

Carver SWCD Board Meeting Minutes – September 18, 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
Member, Karli Wittner

Others Present:

Carver Co. Public Services Deputy Director, Paul Moline (*arrived at 8:37 AM*)
NRCS Soil Conservationist, Cindy Hoffmann
FSA PA, Andrea Kerber

SWCD Staff Present:

District Manager, Mike Wanous
Administrative & Finance Specialist, Felicia Brockoff
Resource Conservationist, Terry Meiller (*arrived at 8:15 AM*)

1. Call to Order.

Chair Zabel called the meeting to order at 8:00 AM.

2. Public Comments – None.

3. Agenda Review and Adoption.

Resolution 046-2025: Zbinden moved, Wittner seconded, to approve the September 18, 2025, Board Meeting Agenda with the addition of the MASWCD resolutions packet being received. Roll call vote: Lynch-aye; Sons-aye; Wittner-aye; Zabel-aye; Zbinden-aye. Motion carried.

4. Agency Reports

- a. FSA report – Andrea Kerber reported on FSA’s supplemental disaster assistance programs. She also reported on the County Committee election candidates, and that ballots will be due on December 5, 2025. Administrator physical loss notification has been requested for Carver County. If approved, it will open up emergency loans to repair or replace damaged physical property due to flooding. CRP management activities are due to FSA by September 30, 2025. She also reported that producers must report fall seeded crops by November 11, 2025.
- b. NRCS report – Cindy stated EQIP signup applications were due August 1, with a ranking deadline of January 9. Nineteen applications were received in Carver County. Staff are currently working through CSP practice certifications for existing contracts. Payments should start to be made after October 1. The CSP application deadline is October 31. She reported that all CRP plans are due back to FSA by tomorrow. There is only 1 Carver County contract that hasn’t been submitted yet, but she will be meeting with that landowner later today. Staff are also completing status reviews for CRP.

Mike reported that we will bring the CRP incentive contracts back to the board next month for approval.

- c. Carver County Report – Paul reported the County Board passed the preliminary levy on September 2, 2025. There will be a 0% increase to the SWCD in 2026 for both the WMO and general levies. Paul reported that all the “dotted line” agencies—the SWCD, Extension Service, and the Historical Society will be receiving a 0% increase to their budgets in 2026. Zbinden stated the 2027 budget talks are most likely with cuts. Paul and Mike have had discussions on how to get more funds to the SWCD, which may include County WBIF grant funds being used for SWCD billable hours. The SWCD has also been spending a lot more time on the Carver County public ditch systems, which should be compensated accordingly.

Mike also reported that the RPBCWD agreement will be renewing in April. Currently, the SWCD is receiving \$55 per hour for technical assistance in the RPBCWD. That rate needs to be increased, to keep up with actual SWCD costs. Paul and Mike will continue to discuss other funding options for the SWCD.

Paul also mentioned Mike will be giving an overview of what the SWCD does at the next WMO advisory committee meeting on September 30.

5. Consent Agenda Items

Resolution 047-2025: Zbinden moved, Lynch seconded to approve the following consent agenda items:

- a. Approval of August 21, 2025, Board Meeting Minutes
 - b. Acceptance of the August 2025 Treasurer’s Report
 - c. Approve payment of \$5,000 to Peterson Company Ltd. for preparing the 2024 Audit
- Roll call vote: Lynch-aye; Sons-aye; Wittner-aye; Zabel-aye; Zbinden-aye. Motion carried.

6. Regular Agenda Items

- a. Terrain Holdings LLC (Alex Young) is requesting cost-share assistance to address several eroded gullies in Laketown Township, by installing a series of sediment control basins, and a single grassed waterway. The total cost estimate for the project was \$39,500. Terry is recommending 90% cost-share for Terrain Holdings LLC, which would be \$35,550, and will utilize all remaining FY23-25 state cost-share funds, that need to be spent by the end of the year.

Resolution 048-2025: Zbinden moved, Sons seconded to approve Terrain Holdings LLC cost-share contract, with a total cost of \$39,500, cost-sharing not to exceed 90% of the total project cost, or \$35,500, utilizing FY23-25 state cost-share funds. Roll call vote: Lynch-aye; Sons-aye; Wittner-aye; Zabel-aye; Zbinden-aye. Motion carried.

- b. Kim Kunz is requesting cost-share assistance to construct two grassed waterways in Watertown Township. The total cost estimate for the project is \$11,500. Since this project is in the South Fork Crow River Watershed planning area, he is receiving 75% cost share (\$9,625 total) from their WBIF. Terry is requesting an additional cost-share amount from our state cost-share funds for \$1,565, which will utilize our remaining FY23 state cost-share grant funds, and will get Kim closer to the 90% cost-share rate.

Resolution 049-2025: Sons moved, Lynch seconded to approve Kim Kunz’s cost-share contract, for 2 waterways with a total cost of \$11,500, cost-sharing not to exceed \$1,565, utilizing FY23 state cost-share funds. Roll call vote: Lynch-aye; Sons-aye; Wittner-aye; Zabel-aye; Zbinden-aye. Motion carried.

