



# Sauk River Watershed Collaborative Implementation Team Meeting

MEETING INFORMATION	
<b>Date and Location:</b>	November 24th, 2025; Sauk River Watershed District Office
<b>Time:</b>	9am- noon
<b>Attendees:</b>	Steve Zeece (SRWD), Jon Roeschlein (SRWD), Kory Klebe (SRWD), Stephanie Hatzenbihler (Stearns CD), Emily Forbord (Stearns County ES), Jason Weinerman (BWSR).  <b>Online via Teams:</b> Holly Kovarik, Danielle Anderson, Nicole Brede.

## Review Previous Meeting Notes & Introductions;

No edits or corrections to the previous meeting minutes.

## Fiscal Agent Updates

**Discussion:** Tracking tool widgets forthcoming.

### Fy 22 & Supplemental

- \$6734.64 remaining in admin budget for Stearns CD tracking tool maintenance.
- Total grant budget \$1,136,821
- Sum of expenditures paid- \$584,550.10
- Sum of allocations and encumbrances- \$745, 878.68
- Interest earned (unbudgeted)- \$32,035.30
- The next 40% of the grant has been requested by the fiscal agent. Schedule is 50%-40%-10%
- [Fy22 Obj 7 ag practices](#)- \$131k unspent
- Fy22 Obj3 equipment- 16,000 unspent
- Final year fy22 workplan revision will be on the upcoming meeting agenda.

### Fy2024

- Total grant budget- \$1,212,865
- Sum of expenditures- \$ 65,964.33
- Budget remaining- \$1,034,756.48
- Interest earned \$32,035.30



**Fy2024 Audit Update-**

There have been no issues or concerns identified by the Stearns County auditor.

**Fy2024 Workplan Proposed Revision Update**

SRWD will draft and distribute resolution and workplan attachment as exhibit 1 immediately after this meeting. The goal is to have all of these resolutions passed by the end of December.

**FY 2027 WBIF-**

- Opens July 2026. Initial planning can begin as soon as January 2026.
- Stearns County, as Fiscal agent for fy 22, 24, and CRP grants are not interested in continuing as fiscal agent for future grants. Future fiscal agent will stay on upcoming agenda until it has been resolved. No other parties indicated interest as future fiscal agent.
  - The group discussed using a 3<sup>rd</sup> party/contractor as fiscal agent. This is being done by other 1w1p collaboratives.

**CRP Update**


Sauk River Watershed Collaborative		SRWC Totals					
Grants	Grant Total	Admin (10%)	Admin Spent	CRP Cost-Share	Encumbered	Paid	
FY2024	\$ 30,000.00	\$ 3,000.00	\$ 1,075.91	\$ 27,000.00	\$ 26,998.00	\$ 4,057.00	
FY2025	\$ 100,000.00	\$ 10,000.00	\$ -	\$ 90,000.00	\$ 72,661.00	\$ -	
<b>Total</b>	<b>\$ 130,000.00</b>	<b>\$ 13,000.00</b>	<b>\$ 1,075.91</b>	<b>\$ 1,075.91</b>	<b>\$ 117,000.00</b>	<b>\$ 99,659.00</b>	

Grants	Encumbered	Encumbered %	Paid	Paid %
FY2024	\$ 26,998.00	99.99%	\$ 4,057.00	15.03%
FY2025	\$ 72,661.00	80.73%	\$ -	0.00%
<b>Total</b>	<b>\$ 117,000.00</b>		<b>\$ 99,659.00</b>	<b>\$ -</b>

- Fiscal agent informed the group the [new reimbursement request form](#) has the [HSPF map](#) attached to determine payment rates.



<b>Sauk River Watershed Collaborative</b>			
<b>CRP Reimbursement Request Form</b>			
Landowner		Project Acres	
Project location		Practice Code(s)	
Qrt, Sec, Twp, Rg		Amount/Acre	
Lat, Long		Total \$ Request	
Form Submittal Date		Management Unit	
HSPF Reach			
		LGU	Fiscal Agent
Project area is in the priority area map that was voted on by the IT. (See the map on bottom tab)		<input type="checkbox"/>	<input type="checkbox"/>
Practice codes are eligible.		<input type="checkbox"/>	<input type="checkbox"/>
Amount/acres is correct.		<input type="checkbox"/>	<input type="checkbox"/>
Total cost is correct.		<input type="checkbox"/>	<input type="checkbox"/>
IT has approved the project.		<input type="checkbox"/>	<input type="checkbox"/>
Restoration Plan - signed copy rec'd date:			
Date of Notice of Contract Approval from FSA:			
Signed CPO date:			

**Other discussion notes from the fiscal report:**

- Douglas SWCD Olsen CRP application cancelled by landowner.
- Clarified which CRP payment rate for Douglas SWCD's Dean Krebs & Gerald Krebs.

