



502 7th Street Southwest
Suite 5
Roseau, MN 56751

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

MINUTES
ROSEAU SWCD BOARD MEETING
January 10, 2023

The monthly Board Meeting was held Tuesday, January 10, 2023. Chairman, John Gaukerud, called the meeting to order at 8:02 a.m. Supervisors present: Ulrik Aaskov, Landon Olson, Jade Estling and Jan Miller. District staff present: Scott Johnson, Janine Lovold, and Shonda Jelle. NRCS staff present Kathy Filmore

Reorganization of the Board and Delegated Duties:

- See attached sheet

Secretary's Report:

- A motion was made by Miller, seconded by Olson, and passed by unanimous vote to approve the 2022 December Minutes.

Treasurer's Report:

- A motion was made by Estling, seconded by Miller, and passed by unanimous vote to approve the Treasurer's Report from December 2022.

Supervisor Reports:

- Miller gave a brief update on the LOW JPB meeting.

District Conservationist Report:

- See attached notes.

Employee Reports:

- These were skipped over at this meeting.

OLD BUSINESS:

NEW BUSINESS

Set Board Meeting Date and Time, Insurance Stipend, Cell Phone Stipend, IRS Mileage rate (65.5 cents), Designate Depositories: The board meeting schedule and time will stay the same for 2023 as will the insurance & cell phone stipend, the IRS mileage rate has gone up beginning January 1 2023 to \$.655,

and out depositories are Citizens and Border banks. A motion was made by Estling, seconded by Miller, and passed by unanimous vote approve all these items for 2023.

WCA MOU with County: We need to sign the MOU with the county that says we administer the WCA program. A motion was made by Olson, seconded by Miller, and passed by unanimous vote to continue to administer WCA as well as to sign the MOU with the county.

RR JPB: We need to enter into the agreement with the RRWD and the County to be a part of the RR 1w1p Joint Powers Board. A motion was made by Aaskov, seconded by Miller, and passed by unanimous vote to enter the Joint Powers board.

Training:

Other:

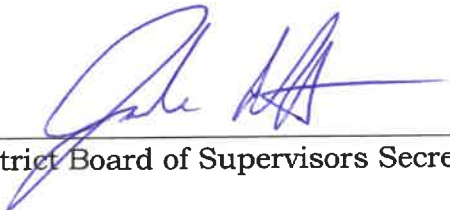
Next Board Meeting Date:

- The next meeting is set for Tuesday, February 14th at 8:00 a.m. in the SWCD conference room.

Adjournment:

- The meeting adjourned at 9:06 a.m. on a motion made by Estling seconded by Miller and carried by unanimous votes.

3-14-23
Approval Date


District Board of Supervisors Secretary

Reorganization of Board Officers

Chair

Call for nominations for **Chair**: (2022 Chair held by GAUKERUD)

Supervisor Miller nominates Supervisor Gaukerud for the office of Chairperson.

Any further nominations _____

Motion to cease nominations and cast a unanimous ballot for Supervisor Gaukerud for Chair. 1st Miller 2nd Olson Motion carried.

Vice-Chair

Call for nominations for **Vice-Chair**: (2022 Vice-Chair held by MILLER)

Supervisor Aaskov nominates Supervisor Miller for the office of Chairperson.

Any further nominations _____

Motion to cease nominations and cast a unanimous ballot for Supervisor Miller for Vice-Chair. 1st Aaskov 2nd Estling Motion carried.

Secretary

Call for nominations for **Secretary**: (2022 Secretary held by ESTLING)

Supervisor Olson nominates Supervisor Estling for the office of Secretary.

Any further nominations _____

Motion to cease nominations and cast a unanimous ballot for Supervisor Estling for Secretary. 1st Olson 2nd Aaskov Motion carried.

Treasurer

Call for nominations for **Treasurer**: (2022 Treasurer held by OLSON)

Supervisor Miller nominates Supervisor Olson for the office of Treasurer.

Any further nominations _____

Motion to cease nominations and cast a unanimous ballot for Supervisor Olson for Treasurer. 1st Miller 2nd Estling Motion carried.

Assignments

Special Activity Assignment		2023 Appointments
RRVCSA 1		Gaukerud; delegate District Manager Johnson
Wetlands Appeals Committee		Miller and Olson
LOWW JPB		Miller; alternate Estling
TRP JPB		Olson; alternate Gaukerud
RRW JPB		Gaukerud; alternate Aaskov



Jan 2023 NRCS Board Report –Roseau FO

STAFFING -

- Bonnie Hasbrouck started as District Conservationist in Hallock on Dec 1, 2022. She will assist in Roseau, as needed.

CSP –

- CSP Payments were completed early with the exception of one that was as Protract Support for 7 weeks before getting fixed (internal program issue). That one was paid yesterday.

EQIP –

- Staff are midway through planning for our 2023 EQIP applications.

CRP –

- No activity at this time.

WRE –

- One application being reviewed at this time.

COVID19 Office Status –

- The door is open and we are meeting with farmers/customers (we are requesting that they call for an appointment to ensure staff are in the office).

Meetings/Trainings/Other –

- Dec 8 – Roseau River 1W1P – Roseau
- Dec 8 – Roseau CST Monthly meeting via TEAMS (1:30 pm)
- Dec 12-15 – MASWCD Annual Convention & NRCS Operational Meeting – Bloomington
- Dec 26 - Christmas Day (observed) Holiday
- Jan 2 – New Year’s Day (observed) Holiday
- Jan 2 – Roseau CST Monthly meeting via TEAMS (1:30 pm)

Upcoming:

- Jan 16 – MLK Holiday
- Jan 27 – EQIP Deadline (Planned, Assessed and Ranked)

Kathy Fillmore

CST Lead

Serving Roseau, Kittson & Marshall Counties



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MINUTES
ROSEAU SWCD BOARD MEETING
March 14, 2023

The monthly Board Meeting was held Tuesday, January 10, 2023. Chairman, John Gaukerud, called the meeting to order at 8:05 a.m. Supervisors present: Ulrik Aaskov, Landon Olson, Jade Estling and Jan Miller. District staff present: Janine Lovold and Shonda Jelle. NRCS staff present Kathy Fillmore

Secretary's Report:

- A motion was made by Askov, seconded by Miller, and passed by unanimous vote to approve the 2023 January Minutes.

Treasurer's Report:

- A motion was made by Miller, seconded by Olson, and passed by unanimous vote to approve the Treasurer's Reports from January & February 2023.

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.
- Has sold some trees and placed tree orders, made tree payment deposits.
- Cleaned up the QuickBooks unused income, expense and class lists of expired grants.
- Attended the Two Rivers Plus meeting, finished up their year end books and has started on the Audit for them with Peterson Company.

Water Planner Lovold:

- Has been taking some tree orders.
- Has been talking to Phil Held regarding the Forest Stewardship Plans.