- c. Terry reported that Zellmann Farms has also been approved to receive funding from the South Fork Crow River WBIF for 3 water and sediment control basins and 1 grassed waterway. No official action is needed from the Carver SWCD Board, but Chair Zabel prefers that the SWCD Board approves these projects, and then submits them to Renville SWCD, the WBIF host. The total cost for all the projects to be installed \$49,500, and they will be receiving \$44,550, or 90% of the funding from the South Fork Crow River WBIF.

Resolution 050-2025: Sons moved, Lynch seconded to approve Zellman Farms cost-share project requests for 3 water and sediment control basins, and 1 waterway to be submitted to the South Fork Crow River WBIF for funding, total cost estimate of \$49,500, with \$44,550 in cost-share assistance. Roll call vote: Lynch-aye; Sons-aye; Wittner-aye; Zabel-aye; Zbinden-aye. Motion carried.

- d. The MASWCD Area 4 fall meeting will be held September 25 at Cabela's. Zbinden would like to attend, but if he is unable to, Lynch will try to attend.
- e. MASWCD is accepting registration for their annual convention that will be held December 2-3. Registration closes November 7.
- f. MASWCD has sent the 2025 resolutions packet. Copies were distributed to the SWCD Board members at this time. Votes are due November 1, and Supervisors have the option of voting online by themselves, or having staff submit their votes for them.

7. SWCD Board Committee & SWCD Staff Monthly Reports

- a. Personnel Committee (Zabel, Zbinden) – Ben Datres has been with the SWCD for 9 years (August 29), while Tom Genelin has been with the SWCD for 5 years (September 14).
- b. Metro Conservation District's (MCD) Committee (Zbinden; Lynch alt.) – Zbinden reported on the August 27 Board meeting. The draft budget and 3-year work plan were presented. The next round of BWSR grants for ETA was also discussed.
- c. Education & Outreach Committee (Sons, Lynch) – did not meet.
- d. Budget Committee (Sons, Zbinden) – The committee will need to meet and develop a final 2026 budget. Mike will send out some possible dates.
- e. WMO Advisory Committee (Zbinden; Sons alt.) – the next meeting will be held September 30.
- f. South Fork Crow River 1W1P (Zabel; Lynch alt.) – the next meeting will be in 2026.
- g. The SWCD staff monthly progress report was presented and discussed.

8. Board of Supervisors Announcements

- a. Supervisors' compensation forms are due today.
- b. Upcoming meetings/events –
 - October 16 – SWCD Board meeting 8:00 AM
 - November 11 – Veteran's Day, SWCD office closed

- November 20 – SWCD Board Meeting 8:00 AM
- December 2-3 – MASWCD Convention

9. Adjourn

Resolution 051-2025: Sons moved, Lynch seconded to adjourn the meeting at 9:16 AM Roll call vote: Lynch-aye; Sons-aye; Wittner-aye; Zabel-aye; Zbinden-aye. Motion carried. Motion carried.

Next Board Meeting: Thursday, October 16, 2025, at 8:00 AM
Location: Public Works Headquarters, Conference Room 1
11360 Highway 212, Cologne, MN 55322