**SWCD Projects Review-**

There were no projects reviewed at this meeting.



## Sauk River Chain of Lakes Cold Spring Dam Rock Arched Rapids-

- The group discussed and agreed this project is not eligible for funding as it not a 10-year plan priority.
  - In order to be WBIF eligible, we would need to amend the 10-year plan.
  - The group discussed 3 amendment categories and potential options.
    - Major amendment- multiple changes- need PC and Plan Signee Board approval
    - Minor- Could be done for the cold spring dam alone
    - Plan renewal- at 10 year

## General Updates

[New Project Request Form](#)- Collaborative members are instructed to use this new form.

**Sauk River Watershed Collaborative**  
Funding Request Form and Project Checklist

**Request Form**

Form will be used to track potential projects funded by Watershed-Based Implementation Funding. Projects will be reviewed by the Implementation Team. Submit the request, along with supporting documents as listed on appropriate checklist, to the Plan Coordinator and Fiscal Agent.

Grant ID	Project ID Number
LGU Making Request	Date of Request
Project Name	
Project Site Address	
Practice Code & Type	Supporting Practice Codes
Management District	HSPF Reaches

**Site/Problem Description**

Priority Area/Sub Watershed

Number/Units
Longitude, Latitude
Qtr, Sec, Twp, Rg
Design Plan Date
Projected Construction Date
Total Project Budget
Funding Request
Match Amount(s), Source(s)
Tech Approval Authority

CWMP Reference

Biennial Work Plan Reference

Grant Work Plan Reference

**Estimated Reductions**

To be completed before Implementation Team Approval.

TSS	E coli
N	BOD
TP	CFU
Calculator Used	AC/PC

Request Form Checklist Request Modifications +

Workbook Statistics

**Pollutant reduction Calculator-** It was reported by Douglas SWCD staff that the MPCA, in the near future will be phasing out of using Tableau and will use the [“Beet”](#) calculator for pollution reductions

[https://data.pca.state.mn.us/views/BMPeffectsestimatortoolBEETplanner/BEETplannerwatersheds?%3Aembed=y&%3AisGuestRedirectFromVizportal=y&%3Adevice=desktop&%3Aoriginal\\_view=yes](https://data.pca.state.mn.us/views/BMPeffectsestimatortoolBEETplanner/BEETplannerwatersheds?%3Aembed=y&%3AisGuestRedirectFromVizportal=y&%3Adevice=desktop&%3Aoriginal_view=yes)

## Getchell Creek/Stearns CD 26 Capital Improvement Project

- SRWD and Stearns CD are meeting at the start of 26 to move forth with the RIM application for additional easements.
- Stearns CD have communicated with State of MN Outdoor Heritage staff around the technicalities of using RIM and OHF funding for a project. No issues were reported.



## JD2 Project Team & USACE Alternatives Updates

[2025.11.17 jd2 pt meeting minutes](#)

### Landscape Stewardship Plan

There aren't any updates to report at this time.

### Plan Tracking Tool Updates & Reminder

- The fiscal agent requested that all project data be entered into the tracking tool by year end.
  - Interim report due February 2<sup>nd</sup>.
  - Stearns CD has entered in their reductions.

### Education and Outreach Committee:

- Focus groups are the next step in the process utilizing the report completed by UofM's Sarah Roth.
  - Targeted after harvest season.
- Will involve comparison a of local to statewide data to determine if there are differences in adoption of soil health practices

**Regulatory Review-** Was formally approved by PC in November.

### Upcoming 2/19 Policy Committee Agenda Items & Updates

1. Previous meeting minutes
2. Fiscal Agent Report
3. Project highlight - Bosl Stearns CD
- ~~4. Collaborative Agreement Adjustment?~~
5. 10-year plan minor amendment- Cold Spring Dam
6. EO Committee Update
7. Tracking Tool Progress report

### Closeout & Next Meeting Dates

12/22, 1/28,