- Attended and took the meeting minutes for the Warroad Watershed District
- Attended the Two Rivers Plus JPB meeting.
- RR 1W1P: The public hearing was held March 1 along with the first JPB meeting. The final plan has been submitted to the state and the presentation will be on April 5th. There is no location at this time for that yet.

OLD BUSINESS:

NEW BUSINESS

2023 Billable Rate: Jelle presented the billable rate for 2023 to the board to be retroactive back to begin on January 1st 2023. A motion was made by Estling, seconded by Miller, and passed by unanimous vote approve all these items for 2023.

Resolution to Adopt and Implement the Roseau River Comprehensive Watershed Management Plan: A motion was made by Olson, seconded by Askov, and passed by unanimous vote to adopt the resolution.

**Resolution to Adopt and Implement
the Roseau River
Comprehensive Watershed Management Plan**

WHEREAS, the Roseau County Soil and Water Conservation District, as a member of the Roseau River Planning Partnership, has developed the draft Roseau River Comprehensive Watershed Management Plan (Plan) according to Minnesota Statutes §103B.801 and Board Resolutions #19-41 and #21-08.

Whereas, Minnesota Statutes §103B.101, subd. 14 allows a comprehensive plan {or local water management plan}, developed or amended, approved and adopted, according to chapter 103C {or 103B} to be replaced with a comprehensive watershed management plan but only to the geographic area of the Plan and consistent with the One Watershed, One Plan suggested boundary map.

Now; Therefore, Be it Resolved, the Roseau County Soil and Water Conservation District will approve submission of the plan to the Board of Water and Soil Resources Board. Contingent on recommendation of plan approval by the BWSR Northern Regional Committee and subsequent BWSR approval, the Roseau County Soil and Water Conservation District hereby adopts and will begin implementation of the Plan for the area of the SWCD identified within the Plan.

CERTIFICATION

STATE OF MINNESOTA

Roseau County Soil and Water Conservation District

I do hereby certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by Roseau County Soil and Water Conservation District at a duly authorized meeting thereof held on the 14th of March, 2023.



John Gaukerud, Chairperson

Approve RWBF 22-02: The TRP JPB Forest Stewardship Plan Cost-Share Contract RWBF 22-02 was approved on a motion by Miller, seconded by Estling, and passed by unanimous vote.

RR 1W1P Amendment: No amendment is needed. BWSR will permit fund expenditures of remaining funds to get projects or items ready for implementation through June 30, 2024. The remaining funds from plan development will be used towards the online project tracker call MS4Front, the benefit estimator and summary tool (BEAST), a ground truthing survey on Hay Creek, and Public Outreach in anticipation of implementation projects.

Training: None

Other: None

Area 1 Meeting: March 21 at the Shooting Star Casino in Mahanomen

Next Board Meeting Date:

- The next meeting is set for Tuesday, April 11th at 7:00 a.m. in the SWCD conference room.

Adjournment:

- The meeting adjourned at 8:48 a.m. on a motion made by Estling seconded by Miller and carried by unanimous votes.

4/11/2023
Approval Date


District Board of Supervisors Secretary



Feb 2023 NRCS Board Report –Roseau FO

CSP –

- Started planning for CSP23-Classic. We have 64 applications in Roseau County, so we will busy. Letters have been sent out to those with contracts expiring in December to see if they are interested in CSP24-Renewal applications.

EQIP –

- We should know by the end of this week who is funded. We have applications in State, Area and local Team pools.

CRP –

- No activity at this time.

WRE –

- No activity at this time.

Meetings/Trainings/Other –

- Jan 16 – MLK Holiday
- Feb 10 – EQIP Deadline (Planned, Assessed and Ranked)
- Feb 10 – CSP23-Classic application deadline

Upcoming:

- Feb 15 – Café chat in Hallock – Carbon Credits
- Feb 20 – Presidents’ Day Holiday

Kathy Fillmore

CST Lead

Serving Roseau, Kittson & Marshall Counties



March 2023 NRCS Board Report –Roseau FO

CSP –

- Started planning for CSP23-Classic. We have 64 applications in Roseau County that screened as High Priority, so we are busy with appointments with applicants. Letters have been sent out to those with contracts expiring in December to see if they are interested in CSP24-Renewal applications.

EQIP –

- We have six applications approved so far. Non-funded applications will be ranked under the EQIP23-IRA funding pool if they have eligible practices.

CRP –

- General CRP signup is Feb 27-April 7.

WRE –

- We have one application that is being considered in the west end of the county.

Meetings/Trainings/Other –

- Feb 15 – Café chat in Hallock – Carbon Credits
- Feb 20 – Presidents’ Day Holiday

Upcoming:

- Mar 22 – NRCS NW MN Area Meeting – Detroit Lakes
- Mar 28 – NRCS Easement Training – TRF
- April 4 – Biology Tech Note 31 Training – Detroit Lakes
- April 11-13 – MN All-Employee Meeting – Brainerd area
- April 18 – Roseau-Kittson-Marshall LWG Meeting – Warren FO meeting room
- April 19 – Envirothon site visit – prep day
- April 26 – NW Area Envirothon – Lake Bronson SP

Kathy Fillmore

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MINUTES
ROSEAU SWCD BOARD MEETING
April 11, 2023

The monthly Board Meeting was held Tuesday, April 11, 2023. Chairman, John Gaukerud, called the meeting to order at 8:05 a.m. Supervisors present: Landon Olson, Jade Estling and Jan Miller. District staff present: Scott Johnson, Janine Lovold and Shonda Jelle. BWSR staff present: Matt Fisher

Secretary's Report:

- A motion was made by Miller, seconded by Olson, and passed by unanimous vote to approve the 2023 March Minutes.

Treasurer's Report:

- A motion was made by Olson, seconded by Estling, and passed by unanimous vote to approve the Treasurer's Reports from March 2023.

Supervisor Reports: None

District Conservationist Report:

- See provided attached notes.

BWSR Update:

- See attached reports.

Employee Reports:

District Manager Johnson:

- Has been taking tree orders and ordering trees, will begin coordinating pickup dates with nurseries.
- Attended Area 1 meeting.
- Attended the Warroad Watershed meeting.
- WCA- has been trying to get out to look at a few sites at Cedar Bend E & W, a lot at Warroad Estates, some WRWD sites
- Attended the AgBMP loan program meeting ~ we will not be taking applications for this program until funding becomes available.
- MCIT reporting
- Attended the LOW 1w1p JPB and advisory committee meeting.

Administrative Assistant Jelle:

- Doing regular monthly bills, payroll, reconciling bank statements, regular monthly reporting.
- Has sold some trees and sent out all final statements.
- Attended the Area 1 meeting.
- Sent out rainfall packets.
- Finished uploading all required Two Rivers Plus Audit items for Peterson Company and am waiting to see if they need any additional items.
- Attended BWSR Grant training.

