

**Carver County Office / Minnesota**

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Glencoe, MN 55336

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(320) 864-5177

TO: Carver County Soil and Water Conservation District Board

FROM: Jennifer King, County Executive Director

SUBJECT: May 2025 Board Meeting

**Old Business**

**Emergency Commodity Assistance**

- These payments help producers mitigate the impacts of increased input costs and falling commodity prices.
- The acreage is taken from the reported 2024 acres.
- Open now until August 15, 2025.

**Acreage Certification**

- Maps can begin to be requested by producers by email or in-person pick up.
- July 15<sup>th</sup> is the acreage reporting deadline, but we appreciate early completion.

**New Business**

**County Committee Meeting**

- May 20<sup>th</sup> at 9:00AM is the next McLeod-Carver County Committee Meeting (COC). Regular session is open to the public (0:15 – 0:30).



11360 Highway 212 STE 6  
Cologne, MN 55322

(952) 466-5230 | [carverswcd.org](http://carverswcd.org)

## Carver SWCD Board Meeting Minutes – April 17, 2025

Held in conference room 1 at the Carver County Public Works facility in Cologne, MN

### Board Members Present:

Chair, Mark Zabel  
Vice Chair, Marcus Zbinden  
Secretary/Treasurer, Jeffrey Sons  
Member, Michael Lynch

### Others Present:

BWSR Board Conservationist, Jen Dullum  
BWSR Ecological Science Cons., Erin Loeffler (*attended remotely*)  
Carver County Public Services Deputy Director, Paul Moline  
Farm Service Agency Director, Jennifer King  
NRCS District Conservationist, Katie Mattila  
NRCS Soil Conservation Technician, Cindy Hoffmann

### SWCD Staff Present:

District Manager, Mike Wanous  
Admin. & Finance Spec., Felicia Brockoff  
Landscape Restoration Spec., Seth Ristow

### 1. Call to Order.

Chair Zabel called the meeting to order at 8:02 a.m.

### 2. Public Comments – None.

### 3. Agenda Review and Adoption.

Resolution 017-2025: Sons moved, Lynch seconded, to approve the April 17, 2025, Board Meeting Agenda as printed. Roll call vote: Lynch-aye; Sons-aye; Zabel-aye; Zbinden-aye. Motion carried.

### 4. Agency Reports

- a. NRCS report – Katie reported that the southwest area of MN has received an additional \$1.9 million for EQIP contracts, and they're anticipating that additional preapprovals could happen. Staff are working through the CSP applications, Carver County received one application. They are not accepting any offers for CRP but will be working on status reviews for sites that have been established recently. Katie also reminded the Board that the Local Work Group meeting will be held following today's meeting.
- b. FSA report – Jennifer reported that applications for the ECAP program announced last month, were mailed out automatically by the national office. Producers can also just stop by the FSA office; the signup deadline is August. Acreage certification has also opened. The next County Committee meeting is Tuesday, April 22.

Mike asked if there were any updates for the CRP program. Jennifer reported that since there isn't a current Farm Bill, there has been no updates. She also commented that producers who are in their 15<sup>th</sup> year of CRP, could be granted a pass for a 1-year extension, if no new Farm Bill is developed.

- c. Carver County report – Paul reported that there are still talks of cuts for the 2026 budgeting process. Capitol improvement projects will be discussed at the next Carver County WMO

Meeting, since there are 3-4 projects that various Cities have requested get completed this year. Paul also reported that they will soon be kicking off the Groundwater Plan updating process.

Paul commended Mike Wanous for all his efforts with the recent ditch redeterminations of benefits, as well as the continuing ditch meetings that are being held.

## **6. Consent Agenda Items**

Resolution 018-2025: Zbinden moved, Sons seconded to approve the following consent agenda items:

- a. Approval of March 20, 2025, Board Meeting Minutes
  - b. Acceptance of the March 2025 Treasurer's Report
- Roll call vote: Lynch-aye; Sons-aye; Zabel- aye; Zbinden-aye. Motion carried.

## **7. Regular Agenda Items**

- a. Carver SWCD District 1 Board Supervisor, Stanley P. Wendland, passed away on March 16, after a courageous two-year battle with lymphoma. This leaves a vacancy in District 1 of the SWCD Board. Mike has drafted a resolution, that explains why we are now looking to appoint a new Supervisor for this position. The appointee would serve out Stan's term (December 31, 2026) and could file to be elected to the SWCD District 1 Supervisor after that. Chair Zable suggested a legal notice be placed in the official newspaper, directing people to the SWCD website for a map and more information.

Resolution 019-2025: Zbinden moved, Lynch seconded to approve Resolution 019-2025 directing the District Manager to advertise the vacancy of Supervisor for the SWCD District 1. Roll call vote: Roll call vote: Lynch-aye; Sons-aye; Zabel- aye; Zbinden-aye. Motion carried.

