the state has backed down about the smaller pipe. There are now two options that remain, which include replacing the bridge with or without the flood control. There will be a meeting with the townships to discuss these two options on Tuesday, August 16, 2011 at 1:00 p.m. here in the Ag Service Center Conference Room. Tuck invited the supervisors to attend this meeting on behalf of the SWCD's interest for flood control with the project.
- Reported to the SWCD Board on the Stoltz project. Welch, engineer for the project, continues to wait for permits. Tuck encourage Welch to press to get the needed permits so that construction could start September 1, 2011.
- Reported to the SWCD Board that a Clean Water Fund Application became available on Monday, August 8, 2011. He is currently working on the grant application. This grant would enhance EQIP funds to reduce landowner's costs for a project. Focused area would be the Root River Watershed. **Motion** by Meyer, seconded by McManimon, authorizing Tuck to apply for this grant.  
 Voting affirmative: McManimon, Meyer, Fruechte                      Opposed: None                      Motion carried.

**Old Business**

Meiners reported that Dean Ellingson is the recipient that has been chosen for the 2011 Conservationist/Farmer of the Year. Kinneberg will be speaking to Ellingson on August 11, 2011 to see if he will accept the award. It was verified from the July 13, 2011 board meeting that there will not be a banquet/luncheon honoring this year's recipient at the district level. A plaque will be awarded to the recipient at the district level. There was no decision if the board will be covering costs for the recipient to attend the state convention.

**STATE COST SHARE PROGRAM**

**FY'09FR3    \$ 30,718.73**  
**FY'11    \$ 6,561.82**

**State Cost-Share Flood Relief Application:**

<b>Name</b>	<b>Contract</b>	<b>Total Cost Estimate</b>	<b>Cost-Share Amount</b>	<b>Project</b>	<b>Starting Date/Completion Date</b>
Hammell, Jed & Ma Cal Grove Golf Course	25FY09FR3	\$36,552.00 – Bid (\$10,302.00 = Hammell; \$26,250.00 = Golf Course	\$30,718.73	Waterway	

**Motion** by Fruechte, seconded by Meyer, approving State Cost-Share Flood Relief joint application request for Jed Hammell and Ma Cal Grove Golf Course project in the amount of \$30,718.73. Contract #25FY09FR3.  
 Voting affirmative: McManimon, Meyer, Fruechte                      Opposed: None                      Motion carried.

**State Flood Cost-Share Amendment Request**

Jeff Fitting #67FY08FR3 proposed to amend project completion date from 8/11/11 to 10/12/11.  
 Mary Kells is authorizing the board to extent this completion date through October 12, 2011 as deemed necessary in order to this project repair completed this construction season.  
**Motion** by McManimon, seconded by Fruechte, approving the above State Cost-Share Flood Relief Amendment Request for Jeff Fitting.  
 Voting affirmative: McManimon, Meyer, Fruechte                      Opposed: None                      Motion carried.

**State Cost-Share Amendment Requests**

Jeff Pohlman #01FY11 proposed to amend project completion date from 9/1/11 to 9/15/11.  
 Rocky Feine #02FY11 proposed to amend project completion date from 9/1/11 to 10/13/11.  
 Tom Sawle #04FY11 proposed to amend project completion date from 9/1/11 to 9/15/11.

Tim Von Arx #05FY11 proposed to amend project completion date from 9/1/11 to 10/13/11.

Meyer Farms Dairy, LLC #17FY09 proposed to amend project completion date from 8/11/11 to 4/12/12.

**Motion** by Meyer, seconded by Fruechte, approving the above five State Cost-Share Amendment Requests for Jeff Pohlman, Rocky Feine, Tom Sawle, Tim Von Arx and Meyer Farms Dairy, LLC.

Voting affirmative: McManimon, Meyer, Fruechte                      Opposed: None                      Motion carried.

**Feedlot**

Meiners reported on Walter's behalf. Feine project is coming along good. The floors and walls are done.

Walter has had requests for funding from Ken Witt and also Tim Von Arx for a roof structure and Mark Gerard and Mark Schulte for manure storage.

**Bear Creek**

Currently accepting bids for the sinkhole repair project. Bid opening is scheduled for Friday, August 12, 2011 at noon.

**MASWCD**

Area VII meeting thought to be held in September. **Motion** by Meyer, seconded by McManimon, approving the board of supervisors to attend that meeting.

Voting affirmative: McManimon, Meyer, Fruechte                      Opposed: None                      Motion carried.

Prior to the vote Tuck stated that supervisors did not need board approval to attend meetings that directly affect the SWCD. Per diem, mileage, meals and lodging expenses can all be submitted for reimbursement.

**Water Plan** - No report.

**Committee Reports**

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

**PERSONNEL COMMITTEE:** Fruechte & Kinneberg – No report.

**RC & D:** Kinneberg – No report.

**JOINT POWERS COMMITTEE:** Meyer – Meyer reported he and Tuck attended the Finance Committee meeting on Tuesday, July 19, 2011. At the meeting they approved the JPB financial statement.

