



11360 Highway 212 STE 6
Cologne, MN 55322
(952) 466-5230

<https://www.carvercountymn.gov/swcd>

Minutes of the October 17, 2024, Carver SWCD Board Meeting Held in Conference Room 1 at the Public Works Facility in Cologne, MN

Board Members Present:

Chair, Marcus Zbinden
Vice Chair, Mark Zabel
Member, Robert Burandt

Board Members Absent:

Secretary/Treasurer, Jeffrey Sons
Member, Stanley Wendland

SWCD Staff Present:

District Manager, Mike Wanous
Resource Conservationist, Terry Meiller

Others Present:

FSA Program Analyst, Olivia Gronholz
FSA Program Analyst, Nicole Lieske
BWSR Board Conservationist, Jen Dullum

1. Call to Order.

Chair Zbinden called the meeting to order at 8:28 a.m.

2. Public Comments – None.

3. Agenda Review and Adoption.

Resolution 056-2024: Zabel moved, Burandt seconded, to approve the October 17, 2024, Board Meeting Agenda as presented. Roll call vote: Burandt-aye; Sons-absent; Wendland-absent; Zabel-aye; Zbinden-aye. Motion carried.

4. Agency Reports

- a. Carver County report – Paul was unable to attend today but sent Mike an email of updates. The Planning and Water department will be fully staffed for the first time in over a year. The new Water Program Analyst (permitting) starts on October 21. The Land Management Enforcement position started two weeks ago, they will help with WMO and WCA enforcement. The Green Corps member also started recently. Paul will present a work plan overview to the Board next month. Several projects are in different stages of implementation and design, Mike reviewed the list of projects. The next WMO advisory committee meeting will be on October 29.
- b. NRCS report – NRCS staff were unable to attend the meeting but sent a written report. Mike reviewed the highlights from the written report that included program updates for EQIP and CSP. For 2024, the SE Area of MN had 276 obligated contracts worth \$15.1 million dollars. The application deadline for sign up 1 for FY2025 CSP is Friday, November 15, 2024.

FSA Report – Olivia Gronholz presented the FSA report. Producers must certify fall-seeded crops by November 15. Producers that wish to get into organic farming have opportunities to get assistance through the Organic Certification Cost Share Program and/or the Organic Dairy Marketing Assistance Program. Producers can apply for 2024 marketing assistance loans after

their harvest is complete. The next FSA County Committee Meeting is scheduled for December 10th at 9:00 a.m.

5. Consent Agenda Items

Resolution 057-2024: Zabel moved, Burandt seconded to approve the following consent agenda items:

- a. Approval of the September 19, 2024 Board Meeting Minutes
- b. Acceptance of the September 2024 Treasurer's Report

Roll call vote: Burandt-aye; Sons-absent; Wendland-absent; Zabel-aye; Zbinden-aye. Motion carried.

6. Regular Agenda Items

- a. Terry reviewed two applications have been received for the soil health program, that will use the remaining funds in the Soil Health Delivery Grant. Wellens Agronomics LLC has requested approval for cover crops on 50 acres. They plan to seed cereal rye following corn harvest and plan to plant soybeans next spring as no-till. Andy Stuewe plans to seed a cover crop of winter triticale on 18 acres that is currently in corn. The cover crop will be terminated in spring of 2025 prior to planting soybeans.

Discussion occurred about the next phase of soil health grants expected from BWSR. Staff will need to review the grant requirements and if our current policy is adequate for the next phase of grant funding.

Resolution 058-2024: Burandt moved, Zabel seconded to approve Wellens Agronomics LLC cover crop application on 50 acres, with a total incentive payment of \$4,500; and Andy Stuewe cover crop application for 18 acres, with a total incentive payment of \$900 from the Soil Health Delivery grant (P25-0489). Roll call vote: Burandt-aye; Sons-absent; Wendland-absent; Zabel-aye; Zbinden-aye. Motion carried.

- b. William Dunbar is enrolling land into continuous CRP and is restoring several small wetland basins in the CRP. He is requesting cost-share to help offset the costs to restore the wetlands. Terry explained that the SWCD has been working with the US Fish and Wildlife Service on this project. The project is located in the Eagle Lake sub-watershed and funding is available through the WBIF grant for Eagle Lake. The cost share amount is up to 90% of the total project costs and staff are checking with the WMO if they are interested in providing local funds to cover the remaining 10%.

Resolution 059-2024: Burandt moved, Zabel seconded to approve the application for cost-share funds for William Dunbar for wetland restorations utilizing funding from the WBIF Eagle Lake SWA grant (C21-7506). Roll call vote: Burandt-aye; Sons-absent; Wendland-absent; Zabel-aye; Zbinden-aye. Motion carried.

- c. BWSR has sent the FY25 Buffer Law grant agreement via DocuSign, in the amount of \$20,000. Mike explained that this is our annual grant agreement for conducting compliance checks and follow-up on non-compliant sites for the buffer law under MN Stat. 103F.48.

Resolution 060-2024: Zabel moved, Burandt seconded to approve the District Manager to sign the FY25 Buffer Grant agreement (P25-0578) in DocuSign. Roll call vote: Burandt-aye; Sons-absent; Wendland-absent; Zabel-aye; Zbinden-aye. Motion carried.

- d. The Board and staff discussed the MASWCD resolution process for 2024. The Board felt that since only eight resolutions have been brought forward this year, they could review them on their own and submit their votes. They also discussed the proposed changes to the by-laws that will be presented and acted on during the annual meeting in December. The proposed by-law change for MASWCD is to eliminate the term limits for serving as President and Vice-President. The Board felt unlimited terms would suppress the interest of other elected Supervisors that might want to get involved in a leadership role at MASWCD. This item will be part of the business meeting at the MASWCD annual convention in December.