- b. The Board discussed a strategic planning session at the last Board meeting. Mike explained that the consensus of the Board was to not hire a facilitator, but to try and solicit someone who could assist the SWCD with this planning session. Since there has been no word on the Regional Conservation Partnership Program (RCP) funding, or on the County budget, it was decided to hold the strategic planning session after the June 26, 2025, Board meeting.
- c. MASWCD has sent out the call for resolutions. If there is a resolution that any Supervisor would like to bring forward, they can be brought to the May or June Board meetings. Mike reported the Area 4 managers have requested that the resolutions get submitted as soon as possible, so the managers could discuss them first and make comments or suggestions prior to the Area 4 meeting.
- d. Seth reported that he has received the first pollinator application of the year. The applicant is proposing to convert a current turf area into pollinator habitat. He explained that part of the project has also been approved by the Riley Purgatory Bluff Creek Watershed District (PRBCWD), to install a pollinator lawn. The homeowners, Jonna and Eric Bartusch, will be hiring a contractor to install the project. The total cost estimate is \$3,079 for 280 square feet, with cost-sharing from the SWCD not to exceed \$560 (based on the \$2 per square foot maximum).

Resolution 020-2025: Zbinden moved, Lynch seconded to approve the pollinator cost-share application with Jonna and Eric Bartusch for a turf replacement pollinator habitat project on 280 square feet, with a maximum cost-share amount of \$560. Roll call vote: Roll call vote: Lynch-aye; Sons-aye; Zabel- aye; Zbinden-aye. Motion carried.

- e. 9:00 AM – Erin Loeffler, Ecological Science Conservationist with the Board of Water & Soil Resources (BWSR), joined the SWCD meeting remotely. She gave the Board a presentation on the Lawns to Legumes program, administered through a partnership with Metro Blooms, Blue Thumb – Planting for Clean Water, and BWSR.

**9. SWCD Board Committee & SWCD Staff Monthly Reports**

- a. Personnel Committee (Zabel, Zbinden) – has not met.
- b. Metro Conservation District's (MCD) Committee (Zbinden; Lynch alt.) – has not met.
- c. Education & Outreach Committee (Sons, Lynch) – Mike asked about replacing Wendland on this Committee for the time being. Lynch volunteered to be on the Committee.
- d. Budget Committee (Sons, Zbinden) – has not met.
- e. WMO Advisory Committee (Zbinden; Sons alt.) – Mike reviewed the Agenda from the March 25 WMO meeting at this time. The next meeting will be April 29. Supervisor Sons agreed to be the alternate for the WMO committee.
- f. South Fork Crow River 1W1P (Zabel; Lynch alt.) – Mike reported he attended a technical advisory committee (TAC) meeting on Monday. Most of the watershed-based funding to the Crow River, has already been encumbered for projects.
- g. The SWCD staff monthly progress report was presented and discussed. The beaver problem in the WAHIBO marsh was discussed. This is an issue that is part of the landowner maintenance agreement, so the landowner will need to remedy the situation.

**10. Board of Supervisors Announcements**

- a. Upcoming meetings/events:
  - April 17 – NRCS LWG meeting, 10 AM
  - May 15 – SWCD Board meeting, 8:00 AM
  - May 26 – Memorial Day – SWCD office closed
  - June 26 – SWCD Board meeting, 8:00 AM, followed by a strategic planning session

**11. Adjourn**

Resolution 021-2025: Sons moved, Zbinden seconded to adjourn the meeting at 9:59 a.m. Roll call vote: Lynch-aye; Sons-aye; Zabel-aye; Zbinden-aye. Motion carried.

The NRCS Local Work Group convened immediately following the SWCD Board meeting.

**Next Board Meeting:** Thursday, May 15, 2025, at 8:00 AM  
**Location:** Public Works Headquarters, Conference Room 1  
11360 Highway 212, Cologne, MN 55322

