

Due to the current CDC guidelines on social distancing, we are limiting the number in attendance to 5 people at the board meeting. We will also have limited call-in capabilities for up to 10 people. Phone# 651-560-1088 Access code 0147478#

Phone or physical attendance will be allowed on a first come first serve basis following Wabasha SWCD board members receiving priority for phone or physical attendance. Anyone who is in the at-risk category should consider not attending. If you would like to attend either by call-in or physically, you must notify Sue Cerwinske to hold your place in advance. susan.cerwinske.wabashawcd@gmail.com or 651-560-2053

**Wabasha Soil and Water Conservation District
Regular Board Meeting
April 23, 2020
8:15 am
County Annex Conference Room
625 Jefferson Ave.**

- I. **CALL MEETING TO ORDER –**
- II. **PLEDGE OF ALLEGIANCE**
- III. **AGENDA –**
 - A. Meeting statement – Terri Peters
- IV. **PUBLIC COMMENTS**
 - Comments limited to 5 minutes per speaker
- V. **CONSENT AGENDA – Board Action**
- VI. **SECRETARY’S REPORT**
 - A. March 26, 2020 Meeting Minutes-**Board Action**
- VII. **TREASURER’S REPORT:**
 - A. March Program Record-**Board Action**
 - B. March District Financial Statements-**Board Action**
 - C. Program Funding Available for Cost Share - **Informational**
- VIII. **PAYMENT OF MONTHLY BILLS**
 - A. Monthly Bills in the amount of \$42,869.06 -**Board Action**
- IX. **DISTRICT REPORTS**
 - A. Chair Report – Terry Helbig
 - B. County Commissioner – Rich Hall
 - C. District Manager Report – Terri Peters
 - D. NRCS Report – Phillis Brey
 - E. Ecological Technician Report – Jen Wahls
 - F. District Technician Report- Mitch Rigelman

G. Bookkeeper/Administrative Asst – Sue Cerwinske

X. OLD BUSINESS

- A. Update on office situation during COVID19 pandemic – Terri Peters
- B. Update on 1W1P Zumbro Watershed – Terri Peters
- C. Update on 1W1P Mississippi-Winona-LaCrescent – Terri Peters

XI. NEW BUSINESS

- A. Approve posting to hire District Technician I – Terri will be working on job description and options – **Board Action**
- B. Contract for approval for 30 acres cover crop for John Miller 19-DWP-CC-4 (SE MN Drinking Water Protection Grant \$2,700 FY2019, efotg practice 340) – **Board Action**
- C. Contract Approval for Joe Liffbrig 2019-SEWS-1 351 Well Decommissioning – **Board Action**
- D. Approve 2 acres brush management contract for Tagen Miller 20-CWMA-1 for \$575.00 – **Board Action**
- E. Approve one-time amendment for Jordan Flynn for 18-CWMA-8 Amendment 1. Authorize original approval amount of \$500.00 to increase to \$750.00 due to larger actual costs incurred – **Board Action**
- F. Approve Payment Voucher for Jordan Flynn for \$750.00 for 18-CWMA-8 Practice 314 brush management 2 acres– **Board Action**
- G. Approve payment voucher for Pete Klucas for \$1,000.00 fir 18-CWMA-4 Practice 314 brush management 5 acres– **Board Action**
- H. Approve payment voucher for Kurt King for \$1,500.00 for 18-CWMA-7 Practice 314 brush management & herbaceous weed control 6 acres – **Board Action**
- I. Schedule Personnel Committee Meeting/Exit Interview

XII. Upcoming Events:

- A. Tree Delivery – Friday 5-01-2020 9:00 am to 3:00 pm

XIII. Board Report

- A. WW –
- B. 1W1P-

XIV. Adjourn – Board Action

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**Wabasha Soil and Water Conservation District
Regular Board Meeting
March 26, 2020
8:15 am
County Annex Conference Room
625 Jefferson Ave.**