7. SWCD Board Committee & SWCD Staff Monthly Reports

- a. Personnel Committee (Zabel, Zbinden) – Nothing to report.
- b. Metro Conservation District's (MCD) Committee (Zbinden; Wendland alt.) – Nothing to report.
- c. Education & Outreach Committee (Sons, Wendland) – Nothing to report.
- d. Budget Committee (Burandt, Sons) – The committee should try to meet before the November meeting. Mike will suggest a few dates in early November.
- e. WMO Advisory Committee (Wendland; Zbinden alt.) – Mike reviewed the two main items covered during the September 24 meeting, which were the Lake Bavaria lake management plan and the updated list of projects in the WMO water plan.
- f. Carver County Leaders (CCL) Committee (Burandt; Sons alt.) – Nothing to report.
- g. South Fork Crow River 1W1P (Zabel; Wendland alt.) – Nothing to report.
- h. The SWCD staff monthly progress report was presented and discussed.

8. Board of Supervisors Announcements

- a. Upcoming meetings/events:
 - November 7 – MASWCD Area 4 meeting
 - November 21 – SWCD Board meeting
 - December 3-4 – MASWCD Convention

9. Adjourn

Resolution 061-2024: Burandt moved, Zabel seconded to adjourn the meeting at 9:23 a.m. Roll call vote: Burandt-aye; Sons-absent; Wendland-absent; Zabel-aye; Zbinden-aye. Motion carried.

Next Board Meeting: Thursday, November 21, 2024, at 8:00 AM
Location: Public Works Headquarters, Conference Room 1
 11360 Highway 212, Cologne, MN 55322

Approved: _____ Date signed: November 21, 2024
 Secretary/Treasurer

Carver Soil & Water Conservation District
Treasurer's Report
As of October 31, 2024

Date	Num	Name	Memo	Debit	Credit	Balance
1000 Checking-Security Bank						21,660.58
10/02/2024	2024-29	Shift4 Payments CC Fee	Credit Card Terminal Fees		36.50	21,624.08
10/07/2024			Funds Transfer-439375282	35,000.00		56,624.08
10/07/2024	3696	Elan Financial Services	1335		10.20	56,613.88
10/07/2024	3697	HSA Bank	#W574601 September Fees		15.00	56,598.88
10/07/2024	3698	NCPERS Group Life Ins.	910300-102024		16.00	56,582.88
10/11/2024		QuickBooks Payroll Serv...	Created by Payroll Service on 10/07/2024		16,122.74	40,460.14
10/15/2024	DD1034	Brockoff, Felicia L.	Direct Deposit	0.00		40,460.14
10/15/2024	DD1035	Datres, Benjamin R.	Direct Deposit	0.00		40,460.14
10/15/2024	DD1036	Genelin, Thomas M.	Direct Deposit	0.00		40,460.14
10/15/2024	DD1037	Meiller, Terry J.	Direct Deposit	0.00		40,460.14
10/15/2024	DD1038	Polster, Tyler J.	Direct Deposit	0.00		40,460.14
10/15/2024	DD1039	Ristow, Seth E.	Direct Deposit	0.00		40,460.14
10/15/2024	DD1040	Wanous, Richard M.	Direct Deposit	0.00		40,460.14
10/15/2024	EFT-735	HSA Bank	41-1385530		867.00	39,593.14
10/15/2024	EFT-736	Minnesota Revenue	7694248		1,044.00	38,549.14
10/15/2024	EFT-737	MSRS	Employee Elective		750.00	37,799.14
10/15/2024	EFT-738	PERA	9103-00		3,388.13	34,411.01
10/15/2024	EFT-739	US Treasury IRS	41-1385530		5,654.44	28,756.57
10/16/2024		QuickBooks Payroll Serv...	Created by Direct Deposit Service on 10/15/2...		1.75	28,754.82
10/17/2024	EFT-740	Carver County	PW-6932, PW-6943 & October Insurance		10,417.51	18,337.31
10/17/2024	1025-INS	Carver County	October Insurance	0.00		18,337.31
10/22/2024	3699	NAPA	#275286 GMC Parts		123.93	18,213.38
10/22/2024	3700	Polster, Tyler J.	Boot Reimbursement 2024		150.00	18,063.38
10/22/2024			Deposit-Drill Rental	180.00		18,243.38
10/22/2024	EFT-741	MN Department of Agric...	2025 Live Plant Dealer Nursery Certificate Fee		381.00	17,862.38
10/25/2024			Funds Transfer-441353594	30,000.00		47,862.38
10/30/2024		QuickBooks Payroll Serv...	Created by Payroll Service on 10/22/2024		16,437.76	31,424.62
10/31/2024	DD1041	Brockoff, Felicia L.	Direct Deposit	0.00		31,424.62
10/31/2024	DD1042	Datres, Benjamin R.	Direct Deposit	0.00		31,424.62
10/31/2024	DD1043	Genelin, Thomas M.	Direct Deposit	0.00		31,424.62
10/31/2024	DD1044	Meiller, Terry J.	Direct Deposit	0.00		31,424.62
10/31/2024	DD1045	Polster, Tyler J.	Direct Deposit	0.00		31,424.62
10/31/2024	DD1046	Ristow, Seth E.	Direct Deposit	0.00		31,424.62
10/31/2024	DD1047	Wanous, Richard M.	Direct Deposit	0.00		31,424.62
10/31/2024	EFT-742	HSA Bank	41-1385530		867.00	30,557.62
10/31/2024	EFT-743	Minnesota Revenue	7694248		1,044.00	29,513.62
10/31/2024	EFT-744	MSRS	Employee Elective		750.00	28,763.62
10/31/2024	EFT-745	PERA	9103-00		3,388.13	25,375.49
10/31/2024	EFT-746	US Treasury IRS	41-1385530		5,654.46	19,721.03
10/31/2024			Interest	0.56		19,721.59
Total 1000 Checking-Security Bank				65,180.56	67,119.55	19,721.59
1100 Savings-Security Bank						246,929.39
10/07/2024			Funds Transfer-439375282		35,000.00	211,929.39
10/22/2024			Deposit-QTR4-2024	136,697.00		348,626.39
10/25/2024			Funds Transfer-441353594		30,000.00	318,626.39
10/31/2024			Interest	362.10		318,988.49
Total 1100 Savings-Security Bank				137,059.10	65,000.00	318,988.49
1110 Member Savings-SouthPoint						10.00
Total 1110 Member Savings-SouthPoint						10.00
1150 Savings Citizens NYA						81,024.14
10/31/2024			Interest	106.21		81,130.35
Total 1150 Savings Citizens NYA				106.21	0.00	81,130.35
1200 Investments CD's						627,184.90
12.MCB **766 (5.15%-11/14/24)						103,530.00
Total 12.MCB **766 (5.15%-11/14/24)						103,530.00
12.MCB**557 (5.15%-11/28/24)						103,530.00
Total 12.MCB**557 (5.15%-11/28/24)						103,530.00
12.SB&T **162 (5.00%-01/13/25)						53,185.11
10/12/2024	2024-30		Interest earned on CD	658.21		53,843.32

