



502 7th Street Southwest
Suite 5
Roseau, MN 56751

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

MINUTES
ROSEAU SWCD BOARD MEETING
January 9, 2024

The monthly Board Meeting was held Tuesday, January 9, 2024. Chairman, John Gaukerud, called the meeting to order at 8:04 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:
Election of Offices

- Board Chair Gaukerud turned the meeting over to District Manager Johnson, who then called for nominations for Chair. Estling nominated Gaukerud as Chair. Miller called for nomination cease and at the same time motioned second for Gaukerud. Motion carried unanimously. District Manager Johnson then turned the meeting over to Chair Gaukerud.
- Chair Gaukerud called for nominations for Vice-Chair. Estling nominated Miller for Vice-Chair. Chair Gaukerud called for further nominations three times, and there were none. A motion to cease nominations and seconded the motion was made by Aaskov. Motion carried unanimously.
- Chair Gaukerud called for nominations for Secretary. Aaskov nominated Olson for Secretary. Chair Gaukerud called for further nominations three times, and there were none. A motion to cease nominations and seconded the motion for Olson was made by Aaskov. Motion carried unanimously.
- Chair Gaukerud called for nominations for Treasurer. Estling nominated Aaskov for Treasurer. Aaskov nominated Estling for Treasurer. Chair Gaukerud called for any further nominations. There were none. Miller seconded the motion for Aaskov for Treasurer. Motion carried unanimously for Aaskov to be Treasurer.

Special Activity Assignment:

Special Activity Assignment	2024 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
Approval Authority for All Cost-Share Practices	District Manager, Scott Johnson

Approval Authority for Technical and Cost Estimate for CP 340, CP 351, CP 380, and CP 612 Contracts	Water Planner, Janine Lovold
--	------------------------------

Secretary's Report:

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

Treasurer's Report:

- A motion was made by Aaskov, seconded by Miller, and passed by unanimous vote to approve the Treasurer's Report from December 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, Quarterly Reporting.
- Has sold some trees and placed tree orders.
- Took a Solar Synergy webinar.
- Attended the Two Rivers Plus meeting and the special meeting.
- Is getting the 2024 QB items set up.
- Has closed out all grants in QB and is working on yearend items.

Water Planner Lovold:

- Has been taking some tree orders. Also worked on block tree plans for a landowner. Updated the tree order form for 2024.
- Took the Solar Synergy webinar and the Ag BMP Loan Program online refresher webinar.
- Attended the Two Rivers Plus JPB special meeting, the LOWW JPB meeting, as well as the RRSC meeting. There is a RRW JPB meeting coming up this Thursday.
- Has worked on eLINK reporting.

District Manager Johnson:

- Finished all AIS Reporting
- Finished all yearend reporting.
- Started the Soil Health training online.
- Has done eLINK for year-end reporting.
- Attended a Keep It Clean meeting.
- Dept of Ag. Ag BMP program training.

OLD BUSINESS: None**NEW BUSINESS**

Set Board Meeting Date and Time, Insurance Stipend, Cell Phone Stipend, IRS Mileage Rate, Designate Depositories: The board meeting schedule and time will stay the same for 2024 as will the insurance and cell phone stipend, the IRS mileage rate has gone up beginning January 1, 2024, to \$.67, and designated depositories are Citizens State and Border Banks. A motion was made by Olson, seconded by Estling, and passed by unanimous vote to approve all these items for 2024.

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

Contract Updates:

- **TRP**
 - **RWFB 24-09** – Didrickson - CP 382 Fencing – \$7500.00
- **Soil Health**
 - **SH 23-02** - Grugal - CP 612 Tree & Shrub Est - \$1558.28

Training: Supervisor Training is coming February 15 to Fergus Falls and February 16 to Crookston.

Other: The 2022 Financial Statements (Audit) were handed out and acknowledged.

Next Board Meeting Date:

- The next meeting is set for Tuesday, February 13th at 8:00 a.m. in the SWCD conference room.

Adjournment:

- The meeting adjourned at 9:07 a.m. on a motion made by Miller seconded by Aaskov and carried by unanimous votes.

2-13-2024
Approval Date

Landon Olson
District Board of Supervisors Secretary



Jan 2024 NRCS Board Report –Roseau FO

CSP –

- We have completed all but one CSP annual payment which will be done this week.
- Roseau currently has 208 applications for CSP24-Classic. Planning on those will begin in late January.

EQIP –

- Staff are currently developing plans with participants for the EQIP24-signup 1. We hope to have all planning completed by January 10 on the 31 applications that we currently have. Due to Climate-Smart – Inflation Reduction Act funding, we have plenty of dollars to apply to conservation practices.

CRP –

- Stand evaluations and status reviews were completed on all CRP contracts expiring in 2024. We also completed some that expire in 2025 & will finish those next summer. The information from the stand evaluations will assist FSA and participants in determining if re-enrollment is an option, based on the existing cover on their CRP acreage.

WRE –

- Nothing new.

MANAGEMENT/STAFF –

- We expect that an announcement for District Conservationist for Roseau will be posted to USAJobs in January 2024 and a posting for a Soil Conservationist for the Roseau or Warren office will follow.
- There is also an opportunity for the SWCDs in the Roseau Team area (Roseau, Kittson, and Marshall) to partner with NRCS and Pheasants Forever to fund a Farm Bill biologist position for the 3 counties. This position would assist SWCDs and NRCS with their conservation program workload and outreach activities.

TECHNICAL –

- With 1W1P funds becoming available to implement practices, it is important that SWCD technical staff maintain or get their Job Approval Authority (JAA) and Level III Planner certification so that they can design, implement and approve (including payment for) practices.
- Planner Certification & JAA are renewed/reviewed every 3 years & it is the responsibility of the individual to keep their certification current by contacting the NRCS ARC (Eric Anderson) 3-6 months prior to expiration so that they can review recent practice design/certification documents and continuing training/education requirements. I can provide more information on this if needed.

Meetings/Trainings/Other –

- Dec 10-13 – MASWCD Convention, Bloomington
- Dec 25 – Christmas Day Holiday
- Jan 1 – New Year's Day Holiday

Upcoming:

- Jan 15 – MLK Holiday
- Jan 19 – EQIP24 ranking deadline
- Jan 26 – CSP screening deadline

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
February 13, 2024

The monthly Board Meeting was held Tuesday, February 13, 2024. Chairman, John Gaukerud, called the meeting to order at 8:00 a.m. Supervisors present: John Gaukerud, Ulrik Aaskov, Landon Olson, Jade Estling, and Jan Miller. District staff present: Scott Johnson and Janine Lovold. NRCS staff present: Kathy Fillmore. Other: Daryl Wicklund, County Commissioner (left 8:15 am).

Secretary's Report:

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

Treasurer's Report:

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

Supervisor Reports: None

District Conservationist Report:

- See attached notes.

Employee Reports:

Administrative Assistant Jelle:

- See attached notes.

