

**BOARD OF WATER AND SOIL RESOURCES
520 LAFAYETTE ROAD NORTH
ST. PAUL, MN 55155
WEDNESDAY, APRIL 26, 2023**

AGENDA

9:00 AM CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ADOPTION OF AGENDA

MINUTES OF MARCH 22, 2023 BOARD MEETING

PUBLIC ACCESS FORUM (10-minute agenda time, two-minute limit/person)

CONFLICT OF INTEREST DECLARATION

A conflict of interest, whether actual, potential, or perceived, occurs when someone in a position of trust has competing professional or personal interests, and these competing interests make it difficult to fulfill professional duties impartially. At this time, members are requested to declare conflicts of interest they may have regarding today's business. Any member who declares an actual conflict of interest must not vote on that agenda item. All actual, potential, and perceived conflicts of interest will be announced to the board by members or staff before any vote.

REPORTS

- Chair & Administrative Advisory Committee – Gerald Van Amburg
- Executive Director – John Jaschke
- Audit & Oversight Committee – Joe Collins
- Dispute Resolution and Compliance Report – Travis Germundson/Rich Sve
- Grants Program & Policy Committee – Todd Holman
- RIM Reserve Committee – Jayne Hager Dee
- Water Management & Strategic Planning Committee – Joe Collins
- Wetland Conservation Committee – Jill Crafton
- Buffers, Soils & Drainage Committee – Mark Zabel
- Drainage Work Group – Neil Peterson/Tom Gile

AGENCY REPORTS

- Minnesota Department of Agriculture – Thom Petersen
- Minnesota Department of Health – Steve Robertson
- Minnesota Department of Natural Resources – Sarah Strommen
- Minnesota Extension – Joel Larson
- Minnesota Pollution Control Agency – Katrina Kessler

ADVISORY COMMENTS

- Association of Minnesota Counties – Brian Martinson
- Minnesota Association of Conservation District Employees – Mike Schultz
- Minnesota Association of Soil & Water Conservation Districts – LeAnn Buck
- Minnesota Association of Townships – Eunice Biel
- Minnesota Watersheds – Jan Voit
- Natural Resources Conservation Service – Troy Daniell

COMMITTEE RECOMMENDATIONS

Grants Program and Policy Committee

1. Approval of FY23 HELP Program Funding Recommendations – Dan Shaw – ***DECISION ITEM***
2. Clean Water Legacy Partners Pilot Grant Award Recommendations – Shaina Keseley – ***DECISION ITEM***
3. Board Order Authorizing the Rural Investment to Protect Our Environment (RIPE) 100 Partnership Program – Tom Gile and Suzanne Rhees – ***DECISION ITEM***
4. Conservation Reserve Program State Incentives Pilot Program – Dusty Van Thuyne – ***DECISION ITEM***

RIM Reserve Committee

1. RIM Riparian and Floodplain Restoration Program – Dusty Van Thuyne – ***DECISION ITEM***
2. Easement Alteration Request for Public Road Project – RIM Easement #07-17-01-01 – Karli Swenson – ***DECISION ITEM***
3. Easement Alteration Request - RIM Easement #86-06-91-01 – Karli Swenson – ***DECISION ITEM***

Central Region Committee

1. Shingle Creek and West Mississippi Watershed Management Commissions Watershed Management Plan – Steve Christopher – ***DECISION ITEM***
2. North Cannon River Watershed Management Organization 4th Generation Watershed Management Plan – Anne Sawyer – ***DECISION ITEM***

Northern Region Committee

1. Roseau River Comprehensive Watershed Management Plan – LeRoy Ose, Matt Fischer, and Ryan Hughes – ***DECISION ITEM***

NEW BUSINESS

1. Minnesota Soil Health Action Framework – Interim Update – Suzanne Rhees, Tom Gile, and Marcelle Lewandowski – ***INFORMATION ITEM***

UPCOMING MEETINGS

- Buffers, Soils, and Drainage Committee is scheduled for 9:00 a.m., May 3, 2023, location TBD.
- Northern Region Committee is scheduled for 1:00 p.m., May 3, 2023, in Bemidji and by MS Teams.
- BWSR meeting is scheduled for 9:00 a.m., May 24, 2023, in St. Paul and by MS Teams.

ADJOURN

Mississippi headwaters protections expand to tributaries, create more linked corridors



Project support came from the Outdoor Heritage Fund, as appropriated by the Minnesota State Legislature.

The Mississippi Headwaters Habitat Corridor Project (MHHCP) — a partnership among conservation organizations, local government units and state agencies focused on creating and expanding contiguous habitat complexes within the eight-county region — has protected about 7,000 acres and 50-plus miles of shoreline since 2016.

MHHCP's goal is to protect fish and wildlife habitat along the first 400 miles of the Mississippi River, its major tributaries, nine headwaters lakes and other high-quality habitat complexes.

This multi-phase headwaters corridor project aims to provide clean water for fish and to safeguard adjacent uplands, which are home to more than 350 species of animals and birds. The river feeds and shelters migratory waterfowl along the Mississippi River Flyway. Additionally, the project enhances

public recreational opportunities, especially for anglers, hunters and people looking to enjoy nature. Preserving the quality of water also protects a source of drinking water for downstream communities including St. Cloud and the Twin Cities.