Approved: \_\_\_\_\_ Date signed: May 15, 2025  
Secretary/Treasurer

**Carver Soil & Water Conservation District**  
**Treasurer's Report**  
**As of April 30, 2025**

Date	Num	Name	Memo	Debit	Credit	Balance
<b>1000 Checking-Security Bank</b>						17,117.87
04/04/2025			Deposit - Online Tree Order	43.39		17,161.26
04/07/2025			Funds Transfer-463343294	40,000.00		57,161.26
04/07/2025	3755	Carver County	INTINV-659		1,342.18	55,819.08
04/07/2025	3756	NCPERS Group Life Ins.	910300-042025		16.00	55,803.08
04/07/2025	3757	Elan Financial Services	1335		1,502.87	54,300.21
04/07/2025	3758	HSA Bank	#W614736 March Fees		12.50	54,287.71
04/08/2025			Deposit - Online Tree Orders	86.78		54,374.49
04/13/2025			Deposit - Online Tree Order	38.54		54,413.03
04/14/2025		QuickBooks Payroll Service	Created by Payroll Service on 03/31/2025		16,149.20	38,263.83
04/14/2025	3759	Carver County	PW-7090		165.41	38,098.42
04/14/2025	3760	MCD	2025 Dues		50.00	38,048.42
04/14/2025	3761	Minnesota Native Landscapes	Invoice #50430		1,390.00	36,658.42
04/15/2025	DD1126	Brockoff, Felicia L.	Direct Deposit	0.00		36,658.42
04/15/2025	DD1127	Datres, Benjamin R.	Direct Deposit	0.00		36,658.42
04/15/2025	DD1128	Genelin, Thomas M.	Direct Deposit	0.00		36,658.42
04/15/2025	DD1129	Meiller, Terry J.	Direct Deposit	0.00		36,658.42
04/15/2025	DD1130	Polster, Tyler J.	Direct Deposit	0.00		36,658.42
04/15/2025	DD1131	Ristow, Seth E.	Direct Deposit	0.00		36,658.42
04/15/2025	DD1132	Wanous, Richard M.	Direct Deposit	0.00		36,658.42
04/15/2025	EFT-804	MSRS	Employee Elective		1,229.00	35,429.42
04/15/2025	EFT-802	HSA Bank	41-1385530		1,492.00	33,937.42
04/15/2025	EFT-803	Minnesota Revenue	7694248		1,061.00	32,876.42
04/15/2025	EFT-805	PERA	9103-00		3,576.42	29,300.00
04/15/2025	EFT-806	US Treasury IRS	41-1385530		5,789.96	23,510.04
04/16/2025			Deposit - Online Tree Order	43.39		23,553.43
04/17/2025			Deposit - Trees, Drill, MCD	3,855.00		27,408.43
04/22/2025			Deposit - Online Tree Order	96.40		27,504.83
04/22/2025	3762	Carver County	April Insurance		10,965.91	16,538.92
04/22/2025			Funds Transfer-465967968	35,000.00		51,538.92
04/28/2025			Deposit - Drill & Trees	1,360.00		52,898.92
04/29/2025		QuickBooks Payroll Service	Created by Payroll Service on 04/16/2025		16,464.16	36,434.76
04/30/2025	DD1133	Brockoff, Felicia L.	Direct Deposit	0.00		36,434.76
04/30/2025	DD1134	Datres, Benjamin R.	Direct Deposit	0.00		36,434.76
04/30/2025	DD1135	Genelin, Thomas M.	Direct Deposit	0.00		36,434.76
04/30/2025	DD1136	Meiller, Terry J.	Direct Deposit	0.00		36,434.76
04/30/2025	DD1137	Polster, Tyler J.	Direct Deposit	0.00		36,434.76
04/30/2025	DD1138	Ristow, Seth E.	Direct Deposit	0.00		36,434.76
04/30/2025	DD1139	Wanous, Richard M.	Direct Deposit	0.00		36,434.76
04/30/2025	EFT-807	HSA Bank	41-1385530		1,492.00	34,942.76
04/30/2025	EFT-808	Minnesota Revenue	7694248		1,061.00	33,881.76
04/30/2025	EFT-809	MSRS	Employee Elective		1,229.00	32,652.76
04/30/2025	EFT-810	PERA	9103-00		3,576.42	29,076.34
04/30/2025	EFT-811	US Treasury IRS	41-1385530		5,790.10	23,286.24
04/30/2025			Deposit - Online Tree Orders	96.09		23,382.33
04/30/2025			Interest	0.66		23,382.99
Total 1000 Checking-Security Bank				80,620.25	74,355.13	23,382.99
<b>1100 Savings-Security Bank</b>						268,186.26
04/07/2025			Funds Transfer-463343294		40,000.00	228,186.26
04/07/2025			Deposit - Soil Health Grant Final Pymt.	20,000.00		248,186.26
04/11/2025			Deposit - Q2 Allocation	143,415.50		391,601.76
04/22/2025			Funds Transfer-465967968		35,000.00	356,601.76
04/30/2025			Interest	388.12		356,989.88
Total 1100 Savings-Security Bank				163,803.62	75,000.00	356,989.88
<b>1110 Member Savings-SouthPoint</b>						10.30
Total 1110 Member Savings-SouthPoint						10.30
<b>1150 Savings Citizens NYA</b>						81,649.69
04/30/2025			Interest	97.31		81,747.00
Total 1150 Savings Citizens NYA				97.31	0.00	81,747.00
<b>1200 Investments CD's</b>						536,798.83
<b>12.SPCU**871 (4.9%-05/22/2025)</b>						109,518.97
Total 12.SPCU**871 (4.9%-05/22/2025)						109,518.97

## Carver Soil &amp; Water Conservation District

## Treasurer's Report

As of April 30, 2025

Date	Num	Name	Memo	Debit	Credit	Balance
<b>12.SB&amp;T*096 (4.29%-07/13/2025)</b>						54,509.68
Total 12.SB&T*096 (4.29%-07/13/2025)						54,509.68
<b>12.SB&amp;T*254 (4.25%-08/07/2025)</b>						157,522.65
Total 12.SB&T*254 (4.25%-08/07/2025)						157,522.65
<b>12.ONB**968 (4.3%-09/03/2025)</b>						106,371.13
04/03/2025	2025-11		Interest Earned on *528, Renewed	2,909.34		109,280.47
Total 12.ONB**968 (4.3%-09/03/2025)						109,280.47
<b>12.SPCU**024 (4.0%-03/15/2026)</b>						108,876.40
04/15/2025	2025-12		Interest earned on CD, Renewed 11 mos.	2,049.41		110,925.81
Total 12.SPCU**024 (4.0%-03/15/2026)						110,925.81
Total 1200 Investments CD's						541,757.58
<b>TOTAL</b>				<b>249,479.93</b>	<b>149,355.13</b>	<b>1,003,887.75</b>



11360 Highway 212 STE 6  
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Phone: (952) 466-5230 | [carverswcd.org](http://carverswcd.org)