Carver Soil & Water Conservation District
Treasurer's Report
As of October 31, 2024

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
Total 12.SB&T **162 (5.00%-01/13/25)				658.21	0.00	53,843.32
12.SB&T **187 (5.00%-02/07/25)						153,694.89
Total 12.SB&T **187 (5.00%-02/07/25)						153,694.89
12.ONB**528 (4.75%-4/3/25)						106,371.13
Total 12.ONB**528 (4.75%-4/3/25)						106,371.13
12.SPCU**871 (4.9%-05/22/25)						106,873.77
Total 12.SPCU**871 (4.9%-05/22/25)						106,873.77
Total 1200 Investments CD's				658.21	0.00	627,843.11
TOTAL				<u>203,004.08</u>	<u>132,119.55</u>	<u>1,047,693.54</u>



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Treasurer's Monthly Report Program Summary - October 2024

	Cash Balance <u>9/30/2024</u>	<u>Receipts</u>	<u>Disbursements</u>	Cash Balance <u>10/31/2024</u>
<u>Funds</u>				
BWSR CRP Incentive Grant	\$0.00			\$0.00
BWSR Buffer Implementation	\$48,762.80		\$1,158.47	\$47,604.33
BWSR Conservation Delivery	\$0.00			\$0.00
BWSR District Capacity	\$64,550.23		\$1,610.70	\$62,939.53
BWSR Soil Health Cost-Share	\$20,000.00			\$20,000.00
BWSR State Cost Share	\$54,949.30		\$3,892.40	\$51,056.90
BWSR WBIF (Waconia & Eagle)	\$36,054.05			\$36,054.05
SWCD Operating Funds	\$653,321.63	\$138,004.08	\$60,457.98	\$730,867.73
District Escrow	\$99,171.00			\$99,171.00
TOTAL	\$976,809.01	\$138,004.08	\$67,119.55	\$1,047,693.54
<u>Use of Cash</u>				
1000 Checking Security Bank	\$21,660.58	\$65,180.56	\$67,119.55	\$19,721.59
1100 Savings-Security Bank	\$246,929.39	\$137,059.10	\$65,000.00	\$318,988.49
1110 Savings-South Point CU	\$10.00			\$10.00
1150 Savings-Citizens NYA	\$81,024.14	\$106.21		\$81,130.35
1200 Investments CD's	\$627,184.90	\$658.21		\$627,843.11
TOTAL	\$976,809.01	\$203,004.08	\$132,119.55	\$1,047,693.54

Carver SWCD Board Treasurer

11/21/2024

Date

Carver Soil & Water Conservation District
Balance Sheet
As of October 31, 2024

	Oct 31, 24
ASSETS	
Current Assets	
Checking/Savings	
1000 Checking-Security Bank	19,721.59
1100 Savings-Security Bank	318,988.49
1110 Member Savings-SouthPoint	10.00
1150 Savings Citizens NYA	81,130.35
1200 Investments CD's	627,843.11
Total Checking/Savings	1,047,693.54
Accounts Receivable	
1300 Accounts Receivable	3,083.34
Total Accounts Receivable	3,083.34
Total Current Assets	1,050,776.88
TOTAL ASSETS	1,050,776.88
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2300 Sales Tax Payable	-0.68
2400 Unearned-Deferred Revenue	
2402 Buffer Implementation	47,604.33
2405 Cost-Share	51,056.90
2406 District Capacity Funds	62,939.53
2407 Soil Health Grants	20,000.00
2408 WBIF Grants	36,054.05
Total 2400 Unearned-Deferred Revenue	217,654.81
Total Other Current Liabilities	217,654.13
Total Current Liabilities	217,654.13
Total Liabilities	217,654.13
Equity	
3000 FUND BALANCE	777,922.62
Net Income	55,200.13
Total Equity	833,122.75
TOTAL LIABILITIES & EQUITY	1,050,776.88

Carver Soil & Water Conservation District
Budget vs. Actual
 January through October 2024

