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Website: [roseauswcd.org](http://roseauswcd.org)

**MINUTES**  
**ROSEAU SWCD BOARD MEETING**  
January 8, 2013

The monthly Board Meeting was held Tuesday, January 8, 2013. Chairman, John Gaukerud, called the meeting to order at 7:04 a.m. Supervisors present: Marguerite Miller, Warren Ulvin, John Gaukerud, Landon Olson and Jay Estling. District staff present: Scott Johnson and Janine Lovold. NRCS staff present: Casey Olson.

**Election of Offices**

- Chairman Gaukerud handed the Meeting over to District Manager Johnson for election of officer's nomination for Chairman was called for. Johnson asked for a nomination for Chairperson. Estling nominated John Gaukerud for Chairperson, seconded by Miller and passed by unanimous vote. Johnson then handed the meeting back to Gaukerud. Gaukerud asked for a nomination for Vice-chair. Estling nominated Landon Olson for Vice-Chairman, seconded by Miller and passed by unanimous vote. Gaukerud asked for a nomination for Treasurer. Estling nominated Warren Ulvin for Treasurer, seconded by Miller and passed by unanimous vote. Gaukerud asked for a nomination for Secretary. Ulvin nominated Marguerite Miller for Secretary, seconded by Estling and passed by unanimous vote.

**Secretary's Report:**

- A motion was made by Ulvin, seconded by Olson and passed by unanimous vote to approve the 2012 December minutes.

**Treasurer's report:**

- A motion was made by Estling, seconded by Olson and passed by unanimous vote to approve the Treasurer's report for December 2012.

**Employee Reports:**

District Manager Johnson

- Continue to work on Monthly books/Reports and keep all day-to-day activities up to date.
- 4<sup>th</sup> Quarter Reports have been filed.
- Year End bills have been paid.
- Year End Financial Reports have been started which are due March 15<sup>th</sup>.
- Attended Envirothon meeting

Program Coordinator Lovold

- Returned sonde unit to MPCA for yearly tune-up.
- Reported that the 2013 Envirothon theme is Managed Grazing Systems in Minnesota. The Envirothon will be held at the end of April at Lake Bronson State Park. The State Envirothon will be held at St. John University in Collegeville, MN and the North American Envirothon will be held in Bozeman, MT.

**Supervisor Reports:**

- Supervisors had no reports.

**District Conservationist Report:**

- Olson reported the Farm Bill has been extended with no word on how that would affect Programs. The first ranking and scoring for EQIP will go through January 18<sup>th</sup>. If any producer is interested in EQIP, they will need to stop by the office and sign an application before the 18<sup>th</sup>. Seasonal high tunnels have to go on cropland designated areas for eligibility. Nothing has been heard regarding funding for CSP and so funding may be limited for 2013. Everyone who had a CSP contract in 2012 did get paid. WRP is tied directly to the Farm Bill and may be the most affected. The latest word is to keep operating business as usual.

**OLD BUSINESS:**

**Tree Shed at Wannaska:**

- DNR has not sent any further communication.

**NEW BUSINESS**

**Special Activity Assignment:**

- Miller agreed to be on assignment for the Technical Service Area 1. Meetings are now held quarterly in Ada, MN.

**Board Meeting Date and Time:**

- The monthly board meeting date and time will be the second Tuesday of each month at 7:00 a.m.

**Supervisor Compensation Rate:**

- The rate will be \$55.00

**Mileage Rate:**

- The rate will increase to 0.565 cents per mile maximum allowable by IRS.

**Spending Limits:**

- Maximum spending limits will be \$200.00 for office supplies \$250.00 for vehicle expenses.

**Designate Depositories:**

- The depositories will be Citizens State Bank and Border State Bank.

**Per Diem:**

- The rate will be \$38.00 per day.

**MOU:**

- A Joint Powers Agreement between Roseau County SWCD and Roseau County for the Wetland Conservation Act administration was reviewed and signed.

The eight items above were approved on a motion made by Miller, seconded by Ulvin and passed by unanimous vote.

**W-4s:**

- New W-4 forms are not yet available on the IRS website.

**MASWCD Dues:**

- 2013 dues are \$1966.50. A motion to pay the dues was made by Ulvin, seconded by Estling and passed by unanimous vote.

**MCIT Insurance Premium:**

- The premium is \$3459.00. A motion to pay the premium was made by Miller, seconded by Estling and passed by unanimous vote.

**State Cost-Share Application:**

- The following application was approved on a motion made by Estling, seconded by Miller and passed by unanimous vote.

<u>Participant</u>	<u>Contract #</u>	<u>Practice</u>
Les Storey	SCS 2013-02	Shelterbelt

**LWM:**

- The following cost-share payment was approved on a motion made by Estling, seconded by Miller and carried by unanimous vote.

<u>Participant</u>	<u>Contract #</u>	<u>Practice</u>	<u>Payment</u>
Tracey Wensloff	LWM 2012-12	Well Decommissioning	\$237.50

**WCA:**

- Restoration Order was issued on Alan Truscinski site.
- Met with landowner Arne Clark for stream bank project.
- Warroad Watershed met to review progress on Watershed Assessment to date and how data will be used.

**Public meeting was closed at 7:45 a.m. to discuss personnel issues.**

**Public meeting was reopened at 7:50 a.m.**

**Employee Wage & Benefit Review:**

- The COLA rate will be 2% for 2013. The rate was approved on a motion made by Ulvin, seconded by Miller and passed by unanimous vote.

**Next Board Meeting Date:**

- The next meeting date was set for February 19, 2013 at 7:00 a.m.