The MHHCP is a partnership among the Mississippi Headwaters Board, the Minnesota Board of Water and Soil Resources (BWSR), the Trust for Public Land and the soil and water conservation districts (SWCDs) in Aitkin, Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca and Morrison counties. The partners are working to link private lands adjacent to permanently protected public lands — such as county, state, federal or tribal lands — to form contiguous, permanently protected habitat complexes. The headwaters region starts at Itasca State Park and ends at

The Trust for Public Land created the Indian Jack Lake WMA in the Brainerd lakes area, and then added to it via fee-title acquisitions. The WMA includes about 270 acres of hardwood forest with more than 2 miles of shoreline. It is open to hunting, fishing, wildlife watching and paddling.
Photo Credit: Andy Richter



Left: An abundance of blazing stars attracted pollinators including a regal fritillary. **Photo Credit:** Peter Vogel **Center:** The Morrison SWCD showcased Vogel’s property during the SWCD’s summer 2022 conservation tour, which was timed to coincide with the monarch migration. Vogel said he has seen hundreds of monarchs crossing his property, some of them stopping to rest in the pine trees in the evening. **Photo Credit:** Morrison SWCD **Right:** Large-flowered trillium are among the wildflowers that grow in Vogel’s forest. **Photo Credit:** Peter Vogel

Morrison County’s southern border.

“The program has been extremely successful,” said Paula West, MHHCP project coordinator. “We’ve exceeded our program goals by over two-hundred and fifty percent. We’ve protected over 50 miles of the river so far, since 2016, and we’re moving along on keeping the water clean and habitat safe along the river.”

The MHHCP has received \$21.6 million in appropriations from the Outdoor Heritage Legacy Fund as recommended by the Lessard-Sams Outdoor Heritage Council (LSOHC) for the first six phases of the project. Nearly \$5.5 million of that money was available to fund [private landowners’ conservation easements](#) within the eight counties.

According to West, all but \$600,000 of that money has been spent or committed through 46 completed easements and seven that are being processed. West said partners planned to submit a request for Phase 7 funding to the LSOHC this month.

MHHCP partners would then present details of that funding request to the LSOHC in late summer. Presentations typically

“ Many of the native animals depend upon that grassland habitat, and the only way you can make sure that they’re going to be there in the future is if you preserve some area for them to go and feed and reproduce and hang out. ”

— Peter Vogel, Morrison County landowner



The Swan River meanders through Vogel’s property, which was enrolled in a RIM easement through the MHHCP. Photo Credit: Morrison SWCD

occur in August, and the council makes its funding recommendations to the legislature in October. If approved, July 1, 2024, is the earliest those funds

would be available. West said MHHCP partners would use the funds to preserve habitat and protect water quality through conservation easements.

Initially, project partners focused on land conservation bordering the main stem of the Mississippi River. Later, the focus expanded to include the river’s immediate watershed. Now, the partners have branched out even farther to include critical lands, which eventually drain to the river. That approach makes more opportunities for land conservation possible.

“The soil and water conservation districts in the eight counties are really the RIM (Reinvest in Minnesota) workhorses for this program,” West said. “These soil and water conservation districts do the easement work, and they have the local relationships with the landowners that are very important. Local people like to talk to local officials, to local professionals.”

Among the local professionals working with landowners on the MHHCP are Morrison SWCD staff members, whose role includes making landowners aware of programs available through the SWCD. Landowner Peter Vogel contacted the Morrison SWCD regarding his property bordering the Swan River, a Mississippi River tributary, in response to the letter he received

about the headwaters project.

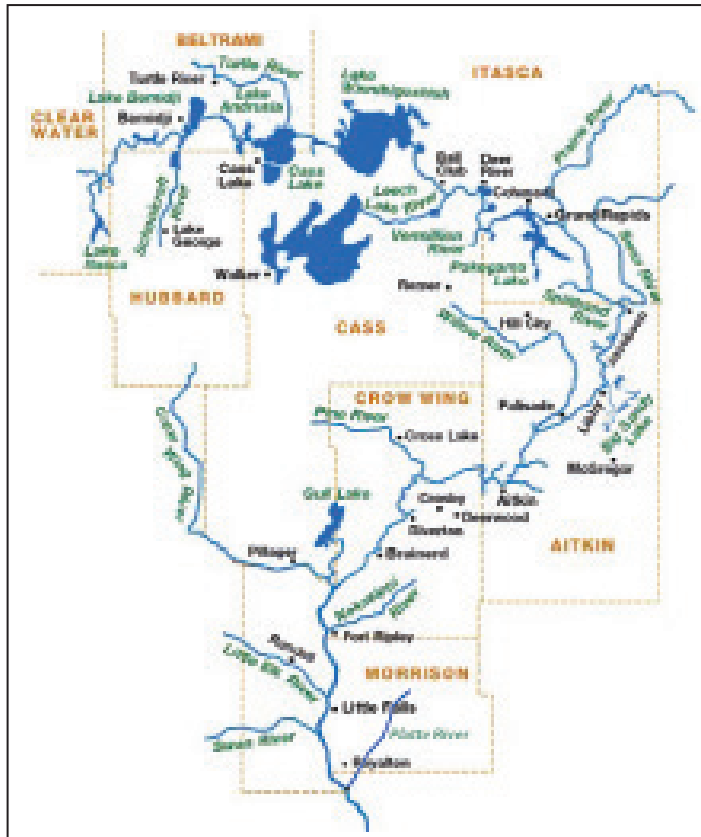
“We got to talking about the MHHCP and the Vogels had a pretty sizable amount of high-quality upland and shore land that they were operating and maintaining for the wildlife, and we thought (the MHHCP) would be a perfect fit,” said Lance Chisholm, Morrison SWCD RIM coordinator and water plan coordinator.