	Jan - Oct 24	Budget	\$ Over Budg...	% of Budget
Income				
4000 Intergovernmental County	546,788.00	574,300.00	-27,512.00	95.2%
4100 Intergovernmental Local				
4110 Cities, WD, LGU Revenue	9,735.00	12,500.00	-2,765.00	77.9%
4120 MCD, MACD Revenue	14,631.37	35,000.00	-20,368.63	41.8%
Total 4100 Intergovernmental Local	24,366.37	47,500.00	-23,133.63	51.3%
4200 Intergovernmental State				
4202 Buffer Implementation	21,812.38			
4204 Conservation Delivery	22,080.82			
4205 Cost-Share	6,749.90			
4206 District Capacity Funds	40,044.60			
4210 RIM Misc. Income	10,150.00			
4212 SWCD Aid	83,190.77			
4200 Intergovernmental State - Other	0.00	369,000.00	-369,000.00	0.0%
Total 4200 Intergovernmental State	184,028.47	369,000.00	-184,971.53	49.9%
4300 Charges for Services				
4320 Great Plains Drill Rental	3,906.10	6,000.00	-2,093.90	65.1%
4330 Tree & Native Seed Sales	25,714.74	25,000.00	714.74	102.9%
Total 4300 Charges for Services	29,620.84	31,000.00	-1,379.16	95.6%
4400 Interest Earnings	15,604.33	17,500.00	-1,895.67	89.2%
4500 Miscellaneous Revenues	2,273.16	7,500.00	-5,226.84	30.3%
Total Income	802,681.17	1,046,800.00	-244,118.83	76.7%
Expense				
5000 District Operations				
5100 Personnel Services				
5101 Payroll Expenses	502,301.99	591,640.00	-89,338.01	84.9%
5102 Payroll Fees	825.00	550.00	275.00	150.0%
5103 SWCD - FICA/Medicare	36,345.59	45,260.00	-8,914.41	80.3%
5104 SWCD - Insurance Ben.	89,690.50	100,000.00	-10,309.50	89.7%
5105 SWCD - PERA & DCP	36,550.86	43,623.00	-7,072.14	83.8%
Total 5100 Personnel Services	665,713.94	781,073.00	-115,359.06	85.2%
5200 Other Services & Charges				
5201 Dues	8,327.92	9,000.00	-672.08	92.5%
5202 Education & Promotion	474.70	5,000.00	-4,525.30	9.5%
5203 Employee Expense	1,397.40	5,000.00	-3,602.60	27.9%
5204 Equipment Repairs	0.00	1,000.00	-1,000.00	0.0%
5205 MCIT Insurance Coverage	13,900.76	14,000.00	-99.24	99.3%
5206 Mileage	854.65	2,000.00	-1,145.35	42.7%
5207 Office Operations/Misc.	5,339.56	10,000.00	-4,660.44	53.4%
5208 Professional Services	4,500.00	3,750.00	750.00	120.0%
5209 Supervisor Expenses	105.77	2,500.00	-2,394.23	4.2%
5220 Vehicle/Equipment Expenses	3,377.44	6,000.00	-2,622.56	56.3%
Total 5200 Other Services & Charges	38,278.20	58,250.00	-19,971.80	65.7%

Carver Soil & Water Conservation District
Budget vs. Actual
 January through October 2024

	<u>Jan - Oct 24</u>	<u>Budget</u>	<u>\$ Over Budg...</u>	<u>% of Budget</u>
5300 Supplies - Office & Field	157.65	3,500.00	-3,342.35	4.5%
5400 Capital Outlay	0.00	40,000.00	-40,000.00	0.0%
Total 5000 District Operations	704,149.79	882,823.00	-178,673.21	79.8%
6000 Project Expenses				
6100 District Projects				
6113 ETA/Misc. MCD Reimb.	6,423.50			
6114 Tree Program Expenses	21,253.75			
6100 District Projects - Other	0.00	60,000.00	-60,000.00	0.0%
Total 6100 District Projects	27,677.25	60,000.00	-32,322.75	46.1%
6200 State Projects				
6221 Cost-Share Projects	2,857.50			
6222 District Capacity				
6222.03 Pollinator Program	4,472.50			
6222 District Capacity - Other	8,324.00			
Total 6222 District Capacity	12,796.50			
6200 State Projects - Other	0.00	103,977.00	-103,977.00	0.0%
Total 6200 State Projects	15,654.00	103,977.00	-88,323.00	15.1%
Total 6000 Project Expenses	43,331.25	163,977.00	-120,645.75	26.4%
Total Expense	747,481.04	1,046,800.00	-299,318.96	71.4%
Net Income	55,200.13	0.00	55,200.13	100.0%



REQUEST FOR BOARD ACTION

Regular Agenda

Meeting Date: November 21, 2024

Prepared by: Terry Meiller

PURPOSE/ACTION REQUESTED:

Approve a cost-share payment of \$8,424.90 to Jennifer Siewert for installing 2 grassed waterways, totaling 890' on a tract of land in Watertown Township

SUMMARY:

Jennifer Siewert was approved to receive cost-share funding to construct 2 grassed waterways in Watertown Township, Section 36. The grassed waterway will address ephemeral and gully erosion that was occurring in the crop field.

The total cost to complete the project was \$9,361.00, cost-share payment was not to exceed \$8,424.90.

STAFF RECOMMENDATION:

Staff recommends approval of the Jennifer Siewert cost-share payment of \$8,424.90.

EXPLANATION OF FISCAL/FTE IMPACT:

2021 Metro WBIF (Lake Waconia SWA Implementation) - \$8,424.90

Supporting Documents:

Fact Sheet and map attached.