**Area 1 Dues:**

- 2013 dues are \$150.00. A motion to pay the dues was made by Olson, seconded by Miller and passed by unanimous vote.

**Secretary / Clerk Position:**

- The position will be open through February 15, 2013. The position opening was approved on a motion made by Ulvin, seconded by Olson and passed by unanimous vote.

**Adjournment:**

- The meeting was adjourned at 8:04 a.m. on a motion made by Ulvin, seconded by Miller and carried by unanimous vote.

\_\_\_\_\_  
Approval Date

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District Board of Supervisors Secretary



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**MINUTES**  
**ROSEAU SWCD BOARD MEETING**  
February 21, 2013

The monthly Board Meeting was held Thursday, February 21, 2013. Chairman, John Gaukerud, called the meeting to order at 7:07 a.m. Supervisors present: Warren Ulvin, John Gaukerud and Jay Estling. District staff present: Scott Johnson and Janine Lovold. NRCS staff present: none.

**Secretary's Report:**

- A motion was made by Ulvin, seconded by Estling and passed by unanimous vote to approve the 2013 January minutes.

**Treasurer's report:**

- A motion was made by Ulvin, seconded by Estling and passed by unanimous vote to approve the Treasurer's report for January 2013.

**Employee Reports:**

District Manager Johnson

- Attended Envirothon meeting in TRF.
- Tree Inventory for 2013 is ordered and put into inventory.
- 2012 Year-End Financial reports are being completed and will be done by the next meeting date.
- Warroad Watershed meeting was attended to review data on the Assessment project.
- Area 1 Employee's training in Detroit Lakes.
- District County Ag Inspector's meeting was held in Mahnomen.

Program Coordinator Lovold

- Sent out Envirothon sponsor letters to county businesses.
- Will be going to Envirothon meeting in Warren today.
- Started well water analysis for coliform bacteria, nitrate and arsenic. Projected number of analyses this year should be 20-25.
- Started District newsletter.

**Supervisor Reports:**

- Supervisors had no reports.

**District Conservationist Report:**

- NRCS was not present.

**OLD BUSINESS:**

**Tree Shed at Wannaska:**

District Manager Johnson sent an email to Ron Winkel, DNR earlier this week with no acknowledging response.

**Position Application Review**

- A total of 10 applications have been received. After much discussion, the process was put on hold and will be reviewed at the March meeting.

**NEW BUSINESS**

**W-4s:**

- No one had any changes.

**Newsletter:**

- The newsletter bill to be paid upon receipt was approved on a motion made by Estling, seconded by Ulvin and passed by unanimous vote.

**LWM:**

- Envirothon donations are totaling \$880 plus 3 - \$5 gift cards have been received.

**WCA:**

- All reports have been submitted to BWSR.
- One request at Warroad Estates on Lot development.

**Next Board Meeting Date:**

- The next meeting date was set for March 12, 2013 at 7:00 a.m.

**Adjournment:**

- The meeting was adjourned at 8:00 a.m. on a motion made by Ulvin, seconded by Estling and carried by unanimous vote.

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**MINUTES**  
**ROSEAU SWCD BOARD MEETING**  
March 12, 2013

The monthly Board Meeting was held Tuesday, March 12, 2013. Chairman, John Gaukerud, called the meeting to order at 7:26 a.m. Supervisors present: Landon Olson, John Gaukerud and Jay Estling. District staff present: Scott Johnson and Janine Lovold. County Commissioner present: none. NRCS staff present: Casey Olson.

**Secretary's Report:**

- A motion was made by Olson, seconded by Estling and passed by unanimous vote to approve the 2013 February minutes.

**Treasurer's report:**

- A motion was made by Estling, seconded by Olson and passed by unanimous vote to approve the Treasurer's report for February 2013.

**Employee Reports:**

District Manager Johnson

- Monthly reports are completed, State, Federal, Pera.
- Tree shed lease agreement was signed and submitted to DNR.
- 2012 Year-End Financial Statements and reports are completed and submitted to the State Auditor and BWSR.
- Tree orders continue to be received.
- Newsletter Articles for WCA and Ag Inspection were done.
- WCA – Pond clean out request.
- Lot at Warroad Estates was viewed

Program Coordinator Lovold

- Sent out Soil Stewardship letters to area churches. Will send in order for materials on Friday, March 15.
- Newsletter should be in the mail sometime this week. The colored version can be accessed on our website.
- Water Quality Training will be this Thursday, March 14, in Crookston. This training was rescheduled from last Tuesday, due to the weather.
- The rainfall information for this year should be coming to us soon from the Climatology Office.
- The next Envirothon meeting will be held at Lake Bronson State Park on April 17. The Envirothon is set for April 24.

**Supervisor Reports:**

- Gaukerud reported that he participated in a Field Office review and was interviewed by the NRCS Area Office.

**District Conservationist Report:**

- The NRCS is currently going through a Field Office Review. The Closing meeting is still to be completed. The first round of EQIP / AWEP is done. All the forestry went in. Some tree plantings will occur this year and the rest next year. The second round for EQIP will start. CSP will be forgone this time as only 100 contracts would have been approved across the state. No CSP for the near future. Those in CSP right now will be paid. The NW cattleman's Association will have a summer tour in Roseau County this summer. The Field Office has been asked to help. Three charter buses will leave from the arena and go to Isane, Haugen and Skime sites. Lunch will be at Central Boiler.

**OLD BUSINESS:****Tree Shed Last Update:**

District Manager Johnson negotiated with the DNR to have a 10 year lease instead of a 5 year lease for the tree shed. The lease agreement was approved on a motion made by Olson, seconded by Estling and carried by unanimous vote.