- I. **CALL MEETING TO ORDER** – Meeting was called to order @ 8:17 am by Vice-Chair Lynn Zabel.
Supervisors Present: *Lynn Zabel, Vice Chair, Chuck Fick, Treasurer, Larry Theismann, Secretary*
Supervisors Called in: Terry Helbig, Chair, Nate Arendt, Member
Staff Present: Terri Peters, District Manager
Staff Called In: Sue Cerwinske, Jen Wahls
Phillis Brey, NRCS, Rich Hall, County Commissioner

*** Terri Peters made the decision to have call-in and limited number of attendees at the Board Meetings. Consulted with the County on how they were handling meetings because of COVID-19 and State of Emergency Guidelines. Phone line setup for SWCD meeting by the County. Board was contacted about this suggested change and it was agreed that this was the best solution for the situation, at this time.*
- II. **PLEDGE OF ALLEGIANCE**
- III. **AGENDA**
Moved by Helbig, seconded by Fick to approve the Agenda with the addition of letter J. Tom Miller contract approval added to New Business.
Affirmative: Helbig, Theismann, Fick, Arendt
Opposed: None
Motion Carried
- IV. **PUBLIC COMMENTS**
Comments limited to 5 minutes per speaker

V. CONSENT AGENDA – Board Action

- A. Arendt Holstein Resort LLC AgBMP Loan request in the amount of \$48,000.00**
Note: Nate Arendt abstained from voting as this item, he is directly involved.

Moved by Fick, seconded by Theismann to approve the Arendt Holstein Resort LLC AgBMP Loan request in the amount of \$48,000.00

Affirmative: Helbig, Theismann, Fick

Opposed: None

Motion Carried

- B. Root River SWCD 2020 MAWQCP Sub-Agreement**

- C. Contract for approval fee for services with Conservation Corps of Minnesota & Iowa for treatment of poison hemlock along West Indian Creek**

Moved by Fick, seconded by Theismann to approve the Consent Agenda

Affirmative: Helbig, Theismann, Fick, Arendt

Opposed: None

Motion Carried

VI. SECRETARY'S REPORT

- A. February 27, 2020 Meeting Minutes-Board Action**

Moved by Fick, seconded by Arendt to approve the Secretary's report

Affirmative: Helbig, Theismann, Fick, Arendt

Opposed: None

Motion Carried

VII. TREASURER'S REPORT:

- A. January Program Record-Board Action**

Moved by Helbig, seconded by Fick to approve the January Program Report

Affirmative: Helbig, Theismann, Fick, Arendt

Opposed: None

Motion Carried

- B. February Program Record – Board Action**

Moved by Helbig seconded by Fick to approve the February Program Report

Affirmative: Helbig, Theismann, Fick, Arendt

Opposed: None

Motion Carried

- C. February District Financial Statements-Board Action**

Moved by Helbig, seconded by Fick to approve the February District Financial Statements

Affirmative: Helbig, Theismann, Fick, Arendt

Opposed: None

Motion Carried

VIII. PAYMENT OF MONTHLY BILLS

- A. Monthly Bills in the amount of \$14,643.82 -Board Action**

Moved by Fick, seconded by Helbig to approve payment of the monthly bills in the amount of \$14,643.82

Affirmative: Helbig, Theismann, Fick, Arendt

Opposed: None

Motion Carried

B. 2nd Quarter HSA Contribution Checks in the amount of \$2,625.00 – **Board Action**
Moved by Fick, seconded by Arendt to approve the 2nd quarter HAS contribution
checks in the amount of \$2,625.00 with the change of date to 3-26-2020
Affirmative: Helbig, Theismann, Fick, Arendt
Opposed: None
Motion Carried