**Staff Reports** - No reports.

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

**Motion** by Fruechte, seconded by McManimon, approving the Accounts Payable for August 2011.

Voting affirmative: McManimon, Meyer, Fruechte                      Opposed: None                      Motion carried.

Voucher #	Item	Amount
2758	Affordable Technology Solutions – JPB Batteries	\$17.09
2759	Richard Stemper – Batteries for Laser	\$4.27
2760	Tri-State Business Machines – Copy Machine Lease August	\$115.43
2761	Ron Carlsen Enterprises, Inc. – Office Rent August	\$808.79
2762	Kwik Trip – Fuel – SRF Truck = \$358.46; Fuel – SWCD Trucks = \$300.90	\$659.36
2763	Wiebke Tire – Tire Repair '08 Chevy Silverado	\$15.00

Tuck reported that the county auction that has historically been held during the county fair is postponed until after the jail move has occurred.

Meeting adjourned at 9:56 a.m.

**NEXT MEETING – Regular Board Meeting - Wednesday, September 14, 2011, 8:30 a.m. Ag Service Center**

Joe McManis  
Secretary

9-14-11  
Date





**Staff Report**

Walter reported that he has received the state tree ordering form and is currently waiting on the Schumacher Nursery offerings. He stated that he will have an order ready for approval for the October 2011 board meeting.

Walter exited the meeting at 9:55 a.m.

**STATE COST SHARE PROGRAM**

**FY'11**

**\$ 6,561.82**

**State Cost-Share Application:**

Name	Contract	Total Cost Estimate	Cost-Share Amount	Project	Starting Date/Completion Date
Mound Prairie Cemetery – Gary Senn with Norman Malzacher	06FY11	\$5,600.00	\$4,200.00	Critical Area Planting	February 9, 2012 – March 14, 2012
Whitesitt, Al	07FY11	\$1,650.00	\$1,237.50	Grassed Waterway (Repair)	October 20, 2011 – November 10, 2011

Tuck stated the above applications should be tabled until after approval of Whitesitt's payment request. Applications were then tabled.

**State Cost-Share Payment Request and transfer of funds:**

Name	Project/Contract #	Estimate	Actual	Request
Feine, Rocky	#02FY11	\$4,500.00	\$4,086.00	\$4,086.00 x 75% = \$ 3,064.50 <i>Slippage = \$ 310.50</i>

**State Cost-Share Flood Relief Payment Request and transfer of funds:**

Name	Project/Contract #	Estimate	Actual	Request
Peterson, Debbie	#24FY09FR3	\$3,975.00	\$4,040.00	\$3,975.00 x 93.75% = \$3,726.56
Fitting, Jeff	#67FY08FR3	\$12,822.81	\$14,215.85	\$12,822.81 x 93.75% = \$12,021.38
Whitesitt, Al	#20FY08FR3	\$38,700.00	\$43,283.41 <i>Eligible Actual Costs = \$39,994.00</i>	\$38,700.00 x 93.75% = \$36,281.25 - \$17,431.80 (EQIP) = \$18,849.45 <i>Slippage = \$101.80</i>

**Motion** by McManimon, seconded by Meyer, approving the above State Cost-Share Payment request and transfer of funds for Rocky Feine and the State Cost-Share Flood Relief payment request and transfer of funds for Debbie Peterson, Jeff Fitting and Al Whitesitt.

Voting affirmative: McManimon, Kinneberg, Meyer, Fruechte

Opposed: None

Motion carried.

**State Cost-Share Application:**

Name	Contract	Total Cost Estimate	Cost-Share Amount	Project	Starting Date/Completion Date
Mound Prairie Cemetery – Gary Senn with Norman Malzacher	06FY11	\$5,600.00	\$4,200.00	Critical Area Planting	February 9, 2012 – March 14, 2012
Whitesitt, Al	07FY11	\$1,650.00	\$1,237.50	Grassed Waterway (Repair)	October 20, 2011 – November 10, 2011

**Motion** by Kinneberg, seconded by Meyer, approving State Cost-Share application requests for Mound Prairie Cemetery and Al Whitesitt.

Voting affirmative: McManimon, Meyer, Fruechte, Kinneberg

Opposed: None

Motion carried.



2766	MN Board of Water & Soil Resources – Return of funds – FY07 Base Grant = 656.25; FY09FR2 = \$127.25	\$783.50
2767	Hartford Life & Annuity Ins. Co. – Life Insurance – Ralph Tuck Policy # LU 0980253; Dave Walter Policy # LU 1188704; Rich Stemper Policy # LU1039333	\$270.00
2768	Whispering Pines Apartments – Community Garden Grant reimbursement	\$44.65
2769	Wayne Feldmeier – Push Up Pond with no pipe – Pond – 2011 - #4	\$300.00
2770	Debbie Peterson – State Cost-Share Flood Relief Project – Pond Clean Out - #24FY09FR3	\$3,726.56
2771	Rocky Feine – State Cost-Share Project – Critical Area Planting - #02FY11	\$3,064.50
2772	Jeff Fitting – State Cost-Share Flood Relief Project – Grade Stabilization Structure - #67FY08FR3	\$12,021.38
2773	Ole's Excavating – Bear Creek Project sinkhole repair	\$9,850.00
2774	Al Whitesitt – State Cost-Share Flood Relief Project – Flood Control Dam - #20FY08FR3	\$18,849.45
2775	Oscar Rosendahl – Bear Creek Project Maintenance	\$ 285.85
2776	Greg Boldt – Clean Water Legacy Project – Waste Facility Cover – #CWF 2011-1	\$54,000.00
2777	Postmaster – Postage - \$0.20 stamps 5 sheets at \$4.00 each	\$20.00