## Treasurer's Monthly Report Program Summary - April 2025

	Cash Balance <u>3/31/2025</u>	<u>Receipts</u>	<u>Disbursements</u>	Cash Balance <u>4/30/2025</u>
<b><u>Funds</u></b>				
BWSR CRP Incentive Grant	\$20,000.00			\$20,000.00
BWSR Buffer Implementation	\$21,449.27			\$21,449.27
BWSR Conservation Delivery	\$0.00			\$0.00
BWSR District Capacity	\$47,995.00			\$47,995.00
BWSR Soil Health Cost-Share	-\$20,000.00	\$20,000.00		\$0.00
BWSR State Cost Share	\$48,370.00			\$48,370.00
BWSR WBIF (Waconia & Eagle)	\$5,393.15			\$5,393.15
SWCD Operating Funds	\$671,533.53	\$154,479.93	\$74,355.13	\$751,658.33
District Escrow	\$109,022.00			\$109,022.00
<b>TOTAL</b>	<b>\$903,762.95</b>	<b>\$174,479.93</b>	<b>\$74,355.13</b>	<b>\$1,003,887.75</b>

<b><u>Use of Cash</u></b>				
1000 Checking Security Bank	\$17,117.87	\$80,620.25	\$74,355.13	\$23,382.99
1100 Savings-Security Bank	\$268,186.26	\$163,803.62	\$75,000.00	\$356,989.88
1110 Savings-South Point CU	\$10.30			\$10.30
1150 Savings-Citizens NYA	\$81,649.69	\$97.31		\$81,747.00
1200 Investments CD's	\$536,798.83	\$4,958.75		\$541,757.58
<b>TOTAL</b>	<b>\$903,762.95</b>	<b>\$249,479.93</b>	<b>\$149,355.13</b>	<b>\$1,003,887.75</b>

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Carver SWCD Board Treasurer

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5/15/2025  
Date

**Carver Soil & Water Conservation District**  
**Balance Sheet**  
As of April 30, 2025

	<u>Apr 30, 25</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 Checking-Security Bank	23,382.99
1100 Savings-Security Bank	356,989.88
1110 Member Savings-SouthPoint	10.30
1150 Savings Citizens NYA	81,747.00
1200 Investments CD's	541,757.58
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<b>Total Checking/Savings</b>	1,003,887.75
<b>Accounts Receivable</b>	
1300 Accounts Receivable	10,026.11
	<hr/>
<b>Total Accounts Receivable</b>	10,026.11
<b>Other Current Assets</b>	
1400 Undeposited Funds	85.00
	<hr/>
<b>Total Other Current Assets</b>	85.00
<b>Total Current Assets</b>	1,013,998.86
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<b>TOTAL ASSETS</b>	<b><u>1,013,998.86</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
2300 Sales Tax Payable	140.90
2400 Unearned-Deferred Revenue	
2402 Buffer Implementation	21,449.27
2405 Cost-Share	48,370.00
2409 CRP Incentive P25-0452	20,000.00
2406 District Capacity Funds	47,995.00
2408 WBIF Grants	5,393.15
	<hr/>
<b>Total 2400 Unearned-Deferred Revenue</b>	143,207.42
	<hr/>
<b>Total Other Current Liabilities</b>	143,348.32
	<hr/>
<b>Total Current Liabilities</b>	143,348.32
<b>Total Liabilities</b>	143,348.32
<b>Equity</b>	
3000 FUND BALANCE	847,382.08
Net Income	23,268.46
	<hr/>
<b>Total Equity</b>	870,650.54
	<hr/>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,013,998.86</u></b>