Vogel bought the 80-acre property with his late wife — a biology major with a keen interest in biodiversity — in the mid-1980s and built a house there. When they acquired the property, two fields that had been rented out lay fallow and full of weeds. Neither had been farmed for some time, Vogel said. Vogel guessed the native white pine forest on the southeast portion of the property had not been logged for 80 to 100 years — if ever; the topography made access difficult. The soil there is quite heavy and tends to be wet. Vogel said he thought the white pine forest — with many trees reaching more than 100 feet tall — is located in an old meander of the Swan River. Vogel suspects that the soil has never been disturbed. This low area is full of trillium, hepatica, false Solomon’s seal and other native wildflowers.

The Vogels planted trees and used previous RIM funding to establish a native prairie to provide habitat and food for monarchs and other pollinators. The property also has an oak forest that has not been logged in living memory, and a small cabin built in 1940. Vogel estimates the property includes about 1 mile of riverfront, given the



The Trust for Public Land is in the process of acquiring and protecting what is known as the Sheep Ranch property — 2,500 acres in Hubbard County that would expand the boundaries of the Paul Bunyan State Forest. The property contains several lakes and rolling hills. Its protection would connect several other public lands, providing critical wildlife corridors, and providing public recreational opportunities including hunting, fishing, hiking and wildlife observation. Photo Credit: Andy Richter



The Mississippi headwaters region spans eight counties, starting in Itasca State Park and ending at the southern border of Morrison County. Minneapolis draws about 21 billion gallons of water from the Mississippi River each year, according to data from the city. Map Courtesy of Mississippi Headwaters Board

Swan River’s winding path.

Vogel placed about 70 acres of the land in an MHHCP easement to protect that shoreline and to help

maintain and enhance the native prairie. The easement, which took about 16 months to complete, was recorded in July 2021.

Vogel, an attorney who specializes in real estate law, is keenly aware of development pressures on rural land.

“You get these little 5-acre parcels carved out because everybody wants 5 acres in the country. Then they mow the whole 5 acres, and you end up with a 5-acre lawn, which is essentially a desert to any wildlife,” Vogel said. “I feel it’s a unique piece of property. It’s a piece of property that I have spent 40 years protecting and developing, and I did not want to see it carved into 5-acre lots. There is a real destruction of habitat, especially the grassland habitat. ... Many of the native animals depend upon that grassland habitat and the only way you can make sure that they’re going to be there in the future is if you preserve some area for them to go and feed and reproduce and hang out.”

Beyond the habitat protection, Vogel said he was motivated to fulfill the wishes of his late wife, who started the project and whom Vogel said would have wanted to see the land preserved.

As of March 2023, Morrison SWCD had completed seven MHHCP RIM easements, which permanently protected 381 acres and about 5.6 miles of shoreline within the county.

“Soil and water conservation districts are uniquely positioned to build trusting relationships with the landowners. We want the districts to be the first stop for landowners when they’re seeking assistance to address environmental issues or wish to enhance the conservation benefits on their lands,” Chisholm

said. “When an easement is completed, the work doesn’t stop. There’s ongoing maintenance of the lands placed in the easement to ensure that the water quality and habitat benefits are maintained.”

Morrison SWCD staff members conduct yearly RIM easement checkups and work with landowners on maintenance.

Working with the MHHCP partners on easement projects has allowed Morrison SWCD to reach more landowners throughout the county who might be interested in permanent protection, according to SWCD staff. Most of the SWCD’s easement programs lie within a 5-mile radius of Camp Ripley.

The ability to focus on tributaries and their watersheds — instead of solely on lands bordering the Mississippi River,

which is highly developed in Morrison County — gives the Morrison SWCD more opportunities to permanently protect larger tracts of land in areas affecting the Mississippi River.

BWSR administers RIM easements, which remain privately owned.

The Trust for Public Land oversees fee-title acquisitions, another land conservation option in the MHHCP that results in land ownership by the Minnesota Department of Natural Resources or the county in which the land is located. Unlike RIM easements, those fee-title lands are open to public hunting and fishing.

One unique aspect of the MHHCP is engaging local governments early in the process. For fee-title acquisitions, West said it is important that county governments are on board.

To ensure plans align with county goals, the Trust for Public Land’s Land Protection Director Bob McGillivray and Mississippi Headwaters Board Executive Director Tim Terrill inform county board members before starting any work on fee-title acquisitions. When they are close to closing on a property, they seek permission from the county board to finish the acquisition.

To date, the Trust for Public Land’s MHHCP efforts have protected 2,365 acres and 7.5 miles of undeveloped shoreline, leveraged grant dollars with \$482,000 in private funding sources, and completed 11 acquisition projects (one Wildlife Management Area [WMA], one WMA addition, one Aquatic Management Area addition, three state forest additions and five county forest additions).

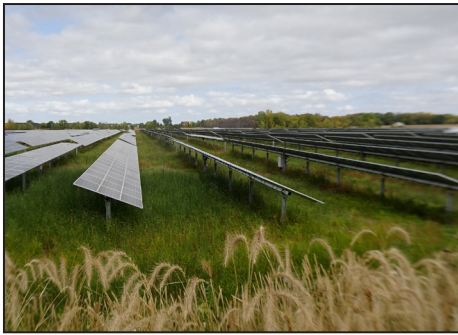
Together, RIM easements

plus fee-title acquisitions have protected 7,000 acres and 50-plus miles of shoreline through the MHHCP. As of March 2023, 3,786 acres of RIM easements had been recorded. Another 1,088 were being processed, meaning BWSR has accepted the application and is now working through the easement process.