IX. **DISTRICT REPORTS**

- A. Chair Report – Terry Helbig
Attended a couple of commissioner's meetings. 1st one report of practices and told them about the new Program Record that tracks funding is easier to understand. 2nd meeting was the 1st one affected by COVID-19, 10 people allowed in and the rest attended in the conference room. Also had monthly get together with Tom and Rolland.
- B. County Commissioner – Rich Hall – **No Report**
County Health Policy, Doors to building are locked. People are asked the three health questions to get in. Most business done by phone calls, appointments and emails.
- C. District Manager Report – Terri Peters
Keeping up with things changing on COVID-19 to date. 3-23 started staggering employee's work schedules. Rotating every other day working from home. Program Record.
Working with Sheila with monitoring project, Mississippi-Winona-La Crescent Ordered equipment for water testing.
1W1P – Policy & Work Group meetings – Goals and Priorities
- D. NRCS Report – Phillis Brey - **Handout**
- E. Ecological Technician Report – Jen Wahls
- F. District Technician Report- Mitch Rigelman – **No Report**
- G. Bookkeeper/Administrative Asst – Sue Cerwinske
Worked on the Envirothon. Sent out information to Lake City and PEM schools. (was canceled because of COVID-19))
Sent out 5 letters to CPA's asking for bid on 2019 Financial Statements Audit Rearranged the files. Took out 2019 and files and setup new folders for 2020 Wabasha County Fair – Got certificate of liability from MCIT and sales tax exemption form to be sent with exhibit lease form and check \$75.00.
Emails to SWCD's' for 1st quarter expenses to be reimbursed for MAWCP Climatology packets made and sent out to our 3 monitors for this year Set up MAWQCP spreadsheets for 2020 to track grant

X. **OLD BUSINESS**

- i. Annual Leave Carry Over Policy – Tabled at February 27, 2020 meeting
Moved by Arendt, seconded by Fick to take Annual Leave Carry Over Policy off the table.
Moved by Arendt, seconded by Theismann to remove Annual Leave Carry Over Policy from the agenda
Will not discuss the annual leave carry over policy unless it comes back to board at a later time.
Affirmative: Helbig, Theismann, Fick, Arendt
Opposed: None
Motion Carried

- ii. Trading in GMC Truck – Tabled at February 27 2020 meeting
Moved by Fick, seconded by Theismann to take Trading in GMC truck off the table.
Discussion: MN Dept of Administration – Cooperative Purchasing Agreement, can search vehicles available in the state. Would be nice to keep it local, but amount spent is also important. Larry will work with Terri to check out vehicles that Paul Busch would have. He also does all of the work on the vehicles we have.

Moved by Fick, seconded by Arendt to have Larry work with Terri to search for truck.
Affirmative: Helbig, Theismann, Fick, Arendt
Opposed: None
Motion Carried
- iii. Minnesota Dept of Administration - Cooperative Purchasing Agreement -
Board Action Needs Signature
Moved by Helbig, seconded by Arendt to sign the Minnesota Dept of Administration – Cooperative Purchasing Agreement
Affirmative: Helbig, Theismann, Fick, Arendt
Opposed: None
Motion Carried

XI. NEW BUSINESS

- A. Selection of auditor for 2019 audit – **Board Action**
 - i. Smith Schafer & Associates LTD (Bid of \$4,850.00)
Moved by Helbig, seconded by Fick to approve Smith Schafer & Associates LTD to perform the 2019 audit
Affirmative: Helbig, Theismann, Fick, Arendt
Opposed: None
Motion Carried
- B. Partners/LWG Planning meeting – **Board Discussion on participation and roles**
Group meeting at the office
- C. Resolution 03262020-1 Tape Recorded Meetings – **Board Action**
Moved by Helbig, seconded by Fick to approve Resolution 03262020 Tape Recorded Meetings
Affirmative: Helbig, Theismann, Fick, Arendt
Opposed: None
Motion Carried
- D. Wabasha SWCD sub-agreement (SWAG) with Whitewater Joints Powers Board – **Board Action Signature Required**
Discussion:
Moved by Fick, seconded by Theismann to approve the Wabasha SWCD sub-agreement (SWAG) with Whitewater Joints Power Board
Affirmative: Helbig, Theismann, Fick, Arendt
Opposed: None
Motion Carried

