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**MINUTES**  
**ROSEAU SWCD BOARD MEETING**  
April 9, 2024

The monthly Board Meeting was held Tuesday, April 9, 2024. Chairman, John Gaukerud, called the meeting to order at 7:02 a.m. Supervisors present: John Gaukerud, Ulrik Aaskov, Landon Olson, Jade Estling, and Jan Miller. District staff present: Scott Johnson, Shonda Jelle and Janine Lovold. NRCS staff present: Bonnie Hasbrouck Other: Daryl Wicklund, County Commissioner (Came at 7:40 am).

**Secretary's Report:**

- A motion was made by Olson, seconded by Miller, and passed by unanimous vote to approve the 2024 February Minutes.

**Treasurer's Report:**

- A motion was made by Aaskov, seconded by Olson, and passed by unanimous vote to approve the March 2024 Treasurer's Report.

**Supervisor Reports:**

- Miller stated that they have a LOW JPB meeting coming up on the 22<sup>nd</sup>. He was also approached by a citizen asking about matting of tree plantings.
- Aaskov stated that he had attended the supervisor training that was held in February in Crookston. He said that it was a good worthwhile training.

**District Conservationist Report:**

- See attached notes.

**Employee Reports:**

Administrative Assistant Jelle:

- Regular monthly bills, reporting and quarterly reports.
- Has attended a few Admin Planning sessions via zoom to plan the upcoming statewide admin session.
- Attended the Area 1 meeting.
- Took the online BWSR training.
- Took an online payroll law seminar.
- Has been taking tree orders and worked on a few tree plans.

Water Planner Lovold:

- Has been taking some tree orders and worked on a few tree plans for cost-share.
- Has had a couple people sign-up for the RR Forest Stewardship cost-share funds through the JPB's.
- Has received \$775 sponsorship funds so far from area businesses for the Envirothon.
- Attended the TRP JPB meeting in February.
- Has had a few meetings for the RRST for culvert inventory and the draft BEAST. There is a RRW JPB meeting coming up on April 11.
- Had a LOW IC meeting. The first PRAP was completed for the FY20 WBIF Grant. Julie Westerlund, BWSR, discussed how the eLINK activity description and results were used for PRAP.
- Has the joint Kittson/Roseau Local Work Group meeting coming up on April 16th.
- Attended the virtual NACDE meeting.
- Took the BWSR online training for private wells and SFIA sessions.
- Is preparing the SWAG monitoring that will begin next month.

District Manager Johnson:

- Attended the online NACDE meeting.
- Attended the Area 1 meeting.
- Attended the WRWD meeting.
- Envirothon planning meeting.
- MASWCD leadership webinar
- Attended the TSA Northern Pod Meeting.
- Has attended Keep it clean meetings and wrapped that up for the season.
- Received Ag inspection funds from the County.  
Tree orders and worked on tree plans for S/C.
- Has been having AIS meetings there is a training set for May 2<sup>nd</sup> for inspectors.
- WCA – Has been busy with many projects.  
Oseid Properties – NOD issued, Roseau Storm Sewer Project- NOD issues, Malung Dam – NOD issued, Tom Grygelko Bank- TEP met in field.

**OLD BUSINESS:** None

**NEW BUSINESS**

**HEI Agreement using RRW 1W1P funds:** A motion was made by Olson and seconded by Miller to enter into the Agreement with HEI for the culvert inventory. Motion passed unanimously.

**HDR Agreement using RRW 1W1P funds** A motion was made by Aaskov and seconded by Estling to enter into the Agreement with HDR for the culvert inventory. Motion passed unanimously.

**Contract Update:** Janine provided a handout of the Program Log for all contracts as recommended by Matt Fischer, BC. See attached log.

**Training:**

- **Rescheduled MACDE District Managers Training Brainerd May 29<sup>th</sup> & 30<sup>th</sup>** – This was rescheduled from March due to the snowstorm.

**Other:** None

**Next Board Meeting Date:**

- The next meeting is set for Tuesday, May 14<sup>th</sup> at 7:00 a.m. in the SWCD conference room.