After an inquiry on the maintenance of the Bear Creek structures Tuck reported that Craig Welsh with the jail crew would be performing that maintenance.

#### Staff Report

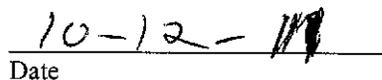
Messner reported that the 6<sup>th</sup> Grade Environmental Day will be held on Tuesday, September 20<sup>th</sup>. We have 231 students that will be attending and one new presenter this year. The new presenter is from Luther College in Decorah, IA and will present on Native American History and Artifacts. Also Camp Winnebago is letting us use the camp at no charge this year.

McManimon inquired if the Conservationist of the Year would be attending the state convention. Tuck stated that is up in the air. Kinneberg stated that he had not asked Ellingson since there has not been a decision made.

Meeting adjourned at 10:30 a.m.

**NEXT MEETING – Regular Board Meeting - Wednesday, October 12, 2011, 8:30 a.m. Ag Service Center**

  
Secretary

  
Date



by the USDA between 1981 and 1996, Or Are the Heir, Kin, or Legal Representative of Someone Who Experienced That Discrimination.”

**Ralph Tuck, SWCD District Report**

- Reported to the SWCD Board that the county auction was held Saturday, October 1, 2011 and our 2001 Chevy Silverado was sold for \$2,500.00. We will receive the difference after commission has been subtracted. It should be approximately \$2,300.00.
- Reported to the SWCD Board that things are being finalized so the construction of the Stoltz project can begin.
- Reported to the SWCD Board that things are being finalized on the FEMA report and we are losing two more projects.
- Reported to the SWCD Board on the South Prairie Drive project safety issues are now arising as well as concerns as to who will be responsible for the inspections and the maintenance. Tuck reported that the inspections the SWCD would take on and maintenance would be the responsibility of the townships.
- Reported to the SWCD Board that he had visited the Genoa, WI site where they are looking at installing turbines in the gates. Tuck stated there may be a possible wetland issue.

**Old Business**

**Motion** by Fruechte, seconded by Kinneberg approving funding for the Fall Cover Crop applications for Mark Schulte and Kevin McCormick pending eligibility.

*Mark Schulte*                      *Section Caledonia Twp.*                      *90 acres*                      - New applicant  
*Kevin McCormick*                                           *30 acres*                      - New applicant

Voting affirmative: McManimon, Meyer, Fruechte, Kinneberg                      Opposed: None                      Motion carried.

**New Business**

Tuck reviewed the 2012 State Nursery and Schumacher tree order. Fruechte suggested adding Balsam Fir to the order. Tuck stated that we would do so.

**STATE COST SHARE PROGRAM**

**FY'11                      \$ 1,434.82**

**State Cost-Share Payment Request and transfer of funds:**

Name	Project/Contract #	Estimate	Actual	Request
Von Arx, Tim	05FY11	\$3,800.00	\$4,185.00	\$3,750.00 x 75% = \$2,812.50 <i>Slippage = \$37.50</i>
Pohlman, Jeff	01FY11	\$1,200.00	\$885.00	\$885.00 x 75% = \$663.75 <i>Slippage = \$236.25</i>

**Motion** by Meyer, seconded by McManimon, approving above State Cost-Share payment request for Tim Von Arx and Jeff Pohlman.

Voting affirmative: McManimon, Meyer, Fruechte, Kinneberg                      Opposed: None                      Motion carried.

**State Cost-Share Flood Relief Payment Request and transfer of funds:**

Name	Project/Contract #	Estimate	Actual	Request
Rosendahl, Peter	68FY08FR3	\$13,189.00	\$15,190.00	\$13,189.00 x 93.75% = \$12,364.69 - \$12,340.23 (EQIP) = \$ 24.46 <i>Slippage = \$ 3,207.23</i>

**Motion** by Kinneberg, seconded by Meyer, approving above State Cost-Share Flood Relief payment request for Peter Rosendahl.  
 Voting affirmative: McManimon, Kinneberg, Meyer, Fruechte                      Opposed: None                      Motion carried.

It was noted the State Cost-Share Project Cancellation for Thomas Sawle #04FY11 – Critical Area Planting – Project completion date has expired. \$ 562.50.