Previous Board Action:

Application approved October, 2023



Project Fact Sheet

Jennifer Siewert Watertown Township Grassed Waterways

Cooperator and Location

Name: Jennifer Siewert
 Address: 8654 Cable Ave
 City/Twp.: Glencoe, MN (Watertown-36)
 Watershed: Lake Waconia

Project Details

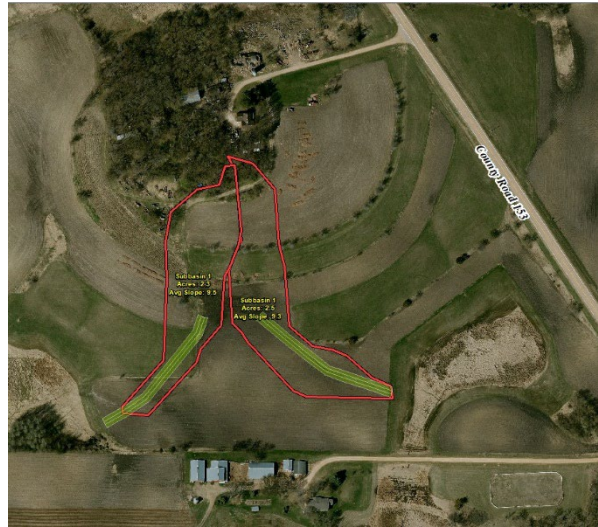
Practice: Grassed Waterway (412)
 Quantity: 890 Linear Feet
 Project ID: WAC-SWA-03
 Construction: Fall of 2024

Funding

Grant: Waconia SWA
 Total Cost: \$9,361.00
 Cost-Share: \$8,424.90
 Landowner Cost: \$936.10

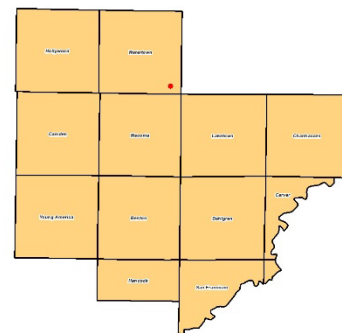
Project Overview

The purpose of this project was to construct 2 grassed waterways totaling 890 linear feet, to address ephemeral and gully erosion that was occurring in the cropland. Signification erosion had been occurring and the installation of grassed waterways were needed to eliminate further erosion.



Environmental Benefits

Parameter	Saved
Soil Erosion (tons per year)	16.35
Sediment (tons per year)	16.35
Phosphorus (pounds per year)	21.6





Project Fact Sheet

Jennifer Siewert

Watertown Township

Grassed Waterway





REQUEST FOR BOARD ACTION

Regular Agenda

Meeting Date: November 21, 2024

Prepared by: Seth Ristow/Felicia Brockoff

PURPOSE/ACTION REQUESTED:

Approve cost-share application for native planting at Living Rock Church.

SUMMARY:

Living Rock Church recently began constructing a new building on the outskirts of NYA. As part of the construction requirements, they will be planting prairies around other required BMPs. They would like to add an additional 2-acre area of prairie to the western portion of their property with the help of funding through our cost share program.

STAFF RECOMMENDATION:

Staff recommends approval of the application at the program maximum of \$5,000.

EXPLANATION OF FISCAL/FTE IMPACT:

FY23 District Capacity Funds - \$5,000

Supporting Documents:

Fact sheets and maps attached.

Previous Board Action:

N/A

Living Rock Church

17125 Cnty. Rd. 31
 NYA, MN 55368



Practice:

Pollinator Habitat, Turf Replacement

Benefits:

- Improves infiltration
- Provides Pollinator Habitat

Size:

80,000 SF

Watershed:

CCWMO

Installation:

Spring 2025

Funding Source:

District Capacity Grant

Total Project Cost:

\$10,000

Cost-Share Requested:

\$5,000



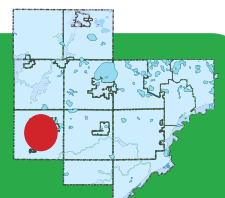
Project Description:

Living Rock Church recently began constructing a new building on the outskirts of NYA. As part of the construction requirements they will be planting prairies around other required BMPs. They would like to add an additional 2 acre area of prairie to the western portion of their property with the help of funding through our cost share program.

A member of the church is a biologist for Monarch Joint Venture and has extensive experience with prairie restorations. She will be facilitating the installation and maintenance of the project area.

Recommend funding the project at the maximum cost share amount of \$5,000.

Carver County Soil and Water Conservation District
 11360 Highway 212, Suite 6
 Cologne, MN 55322
 (952) 466-5230





REQUEST FOR BOARD ACTION

Regular Agenda

Meeting Date: November 21, 2024

Prepared by: Mike Wanous

PURPOSE/ACTION REQUESTED:

Approve the District Manager to sign grant amendments for expiring BWSR grants.

SUMMARY:

The following three grant agreements have been given 1-year extensions in order to finish projects and expend remaining grant funds:

- 2021 WBIF implementation funding (Eagle Lake and Lake Waconia SWA's)
- 2022 SWCD Cost-share grant
- 2022 SWCD District Capacity funding

While some of the projects funded with these grant funds may get completed before the end of the year, we have requested extensions just in case additional time is needed to finish projects and make payments.

STAFF RECOMMENDATION:

Staff recommends approval for the signing the grant agreements.

EXPLANATION OF FISCAL/FTE IMPACT:

Included in the budget.

Supporting Documents:

Grant agreements

Previous Board Action:

None



**FY 2021 STATE OF MINNESOTA
BOARD OF WATER and SOIL RESOURCES
2021 Watershed Implementation Funding - Carver SWCD
GRANT AMENDMENT**

Grant Agreement Start Date:	03/24/2021
Original Grant Agreement Expiration Date:	12/31/2023
Original Agreement Amount:	\$100,000.00

This amendment is by and between the State of Minnesota, through its Board of Water and Soil Resources (“Board”) and Carver SWCD, 11360 Highway 212, Suite 6, Cologne MN 55322 (“Grantee”).