**Position Application Review**

- No new applicants had been sent to the Job Service and the total job applications remain at 10. The review was tabled until all supervisors are in attendance.

**NEW BUSINESS****Long Lake Conservation Camp Scholarships:**

- Two scholarships for 2013 Conservation Camp were approved on a motion made by Olson, seconded by Estling and carried by unanimous vote.

**State Cost Share Applications:**

- Tabled for next month as applications did not arrive in time this month.

**LWM:**

- A well water analysis for rural well owners is now ongoing for coliform bacteria, nitrate and arsenic according to the Local Water Management Plan list of projects.

**WCA:**

- Request for a pond cleanout was received.
- One request at Warroad Estates on Lot development.

**Next Board Meeting Date:**

- The next meeting date was set for April 9, 2013 at 7:00 a.m.

**Other:**

- CopyKat – Newsletter services - \$1113.38
- Fairbooth rental space - \$150
- Area 1 Meeting – VFW in Crookston on April 3.
- Financial Report

**Adjournment:**

- The meeting was adjourned at 7:53 a.m. on a motion made by Estling, seconded by Olson and carried by unanimous vote.

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**MINUTES**  
**ROSEAU SWCD BOARD MEETING**  
April 9, 2013

The monthly Board Meeting was held Tuesday, April 9, 2013. Chairman, John Gaukerud, called the meeting to order at 7:03 a.m. Supervisors present: John Gaukerud, Jay Estling, Marguerite Miller, and Warren Ulvin. District staff present: Scott Johnson and Janine Lovold. NRCS staff present: Casey Olson. County Commissioner present: Roger Falk.

**Secretary's Report:**

- A motion was made by Estling, seconded by Miller and passed by unanimous vote to approve the 2013 March minutes.

**Treasurer's report:**

- A motion was made by Ulvin, seconded by Estling and passed by unanimous vote to approve the Treasurer's report for March 2013.

**Employee Reports:**

District Manager Johnson

- Monthly Books – Reports and Bills all completed.
- Quarterly Reports Completed and Submitted.
- Tree Order Inventory, Trailer, and coordinated all delivery dates.
- Attended Low Impact Development Training-Walker, MN.
- Area Meeting in Crookston.
- Reviewed Lot at Warroad Estates.

Program Coordinator Lovold

- Received rainfall materials from Climatology Office and distributed information to our Rainfall Network.
- Distributed Stewardship materials to area churches and one restaurant.
- Attended an Area 1 meeting on April 3 in Crookston.
- Worked with tree orders.
- Received \$100 donation from RRWD for the Envirothon.

**Supervisor Reports:**

- Supervisors had no reports.

**District Conservationist Report:**

- As of April 1, 2013, DC’s have been separated from wetland and HEL determinations. This is a directive from the Chief in Washington DC. The Area Office will be handling all wetland determinations and HEL now. The local office will be a point of contact.
- AWEF – 3 applications are waiting to be funded. People can still sign up right now.
- CSP – A signup is in the works soon as funding has been made available. A few applications are on file.
- CRP - A signup will be held in May because 95 contracts have expired.
- EQIP – All contracts have been funded except for one, which had been applied late.
- Two initiatives are being implemented this year, which are Soil Health and Drainage Water Management. The Soil Health initiative will include a farm visit this summer.

**Commissioner Report:**

- The County has been Land swapping and selling land with the DNR. Some more land negotiations are being considered and at this time, it is unsure whether land will be traded or sold.
- Emergency Manager will be retiring April 26. Position will be open until May 17.
- Met with the Commissioner of Transportation during a District 2 meeting. Funding is hurting and future predictions regarding funding do not look good. The Metro area gets 90% of the funding. The rest of Minnesota will be hurting shortly as infrastructure continues to fail.
- County has negotiated with law enforcement.

**OLD BUSINESS:**

**Long Lake Conservation Center Scholarships:**

A total of 7 eligible applicants have been received. A drawing was held to select two candidates. Supervisor Miller drew #7 that corresponded to Kamarra Brunelle and Supervisor Ulvin drew #4 that corresponded to Jamie Hendrickson. The scholarships were approved on a motion made by Miller, seconded by Ulvin and carried by unanimous vote.

**NEW BUSINESS**

**Dave Jones, Area Engineer:**

- Presented on Drainage Water Management with an emphasis on water control structures. These structures will become mandatory at some point in the future and the best time to put them in is at the time the tile is being laid. Putting in control structures after-the-fact is difficult and very costly. Cost-share opportunities for growers may include federal and state monies.

**LOW SWAG Payment:**

- The first quarter payment of \$820.35 was approved on a motion made by Ulvin, seconded by Miller and carried by unanimous vote.

**State Cost Share Applications:**

- The following application was approved on a motion made by Miller, seconded by Estling and passed by unanimous vote.

<u>Participant</u>	<u>Contract #</u>	<u>Practice</u>
Harold & Kristine Dokken	2013-03	Farmstead Shelterbelt

**LWM:**

- None.

**WCA:**

- Low Impact Development Training. Walker, MN.

**Next Board Meeting Date:**

- The next meeting date was set for May 14, 2013 at 7:00 a.m.

**Other:**

- None.

**Adjournment:**

- The meeting was adjourned at 7:49 a.m. on a motion made by Estling, seconded by Miller and carried by unanimous vote.

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**MINUTES**  
**ROSEAU SWCD BOARD MEETING**  
May 14, 2013

The monthly Board Meeting was held Tuesday, May 14, 2013. Chairman, John Gaukerud, called the meeting to order at 7:06 a.m. Supervisors present: John Gaukerud, Jay Estling, and Warren Ulvin. District staff present: Scott Johnson and Janine Lovold. NRCS staff present: Michael Steinhauer. County Commissioner present: none.

