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MINUTES
ROSEAU SWCD BOARD MEETING
May 13, 2025

The monthly Board Meeting was held Tuesday, May 13, 2024. Chairman, John Gaukerud, called the meeting to order at 7:00a.m. Supervisors present: Landon Olson, and Jan Miller. District staff present: Scott Johnson, Janine Lovold, and Shonda Jelle. NRCS staff present Bonnie Hasbrouck.

Secretary's Report:

- A motion was made by Olson, seconded by Miller, and passed by unanimous vote to approve the 2025 March Minutes.

Treasurer's Report:

- A motion was made by Miller, seconded by Olson, and passed by unanimous vote to approve the Treasurer's Report from April 2025.

Supervisor Reports:

- None

District Conservationist Report:

- See attached notes.

Employee Reports:

Administrative Assistant Jelle:

- Doing regular monthly bills, payroll, reconciling bank statements, regular monthly reporting, Quarterly Reporting.
- Has sold some trees and placed tree orders, worked on a couple of Cost share plans for trees, has been handing out trees. The 2025 tree season is almost a wrap with only having about 1000 trees left to sell.
- Started the 2R JPB audit back in March, only have 1 item left to get to the CPA before that is done. The SWCD Audit has begun.
- Attended the North Area meeting in McIntosh with NRCS. Attended the NACDE meeting in Mahanomen.
- Attended the BWSR Online training session.
- Did the SWCD & 2R SAFES reporting.

Water Planner Lovold:

- Attended the Red River WMB Joint Annual Conference in Moorhead in March.
- Attended Steering Team/Implementation Committee meetings.
- I attended the RR JPB meeting in April. Two Rivers Plus JPB meeting was cancelled. The LOW JPB meeting was at the end of April with an Advisory Committee meeting afterwards.
- Attended an SFA Workshop in Williams.
- Attended the virtual meeting on Winter Road Peatland SNA with the goal for narrowing down 2-3 potential project sites. DNR is lead on this project. HDR engineering provides technical support.
- Helped at Envirothon.
- The NRCS engineers will be looking at a pasture site on Hay Creek for potential cattle crossings and on May 7. Results will determine project feasibility. This is a Measurable Goal in the RRW CWMP.
- Attended the LOW Professional Judgement Group meeting put on by MPCA regarding the results from the last two years of intensive monitoring. This was cycle 2. There was a macroinvertebrate impairment delisting for East Branch Warroad River, aquatic life delisting for CD20, and 4 additional bacterial impairments on Williams, Bostic, WB Zippel Creeks, and East Branch Warroad River. The legacy phosphorous concentration in Lake of the Woods continues a downward trend and has decreased 19% since the 2015 assessment.
- Have been working with the trees.

District Manager Johnson:

- AIS Watercraft Inspector Level 1 & 2 training.
- Attended MACAI District meeting - DL
- Trees picked up at Towner, Baudora. Tree Plans, and planting.
- Attended training on CREP.
- NACDE meeting - Mahnomen
- Keep It Clean Committee Mtg.
- Commercial Applicator testing – 4 applications
- Attended meetings on the Envirothon as well as the Envirothon.
- WCA:
 - Rules update training - Bemidji
 - Joe Grygelko - Bank Site
 - Jeff Thompson – Road Development.
 - Badger Mitigatin Bank

OLD BUSINESS: None

NEW BUSINESS

Flood Plain/Shoreland & SSTS move forward plans: Discussion was had by the board and staff on this topic. At this time the board suggested staff take on the Flood Plain/Shoreland, they suggested we pass on taking on the SSTS at this time as there are too many unknowns with it. A motion was made by Olson,

seconded by Miller, and passed by a unanimous vote to take on the Flood plain/Shoreland.

Contract update: See provided program log sheet.

Training: MACAI Ag inspector short course coming up in July

Area 1 Admin session coming up in June

Supervisor training on September 10 & 11th in Waite Park

Area 1 Meeting June 17th in Mahnomen

Other:

Fair Booth: asked the supervisors if they would like to see a specific promo item handed out.

Next Board Meeting Date:

- The next meeting is set for Tuesday, June 10th at 7:00 a.m. in the SWCD conference room.