Recitals

1. The Board has a Grant Agreement with the Grantee identified as the **2021 Watershed Implementation Funding - Carver SWCD**, PO # 3000013125, for the following grants:

Grant ID	Grant Title	Previous Expiration Date	Amended Expiration Date	Previous Award Amount	Amended Award Amount
C21-1746	2021 Metro WBIF – Lower MN North – Carver SWCD – Lake Waconia SWA Implementation	12/31/2024	12/31/2025	\$40,000.00	
C21-7506	2021 Metro WBIF – South Fork Crow – Carver SWCD – Eagle Lake SWA Implementation	12/31/2024	12/31/2025	\$60,000.00	

2. The Carver SWCD requests an extension for all grants on this amendment to December 31, 2025 for the purpose of more time to install encumbered projects.
3. Grant reporting must be completed by February 1, 2026 or within 30 days of work completion, whichever comes first.
4. The Board and Soil and Water Conservation District are willing to amend the Original Contract as stated below.

Contract Amendment

REVISION 1. Term of Grant Agreement

1.2 **EXPIRATION DATE:** is amended as follows:

~~December 31, 2023, December 31, 2024,~~ December 31, 2025, or until all obligations have been satisfactorily fulfilled, whichever comes first.

REVISION 2. 2. Grantee’s Duties

2.2 Reporting

2.2.3. Final Progress Report: is amended as follows:

The Grantee will submit a final progress report to the Board by ~~February 1, 2024~~ February 1, 2025 February 1, 2026 or within 30 days of completion of the Project, whichever occurs sooner. Information provided must conform to the requirements and formats set by the Board.

Except as amended herein, the terms and conditions of the Original Grant Agreement remain in full force and effect.

2021 Watershed Implementation Funding - Carver SWCD

APPROVED:

Carver SWCD

Board of Water and Soil Resources

By: _____

By: _____

(signature)

(signature)

Title: _____

Title: _____

Date: _____

Date: _____



**FY 2023 STATE OF MINNESOTA
BOARD OF WATER and SOIL RESOURCES
2022/2023 SWCD Programs and Operations Grants - Carver SWCD
GRANT AMENDMENT**

Grant Agreement Start Date:	10/20/2021
Original Grant Agreement Expiration Date:	12/31/2024
Original Agreement Amount:	\$72,742.00

This amendment is by and between the State of Minnesota, through its Board of Water and Soil Resources (“Board”) and Carver SWCD, 11360 Highway 212, Suite 6, Cologne MN 55322 (“Grantee”).

Recitals

1. The Board has a Grant Agreement with the Grantee identified as the **2022/2023 SWCD Programs and Operations Grants - Carver SWCD**, PO # 3000013682, for the following grants:

Grant ID	Grant Title	Previous Expiration Date	Amended Expiration Date	Previous Award Amount	Amended Award Amount
P22-5489	2022 - Conservation Delivery (Carver SWCD)	12/31/2024		\$19,698.00	
P23-5579	2023 - Conservation Delivery (Carver SWCD)	12/31/2024		\$19,698.00	
P22-5669	2022 - State Cost-Share Fund (Carver SWCD)	12/31/2024		\$16,673.00	
P23-5759	2023 - State Cost-Share Fund (Carver SWCD)	12/31/2024	12/31/2025	\$16,673.00	

2. The Carver SWCD requests an extension for 2023 - State Cost-Share Fund (Carver SWCD) the purpose of allowing more time for federal program funding eligibility determination and continued project development.
3. Grant reporting must be completed by February 1, 2026 or within 30 days of work completion, whichever comes first.
4. The Board and Soil and Water Conservation District are willing to amend the Original Contract as stated below.

Contract Amendment

REVISION 1. Term of Grant Agreement

1.2 Expiration date: is amended as follows:

1.2 Expiration date: ~~December 31, 2024~~, December 31, 2025, or until all obligations have been satisfactorily fulfilled, whichever comes first.

REVISION 2. 2. Grantee’s Duties

2.3 Reporting: is amended as follows:

2.3.3. Final Progress Report: The Grantee will submit a final progress report to the Board by ~~February 1, 2025~~, February 1, 2026, or within 30 days of completion of the Project, whichever occurs sooner. Information provided must conform to the requirements and formats set by the Board.

Except as amended herein, the terms and conditions of the Original Grant Agreement remain in full force and effect.

2022/2023 SWCD Programs and Operations Grants - Carver SWCD

APPROVED:

Carver SWCD

Board of Water and Soil Resources

By: _____

By: _____

(signature)

(signature)

Title: _____

Title: _____

Date: _____

Date: _____



**FY 2022 STATE OF MINNESOTA
BOARD OF WATER and SOIL RESOURCES
2022 SWCD Local Capacity and Buffer Law Implementation - Carver SWCD
GRANT AMENDMENT**

Grant Agreement Start Date:	02/23/2022
Original Grant Agreement Expiration Date:	12/31/2024
Original Agreement Amount:	\$148,739.00

This amendment is by and between the State of Minnesota, through its Board of Water and Soil Resources (“Board”) and Carver SWCD, 11360 Highway 212, Suite 6, Cologne MN 55322 (“Grantee”).