Water Planner Lovold:

- Has been taking some tree orders.
- Finished eLINK reporting for grants.
- Attended the virtual Envirothon Meeting. Sent out the Sponsor letter and received \$625 so far from 9 businesses.
- Attended the LOWW JPB meeting on January 29.
- The TRP JPB meeting is this Thursday, February 15 at the Lake Bronson State Park Interpretive Center. Updated eLINK and the TRP Project Tracking Tool for the JPB meeting.
- The Baudette Livestock Producer Workshop is also on February 15.
- Producers on Roseau and LOW Counties can still sign up for the Soil Health Summit in Mankato this March and receive a \$500

stipend for attending. There is also a RegenAg Online course that producers may participate in for free upon sign-up.

District Manager Johnson:

- Attended the online MCIT Open Meeting Law training.
- Attended the online Envirothon meeting. Will be working with Larissa on the Forestry Station questions.
- Attended the WWD meeting.
- Attended the TSA Northern Pod Meeting. A Soil Health position will be funded.
- WCA – Have been working with Oseid at Warroad Estates and the Klondike Project
- Worked on grant reporting in eLINK.
- Received funds from the County.

OLD BUSINESS: None

NEW BUSINESS

Peterson Company - CPA: A motion was made by Estling and seconded by Olson to enter into an Agreement with Peterson Company for the 2023 audit services. Motion passed unanimously.

Truax Drill – Sealed Bids: The Gaukerud had Scott open the 2 bids that were received. The \$11,550 bid from Lakewood Farms for the Truax drill was approved on a motion by Miller, seconded by Olson. Motion carried. Estling abstained from voting.

Contract Update: Janine presented the Program Log for keeping track of contracts per recommendation by Matt Fischer, BC. The Log will be reviewed by the Board and attached to the monthly minutes as new contracts are added. See attached Program Log.

Training:

- **Supervisor Training** – February 16 in ^{Crockston}~~Mahnomen~~. Aaskov will be attending.
- **MACDE District Managers Training** – March 26-27 in Brainerd. Scott will be attending.

Other: None

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

Next Board Meeting Date:

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

Adjournment:

- The meeting adjourned at 8:52 a.m. on a motion made by Estling seconded by Miller and carried by unanimous votes.

4-9-24
Approval Date

Lanelan Olson
District Board of Supervisors Secretary

Shonda's Board report for 2.13.24

- Regular Monthly bills, payroll, and month end reporting.
- Have been taking tree orders and have been applying payments.
- All year end items are done on my end for the SWCD.
- Attended the Area 1 Envirothon meeting via teams.
- I am on the planning committee for the MACDE Admin session in June. We have had 1 meeting so far via teams on January 11th. Monthly meetings are scheduled.
- I had to do some research to find out if we had to 1099 Cover crop/ No till people in the 2R 1w1p area. We decided we will just do it since I could not get a straight answer from anyone. All year end items for 2R are done on my end. I also got all items together for the February 15th board meeting & to Jeremy for packets.
- Got all loose ends tied up before vacation that needed doing on my end to make it easier for Scott and Janine.



Feb 2024 NRCS Board Report –Roseau FO

CSP –

- We have completed all CSP payments for calendar year 2023.
- Roseau currently has 186 high-screened applications for CSP24-Classic. We have started planning on those and staff will be busy with that job through early April due to the high number of applications.

EQIP –

- The first round of funding decisions will be coming out on or shortly after Feb 5th. Due to Climate-Smart – Inflation Reduction Act funding, we have plenty of dollars to apply to conservation practices that fit the climate-smart priorities.

CRP –

- No new activities for NRCS.

WRE –

- Nothing new.

MANAGEMENT/STAFF –

- We are awaiting a list of applicants for the Roseau DC position. I hope to have that filled within the next 6 weeks.
- I will be assisting with interviews for a Pheasants Forever position that will be housed out of the TRF NRCS Area Office and provide assistance to the Warren, Roseau and Hallock offices with conservation planning work.

Meetings/Trainings/Other –

- Jan 15 – MLK Holiday
- Jan 25 – RUSLE II and WHEG Training – TRF AO
- Jan 26 – CSP24-C screening deadline
- Feb 2 – EQIP24 ranking deadline

Upcoming:

- Feb 8 – PF Interviews – TRF AO
- Feb 15 – Baudette Livestock Producer Workshop
- Feb 19 - President's Day Holiday
- Feb 21 – Ryegrass Producer Meeting
- Mar 6 – Tech Note 31 & Seed Calculator Training – TRF AO

Kathy Fillmore

CST Lead

Serving Roseau, Kittson & Marshall Counties

Cost-Share / Flat Rate Program Log

Effective Contracts as of 2/12/2024

	Contract #	Conservation Practice	Conservation Practice Code	Cost-Share Other Rate	Source Funds & Total Cost-Share Amount	Contract Date Approved
	LOWW 22-01	Cover Crop	340	Flat Rate	FY22 LOW WBIF \$12,000	8/9/2022
	LOWW 22-02	Cover Crop	340	Flat Rate	FY22 LOW WBIF \$12,000	8/9/2022
	RWBF 22-06	Forest Stewardship Plan Writing	none	75%	FY22 TRP WBIF \$1393.13	9/12/2023
	RWBF 22-07	Forest Stewardship Plan Writing	none	75%	FY22 TRP WBIF \$1722.51	10/30/2023
	RWBF 22-08	Forest Stewardship Plan Writing	none	75%	FY22 TRP WBIF \$876	11/29/2023
	RWBF 22-09	Forest Stewardship Plan Writing	none	75%	FY22 TRP WBIF \$830.64	12/11/2023
Combined & Renumbered	RTRP WBIF 24-01	Cover Crop & No-Till	340 / 329	Flat Rate	FY24 TRP WBIF \$33,600	2/12/2024
Combined & Renumbered	RTRP WBIF 24-02	Cover Crop & No-Till	340 / 329	Flat Rate	FY24 TRP WBIF \$33,600	2/12/2024
Combined & Renumbered	RTRP WBIF 24-03	Cover Crop & No-Till	340 / 329	Flat Rate	FY24 TRP WBIF \$33,600	2/12/2024
Combined & Renumbered	RTRP WBIF 24-04	Cover Crop & No-Till	340 / 329	Flat Rate	FY24 TRP WBIF \$33,600	2/12/2024
Renumbered	RTRP WBIF 24-05	Fencing	382	75%	FY24 TRP WBIF \$7500	2/12/2024
New	RTRP WBIF 24-06	Fencing	382	75%	FY24 TRP WBIF \$7500	2/12/2024
Completed	RR FMP 23-01	Forest Stewardship Plan Writing	none	90%	FY23 RRW WBIF \$1485	8/8/2023
	RR FMP 23-04	Forest Stewardship Plan Writing	none	90%	FY23 RRW WBIF \$1865.70	8/22/2023
	RR FMP 23-06	Forest Stewardship Plan Writing	none	90%	FY23 RRW WBIF \$1023.30	11/29/2023
Completed	LWM 23-10	Well Decommissioning	351	90%	FY23 LWM-\$500; FY23 RRWBIF-\$400	11/13/2023
Completed	LWM 23-11	Well Decommissioning	351	90%	FY23 LWM-\$500; FY23 RRWBIF-\$400	11/13/2023
Completed	LWM 23-12	Well Decommissioning	351	90%	FY23 LWM-\$500; FY23 RRWBIF-\$400	11/13/2023
Source funding change	LWM 23-12				FY23 LWM-\$500; County Funds - \$400	
	LWM 23-13	Well Decommissioning	351	90%	FY24 LWM-\$500; FY23 RRWBIF-\$400	11/22/2023
	LWM 23-14	Well Decommissioning	351	90%	FY24 LWM-\$500; FY23 RRWBIF-\$400	12/1/2023
Pending	LWM 24-01	Well Decommissioning	351	90%		
Pending	LWM 24-02	Well Decommissioning	351	90%		
	SH 23-02	Tree & Shrub Establishment	612	75%	FY23 SH \$1558.28	1/8/2024



