



502 7th Street Southwest
Suite 5
Roseau, MN 56751

Phone: 218-463-1903
Website: roseauswcd.org

MINUTES
ROSEAU SWCD BOARD MEETING
Augusts 12, 2025

The monthly Board Meeting was held on Tuesday, August 12, 2025. Chairman, John Gaukerud, called the meeting to order at 7:16 a.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 Miller, seconded by Olson, and passed by unanimous vote to approve the 2025 June Minutes.

Treasurer's Report:

- A motion was made by Olson, seconded by Miller, and passed by unanimous vote to approve the Treasurer's Report from June 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.
- Set up and worked at the Fair booth the promo items Chapstick and pizza cutters went over well.
- S a few grants that are close to being fully expended that I am keeping an eye on to make sure we don't overspend them.
- Have taken a few tree orders for 2026 and have been working with a landowner on a cost share tree plans for 2026 all tree items have been paid for, and the outstanding tree bar has been returned.
- I have paid Two Rivers JPB cost shares and made the deposit.
- Has fielded a lot of AIS decontamination calls. When we have no inspectors on Monday _ Wednesday they have been told to go to LOW Marine.

Water Planner Lovold:

- Attended TRP & LOW JPB mtgs
- Attended a RR ST meeting
- Attended/helped to host the LOW Roseau Field Day in Badger. About 36 people attended with 24 being the public. Thor & Dana presented in the morning. Then there was a field trip to their ranch in the afternoon.
- The Well Water Testing Clinic is next Tuesday, August 19
- The LOW JPB is starting a LOW plan amendment process. Looking at a Public Kick-off meeting on Sept 24 from 5 – 7 pm at RiverPlace in Warroad.
- Has started to work on a tree plan for next spring.

District Manager Johnson:

- AIS Watercraft Inspector meeting – Baudette.
- 37 Decontaminations to date.
- MACAI Short Coarse Training - Mankato.
- SFA Cattleman's Tour.
- SWI – Shawn Wolffe.
- Tree Order was placed for 2026 season.
- LOW/SWCD/SFA meeting.
- WCA
 - Scott Rhodes – Lot development
 - Joe Petersen – Riverbank erosion
 - Sahara Edwards – Lot development.
 - Roseau County Bridge Replacement
 - Grygelko Bank Site – Banking Project
 - Hawkes Peat Mine -

OLD BUSINESS:

MN Paid Leave ~ This is here to serve as a reminder to make decision before January meeting.

NEW BUSINESS

MN Stockman's Association Donation: Discussion was had by the board and staff on this topic. The Stockman's association asked to partner on funding Kent Solberg from SFA to come and talk at the upcoming grazing tour at Cole Christianson's, this is a two-part tour taking place this fall and next spring. Motion to partner and fund \$250 was made by Miller, seconded by Olson and passed by unanimous vote.

Peterson Company representation letter: SWCD received the representation letter and draft Audit for the 2024 Audit. Motion to accept the letter and sign it was made by Olson, seconded by Miller and passed by unanimous vote.

Contract update: See provided program log sheet.

Training:

Supervisor training on September 10 & 11th in Waite Park

BWSR Academy October 21st – 23rd

Other:**Next Board Meeting Date:**

- The next meeting is scheduled for Tuesday, September 9th at 7:00 a.m. in the SWCD conference room.

Adjournment:

- The meeting adjourned at 8:23 a.m. on a motion made by Miller seconded by Olson and carried by unanimous votes.