**Adjournment:**

- The meeting adjourned at 8:04 a.m. on a motion made by Miller seconded by Estling and carried by unanimous votes.

5/14/2024  
Approval Date

Landon Olson  
District Board of Supervisors Secretary



Roseau SWCD

RSWCD TRP RRW LOW

Cost-Share Program Log Effective  
Contracts as of 4/9/2024

Notes	Paid	Contract Approved Date	Amendment	Contract #	Conservation Practice	Conservation Practice Code	Cost-Share / Other Rate	Source Funds	Funds Encumbered	
	partial	8/9/2022		LOWW 22-01	Cover Crop	340	Flat Rate	FY22 LOW WBIF	\$12,000.00	
	partial	8/9/2022		LOWW 22-02	Cover Crop	340	Flat Rate	FY22 LOW WBIF	\$12,000.00	
		8/21/2023	Amendment 1 10/27/2023	RWBF 22-04	Cover Crop	340	Flat Rate	FY22 TRP WBIF	\$9,600.00	
		9/12/2023		RWBF 22-06	Forest Stewardship Plan Writing	508M	75%	FY22 TRP WBIF	\$1,393.13	
		10/30/2023		RWBF 22-07	Forest Stewardship Plan Writing	508M	75%	FY22 TRP WBIF	\$1,722.51	
		11/29/2023		RWBF 22-08	Forest Stewardship Plan Writing	508M	75%	FY22 TRP WBIF	\$876.00	
		12/11/2023		RWBF 22-09	Forest Stewardship Plan Writing	508M	75%	FY22 TRP WBIF	\$830.64	
		2/12/2024		RTRP WBIF 24-01	Cover Crop & No-Till	340 / 329	Flat Rate	FY24 TRP WBIF	\$33,600	
		2/12/2024		RTRP WBIF 24-02	Cover Crop & No-Till	340 / 329	Flat Rate	FY24 TRP WBIF	\$33,600	
		2/12/2024		RTRP WBIF 24-03	Cover Crop & No-Till	340 / 329	Flat Rate	FY24 TRP WBIF	\$33,600	
		2/12/2024		RTRP WBIF 24-04	Cover Crop & No-Till	340 / 329	Flat Rate	FY24 TRP WBIF	\$33,600	
		2/12/2024		RTRP WBIF 24-05	Fencing	382	75%	FY24 TRP WBIF	\$7,500	
		2/12/2024		RTRP WBIF 24-06	Fencing	382	75%	FY24 TRP WBIF	\$7,500	
		8/22/2023		RR FMP 23-04	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$1,865.70	
		11/29/2023		RR FMP 23-06	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$1,023.30	
Pending				RR FMP 23-07	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF		
		3/18/2024		RR FMP 23-08	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$432.00	
		3/18/2024		RR FMP 23-09	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$1,890.00	
Land still in CRP				RR FMP 23-10	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF		
		4/8/2024		RR FMP 23-11	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$1,125.36	
Completed 3/25/24	Yes	4/27/2023		LWM 23-06	Well Decommissioning	351	90%	FY23 WCA transfer to FY23 LWM	\$900.00	
Completed 4/1/24	Yes	4/27/2023		LWM 23-07	Well Decommissioning	351	90%	FY23 WCA transfer to FY23 LWM	\$900.00	
		11/22/2023		LWM 23-13	Well Decommissioning	351	90%	FY24 LWM-\$500; FY23 RRWBIF-\$400	\$400.00	
		12/1/2023		LWM 23-14	Well Decommissioning	351	90%	FY24 LWM-\$500; FY23 RRWBIF-\$400	\$400.00	
Pending quote		2/12/2024		LWM 24-01	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
Pending quote		2/12/2024		LWM 24-02	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
										Balance
										Grant
		11/13/2023		SH 23-01	Shelterbelt Tree / Shrub Establishment	380	75%	FY23 SH	\$2,516.25	\$11,658.75
		1/8/2024		SH 23-02	Shelterbelt Tree / Shrub Establishment	612	75%	FY23 SH	\$1,558.28	\$10,100.47
		3/11/2024		SH 23-03	Shelterbelt	380	75%	FY23 SH	\$2,250.00	\$7,850.47
		2/8/2024		SH 23-04	Shelterbelt Tree / Shrub Establishment	380	75%	FY23 SH	\$1,547.20	\$6,303.27
		3/18/2024		SH 23-05	Shelterbelt Tree / Shrub Establishment	612	75%	FY23 SH	\$833.51	\$5,469.76
		3/28/2024		SH 23-06	Shelterbelt	380	75%	FY23 SH	\$1,213.34	\$4,256.42
Pending soil sample results		4/4/2024		SH 23-07	Shelterbelt	380	75%	FY23 SH	\$1,511.31	\$2,745.11