**State Cost-Share Return of Funds**

**Motion** by Meyer, seconded by Kinneberg, approving the return of funds to BWSR for FY08FR3 State Cost-Share Flood Relief Grant in the amount of \$4,009.04.

Voting affirmative: McManimon, Meyer, Fruechte, Kinneberg

Opposed: None

Motion carried.

**Feedlot**

Tuck reported that Rocky Feine's Waste Storage Facility has been completed.

**Bear Creek** – No report.

**MASWCD**

McManimon gave an update from the SE MN Assoc. of SWCD Fall Meeting that was held Tuesday, September 20<sup>th</sup>. Topics of discussion included poor budget; looking for new supervisors and a thank you from state officials for the Root River Project Tour.

It was noted that supervisor votes on the Resolution packets need to be returned to the office by October 26, 2011.

**Water Plan** - No report.

**Committee Reports**

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

**PERSONNEL COMMITTEE:** Fruechte & Kinneberg – No report.

**RC & D:** Kinneberg – No report.

**JOINT POWERS COMMITTEE:** Meyer – No report.

**Staff Reports** - No reports.

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

**Motion** by Fruechte, seconded by Kinneberg, approving the Accounts Payable for October 2011.

Voting affirmative: McManimon, Meyer, Fruechte, Kinneberg

Opposed: None

Motion carried.

Voucher #	Item	Amount
2778	Dan Gran – Push Up Pond with no pipe – Pond – 2011 - #3	\$300.00
2779	Ron Carlsen Enterprises, Inc. – Office Rent October	\$808.79
2780	Kwik Trip – Fuel – SRF Truck = \$223.30; Fuel – SWCD Trucks = \$438.40	\$661.70
2781	SE SWCD Technical Support JPB – Technical Assistance – State Cost-Share Feedlot Project – Greg Boldt – Waste Facility Cover - #02FY09FL = \$2,500.00; Technical Assistance – Christopher Weis – Streambank & Shoreline Protection design phase = \$1,931.15	\$4,431.15
2782	Ralph Tuck – Mileage for Nitrate Monitoring – 150 miles @ \$0.555/mile	\$83.25
2783	James Maiser CPA & Consultant – Audit for 2010`	\$2,400.00
2784	Rippe, Hammell & Murphy, PLLP Lawyers – RIM Title Work – Hoiland – Easement #28-05-09-06	\$543.58
2785	Glenn Kinneberg – SE MASWCD Fall Mtg. Registration Fee	\$15.00
2786	Joe McManimon – SE MASWCD Fall Mtg. Registration Fee	\$15.00
2787	MN State Nursery Account – State Tree Order	\$2,848.00
2788	Schumacher's Nursery & Berry Farm Inc. – Tree Order	\$1,505.00
2789	G-Cubed – TA for Jed Hammell site - #25FY09FR3	\$1,315.00
2790	Hartford Life & Annuity Insurance Company – Life Insurance Ron Meiners Policy #LU1173261 = \$90.00	\$90.00
2791	Peter Rosendahl – State Cost-Share Flood Relief Project – Grade Stabilization Rehab - #63FY08FR3	\$24.46

2792	MN Board of Water & Soil Resources – Return of funds FY08FR3	\$4,009.04
2793	Tim Von Arx – State Cost-Share Project – Critical Area Planting - #05FY11	\$2,812.50
2794	Tony Becker – Mileage – 3 <sup>rd</sup> Qtr. - 100 miles @ \$0.5555/mile	\$55.50
2795	Vernon Fruechte – Mileage – 3 <sup>rd</sup> Qtr.– 60 miles @ \$0.555/mile	\$33.30
2796	Glenn Kinneberg – Mileage – 3 <sup>rd</sup> Qtr. – 404 miles @ \$0.5555/mile	\$224.24
2797	Joseph McManimon – Mileage – 3 <sup>rd</sup> Qtr. – 301 miles @ \$0.555/mile	\$167.09
2798	Doug Meyer – Mileage – 3 <sup>rd</sup> Qtr. – 160 miles @ \$0.555/mile	\$88.80
2799	Jeff Pohlman – State Cost-Share Project – Critical Area Planting - #01FY11	\$663.75
2800	G-Cubed – Engineering fees Phase 1 & 2, NPDES & Dam Safety Permit – Rosie Stoltz Embankment Project	\$17,950.00
2801	Postmaster – Postage – 2 rolls @ \$44.00/roll = \$88.00; Tree Postage – 2 rolls @ \$44.00/roll = \$88.00	\$176.00

Kinneberg made the suggestion that we revisit the idea of dinner with the Conservationist of Year. Kinneberg felt additional recognition through a celebratory meal should be done. Kinneberg suggested that each person cover their own meal with the exception of the Conservationist of the Year. Meiners stated that employees would be interested in participating, paying for their own meal as well as chip in towards the meal for the Conservationist of the Year. Kinneberg will check with the Ellingsons to see what works best for them and will also check with the Golf Course as a place to have the celebratory meal.