Water Planner Lovold:

- Roseau River CWMP:
 - Virtually presented the Roseau River CWMP with Tracy Halstengard at the BWSR North Committee Meeting on April 5th. The North Committee recommends plan approval to the full BWSR Board that meets towards the end of April. Have been working with Tracy and Matt (BWSR) on the Work Plan. The Work Plan will be reviewed at the JPB meeting on April 13.
- LOWW JPB:
 - Advisory and JPB meetings on April 10
- Two Rivers Plus JPB
 - Working on the draft FY 24 Work Plan with Kittson. FY22 funding has been amended for new projects coming on board from budgeted programs having little to no expenditures. The Local Work Group / TRP Advisory Committee Joint meeting will be April 17 at the Lake Bronson SP Visitor Center. Next JPB meeting is tentatively May 11 not the 18th.
- Roseau SWCD
 - Worked with customers on tree orders. Attended the virtual eLINK training. Collected \$850 for the Envirothon by Roseau County business sponsors. Envirothon is on April 26. Attended two virtual MPCA SWAG administration trainings. (Surface Water Assessment Grant) Attended BWSR Grants Administration Training.

OLD BUSINESS:

NEW BUSINESS

Well Decommissioning Cost Share: Lovold requested to update the cost-share that we provide to landowners to seal wells. Previously it was set at 50% with a \$500 cap on it, she asked that this be raised to 90% with a \$900 cap on it. A motion was made by Estling, seconded by Miller, and passed by unanimous vote approve the cost share increase to 90% with a \$900 cap.

Cover Crop Policy Change: This policy change is to make all cover crop programs uniform across the county. The minimum acres will change from 5 acres to 20 contiguous acres. A motion was made by Estling, seconded by Olson, and passed by unanimous vote to adopt the change.

Training: None

Other: Discussion was had with the board on the SWCD potentially taking over some duties from the County when Jeff Pelowski retires. These programs would be programs that are already part of the NRBG grant and consist of SSTS, Floodplain and Shoreland. The board feels we need to find out a few more unknowns before they decide this.

They would like to know more on it such as:

- the actual timeline for handoff of the programs,
- actual workload/hours involved with each program, and the
- amount of funds expended on these programs that go above and beyond the NRBG grant funding, and if those costs would still be covered by the county.

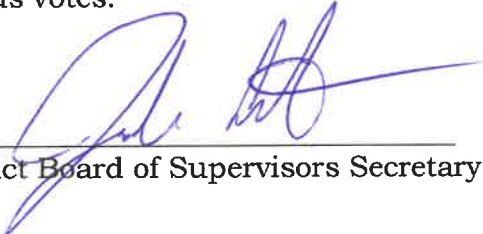
Next Board Meeting Date:

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

Adjournment:

- The meeting adjourned at 8:12 a.m. on a motion made by Estling seconded by Miller and carried by unanimous votes.

6/13/2023
Approval Date


District Board of Supervisors Secretary



April 2023 NRCS Board Report –Roseau FO

CSP –

- Continuing with planning for CSP23-Classic. We are over half done with appointments for the 64 applications in Roseau County that screened as High Priority, so we will be busy finishing those plus assessing and ranking all of them.
- In addition, we will be ranking all eligible CSP applications under the CSP-IRA funding pool.
- We have 6 2024 CSP-Renewal applications that we will start working on in June (these are for contracts expiring Dec 31, 2023).

EQIP –

- We have eight applications approved using a mix of Team and State funding pools. Non-funded applications have been ranked under the EQIP23-IRA funding pool if they have eligible practices. I expect most of these will be funded and will know this in mid-May.
- Local Work Group – The Local Work Group (LWG) meeting is scheduled for Tuesday, April 18 from 1:30-3:00 pm in the Warren Service Center meeting room. Since funding is allocated via the “Team”, we will be determining priorities for the Team.

CRP –

- General CRP signup ended Friday April 7.

WRE –

- No new applications.

Meetings/Trainings/Other –

- Mar 22 – NRCS NW MN Area Meeting – Detroit Lakes
- Mar 28 – NRCS Easement Training – TRF

Upcoming:

- April 10 – LOW 1W1P meeting – Warroad, 10:00 am
- April 11-13 – MN All-Employee Meeting – Brainerd area
- April 17 – Kittson LWG, Lake Bronson SP, 1:00 pm
- April 18 – Roseau-Kittson-Marshall LWG Meeting – Warren FO meeting room 10:30 am
- April 19 – Envirothon site visit – prep day
- April 26 – NW Area Envirothon – Lake Bronson SP
- May 2 – Roseau Team monthly meeting 1:30 pm

Kathy Fillmore

CST Lead

Serving Roseau, Kittson & Marshall Counties



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MINUTES
ROSEAU SWCD BOARD MEETING
June 13, 2023

The monthly Board Meeting was held Tuesday, June 13, 2023. Chairman, John Gaukerud, called the meeting to order at 7:10 a.m. Supervisors present: John Gaukerud, Landon Olson and Jan Miller. District staff present: Scott Johnson, Janine Lovold, and Shonda Jelle. BWSR staff present: Matt Fischer

Secretary's Report:

- A motion was made by Miller, seconded by Olson, and passed by unanimous vote to approve the 2023 April Minutes.

Treasurer's Report:

- A motion was made by Olson, seconded by Miller, and passed by unanimous vote to approve the Treasurer's Reports from April and May 2023.

Employee Reports:

District Manager Johnson:

- Worked with the trees during the season and did two tree plantings.
- Got the drill all fixed and ready to sell, it was listed but no bids were received.
- WCA- has went out to look at a few sites at the Estates and Co Road 3, attended TEP Meeting, Klondike was submitted.
- Attended Local Work Group meeting in Warren.
- Attended Keep It Clean meeting and finished that up until the next winter season.
- Assisted with the Envirothon at Lake Bronson.
- Attended AIS meetings and all inspectors have been out inspecting and had training.

Administrative Assistant Jelle:

- Doing regular monthly bills, payroll, reconciling bank statements, regular monthly reporting.
- Finished up tree season and handing out trees.
- Assisted with Envirothon.
- Prepped items for 2R JPB meeting.

- Finished uploading all required SWCD Audit items for Peterson Company got the final draft plan for 2R JPB.

Water Planner Lovold:

- Attended the TRP JPB meeting held May 11th.
- Worked with customers on tree orders.
- Has started water sampling for the SWAG grant.
- FY23 Well Decommissioning Contracts Update
 - LWM-00 – completed in 2022
 - LWM-01 – completed in 2022
 - LWM-02 – void – signer was not the land occupier or landowner
 - LWM 23-03 – 50% C/S \$500 max– LWM funds – 11/4/2022 – no amendment signed
 - LWM 23-04 – 50% C/S \$500 max – LWM funds –12/8/2022 – no amendment signed
 - LWM 23-05 – 90% C/S \$900 max – LWM funds – amendment 4/27/2023
 - LWM 23-06 – 90% C/S \$900 max – LWM funds – 4/27/2023
 - LWM 23-07 – 90% C/S \$900 max - LWM funds – 4/27/2023

Supervisor Reports:

- None

District Conservationist Report:

- See provided attached notes.