502 7th Street Southwest
Suite 5
Roseau, MN 56751

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

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 22nd. 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 RRSST 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 2nd 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 29th & 30th** – This was rescheduled from March due to the snowstorm.

Other: None

Next Board Meeting Date:

- The next meeting is set for Tuesday, May 14th 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
Cost-Share Program Log Effective
Contracts as of 4/9/2024

LOW

Contracts as of 10/31/2024										
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	\$14,175.00
		11/13/2023		SH 23-01	Shelterbelt	380	75%	FY23 SH	\$2,516.25	\$11,658.75
		1/8/2024		SH 23-02	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	380	75%	FY23 SH	\$1,547.20	\$6,303.27
		3/18/2024		SH 23-05	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 can't guarantee our attendance. It has been recommended to us to schedule more appointments rather than walk-ins and get customers used to our new protocol.
The office will continue to be staffed for most of 5 days/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 1st 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.



502 7th Street Southwest
Suite 5
Roseau, MN 56751

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

MINUTES
ROSEAU SWCD BOARD MEETING
May 14, 2024

The monthly Board Meeting was held Tuesday, May 14, 2024. Chairman, John Gaukerud, called the meeting to order at 7:00 a.m. Supervisors present: John Gaukerud, Ulrik Aaskov, and Jan Miller. District staff present: Scott Johnson, Shonda Jelle and Janine Lovold. NRCS staff present: Bonnie Hasbrouck

Secretary's Report:

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

Treasurer's Report:

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

Supervisor Reports:

- None

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:

- Attended the RRW JPB Meeting.
- Attended the Kittson / Roseau LWG meeting at Lake Bronson State Park.
- Attended the LOWW JPB and AC Meetings.

- Helped out at the Envirothon. Sent the student and teacher survey results to Sky at Kittson SWCD.
- Worked with trees.
- Worked on a Shelterbelt Cost-Share and a couple Well Decommissioning Contracts.

District Manager Johnson:

- Attended LOW JPB and Advisory meeting.
- Ag Testing – 2 commercial applicators tested.
- Ag Inspection site check for Dept of Ag.
- Attended the WRWD meeting.
- Received Trees from Towner, Akley and Schumacher Nurseries.
- Envirothon Forestry Station presenter at Lake Bronson.
- Attended Keep it clean/ AIS meetings.
Tree orders and worked on tree plans for S/C.
- AIS Level 1 & 2 training for inspectors. Certified by DNR.
- Planted Jim Dvergsten trees.
- Cease & Desist Order was issued to Dan Johnston on Wetland Site.
- Started Buffer Compliance checks
- WCA field reviews and Lot development site. Warroad Estates and Lot south of Warroad.
- AIS Watercraft Decontaminations have had 3 to date with 1 scheduled for the coming weekend.

OLD BUSINESS: None

NEW BUSINESS

District Vehicle: A motion was made by Miller and seconded by Aaskov for the Manager to purchase District vehicle that was quoted from dealer.

Envirothon Donation: A motion was made by Aaskov and seconded by Miller to donate \$300 that will be used towards schools sending the top three teams to the State Envirothon. Motion passed unanimously.

Contract Update: Janine provided a handout of the Program Log for all contracts. See attached log.

Training:

- **Rescheduled MACDE District Managers Training Brainerd May 29 & 30**
This was rescheduled from March due to the snowstorm.
- **Area 1 Meeting – June 18** - Roseau SWCD is the host.

Other: Shonda provided a Resolution by Red Lake County SWCD that was emailed late May 13. The Resolution will be discussed and voted on at the Area 1 Meeting.

Next Board Meeting Date:

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

Adjournment:

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

7-9-24

Approval Date

Landen

District Board of Supervisors Secretary



May 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 can't guarantee our attendance. It has been recommended to us to schedule more appointments rather than walk-ins and get customers used to our new protocol.
The office will continue to be staffed for most of 5 days/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 had 45 out of 61 applications pre-approved and now it's down to 38 as some are ineligible and others have moved to TRF. We are finalizing the work to get them contracted with Kathys deadline of June 14th.

EQIP –

- We have one EQIP application left for contracting. 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 General has hit its deadline. Will be writing plans when CSP is complete. CRP meeting for staff is week of 20th and processing after that.

WRE –

- No new applications on file.
- One interested party but they are ineligible.

Meetings/Trainings/Other –

- Additional Trainings throughout the month.
- Envirothon and Local Work group completed.

Respectfully submitted by,
Bonnie Hasbrouck

District Conservationist for Roseau County

Cost-Share Program Log

Effective Contracts as of 5/14/2024

Contract Approved Date	Amendment	Contract #	Conservation Practice	Conservation Practice Code	C/S Rate	Source Funds	Funds Encumbered	
8/9/2022		LOWW 22-01	Cover Crop	340	Flat Rate	FY22 LOW WBIF	\$12,000.00	
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	
		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	
		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	
		Local Water Mgmt						
11/22/2023		LWM 23-13	Well Decommissioning	351	90%	FY24 LWM-\$500; FY23 RRWBIF-\$400	\$500.00	
12/1/2023		LWM 23-14	Well Decommissioning	351	90%	FY24 LWM-\$500; FY23 RRWBIF-\$400	\$500.00	
2/12/2024		LWM 24-01	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
2/12/2024		LWM 24-02	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
5/6/2024		LWM 24-03	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
5/13/2024		LWM 24-04	Well Decommissioning	351	90%	FY24 LWM-\$500; FY23 RRWBIF-\$400	\$500.00	