Approved: _____ Date signed: October 16, 2025
Secretary/Treasurer

Carver Soil & Water Conservation District

Treasurer's Report

As of September 30, 2025

Date	Num	Name	Memo	Debit	Credit	Balance
1000 Checking-Security Bank						24,072.82
09/08/2025	3801	NCPERS Group Life Ins.	910300-092025		16.00	24,056.82
09/08/2025	3798	Elan Financial Services	1335		13.60	24,043.22
09/08/2025	3799	HSA Bank	#W648335 August Fees		12.50	24,030.72
09/08/2025	3800	Lenzen Chevrolet	#91558 - Tensioner		115.71	23,915.01
09/08/2025	3803	Carver County	PW-7131 August Fuel		168.88	23,746.13
09/10/2025			Funds Transfer-484155814	35,000.00		58,746.13
09/11/2025			Deposit-RPBCWD & Drill Rent	8,410.00		67,156.13
09/12/2025		QuickBooks Payroll Service	Created by Payroll Service on 09/04/2025		15,741.00	51,415.13
09/15/2025	DD1198	Brockoff, Felicia L.	Direct Deposit	0.00		51,415.13
09/15/2025	DD1199	Datres, Benjamin R.	Direct Deposit	0.00		51,415.13
09/15/2025	DD1200	Genelin, Thomas M.	Direct Deposit	0.00		51,415.13
09/15/2025	DD1201	Meiller, Terry J.	Direct Deposit	0.00		51,415.13
09/15/2025	DD1202	Polster, Tyler J.	Direct Deposit	0.00		51,415.13
09/15/2025	DD1203	Ristow, Seth E.	Direct Deposit	0.00		51,415.13
09/15/2025	DD1204	Wanous, Richard M.	Direct Deposit	0.00		51,415.13
09/15/2025	EFT-853	HSA Bank	41-1385530		1,669.00	49,746.13
09/15/2025	EFT-854	Minnesota Revenue	7694248		1,046.00	48,700.13
09/15/2025	EFT-855	MSRS-VOYA	0058 Carver SWCD		1,329.00	47,371.13
09/15/2025	EFT-856	PERA	9103-00		3,576.42	43,794.71
09/15/2025	3802	Wanous, Richard M.	2025 Health Incentive		100.00	43,694.71
09/15/2025	EFT-857	US Treasury IRS	41-1385530		5,720.42	37,974.29
09/18/2025	3804	Freshwater Society	2025 Weatherguide Wall Calendars		71.03	37,903.26
09/18/2025	3805	Peterson Company, Ltd.	2024 Audit Fee		5,000.00	32,903.26
09/22/2025	3806	Carver County	September Insurance		13,267.55	19,635.71
09/22/2025	3807	Lano Equipment of Norwood	Customer #08455		334.02	19,301.69
09/24/2025			Funds Transfer-486617190	40,000.00		59,301.69
09/25/2025	3808	Carver County Abstract & Title	Zellmann Easement Recording Fees		2,115.00	57,186.69
09/29/2025		QuickBooks Payroll Service	Created by Payroll Service on 09/22/2025		17,331.59	39,855.10
09/30/2025	DD1206	Brockoff, Felicia L.	Direct Deposit	0.00		39,855.10
09/30/2025	DD1207	Datres, Benjamin R.	Direct Deposit	0.00		39,855.10
09/30/2025	DD1208	Genelin, Thomas M.	Direct Deposit	0.00		39,855.10
09/30/2025	DD1209	Meiller, Terry J.	Direct Deposit	0.00		39,855.10
09/30/2025	DD1210	Polster, Tyler J.	Direct Deposit	0.00		39,855.10
09/30/2025	DD1211	Ristow, Seth E.	Direct Deposit	0.00		39,855.10
09/30/2025	DD1212	Wanous, Richard M.	Direct Deposit	0.00		39,855.10
09/30/2025	3809	Lynch, Michael J.	Q3 Compensation		432.41	39,422.69
09/30/2025	3810	Sons, Jeffrey R.	Q3 Compensation		375.72	39,046.97
09/30/2025	DD1213	Wittner, Karli A.	Direct Deposit	0.00		39,046.97
09/30/2025	DD1214	Zabel, Mark A.	Direct Deposit	0.00		39,046.97
09/30/2025	DD1215	Zbinden, Marcus R.	Direct Deposit	0.00		39,046.97
09/30/2025	EFT-858	HSA Bank	41-1385530		1,669.00	37,377.97
09/30/2025	EFT-859	Minnesota Revenue	7694248		1,046.00	36,331.97
09/30/2025	EFT-860	MSRS-VOYA	0058 Carver SWCD		1,329.00	35,002.97
09/30/2025	EFT-861	PERA	9103-00		3,616.41	31,386.56
09/30/2025	EFT-862	US Treasury IRS	41-1385530		5,944.94	25,441.62
09/30/2025			Deposit-Drill Rent	285.00		25,726.62
09/30/2025	2025-20	MN Dept. of Rev. Sales Tax	Q3-2025 Sales Tax Due (\$150 taxable sales)		12.00	25,714.62
09/30/2025			Interest	0.75		25,715.37
Total 1000 Checking-Security Bank				83,695.75	82,053.20	25,715.37
1100 Savings-Security Bank						386,173.88
09/10/2025			Funds Transfer-484155814		35,000.00	351,173.88

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

Date	Num	Name	Memo	Debit	Credit	Balance
09/10/2025			Deposit-Soil Health Grant	180,000.00		531,173.88
09/24/2025			Funds Transfer-486617190		40,000.00	491,173.88
09/30/2025			Interest	561.89		491,735.77
Total 1100 Savings-Security Bank				180,561.89	75,000.00	491,735.77
1110 Member Savings-SouthPoint						10.30
Total 1110 Member Savings-SouthPoint						10.30
1150 Savings Citizens NYA						82,157.62
09/30/2025			Interest	102.42		82,260.04
Total 1150 Savings Citizens NYA				102.42	0.00	82,260.04
1200 Investments CD's						420,206.28
12.SB&T*939 (3.9%-11/23/25)						100,000.00
Total 12.SB&T*939 (3.9%-11/23/25)						100,000.00
12.ONB*968 (4.1%-02/03/26)						109,280.47
09/03/2025	2025-19		Interest Earned on CD, renewed for 5 mo. 4.1%	1,946.82		111,227.29
Total 12.ONB*968 (4.1%-02/03/26)				1,946.82	0.00	111,227.29
12.SB&T*301 (4.2%-02/07/26)						100,000.00
Total 12.SB&T*301 (4.2%-02/07/26)						100,000.00
12.SPFCU*024 (4.0%-03/15/26)						110,925.81
Total 12.SPFCU*024 (4.0%-03/15/26)						110,925.81
Total 1200 Investments CD's				1,946.82	0.00	422,153.10
TOTAL				266,306.88	157,053.20	1,021,874.58