OLD BUSINESS:

NEW BUSINESS

Matt Fisher:

Matt provided the BWSR legislative funding update.

Red River Valley Conservation Service Area JPA:

This agreement is to enter into the association. A motion was made by Miller, seconded by Olson, and passed by unanimous vote to enter into the association.

Resolution:

A resolution to adopt and work with local government units to implement both the Middle-Snake-Tamarac and the Thief River Comprehensive Watershed Management Plans. A motion was made by Olson, seconded by Miller, and passed by unanimous vote to approve the plans.

**Resolution to Adopt and Implement
the Middle-Snake-Tamarac and Thief River
Comprehensive Watershed Management Plans**

WHEREAS, the Roseau County Soil and Water Conservation District (SWCD) has been notified by the Minnesota Board of Water and Soil Resources that the Middle-Snake-Tamarac Comprehensive Watershed Management Plan (Plan) and the Thief River Comprehensive Watershed Management Plan (Plan) have been approved according to Minnesota Statutes §103B.801, and Board Resolution #18-14:

Whereas, Minnesota Statutes §103B.101, subd. 14 allows local water management plan, developed or amended, approved and adopted, according to chapter 103B to be replaced with a comprehensive watershed management plan but only to the geographic area of the Plan and consistent with the One Watershed, One Plan suggested boundary map.

Now; Therefore, Be it Resolved, the Roseau County SWCD hereby adopts and will work with the local government units on implementation of the approved Plans for the area of the county identified within the Plans and the Plans replace the local water management plan for the geographic area of the Plans for the duration of the state approved Plans.

CERTIFICATION

STATE OF MINNESOTA

Roseau County Soil and Water Conservation District

I do hereby certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by Roseau County Soil and Water Conservation District at a duly authorized meeting thereof held on the 13th of June, 2023.



John Gaukerud, Chairperson

Approve (TRP) RWBF 22-03:

TRP Forest Management plan of 47 acres on a 78-acre parcel. A motion was made by Miller, seconded by Olson, and passed by unanimous vote to approve the contract.

Sign the Two Rivers JPB Draft Audit:

The TRPJPB draft audit has been completed and it will be submitted to the state. The JPB has been emailed a copy and will acknowledge it at their next meeting in August.

Training:

None

Other:

Area 1 meeting will be held June 20th in Mahnommen.

Next Board Meeting Date:

- The next meeting is set for Tuesday, July 11th at 7:00 a.m. in the SWCD conference room.

Adjournment:

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

7/11/2023
Approval Date


District Board of Supervisors Secretary



June 2023 NRCS Board Report –Roseau FO

CSP –

- We have 23 eligible applications and so far we have 13 applications approved for funding.
- We have 6 2024 CSP-Renewal applications that we will start working on in August (these are for contracts expiring Dec 31, 2023).

EQIP –

- We have 11 contracts approved using a mix of Team and State funding pools.

CRP –

- General CRP signup ended Friday April 7 and we should know who was approved by the end of June. Roseau County had 15 CRP applications for the General Signup.

WRE –

- No new applications.

Meetings/Trainings/Other –

- April 11-13 – NRCS State All-Employee Meeting, Nisswa
- April 18 – Roseau Team EQIP LWG Meeting – Warren field office
- April 26 – Envirothon – Lake Bronson SP
- May 29 – Memorial Day Holiday

Upcoming:

- June 19 - Juneteenth Holiday
- June 21-22 – Native Plant ID Training – Twin Lakes WMA, Kittson Co
- June 28 – Roseau River WD meeting and tour
- July 4 – Independence Day Holiday
- July 10-15 – NRCS Leadership Tour NW MN

Kathy Fillmore

CST Lead

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MINUTES
ROSEAU SWCD BOARD MEETING
July 11, 2023

The monthly Board Meeting was held Tuesday, July 11, 2023. Chairman, John Gaukerud, called the meeting to order at 7:02 a.m. Supervisors present: John Gaukerud, Landon Olson, Jan Miller and Ulrik Aaskov. District staff present: Scott Johnson, Janine Lovold, and Shonda Jelle. County Commissioner Daryl Wiklund and Roseau Watershed Manager Tracy Halstensgard were also present.

Secretary's Report:

- A motion was made by Miller, seconded by Estling, and passed by unanimous vote to approve the 2023 June Minutes.

Treasurer's Report:

- A motion was made by Estling, seconded by Aaskov, and passed by unanimous vote to approve the Treasurer's Reports from June 2023.

Employee Reports:

District Manager Johnson:

- LOW Implementation meeting.
- Area 1 Meeting Mahnomen.
- Warroad River Watershed Meeting.
- Placed and has checked the Gypsy Moth traps on the East side of the county.
- WCA- County Road 3 NOD.
- County Road 115 ditch – NOD
- Klondike Project.
- Cedar Bend West & East bank sites.
- Andol Site - TSA site visit, grade stabilization north of Roseau
- Will be attending the statewide Ag Inspectors conference next week.
- Watercraft inspector's meetings

Administrative Assistant Jelle:

- Doing regular monthly bills, payroll, reconciling bank statements, regular monthly reporting.
- Has taken a few tree orders for 2024.

- Has done the Quarterly billing for the WRWD, Two Rivers JPB and the LOW JPB.
- Has made a few payments for the Two Rivers JPB on cover crops.
- Finished up the Two Rivers JPB Audit. The SWCD Audit is being finished up.

Water Planner Lovold:

- Attended the LOWW JPB meeting held July 10th
- Has an upcoming RRW JPB meeting on July 13th
- Has been water sampling for the SWAG grant
- Will begin planning for the well water clinic that is anticipated to be held sometime between August 21-24

Supervisor Reports:

- None

District Conservationist Report:

- See provided attached notes.

Commissioners Report:

- The new Highway Department building is completed, and they are all moved in. The old one will be going up on bids beginning soon.
- Daryl asked us to recheck a buffer site on a ditch that the county is potentially fixing.

OLD BUSINESS:

NEW BUSINESS

Tracy Halstengard – RRWD – Update on Oak Crest Coulee Project:

Tracy provided an update on the project and requested an additional \$20,000 in partnership funding. She stated that additional funding is needed as all bids came in higher than the original estimated costs provided by the engineers, the cost have been re-estimated by the engineers and will be going out on bids soon again. With the potential start date of September 15th and ending before winter comes. A motion was made by Miller, seconded by Olson, and passed by unanimous vote to approve the additional funding needed.

Approval for TRP – CA 22-10 NSLM Implementation Program funding to Kittson SWCD:

A motion was made by Estling, seconded by Miller, and passed by unanimous vote to redirect funds from Roseau SWCD to Kittson SWCD for nonstructural practices.