								Balance
		Soil Health Grant						\$ 14,175.00
13/2023		SH 23-01	Shelterbelt	380	75%	FY23 SH	\$2,516.25	\$ 11,658.75
1/8/2024		SH 23-02	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	380	75%	FY23 SH	\$1,547.20	\$ 6,303.27
3/18/2024	SH 23-05A 5/6/2024	SH 23-05	Tree / Shrub Establishment	612	75%	FY23 SH	\$1,159.65	\$ 5,143.62
3/28/2024		SH 23-06	Shelterbelt	380	75%	FY23 SH	\$1,213.34	\$ 3,930.28
4/4/2024		SH 23-07	Shelterbelt	380	75%	FY23 SH	\$1,511.31	\$ 2,418.97
4/11/2024		SH 23-08	Shelterbelt	380	75%	FY23 SH	\$1,800.00	\$ 618.97
4/24/2024		SH 23-09	Shelterbelt	380	75%	FY23 SH	\$471.11	\$ 147.86
5/2/2024		SH 23-10	Shelterbelt	380	75%	FY23 SH	\$147.86	\$ (0.00)
								Balance
		Conservation Contracts						\$ 13,314.00
5/2/2024		SH 23-10	Shelterbelt	380	75%	FY23 SH	\$ 2,026.50	\$ 11,287.50



502 7th Street Southwest
Suite 5
Roseau, MN 56751

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

MINUTES
ROSEAU SWCD BOARD MEETING
July 9, 2024

The monthly Board Meeting was held Tuesday, July 9, 2024. Chairman, John Gaukerud, called the meeting to order at 7:03 a.m. Supervisors present: John Gaukerud, Ulrik Aaskov, Landon Olson and Jan Miller. District staff present: Scott Johnson, Shonda Jelle and Janine Lovold. NRCS staff present: Bonnie Hasbrouck

Secretary's Report:

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

Treasurer's Report:

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

Supervisor Reports:

- None

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, and also attended the Admin training session in June.
- Attended the Area 1 meeting.
- Attended the Soil Health field day in Grygla.
- Took tree orders, assisted customers with tree pickup days and walk in purchases.

Water Planner Lovold:

- Worked with trees and customers.
- Participated in the RRST meeting on the 2025 Work Plan and the Hay Creek Sub-Group initial meeting.
- Went out river monitoring for SWAG in May and June

- Attended the MN Cattlemen's Tour
- Attended the PTM App Training that included the Benefits Estimate and Summary Tool (BEAST) / (spreadsheet) and BMP User Defined Digital Interface (BUDDI).
- Attended the Area 1 meeting. Gave a short presentation.
- Will be attending a Soil Health Field Day in Roosevelt.
- Did prep work for the upcoming RRW JPB meeting this Thursday.

District Manager Johnson:

- Ag Testing – 2 commercial applicators tests.
- Ag Inspection site check for Dept of Ag.
- Attended the WRWD meeting.
- Attended Keep it Clean/AIS meeting.
- A Cease-and-Desist order has been issued on a WCA violation.
- Buffer Compliance field checks started putting together maps for the west 1/3 of County buffer compliance check.
- WCA field review of Lot development site.
- AIS Watercraft Decontaminations have been conducted on 2 more watercraft.

OLD BUSINESS:

District Vehicle: A 2021 pickup has been purchased from Messelts.

NEW BUSINESS

QuickBooks Update or Switch to Enterprise Version: A motion was made by Olson and seconded by Miller to make the switch from QuickBooks desktop Pro Plus 2022 to QuickBooks Enterprise that now replaces the old desktop version.

2024 Election Process – Write-In Process: Johnson made the board aware of the proper procedure in order to have written in votes counted on the fall ballot. Two Supervisors need to go complete the write-in process.

Contract Update: Lovold provided a handout of the Program Log for all contracts. See attached log.

Training:

- **Soil Health Field Day:** This will be July 10th in Roosevelt.
- **MACAI Annual Short-Course Training:** Johnson will be attending this course that will be held July 15-17 in Grand Rapids Minnesota.

Other: Nothing.

Next Board Meeting Date: The next meeting is set for Tuesday, August 13th at 7:00 a.m. in the SWCD conference room.

Adjournment:

- The meeting adjourned at 7:54 a.m. on a motion made by Miller seconded by Aaskov and carried by unanimous votes.

8-13-24
Approval Date

Landon Olson
District Board of Supervisors Secretary



United States Department of Agriculture

July 2024 NRCS Board Report Roseau FO

STAFFING -

- Melody, Josie, Bridget and myself are available for customers. Calling ahead is recommended. We do take walk-ins but can't guarantee our attendance. It has been recommended to us to schedule more appts rather than walk-ins and get customers used to our new protocol.
The office will continue to be staffed full-time 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 38 applications moved to Approved status and 11 with Preapproved status. More money to come.

EQUIP

- We have six contracts funded and obligated so participants can start anytime. We are working on funding 7 more with potential for more funding. We have additional projects to start planning as time permits.

CRP -

- We have CRP contracts ready for us to write.

WRE -

- 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.

Respectfully submitted by,
Bonnie Hasbrouck

District Conservationist for Roseau County

Cost-Share Program Log
Effective Contracts as of 7/9/2024

Paid	Contract Approved Date	Amendment	Contract #	Conservation Practice	Conservation Practice Code	C/S 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	
yes by JPB	8/22/2023		RR FMP 23-04	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$1,865.70	
	11/29/2023	A-1 6/20/24	RR FMP 23-06	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$1,476.90	
	5/14/2024		RR FMP 23-07	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$1,217.70	
	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	
			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	
	5/28/2024		RR FMP 23-12	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$525.80	
	7/3/2024		RR FMP 23-13	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$934.28	
			Local Water Mgmt						
	11/22/2023		LWM 23-13	Well Decommissioning	351	90%	FY23 RRWBIF- \$400	\$900.00	
	2/12/2024		LWM 24-01	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
	2/12/2024		LWM 24-02	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
	5/6/2024		LWM 24-03	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
	5/13/2024		LWM 24-04	Well Decommissioning	351	90%	FY23 RRWBIF- \$400	\$500.00	
	5/28/2024		LWM 24-05	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
	6/20/2024		LWM 24-06	Well Decommissioning	351	90%	FY24 LWM	\$900.00	

	7/2/2024		LWM 24-07	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
	7/8/2024		LWM 24-08	Well Decommissioning	351	90%	FY23 RRWBIF-\$400	\$900.00	
									Balance
			Soil Health Grant						\$ 14,175.00
								182.11	\$ 13,992.89
6/27/2024	11/13/2023		SH 23-01	Shelterbelt	380	75%	FY23 SH	\$1,667.00	\$ 12,325.89
5/20/2024	1/8/2024		SH 23-02	Tree / Shrub Establishment	612	75%	FY23 SH	\$1,558.28	\$ 10,767.61
6/10/2024	3/11/2024		SH 23-03	Shelterbelt	380	75%	FY23 SH	\$2,250.00	\$ 8,517.61
6/27/2024	2/8/2024		SH 23-04	Shelterbelt	380	75%	FY23 SH	\$1,087.17	\$ 7,430.44
	3/18/2024	SH 23-05A 5/6/2024	SH 23-05	Tree / Shrub Establishment	612	75%	FY23 SH	\$1,159.65	\$ 6,270.79
	3/28/2024		SH 23-06	Shelterbelt	380	75%	FY23 SH	\$1,213.34	\$ 5,057.45
6/17/2024	4/4/2024		SH 23-07	Shelterbelt	380	75%	FY23 SH	\$1,133.48	\$ 3,923.97
6/3/2024	4/11/2024		SH 23-08	Shelterbelt	380	75%	FY23 SH	\$1,787.80	\$ 2,136.17
5/20/2024	4/24/2024		SH 23-09	Shelterbelt	380	75%	FY23 SH	\$471.11	\$ 1,665.06
	5/2/2024		SH 23-10	Shelterbelt	380	75%	FY23 SH	\$1,665.06	\$ -
									Balance
			Conservation Contracts						\$ 13,314.00
	5/2/2024		SH 23-10	Shelterbelt	380	75%	FY23 SH	\$ 509.30	\$ 12,804.70