**Secretary's Report:**

- A motion was made by Ulvin, seconded by Estling and passed by unanimous vote to approve the 2013 April minutes.

**Treasurer's report:**

- A motion was made by Ulvin, seconded by Estling and passed by unanimous vote to approve the Treasurer's report for April 2013.

**Employee Reports:**

**District Manager Johnson**

- Envirothon
- Monthly Books – Reports and Bills all completed.
- Monthly Reports Completed and Submitted to Dept. of Rev. and IRS.
- Tree Order all finalized with Nurseries.
- Ag. Commercial/Non Commercial testing – 5 individuals.
- Seed Sampling – South 89 and Northern Resources – 20 samples submitted.
- Ag. Inspectors District Mtg. TRF.
- Warroad Estates Lot.
- Crossing for new Development.
- Review of Bridge replacement.
- Wetland Banking – Ag Bank Application.
- Teleconference Warroad Watershed/Houston Engineering

**Program Coordinator Lovold**

- Completed proofing for SWAG July – September data as requested by MPCA by May 9.
- Staffed Forestry Station for Envirothon. Stations needed to be relocated this year due to the snow still present.
- Worked on five State Cost-Share applications
- Worked with tree orders and tree season set-up.
- Went to Fargo for LincPass enrollment on May 9.
- Checked with Long Lake Conservation Centre. Both students have gotten all the registration paperwork done for the summer camp. They will be getting packets mailed to them by the Centre six weeks before camp starts

**Supervisor Reports:**

- Supervisors had no reports.

**District Conservationist Report:**

- As of April 1, 2013, DC's have been separated from wetland and HEL determinations. This is a directive from the Chief in Washington D.C. The Area Office will be handling all wetland determinations and HEL now. The local office will be a point of contact.
- AWEF – 3 applications are waiting to be funded. People can still sign up right now.
- CSP – A signup is in the works soon as funding has been made available. A few applications are on file.
- EQIP – Contracts are about done being funded. Most contracts in Roseau County were funded.
- CRP - A signup will be held this month.
- CSP – Sign-up has been pulled for right no, but is pending. The waiting list of people has been contacted so everything is ready to go once CSP opens.

**OLD BUSINESS:**

None.

**NEW BUSINESS**

**State Cost Share Applications:**

- The following applications were approved on a motion made by Estling, seconded by Ulvin and passed by unanimous vote.

<b><u>Participant</u></b>	<b><u>Contract #</u></b>	<b><u>Practice</u></b>
Marshall Kukowski	2013-04	Farmstead Shelterbelt
Dennis Strandlund	2013-05	Farmstead Shelterbelt
Scott Sandstrom	2013-06	Farmstead Shelterbelt
David Severson	2013-07	Farmstead Shelterbelt
Mark Olafson	2013-08	Farmstead Shelterbelt
Keith Janicke	2013-09	Farmstead Shelterbelt
Wayne Christianson	2013-10	Farmstead Shelterbelt

**Other:**

- The SWCD received a Thank You letter from Jamie Hendrickson, one of the Long Lake Conservation summer camp scholarship winners.
- District Manager received permission to purchase tires for the Chevrolet truck just in case the purchase is over \$250.

**Next Board Meeting Date:**

- The next meeting date was set for June 18, 2013 at 7:00 a.m.

**Other:**

- None.

**Adjournment:**

- The meeting was adjourned at 7:30 a.m. on a motion made by Estling, seconded by Ulvin and carried by unanimous vote.

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**MINUTES**  
**ROSEAU SWCD BOARD MEETING**  
June 18, 2013

The monthly Board Meeting was held Tuesday, June 18, 2013. Chairman, John Gaukerud, called the meeting to order at 7:06 a.m. Supervisors present: John Gaukerud, Jay Estling, Warren Ulvin, Marguerite Miller and Landon Olson. District staff present: Scott Johnson and Janine Lovold. NRCS staff present: Casey Olson. County Commissioner present: Todd Miller.

**Secretary's Report:**

- A motion was made by Ulvin, seconded by Miller and passed by unanimous vote to approve the 2013 May minutes.

**Treasurer's report:**

- A motion was made by Miller, seconded by Estling and passed by unanimous vote to approve the Treasurer's report for May 2013.

**Employee Reports:**

**District Manager Johnson**

- Reviewed proposed Shelterbelt planting
- All trees have been picked up and delivered
- Planted 3400 trees for Jake Marvin and 925 for Gary Slater.
- Met with Roseau Co. Hwy Dept. / COE/ SWCD on a Bridge project.
- Watershed Mtg. and Teleconference with HOE on Warroad Assessment project.
- Met with Roseau Watershed on ditch system issues.
- Placing Gypsy Moth traps throughout the County.

**Program Coordinator Lovold**

- Have been working with trees since the last board meeting.
- Have been out monitoring for the first time this year on the Surface Water Assessment Grant sites.
- Participated in new eLINK training in Thief River Falls

**Supervisor Reports:**

- Supervisors had no reports.

**District Conservationist Report:**

- CRP and CSP signup closed last Friday
- Looking forward to a final 2013 Farm Bill
- NW Stockmen’s Association Tour in the county will be July 9.
- No-till checks, CSP and CRP will be taking up our time now. More people have taken land out of CRP than have enrolled this year. 2014 will be the year that an enormous amount of CRP expires for Roseau County.