Other: We discussed looking into a new Pickup for the District and either trading or selling the black extended cab pickup.

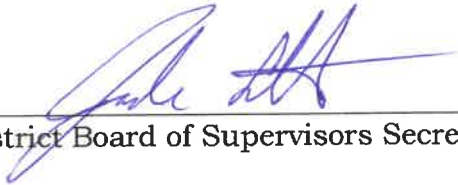
Next Board Meeting Date:

- The next meeting is set for Tuesday, August 8th at 7:00 a.m. in the SWCD conference room.

Adjournment:

- The meeting adjourned at 7:55 a.m. on a motion made by Estling seconded by Olson and carried by unanimous votes.

7-11-23
Approval Date


District Board of Supervisors Secretary



July 2023 NRCS Board Report –Roseau FO

SP –

- We in the process of funding 17 of our 23 eligible CSP – Classic applications.
- We have 6 2024 CSP-Renewal applications that we will start working on in August (these are for contracts expiring Dec 31, 2023).

EQIP –

- Eleven contracts have been approved using a mix of Team and State funding pools.

CRP –

- General CRP signup: Roseau County had 15 applications accepted for the General Signup.

WRE –

- One application (along Two Rivers west of Greenbush) has been preliminarily approved for funding.

Meetings/Trainings/Other –

- June 19 - Juneteenth Holiday
- June 21-22 – Native Plant ID Training – Twin Lakes WMA, Kittson Co
- July 4 – Independence Day Holiday

Upcoming:

- LOW 1W1P JPB Meeting?? - Warroad
- July 10-14 -MN NRCS Leadership Team Tour - NW MN (that's where I'm at)
- July 31-Aug 4 – Prairie Grouse Symposium – Summit, WI
- Aug 17 – 2R+ 1W1P meeting – Hallock
- Aug 29-31 – Climate Workshop – Agassiz NWR/TRF MNDOT bldg.
- Sept 4 – Labor Day Holiday
- Sept 6-12 – Annual Leave

Kathy Fillmore

CST Lead

Serving Roseau, Kittson & Marshall Counties



502 7th Street Southwest
Suite 5
Roseau, MN 56751

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

MINUTES
ROSEAU SWCD BOARD MEETING
August 8, 2023

The monthly Board Meeting was held Tuesday, August 8, 2023. Chairman, John Gaukerud, called the meeting to order at 7:00 a.m. Supervisors present: John Gaukerud, Landon Olson, Jan Miller and Ulrik Aaskov. District staff present: Scott Johnson, Janine Lovold, and Shonda Jelle. District Conservationist Kathy Fillmore was also present.

Lovold requested additions to the agenda for two RR FMP contract applications and a TRP contract payment approval.

Secretary's Report:

- A motion was made by Aaskov, seconded by Miller, and passed by unanimous vote to approve the 2023 July Minutes.

Treasurer's Report:

- A motion was made by Olson, seconded by Miller, and passed by unanimous vote to approve the Treasurer's Reports from July 2023.

Employee Reports:

District Manager Johnson:

- Attended Ag Inspectors training also has been checking weed complaints as they have come up.
- Area 1 Meeting - Mahnomen.
- Attended Warroad Watershed District meeting.
- Has checked the Gypsy Moth traps.
- WCA- Cedar Bend west & east bank sites, Krog Hegedahl bank site
- Checked buffers on the east side of the county. The two remaining townships will be checked by Shonda.
- Attended AIS & Watercraft Inspector's meetings.
- Attended the TSA meeting.

Administrative Assistant Jelle:

- Doing regular monthly bills, payroll, reconciling bank statements, regular monthly reporting.
- Has made a few CSP tree plans and tree orders.

- Has paid the TRP JPB bills that have in, reconciled the statements, and attended the 2024 funding meeting. Signed up 1 landowner for their cover crop program and has been working on the plan.
- Had fielded a few questions on buffers and cover crops.

Water Planner Lovold:

- Have been water sampling for the SWAG grant.
- The Well Water Clinic has been set for August 22. Ads have been placed in the newspaper and various places in towns.
- Attended the RRW JPB and TRP ST meetings in July.

Supervisor Reports:

- None

District Conservationist Report:

- See provided attached notes.

Commissioners Report:

- None

OLD BUSINESS:

- None

NEW BUSINESS

Approve Two Rivers Cover Crop Contract RWBF 22-04:

This is for 80 acres with a multi crop species for 2 years. A motion was made by Aaskov, seconded by Olson, and passed by unanimous vote to approve the contract.

Approve Forest Management Plan Contracts:

TRP Contract RWBF contract # RWBF 22-01 is for an estimated 80 acres. The RR Contracts # RRFMP 23-01 is for an estimated 150 acres and RRFMP 23-02 is for an estimated 80-90 acres. A motion was made by Miller, seconded by Aaskov, and passed by unanimous vote to approve these contracts.

Delegate Staff Contract Approval Authority for JPB Contract Application:

This gives the staff contract signing authority for any TRP, RRW, and LOWW JPB contract applications. A motion was made by Olson, seconded by Aaskov, and passed by unanimous vote to approve Scott Johnson, Janine Lovold, and Shonda Jelle the authority to approve and provide an authorized signature on any contract application that arises from TRP, RRW, and LOWW JPB programs and practices within Roseau SWCD jurisdiction.

Designate Staff Technical Assistance Provider:

This gives Staff the ability to sign off as the Technical Assistance provider on all JPB's and SWCD contracts. A motion was made by Miller, seconded by Olson, and passed by unanimous vote to approve Scott Johnson, Janine Lovold, and Shonda Jelle to sign as technical service provider.

Designate Staff Contract Approval Authority for Roseau SWCD Contract Applications:

This gives the staff contract signing authority for Roseau SWCD contract applications. A motion was made by Olson, seconded by Miller, and passed by unanimous vote to approve Scott Johnson, Janine Lovold, and Shonda Jelle the authority to approve and provide an authorized signature on any contract application that arises within the Roseau SWCD jurisdiction.

Authorize Voucher Practice and Certification Forms:

This gives the staff the authority to sign the Voucher Practice and Certification Form as Technical Assistance Provider and Administrative Sign-Off for TRP, RRW, and LOWW JPB and the Roseau SWCD for payment approval of practices and plans. A motion was made by Aaskov, seconded by Olson, and passed by unanimous vote to approve Scott Johnson, Janine Lovold, and Shonda Jelle to sign as Technical Assistance Provider and Administrative Sign-Off for all Vouchers.

Other:

Payment Approval for TRP Forest Stewardship Contract #RWBF 22-03

TRP Forest Management plan of 47 acres on a 78-acre parcel. A motion was made by Miller, seconded by Olson, and passed by unanimous vote to approve the contract authorizing \$471.75 for financial assistance.