11360 Highway 212 STE 6
Cologne, MN 55322

Phone: (952) 466-5230 | carverswcd.org

Treasurer's Monthly Report Program Summary - September 2025

	Cash Balance <u>8/31/2025</u>	<u>Receipts</u>	<u>Disbursements</u>	Cash Balance <u>9/30/2025</u>
<u>Funds</u>				
BWSR Soil Health Practices	\$0.00	\$180,000.00		\$180,000.00
BWSR CRP Incentive Grant	\$20,000.00			\$20,000.00
BWSR Buffer Implementation	\$12,158.92			\$12,158.92
BWSR Conservation Delivery	\$0.00			\$0.00
BWSR District Capacity	\$42,003.21			\$42,003.21
BWSR Soil Health Cost-Share	\$0.00			\$0.00
BWSR State Cost Share	\$36,814.43			\$36,814.43
BWSR WBIF (Waconia & Eagle)	\$5,393.15			\$5,393.15
SWCD Operating Funds	\$687,229.19	\$11,306.88	\$82,053.20	\$616,482.87
District Escrow	\$109,022.00			\$109,022.00
TOTAL	<u>\$912,620.90</u>	<u>\$191,306.88</u>	<u>\$82,053.20</u>	<u>\$1,021,874.58</u>

<u>Use of Cash</u>				
1000 Checking Security Bank	\$24,072.82	\$83,695.75	\$82,053.20	\$25,715.37
1100 Savings-Security Bank	\$386,173.88	\$180,561.89	\$75,000.00	\$491,735.77
1110 Savings-South Point CU	\$10.30			\$10.30
1150 Savings-Citizens NYA	\$82,157.62	\$102.42		\$82,260.04
1200 Investments CD's	\$420,206.28	\$1,946.82		\$422,153.10
TOTAL	<u>\$912,620.90</u>	<u>\$266,306.88</u>	<u>\$157,053.20</u>	<u>\$1,021,874.58</u>

Carver SWCD Board Treasurer

10/16/2025

Date

Carver Soil & Water Conservation District

Balance Sheet

As of September 30, 2025

	<u>Sep 30, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 Checking-Security Bank	25,715.37
1100 Savings-Security Bank	491,735.77
1110 Member Savings-SouthPoint	10.30
1150 Savings Citizens NYA	82,260.04
1200 Investments CD's	
12.SB&T*939 (3.9%-11/23/25)	100,000.00
12.ONB*968 (4.1%-02/03/26)	111,227.29
12.SB&T*301 (4.2%-02/07/26)	100,000.00
12.SPFCU*024 (4.0%-03/15/26)	110,925.81
Total 1200 Investments CD's	<u>422,153.10</u>
Total Checking/Savings	1,021,874.58
Accounts Receivable	
1300 Accounts Receivable	450.00
Total Accounts Receivable	<u>450.00</u>
Total Current Assets	<u>1,022,324.58</u>
TOTAL ASSETS	<u><u>1,022,324.58</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2300 Sales Tax Payable	-0.80
2400 Unearned-Deferred Revenue	
2402 Buffer Implementation	12,158.92
2405 Cost-Share	36,814.43
2409 CRP Incentive P25-0452	20,000.00
2406 District Capacity Funds	42,003.21
2407 Soil Health Grants	180,000.00
2408 WBIF Grants	5,393.15
Total 2400 Unearned-Deferred Revenue	<u>296,369.71</u>
Total Other Current Liabilities	<u>296,368.91</u>
Total Current Liabilities	<u>296,368.91</u>
Total Liabilities	296,368.91
Equity	
3000 FUND BALANCE	847,382.08
Net Income	-121,426.41
Total Equity	<u>725,955.67</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,022,324.58</u></u>