Adjournment:

- The meeting adjourned at 7:48 a.m. on a motion made by Miller seconded by Olson and carried by unanimous votes.

6-10/25
Approval Date

Landon Olson
District Board of Supervisors Secretary

A handwritten signature in blue ink, appearing to be a stylized 'M' or 'J' with a small circular mark to the left.

8:30 AM
05/12/25
Accrual Basis

Roseau SWCD
Monthly Treasurer's Report
As of April 30, 2025

Type	Date	Num	Name	Memo	Amount	Balance
Citizen's Checking						1,426,369.55
Paycheck	04/01/2025	16996	Janine M Lovold		-794.98	1,425,574.57
Paycheck	04/01/2025	16997	Scott A Johnson		-794.98	1,424,779.59
Paycheck	04/01/2025	16998	Shonda M Jelle		-821.97	1,423,957.62
Bill Pmt -Check	04/01/2025	17000	Sjoberg's Cable TV	Act # 1037969	-66.95	1,423,890.67
Check	04/01/2025	16999	VOID		0.00	1,423,890.67
Deposit	04/01/2025			Deposit	144.96	1,424,035.63
Check	04/01/2025	CCADJ		Batch Fee ID...	-5.67	1,424,029.96
Check	04/02/2025		QuickBooks Payroll...	Created by D...	-1.75	1,424,028.21
Check	04/03/2025		Deepwater Holdings	April Rent	-1,700.00	1,422,328.21
Liability Check	04/03/2025	EFT	MN Dept. Revenue	9049503	-673.00	1,421,655.21
Liability Check	04/03/2025	EFT	IRS	41-6009151	-4,199.86	1,417,455.35
Deposit	04/04/2025			Deposit	289.92	1,417,745.27
Check	04/04/2025	CCADJ		Batch Fee ID...	-11.04	1,417,734.23
Bill Pmt -Check	04/07/2025	17001	CenturyLink	act # 301222...	-4.19	1,417,730.04
Bill Pmt -Check	04/07/2025	17002	Marco Technologie...	invoice # 552...	-180.17	1,417,549.87
Bill Pmt -Check	04/07/2025	17003	Northern Resources...		-89.50	1,417,460.37
Bill Pmt -Check	04/07/2025	17004	USAbLe Life insuran...	invoice # 000...	-117.45	1,417,342.92
Deposit	04/07/2025			Deposit	7,350.55	1,424,693.47
Deposit	04/07/2025			Deposit	386.56	1,425,080.03
Check	04/07/2025	CCADJ		Batch Fee ID...	-14.13	1,425,065.90
Liability Check	04/08/2025		QuickBooks Payroll...	Created by P...	-3,596.39	1,421,469.51
Deposit	04/08/2025			Deposit	450.99	1,421,920.50
Check	04/08/2025	CCADJ		Batch Fee ID...	-16.98	1,421,903.52
Sales Tax Payment	04/08/2025	EFT	MN Dept. Revenue		-3,992.00	1,417,911.52
Paycheck	04/09/2025	DD16...	Janine M Lovold	Direct Deposit	0.00	1,417,911.52
Paycheck	04/09/2025	17005	Scott A Johnson		-2,443.68	1,415,467.84