Campaign Finance Board:

The Campaign Finance Board has requested an update of the supervisor's email and mailing addresses. Scott will let them know that all the information is the same as last year.

Next Board Meeting Date:

- The next meeting is set for Tuesday, September 12th at 7:00 a.m. in the SWCD conference room.

Adjournment:

- The meeting adjourned at 7:41 a.m. on a motion made by Miller seconded by Olson and carried by unanimous votes.

8-8-23

Approval Date



District Board of Supervisors Secretary

Aug 2023 NRCS Board Report –Roseau FO

CSP –

- We are currently processing 16 applications for funding. 5 that were pre-approved have cancelled. So, only 2 of our 23 high-screened applications have not been funded.
- We have 6 2024 CSP-Renewal applications that we will start working on in August (these are for contracts expiring Dec 31, 2023).

EQIP –

- Eleven contracts have been approved using a mix of Team and State funding pools.

CRP –

- General CRP signup: Roseau County had 15 applications accepted for the General Signup.
- Continuous CRP – So far, we have 3 contracts for this signup. Staff is working on writing plans and getting participant signatures.

WRE –

- One application (along Two Rivers west of Greenbush) has been preliminarily approved for funding. It is now being sent for title review.

LEADERSHIP TOUR –

- Met with Shayne Isane and Thor Didrikson at their farms. Toured fields, pastures, etc.

Meetings/Trainings/Other –

- July 10-14 -MN NRCS Leadership Team Tour - NW MN

Upcoming:

- Aug 14 – Mud River Work Group Mtng – RLWD, TRF 9 am
- Aug 17 – 2R+ 1W1P meeting – Hallock
- Aug 21 – State Leadership/Team Lead call – 8 am -12 pm
- Aug 23-25 – Vacation??
- Aug 29-31 – Climate Workshop – Agassiz NWR/TRF MNDOT bldg.
- Sept 4 – Labor Day Holiday
- Sept 6-12 – Vacation

Kathy Fillmore

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Roseau, MN 56751

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MINUTES
ROSEAU SWCD BOARD MEETING
September 12, 2023

The monthly Board Meeting was held Tuesday, September 12, 2023. Chairman, John Gaukerud, called the meeting to order at 7:00 a.m. Supervisors present: John Gaukerud, Landon Olson, Jan Miller and Ulrik Aaskov. District staff present: Scott Johnson, Janine Lovold, and Shonda Jelle.

Secretary's Report:

- A motion was made by Aaskov, seconded by Miller, and passed by unanimous vote to approve the 2023 August Minutes.

Treasurer's Report:

- A motion was made by Olson, seconded by Miller, and passed by unanimous vote to approve the Treasurer's Reports from August 2023.

Employee Reports:

District Manager Johnson:

- Switched the CD and Savings at Border Bank to a new savings account.
- The survey by TSA has been done on Oslund's and we now have the plans. There are 2 other SWI's that need surveying and 2 river grade stabs to do yet.
- Attended Warroad Watershed District meeting, they also have 3 sites along Ditch 10 for SWI's.
- Has pulled the Gypsy Moth traps.
- AIS inspectors are finishing up the season this coming weekend. There will be a meeting with Boarder protection in MN and ND, Adam Dahl, Mike Hirst and the DNR regarding the Decontamination unit and how to move forward with the ones from ND that get sent to our county for Decontamination.
- Had a Sustainable Farming Teams meeting last week for LOW ST.
- Keep It Clean meeting.
- TEP meetings with Hawk Company on harvesting peat north of Roseau and Spruce Valley Banking site.
- Has been putting 2024 budget together.
- WCA Field training – Fergus Falls.
- Followed up on Buffer sites not compliant.

Administrative Assistant Jelle:

- Doing regular monthly bills, payroll, reconciling bank statements, regular monthly reporting.
- Has made a few tree plans for landowners, they may be interested in the soil health grant.
- Has paid the TRP JPB bills that have in, reconciled the statements, and attended the meeting last month, we also have the BWSR Audit scheduled for the first 50% of funds next week.
- Helped Janine with the well water clinic and met the company doing it in Grygla to drop off the samples.
- Has closed out the 2022 Capacity funds.

Water Planner Lovold:

- Has finished up water sampling for the SWAG grant. A couple sampling events will be rescheduled for Willow Creek in 2024 as no flow was observed at the beginning of September.
- The Well Water Clinic had 73 bottles go out with 70 being returned. Kittson SWCD also participated.
- Attended the virtual LOW ST meeting and TRP JPB meeting in August.
- WBIF Contract Update:
 - RR FMP 23-04 Est. Ac – 200 Approved 8/22/2023 RRW
 - RR FMP 23-05 Est. Ac – 80 Approved 9/5/2023 RRW
 - RWBF 22-05 Est. Ac – 222.5 Approved 9/4/2023 TRP

Supervisor Reports:

- None

District Conservationist Report:

- See provided attached notes.

Commissioners Report:

- None

OLD BUSINESS:

- None

NEW BUSINESS

Approve Two Rivers JPB Cooperative Agreement 22C:

This is just an update to reassess who spends the remaining funds. A motion was made by Miller, seconded by Aaskov, and passed by unanimous vote to approve the new agreement.

Approve 2022 Draft Audit:

Peterson Company has sent out the 2022 Draft Audit. A motion was made by Olson, seconded by Miller, and passed by unanimous vote to approve the draft audit.

Other:


Next Board Meeting Date:

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

Adjournment:

- The meeting adjourned at 7:38 a.m. on a motion made by Olson seconded by Miller and carried by unanimous votes.

10/10/2023
Approval Date


District Board of Supervisors Secretary



502 7th Street Southwest
Suite 5
Roseau, MN 56751

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

MINUTES
ROSEAU SWCD BOARD MEETING
October 10, 2023

The monthly Board Meeting was held Tuesday, October 10, 2023. Chairman, John Gaukerud, called the meeting to order at 7:04 a.m. Supervisors present: Landon Olson and Jan Miller. District staff present: Scott Johnson, Janine Lovold, and Shonda Jelle.

Secretary's Report:

- A motion was made by Olson, seconded by Miller, and passed by unanimous vote to approve the 2023 September Minutes.

Treasurer's Report:

- A motion was made by Miller, seconded by Olson, and passed by unanimous vote to approve the Treasurer's Reports from September 2023.

Supervisor Reports:

- Miller stated that the LOW JPB meeting had been postponed.

District Conservationist Report:

- No notes provided 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 quarterlies.
- Had the TRP WBIF 50% BWSR Audit, all went well and the next 40% should be deposited soon.
- Worked on 2R bills and have paid a few cost-share contracts for them.

Water Planner Lovold:

- Took the last SWAG water samples as enough rain had fallen to create flow and will be billing MPCA for 3rd quarter.
- TRP audit.
- Attended a RRW ST meeting. The JPB meeting is this Thursday.