9/16/25

Approval Date

Landon Olson

District Board of Supervisors Secretary

7:27 AM
08/11/25
Accrual Basis

Roseau SWCD
Monthly Treasurer's Report
As of July 31, 2025

Type	Date	Num	Name	Memo	Amount	Balance
Citizen's Checking						1,323,356.52
Check	07/01/2025		QuickBooks Payroll...	Created by D...	-1.75	1,323,354.77
Liability Check	07/01/2025		QuickBooks Payroll...	Created by P...	-3,596.41	1,319,758.36
Check	07/02/2025	EFT	Deepwater Holdings	July Rent	-1,700.00	1,318,058.36
Paycheck	07/02/2025	17078	Janine M Lovold		-794.98	1,317,263.38
Paycheck	07/02/2025	17079	Scott A Johnson		-794.98	1,316,468.40
Paycheck	07/02/2025	17080	Shonda M Jelle		-821.97	1,315,646.43
Paycheck	07/02/2025	DD16...	Janine M Lovold	Direct Deposit	0.00	1,315,646.43
Paycheck	07/02/2025	17081	Scott A Johnson		-2,443.68	1,313,202.75
Paycheck	07/02/2025	DD16...	Shonda M Jelle	Direct Deposit	0.00	1,313,202.75
Liability Check	07/02/2025	EFT	PERA	9432-00	-1,134.20	1,312,068.55
Check	07/07/2025	17082	Millner, Rick	Cost share o...	-5,473.69	1,306,594.86
Bill Pmt -Check	07/07/2025	17083	Always there Staffin...	Invoice # 112...	-1,916.35	1,304,678.51
Bill Pmt -Check	07/07/2025	17084	CenturyLink	Act # 301222...	-93.28	1,304,585.23
Bill Pmt -Check	07/07/2025	17085	Culligan Water Con...		-36.00	1,304,549.23
Bill Pmt -Check	07/07/2025	17086	Marco Technologie...	invoice # 558...	-179.07	1,304,370.16
Liability Check	07/08/2025	EFT	IRS	41-6009151	-4,199.84	1,300,170.32
Liability Check	07/08/2025	EFT	MN Dept. Revenue	9049503	-673.00	1,299,497.32
Deposit	07/08/2025			Deposit	24.16	1,299,521.48
Check	07/08/2025	CCADJ		Batch Fee ID...	-1.15	1,299,520.33
Check	07/09/2025	17087	Langaas, Vaughn	SH 25-01 Spr...	-2,000.00	1,297,520.33
Check	07/09/2025	17088	Langaas, Vern	SH 25-02 Spr...	-2,000.00	1,295,520.33
Sales Tax Payment	07/10/2025	EFT	MN Dept. Revenue		-1,485.00	1,294,035.33
Bill Pmt -Check	07/14/2025	17089	Edge Communicat...	invoice # 633...	-30.74	1,294,004.59
Bill Pmt -Check	07/14/2025	17090	Northern Resources...	Statement ID...	-87.00	1,293,917.59
Bill Pmt -Check	07/14/2025	17091	Pennington County ...	Invoice # 202...	-2,533.97	1,291,383.62
Check	07/14/2025	17092	Macdonald, Chad	CC 25-01 Tre...	-1,178.66	1,290,204.96
Liability Check	07/15/2025		QuickBooks Payroll...	Created by P...	-3,596.40	1,286,608.56
Paycheck	07/16/2025	DD16...	Janine M Lovold	Direct Deposit	0.00	1,286,608.56
Paycheck	07/16/2025	17093	Scott A Johnson		-2,443.70	1,284,164.86
Paycheck	07/16/2025	DD16...	Shonda M Jelle	Direct Deposit	0.00	1,284,164.86
Liability Check	07/16/2025	EFT	PERA	9432-00	-1,134.20	1,283,030.66
Deposit	07/17/2025			Deposit	70,390.57	1,353,421.23
Check	07/21/2025	17094	Macdonald, Chad	CC 25-01 bal...	-600.00	1,352,821.23
Check	07/21/2025	17095	Bursven, Joseph	LWM 25-07 ...	-900.00	1,351,921.23
Check	07/21/2025	17096	Dirks, David	LWM 25-04 ...	-900.00	1,351,021.23
Check	07/21/2025	17097	Viken, Shirley Glenice	LWM 25-06 ...	-900.00	1,350,121.23
Bill Pmt -Check	07/21/2025	17098	Always there Staffin...	Invocie # 112...	-3,286.49	1,346,834.74
Bill Pmt -Check	07/21/2025	17099	Elan Financial Servi...	Act # 479817...	-1,339.33	1,345,495.41
Bill Pmt -Check	07/21/2025	17100	Kevin Johnson Auto...	invoice # 311...	-65.61	1,345,429.80
Bill Pmt -Check	07/28/2025	17101	Always there Staffin...	Invoice # 112...	-1,839.88	1,343,589.92
Bill Pmt -Check	07/28/2025	17102	Sjoberg's Cable TV	Act # 1037969	-66.95	1,343,522.97
Check	07/29/2025		QuickBooks Payroll...	Created by D...	-1.75	1,343,521.22
Liability Check	07/29/2025		QuickBooks Payroll...	Created by P...	-3,596.41	1,339,924.81
Liability Check	07/29/2025		QuickBooks Payroll...	Created by P...	-474.42	1,339,450.39
Check	07/30/2025		Deepwater Holdings	August Rent	-1,700.00	1,337,750.39
Paycheck	07/30/2025	DD16...	Janine M Lovold	Direct Deposit	0.00	1,337,750.39
Paycheck	07/30/2025	17103	Scott A Johnson		-2,443.68	1,335,306.71
Paycheck	07/30/2025	DD16...	Shonda M Jelle	Direct Deposit	0.00	1,335,306.71
Paycheck	07/30/2025	17104	Jan P Miller		-251.87	1,335,054.84
Paycheck	07/30/2025	DD16...	John O Gaukerud	Direct Deposit	0.00	1,335,054.84
Paycheck	07/30/2025	DD16...	Landon W Olson	Direct Deposit	0.00	1,335,054.84
Paycheck	07/30/2025	17105	Ulrik F Askov		-115.44	1,334,939.40
Deposit	07/31/2025			Interest	283.41	1,335,222.81
Total Citizen's Checking					11,866.29	1,335,222.81
Savings						646,831.93
Border State Bank-Savings						646,831.93
Deposit	07/15/2025			Interest	1,594.93	648,426.86
Total Border State Bank-Savings					1,594.93	648,426.86
Total Savings					1,594.93	648,426.86
TOTAL					13,461.22	1,983,649.67



august 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 are currently taking new applications.

