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MINUTES
ROSEAU SWCD BOARD MEETING
February 8, 2022

The monthly Board Meeting was held Tuesday, February 8, 2022. Vice Chairman, Jan Miller, called the meeting to order at 8:02 a.m. Supervisors present: Ulrik Aaskov, Jan Miller, Jade Estling and Landon Olson phones in to the meeting was called to order. District staff present: Scott Johnson, and Shonda Jelle. NRCS DC, Kathy Fillmore, was also present.

Secretary's Report:

- A motion was made by Aaskov, seconded by Estling and passed by unanimous vote to approve the 2021 December Minutes.

Treasurer's Report:

- A motion was made by Aaskov, seconded by Estling and passed by unanimous vote to approve the Treasurer's Report for December 2021.

Supervisor Reports:

- None

District Conservationist Report:

See attached notes.

Commissioner's Report:

- None present

Employee Reports:

Administrative Assistant Jelle:

- Doing regular monthly bills, payroll, reconciling bank statements, regular monthly reporting, as well as yearend reporting and W2's.
- Assisting landowners with program trees, billed out for trees and have received & applied a few payments.
- Confirmed the upcoming 2021 Audit with Michael Peterson's office.
- Finished all grant reporting and corresponding yearend adjustments.
- Finished year-end closing and transfer of funds.

Water Planner Lovold:

- See Provided print out

District Manager Johnson

- Participated in the LOW 1W1P, RR1W1P and TR+1W1P meetings.
- Finished Elink reporting on all 23 grants.
- Attended the WRWD meeting.
- Did MCIT reporting for year end.
- Attended the TSA meeting.
- Attended a couple Keep it clean meetings
-

OLD BUSINESS:

Approve 2022 Billable Rate beginning 1/1/2022:

- A motion was made to approve by Estling, seconded by Aaskov and approved by unanimous votes to make the 2022 Billable rate effective January 1, 2022.

NEW BUSINESS

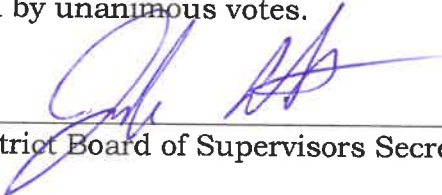
Next Board Meeting Date:

- The next meeting is set for Wednesday March 9th at 8:00 a.m. in the SWCD conference room.

Adjournment:

- The meeting adjourned at 9:08 a.m. on a motion made by Estling, seconded by Aaskov and carried by unanimous votes.

5-10-2022
Approval Date


District Board of Supervisors Secretary



February 2022 NRCS Board Report

STAFFING-

- Currently have a SCT position open in Roseau. This may be advertised on USAJobs with a location of St Paul and "several" positions available with the duty station "to be determined" or similar language. I have also requested a SC position for the Roseau office

CSP -

- Feb 4 was the deadline for CSP22-Classic signup. We will be screening these and then working with those applicants that screened as "high" priority
- Letters were sent to contract holders with contracts that expire in December to see if they want to apply for renewals (CSP23R). Deadline for response is March 25

EQIP -

- Currently finishing up with EQIP22-1 plans. Over 90% are ranked and just waiting for the State Office to start releasing funds (after Mar 4th)

CRP -

- New signup has started at FSA

WRE -

- Nothing new

COVID19 Office Status -

- NRCS and FSA is trying to work at 25% or less staffing due to the number of COVID cases in the county. We are continuing to limit customers in the office to limit the spread of any potential positive case/contact. Each staff person is scheduled to work at least one day per week in the office.

Meetings/Trainings/Other -

- Jan 13 - Franklin Middle School Science Fair - judging (TRF)
- Jan 17 - MLK Holiday
- Jan 20 - Annual Leave
- Jan 24 - Tech Talk (BWSR) Nutrient Management 1 pm (web-based training)

Upcoming:

- Feb 8 - 9 am - RCPP call
- Feb 8 - 10 am Team Lead call
- Feb 9 - LOW 1W1P meeting 9:30- 10:45, 1-3 pm
- Feb 10 - 2-3:30 contract closeout training - online
- Feb 15 - 9am Area staff call, 10 am - Team Lead call
- Feb 21 - Presidents' Day Holiday
- Feb 22 - 9 am - Area staff call, 10 am - Team Lead call
- Feb 23 - Filter Strip training - online
- Feb 24 - Grass Seed Institute 8:30 am - 1 pm - Gene's Bar & Grill

Yours in Conservation,

Kathy Fillmore

CST Lead

Serving Roseau, Kittson & Marshall Counties

Janine's Employee Report for February 8, 2022

1. Roseau River 1W1P
 - i. Worked on the Land and Water Resources Narrative and Citation page.
 - a) Sent the Narrative to HEI
 - ii. Attended a Steering Team Meeting
 - iii. Advisory Committee meeting is (tentatively) scheduled in March.
2. LOWW JPB
 - a. Attended JPB meeting on January 31.
 - b. MN Pollution Control Agency (MPCA) -Cary Hernandez, to hold a Lake of the Woods Watershed State and Local Needs Meeting at the Warroad Public Safety Building to get local input and to provide information. This is the start of the process for Cycle 2 WRAPs or Watershed Restoration and Protection Strategies Report plus other reports.
3. Two Rivers Plus
 - a. Attended a Zoom Steering Team Meeting for Two Rivers Plus
4. Roseau SWCD
 - a. Helped with eLINK reporting for BWSR grants.
 - b. Will be finishing up the newsletter the third to fourth week of February.