Recitals

1. The Board has a Grant Agreement with the Grantee identified as the **2022 SWCD Local Capacity and Buffer Law Implementation - Carver SWCD**, PO # 3000013852, for the following grants:

Grant ID	Grant Title	Previous Expiration Date	Amended Expiration Date	Previous Award Amount	Amended Award Amount
P22-6089	2022 - SWCD Local Capacity Services (Carver SWCD)	12/31/2024	12/31/2025	\$131,739.00	
P22-6179	2022 - Buffer Law (Carver SWCD)	12/31/2024		\$17,000.00	

2. The Carver SWCD requests an extension for 2022 - SWCD Local Capacity Services (Carver SWCD) for the purpose of completing work on remaining projects with the already encumbered funds.
3. Grant reporting must be completed by February 1, 2026 or within 30 days of work completion, whichever comes first.
4. The Board and Soil and Water Conservation District are willing to amend the Original Contract as stated below.

Contract Amendment

REVISION 1.

1. Term of Grant Agreement

1.2 Expiration date: is amended as follows:

1.2 Expiration date: ~~December 31, 2024~~, December 31, 2025, or until all obligations have been satisfactorily fulfilled, whichever comes first.

REVISION 2.

2. Grantee’s Duties

2.2 Reporting: is amended as follows:

2.2.3. Final Progress Report: The Grantee will submit a final progress report to the Board by ~~February 1, 2024~~, February 1, 2026, or within 30 days of completion of the Project, whichever occurs sooner. Information provided must conform to the requirements and formats set by the Board.

Except as amended herein, the terms and conditions of the Original Grant Agreement remain in full force and effect.

APPROVED:

Carver SWCD

Board of Water and Soil Resources

By: _____

By: _____

(signature)

(signature)

Title: _____

Title: _____

Date: _____

Date: _____



REQUEST FOR BOARD ACTION

Regular Agenda

Meeting Date: November 21, 2024

Prepared by: Mike Wanous

PURPOSE/ACTION REQUESTED:

Request an 18-month extension to the Carver SWCD comprehensive plan.

SUMMARY:

The Carver SWCD Comprehensive Plan is set to expire in 2025. Meanwhile, BWSR is in the process of beginning to update policy related to SWCD planning requirements. Non-metro SWCD's will utilize the One Watershed One Plan documents as the SWCD comp plan. The option to do that in the metro area has not been available.

BWSR staff have recommended we request an extension to the existing comp plan to allow enough time for new policy language to be developed.

STAFF RECOMMENDATION:

Staff recommends approval and chair signature for the comp plan extension request.

EXPLANATION OF FISCAL/FTE IMPACT:

None

Supporting Documents:

Letter requesting extension

Previous Board Action:

None



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11360 Highway 212 STE 6
Cologne, MN 55322
(952) 466-5230

<https://www.carvercountymn.gov/swcd>

November 21, 2024

Jen Dullum, Marcey Westrick
BWSR Central Office
520 Lafayette Road North
Saint Paul, MN 55155

Dear Jen and Marcey,

This letter is a request to extend the Carver SWCD Comprehensive Plan for an additional 18 months. This extension is needed to allow enough time for BWSR to develop and communicate policy updates pertaining to metro SWCD comprehensive planning and the recent changes to 103C.331 subd.11, along with synchronizing planning efforts with One Watershed One Plan and the metro water planning framework.

Carver SWCD has a long history of partnering with other water management entities to effectively manage water resources within our jurisdictional boundaries. An extension to our comprehensive plan will allow those partnerships to continue while BWSR staff update policies relating to metropolitan water management and the statewide One Watershed One Plan efforts.

Thank you for considering this request.

Marcus Zbinden, Chair
Carver SWCD Board

Carver SWCD Monthly Report

November 2024

Mike Wanous – District Manager

- Assist landowners with providing drainage maps to viewers for making adjustments to the Redetermination of Benefits (ROB) for the public ditch systems
- Met with the new public works director in NYA to go over wetland, drainage, ditches and what permits and jurisdiction is applicable for city maintenance issues
- Requests for BWSR grant extensions for the grants expiring at the end of 2024, discussions about comprehensive plan extension
- Public hearings were held for the joint ditches that are going through ROB, (JD 4, JD 5, JD 7, JD 15 were all approved; JD 1 is continued)
- Work with landowners on fill and wetland issues for areas along the Hwy 212 project
- Meetings – staff mtg, WMO staff mtg, ditch related mtgs

Felicia Brockoff – Administrative & Finance Specialist

- Accounting: Verified and paid regular monthly expenses. Completed October Treasurer’s Report, semi-monthly payroll and made liability payments. Prepare and imported payroll ledgers to OnBase. Researched CD rates, cashed in MidCountry Bank CD and moved it to SouthPoint Financial Credit Union.
- Administrative: Updated the 2024 resolutions document. Attended open enrollment meeting for 2025 health insurance. Attended Area IV meeting. Researched the MN Paid Leave Law that takes effect in 2026. Sent in MASWCD convention registration. Put together November meeting packets, posted on website and mailed to Supervisors.
- Education: Contacted Peterson Farm about the convention. Finished the newsletter and sent it to our printer, it should be out by early December. They informed us we will need to look for a new printer starting in 2025.

Terry Meiller – Resource Conservationist

- State Cost-share/EQIP: Follow up/landowner meetings with Alex Young and adjacent neighbors re: project. Shared embankment and tile outlet concerns (King, Young, Gestach, Lenz). Construction Staking for Beier WASCB project (Fall 2024 install planned). Site visit with Engineer/NRCS staff for 2022 Hanson compliance check. Completed site survey for additional engineer review needs, etc.
- Site survey for Alex Young project (upstream pool areas and tile outlet details).
- Eagle SWA: Follow up with landowner/contractor/engineer re: Ed Lind terrace design changes, NNG pipeline easement. Pre-Con meeting and Construction inspections for Bill Dunbar wetland restoration. Additional tile investigation completed and meeting with east neighbor. Red Lines completed and cooperator file updated for Bill Dunbar closeout.
- Waconia SWA: As-built survey completed for Jennifer Siewert grassed waterways. Red Lines completed and cooperator file updated for project closeout. Administrative work (c/s voucher, factsheet, RBA) completed for Siewert project.
- Misc: SWCD Board Meeting/Staff Meeting. SWCD/CCWMO staff meeting. Great Plains Drill deliveries and calibrations (Luebke, Kolstad). Tech assistance/field visits/landowner meetings for complaint investigation and general assistance (Beier CREP site, J. Hart, Stai, Hesse).