West said word of mouth has resulted in some sign-ups.

“Our partner SWCDs do outreach, but landowners talk to each other. So, Landowner A that has an easement talks to the adjacent Landowner B and he says, ‘Look, I got enrolled in this great program, and they’re paying me for what I’m already doing, and I don’t really want to do anything different with my land, so why don’t you get in the program, too,’” West said.

BWSR guidance makes solar projects more wetland-friendly



Solar energy development is seeing continued growth in Minnesota as the state strives to meet its renewable energy goals. [Minnesota Department of Commerce data](#) show the state derived 3.2% of its electricity from solar power in 2021. That compares with 2.8% nationwide. Minnesota solar installations in 2021 produced enough energy to power more than 200,000 households. Because of this growth, the Minnesota Board of Water and Soil Resources (BWSR) and other state agencies continue to update guidance related to habitat friendly solar development, solar facility siting, and wetland regulatory programs.

BWSR continues to develop its [Habitat Friendly Solar Program](#), which supports establishment of habitat for species including pollinators and songbirds, in addition to project benefits such as water management, grazing and soil health. In 2020, BWSR updated its project assessment forms to ensure projects meet the program objectives and to recognize the highest-quality projects with a “gold standard” designation. Solar projects that meet and maintain the standard

requirements are listed on BWSR’s website as a “Habitat Friendly Solar” project.

The Minnesota Department of Natural Resources (DNR) has issued updated [commercial solar siting guidance](#) to help energy developers make informed decisions on siting solar farms as it relates to environmental concerns, including wetland resources. Generally, the DNR states, project proposals should avoid siting solar farms in wetlands. Nevertheless, the proliferation of solar projects has resulted in more instances of project areas that contain wetlands being selected as locations where solar energy facilities are developed.

Solar projects differ from many other types of development projects in that they typically involve installing extensive solar panel arrays on posts and pilings, instead of large areas of impact such as buildings or parking lots. Because of their unique construction methods, solar projects are evaluated for wetland regulatory compliance on an individual basis.

As is the case for any project proposing

Scenes from a September 2020 tour of the Aurora Solar Power Plant’s Eastwood site near Mankato illustrate how solar panels are mounted on posts, and how vegetation growing underneath the panels can augment habitat. Photo Credits: Paul Erdmann, BWSR



wetland impacts, a solar farm proposing to impact a wetland must meet the regulatory obligations of the Wetland Conservation Act (WCA): avoid wetland impacts, minimize impacts when unavoidable, and replace lost wetland functions and values of impacted wetlands. In certain instances, however, the installation of solar panels can have less direct impacts on wetlands because the panels are built on elevated posts and pilings that allow wetlands to function to a certain degree. That makes solar projects different from road or building projects that propose to fill and eliminate wetlands.

BWSR's [guidance](#) on reviewing solar panel installations for compliance with the WCA provides a

The Aurora Solar Power Plant's Eastwood site near Mankato, seen during a September 2020 tour, illustrates how solar panels are mounted on posts, and how vegetation growing underneath the panels can augment habitat.

suggested approach for evaluating projects for WCA compliance when they involve the installation of solar panels in wetlands. Rather than simply treat all solar panel installations on posts/pilings that encroach into wetlands as a wetland impact, the WCA program can evaluate whether the panel arrays result in a significant alteration of a wetland's function and value. This approach recognizes that not all solar projects affect wetlands in the same way.

In cases where solar panels are proposed in highly degraded wetlands — such as wetlands that are regularly row cropped

or heavily grazed — having the right kind of vegetation establishment and management plan can sometimes compensate, at least partially, for losses in wetland functions due to the panel installation.

The amount of compensation for functional losses would depend upon the specifics of the project — such as overall panel coverage and height. To help evaluate vegetation plans in conjunction with wetland regulatory compliance measures for solar projects, the WCA program is encouraging solar developers to consider the Habitat Friendly Solar designation as a potential

means to partially offset impacts and subsequent mitigation requirements for solar projects.

By utilizing BWSR's Habitat Friendly Solar Program in degraded wetlands that are used for solar panels, some of the wetland functions could be maintained by revegetating the historically degraded wetland with native vegetation. This practice could help the project meet its regulatory obligations to ensure compliance with the WCA.

By integrating the WCA regulatory program with the Habitat Friendly Solar Program, solar energy projects could simultaneously meet renewable energy goals and wetland regulatory requirements by restoring native habitat in previously degraded wetlands.

Bois de Sioux Watershed District builds on multi-benefit successes



From left: Linda Vavra, Bois de Sioux Watershed District Board president; and Jamie Beyer, Bois de Sioux Watershed District administrator; met with landowners Vicky Radel and Steve Berger on Oct. 20, 2022, to discuss the BDSWD's Clean Water Fund-backed work on Traverse County Ditch 35, a multipurpose drainage management project tied to the Mustinka River rehabilitation and Redpath Flood Impoundment.



Clean Water Funds from BWSR support the Mustinka River rehabilitation and Traverse County Ditch 35 projects.

WHEATON — Work is slated to begin this spring on the Bois de Sioux Watershed District's (BDSWD) Mustinka River rehabilitation project, part of a \$50 million, multi-partner flood-control effort within the Red River Valley that has water quantity, water quality and wildlife habitat benefits.