**County Commissioner Report:**

- Have been participating with meetings and opportunities in regards to with assessment studies, ditch taxes, and con-con lands.
- Ditch cleaning will occur in the Laona Twp. area this summer.
- Land swap is going on with county or tax forfeit lands with DNR land. Need to get those lands back on tax roll.
- Roseau County will be getting PILT (payment in lieu of taxes) payments for the lands associated with the RRWD Norland Project (see May 14 Roseau County proceeding for more information).

**OLD BUSINESS:**

None.

**NEW BUSINESS**

**Rainfall Monitor Appreciation Day:**

- Noon on June 27 at the Roseau City Park

**Tree Bills**

- The following tree bills were approved on a motion made by Miller, seconded by Estling and passed by unanimous vote.

Schumacher’s Nursery- \$12,992.30  
 Badoura State Nursery- \$4620  
 Towner State Nursery- \$1972  
 Tree Shipping for Badoura trees- \$392  
 Hartz Trucking for reefer storage of trees- ? Have not received bill yet.

**State Cost Share Payment:**

- The following payment was approved on a motion made by Ulvin, seconded by Estling and passed by unanimous vote.

<u>Participant</u>	<u>Contract #</u>	<u>Practice</u>	<u>Payment</u>
Dennis Strandlund	2013-05	Shelterbelt	\$142.82

**State Cost Share Cancellation:**

- The following contract was cancelled on a motion made by Olson, seconded by Miller and passed by unanimous vote.

<u>Participant</u>	<u>Contract #</u>	<u>Practice</u>
Harold & Kristine Dokken	2013-03	Shelterbelt

**Fair booth:**

- A fairbooth has been rented for the Roseau County Fair for the week of July 22. Any ideas, themes, or sit-ins are welcome.

**Ag Conference:**

- The annual conference will be held July 16 – 18 at Red Wing, Minnesota.

**Gypsy Moth Traps:**

- A total of 25 traps will be placed in campgrounds, parks and at random locations throughout Roseau County.

**Health Insurance Deductible Overage:**

- Overlooked health insurance deductibles for employees will be paid according to the Employment Policy on a motion made by Miller, seconded by Estling and passed by unanimous vote.

**Other:**

- The next Area 1 meeting will be held at McCollum Hunting Preserve in Bejou, MN. This will also be a Resolution meeting.

**Next Board Meeting Date:**

- The next meeting date was set for Monday, July 8, 2013 at 7:00 a.m.

**Adjournment:**

- The meeting was adjourned at 7:38 a.m. on a motion made by Estling, seconded by Olson and carried by unanimous vote.

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**MINUTES**  
**ROSEAU SWCD BOARD MEETING**  
July 8, 2013

The monthly Board Meeting was held Monday, July 8, 2013. Chairman, John Gaukerud, called the meeting to order at 7:03 a.m. Supervisors present: John Gaukerud, Jay Estling and Marguerite Miller. District staff present: Scott Johnson and Janine Lovold. NRCS staff present: Casey Olson. County Commissioner present: none.

**Secretary's Report:**

- A motion was made by Miller, seconded by Estling and passed by unanimous vote to approve the 2013 June minutes.

**Treasurer's report:**

- A motion was made by Miller, seconded by Estling and passed by unanimous vote to approve the Treasurer's report for June 2013.

**Employee Reports:**

**District Manager Johnson**

- Attended Road Mtg. Forestry/County/Hwy/SWCD/Townships updated on road status.
- Rainfall appreciation day at City Park.
- Went to the Area 1 Meeting that was held at McCollum's Pond.
- Finished up all tree info.
- Quarterly Reports all submitted.
- WCA application for Seven Clans Casino.

**Program Coordinator Lovold**

- Helped plant 925 trees at Gary Slater's.
- Help to coordinate the Rainfall Appreciation Day with a hamburger grill at the Roseau City Park. Fourteen people participated.
- Went to the Area 1 Meeting that was held at McCollum's Pond.

**Supervisor Reports:**

- Supervisors had no reports.

**District Conservationist Report:**

- NW Stockmen's Association Tour is tomorrow, July 9.
- Waiting for the Farm Bill

**OLD BUSINESS:**

**Fair booth**

- The fair booth will be at our regular spot in the Billberg building. Supervisors are welcome to sit for an unspecified amount time.

**Area 1 Meeting @ McCollum's Pond by Bejou, MN**

- Two resolutions passed
  - MASWCD Area Organization – 1) split into two areas; 2) two sub-areas with executive board, 3) two sub-areas with one director overseeing both areas and each sub-area with own secretary/treasurer) 4) find another solution
  - Irrigation Water Management Programs for Major Crop Irrigation – develop a program or support of funding for education about irrigation management tools, irrigation conservation plans, and irrigation water management programs to help major irrigators maintain healthy crops and ensure the protection of groundwater sources
- No more shelterbelt practice under the State Cost Share Program starting FY 2014
- BWSR Academy will be held October 28 – 30, 2013.

**NEW BUSINESS**

**Tree Bills**

- The following tree bill was approved on a motion made by Estling, seconded by Miller and passed by unanimous vote.

Hartz Trucking (reefer storage of trees)- \$952.80

**State Cost Share Payment:**

- The following payments were each approved on a motion made by Miller, seconded by Estling and passed by unanimous vote.

<u>Participant</u>	<u>Contract #</u>	<u>Practice</u>	<u>Payment</u>
David Severson	2013-08	Shelterbelt	\$142.82
Marshall Kukowski	2013-04	Shelterbelt	\$791.25

**Other:**

- 

**Next Board Meeting Date:**

- The next meeting date was set for Tuesday, August 13, 2013 at 7:00 a.m.