502 7th Street Southwest
Suite 5
Roseau, MN 56751

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

MINUTES
ROSEAU SWCD BOARD MEETING
August 13, 2024

The monthly Board Meeting was held Tuesday, August 13, 2024. Chairman, John Gaukerud, called the meeting to order at 7:04 a.m. Supervisors present: John Gaukerud, Ulrik Aaskov, and Landon Olson. District staff present: Scott Johnson, and Janine Lovold. NRCS staff present: Bonnie Hasbrouck. Others present: Matt Fischer, BWSR; Gabe Okins, SHSS.

Secretary's Report:

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

Treasurer's Report:

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

Supervisor Reports:

- None

District Conservationist Report:

- See attached notes.

Employee Reports:

Administrative Assistant Jelle:

- See attached notes.

Water Planner Lovold:

- Participated in the LOW Soil Health Field Day. Field visits included Bendickson's, Pieper's, and Olson's.
- Attended the LOWW and the RR JPB meetings.
- Went out river monitoring for SWAG.
- RCHD will be putting on an initial meeting with landowners along CD 9 (Hay Creek) for a potential project on August 26.
- There is an upcoming TRP JPB meeting this Thursday.

District Manager Johnson:

- Buffer Compliance Inspections of the western third of the County are almost complete. Have the north part to finish as well as 25% of the rest of the County.
- Participated in the LOW Soil Health Field Day. Field visits included Bendickson's, Pieper's, and Olson's.
- RRVCSA Meeting - Mahnomen
- Attended the WRWD meeting.
- Attended Keep it Clean/AIS meeting.
- A Cease-and-Desist order has been issued on a WCA violation.
- WCA- RRWD CD 16 Wetland site- Norland, also field review of Lot development site.
- AIS Watercraft Decontaminations have been performed and conducted on 7 more watercrafts.
- County Fair Booth.
- MACAI- Annual Summer Short coarse training
- Ag Inspection field checks of thistle and other weeds.

OLD BUSINESS:

2024 Election Process – Write-In Process: Aaskov has been the only one to file for the write-in process.

NEW BUSINESS

BWSR Report: Matt Fischer provided handouts and discussed the 2024 Legislative Session overview and the various Soil Health grants.

Soil Health Shared Services: Gabe Orkins introduced himself as being the new shared services Soil Health representative. Orkins is housed out of Red Lake Falls and will work with all 9 Districts in the Northern Pod. He discussed his background and what he could do assist with for all Districts.

Adopt State SWCD Aid Resolutions:

- The **2023 Guidelines on Use of SWCD Aid Payments** was approved on a motion by Aaskov, seconded by Olson and passed by unanimous vote.
- The **2024 Guidelines on Use of SWCD Aid Payments** was approved on a motion by Olson, seconded by Aaskov and passed by unanimous vote.

RRVCSA Soil Health Tour Contribution: Was brought to Boards attention that the RRVCSA JPB was asking for a donation of \$2000 from each District to help with the expenses for a Field Tour in MN and ND.

Contract Update: Lovold provided a handout of the Program Log for all contracts. See attached log.

Training: None

Other: Nothing

Next Board Meeting Date: The next meeting is set for Tuesday, September 10th at 7:00 a.m. in the SWCD conference room.

Adjournment:

- The meeting adjourned at 8:02 a.m. on a motion made by Olson seconded by Aaskov and carried by unanimous votes.

12-10-24
Approval Date

Landon Olson
District Board of Supervisors Secretary

Shonda's July board report:

- Regular monthly bills, reporting and Quarterlies.
- All outstanding invoices have been paid and deposited.
- Soil health tour on July 8th in Grygla.
- Set up and sat in the Fair Booth. We didn't do a theme we just got information out about the programs we currently have as well as upcoming programs.
- Have closed out 2023 capacity and passed it off to Scott to enter in Elink.
- We have began using the 23 Soil Aid money in place of the old capacity funding.
- Scott and I assisted a landowner with a potential SWI project.

Upcoming:

- 2R JPB meeting
- Assisting Janine with the well water clinic.
- Regular day to day items.



United States Department of Agriculture

August 2024 NRCS Board Report Roseau FO

STAFFING -

- We have 3 staff and 1 Team staff available for customer assistance. Calling ahead is recommended. We do take walk-ins but can't 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 been given more money so we are working on funding 56 applications. 6 are contracted so far. In addition, 34 prior contracts are receiving more money and require modifications and signatures.

EQIP — 17 Applications are slated for funding with 6 of them contracted so far.

- Hoping to get started planning the new applications in September.

CRP -

- The Continuous and General CRP sign ups are being processed with 13 General and 15 Continuous contracts. 5 TIP applications are being completed as well.

WRE -

- No new applications on file.
- One interested party but they are ineligible.

Meetings/Trainings/Other -

- Additional Trainings throughout the month.
- Area Meeting in DL on August 15th.

Respectfully submitted by,
Bonnie Hasbrouck

District Conservationist for Roseau County

Natural Resources Conservation Service
502 7th St SW, Ste 8, Roseau, MN 56751
Phone: 218-463-1862

An Equal Opportunity Provider and Employer

Roseau SWCD

Cost-Share Program Log

Effective Contracts as of 8/13/2024

RSWCD

TRP

RRW

LOW

Paid	Contract Approved Date	Amendment	Contract #	Conservation Practice	Conservation Practice Code	C/S 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	
	11/29/2023	A-1 6/20/24	RR FMP 23-06	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$1,476.90	
	5/14/2024		RR FMP 23-07	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$1,217.70	
	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	
			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	
	5/28/2024		RR FMP 23-12	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$525.80	
	7/3/2024		RR FMP 23-13	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$934.28	
			Local Water Mgmt						
yes	11/22/2023		LWM 23-13	Well Decommissioning	351	90%	FY23 RRWBIF- \$400	\$900.00	
	2/12/2024		LWM 24-01	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
	2/12/2024		LWM 24-02	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
	5/6/2024		LWM 24-03	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
yes	5/13/2024		LWM 24-04	Well Decommissioning	351	90%	FY23 RRWBIF- \$400	\$500.00	
yes	5/28/2024		LWM 24-05	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
yes	6/20/2024		LWM 24-06	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
yes	7/2/2024		LWM 24-07	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
yes	7/8/2024		LWM 24-08	Well Decommissioning	351	90%	FY23 RRWBIF- \$400	\$900.00	