The rehabilitation will remeander a 5-mile-long stretch of the Mustinka River within a 300-foot-wide two-stage channel and floodplain. Materials excavated during construction will build the north levy of the Redpath Flood Impoundment. That work was split into two stages.

The BDSWD Board in March accepted the low bid, awarding the contract to John Riley Construction of Morris to complete the first half of the remeander and embankment construction. The board anticipates soliciting bids for the second half in 2024.



The Mustinka River is seen west of Twelvemile Creek in Traverse County. **Photo Credits:** Ann Wessel, BWSR

VIDEO: [October 2022 site visit](#)

“ Putting the meanders back in the river will really help for the fish and just generally clean up the water in the river. ”

— Linda Vavra, BDSWD Board president

The 3-square-mile Redpath Flood Impoundment will have the capacity to store about 23,000 acre-feet of water — the equivalent of 2 inches of water across the 212-square-mile contributing area. The Redpath will work together with

the existing North Ottawa Impoundment in Grant County.

“Having impoundments and places to slow that water down (will) hold the water back so the rivers are able to take that water without it flooding across all the farmland,” said BDSWD President Linda Vavra, who also serves on the Red River Watershed Management Board.

Ninety-three percent of land within the BDSWD is in agricultural production. The Mustinka rehabilitation will control how much water enters the river channel and will divert excess flows to the new impoundment. The Mustinka River flows to Lake Traverse, headwaters of the Bois de Sioux River. The Red River begins where the Bois de Sioux and Otter Tail rivers meet in Breckenridge.

An \$800,000 projects and practices Clean Water Fund grant the Minnesota Board of Water and Soil Resources (BWSR) awarded to the BDSWD in 2022 supports the river rehabilitation. The work will curb sediment-loading to the Mustinka River by an estimated 253 tons and phosphorus by an estimated 72 pounds each year. One pound of phosphorus can feed up to 500 pounds of algae.

The remainder will add about 3 river miles, construct 34 acres of wetland habitat and establish 226 acres of upland buffers within the 260-acre floodplain. The grant-funded work also will install about 30 side-inlet culverts, which regulate the flow of water from field to ditch.

A related BDSWD project completed in fall 2022



BDSWD Board President Linda Vavra discussed a recently finished multipurpose drainage management project on Traverse County Ditch 35 with James Guler of Moore Engineering on Oct. 20, 2022, in Redpath Township.

Clean Water Fund-backed Work

Clean Water Funds from BWSR support other work within the Bois de Sioux Watershed District — and involving Traverse and Wilkin soil and water conservation districts — that contribute to water-quality improvements affecting the Red River. Among them:

MULTIPURPOSE DRAINAGE MANAGEMENT: \$1.3 million since 2017 in six

additional multipurpose drainage management grants that carry clean water benefits

LAKE TRAVERSE-RELATED: \$1.6 million since 2020 in three projects and practices grants for Lake Traverse water-quality improvement work centered on Traverse County Ditch 52 bank stabilization and sediment reduction

realigned Traverse County Ditch 35 to make room for the Redpath Flood Impoundment.

“Traverse County Ditch 35 was a ditch system that was out of repair,” said James Guler of Moore Engineering. “This project was an attempt to stabilize the channel and install side-inlet culverts to help keep the sediment in the field and out of the ditch.”

A \$320,000 multipurpose drainage management Clean Water Fund grant from BWSR supported that work, which was designed to produce water storage and water quality benefits on the existing agricultural drainage system. Annual

estimates show a 230-ton reduction in sediment-loading to Twelvemile Creek and the Mustinka River, and a 65-pound reduction in phosphorus.

“Our drainage systems were designed at the turn of the century,” said BDSWD Administrator Jamie Beyer. “Bringing these projects into the modern day is really important for the productivity of the land around it, for protection of the people that live in this area. And it’s certainly an important climate mitigation tool.”

Increasingly frequent and heavy rains have exacerbated flooding in the Red River Valley. Situated

within the flat lakebed of glacial Lake Agassiz, the Bois de Sioux watershed drains more than 1,970 square miles across three states. From its headwaters at the confluence of the Bois de Sioux and Otter Tail rivers, the Red River flows north 550 miles to Lake Winnipeg.

“What I’m hoping to see is that we have flood-damage reduction so that we hold (back the) water from our neighbors in the north to help protect them from flooding, so that we also protect our farm fields and our people right here at home, to enhance the value of their properties and to help them raise better crops in the future — and to clean our water,” Vavra said.

In October 2022 she and BDSWD staff met in Redpath Township with Steve Berger and Vicky Radel. The couple is among the many landowners whose cooperation was necessary for the Mustinka River and Redpath Flood Impoundment work to proceed.

Steve Berger recalled past flooding where Traverse County Ditch 35 meets Twelvemile Creek.

“I grew up here. I’m well-versed with what happens with the water at this particular point. It’s a confluence of actually three different waterways within a mile, including our front yard,” said Berger, a retired computer programmer. “So there’s a lot of water. When it comes, it comes really quick.”

Berger, who moved back with his wife in 2007, recalled the worst year’s flooding:

“In 1969, which was our

huge flood, we would boat from the house to the barn so we could feed the cattle. One time the current was so quick we got past the barn, and we thought we were going to get swept up. We didn't know where we were going to end up. The current was that fast running through our yard. So '69, huge flood, '97, 2005 and actually 2019 — just three years ago — was another huge flood.”

The couple agreed to a critical piece of the project where the ditch outlets into the creek: a permanent easement that allowed access to install a larger culvert and to maintain the site. The Traverse County Ditch 35 project involved 10 landowners along a 5-mile stretch. Handling the road crossings involved collaboration with Redpath Township and the Traverse County Highway Department.