April 2024 NRCS Board Report – Roseau FO

**STAFFING -**

- We have four staff available for customer assistance. Calling ahead is recommended. We do take walk-ins but cant guarantee our attendance. It has been recommended to us to schedule more appts rather than walk-ins and get customers use to our new protocol.  
The office will continue to be staffed for most of 5 day/ week depending on work schedules and training. We
- recommend calling first to make sure staff is on hand to conduct business.  
Feel free to contact me with any issues or concerns.

**CSP** \_ Classic CSP–We have 61 applications and are working on the planning, assessing and ranking. Deadline 4/12/2024.

**EQIP –**

- We have six applications slated for funding as soon as QAR's (Quality Assurance Review) are completed. We are hoping for more contract approvals as the funding continues to get sorted out. We have additional projects to start planning as time permits.

**CRP –**

- The Continuous and General CRP sign ups have started and FSA has been sending offers over to us.

**WRE –**

- No new applications on file.
- Note: please send interested customers to our office as we need to increase our applications and contracts.

**Meetings/Trainings/Other –**

- Additional Trainings throughout the month.
- Envirothon
- Local Work Group April 16,@10am @ Lake Bronson

**Respectfully submitted by,  
Bonnie Hasbrouck**

District Conservationist for Roseau County





# Janine's Employee Report for April 9, 2024

1. Attended a NACDE Mtg – Feb 27 – Area 1 staff members
2. RR ST – attend 2 meetings in March
  - a. Met with HEI and HDR to go over what is needed for a crew to go out on a culvert survey for consistency and make process useful for other areas that will eventually update their inventory.
  - b. Discussed funding split between the 2. RRWD will cover the rest of the cost that goes beyond our old plan writing fund budget.
  - c. Have a RR JPB Meeting this Thursday at 8 am.
3. LOWW JPB
  - a. Attended an IC meeting in March. P-RAP was done by BWSR on the 1<sup>st</sup> grant and Julie Westerlund discussed what was involved with that. Not meant to be burdensome. Will use the eLINK Activity Description and Results to measure if we are accomplishing what we initially said we were going to do. If projects and programs are being in priority areas and what percentage of those that are in non-priority areas. Red flag if over a certain percentage in non-priority areas.
  - b. Had a virtual meeting that included the NRCS regarding landowner outreach ideas.
4. Two Rivers Plus
  - a. Have a TRP Local Work Group meeting at Lake Bronson SP on Tuesday, April 16.
5. Roseau SWCD
  - a. Worked with customers on tree orders.
  - b. 2 people signed up for SH cost-share tree plantings. Worked on the site designs that had landowner review.
  - c. 2 people signed up for FSP writing cost-share in the RRW.
  - d. Attended Spring BWSR Training. Took a session on private wells (drilling a new well, looking at broken well systems, water testing) and a session on Sustainable Forest Incentive Act (what a certified planned writer observes / decides what is eligible, Mille Lacs and Kooch SWCDs working with landowners in SFIA to expand forest management.
  - e. Collected \$775 for the Envirothon by Roseau County business sponsors. List of sponsors can be found on the SWCD website on the Envirothon page. Envirothon is on May 1. Down \$75 from last year at this time.
  - f. Have been getting ready for Surface Water Assessment Grant monitoring coming up next month. Will have to work on MPCA owned Pro DSS device and replace a probe and a cap. Hopefully all goes well.
    - i. Will be attending a virtual SWAG meeting a week before monitoring season begins.