- Attended the WWD meeting.
- Well sealing requests for payments are starting to come in.

District Manager Johnson

- Assisted with Pennington County Outdoor education day.
- Attended an AIS meeting to wrap up the AIS inspector items for the year.
- Also had a virtual meeting with MN DNR AIS coordinators and Manitoba Provincial AIS Coordinators on US/Canada Border inspection process when denial of entry into Canada to try and make requirements a bit more uniform when crossing.
- Placed a tentative tree order with Schumacher's and Towner.
- Attended the Manager meeting.
- WCA – Wetland review of lots for Mike Goulet, peat mining sites, as well as a Spruce Valley Wetland Bank site.
- 2024 budget is completed and ready to be presented to the Commissioners once it is approved today.

OLD BUSINESS:

NEW BUSINESS

MASWCD Supervisor Packets: Packets were handed out to supervisors present at the meeting and Supervisors present were reminded that this year they need to vote online.

Contract Update: RWBIF 22-06 (TRW FSP) estimated acres 222.5 for \$1857.50 approved on 9/12/23. RR FMP 23-03 (RRW) estimated acres 80 for \$1020.00 approved on 8/10/23.

2024 Proposed District Budget: The proposed budget was presented to the board to be approved. The motion was made by Olson, seconded by Miller and passed by unanimous vote.

2024 Proposed County Ag Inspection Budget: The proposed budget was presented to the board to be approved. The motion was made by Miller, seconded by Olson and passed by unanimous vote.

Training: BWSR Academy is scheduled for October 24-26th.

Other: Area 1 meeting is scheduled for November 21 at the casino in Mahnommen.

Listing the Drill with no minimum bid: The board discussed listing the Truax drill with no minimum bid set in the price. It was a unanimous consensus that we would list and see if we received any bids. We will begin listing it in February.

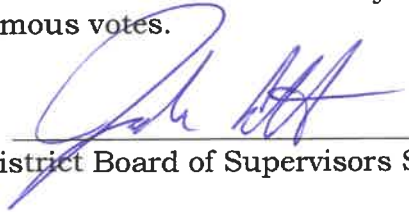
Next Board Meeting Date:

- The next meeting is set for Tuesday, November 14th at 8:00 a.m. in the SWCD conference room.

Adjournment:

- The meeting adjourned at 7:40 a.m. on a motion made by Olson, seconded by Miller and carried by unanimous votes.

10-10-23
Approval Date


District Board of Supervisors Secretary



502 7th Street Southwest
Suite 5
Roseau, MN 56751

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

MINUTES
ROSEAU SWCD BOARD MEETING
November 14, 2023

The monthly Board Meeting was held Tuesday, October 10, 2023. Vice - Chairman, Jan Miller, called the meeting to order at 8:06 a.m. Supervisors present: Landon Olson, Jade Estling and Ulrik Aaskov. District staff present: Scott Johnson, Janine Lovold, and Shonda Jelle.

Secretary's Report:

- A motion was made by Aaskov, seconded by Estling, and passed by unanimous vote to approve the 2023 October Minutes.

Treasurer's Report:

- A motion was made by Estling, seconded by Aaskov, and passed by unanimous vote to approve the Treasurer's Reports from October 2023.

Supervisor Reports:

- None

District Conservationist Report:

- See provided notes.

Commissioner's Report:

- None present.

Employee Reports:

Administrative Assistant Jelle:

- Doing regular monthly bills, payroll, reconciling bank statements, regular monthly reporting.
- Has paid a few Cover Crop/ No-Till & Forestry Contracts for TRP WBIF
- Has taken a few tree orders and signed up one landowner for a Soil Health tree planting contract.
- Has ordered trees.
- Attended the Webinar on Sick Safe Leave provided by Department of Labor
- Attended Barb from Pennington's SWCD retirement party.
- Has updated the rainfall sheet for the upcoming newsletter.

Water Planner Lovold:

- Attended two LOW IC meetings and 1 TRP ST meeting.
- Attended a RRW JPB meeting.
- Has a TRP JPB meeting this Thursday.
- Worked on the Winter Newsletter.
- Has signed up a few landowners for Well Sealing as well as Forestry Plan contracts.
- Processed payment vouchers for Forestry and Well Sealing contracts.
- Has done eLINK reporting for TRP JPB.

District Manager Johnson

- Attended the LOW IC meetings.
- Attended BWSR Academy training.
- Has a TSA Meeting today.
- WCA – Wetland review of lots for Mike Goulet Properties.
- Pierce - Hawke Peat mining sites.
- Kevin Pierce Road/Gravel Pad.
- City of Roseau storm water reconstruction Project.
- DNR RR WMA project.
- Lot development north of Springsteel for storage facilities.
- The 2024 budget is completed and ready to be presented to the Commissioners once it is approved today.

OLD BUSINESS:

NEW BUSINESS

TR JPB CRP Incentive Grant: This is an update to inform the Supervisors that each SWCD will be entering into contracts on behalf of the JPB for the CRP Incentive grant. Each SWCD will be paying these CRP Incentive contracts which will then be reimbursed by the JPB. Guidelines and payment process will be discussed at Thursday's JPB meeting as far as when these reimbursements will be paid back to the SWCD's. Priority designations have been defined per TRP JPB policy with CP 18 series (soil salinity) and CP 23, 23A (wetlands) being the target practices.

Contract Update:

- TRP – RWBIF 22-07 FMP estimated ac - 285.24 \$1722.81 Date Approved 10/30/2023.
- Soil Health Cost Share 2023-01: Tom Goldsmith CP 380 estimate \$3,355 Approved 11/13/23.
- LWM 23-08: Timothy Friesner – CP 351 \$900 C/S Date Approved 11/13/2023.
- LWM 23-10: Gregg Rice – CP 351 \$900 C/S Date Approved 11/13/2023.
- LWM 23-11: Tom Jacobson – CP 351 \$900 C/S Date Approved 11/13/2023.

RR 1W1P Grant:

A motion to approve the \$22,500 funding for MS4Front Implementation & Annual Subscription (50%) and the BEAST spreadsheet for the RRW JPB; as well as give District Manager Johnson the authority to enter into contract with HEI to sign

contract for creation of said items was made by Olson, seconded by Aaskov and passed by unanimous vote.

2024 Employee COLA: This was placed on the agenda to let the supervisors know that it is time to begin thinking of the Employee COLA increase for next month's meeting.

2024 Employee Reviews & Wage Increases: This was placed on the agenda to let the supervisors know it is time to begin thinking about the Employee Review and Wage increase for next month's meeting.

Training:

Other:

- Area 1 meeting is scheduled for November 21 at the casino in Mahnommen.
- SWCD Supervisor Training: Scott had received an email from Matt Fisher to check with the supervisors about attending a training session and when it would work best for them between January – early March. Our supervisors would prefer earlier in the day for these trainings over evenings and would like them to be held in TRF and no farther than Mahnommen.