- E. Contract for approval for 30 acres cover crop for Scott Sexton 19-DWP-CC-3 (SE MN Drinking Water Protection Grant \$2,700.00 FY2019 efotg practice 340) – **Board Action**
Moved by Helbig, seconded by Fick to approve the contract for 30 acres cover crops for Scott Sexton 19-DWP-3 in the amount of \$2,700.00
Affirmative: Helbig, Theismann, Fick, Arendt
Opposed: None
Motion Carried
- F. Contract for approval for 30 acres cover crop for Mike Rahman 19-DWP-CC-2 (SE MN Drinking Water Protection Grant \$2,700.00 efotg practice 340) – **Board Action**
Moved by Theismann, seconded by Fick to approve the contract for 30 acres cover crop for Mike Rahman 19-DWP-CC-2 in the amount of \$2,700.00
Affirmative: Helbig, Theismann, Fick, Arendt
Opposed: None
Motion Carried
- G. Contract for approval for 412 Grassed Waterway NRCS practice standard for Larry Reuter 18-Capacity-5 Total \$3,375.00 – **Board Action**
Moved by Arendt, seconded by Theismann to approve contract for 412 Grassed Waterway for Larry Reuter 18-Capacity-5 in the amount of \$3,375.00
Affirmative: Helbig, Theismann, Fick, Arendt
Opposed: None
Motion Carried
- H. Wabasha County Fair Exhibit Space Lease for 2020, July 15-July 18, 2020 – **Board Action Signature Required**
Discussion: Partnership with County for exhibit booth. Two for One reason to stop for information. Could rotate people manning the booth. Someone be there for family night otherwise nights unmanned.
Talked about Larry being responsible for County Board Meetings.

Moved by Helbig, seconded by Fick to approve the Wabasha County Fair Exhibit Space Lease for July 15 – July 18, 2020 of \$75.00
Affirmative: Helbig, Theismann, Fick, Arendt
Opposed: None
Motion Carried
- I. State of Emergency Policy Memo – **Board Action**
Discussion: What does the County do? Doors are locked. Answer the 3 health questions before anyone can come in. Business being done by phone, by appointment and emails.
Moved by Helbig, seconded by Theismann to approve the State of Emergency Plan Memo
Affirmative: Helbig, Theismann, Fick, Arendt
Opposed: None
Motion Carried

- J. Contract for approval for 412 Grassed Waterway NRCS Practice Standard for Tom Miller 20-CS-2 in the amount of \$3,300.00

Discussion: Down the road there may be culvert replaced. Keep this in mind when designing the waterway.

Moved by Fick, seconded by Theismann to approve contract for 412 Grassed Waterway for Tom Miller in the amount of \$3,300.00

Affirmative: Helbig, Theismann, Fick, Arendt

Opposed: None

Motion Carried

XII. Upcoming Events:

- A. Tree Delivery – Late April**
- B. 5th Grade Field Day- Cancelled**
- C. Envirothon - Cancelled**

XIII. Board Report

- A. WW – Report earlier**

- B. 1W1P-**

1W1P policy committee

Introduced the policy on ranking your strategies.

Possibly another round of waterside chats, sign-up.

Maybe by tele-conference. Priority map.

XIV. Adjourn – Board Action

Moved by Fick, seconded by Theismann to adjourn regular meeting and go into closed session at 9:55 am

Affirmative: Helbig, Theismann, Fick, Arendt

Opposed: None

Motion Carried

XV. Open Closed Session- Board Action

Moved by Fick, seconded by Helbig to open closed session at 9:55 am

Affirmative: Arendt, Fick, Helbig, Zabel, Theismann

Opposed: None

Motion Carried

XVI. Closed Session – Terri and Board

Personnel Discussion

March 27, 2020 end of Susan Cerwinske probation period.

Terri Peter's gave opinion and update on Susan's work and learning progress.

Terri recommended ending probation period and hiring Susan as a regular Full-time employee.

Moved by Arendt, seconded by Fick to remove Susan from probation period and hiring her as regular Full- time employee.