2:02 PM

10/01/25

Accrual Basis

Carver Soil & Water Conservation District

Profit & Loss Budget vs. Actual

January through September 2025

	Jan - Sep 25	Budget	\$ Over Budget	% of Budget
Income				
4000 Intergovernmental County				
4010 Annual Allocation	430,246.50	573,581.00	-143,334.50	75.0%
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%
Total 4000 Intergovernmental County	430,246.50	601,081.00	-170,834.50	71.6%
4100 Intergovernmental Local				
4110 Cities, WD, LGU Revenue	8,140.00	12,500.00	-4,360.00	65.1%
4120 MCD, MACD Revenue	35,285.72	35,000.00	285.72	100.8%
Total 4100 Intergovernmental Local	43,425.72	47,500.00	-4,074.28	91.4%
4200 Intergovernmental State				
4202 Buffer Implementation	17,379.79			
4205 Cost-Share	14,242.47			
4206 District Capacity Funds	11,477.83			
4208 Easement Reimbursements	4,150.00			
4207 Soil Health C/S	8,000.00			
4212 SWCD Aid	66,552.62	133,000.00	-66,447.38	50.0%
4211 WBIF Grants	0.00	230,000.00	-230,000.00	0.0%
Total 4200 Intergovernmental State	121,802.71	363,000.00	-241,197.29	33.6%
4300 Charges for Services				
4320 Great Plains Drill Rental				
4320.1 Tax Exempt Drill Rent	2,889.00			
4320 Great Plains Drill Rental - Other	1,030.00	7,500.00	-6,470.00	13.7%
Total 4320 Great Plains Drill Rental	3,919.00	7,500.00	-3,581.00	52.3%
4330 Tree & Native Seed Sales				
4300.1 Tree Sales-Tax Exempt	1,440.00			
4330 Tree & Native Seed Sales - Other	20,948.51	27,000.00	-6,051.49	77.6%
Total 4330 Tree & Native Seed Sales	22,388.51	27,000.00	-4,611.49	82.9%
Total 4300 Charges for Services	26,307.51	34,500.00	-8,192.49	76.3%
4400 Interest Earnings	16,673.01	17,500.00	-826.99	95.3%
4500 Miscellaneous Revenues	28.50	7,500.00	-7,471.50	0.4%
Total Income	638,483.95	1,071,081.00	-432,597.05	59.6%
Expense				
5000 District Operations				
5100 Personnel Services				
5101 Payroll Expenses	477,929.02	621,222.00	-143,292.98	76.9%
5102 Payroll Fees	822.25	1,000.00	-177.75	82.2%
5103 SWCD - FICA/Medicare	33,627.41	47,523.00	-13,895.59	70.8%
5104 SWCD - Insurance Ben.	93,750.45	150,000.00	-56,249.55	62.5%
5105 SWCD - PERA & DCP	34,775.06	46,592.00	-11,816.94	74.6%
5106 MN Paid Leave Law	0.00	7,455.00	-7,455.00	0.0%
Total 5100 Personnel Services	640,904.19	873,792.00	-232,887.81	73.3%
5200 Other Services & Charges				
5201 Dues	7,931.37	9,000.00	-1,068.63	88.1%
5202 Education & Promotion	216.70	2,500.00	-2,283.30	8.7%
5203 Employee Expense	1,245.58	3,500.00	-2,254.42	35.6%
5204 Equipment Repairs	0.00	1,000.00	-1,000.00	0.0%

2:02 PM

10/01/25

Accrual Basis

Carver Soil & Water Conservation District

Profit & Loss Budget vs. Actual

January through September 2025

	Jan - Sep 25	Budget	\$ Over Budget	% of Budget
5205 MCIT Insurance Coverage	14,102.00	14,000.00	102.00	100.7%
5206 Mileage	870.80	2,000.00	-1,129.20	43.5%
5207 Office Operations/Misc.	5,484.70	7,500.00	-2,015.30	73.1%
5208 Professional Services	5,000.00	5,000.00	0.00	100.0%
5209 Supervisor Expenses	80.00	1,500.00	-1,420.00	5.3%
5220 Vehicle/Equipment Expenses				
1727 [2017 Explorer-Squad]	839.38			
1410 [2015 GMC 1500]	491.69			
1620 [Polaris Ranger 570]	66.00			
1714 [2018 Ford Explorer]	495.00			
2308 [2023 Dodge Ram 3500]	357.33			
5221 Great Plains Drill	2,159.93			
5220 Vehicle/Equipment Expenses - Other	0.00	6,000.00	-6,000.00	0.0%
Total 5220 Vehicle/Equipment Expenses	4,409.33	6,000.00	-1,590.67	73.5%
Total 5200 Other Services & Charges	39,340.48	52,000.00	-12,659.52	75.7%
5300 Supplies - Office & Field	1,467.81	3,500.00	-2,032.19	41.9%
5400 Capital Outlay	10,970.06	20,000.00	-9,029.94	54.9%
Total 5000 District Operations	692,682.54	949,292.00	-256,609.46	73.0%
6000 Project Expenses				
6100 District Projects				
6113 ETA/Misc. MCD Reimb.	18,683.83			
6114 Tree Program Expenses	18,194.73			
Total 6100 District Projects	36,878.56			
6200 State Projects				
6207 Soil Health Cost-Share				
6207.01 Soil Health Incentive	8,000.00			
Total 6207 Soil Health Cost-Share	8,000.00			
6221 Cost-Share Projects	14,242.47			
6222 District Capacity				
6222.03 Pollinator Program	5,991.79			
Total 6222 District Capacity	5,991.79			
6224 Easement Expenses	2,115.00			
6200 State Projects - Other	0.00	71,789.00	-71,789.00	0.0%
Total 6200 State Projects	30,349.26	71,789.00	-41,439.74	42.3%
6000 Project Expenses - Other	0.00	50,000.00	-50,000.00	0.0%
Total 6000 Project Expenses	67,227.82	121,789.00	-54,561.18	55.2%
Total Expense	759,910.36	1,071,081.00	-311,170.64	70.9%
Net Income	-121,426.41	0.00	-121,426.41	100.0%



REQUEST FOR BOARD ACTION

Regular Agenda

Meeting Date: October 16, 2025

Prepared by: Mike Wanous/Felicia Brockoff

PURPOSE/ACTION REQUESTED:

Approve CRP incentive payments to landowners to utilize the BWSR grant (\$20,000) and matching funds from Carver County WMO (\$10,000); along with remaining funding from the Lake Waconia WBIF grant (\$10,612).

SUMMARY:

The following individuals have signed up for CRP. Based on their locations in high priority watersheds, the SWCD staff have come up with the following payments based on their acres enrolled.