**Carver Soil & Water Conservation District****Budget vs. Actual**

January through April 2025

	<u>Jan - Apr 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
<b>4000 Intergovernmental County</b>				
4010 Annual Allocation	286,831.00	573,581.00	-286,750.00	50.0%
4020 CCWMO Projects	0.00	10,000.00	-10,000.00	0.0%
4030 Ditches/Misc. County Rev.	0.00	7,500.00	-7,500.00	0.0%
4040 WCA Services	0.00	10,000.00	-10,000.00	0.0%
<b>Total 4000 Intergovernmental County</b>	<b>286,831.00</b>	<b>601,081.00</b>	<b>-314,250.00</b>	<b>47.7%</b>
<b>4100 Intergovernmental Local</b>				
4110 Cities, WD, LGU Revenue	0.00	12,500.00	-12,500.00	0.0%
4120 MCD, MACD Revenue	15,021.00	35,000.00	-19,979.00	42.9%
<b>Total 4100 Intergovernmental Local</b>	<b>15,021.00</b>	<b>47,500.00</b>	<b>-32,479.00</b>	<b>31.6%</b>
<b>4200 Intergovernmental State</b>				
4212 SWCD Aid	0.00	133,000.00	-133,000.00	0.0%
4211 WBIF Grants	0.00	230,000.00	-230,000.00	0.0%
<b>Total 4200 Intergovernmental State</b>	<b>28,412.38</b>	<b>363,000.00</b>	<b>-334,587.62</b>	<b>7.8%</b>
<b>4300 Charges for Services</b>				
4320 Great Plains Drill Rental	300.00	7,500.00	-7,200.00	4.0%
4330 Tree & Native Seed Sales	22,089.55	27,000.00	-4,910.45	81.8%
<b>Total 4300 Charges for Services</b>	<b>22,389.55</b>	<b>34,500.00</b>	<b>-12,110.45</b>	<b>64.9%</b>
<b>4400 Interest Earnings</b>	<b>5,983.56</b>	<b>17,500.00</b>	<b>-11,516.44</b>	<b>34.2%</b>
<b>4500 Miscellaneous Revenues</b>	<b>28.50</b>	<b>7,500.00</b>	<b>-7,471.50</b>	<b>0.4%</b>
<b>Total Income</b>	<b>358,665.99</b>	<b>1,071,081.00</b>	<b>-712,415.01</b>	<b>33.5%</b>
<b>Expense</b>				
<b>5000 District Operations</b>				
<b>5100 Personnel Services</b>				
5101 Payroll Expenses	212,908.39	621,222.00	-408,313.61	34.3%
5102 Payroll Fees	362.75	1,000.00	-637.25	36.3%
5103 SWCD - FICA/Medicare	15,082.83	47,523.00	-32,440.17	31.7%
5104 SWCD - Insurance Ben.	39,326.16	150,000.00	-110,673.84	26.2%
5105 SWCD - PERA & DCP	15,576.91	46,592.00	-31,015.09	33.4%
5106 MN Paid Leave Law	0.00	7,455.00	-7,455.00	0.0%
<b>Total 5100 Personnel Services</b>	<b>283,257.04</b>	<b>873,792.00</b>	<b>-590,534.96</b>	<b>32.4%</b>
<b>5200 Other Services &amp; Charges</b>				
5201 Dues	7,931.37	9,000.00	-1,068.63	88.1%
5202 Education & Promotion	32.79	2,500.00	-2,467.21	1.3%
5203 Employee Expense	1,205.58	3,500.00	-2,294.42	34.4%
5204 Equipment Repairs	0.00	1,000.00	-1,000.00	0.0%
5205 MCIT Insurance Coverage	14,102.00	14,000.00	102.00	100.7%
5206 Mileage	196.00	2,000.00	-1,804.00	9.8%
5207 Office Operations/Misc.	2,844.28	7,500.00	-4,655.72	37.9%
5208 Professional Services	0.00	5,000.00	-5,000.00	0.0%
5209 Supervisor Expenses	0.00	1,500.00	-1,500.00	0.0%
5220 Vehicle/Equipment Expenses	968.82	6,000.00	-5,031.18	16.1%

**Carver Soil & Water Conservation District**  
**Budget vs. Actual**  
 January through April 2025

	<u>Jan - Apr 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Total 5200 Other Services &amp; Charges</b>	27,280.84	52,000.00	-24,719.16	52.5%
<b>5300 Supplies - Office &amp; Field</b>	1,371.16	3,500.00	-2,128.84	39.2%
<b>5400 Capital Outlay</b>	10,970.06	20,000.00	-9,029.94	54.9%
<b>Total 5000 District Operations</b>	322,879.10	949,292.00	-626,412.90	34.0%
<b>6000 Project Expenses</b>				
<b>6200 State Projects</b>	10,686.90	71,789.00	-61,102.10	14.9%
<b>6000 Project Expenses - Other</b>	0.00	50,000.00	-50,000.00	0.0%
<b>Total 6000 Project Expenses</b>	12,518.43	121,789.00	-109,270.57	10.3%
<b>Total Expense</b>	335,397.53	1,071,081.00	-735,683.47	31.3%
<b>Net Income</b>	<u><b>23,268.46</b></u>	<u><b>0.00</b></u>	<u><b>23,268.46</b></u>	<u><b>100.0%</b></u>

**Ad Proof**

Not Actual Size

**NOTICE OF VACANCY  
ON THE BOARD OF  
SUPERVISORS OF  
THE CARVER COUNTY  
SOIL AND WATER  
CONSERVATION DISTRICT**

Letters of Interest are currently being accepted by the Carver County Soil and Water Conservation District (SWCD) for an appointment to the Board of Supervisors. A vacancy on the Board currently exists in Carver County SWCD Supervisor District One, which includes:

Chanhausen Precinct 4  
Chanhausen Precinct 6  
Chaska Ward 3  
Chaska Ward 4

Please visit the SWCD website for more information on this process - <https://www.carverswcd.org>

# -Public Notice Ad Proof-

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Published in the  
Patriot  
May 8, 15, 22, 2025  
1467718

Date: 04/30/25

Account #: 424286

Customer: CARVER SOIL AND WATER  
CONSERVATION

Address: 11360 HWY 212 STE 6  
COLOGNE

Telephone: (952) 466-5230  
Fax:

Publications:  
Patriot

Ad ID: 1467718  
Copy Line: SWCD Letters of Interest

PO Number:

Start: 05/08/25

Stop: 05/22/2025

Total Cost: \$112.88

# of Lines: 29

Total Depth: 3.222

# of Inserts: 3

Ad Class: 155

Phone # (763) 691-6000

Email: [publicnotice@apgecm.com](mailto:publicnotice@apgecm.com)