Kinneberg raised the question about attending the State Convention December 4 – 6, 2011 in Bloomington, MN. **Motion** by Meyer, seconded by McManimon, approving the coverage of the cost for the meal and mileage for the Ellingsons if they are interested in attending the Outstanding Conservationist Luncheon as well as any supervisor or employee along with the one day registration fee for the supervisor or employee.

Voting affirmative: McManimon, Meyer, Fruechte, Kinneberg

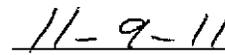
Opposed: None

Motion carried.

Meeting adjourned at 9:45 a.m.

**NEXT MEETING – Regular Board Meeting - Wednesday, November 9, 2011, 8:30 a.m. Ag Service Center**

  
 Secretary

  
 Date



# Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76  
Suite 1, Agricultural Service Center  
Caledonia, MN 55921  
(507) 724-5261 Ext. 3

## MINUTES OF THE ROOT RIVER SWCD

November 9, 2011

The Root River Soil and Water Conservation District Board of Supervisors met on November 9, 2011 at the Ag Service Center in Caledonia, Minnesota for its regular meeting. Vice-Chair Fruechte called the meeting to order at 8:31 a.m.

### Members Present:

Vernon Fruechte	Vice-Chair
Joe McManimon	Secretary
Doug Meyer	Treasurer
Glenn Kinneberg	Reporter

### Members Absent:

Tony Becker                      Chair

### Others:

Janice Messner, Dave Walter, Ralph Tuck – SWCD Staff; Gary Larson and Lance Klessig – NRCS Staff; Val Green – DNR Forestry.

Those present took part in the Pledge of Allegiance.

**Minutes:** Vice-Chair Fruechte called for any additions or corrections to the minutes from the October 12, 2011 board meeting, hearing none the minutes stand as presented.

**Employee Time Records:** Motion by Kinneberg, seconded Meyer, to approve the Employee Time Records.  
Voting affirmative: McManimon, Meyer, Kinneberg                      Opposed: None                      Motion carried.

**Treasurer's Monthly Report:** Meyer recommended that the September 2011 report be placed on file for audit.

### New Business

Val Green, DNR Forestry, reported to the board during the last legislative session it was approved to no longer sell trees from the State Nursery for private landowners use. She went on to say what this means for the SWCD is, in 2013 the SWCD will only be able to purchase trees to go on state property such as for RIM easements. The SWCD will no longer be able to obtain trees from the State Nursery to sell to private landowners.

### Agency Report:

#### **Gary Larson, NRCS District Conservationist Report**

- Reported to the SWCD Board that 7,000 plus feet of terraces have been installed within the past month throughout the county along with a few grade stabilization structures. He reported that there are more grade stabilization structures to go in but was unsure if they all would get installed this fall due to a lack of contractor availability. He is hoping the Dean King, Jerred Roth and Pete Feils projects would go in yet this fall with the possibility of the Jerry Vetch project.
- Reported to the SWCD Board that the EQIP 2012 docket will be rolled out on Thursday, November 17, 2011.
- Reported to the SWCD Board that he will be working on the Conservation Stewardship program for 2012.
- Shared with the SWCD Board information about Veterans Day.
- Made available to the SWCD Board a Freedom of Information article, "Minority & Socially Disadvantaged Farmers Assistance."



**State Cost-Share Flood Relief Payment Request and transfer of funds:**

Name	Project/Contract #	Estimate	Actual	Request
Stoltz, Rosie	#23FY09FR2 – Grade Stabilization Structure	\$87,471.70	\$94,071.70	\$94,071.70 x 100% = \$94,071.70 <b>\$91,038.90 = Amount allowed per contract &amp; change order</b>
Hammell, Jed & Ma-Cal Grove Golf Course	#25FY09FR3 – Grassed Waterway	\$36,552.00	\$36,480.00	\$36,480.00 x 93.75% = \$34,200.00 <b>\$30,718.73 = Amount of cost-share allocated &amp; being paid</b>

**Motion** by Kinneberg, seconded by McManimon, approving above State Cost-Share & State Cost-Share Flood Relief payment requests for Al Whitesitt, Rosie Stoltz, Jed Hammell & Ma-Cal Grove Golf Course.  
 Voting affirmative: McManimon, Kinneberg, Meyer                      Opposed: None                      Motion carried.

**State Cost-Share Flood Relief Project Cancellation**

John Miller #07FY09FR3 – Streambank Protection – Landowner cancelled project. \$ 164.50.

Jeff Bennett #09FY08FR2 – Pond Clean Out – Expired contract 10/15/11. \$12,000.00.

South Prairie Drive #19FY09FR3 – Grade Stabilization Structure – Landowner cancelled project. \$52,839.19.

Dale Horn #14FY09FR3 – Flood Control Dam – Does not qualify for FEMA cost-sharing. \$17,500.00

Charlie Wray #12FY09FR3 – Flood Control Dam – Does not qualify for FEMA cost-sharing. \$22,500.00.

Tom Pottratz #13FY09FR3 – Flood Control Dam – Does not qualify for FEMA cost-sharing. \$7,000.00.