Description	Contract#	Acres	Rate	Amount	\$20,000.00
Gary Meuwissen	CRP01	11.73	\$500.00	\$5,865.00	\$14,135.00
Raymond & Ann Hilk Limited Partnership	CRP02	5.87	\$250.00	\$1,467.50	\$12,667.50
Raymond & Ann Hilk Limited Partnership	CRP02	11.18	\$200.00	\$2,236.00	\$10,431.50
Brabec Farms	CRP03	18.71	\$200.00	\$3,742.00	\$6,689.50
Garly Klein	CRP04	18.87	\$200.00	\$3,774.00	\$2,915.50
Schulars Properties LLC	CRP05	20.00	\$600.00	\$12,000.00	-\$9,084.50
James Storms	CRP06	6.60	\$138.71	\$915.50	-\$10,000.00
Carver County WMO Additional CRP Incentive				\$10,000.00	\$0.00
WBIF Lake Waconia Grant CRP Incentives					
Marvin Rademacher	CRP07	5.3	\$500.00	\$2,650.00	
Marvin Rademacher	CRP07	4.76	\$300.00	\$1,428.00	
Joann Rademacher	CRP08	38.16	\$150.00	\$5,724.00	
Marilu Luethe Peters	CRP09	1.62	\$500.00	\$810.00	

STAFF RECOMMENDATION:

Staff recommends payment to landowners for the rates and acres listed above, which will utilize 100% of the CRP incentive grant; as well as an additional \$10,612 from the WBIF Lake Waconia grant. Carver County will reimburse the SWCD for their \$10,000 CRP incentive match.

EXPLANATION OF FISCAL/FTE IMPACT:

The CRP incentive grant was approved and received in 2024.

Supporting Documents:

None.

Previous Board Action:

08/15/2024 CRP incentive Grant Agreement approved.
08/15/2024 CRP incentives program policy approved.



REQUEST FOR BOARD ACTION

Regular Agenda

Meeting Date: October 16, 2025

Prepared by: Seth Ristow/Felicia Brockoff

PURPOSE/ACTION REQUESTED:

Approve pollinator conservation program cost-share reimbursements requests:

- 1) Roise – 1,872 total square feet, payment of \$3,423.25
- 2) Scholars Properties LLC – 2,000 total square feet, payment of \$458.69
- 3) Walker – 300 total square feet, payment of \$464.36

SUMMARY:

All three projects have been inspected recently and look very good. They all will improve infiltration and provide great pollinator habitats.

STAFF RECOMMENDATION:

Staff recommends approval of the three cost-share requests for Roise (\$3,423.25); Scholars Properties LLC (\$458.69); and Walker (\$464.36). Total of \$4,346.30

EXPLANATION OF FISCAL/FTE IMPACT:

Funding from FY23 District Capacity grant

Supporting Documents:

Fact Sheets Attached

Previous Board Action:

05/16/2025 Scholars Properties LLC contract approved

06/26/2025 Nathan Roise contract approved

07/17/2025 Jim Walker contract approved

Carver County
Soil & Water
Conservation District

Roise Pollinator Project

104 6th St. West
 Carver, MN 55315

Practice:

Pollinator Habitat, Turf Replacement

Benefits:

- Improves infiltration
- Provides pollinator habitat
- Provides buffer to creek
- Removes invasive species

Size:

1,872 SF

Watershed:

LMWD

Installation:

Summer 2025

Funding Source:

District Capacity Grant

Total Project Cost:

\$4,564.33

Cost-Share Requested:

\$3,423.25

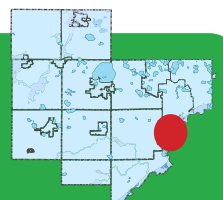


Project Description:

The renter and owner converted turf areas and enhanced an existing buffer with native pollinator plants. The renter, who has experience with native plantings and landscape design, used plugs to establish the new habitat. Turf was removed through smothering and sod scraping before plugs were installed. The planting area is adjacent to a shared business parking lot and along the Spring Creeks existing buffer. Planting is a great representation of an alternative to turf!

Recommend funding the project at 75% of total project cost \$3,423.25

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



Roise Pollinator Project

Project Fact Sheet

104 6th St. West
Carver, MN 55315
(Post Install Photos 10/8/25)





Scholars Properties LLC Habitat

15830 County Rd. 32

Norwood Young America, MN 55397

Practice:

Pollinator Habitat, Turf Replacement

Benefits:

- Improves infiltration
- Provides Pollinator Habitat
- Increases Pollination of Crops

Size:

2,000 SF

Watershed:

CCWMO

Installation:

Spring 2024

Funding Source:

District Capacity Grant

Total Project Cost:

\$611.58

Cost-Share Requested:

\$458.69



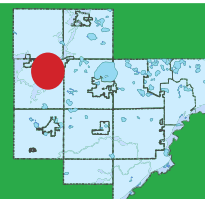
Project Description:

The landowners purchased the property with the intention of making it a hunting property. They plan to convert 50 acres of agriculture fields to CRP and turf areas to habitat. As part of our pollinator program they converted a 2,000 square foot area behind storage shed to pollinator habitat through seeding.