Rep No: SW700

Contract-Gross



## REQUEST FOR BOARD ACTION

### Regular Agenda

**Meeting Date:** May 15, 2025

**Prepared by:** Terry Meiller

#### **PURPOSE/ACTION REQUESTED:**

- 1) Request amendment approval to change total percentage of not to exceed payment rate from 80% of total project cost, to **90%**. Original contract maximum cost share payment amount was set at \$12,040; that will remain the same.
- 2) Request to approve cost-share payment with Patricia Beier (Frederick N Beier Trust) for installing a water and sediment control. Total cost of this project was \$23,837.80.
  - NRCS payment: \$9,898.45 *[more than originally estimated]*
  - **SWCD C/S payment: \$11,555.57** *[less than max payment previously approved]*
  - Landowner portion: \$2,383.78 (10%)

#### **SUMMARY:**

Patricia Beier is requesting her cost-share payment for constructing a WASCB to treat ephemeral and gully erosion in Camden Township, Section 24. This project will address significant gully and ephemeral erosion that was occurring in the crop field in the Carver Creek watershed. Funding for this project consists of both NRCS EQIP funds (\$9,898.45) and FY2023 state cost-share funds (\$11,555.57), which is 90% of the total project cost. This project will result in an estimated annual reduction of 33.9 tons of sediment, and 41.4 lbs. of phosphorus from entering Carver Creek.

#### **STAFF RECOMMENDATION:**

Staff recommends approval of the Frederick N Beier Trust cost-share payment of \$11,555.57 upon approval of contract amendment.

#### **EXPLANATION OF FISCAL/FTE IMPACT:**

FY2023 State Cost-Share Funds - \$11,555.57

#### **Supporting Documents:**

Fact Sheet and map attached

#### **Previous Board Action:**

Contract Approved July 2024

**AMENDMENT TO CONSERVATION PRACTICE ASSISTANCE CONTRACT**

Organization Carver SWCD	Contract Number Beier-FY23	Amendment Number 1  Board meeting date: <u>05/15/25</u>	Amendment Type Date: <input type="checkbox"/> Amount: <input checked="" type="checkbox"/> Land Occupier: <input type="checkbox"/> Practice: <input type="checkbox"/> Other: <input type="checkbox"/>
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Amendment requests that are received outside the executed State grant agreement date, outside the contract practice install date, or grant program policies BWSR staff must be consulted, and a grant agreement amendment may be required.

State Grant Agreement Expiration Date: 12/31/25 Original Contract Install Date: FY2025

Amended Contract Install Date (if applicable):

The parties whose names are signed below hereby agree that the above-referenced Conservation Practice Assistance Contract is amended as follows:

**IT IS AGREED THAT:** The total percentage of cost-share funding (*state and non-state*) will be raised from 80% to **90%** of the total cost to establish the conservation practice. By raising the percentage total to 90%, the landowner will have less out of pocket expenses. Payment information is as follows:

Total project cost: **\$23,837.80** (less than previously estimated) 90% of the cost total is \$21,454.02.

EQIP will be providing \$9,898.45. FY2023 State C/S amount: \$11,555.57 [*previously estimated at \$12,040*]

Landowner Contribution is \$2,383.78.

The original contract, as numbered, shall remain in full force and effect, except for those changes made necessary by this amendment.

This amendment is to take effect on the date of the last signature hereto.

Date	Land Occupier
5/8/25	Patricia J. Beier Trustee

**Technical Assessment and Cost Estimate**

I have viewed the site where the above listed are to be installed and find that they are needed, and that the **amended** estimated quantities, costs or completion date described above are practical and reasonable.

Date	Technical Representative
5/8/25	[Signature]

**Organization Approval**

Board Meeting Date	Authorized Signature

**\*Attach this form to the Conservation Practice Assistance Contract**

# Frederick N. Beier Trust

## Camden Twp. Sec. 24 Water & Sediment Control Basin

### Cooperator and Location

Name Patricia Beier  
Address 1065 77<sup>th</sup> St. W,  
Victoria, MN 55386  
City/Twp. Camden – Sec. 24  
Watershed Carver Creek

### Project Details

Practice WASCB (638)  
Quantity 1 Ea (487 LF)  
Project ID Beier-FY23  
Construction Fall of 2024

### Funding

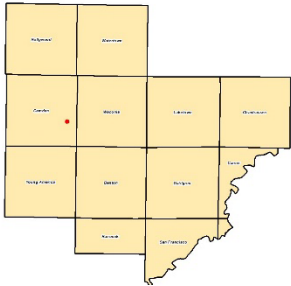
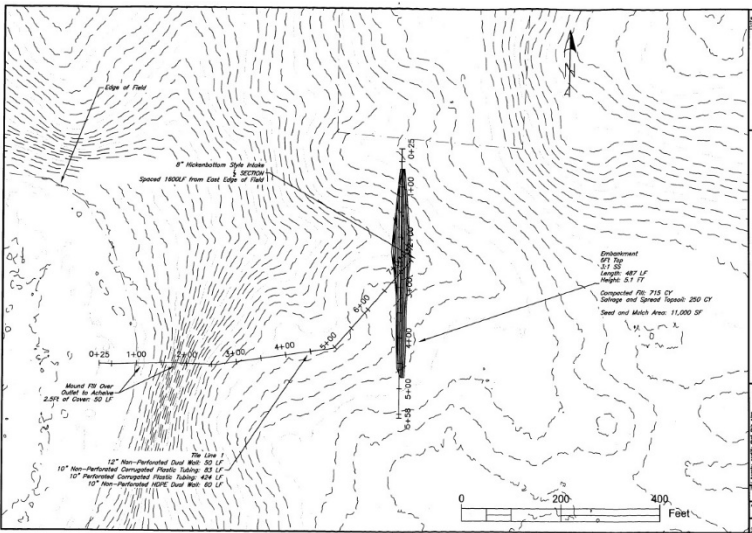
Grant State Cost-Share FY 2023  
Total Cost **\$23,837.80**  
Cost-Share \$11,555.57 (48% of total)  
Landowner Cost \$2,383.78