Paycheck	04/09/2025	DD16...	Shonda M Jelle	Direct Deposit	0.00	1,415,467.84
Liability Check	04/09/2025	EFT	PERA	9432-00	-1,134.20	1,414,333.64
Deposit	04/10/2025			Deposit	96.64	1,414,430.28
Check	04/10/2025	CCADJ		Batch Fee ID...	-3.68	1,414,426.60
Bill Pmt -Check	04/15/2025	17006	Edge Communicat...		-30.74	1,414,395.86
Bill Pmt -Check	04/15/2025	17007	Elan Financial Servi...	Act # 479817...	-1,820.14	1,412,575.72
Bill Pmt -Check	04/15/2025	17008	Lakes Country Serv...	Invocie # 101...	-215.49	1,412,360.23
Deposit	04/15/2025			Deposit	483.20	1,412,843.43
Check	04/15/2025	CCADJ		Batch Fee ID...	-18.40	1,412,825.03
Deposit	04/16/2025			Deposit	338.24	1,413,163.27
Check	04/16/2025	CCADJ		Batch Fee ID...	-12.43	1,413,150.84
Deposit	04/17/2025			Deposit	579.83	1,413,730.67
Check	04/17/2025	CCADJ		Batch Fee ID...	-20.89	1,413,709.78
Check	04/21/2025		Pederson, Jill	Refund of 20...	-48.32	1,413,661.46
Check	04/21/2025	17010	Pederson, Jill	Refund for ov...	-48.32	1,413,613.14
Liability Check	04/22/2025		QuickBooks Payroll...	Created by P...	-3,596.41	1,410,016.73
Deposit	04/22/2025			Deposit	48.32	1,410,065.05
Check	04/22/2025	CCADJ		Batch Fee ID...	-1.99	1,410,063.06
Paycheck	04/23/2025	DD16...	Janine M Lovold	Direct Deposit	0.00	1,410,063.06
Paycheck	04/23/2025	17009	Scott A Johnson		-2,443.69	1,407,619.37
Paycheck	04/23/2025	DD16...	Shonda M Jelle	Direct Deposit	0.00	1,407,619.37
Liability Check	04/23/2025	EFT	PERA	9432-00	-1,134.20	1,406,485.17
Bill Pmt -Check	04/28/2025	17011	USAbLe Life insuran...		-117.45	1,406,367.72
Deposit	04/28/2025			Deposit	365.08	1,406,732.80
Check	04/28/2025	CCADJ		Batch Fee ID...	-13.67	1,406,719.13
Liability Check	04/30/2025	EFT	IRS	41-6009151	-4,104.20	1,402,614.93
Liability Check	04/30/2025	EFT	MN Dept. Revenue	9049503	-673.00	1,401,941.93
Deposit	04/30/2025			Deposit	48.32	1,401,990.25
Check	04/30/2025	CCADJ		Batch Fee ID...	-1.99	1,401,988.26
Deposit	04/30/2025			Interest	290.79	1,402,279.05
Total Citizen's Checking					-24,090.50	1,402,279.05
Savings						641,991.69
Border State Bank-Savings						641,991.69
Deposit	04/15/2025			Interest	1,609.38	643,601.07
Total Border State Bank-Savings					1,609.38	643,601.07
Total Savings					1,609.38	643,601.07
TOTAL					-22,481.12	2,045,880.12