“These projects serve a lot of different stakeholders, and that’s what makes them attractive. In our area of the state, we have an extremely flat terrain, and we rarely get precipitation in the amount that the landscape can handle. So we deal with runoff,” Beyer said.

“For both our agricultural producers and for folks who are interested in making sure that our water quality is high, these projects present an opportunity. So we can put certain aspects into the project that help clean the water,” Beyer said. “We’re able to



Side-water inlets, top, are part of the BDSWD’s multipurpose drainage management work on Traverse County Ditch 35 supported by a Clean Water Fund grant from BWSR. The project has water storage, water quantity and water quality benefits. Work finished in fall 2022. Above: In Redpath Township, Traverse County Ditch 35 outlets into Twelvemile Creek through a culvert. The ditch, seen here in October 2022, would usually contain water that time of year.

control where the flooding happens, and that’s what’s attractive to the agricultural producers.”

The BDSWD and the Red River Watershed Management Board support both the Mustinka River project and the Redpath Flood Impoundment. Additionally, the Minnesota Department of Natural

Resources’ Flood Hazard Mitigation Program supports the impoundment; Outdoor Heritage Fund and Environment and Natural Resources Trust Fund grants support the remeandering.

“Some of the other benefits involved with this project are for our wildlife. It really will enhance that. It will give us an extra 28 acres right

“ Bringing these projects into the modern day is really important for the productivity of the land around it, for protection of the people that live in this area. And it’s certainly an important climate mitigation tool.”

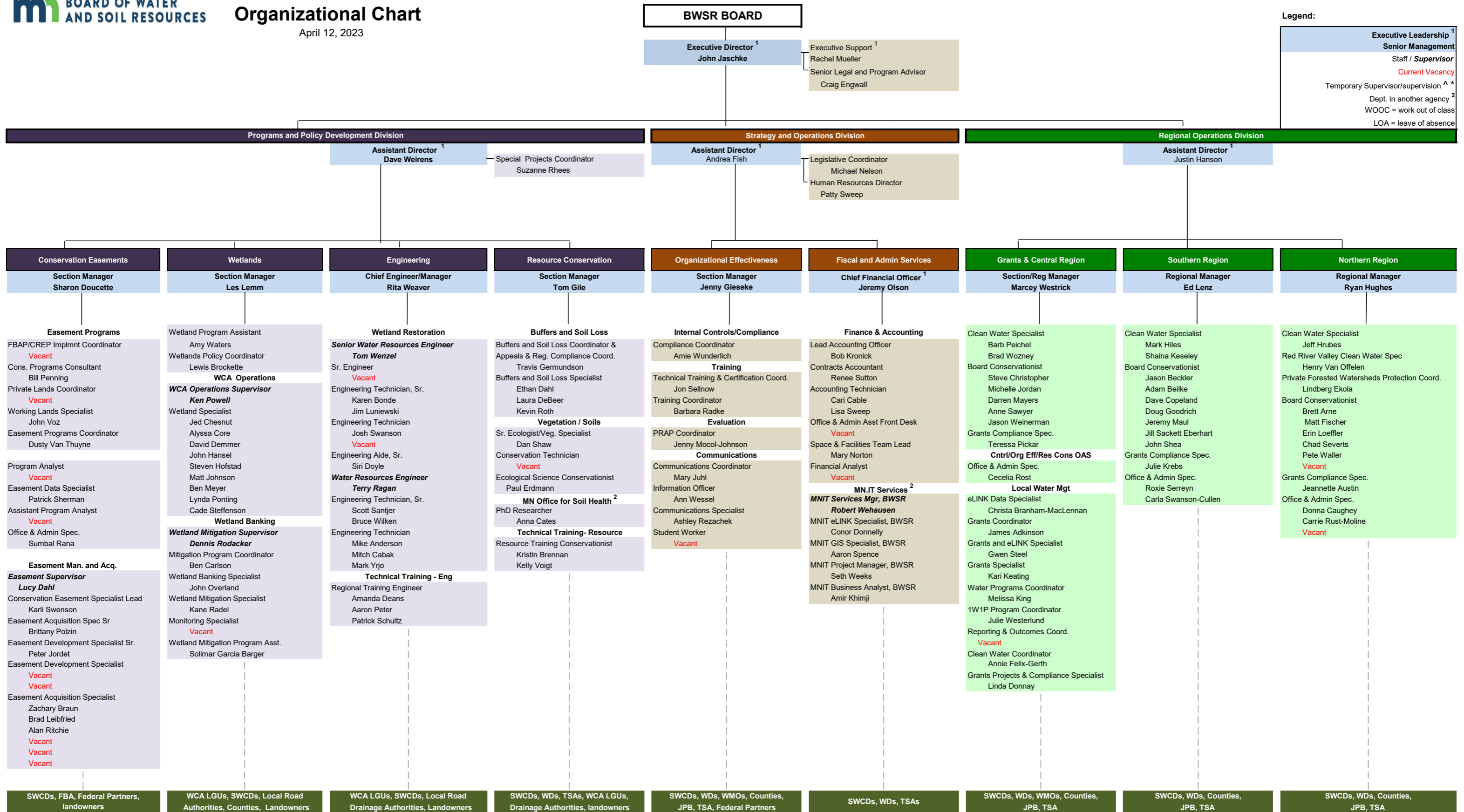
— Jamie Beyer, BDSWD administrator

along the impoundment itself that will be all wildlife area for deer and pheasants and ducks and geese,” Vavra said. “Putting the meanders back in the river will really help for the fish and just generally clean up the water in the river.”