### Project Overview

The purpose of this project was to construct 1 Water & Sediment Control Basin totaling 487 linear feet, to address ephemeral and gully erosion that was occurring in the cropland. Signification erosion had been occurring and the installation of a WASCB was needed to eliminate further erosion.

### Environmental Benefits

Parameter	Saved
Soil Erosion (tons per year)	65.4
Sediment (tons per year)	33.9
Phosphorus (pounds per year)	41.4





## Frederick N. Beier Trust

Camden Twp.  
Sec. 24

Water & Sediment  
Control Basin





# MASWCD

## Minnesota Association of Soil and Water Conservation Districts

100 Empire Drive, St. Paul, MN 55103 | 651-690-9028 | [www.maswcd.org](http://www.maswcd.org)

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Accounting Manager  
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[stefanie.martinez@maswcd.org](mailto:stefanie.martinez@maswcd.org)

Date: April 3, 2025  
To: Minnesota Soil and Water Conservation Districts  
From: Chuck Rau, MASWCD President  
Subject: MASWCD Call for Resolutions – 2025 Resolution Process

Attached please find the following materials related to the 2025 MASWCD Resolutions Process:

- resolutions process guidelines, including sample resolution format and list of sunseting resolutions.

Please note:

- ⇒ The “therefore, be it resolved” in the resolution should state **an action or a policy position** that MASWCD should take **as it relates to the mission and work of SWCDs**. This will help with the post-convention resolution prioritization process.
- ⇒ All resolutions will need to include information on the potential workload impacts for MASWCD (budget, staffing, committee, services, etc.)
  - The intent is to encourage a comprehensive discussion on policy and program issues. The National Association of Conservation Districts also requests similar language for their resolutions.
- ⇒ Following local district board approval, **member district resolutions should be submitted to their designated June MASWCD area meeting for consideration and approval**. Visit [MASWCD Meetings & Events](#) to view area meeting information (*as it becomes available*).
- ⇒ **July 21 is the deadline for Area resolutions to be received by the MASWCD office.**

The MASWCD Policy Handbook is a compilation of standing MASWCD resolutions and is posted to the MASWCD web site ~ [www.maswcd.org](http://www.maswcd.org) ~ on the Resolutions Process page.

If you have any questions, please do not hesitate to call me at (320) 493-9503, LeAnn Buck at (651) 690-9028 or your MASWCD Area Director. Thank you.

Enclosures.



# Carver SWCD Monthly Report

May 2025

## **Mike Wanous – District Manager**

- County Board work session for public ditches, reviewed history and ditch authority responsibilities
- Technical Advisory Committee meeting for Baylor Park long range plan, first meeting to begin looking at a comprehensive plan for the park
- Final hearing for the ROB of CD 2-3 will be on May 20, responded to questions and comments regarding the proposed benefits
- Watertown wetland bank TEP meeting, reviewed the initial credit release and what items are needed to meet additional performance standards
- Joint Ditch 5 – broken tile on the ditch system, will need replacement in the fall
- Meetings – staff meeting, “ditch team” meeting, Salem Ave culvert mtg, MCD mngr mtg

## **Felicia Brockoff – Administrative & Finance Specialist**

- Accounting: Verified and paid regular monthly expenses. Completed April Treasurer’s Report, semi-monthly payroll and made liability payments. Uploaded payroll ledgers into OnBase. Received the list of information needed for our 2024 audit. Pulled everything together and uploaded to their online site.
- Administrative: Updated the 2025 resolutions document. Prepared Minutes from April Board meeting, put May Agenda packets together and posted online.
- Education: updated the website with the District 1 Supervisor vacancy. Sent public notice to the paper, had them publish it for three weeks.
- Trees: Assisted customers with calls and emails about availability remaining, sent invoices and reconciled payments. Updated tree order spreadsheet right up until handout. The guys did well selling our leftovers at the handout, we only had a few species left after that.

## **Terry Meiller – Resource Conservationist**

- State Cost-share/EQIP: Construction inspections, as-built survey, & redlines/project certification completed for WASCB project in Camden Twsp. Assisted landowner with seeding and Mulching of WASCB embankment. Administrative work (Cost-share voucher, amendment completed for Camden project). Landowner contacts/shared concept plan for BMP proposal in Laketown Township (WASCB & Waterway concept)
- Eagle SWA: Completed WASCB design for BMP project in Eagle Lake Sub-watershed area, follow up with Engineer for plan review/comments. Site visit, meeting with Landowner(s) & USFWS re: completed wetland restorations (additional tile break needed).
- Misc: Attended Waconia Twsp meeting for assistance with Township tile discussion. CRP burn plan writing (2 landowners). Great Plains Drill deliveries (4 landowners). Meeting with MCWD staff, consultant & landowner to discuss private wetland bank assessment for possible project adjacent to Turbid Lake. Presented at Meto Sr & Jr Envirothon (Oliver Kelley Farm in Elk River). Staff meeting.