Seth Ristow – Resource Conservation Technician

- Created flyer for pollinator conservation workshop

- Attended weeklong Wetland Professional Certification Program (Passed)
- Revised original logo with Felicia
- Compiled summaries and scoresheets for Habitat Friendly Solar Sites
- Consulted on projects for RPBCWD Stewardship Grant Program
- Met with interested landowners to discuss our Pollinator Conservation Program and Shoreline Habitat Program
- Met with Madeline and Tim to discuss projects for Tom the new Green Corp Member
- Attended U of MN Stormwater Series seminar
- Met with 9 Mile Creek Watershed District to discuss their cost share program
- Reviewed Tom (Green Corp Members) cost share project participant survey
- Conducted closeouts for RPBCWD Stewardship Grant Program
- Wrote annual news article about available cost share programs to Carver County residents

Tom Genelin – Senior District Technician

- Meetings/Plan Review:
 - CCWMO TAC Meeting
 - Timber Creek 5th (Carver) pre-construction meeting
 - Sackett Waconia (NYA) pre-construction meeting
 - Carlson Bluffs (Chaska) pre-construction meeting
 - CCWMO-CSWCD coordination meeting
- Site inspections:
 - Chaska Creek Industrial (Chaska) final inspection
 - Westbrook Church (Chaska) final inspection
 - CR 41 Bridge (San Francisco Township) final inspection
 - Waconia Fire Station (Waconia) final inspection
 - The Cove (Watertown) site inspections for ESC BMP conditions
 - Winkler's Crossing (Cologne) site inspection for ESC BMPs and topsoil respread
 - Hazeltine (Chaska) site inspections for ESC BMP conditions
 - Rivertown Heights (Chaska) site inspection for ESC BMPs and topsoil respread
 - Oak Creek (Chaska)
 - The Preserve (Carver) site inspection for ESC BMP conditions and topsoil respread
 - Sandy Shores (Waconia) site inspection for ESC BMPs
 - Living Rock Church (NYA) site inspection for site conditions and stabilization
 - Marsh Hollow (Victoria) site inspection ESC BMP conditions and stabilization
 - Oak Creek Development (Chaska) site inspection for ESC BMP conditions and topsoil respread
 - Enconced Woods (Chaska) site inspection for ESC BMPs and topsoil respread
 - Savannah Way (Chaska) site inspection for ESC BMPs and topsoil respread
 - Waterford (Waconia) inspection for ESC BMP conditions
 - Orchard Park (Waconia) inspection for ESC BMP conditions and topsoil respread
 - The Fields (Waconia) inspection for ESC BMP conditions and topsoil respread
 - Woodland Creek 5th (Waconia) inspection for ESC BMP conditions and topsoil respread

Ben Datres – Farm Bill Technician

- CREP/RIM:
 - Hart- CRP payment issue, working with local FSA. Brought to BWSR's attention.
 - Zellmann- Completed application and supporting docs. Submitted for Oct. batch period.

- RIM site inspections- phone calls, site visits and evaluation forms
- RIM site visit with neighbor looking at tile outlet and drainage
- RIM Floodplains proposal for neighboring property to Zellmann
- Buffers: Updating buffcat with parcel changes. Landowner site visit checking buffer width.
- Misc:
 - Cost-share: Water way construction check. Staking Beier WASCOD project
 - CRP- Daryl Schmidt reviewing alternative wetland repair options due to costs..
 - Great Plains Drill- Delivered and calibrated for 3 CRP seedlings
 - Eagle Lake SWA- Wetland restoration construction
 - CD-9 Landowner questions and concerns.

Tyler Polster – District Technician

- WCA:
 - WMO:
 - Continued discussion between SWCD, WMO and BWSR regarding an impacted wetland on new mining site near Mayer. There has been disagreement on whether the impact could be permitted now; and if so, what exemption standard it meets. Meeting with BWSR on 11/15 to decide on how to move forward.
 - Completed TEP visits to approve fill locations around Highway 212 project.
 - Investigated wetland/fill violation on a yard south of NYA. No wetland violation was found. The movement of fill from NYA project was stopped until plans were updated.
 - NYA: Completed TEP meeting to approve delineation of a yard in the City of NYA. The homeowner wants to build a new garage.
 - Waconia: TEP meeting to approve delineation for new housing development. TEP meeting to approve delineation for a new industrial building south of Hwy. 5.
 - Chanhassen:
 - TEP meeting to discuss the history and delineation of parcel looking to be sold for development. Discussion about historical vs. incidental status of on-site wetland. The developer was given a few things to change on the application and re-submit.
 - One restoration order hopefully completed this fall. The plan is fully approved, just waiting for contractor mobilization.
 - Another restoration order (same violation as above, different parcel owner) is being hung up by landowner. RPBCWD legal is now involved and may be escalating their own violation. TEP will be meeting to discuss potential WCA escalation.
 - TEP will also be meeting to potential issue a separate restoration order to parcel with violation to south of above parcels. When talked to earlier in fall landowner said they would fix themselves. However, the landowner has been unresponsive and does not live on site.
 - Upcoming listening sessions on November 25, and December 17, 2024, for WCA staff to provide comments to the preliminary draft of WCA Rule amendments that went into place August 1, 2024.