									Balance
			Soil Health Grant						\$ 14,175.00
								182.11	\$ 13,992.89
6/27/2024	11/13/2023		SH 23-01	Shelterbelt	380	75%	FY23 SH	\$1,667.00	\$ 12,325.89
5/20/2024	1/8/2024		SH 23-02	Tree / Shrub Establishment	612	75%	FY23 SH	\$1,558.28	\$ 10,767.61
6/10/2024	3/11/2024		SH 23-03	Shelterbelt	380	75%	FY23 SH	\$3,671.25	\$ 7,096.36
6/27/2024	2/8/2024		SH 23-04	Shelterbelt	380	75%	FY23 SH	\$1,087.17	\$ 6,009.19
7/29/2024	3/18/2024	SH 23-05A 5/6/2024	SH 23-05	Tree / Shrub Establishment	612	75%	FY23 SH	\$1,159.65	\$ 4,849.54
	3/28/2024		SH 23-06	Shelterbelt	380	75%	FY23 SH	\$910.01	\$ 3,939.53
6/17/2024	4/4/2024		SH 23-07	Shelterbelt	380	75%	FY23 SH	\$1,133.48	\$ 2,806.05
6/3/2024	4/11/2024		SH 23-08	Shelterbelt	380	75%	FY23 SH	\$1,787.80	\$ 1,018.25
5/20/2024	4/24/2024		SH 23-09	Shelterbelt	380	75%	FY23 SH	\$471.11	\$ 547.14
	5/2/2024		SH 23-10	Shelterbelt	380	75%	FY23 SH	\$547.14	\$ (0.00)
									Balance
			Conservation Contracts						\$ 13,314.00
	5/2/2024		SH 23-10	Shelterbelt	380	75%	FY23 SH	\$ 1,627.21	\$ 11,686.79



502 7th Street Southwest
Suite 5
Roseau, MN 56751

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

MINUTES
ROSEAU SWCD BOARD MEETING
September 10, 2024

The monthly Board Meeting was held Tuesday, September 10, 2024. Chairman, John Gaukerud, called the meeting to order at 7:10 a.m. Supervisors present: John Gaukerud, Ulrik Aaskov, Jade Estling and Jan Miller. District staff present: Scott Johnson, Shonda Jelle and Janine Lovold.

Secretary's Report:

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

Treasurer's Report:

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

Supervisor Reports:

- Jade provided an overview on the Field Day that they hosted at the end of July.

District Conservationist Report:

- See attached notes.

Employee Reports:

Administrative Assistant Jelle:

- Regular monthly bills & reporting
- Assisted with the Well Water Clinic
- Attended the Two Rivers JPB meeting. Has paid invoices for completed projects.
- Has closed out 2023 Capacity & 23 Soil Health grants. All tree plantings have now been paid.
- Has been taking tree orders for 2025.

Water Planner Lovold:

- Attended the TRP JPB meeting.
- Went out river monitoring for SWAG. SWAG field work will be finished this month.
- Conducted the Well Water Clinic. A total of 20 people participated. Water was analyzed for Total Coliform Bacteria, E. coli, nitrates and

optional arsenic. Fifteen people chose to also test for arsenic. Test results are in for all except arsenic.

- Did tree survival inspections. Sites are so far in the 90% or more for survival rates.

District Manager Johnson:

- Buffer compliance inspections of the western third of the County are complete. Some of the 25% need to be finished
- Attended the Managers Meeting in Hallock
- Attended Keep It Clean/AIS: AIS is finishing up with one more weekend of inspections. There have been about 14 boats decontaminated. Keep It Clean is firing up for the 2025 ice fishing season.
- WCA-
- Warroad Estates – Lot Development
- Roseau River Restoration – TEP
- Dan Johnston Site inspection and Review
- Working on 2025 Budget
- eLINK reporting and Work plan budgets.

OLD BUSINESS:

NEW BUSINESS

Approve the 2023 Audit: was approved on a motion by Estling, seconded by Miller and passed by unanimous vote.

Vehicle Discussion: The staff and supervisors had a discussion on trading in the Traverse and the ¾ ton pickup to get new vehicle. Scott will check into options from various dealers on this. We also discussed putting the Polaris Ranger up for bids.

Contract Update: Lovold provided a handout of the Program Log for all contracts. See attached log.

Training: BWSR Academy is coming up in October.

Other: Nothing

Next Board Meeting Date: The next meeting is set for Tuesday, October 8th at 7:00 a.m. in the SWCD conference room.

Adjournment:

- The meeting adjourned at 8:01 a.m. on a motion made by Miller seconded by Estling and carried by unanimous votes.

12-10-24
Approval Date

Landon Olson
District Board of Supervisors Secretary



United States Department of Agriculture

September 2024 NRCS Board Report Roseau FO

STAFFING -

- We have 3 staff and 1 Team staff available for customer assistance. Calling ahead is recommended. We do take walk-ins but can't guarantee our attendance. It has been recommended to us to schedule more appts rather than walk-ins and get customers used 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-56 applications All but 5 are contracted In addition, 34 prior contracts are receiving more money and require modifications and signatures.

EQIP - 17 Applications are slated for funding with all but 1 of them contracted.

- Hoping to get started planning the new applications in
September/ October.

CRP -

- The Continuous and General CRP contracts are almost completed. We have 9 cost shares to field check.

WRE -

- No new applications on file.
- One interested party but they are ineligible.

Meetings/Trainings/Other -

- Additional Trainings throughout the month.
- Retirement training in St. Paul 10th-13th
of September.

Respectfully submitted by,
Bonnie Hasbrouck

District Conservationist for Roseau County

Roseau SWCD

RSWCD

TRP

RRW

LOW

Cost-Share Program Log

Effective Contracts as of 9/10/2024

Paid	Contract Approved Date	Amendment	Contract #	Conservation Practice	Conservation Practice Code	C/S Rate	Source Funds	Funds Encumbered	
			Lake of the Wood						
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	
			Two River Plus W						
	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	\$660.75	
	12/11/2023		RWBF 22-09	Forest Stewardship Plan Writing	508M	75%	FY22 TRP WBIF	\$830.64	
partial	2/12/2024		RTRP WBIF 24-01	Cover Crop & No-Till	340 / 329	Flat Rate	FY24 TRP WBIF	\$33,600	
partial	2/12/2024		RTRP WBIF 24-02	Cover Crop & No-Till	340 / 329	Flat Rate	FY24 TRP WBIF	\$33,600	
partial	2/12/2024		RTRP WBIF 24-03	Cover Crop & No-Till	340 / 329	Flat Rate	FY24 TRP WBIF	\$33,600	
partial	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	
	8/15/2024		RTRP 24-07	Cover Crop & Reduced Till	340/345	Flat Rate	FYTRP WBIF	\$33,600	
			Roseau River WBIF						
	11/29/2023	A-1 6/20/24	RR FMP 23-06	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$1,063.80	
	5/14/2024		RR FMP 23-07	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$1,217.70	
	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	
			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	
	5/28/2024		RR FMP 23-12	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$525.80	
	7/3/2024		RR FMP 23-13	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$934.28	
			Local Water Mgm						
	2/12/2024		LWM 24-01	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
	2/12/2024		LWM 24-02	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
	5/6/2024		LWM 24-03	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
	7/11/2024		LWM 24-09	Well Decommissioning	351	90%	FY24 LWM	\$900.00	

[illegible]



502 7th Street Southwest
Suite 5
Roseau, MN 56751

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

MINUTES
ROSEAU SWCD BOARD MEETING
October 8, 2024

The monthly Board Meeting was held Tuesday, October 8, 2024. Chairman, John Gaukerud, called the meeting to order at 7:01 a.m. Supervisors present: John Gaukerud, Ulrik Aaskov, and Jan Miller. District staff present: Scott Johnson, Shonda Jelle and Janine Lovold. District Conservationist: Bonnie Hasbrouck

Secretary's Report:

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

Treasurer's Report:

- A motion was made by Miller, seconded by Aaskov, and passed by unanimous vote to approve the August 2024 September Report.