The area was killed with glyphosate, tilled, and seeded with a pollinator mix. The project is currently in year two of growth and has a diverse mix of forbs and grasses.

Recommend funding at 75% of the total eligible project cost of \$458.69

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



Scholars Properties LLC Habitat

15830 County Rd. 32
Norwood Young America, MN 55397



Carver County
Soil & Water
 Conservation District

Walker Pollinator Project

2044 Tamarack Rd.
 Carver, MN 55315

Practice:

Pollinator Habitat, Turf Replacement

Benefits:

- Improves infiltration
- Provides pollinator habitat

Size:

300 SF

Watershed:

CCWMO

Installation:

Late Summer 2025

Funding Source:

District Capacity Grant

Total Project Cost:

\$619.15

Cost-Share

Requested:

\$464.36

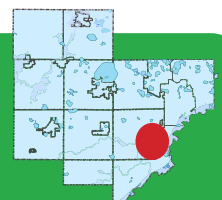


Project Description:

The homeowner recently moved into a new home in the Carver Preserve development. They have removed new sod on a portion of their steep hillside and replace it with a native plant garden. All the work was done by homeowners. Plants were purchase through Glacier Ridge. They plan on expanding on the planting next year with goal of eventually planting the majority of the backyard.

Recommend funding 75% of project cost \$464.36

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Walker Pollinator Project

2044 Tamarack Rd.

Carver, MN 55315



Minnesota Association of Soil & Water Conservation Districts (MASWCD)

Tentative Convention Schedule

SCHEDULE	SPONSORS & EXHIBITORS	LODGING
12.2 Tuesday 7 - 8:15 am - Continental Breakfast - \$ 7 - 4:30 pm - Registration 8:30 - 9 am - Business Meeting 9 - 10 am - Keynote 10 am - Break 10:30 - 11:15 am - Plenary Session 11:30 - 1:30 pm - MASWCD Awards Luncheon - \$ 1:30 pm - Break & Desserts 2 - 3 pm - Breakout Sessions 3 pm - Break 3:30 - 4:30 pm - Breakout Sessions 4:30 - 6:30 pm - Networking Reception - Appetizer Buffet & Cash Bar	12.3 Wednesday 7 - 8:15 am - Continental Breakfast - \$ 7 - 12 pm - Registration 8:30 - 12 pm - Business Meeting 8:30 - 10 am - Employee Sessions 9 - 10 am - Outstanding Conservationist Informational Program 10 am - Break 10:30 - 12 pm - Employee Sessions 10:30 - 11:30 am - Outstanding Conservationist Informational Program 12:15 - 2:15 pm - Outstanding Conservationist Luncheon & Awards Ceremony - \$	

Carver SWCD Monthly Report

October 2025

Mike Wanous – District Manager

- Joint Ditch Board meeting for JD#5 – prepared documents and presentation for repair work to JD#5. After the ditch board approved, worked with contractor to replace the branch #7 tile line.
- More meetings and coordination for the Watertown Wetland bank project – work with WMO staff and Public Works staff on items needed to address the encroachment issues into the wetland bank.
- Reviewed preliminary engineer's profile of JD#15 (formerly CD#5), this is the ditch system going through the Fredrick Lake basin and any repair work will need DNR approval.
- Grant reporting for the ETA grant for quarter 3; July – September
- Presentation prepped and given to WMO advisory committee on September 30
- Other meetings – Baylor Park TAC mtg, MCD manager mtg, MCWD planning mtg, staff mtg

Felicia Brockoff – Administrative & Finance Specialist

- Accounting: Verified and paid regular monthly expenses. Completed September Treasurer's Report, semi-monthly payroll and payroll liabilities. Uploaded payroll ledgers into OnBase for permanent storage. Filed quarterly payroll reports for MN Department of Revenue, IRS, and MN Unemployment Insurance. Researching the new MN Paid Leave Act that goes into effect 1/1/2026.
- Administrative: Prepared Minutes from September Board meeting and updated 2025 resolutions document. Prepared October Agenda packets and posted online.
- Education – Currently working on a newsletter, and hope to have it sent out by the end of the month! Carver County is assisting us with the printing and mailing, since we've lost our previous printing company (our printing needs were too small for them).
- Trees – got all the tree inventory added to the website store along with pricing updates, after we received Schumacher's confirmation. Prepared a 2026 Tree order form (paper version) for those who don't want to order online. I've received lots of phone calls already, asking when they can order trees.

Terry Meiller – Resource Conservationist

- State Cost-share: Construction Inspections for Olson grade stabilization project (outlet protection and 30" outlet pipe installed). Construction narratives and as-built info updated for work completed to date. Site visit with NRCS engineering staff (Jameson & Heil) for Young project, phase 3 project to be designed.
- Crow WBIF: Created alignments and stakeout files, uploaded to R10 unit in preparation for construction needs. Construction staking of Kuntz grassed waterways, Pre-construction meeting help with contractor. Construction staking of Zellmann Farms WASCB's at home farm site.
- CRP: Updated all incentive agreements following receipt of CRP1's and 1155's from NRCS Staff. Landowner phone calls and meetings to obtain signatures on agreements and W9 forms.
- WMO assistance: Schram Vineyards storm water structure as-builts created and provided to Tim. Creekside Park channel survey completed (X-sec, thalweg, bank full elevations).
- Misc: Staff meeting. Brose Wetland Bank discussion meeting with Brose family and MCWD staff. Great plains drill maintenance, delivery. Assisted Seth with Benton Lake Garden maintenance.