Affirmative: Helbig, Fick, Theismann, Arendt, Zabel

Opposed: None

Motion Carried

Adjourn Closed Session

Moved by Fick, seconded by Helbig to adjourn the closed session at 10:10 am

Affirmative: Arendt, Zabel, Theismann, Fick, Helbig

Opposed: None

Motion Carried

XVII. Reopen Regular Meeting

Reopened regular meeting at 10:10 am

Moved by Fick, seconded by Helbig to open the regular meeting at 10:10 am

Affirmative: Arendt, Zabel, Theismann, Fick, Helbig

Opposed: None

Motion Carried

XVIII. Adjourn- Board Action

Meeting Adjourned at 10:10 am

Moved by Fick, seconded by Helbig to adjourn the regular meeting at 10:10 am

Affirmative: Arendt, Zabel, Theismann, Fick, Helbig

Opposed: None

Motion Carried

Respectively Submitted,

Larry Theismann, Secretary

<div>Red=Mileage</div> <div>Blue=Billable time Charges</div> <div>Orange=Adjustment of program to reduce County Funds</div> <div>Green=Adjustment of Negative Programs with no funds coming to equal zero and reduce County/District funds.</div> <div>Match funds are not cash. County or District</div>		Cash			District Funds		
		Balance of all cash on hand checking, savings, and investments.			Funds come primarily from fees for services, and tree sales.		
		Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
3/1/2020	Beginning Balance			\$551,735.16			\$259,141.62
GENERAL LEDGER ACCOUNTS				\$551,735.16			\$259,141.62
Sales Tax Liability				\$551,735.16			\$259,141.62
CD Cashed				\$551,735.16			\$259,141.62
REVENUE ACCOUNTS				\$551,735.16			\$259,141.62
Intergov. Rev. - County/Local				\$551,735.16			\$259,141.62
Intergov. Rev. - State		51,320.10		\$603,055.26	\$2,303.00		\$261,444.62
Intergov. Rev. -Federal				\$603,055.26			\$261,444.62
Charges for Goods & Services		\$822.38		\$603,877.64	\$822.38		\$262,267.00
Interest - CD's				\$603,877.64			\$262,267.00
Interest - Money Market		\$402.22		\$604,279.86	\$402.22		\$262,669.22
Other				\$604,279.86	\$1.00		\$262,670.22
EXPENDITURE ACCOUNTS				\$604,279.86			\$262,670.22
Personnel Services			\$25,890.34	\$578,389.52		\$25,890.34	\$236,779.88
District Operations		\$423.07	1,730.29	\$577,082.30	\$423.07	1,730.29	\$235,472.66
Supplies				\$577,082.30			\$235,472.66
Mileage				\$577,082.30	\$358.75		\$235,831.41
Project Expense-Local				\$577,082.30			\$235,831.41
Project Expense-State			9,214.84	\$567,867.46			\$235,831.41
Project Expense-Federal				\$567,867.46			\$235,831.41
Distribute Hours Worked				\$567,867.46	\$35,077.40		
3/31/2020	Ending Balance	\$52,967.77	\$36,835.47	\$567,867.46	\$39,387.82	\$27,620.63	\$270,908.81

Petty Cash			2020 County Funds			FY2020 Conservation Delivery			FY 2020Easement Delivery		
County allocation received in June and December Included LWM Levy and WCA match amounts			County allocation received in June and December Included LWM Levy and WCA match amounts			P20-5074, \$19,619 grant period 8/27/2019 to 12/31/2022 (The District records only administrative costs here, admin is recorded here as tracking tool of admin. Costs, once expended District/County funds are reduced)			Work Order No. 79-17-W001, grant period 9/13/2017 to 1/31/2022		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$0.00	\$74.23	\$0.00	\$6,071.04	(\$6,372.84)	\$5,769.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$1.00	\$73.23	\$0.00	\$17,319.29	(\$23,692.13)	\$16,372.01	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