## **Seth Ristow – Resource Conservation Technician**

- Created Native Plant Workshop Powerpoint presentation
- Gave presentation on Native plants at Chanhassen library (approx. 40 people attended)
- Conducted site visits for landowners on various cost share programs I help facilitate (17 landowners)
- Reviewed evaluations of native plant workshop by attendees
- Created pollinator planting plan for homeowner that lives near Lake Minnewashta (not applying for cost-share)
- Scheduled site visits for various cost share programs and lawns to legumes

- Participated in post native plant workshop discussion with RPBCWD and WMO
- Reviewed and commented on native planting plans for WMO's Development review
- Attended the WMO's weekly Development Review Meetings
- Reviewed Tom's Site Management and Veg Survey draft
- Organized and helped plant 225 trees on Jonathan Carver Parkway hill

#### **Tom Genelin – Senior District Technician**

- Meetings/Plan Review:
  - Dakota Rail Trail Improvements pre-construction meeting
  - Carver Commons (Carver) pre-construction meeting
  - Waconia Downtown Reconstruction Phase 3 pre-construction meeting
  - High Point Vista (Chaska) ESC plan review
  - Beckman Coulter (Chaska) ESC plan review
  - Goodwill Waconia pre-construction meeting
  - Waterford 9<sup>th</sup> (Waconia) pre-construction meeting
  - Completed University of Minnesota Construction Stormwater Management course
- Site inspections:
  - Central Schools (NYA) final inspection for WMO
  - Oak Ridge Commons (Chaska) topsoil sampling site visit
  - Winkler's Crossing (Cologne) site inspection for ESC BMPs
  - Hazeltine National Golf Course (Chaska) site inspection for ESC BMP conditions
  - Chestnut Business Park (Chaska) site inspection for ESC BMP conditions
  - The Cove (Watertown) site inspection for ESC BMP conditions
  - 212 Equipment (NYA) site visit for ESC BMP recommendations
  - The Preserve (Carver) site inspection for ESC BMP conditions
  - Timber Creek (Carver) site inspection for ESC BMP conditions
  - Creekside Park (Carver) site inspection for ESC BMPs
  - 11/14 Roundabout (Victoria) site inspection for ESC BMP conditions
  - Engler/41 (Chaska) site inspection for ESC BMP conditions
  - Waterford (Waconia) inspection for ESC BMP conditions
  - Orchard Park (Waconia) inspection for ESC BMP conditions
  - The Fields (Waconia) inspection for ESC BMP conditions
  - Woodland Creek 5<sup>th</sup> (Waconia) inspection for ESC BMP conditions
  - Sandy Shores (Waconia) Inspection for ESC BMP conditions

#### **Ben Datres – Farm Bill Technician**

- CREP/RIM:
  - Zellmann – Conservation Agreement received and reviewed, signed by Zellmann's. Other project development tasks.
  - WAHIBO RIM/WRP – NRCS meeting discussing preliminary design to improve the outlet to prevent sediment and debris plugging it.
  - Vegetation Enhancement program – have two landowners with RIM easements interested, working on application.
  - Assisted the USFWS working with a RIM landowner. They will be donating forb seed to improve cover, part of their partnership program.
- Buffers: Starting 2025 aerial review for buffer compliance
- Misc:
  - Drill – assisting with the drill program, lining up schedule, transporting drill, seed calibrations, maintenance work.
  - Tree week – April 21-25, was a success and complete.

- WMO – helped with Jonathan Carver Parkway tree planting.
- Trainings: ArcPro online trainings etc now that we have new computers.

**Tyler Polster – District Technician**

- WCA
  - Arboretum (they are their own LGU): reviewed delineation report as part of their driveway, parking, exit expansion project.
  - NYA: reviewed notice of decision (NOD) for building an auto body shop south of Highway 212.
  - Chanhassen: attended TEP meeting to look over two sites (industrial building off Powers Blvd. and new assisted living center near Lake Ann), no issues were found.
  - Minnehaha Creek Watershed District: Reviewed NOD for upcoming work on Highway 11 next to Lake Auburn.
  - WMO: attended staff meeting regarding Watertown wetland bank. County is reaching final steps to be able to have credits available, but more information is needed from the Army Corps about the on-going monitoring. Reviewed NOD for mine application north of Mayer. Reviewed delineation report for new mine application near New Germany, with a TEP meeting to follow. Reviewed delineation report for two parcel application near Waconia and Watertown; the purpose of these applications is unknown.
- Misc.
  - Tree sale week – good weather all week, delivery was on time, inventory matched up, and every order was picked up in a timely manner. Most were picked up by end of hours on Saturday. Everyone was pleased with the health of the seedlings.
  - Assisted Seth and Land Mgmt. staff plant trees along Jonathon Carver Parkway.