**Adjournment:**

- The meeting was adjourned at 7:35 a.m. on a motion made by Estling, seconded by Miller and carried by unanimous vote.

8/13/13  
Approval Date

  
District Board of Supervisors Secretary



502 7<sup>th</sup> Street Southwest  
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**MINUTES**  
**ROSEAU SWCD BOARD MEETING**  
August 13, 2013

The monthly Board Meeting was held Tuesday, August 13, 2013. Chairman, John Gaukerud, called the meeting to order at 7:05 a.m. Supervisors present: John Gaukerud, Jay Estling, Marguerite Miller and Landon Olson. District staff present: Scott Johnson.

**Secretary's Report:**

- A motion was made by Estling, seconded by Miller and passed by unanimous vote to approve the 2013 July minutes.

**Treasurer's report:**

- A motion was made by Estling, seconded by Olson and passed by unanimous vote to approve the Treasurer's report for July 2013.

**Employee Reports:**

**District Manager Johnson**

- Staffed Fair Booth.
- MACAI- Summer training conference
- BWSR – WCA mtg. Seven Clans Casino site
- WCA update to DNR files
- Warroad Watershed mtg.- Warroad river assessment.
- Alan Truscinski site visit on restoration order.
- Weed issues- 3 letters for violation notices. Numerous field visits.
- District Monthly books, bills and day to day work.

**Program Coordinator Lovold**

- Participated in the morning NW Stockmen's Tour at the Isane farm.
- Coordinated last minute Long Lake Conservation Center information to one of the campers who had not received any mailings.
- Updated several state programs in eLINK.
- Manned the fairbooth.
- Started looking at State Cost Share tree sites. Seen only mid and final contract sites so far.

**Supervisor Reports:**

- Supervisors had no reports.

**District Conservationist Report:**

- \_\_\_\_\_

**OLD BUSINESS:**

**Fair booth**

- The fairbooth participation went well. Many people and kids asked questions about the Rainfall Runoff Demonstration put together by Bonnie Hasbrouck. A three year old that recently moved to Roseau County won the candy in the pig.

**Long Lake Conservation Center**

- A thank you card was sent from the two scholarship winners, who expressed enthusiasm over the fun and learning they had during camp.

**NEW BUSINESS**

**State Cost Share Payment:**

- The following payment was approved on a motion made by Miller, seconded by Estling and passed by unanimous vote.

<u>Participant</u>	<u>Contract #</u>	<u>Practice</u>	<u>Payment</u>
Wayne Christianson	2013-10	Shelterbelt	\$134.85

**LWM Cost-Share Payment:**

- The following payments were approved on a motion made by Estling, seconded by Olson and passed by unanimous vote.

<u>Participant</u>	<u>Contract #</u>	<u>Practice</u>	<u>Payment</u>
Marvin Holter	LWM 13-01	Well Decommissioning	\$350.00
Alex McMillin	LWM 13-02	Well Decommissioning	\$175.00

**WCA:**

- Truscinski site visit on restoration order.
- Seven Clans Casino development
- DNR file updates on old violations

**Weed Complaints:**

- 3 weed notices set to out of compliance landowners
- Numerous site visits.
- Sprayed Common Tansy and Purple Loosestreiff.

**Other:**

-

**Next Board Meeting Date:**

- The next meeting date was set for Tuesday, September 10, 2013 at 7:00 a.m.

**Adjournment:**

- The meeting was adjourned at 7:30 a.m. on a motion made by Estling, seconded by Miller and carried by unanimous vote.

\_\_\_\_\_  
Approval Date

\_\_\_\_\_  
District Board of Supervisors Secretary



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**MINUTES**  
**ROSEAU SWCD BOARD MEETING**  
September 10, 2013

The Board of Supervisors of the Roseau SWCD held their regular meeting on Tuesday, September 10, 2013 at the District Office in Roseau, MN. Chairman, John Gaukerud, called the meeting to order at 7:00 a.m. Supervisors present: John Gaukerud, Jay Estling, Warren Ulvin, Marguerite Miller and Landon Olson. District staff present: Scott Johnson and Janine Lovold. NRCS staff present: Casey Olson.

**Secretary's Report:**

- A motion was made by Miller, seconded by Estling and passed by unanimous vote to approve the 2013 August minutes.

**Treasurer's report:**

- A motion was made by Ulvin, seconded by Miller and passed by unanimous vote to approve the Treasurer's report for August 2013.

**Employee Reports:**

**District Manager Johnson**

- Did lots of important activities

**Program Coordinator Lovold**

- Completed State Cost Share Field checks, except for one site on which larger spruce will be transferred and planted this fall
- Completed the SWAG river monitoring for the season.

**Supervisor Reports:**

- Supervisors had no reports.

**District Conservationist Report:**

- Had a Local Work Group Meeting for EQIP. Resource concerns are water quality and 18<sup>th</sup> CRP that is expiring.
- CRP – Have 13 new Continuous CRP contracts and approximately 12-15 new general CRP contracts
- CSP – All landowners who signed up this year got into contract.
- EQIP – Had a quick signup in August for preventative plant with cover. The cover needed to have a minimum of two species or for a greater incentive, five or more species. Three applicants were approved and two applicants accepted the offer.
- Waiting for the Farm Bill

**OLD BUSINESS:**

- None

**NEW BUSINESS**

**2014 Budget**

- Manager Johnson presented the draft 2014 Budget that will be presented to the County Commissioner Board for the Appropriation Meeting that will be held this fall. After discussion, the 2014 Budget was approved on a motion made by Ulvin, seconded by Estling and passed by unanimous vote.