Supervisor Reports:

District Conservationist Report:

- See attached notes.

Employee Reports:

Administrative Assistant Jelle:

- Regular monthly bills & payroll, reporting along with Quarterly reporting.
- Assisted with the Well Water Clinic
- Two Rivers JPB has paid invoices for completed projects.
- Attended MACDE meeting to wrap up the Admin session stuff from June.
- Has been taking tree orders for 2025 has done a few tree plans for CSP people to place their orders, Ordered DNR trees.
- Is tentatively signed up for BWSR Academy at the end of the month.
- Matt Fisher was here one day.

Water Planner Lovold:

- Attended the RR Steering Team and the Hay Creek Project Team meetings. There is also a RRW JPB meeting this Thursday
- Has done eLINK reporting and field checks for WBIF and SH grants.

- Received the arsenic test results from the lab and sent out the results to the participants.
- Did maps in Arc Pro for Soil Health NSLM Policy and various contracts.
- Worked with a landowner to get his Forest Stewardship Plan Writing cost-share process started. Signed up another landowner for a tree planting in 2025 and completed the Tree Plan.

District Manager Johnson:

- WCA TEP review on Badger Bank site, Norvel Parsley Bank site and Spruce Valley Bank site. Also followed up on Dan Johnston violation site.
- Finished the 2025 Proposed budget and once approved will take it to the commissioners meeting this morning.
- SWI's were installed on Mark Oslund's and David Mende's.
- 2025 Tree Orders from Schumacher's, Towner and DNR State nursery have been places.
- Did the RIM certification checks
- Continue to update BuffCat tool for reporting on Buffer Program.

OLD BUSINESS:

NEW BUSINESS

MASWCD Resolution Packets: The Board was given their packets, and they decided to go over them and have Scott enter their choices online.

2025 Proposed Budget: Scott presented the proposed budget to the board. Aaskov made a motion, seconded by Miller and passed by unanimous vote to approve the 2025 Budget.

Soil Health NSLM Policy: Scott presented the board with the policy to approve for the upcoming Soil health grant. Miller made a motion, seconded by Aaskov and passed by unanimous vote to approve the Soil health policy.

Change/Cancel November Board Meeting: The Board discussed the upcoming November meeting date and decided to cancel the board meeting for November due to a few factors. If needed, a meeting will be set up upon a pressing item requiring Board approval.

Contract Update: Lovold provided a handout of the Program Log for all contracts. See attached log.

Training: BWSR Academy is coming up in October. Area 1 meeting is November 19th in Mahnomen.

Other: Nothing

Next Board Meeting Date: The next meeting is set for Tuesday, December 9th at 8:00 a.m. in the SWCD conference room.

Adjournment:

- The meeting adjourned at 8:15 a.m. on a motion made by Aaskov seconded by Miller and carried by unanimous votes.

12-10-24
Approval Date

Landon Olson
District Board of Supervisors Secretary



October 2024 NRCS Board Report – Roseau FO

STAFFING -

- We have 3 staff and 1 Team staff available for customer assistance. Calling ahead is recommended. We do take walk-ins but can't guarantee our attendance. It has been recommended to us to schedule more appts rather than walk-ins and get customers used to our new protocol. Josie leaving January 12th.
 - The office will continue to be staffed for most of 5 day/ week depending on field work 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-

- Applications are being screened according to date.

EQIP-

- Scheduling appts for EQIP applications. Need to be ranked in January.
- .

CRP –

- Field checks are completed for 2025 and 2026 expiring contracts. We have two late checks to do for cost-share.

WRE –

- No new applications on file.

Meetings/Trainings/Other –

- EQIP training for questions 12/11/2024
- BWSR trainings/Ag Learn

**Respectfully submitted by,
Bonnie Hasbrouck**

District Conservationist for Roseau County

Roseau SWCD

RSWCD

TRP

RRW

LOW

Cost-Share Program Log

Effective Contracts as of 10/08/2024

Paid	Contract Approved Date	Amendment	Contract #	Conservation Practice	Conservation Practice Code	C/S Rate	Source Funds	Funds Encumbered	
			Lake of the Wood						
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	
			Two River Plus W						
Final	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	
Final	11/29/2023		RWBF 22-08	Forest Stewardship Plan Writing	508M	75%	FY22 TRP WBIF	\$660.75	
	12/11/2023		RWBF 22-09	Forest Stewardship Plan Writing	508M	75%	FY22 TRP WBIF	\$830.64	
Final	2/12/2024		RTRP WBIF 24-01	Cover Crop & No-Till	340 / 329	Flat Rate	FY24 TRP WBIF	\$33,600	
Final	2/12/2024		RTRP WBIF 24-02	Cover Crop & No-Till	340 / 329	Flat Rate	FY24 TRP WBIF	\$33,600	
Final	2/12/2024		RTRP WBIF 24-03	Cover Crop & No-Till	340 / 329	Flat Rate	FY24 TRP WBIF	\$33,600	
Final	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	
Final	8/15/2024		RTRP WBIF 24-07	Cover Crop & Reduced Till	340/345	Flat Rate	FYTRP WBIF	\$33,600	
			Roseau River WBIF						
Final	11/29/2023	A-1 6/20/24	RR FMP 23-06	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$1,063.80	
Final	5/14/2024		RR FMP 23-07	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$1,217.70	
	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	
			RR FMP 23-10	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$613.35	
	4/8/2024		RR FMP 23-11	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$1,125.36	
	5/28/2024		RR FMP 23-12	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$525.80	
	7/3/2024		RR FMP 23-13	Forest Stewardship Plan Writing	508M	90%	FY23 RRW WBIF	\$934.28	
			Local Water Mgm						
	2/12/2024		LWM 24-01	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
	2/12/2024		LWM 24-02	Well Decommissioning	351	90%	FY24 LWM	\$900.00	
	5/6/2024		LWM 24-03	Well Decommissioning	351	90%	FY24 LWM & FY24CC	\$855.94	
8/12/2024	5/16/2024		LWM 24-04	Well Decommissioning	351	90%	FY24 LWM	\$900.00	

[illegible]



502 7th Street Southwest
Suite 5
Roseau, MN 56751

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

MINUTES
ROSEAU SWCD BOARD MEETING
December 10, 2024

The monthly Board Meeting was held Tuesday, December 10, 2024. Chairman, John Gaukerud, called the meeting to order at 7:59 a.m. Supervisors present: John Gaukerud, Ulrik Aaskov, Jan Miller, Jade Estling and Landon Olson. District staff present: Scott Johnson, Shonda Jelle and Janine Lovold.