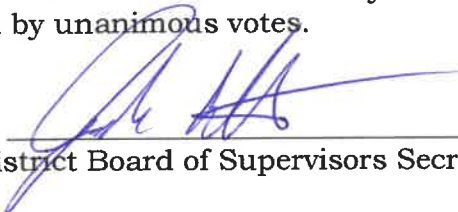
Next Board Meeting Date:

- The next meeting is set for Tuesday, December 12th at 8:00 a.m. in the SWCD conference room.

Adjournment:

- The meeting adjourned at 8:48 a.m. on a motion made by Aaskov, seconded by Olson and carried by unanimous votes.

12/12/2023
Approval Date


District Board of Supervisors Secretary



502 7th Street Southwest
Suite 5
Roseau, MN 56751

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

MINUTES
ROSEAU SWCD BOARD MEETING
December 12, 2023

The monthly Board Meeting was held Tuesday, December 12, 2023. Chairman, John Gaukerud, called the meeting to order at 8:05 a.m. Supervisors present: John Gaukerud, Landon Olson, Jan Miller and Ulrik Aaskov. District staff present: Scott Johnson, Janine Lovold, and Shonda Jelle.

Secretary's Report:

- A motion was made by Aaskov, seconded by Miller, and passed by unanimous vote to approve the 2023 November Minutes.

Treasurer's Report:

- A motion was made by Miller, seconded by Aaskov, and passed by unanimous vote to approve the Treasurer's Reports from November 2023.

Supervisor Reports:

- None

District Conservationist Report:

- See provided notes.

Commissioner's Report:

- None present.

Employee Reports:

Administrative Assistant Jelle:

- Doing regular monthly bills, payroll, reconciling bank statements, regular monthly reporting.
- Has paid a few Cover Crop/ No-Till & Forestry Contracts for TRP WBIF We should have no more contracts to pay this year.
- Has taken a few tree orders and signed up one landowner for a Soil Health tree planting contract.
- Attended Janelle's from Marshall County SWCD retirement party.
- Has signed up 4 landowners for Cover Crop & No-Till in TR+ as well as a potential Fencing contract.
- Made calls to the landowners in the TR+ area that I knew had cattle and let them know of the fencing cost share.
- Attended the Area 1 meeting as well as the TR+ meeting via zoom.

Water Planner Lovold:

- Attended the TRP JPB meeting and the TRP 1W1P Pint Night.
- Attended Janelle's retirement party at the Marshall County SWCD office.
- Has a TRP JPB Special Meeting next Thursday as well as a LOWW JPB meeting tomorrow.
- The Winter Newsletter should be mailed out soon.
- Has signed up a few landowners for Well Sealing as well as Forestry Plan contracts.
- Processed payment vouchers for Forestry and Well Sealing contracts.
- Has reviewed the field and lab data as well as submitted the SWAG Interim Report.

District Manager Johnson

- Attended the following meetings: Area 1, WWD, AIS ~ Keep It Clean meeting.
- Worked with I Digital to get the digital sign up and working in Warroad for Keep It Clean.
- WCA – Wetland review of a potential violation over by Springsteel. As well as regular WCA items for: Kevin Pierce site, Hawke Peat mining site, Warroad Estates lot development, and the Klondike project for NOD.
- There had also been Manger talks regarding the AGBMP Loan program.

OLD BUSINESS:

Supervisor Training: Matt Fisher is working to get this all set up for someplace not too far from Roseau and to be held in mid-February.

NEW BUSINESS

Promotional Partnership SWCD/NCOR AIS Program: Curt Qunell will be doing promotional events for the AIS Keep It Clean Program in both the summer and the winter fishing seasons. This will cost the District \$3,000 to do a full sponsorship using AIS funds. He usually attends local parades, events, helps with Envirothon, and promotes it on his various social media sites. A motion was made by Olson, seconded by Miller and passed by unanimous vote to sponsor NCOR.

Contract Update:

- TRP – FMP:
 - RWBIF 22-08 Sheldon Larson - \$876- Approved 11/29/23.
 - RWBF 22-09 Robert Blazek - \$830.64 – Approved 12/11/2023.
- RRW: RR FMP 23-06 – Sheldon Larson - \$1023.30 – Approved 11/29/2023.
- Well Decommissioning:
 - LWM 23-09: Doug Hlucny – \$900 C/S Approved – 11/14/2023
 - LWM 23-12: Robert Eaton - \$900 C/S Approved 11/15/2023

- LWM 23-13: Jordan Kapphahn - \$900 CS Approved 11/22/23.
- TR RWBIF 24-01-08 Didriksons (Thor, Kelsey, Michelle, Dana) Cover Crop/No Till \$134,400 ~ Waiting on all signed contracts.

Northern Pod TSA Update:

All submitted project requests have been completed for the 2023 fiscal year.

Sign TRP Cooperative Agreement for the FY24 Work Plan:

The Board reviewed the new Cooperative Agreement (CA). The CA had already been approved at the TRP JPB meeting in November. Board Chair Gaukerud signed the CA.

District Policy ~ Earned Sick and Safe time Policy:

A motion to approve adding the Sick Safe Time Policy to the SWCD Employee Handbook beginning January 1, 2024 was made by Aaskov, seconded by Olson and passed by unanimous vote.

2024 Employee COLA: This was combined with the Review and Wage increase motion.

Training:

Other:

- **Klondike Project Update:** The Roseau SWCD will need to approve the Two Rivers Watershed District Replacement Plan per the Wetland Conservation Act MN Rule 8420.0255 and MN Statutes, Section 15.99 with the understanding that the Two Rivers Watershed District intends to coordinate and work with both the Roseau SWCD and Kittson SWCD to ensure satisfactory development of the mitigation measures associated with the Klondike Clean Water Retention Project #11 Motion was made by Miller, seconded by Aaskov and passed by unanimous vote to send the decision on the project.

Next Board Meeting Date:

- The next meeting is set for Tuesday, January 9 at 8:00 a.m. in the SWCD conference room.

The Board closed the meeting at 9:01 a.m. to discuss both COLA and the reviews and wage increases.

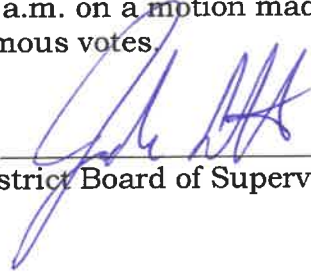
2024 Employee Reviews & Wage Increases: The Board increased everyone by step and grade to begin January 1, 2024. Motion was made by Olson, seconded by Aaskov and passed by unanimous vote.

The meeting reopened at 9:44 a.m.

Adjournment:

- The meeting adjourned at 9:45 a.m. on a motion made by Miller, seconded by Olson and carried by unanimous votes.

1/9/2024
Approval Date



District Board of Supervisors Secretary