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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
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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