Vavra said Clean Water Fund grants help the BDSWD to leverage funds and accomplish large projects.

“Clean Water Funds are really enabling us to get this project going,” Vavra said. “As I tell my co-managers on the (Red River Watershed Management Board), everything we do in the Bois de Sioux watershed helps our neighbors to the north. We do not build a project in the Bois de Sioux without it having many facets, and that it also provides clean water in every project.”

Executive Leadership¹
Senior Management
 Staff / **Supervisor**
 Current Vacancy
 Temporary Supervisor/supervision[^] *
 Dept. in another agency²
 WOOC = work out of class
 LOA = leave of absence



<input type="checkbox"/> IN-STATE	<input type="checkbox"/> SHORT TERM ADVANCE	SEMA4 EMPLOYEE EXPENSE REPORT	<input type="checkbox"/> Check if advance was issued for these expenses
<input type="checkbox"/> OUT-OF-STATE	<input type="checkbox"/> RECURRING ADVANCE		<input type="checkbox"/> FINAL EXPENSE(S) FOR THIS TRIP?

Employee Name	Home Address (Include City and State)	Permanent Work Station (Include City and State)	Agency	1-Way Commute Miles	Job Title
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Employee ID	Rcd #	Trip Start Date	Trip End Date	Reason for Travel/Advance (30 Char. Max) [example: XYZ Conference, Dallas, TX]	Barg. Unit	Expense Group ID (Agency Use)
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Chart String(s)	Accounting Date	Fund	Fin DeptID	AppropID	SW Cost	Sub Acct	Agncy Cost 1	Agncy Cost 2	PC BU	Project	Activity	Srcce Type	Category	Sub-Cat	Distrib %
	A														
B															

A. Description: _____ B. Description: _____

Date	Daily Description	Itinerary		Trip Miles	Total Trip & Local Miles	Mileage Rate	Meals ✓			Total Meals (overnight stay)	Total Meals (no overnight stay) taxable	Lodging	Personal Telephone	Parking	Total						
		Time	Location				B	L	D												
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			Arrive				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						0.00						
			Depart				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						0.00						
			Arrive				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						0.00						
VEHICLE CONTROL #					Total Miles	0				Total MWI/MWO	0.00	Total MEI/MEO	0.00	Total LGI/LGO	0.00	Total PHI/PHO	0.00	Total PKI/PKO	0.00	Subtotal (A)	0.00

Figure mileage reimbursement below

MILEAGE REIMBURSEMENT CALCULATION	OTHER EXPENSES – See reverse for list of Earn Codes.
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Enter the rates, miles, and total amounts for the mileage listed above. Get the IRS rate from your agency business expense contact.	Rate	Total Miles	Total Mileage Amt.	Date	Earn Code	Comments	Total
1. Enter rate, miles, and amount being claimed at equal to the IRS rate.			0.00				
2. Enter rate, miles, and amount being claimed at less than the IRS rate.			0.00				
3. Enter rate, miles, and amount being claimed at greater than the IRS rate.			0.00				
4. Add the total mileage amounts from lines 1 through 3.			0.00				
5. Enter IRS mileage rate in place at the time of travel.							
6. Subtract line 5 from line 3.	0.000						
7. Enter total miles from line 3.		0				Subtotal Other Expenses: (B)	0.00
8. Multiply line 6 by line 7. This is taxable mileage.			0.00 <small>(Copy to Box C)</small>			Total taxable mileage greater than IRS rate to be reimbursed: (C)	0.00 <small>MIT or MOT</small>
9. Subtract line 8 from line 4. If line 8 is zero, enter mileage amount from line 4. This is non-taxable mileage.			0.00 <small>(Copy to Box D)</small>			Total nontaxable mileage less than or equal to IRS rate to be reimbursed: (D)	0.00 <small>MLI or MLO</small>
Grand Total (A + B + C + D)							0.00

If using private vehicle for out-of-state travel: What is the lowest airfare to the destination? _____ Total Expenses for this trip must not exceed this amount.

I declare, under penalty of perjury, that this claim is just, correct and that no part of it has been paid or reimbursed by the state of Minnesota or by another party except with respect to any advance amount paid for this trip. I AUTHORIZE PAYROLL DEDUCTION OF ANY SUCH ADVANCE. I have not accepted personal travel benefits.

Less Advance issued for this trip:	
Total amount to be reimbursed to the employee:	0.00
Amount of Advance to be returned by the employee by deduction from paycheck:	0.00

Employee Signature _____ Date _____ Work Phone: _____

Approved: Based on knowledge of necessity for travel and expense and on compliance with all provisions of applicable travel regulations. _____

Appointing Authority Designee (Needed for Recurring Advance and Special Expenses) _____

Supervisor Signature _____ Date _____ Work Phone: _____

Signature _____ Date _____

EMPLOYEE EXPENSE REPORT (Instructions)

DO NOT PAY RELOCATION EXPENSES ON THIS FORM.

See form FI-00568 Relocation Expense Report. Relocation expenses must be sent to Minnesota Management & Budget, Statewide Payroll Services, for payment.

USE OF FORM: Use the form for the following purposes:

1. To reimburse employees for authorized travel expenses.
2. To request and pay all travel advances.
3. To request reimbursement for small cash purchases paid for by employees.