May 2025 NRCS Board Report – Roseau FO

STAFFING -

- Bridget and myself are available for customers. Melody has been given additional Team duties and will be doing less of our office work. Calling ahead is recommended as we are in the field season and out a lot. Feel free to contact me with any issues or concerns.

CSP_ • Classic CSP–We have two applications contracted so far and 3 more in Pre–approved status.

- Doesn't look like any more money coming our way.

EQIP

- We have six application contracted. Three more in approved status still holding from the removal of the IRA funds.
- We are starting to plan the applications for 2026 this summer.

CRP –

- FSA just announced a signup lasting for 3 weeks. We are meeting with FSA next week.
- We have 27 CRP contracts expiring to do status reviews on.

WRE –

- Note: please send interested customers to our office as we need to increase our applications and contracts.

Meetings/Trainings/Other –

- Additional Trainings throughout the month.
- Need to schedule a meeting with SWCD to share information on programs.

**Respectfully submitted by,
Bonnie Hasbrouck**

District Conservationist for Roseau County

	Roseau SWCD				RSWCD	TRP	RRW	LOW	
		Cost-Share Program Log							
		Effective Contracts as of 5/13/2025							
Paid	Contract Approved Date	Amendment	Contract #	Conservation Practice	Conservation Practice Code	C/S Rate	Source Funds	Funds Encumbered	
									Balance
			Local Water Mgmt						\$ 12,600.00
	9/30/2024		LWM 24-12	Well Decommissioning	351	90%	FY25 LWM	\$1,800.00	\$ 10,800.00
2/18/2025	11/27/2024		LWM 24-18	Well Decommissioning	351	90%	FY25 LWM	\$900.00	\$ 9,900.00
	11/27/2024		LWM 24-19	Well Decommissioning	351	90%	FY25 LWM	\$900.00	\$ 9,000.00
	3/27/2025		LWM 25-01	Well Decommissioning	351	90%	FY25 LWM - \$400 FY25 RRWBIF - \$500	\$400.00	\$ 8,600.00
	5/7/2025		LWM 25-02	Well Decommissioning	351	90%	FY25 LWM	\$900.00	\$ 7,700.00
	5/7/2025		LWM 25-03	Well Decommissioning	351	90%	FY25 LWM	\$900.00	\$ 6,800.00
	5/7/2025		LWM 25-04	Well Decommissioning	351	90%	FY25 LWM	\$900.00	\$ 5,900.00
									Balance
			2024 Conservation Contracts						\$ 13,314.00
9/9/2024	5/2/2024		SH 23-10	Shelterbelt	380	75%	FY24 CC	\$ 1,627.18	\$ 11,686.82
	10/7/2024	4/14/2025	CC 24-01	Shelterbelt	380	75%	FY24 CC	\$1,998.09	\$ 9,688.73
	12/4/2024	3/27/2025	CC 24-02	Shelterbelt	380	75%	FY24 CC	\$2,846.78	\$ 6,841.95
	3/10/2025		CC 24-03	Tree/Shrub Establishment	612	75%	FY24 CC	\$1,014.69	\$ 5,827.26
			CC 24-04	Tree/Shrub Establishment	612	75%	FY24 CC	\$362.39	\$ 5,464.87
	3/24/2025		CC 24-05	Tree/Shrub Establishment	612	75%	FY24 CC	\$543.59	\$ 4,921.28
	3/25/2025		CC 24-06	Shelterbelt	380	75%	FY24 CC	\$616.07	\$ 4,305.21
	3/26/2025		CC 24-07	Tree/Shrub Establishment	612	75%	FY24 CC	\$402.41	\$ 3,902.80
	5/15/2025		CC 24-08	Tree/Shrub Establishment	612	75%	FY24 CC	\$0.00	\$ 3,902.80
									Balance
			2025 Conservation Contracts						\$ 13,314.00
							FY24 CC		\$ 13,314.00
			2025 Soil Health - State		Received 50% (it's a 50-40-10 grant)				\$ 50,000.00
Billable rate			Jan- March 2025	Scott 143 Hrs		75%		\$ 13,436.28	\$ 36,563.72
				Janine 69 Hrs				\$ 5,238.48	\$ 31,325.24
				Shonda 66 Hrs				\$ 4,408.14	\$ 26,917.10
	4/15/2025		25 - SH - 01	Cover Crop	340	FR	25 Soil Health	\$2,000.00	\$ 24,917.10
	5/6/2025		25 - SH - 02	Cover Crop	340	FR	25 Soil Health	\$2,000.00	\$ 22,917.10

			Lake of the Woods WBIF						
			Two River Plus WBIF						
	2/12/2024		RTRP WBIF 24-05	Fencing	382	75%	FY24 TRP WBIF	\$7,500.00	
	2/12/2024		RTRP WBIF 24-06	Fencing	382	75%	FY24 TRP WBIF	\$7,500.00	
	1/6/2025		RT FMP 24-01	Forest Stewardship Plan	508M	75%	FY24 TRP WBIF	\$1,726.88	
	12/17/2024		RT FMP 24-03	Forest Stewardship Plan	508M	75%	FY24 TRP WBIF	\$1,003.68	
			Roseau River WBIF						
	3/18/2024		RR FMP 23-08	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$432.00	
	3/18/2024		RR FMP 23-09	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$1,890.00	
	10/15/2024		RR FMP 23-10	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$613.35	
	4/8/2024		RR FMP 23-11	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$1,125.36	
	5/28/2024		RR FMP 23-12	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$525.80	
	7/3/2024		RR FMP 23-13	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$934.28	
5/12/2025	12/5/2024		RR FMP 23-14	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$1,865.70	
	12/17/2024		RR FMP 23-15	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$918.00	
	3/27/2025		RR FMP 23-16	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$1,198.42	
	4/8/2025		RR FMP 23-17	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$2,862.00	