**State Cost Share Payment:**

- The following payment was approved on a motion made by Olson, seconded by Miller and passed by unanimous vote.

<u>Participant</u>	<u>Contract #</u>	<u>Practice</u>	<u>Payment</u>
Tom Goldsmith	2013-01	Shelterbelt	\$166.34

**WCA:**

- 

**Weed Complaints:**

- 

**BWSR Board Conservationist – Matt Fischer:**

- Matt Fischer introduced himself as the new Board Conservationist for northwest Minnesota. He is taking over the area previously held by Chad Severts. BC Fischer discussed a few BWSR news updates.

**BWSR Academy:**

- This year's Training Sessions will be held October 28-30 at Cragun's by Brainerd.

**Area 1 Meeting:**

- The next Area 1 meeting will be November 19 in Ada and will be hosted by Clay SWCD.

**Other: Health Insurance**

- Health Insurance will go up by \$100 starting November 1.

**Next Board Meeting Date:**

- The next meeting date was set for Tuesday, October 8, 2013 at 7:00 a.m.

**Adjournment:**

- The meeting was adjourned at 7:51 a.m. on a motion made by Estling, seconded by Olson and carried by unanimous vote.

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Approval Date

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District Board of Supervisors Secretary



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**MINUTES**  
**ROSEAU SWCD BOARD MEETING**  
October 8, 2013

The Board of Supervisors of the Roseau SWCD held their regular meeting on Tuesday, October 8, 2013 at the District Office in Roseau, MN. Chairman, John Gaukerud, called the meeting to order at 7:04 a.m. Supervisors present: John Gaukerud, Jay Estling, Warren Ulvin, and Marguerite Miller. District staff present: Scott Johnson and Janine Lovold.

**Secretary's Report:**

- A motion was made by Ulvin, seconded by Estling and passed by unanimous vote to approve the 2013 September minutes.

**Treasurer's report:**

- A motion was made by Ulvin, seconded by Miller and passed by unanimous vote to approve the Treasurer's Report for September 2013.

**Employee Reports:**

**District Manager Johnson**

- Assisted Pennington SWCD with Outdoor education days.
- Quarterly Reports all filed for 3<sup>rd</sup> quarter.
- All bills and accounting up to date.
- WCA – Roseau WMA TEP review
- Field review of Doug Bischoff site.
- BWSR Wetland Specialist Dale Krystosek/TEP review of Ag Wetland Banking Site.
- Warroad Watershed District Meeting
- Kittson SWCD / Roseau SWCD Restoration Order
- County Ag Inspector's Meeting- TRF.
- Gypsy Moth trap collection and reporting.

**Program Coordinator Lovold**

- Checked gypsy moth traps
- Miscellaneous office work such as website maintenance to cost-share paperwork

**Supervisor Reports:**

- Supervisors had no reports.



**OLD BUSINESS:**

**BWSR Academy**

- October 28-30 at Cragun’s by Brainerd

**Area 1 Meeting**

- November 19 in Ada, Clay SWCD is hosting

**NEW BUSINESS**

**State Cost-Share Payment**

- The following payment was approved on a motion made by Miller, seconded by Estling and passed by unanimous vote.

<u>Participant</u>	<u>Contract #</u>	<u>Practice</u>	<u>Payment</u>
Isane Farms Inc.	2012-09	Shelterbelt	\$1,611.19

**LWM Cost-Share Payment: Well Sealing**

- The following payment was approved on a motion made by Estling, seconded by Miller and passed by unanimous vote.

<u>Participant</u>	<u>Contract #</u>	<u>Practice</u>	<u>Payment</u>
James Arneson	LWM 13-03	Well Decommissioning	\$182.50
Curtis Haugen	LWM 13-04	Well Decommissioning	\$340.00
Brian Berge	LWM 13-05	Well Decommissioning	\$157.50
Carter Hontvet	LWM 13-06	Well Decommissioning	\$182.50

**WCA:**

- Site reviews of Doug Bischoff site
- Ag Wetland Bank site.
- Alan Truscinski Restoration Order.

**Weed Complaints:**

- All issues are in compliance to date.

**2013 Resolutions Packet:**

- The Board was given the packet of Resolutions for voting. The tallied ballot is due by November 1 at the MASWCD office. The MASWCD Convention is December 1 – 3. Hotel reservations are due by November 12 and convention registrations are due by November 20.

**Keep It Clean:**

- The Board discussed the Keep It Clean Program, led by the Lake of the Woods (LOW) SWCD, who received grant monies to help keep trash being dumped on Lake of the Woods during ice fishing season. Signs and dumpsters were located around various lake access points to provide public incentive in LOW and Roseau Counties last winter. The LOW SWCD is asking for funding to help keep this program going.

A motion to approve funding the Keep It Clean Program for \$1500 was made by Miller, seconded by Estling and passed by unanimous vote.

**Other: Chevrolet Truck Expenses**

- The truck is being checked out by Kevin Johnson because the dash board quit working and the battery kept dying from an electrical shortage. Parts have been ordered. Speedometer cluster needs to be replaced.

**Next Board Meeting Date:**

- The next meeting date was set for Tuesday, November 19, 2013 at 7:00 a.m.

**Adjournment:**

- The meeting was adjourned at 7:50 a.m. on a motion made by Estling, seconded by Miller and carried by unanimous vote.