EQIP

- We are working on EQIP plans.
- Deferral letters were sent out to target interest on current applications.
- Signup deadline for 2026 Round 1 was August 1st. We will continue to take applications as they come in.

CRP –

- FSA will be sending approx 19 contracts over for us to do.
- Met with FSA last week to discuss details of contract building.
- Bridget is assisting Kittson County with CRP field checks.

WRE –

Meetings/Trainings/Other –

- Kathy Fillmore has announced she will be retiring end of December.
- Various virtual trainings scheduled throughout the month.

**Respectfully submitted by,
Bonnie Hasbrouck**

District Conservationist for Roseau County

		Roseau SWCD				RSWCD	TRP	RRW	LOW	
			Cost-Share Program Log							
			Effective Contracts as of 8/12/2025							
Notes	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
2 wells		9/30/2024		LWM 24-12	Well Decommissioning	351	90%	FY25 LWM	\$1,800.00	\$10,800.00
		3/27/2025		LWM 25-01	Well Decommissioning	351	90%	FY25 LWM - \$400 FY25 RRWBIF - \$500	\$400.00	\$8,600.00
	7/28/2025	5/7/2025		LWM 25-02	Well Decommissioning	351	90%	FY25 LWM	\$900.00	\$7,700.00
		5/7/2025		LWM 25-04	Well Decommissioning	351	90%	FY25 LWM	\$900.00	\$6,800.00
		6/9/2025		LWM 25-05	Well Decommissioning	351	90%	FY25 LWM	\$900.00	\$5,900.00
		6/3/2025		LWM 25-06	Well Decommissioning	351	90%	FY25 LWM - \$400 FY25 RRWBIF - \$500	\$400.00	\$5,500.00
		6/9/2025		LWM 25-07	Well Decommissioning	351	90%	FY25 LWM	\$900.00	\$4,600.00
	7/28/2025	6/9/2025		LWM 25-08	Well Decommissioning	351	90%	FY25 LWM - \$400 FY25 RRWBIF - \$500	\$400.00	\$4,200.00
		6/18/2025		LWM 25-09	Well Decommissioning	351	90%	FY25 LWM - \$400 FY25 RRWBIF - \$500	\$400.00	\$3,800.00
		6/18/2025		LWM 25-10	Well Decommissioning	351	90%	FY25 LWM	\$900.00	\$2,900.00
										\$2,900.00
										Balance
				2024 Buffer						\$35,000.00
TSA estimate needed				Buff 24-01	SWI	410	75%	Buffer 2024		\$35,000.00
TSA estimate needed				Buff 24-02	SWI	410	75%	Buffer2024		\$35,000.00
				Buff 24-03	SWI	410	75%	Buffer 24		\$35,000.00
										Balance
				2025 Conservation Contracts						\$13,314.00
Split with FY24 CC	7/7/2025	5/15/2025		CC 24-08	Tree/ Shrub Establishment	612	75%	FY25 CC	\$724.68	\$12,589.32
	7/14/2025	Completed by Kittson SWCD		CC 25-01	Tree/ Shrub Establishment	612	75%	FY25 CC	\$1,778.66	\$10,810.66
										Balance
				2025 Soil Heal		Received 50% (it's a 50-40-10 grant)	C/S Rate			\$50,000.00
	Billable rate			Jan- March 2025	Scott 143 Hrs				\$13,436.28	\$36,563.72
	Billable rate				Janine 69 Hrs				\$5,238.48	\$31,325.24
	Billable rate				Shonda 66 Hrs				\$4,408.14	\$26,917.10
	7/9/2025	4/15/2025		25-SH-01	Cover Crop	340	Flat	25 Soil Health	\$2,000.00	\$24,917.10
	7/9/2025	5/6/2025		25-SH-02	Cover Crop	340	Flat	25 Soil Health	\$2,000.00	\$22,917.10
	Billable rate			April- June 2025 B	Scott 16 Hrs				\$1,503.36	\$21,413.74
	Billable rate				Janine 12 Hrs				\$911.04	\$20,502.70
	Billable rate				Shonda 6 Hrs				\$400.74	\$20,101.96

				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						
		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	
		12/17/2024		RR FMP 23-15	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$918.00	
	6/17/2025	3/27/2025		RR FMP 23-16	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$1,198.42	
	6/17/2025	4/8/2025		RR FMP 23-17	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$2,862.00	
	7/14/2025	6/9/2025		RR FMP 23-18	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$2,679.75	
		7/2/2025		RR FMP 23-19	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$594.00	