Seth Ristow – Resource Conservation Technician

- Hiked 200 miles of Superior Trail (Canada border to Gooseberry Falls)
- Conducted site visits for RPBCWD Stewardship Grant Program (4 sites)
- Met with homeowners interested in our Pollinator Conservation Program (2 sites)
- Met with operators of Porter Way Solar Site to evaluate and discuss progress of native plant establishment (not going well)
- Created Habitat Friendly Establishment Plan for Porter Way Solar Site
- Reviewed and commented on plan for variance on 748 Old Beach Lane for the City of Waconia
- Worked with SWCD staff on maintenance of Benton Lake Raingarden for Rodger Storm (10-year-old raingarden)
- Went through basic tutorials on Arc GIS Pro to learn program
- Reviewed RPBCWD Stewardship Grant Program applications (3apps)

Tom Genelin – Senior District Technician

- Meetings/Plan Review:
 - Lakeview Clinic (Waconia) pre-construction meeting
 - West Creek Village (Victoria) pre-construction meeting
 - Seminary Fen (Chaska) plan review
 - Victoria Crossings (Victoria) pre-construction meeting
 - Elm Creek Village (Waconia) plan review
 - Long Term BMP Monitoring site visits
 - Suite Living (Chaska) pre-construction meeting
 - Benton Lake Garden Maintenance assistance
- Site inspections:
 - Crown Extrusions (Chaska) final inspection
 - Del Webb (Chaska) conservation easement inspection
 - Pioneer Vista (Chaska) final inspection
 - Living Rock Church (NYA) final inspection
 - Rivertown Heights (Chaska) punchlist item meeting
 - Winkler Crossing (Cologne) site inspection for ESC BMP conditions
 - 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
 - Forest Hills 10th (Watertown) site inspection for ESC BMP conditions
 - 11/14 Roundabout (Victoria) site inspection for ESC BMP conditions
 - Carver Commons Phase 3 (Carver) site inspection for ESC BMP conditions
 - Carlson Bluffs (Chaska) site inspection for ESC BMP conditions
 - Ensconced Woods (Chaska) site inspection for ESC BMP conditions
 - Club West 11th (Chaska) punchlist item meeting
 - Harvest West (Chaska) site inspection for topsoil respread
 - Huntersbrook Creekside (Victoria) site inspection for ESC BMP conditions
 - Waterford (Waconia) site inspection for ESC BMPs
 - Orchard Park (Waconia) inspection for ESC BMP conditions
 - The Fields (Waconia) inspection for ESC BMP conditions
 - Woodland Creek 5th (Waconia) inspection for ESC BMP conditions
 - Oak Tree (Chaska) topsoil respread/decompaction inspection
 - Rivertown Heights (Chaska) topsoil respread/decompaction inspection

Ben Datres – Farm Bill Technician

- CREP/RIM:
 - Zellmann – Site survey with BWSR for final wetland restoration design. 2 meetings with the Zellmann's. Final Easement signed, getting recorded now.
 - 4 CREP site visits to check native vegetation
 - RIM Wetlands proposal in Benton TWP
- MN Buffer Law: NYA TWP desktop review compliance checks
- Misc: Ditches- CD-4a survey south of CR50. Ditch bottom profile created for cleanout. State Cost Share/EQIP- Grade Stabilization construction oversight w/Terry. Continued learning of new ArcPro software (replacing ArcMap). WBIF- staking WASCB for construction soon. Meeting landowners for CRP incentive grant contract.

Tyler Polster – District Technician

- WCA
 - WMO:
 - Attended TEP meetings for Carver Creek stabilization project near Carver; wetland delineation for new Carver Public Works facility on Jonathon Carver Parkway; wetland delineation application for new development near Fleet Farm.
 - Reviewed delineation report for multiple parcel applications near Carver Bluffs for future land development.
 - Conducted multiple site visits regarding general WCA questions or permitting assistance.
 - Chaska:
 - Attended TEP meeting for no-loss confirmation of utility work application.
 - Reviewed delineation reports for development application near Big Woods Blvd.
 - Chanhassen: Attended TEP meeting for underpass construction underneath Hwy 41 near Tanadoona Drive.
 - Waconia: Attended TEP meeting to review delineation boundaries for utility work on Airport Rd.
 - Carver: Reviewed WCA reports for public service expansion.
 - NYA: Attended TEP meeting to review delineation boundaries for downtown improvements.
 - Watertown: Attended TEP meeting to review no-loss delineation for utility work downtown.
 - Minnehaha Creek Watershed District: Reviewed WCA reports for utility work through Victoria, and delineation of lake edge in Laketown Township.
 - U of M (Arboretum): Reviewed delineation materials for application for parking and building improvements to occur during upcoming Hwy 5 work.
- Assisted Seth provide maintenance to overgrown Raingarden near Benton Lake.