COMPLETION OF THE FORM: Employee: Complete, in ink, all parts of this form. If claiming reimbursement, enter actual amounts you paid, not to exceed the limits set in your bargaining agreement or compensation plan. If you do not know these limits, contact your agency's business expense contact. Employees must submit an expense report within 60 days of incurring any expense(s) or the reimbursement comes taxable.

All of the data you provide on this form is public information, except for your home address. You are not legally required to provide your home address, but the state of Minnesota cannot process certain mileage payments without it.

Supervisor: Approve the correctness and necessity of this request in compliance with existing bargaining agreements or compensation plans and all other applicable rules and policies. Forward to the agency business expense contact person, who will then process the payments. Note: The expense report form must include original signatures.

Final Expense For This Trip?: Check this box if there will be no further expenses submitted for this trip. By doing this, any outstanding advance balance associated with this trip will be deducted from the next paycheck that is issued.

1-Way Commute Miles: Enter the number of miles from your home to your permanent workstation.

Expense Group ID: Entered by accounting or payroll office at the time of entering expenses. The Expense Group ID is a unique number that is system-assigned. It will be used to reference any advance payment or expense reimbursement associated with this trip.

Earn Code: Select an Earn Code from the list that describes the expenses for which you are requesting reimbursement. Be sure to select the code that correctly reflects whether the trip is in state or out-of-state. **Note:** Some expense reimbursements may be taxable.

Travel Advances, Short-Term and Recurring: An employee can only have one outstanding advance at a time. An advance must be settled before another advance can be issued.

Travel Advance Settlement: When the total expenses submitted are less than the advance amount or if the trip is cancelled, the employee will owe money to the state. Except for rare situations, personal checks will not be accepted for settlement of advances; a deduction will be taken from the employee's paycheck.

FMS ChartStrings: Funding source(s) for advance or expense(s)

Mileage: Use the **Mileage Reimbursement Calculation** table to figure your mileage reimbursement. Mileage may be authorized for reimbursement to the employee at one of three rates (referred to as the equal to, less than, or greater than rate). The rates are specified in the applicable bargaining agreement/compensation plan. Note: If the mileage rate you are using is above the IRS rate at the time of travel (this is not common), part of the mileage reimbursement will be taxed.

Vehicle Control #: If your agency assigns vehicle control numbers follow your agency's internal policy and procedure. Contact your agency's business expense contact for more information on the vehicle control number procedure.

Personal Travel Benefits: State employees and other officials cannot accept personal benefits resulting from travel on state business as their own. These benefits include frequent flyer miles/points and other benefits (i.e. discounts issued by lodging facilities.) Employees must certify that they have not accepted personal travel benefits when they apply for travel reimbursement.

Receipts: Attach itemized receipts for all expenses except meals, taxi services, baggage handling, and parking meters, to this reimbursement claim. The Agency Designee may, at its option, require attachment of meal receipts as well. Credit card receipts, bank drafts, or cancelled checks are not allowable receipts.

Copies and Distribution: Submit the original document for payment and retain a copy for your employee records.

Description	Earn Code		Description	Earn Code	
	In State	Out of State		In State	Out of State
Advance	ADI	ADO	Membership	MEM	
Airfare	ARI	ARO	Mileage > IRS Rate	MIT*	MOT*
Baggage Handling	BGI	BGO	Mileage < or = IRS Rate	MLI	MLO
Car Rental	CRI	CRO	Network Services	NWK	
Clothing Allowance	CLA		Other Expenses	OEI	OEO
Clothing-Non Contract	CLN		Parking	PKI	PKO
Communications - Other	COM		Photocopies	CPI	CPO
Conference/Registration Fee	CFI	CFO	Postal, Mail & Shipping Svcs.(outbound)	PMS	
Department Head Expense	DHE		Storage of State Property	STO	
Fax	FXI	FXO	Supplies/Materials/Parts	SMP	
Freight & Delivery (inbound)	FDS		Telephone, Business Use	BPI	BPO
Hosting	HST		Telephone, Personal Use	PHI	PHO
Laundry	LDI	LDO	Training/Tuition Fee	TRG	
Lodging	LGI	LGO	Taxi/Airport Shuttle	TXI	TXO
Meals With Lodging	MWI	MWO	Vest Reimbursement	VST	
Meals Without Lodging	MEI*	MEO*	Note: * = taxable, taxed at supplemental rates		

BWSR Board Member Conflict of Interest in Grant Review – Disclosure Form

Meeting: Board Meeting

Date: April 26, 2023

I certify that I have read and understand the descriptions of conflict of interest provided, reviewed my participation for conflict of interest, and disclosed any perceived, potential, or actual conflicts. As a BWSR Board member, appointed according to Minnesota Statute Section 103B.101, I am responsible for evaluating my participation or abstention from the review process as indicated below. If I have indicated an actual conflict, I will abstain from the discussion and decision for that agenda item.

Please complete the form below for all agenda items. If you indicate that you do not have a conflict for an agenda item, you do not need to fill out additional information regarding that agenda item.

Agenda Item	No conflict (mark here and stop for this row)	Grant applicant(s) associated with conflict (required if conflict identified)	Conflict Type (required if conflict identified)	Will you participate? (required if conflict identified)	Description of conflict (optional)
Approval of FY23 HELP Program Funding Recommendations				Yes / No	
Clean Water Legacy Partners Pilot Grant Award Recommendations				Yes / No	
Board Order Authorizing the Rural Investment to Protect Our Environment (RIPE) 100 Partnership Program				Yes / No	
				Yes / No	

Printed name: _____

Signature: _____

Date: _____