\_\_\_\_\_  
Approval Date

\_\_\_\_\_  
District Board of Supervisors Secretary



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**MINUTES**  
**ROSEAU SWCD BOARD MEETING**  
November 19, 2013

The Board of Supervisors of the Roseau SWCD held their regular meeting on Tuesday, November 19, 2013 at the District Office in Roseau, MN. Chairman, John Gaukerud, called the meeting to order at 7:05 a.m. Supervisors present: John Gaukerud, Jay Estling, Warren Ulvin, and Landon Olson. District staff present: Scott Johnson and Janine Lovold. NRCS staff present: Mark Hayek, Acting District Conservationist.

**Secretary's Report:**

- A motion was made by Ulvin, seconded by Olson and passed by unanimous vote to approve the 2013 October minutes.

**Treasurer's report:**

- A motion was made by Ulvin, seconded by Olson and passed by unanimous vote to approve the Treasurer's report for October 2013.

**Employee Reports:**

**District Manager Johnson**

- Attended BWSR Academy
- County Board of Commissioners 2014 Budget Appropriation request.
- Monthly Books up to date
- Quarterly deposits up to date
- Bills all paid to date
- Attended District 1 Agricultural Inspectors mtg. in TRF.
- Attended District Agricultural Inspectors mtg. in Mahnomen

**Program Coordinator Lovold**

- Attended BWSR Academy
- Wrapped-up rainfall data for the 2013 season. Sent out postcards to people who at least need to send in the September data.
- The 2014/2015 NRBG and the 2014 Program & Operation Grant have been submitted to the State BWSR Office.
- Data review of 2013 monitoring has been done for SWAG. Have been working on 2<sup>nd</sup> Interim Report that is due in December.
- Returned sonde equipment to MPCA in Detroit Lakes. RMB cooler has also been returned.
- Worked on website.

**Supervisor Reports:**

- Supervisors had no reports.

**District Conservationist Report:**

- Working on CSP payments.
- Next EQIP sign-up in December. Obligating contracts will be done through March.

**OLD BUSINESS:**

- None

**NEW BUSINESS**

**Health Insurance**

- Manager Johnson presented a quick overview of health insurance options. The SWCD is still waiting for the BCBS representative to advise and to provide further information about health insurance. Topic was tabled until December.

**State Cost Share Payment:**

- The following payment was approved on a motion made by Estling, seconded by Olson and passed by unanimous vote.

<u>Participant</u>	<u>Contract #</u>	<u>Practice</u>	<u>Payment</u>
Mark Olafson	2013-07	Shelterbelt	\$454.17

**WCA:**

- Field review of County Road 17 between Roseau and LOW County.

**Other:**

- Pickup was fixed and the bill came to \$552.00.
- Area 1 Meeting in Ada is today.

**Next Board Meeting Date:**

- The next meeting date was set for Tuesday, December 10, 2013 at 7:00 a.m.

**Adjournment:**

- The meeting was adjourned at 7:40 a.m. on a motion made by Estling, seconded by Ulvin and carried by unanimous vote.

\_\_\_\_\_  
Approval Date

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**MINUTES**  
**ROSEAU SWCD BOARD MEETING**  
December 10, 2013

The Board of Supervisors of the Roseau SWCD held their regular meeting on Tuesday, December 10, 2013 at the District Office in Roseau, MN. Chairman, John Gaukerud, called the meeting to order at 7:05 a.m. Supervisors present: John Gaukerud, Marguerite Miller, Jay Estling, Warren Ulvin, and Landon Olson. District staff present: Scott Johnson and Janine Lovold. NRCS staff present: Mark Hayek, Acting District Conservationist.

**Secretary's Report:**

- A motion was made by Ulvin, seconded by Miller and passed by unanimous vote to approve the 2013 November minutes.

**Treasurer's report:**

- A motion was made by Miller, seconded by Estling and passed by unanimous vote to approve the Treasurer's report for November 2013.

**Employee Reports:**

**District Manager Johnson**

- Attended BWSR Academy
- Completed all Quarterly deposits and Bills for end of year.
- Day to Day reports and bills.
- Presented with Roseau River Watershed a grant proposal to Commissioners
- Met Watershed to go over Clean Water Grants.

**Program Coordinator Lovold**

- Worked on a new digital time sheet to reflect new state program requirements
- Worked on State Cost-Share in eLINK and a shelterbelt contract for payment

**Supervisor Reports:**

- Supervisors had no reports.

**District Conservationist Report:**

- Expecting approximately 340 contracts for the CRP signup in 2014. Anticipate public meetings to discuss what is expected and brush issues. Easements will also be brought up as another option for landowners who have marginal lands.
- Next EQIP sign-up in December.

**OLD BUSINESS:**

- None

**NEW BUSINESS**

**State Cost Share Payment:**

- The following payment was approved on a motion made by Ulvin, seconded by Estling and passed by unanimous vote.

<u>Participant</u>	<u>Contract #</u>	<u>Practice</u>	<u>Payment</u>
Scott Sandstrom	2013-06	Shelterbelt	\$436.74

**Health Insurance**

- Manager Johnson presented health insurance options and what a few other nearby Districts are considering.

**Employee Wage and Benefit Review**

- The COLA rate for 2014 will be 2%. The rate was approved on a motion by Ulvin, seconded by Estling and carried by unanimous vote.

**WCA:**

- The cover letter for restoration may now be sent out to Truscinski.

**Other:**

- None

**Next Board Meeting Date:**

- The next meeting date was set for Tuesday, January 14, 2013 at 7:00 a.m.

**Adjournment:**

- The meeting was adjourned at 8:00 a.m. on a motion made by Estling, seconded by Miller and carried by unanimous vote.

\_\_\_\_\_  
Approval Date

\_\_\_\_\_  
District Board of Supervisors Secretary