**Motion** by Meyer, seconded by Kinneberg, approving above State Cost-Share Flood Relief Project Cancellations/Expirations for John Miller, Jeff Bennett, South Prairie Drive, Dale Horn, Charlie Wray and Tom Pottratz.  
 Voting affirmative: McManimon, Kinneberg, Meyer                      Opposed: None                      Motion carried.

**State Cost-Share Flood Relief Return of Funds**

**Motion** by Kinneberg, seconded by Meyer, approving the return of funds to BWSR for FY08FR2 Flood Grant = \$15,000.00 and FY08FR3 Flood Grant = \$5,080.00.  
 Voting affirmative: McManimon, Meyer, Kinneberg                      Opposed: None                      Motion carried.

**Feedlot**

**General Feedlot Water Quality Project Payment Request and transfer of funds:**

Name	Project/Contract #	Estimate	Actual	Request
Feine, Rocky	#GF 2011 – 1	\$185,223.83	\$157,077.64	\$157,077.64 - \$93,331.65 (MRBI – EQIP) = \$63,745.99 x 80% = \$50,996.79 <i>Slippage = \$5,542.21</i>

**Motion** by Kinneberg, seconded by Meyer, approving above General Feedlot Water Quality Project payment request for Rocky Feine.  
 Voting affirmative: McManimon, Kinneberg, Meyer                      Opposed: None                      Motion carried.

**General Feedlot Water Quality Return of Funds**

**Motion** by Meyer, seconded by Kinneberg, approving the return of funds to BWSR for 2011 General Feedlot Water Quality Project Grant = \$ 5,542.21.  
 Voting affirmative: McManimon, Meyer, Kinneberg                      Opposed: None                      Motion carried.

**Bear Creek** – No report.

**MASWCD**

Tuck reported there was an email regarding hotel accommodations for the convention in December but did not recall if the deadline had past to get in on reserving a room in the block that MASWCD had reserved. Kinneberg reported that the Ellingsons will be driving to the convention on the day of the Conservationist Luncheon. He also reported that he had looked into hosting a dinner locally for the Ellingsons. He looked at two locations for hosting the event. There was mutual consent to host the event at Good Times on a Monday evening. Kinneberg stated that he would cover the cost of Ellingsons' meal. Of those present at the meeting the

following voiced interest in attending Dave Walter, Janice Messner, Vernon Fruechte, Joe McManimon and possibly Ralph Tuck depending on which Monday evening it would be. A date in the near future will be set.

### Water Plan

Tuck reported that Brad Harguth has been selected as the recipient for the 2011 Sally Kinneberg Memorial Environmental Award. While teaching in Mabel, MN Harguth was the advisor for their Envirothon team and led them to state competition several times. Here in Caledonia he is the advisor of the Envirothon team and has led them to the regional competition. Harguth is the advisor for the Caledonia FFA Chapter and has led that group to national competition. He and his class built pens for the Bobwhite Quail program and has also been an employee of the Houston County Water Plan. Harguth will be presented his award at an upcoming Commissioner's meeting and will be re-presented the award in his classroom or at the FFA awards ceremony.

### Committee Reports

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

**PERSONNEL COMMITTEE:** Fruechte & Kinneberg – No report.

**RC & D:** Kinneberg – RC & D meeting was held October 17, 2011. They are working on getting the RC & D rolling again and are seeking out an Executive Director.

**JOINT POWERS COMMITTEE:** Meyer – No report.

**Staff Reports -** No reports.

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

**Motion by Kinneberg, seconded by Meyer, approving the Accounts Payable for November 2011.**

Voting affirmative: McManimon, Meyer, Kinneberg      Opposed: None      Motion carried.

Voucher #	Item	Amount
2803	Al Whitesitt – State Cost-Share Project – Grassed Waterway Repair - #07FY11	\$859.39
2804	Mike Carpenter – Fall Cover Crop – 55.65 acres @ \$15.00/acre	\$834.75
2805	Kevin McCormick – Fall Cover Crop – 26.18 acres @ \$15.00/acre	\$392.70
2806	Rippe, Hammell & Murphy, PLLP Lawyers – Easement & Recording fees for Myhre/Stoltz – Stoltz project	\$301.00
2807	Rocky Feine – Waste Storage Facility – GF – 2011 – 1	\$50,996.79
2808	Mark Schulte – Fall Cover Crop – 74.3 acres @ \$15.00/acre	\$1,114.50
2809	Houston County Highway Department – Engineering Services for South Prairie Drive - #19FY09FR3 – FEMA = \$17,778.75; District funds = \$5,926.25	\$23,705.00
2810	Ron Carlsen Enterprises, Inc. – Office Rent November	\$808.79
2811	Kwik Trip – Fuel – SRF Truck = \$148.09; Fuel – SWCD Trucks = \$360.74	\$508.83
2812	Mike Ingvalson – Fall Cover Crop – 48.9 acres @ \$15.00/acre	\$733.50
2813	Steve Wiste – Fall Cover Crop – 23.1 acres @ \$15.00/acre	\$346.50
2814	MN Board of Water & Soil Resources – Return of funds FY08FR2 = \$15,000.00 & FY08FR3 = \$5,080.00	\$20,080.00
2815	Kaye Jacob – Fall Cover Crop – 61.2 acres @ \$15.00/acre	\$918.00
2816	Jeff Kruckow – Fall Cover Crop – 90.6 acres @ \$15.00/acre	\$1,359.00
2817	Jed Hammell & Ma-Cal Grove Golf Course – State Cost-Share Flood Relief Project – Grassed Waterway - #25FY09FR3	\$30,718.73
2818	Rosie Stoltz – State Cost-Share Flood Relief Project – Grade Stabilization Structure - #23FY09FR2	\$91,038.90