Secretary's Report:

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

Treasurer's Report:

- A motion was made by Estling, seconded by Miller, and passed by unanimous vote to approve the November 2024 Report.

Supervisor Reports:

- None

District Conservationist Report:

- See attached notes. *(None)*

Employee Reports:

Administrative Assistant Jelle:

- Regular monthly bills & payroll.
- Has been updating the handbook.
- Two Rivers Plus JPB: has paid invoices for completed projects. Attended the JPB meeting virtually due to needing office coverage. We will be transferring FY 2024 paid projects to FY 2022 to fully expend the grant to avoid an extension.
- Attended BWSR Academy
- Has been taking tree orders for 2025 as well as assisting CSP landowners with tree plans.
- Has been keeping an eye on grants that are getting close to out of funds for the year to not overspend them.
- Has attended the following meetings/trainings: RIM training, Ag BMP training, PERA webinar, JAA training and the Area 1 meeting.

Water Planner Lovold:

- Attended three JPB meetings since October.
- Have been working with many well decommissioning applications as MDH sent out several letters to Roseau County landowners informing them to get their abandoned wells sealed if they will not be using them.
- Have taken tree orders for 2025 and signed a couple landowners up for the Shelterbelt/Windbreak Practice.
- Made a continuous CRP (CCRP) Incentive flyer for FSA and NRCS counter tops for future CCRP signups. The State of MN made grant funding available to incentive signups in CCRP for the Two Rivers and Roseau River watershed areas.
- Signed up 8 people/entities for the TRP and RR Watershed JPB CCRP Incentives Programs. Eligibility requirement is an approved and signed CCRP Contract through FSA. All participants were able to receive funding as there were more than enough funds available in each watershed area.
- Started preliminary groundwork for a TRP education / outreach event at the Greenbush American Legion.
- Completed or updated eLINK for various grants.
- Completed MPCA SWAG data review and Final Progress Report for the LOWW area in Roseau County. The final invoice will be sent to MPCA soon.

District Manager Johnson:

- Presented 2025 Proposed Budget to County Commissioners.
- WCA TEP review Spruce Valley Bank site. Jeff Thompson development site and GWE Development site and Grygelco Bank site.
- Attended Warroad Watershed meeting
- LOW IC meeting
- Attended BWSR Academy
- Attended Area 1 meeting
- JAA/Planner Certification training.
- Elink Reporting / MCIT Reporting
- DNR permitting for Jared Olafson and Joe Peterson.
- Continue to update BuffCat tool for reporting on Buffer Program
- Ag BMP loan program

OLD BUSINESS:

Sale of Polaris Ranger 900 XP: Sealed bids were accepted until November 8th and were opened for the ranger on November 14th at 1 pm those present to open the bids were Aaskov, Gaukerud, Miller. The bid of \$10,000 was accepted for the sale of the Polaris Ranger 900 XP.

NEW BUSINESS

Board approval on deletion on obsolete fixed asset: the board approved the deletion of items from the fixed asset list that have been depreciated and are no

longer in use. Miller made a motion to approve the deletion of items, Estling seconded and passed by unanimous vote.

District policy ~ Earned Sick Safe time policy: Shonda presented the proposed handbook changes for Sick Safe time, Compensatory time, Sick leave, Deferred Sick leave time and added Marijuana to the tobacco/alcohol policy. Olson made a motion, seconded by Aaskov and passed by unanimous vote to approve the 2025 Budget.

2025 Health insurance Stipend & Cell Phone: The board looked over the handout provided by Scott that compares in all districts in Area 1. They asked the employees if these needed updating for 2025 or if it could stay the same, all said they were fine with the 2024 amounts. Aaskov made a motion, seconded by Estling and passed by unanimous vote to approve the health insurance stipend and cell phone reimbursement to stay the same as it was in 2024.

Employee COLA 2025: The Board discussed the 2025 COLA and decided to go with a 4% COLA raise. Olson made a motion, seconded by Miller and passed by unanimous vote to approve the 2025 COLA wage increase.

Employee Reviews & Wage increase for 2025: This item was tabled for now and will be readdressed when we learn more about SSTS, Floodplain and Shoreland programs. County has asked SWCD to take over. Additional information is needed on workload and staff hours for administering program for 2025.

Promotional Partnership with NCOR: The SWCD has decided to enter into an agreement with NCOR for the promotion of the AIS & Keep it clean 2025 Season. Estling made a motion, seconded by Aaskov and passed by unanimous vote to approve the partnership.

Roseau County Flood Plain/Shoreland/SSTS Program Discussion: The board and employees discussed if we wanted to take over these programs from the County Environmental office. Everyone was in agreement that more information on workload/ actual work involved is needed before we take over these programs.

Contract Update: Lovold provided a handout of the Program Log for all contracts. See attached log.

Training:

Other:

Next Board Meeting Date: The next meeting is set for Tuesday, January 14th at 8:00 a.m. in the SWCD conference room.

Adjournment:

- The meeting adjourned at 9:20 a.m. on a motion made by Miller seconded by Olson and carried by unanimous vote.

1-14-25
Approval Date

Landon Olson
District Board of Supervisors Secretary

LOW

Effective Contracts as of 12/10/2024

[illegible]

			Lake of the Woods						
partial	8/9/2022		LOWW 22-01	Cover Crop	340	Flat Rate	FY22 LOW WBIF	\$4,000.00	
partial	8/9/2022		LOWW 22-02	Cover Crop	340	Flat Rate	FY22 LOW WBIF	\$4,000.00	
			Two River Plus						
	9/12/2023		RWBF 22-06	Forest Stewardship Plan	508M	75%	FY22 TRP WBIF	\$1,393.13	Expired
	10/30/2023		RWBF 22-07	Forest Stewardship Plan	508M	75%	FY22 TRP WBIF	\$1,722.54	Expired
	12/11/2023		RWBF 22-09	Forest Stewardship Plan	508M	75%	FY22 TRP WBIF	\$830.64	Expired
	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	
			Roseau River	WBIF					
	3/18/2024		RR FMP 23-08	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$432.00	
	3/18/2024		RR FMP 23-09	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$1,890.00	
	10/15/2024		RR FMP 23-10	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$613.35	
	4/8/2024		RR FMP 23-11	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$1,125.36	
	5/28/2024		RR FMP 23-12	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$525.80	
	7/3/2024		RR FMP 23-13	Forest Stewardship Plan	508M	90%	FY23 RRW WBIF	\$934.28	