Meeting adjourned at 9:45 a.m.

November 9, 2011 Minutes

- 5 -

**NEXT MEETING -- Regular Board Meeting - Wednesday, December 14, 2011, 8:30 a.m. Ag Service Center**

Joe McManis  
Secretary

12-14-11  
Date



# Root River Soil and Water Conservation District

Minnesota Soil and Water Conservation Districts

805 N. Hwy. 44/76  
Suite 1, Agricultural Service Center  
Caledonia, MN 55921  
(507) 724-5261 Ext. 3

## MINUTES OF THE ROOT RIVER SWCD

December 14, 2011

The Root River Soil and Water Conservation District Board of Supervisors met on December 14, 2011 at the Ag Service Center in Caledonia, Minnesota for its regular meeting. Chair Becker called the meeting to order at 8:31 a.m.

### Members Present:

Tony Becker                      Chair  
Vernon Fruechte                Vice-Chair  
Joe McManimon                 Secretary  
Doug Meyer                      Treasurer  
Glenn Kinneberg                Reporter

### Members Absent:

### Others:

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

Those present took part in the Pledge of Allegiance.

**Minutes:** Chair Becker called for any additions or corrections to the minutes from the November 9, 2011 board meeting, hearing none the minutes stand as presented.

**Employee Time Records & Supervisor Per Diems:** Motion by McManimon seconded Meyer, to approve the Employee Time Records and Supervisor's Per Diem.

Becker, Tony – 4 <sup>th</sup> Qtr. – 3 mtgs. @ \$65.00/each	\$195.00
Fruechte, Vernon – 4 <sup>th</sup> Qtr. – 4 mtgs. @ \$65.00/each	\$260.00
Kinneberg, Glenn – 4 <sup>th</sup> Qtr. – 6 mtgs. @ \$65.00/each	\$390.00
McManimon, Joe – 4 <sup>th</sup> Qtr. – 3 mtgs. @ \$65.00/each	\$195.00
Meyer, Doug – 4 <sup>th</sup> Qtr. – 3 mtgs. @ \$65.00/each	\$195.00

Voting affirmative: McManimon, Meyer, Fruechte, Kinneberg

Opposed: None

Motion carried.

**Treasurer's Monthly Report:** Meyer recommended that the October 2011 report be placed on file for audit.

### Agency Report:

#### **Gary Larson, NRCS District Conservationist Report**

- Presented and reviewed the 2011 NRCS County Progress Report and the 2011 Area 7 Payment Summary with the SWCD Board.
- Reported to the SWCD Board that there are fifty 2012 EQIP applications and an additional 25 potential applications. Currently there are 81 active EQIP and CSP contracts. January 30, 2012 is the scoring and ranking deadline for EQIP 2012.
- Reported to the SWCD Board the Nutrient Management Standard is being revised through NRCS.

#### **Ralph Tuck, SWCD District Report**

- Reported to the SWCD Board that the engineer for the Staggemeyer site feels that the up-stream location could work for a project. It could be designed for a 100 year storm with the capacity of a 50 year storm through the pipe.
- Reported to the SWCD Board that the Stoltz project is complete.



**Motion** by Kinneberg, seconded by McManimon, approving the change/correction of State Cost-Share Flood Relief contract #23FY09FR2 from a Grade Stabilization Structure (410) to a Flood Control Dam (402) and eligible component of Sinkhole Treatment (571).

Voting affirmative: McManimon, Meyer, Fruechte, Kinneberg

Opposed: None

Motion carried.

**State Cost-Share Flood Relief Payment Request and transfer of funds:**

Name	Project/Contract #	Estimate	Actual	Request
Stoltz, Rosie	#23FY09FR2 – Grade Stabilization Structure		\$1,851.91	\$1,851.91 x 100% = \$1,851.91 <i>Slippage = \$15,501.32</i>

**Motion** by Kinneberg, seconded by Fruechte, approving above State Cost-Share Flood Relief payment request for Rosie Stoltz.

Voting affirmative: McManimon, Kinneberg, Meyer, Fruechte

Opposed: None

Motion carried.

**Motion** by Kinneberg, seconded by Meyer, approving the FY 2008 Base Grant Final Financial Report.

Voting affirmative: McManimon, Kinneberg, Meyer, Fruechte

Opposed: None

Motion carried.

**State Cost-Share Flood Relief Amendment Request**

Pete Feils #14FY08FR2 proposed to amend project completion date from 4/21/12 to 8/31/12.

**Motion** by Kinneberg, seconded by Meyer, approving the above State Cost-Share Flood Relief Amendment Request for Pete Feils.

Voting affirmative: McManimon, Meyer, Fruechte, Kinneberg

Opposed: None

Motion carried.

Gary Weymiller #22FY09FR2 proposed to establish the cost estimate for the flood control dam at \$141,376.64 with cost-share at 100%. An additional \$129,376.64 is needed to fund contract at 100%. Currently there are an additional \$111,296.56 flood cost-share funds available for allocation.

**Motion** by Kinneberg, seconded by Meyer, approving the above State Cost-Share Flood Relief Amendment Request for Gary Weymiller.

Voting affirmative: McManimon, Meyer, Fruechte, Kinneberg

Opposed: None

Motion carried.

**Feedlot**

**Motion** by Meyer, seconded by Kinneberg, approving the FY 2011 Clean Water Fund - Feedlot Final Financial Report.

Voting affirmative: McManimon, Kinneberg, Meyer, Fruechte

Opposed: None

Motion carried.

**Motion** by Meyer, seconded by Kinneberg, approving the FY 2011 General Feedlot Final Financial Report.

Voting affirmative: McManimon, Kinneberg, Meyer, Fruechte

Opposed: None

Motion carried.

**Bear Creek**

Tuck reported update in his Agency Report.

**Water Plan**

Tuck reported they are revising the 10 year plan with a three year update.

**Committee Reports**

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

**PERSONNEL COMMITTEE:** Fruechte & Kinneberg – Tuck reported that the Personnel committee met and discussed employee health insurance. The committee is recommending that the SWCD adopt the county's action, paying the premium employer rate for single coverage (see attached rate sheet) for each employee.

**Motion** by Meyer, seconded by McManimon, approving the above listed recommendation by the Personnel committee regarding SWCD health insurance.

Voting affirmative: McManimon, Kinneberg, Meyer, Fruechte

Opposed: None

Motion carried.

**RC & D:** Kinneberg – Next meeting is tentatively scheduled for Monday, January 30, 2012.

**JOINT POWERS COMMITTEE:** Meyer – No report.

**Staff Reports** - No reports.

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

Motion by Meyer, seconded by McManimon, approving the Accounts Payable for December 2011.

Voting affirmative: McManimon, Meyer, Fruechte, Kinneberg

Opposed: None

Motion carried.

Voucher #	Item	Amount
2819	Stone's Awards & Engraving - 2011 Sally Kinneberg Memorial Conservation Award	\$37.25
2820	Ron Carlsen Enterprises, Inc. - Office Rent December	\$808.79
2821	G-Cubed - TA for Rosie Stoltz site Phase 3 - #23FY09FR2	\$7,500.00
2822	Hartford Life & Annuity Ins. Co. - Life Insurance - Ralph Tuck Policy # LU 0980253; Dave Walter Policy # LU 1188704; Rich Stemper Policy # LU1039333	\$270.00
2823	Root River SWCD - Petty Cash - Postage = \$9.19; Misc. = \$1.07	\$10.26
2824	Rosie Stoltz - State Cost-Share Flood Relief Project - Final payment #23FY09FR2	\$1,851.91
2825	Steve Quinnell - Push-Up Pond w/no pipe Pond - 2011 - #5	\$300.00
2826	ECM Publishers, Inc. - Winnebago Watershed Notice of Interest	\$31.12
2827	Kwik Trip - Fuel - SRF Truck = \$65.62; Fuel - SWCD Trucks = \$286.59	\$352.21
2828	Minnesota Department of Agriculture - 2012 Tree License	\$175.00
2829	Tony Becker - Mileage - 4 <sup>th</sup> Qtr. - 60 miles @ \$0.5555/mile	\$33.30
2830	Vernon Fruechte - Mileage - 4 <sup>th</sup> Qtr. - 48 miles @ \$0.555/mile	\$26.64
2831	Glenn Kinneberg - Mileage - 4 <sup>th</sup> Qtr. - 544 miles @ \$0.5555/mile	\$301.94
2832	Joseph McManimon - Mileage - 4 <sup>th</sup> Qtr. - 135 miles @ \$0.555/mile	\$74.94
2833	Doug Meyer - Mileage - 4 <sup>th</sup> Qtr. - 120 miles @ \$0.555/mile	\$66.60
2834	Dean Ellingson - State Convention Mileage - 330 miles @ \$0.555/mile	\$183.15

Meeting adjourned at 11:41 a.m.

**NEXT MEETING - Regular Board Meeting - Wednesday, January 11, 2012, 8:30 a.m. Ag Service Center**

  
 \_\_\_\_\_  
 Secretary

1-11-12  
 \_\_\_\_\_  
 Date