FY 2017 State Cost Share (Technical/Administration)			FY 2018 State Cost Share			FY 2019 State Cost Share (Technical/Administration)			FY 2020 State Cost Share (Technical/Administration)		
P17-1259, \$15,401 grant period 8/24/2016 to 12/31/2018 (\$3080.20 allowed for TA) Grant amended to extend expiration date to 12/31/2019			P18-2837, \$15,401 grant period 1/3/2018 to 12/31/2020			P19-2247, \$15,401 grant period 1/3/2018 to 12/31/2020			P19-2247, \$15,401 grant period 1/3/2018 to 12/31/2020		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,724.31	\$0.00	\$0.00	\$12,320.80	\$0.00	\$0.00	\$15,401.00

2018 SWCD Local Capacity Services			2019 SWCD Local Capacity Services			2020 SWCD Local Capacity Services		
FY2018 \$100,000 P18-7145 Grant Period 01/03/2018 to December 31, 2020			FY2019 \$100,000 P19-2416 Grant Period 10/23/2018 to December 31, 2021			FY2020 \$111,348 P20-7534 Grant Period XX to December 31, 2022		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$0.00	\$25,025.00	\$0.00	\$0.00	\$23,090.55	\$0.00	\$3,992.98	\$101,974.80

FY20 LWM			FY19 Wetland Conservation (NRBG)				FY20 Wetland Conservation (NRBG)		
P20-6522 \$14,177 Levy match required grant period 10/16/2019 to 12/31/2022			P19-3909 \$12,118 1:1 match required (match must still be met no \$ received for match) grant period 2/5/2018 to 12/31/2020				P20-6696 \$12,118 1:1 match required (match no longer has to be shown) grant period 10-16-2019 to 12/31/2022		
Receipts	Disbursements	Balance	Receipts	Disbursements	Match	Balance	Receipts	Disbursements	Balance
\$0.00	\$4,209.48	\$7,841.62	\$0.00	\$0.00	\$10,229.58	\$6.01	\$0.00	\$0.00	\$12,118.00

Fillmore WCA Shared Service (NRBG)			FY2018 CWMA			FY2020CWMA		
Reimbursed for work done on a quarterly basis. Contract with Fillmore			C16-3353 \$15,000 25% cash or in-kind match required, effective date 01/26/2018. 100% received			C16-3353 \$15,000 25% cash or in-kind match required, effective date 01/26/2018. 100% received		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$0.00	(\$1,108.99)	\$0.00	\$43.21	\$8,737.63			
						\$15,000.00		
835.35								
\$0.00	\$0.00	(\$1,944.34)	\$0.00	\$0.00	\$8,737.63	\$15,000.00	\$0.00	\$15,000.00

2016 and 2017 AIS			AgCertainty			FY2019 MAWQCP Promo (AgCertainty)			Volunteer Nitrate Monitoring		
Program funds for gap period carried forward			Bill for time and expenses. Invoice to MDA with other administrative billing for program. Quarterly billing for district staff.			\$2500 for landowner outreach and promotion			Bill quarterly for work done as requested by SEMNWRB		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$2,174.78	\$84,872.35	\$7,813.10	\$1,903.63	(\$3,703.10)	\$0.00	\$0.00	(\$676.75)	\$430.70	\$0.00	(\$102.43)
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\$0.00	\$2,059.56	\$82,812.79	\$0.00	\$1,671.48	(\$5,374.58)	\$0.00	\$0.00	(\$676.75)	\$0.00	\$0.00	(\$102.43)

FY2019 Buffer Initiative (BWSR)			FY2020 Buffer Initiative (BWSR)			2019 DNR Forestry Plan Writing			319 Funding		
FY2019 \$20,000 P19-2506 Grant Period 10/23/2018 to December 31, 2021			FY2020 \$20,000 PxxxxxGrant Period xxxxx8 to December 31, 2022			Total \$15,500 for forestry plan writing, admin, and outreach. \$10,500 contract and amendment to add \$5,000.			Reducing Bacteria from SE MN Feedlots May14, 2018 to December 31, 2020		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance				Receipts	Disbursements	Balance
\$0.00	\$34.97	\$10,642.33	\$0.00	\$0.00	\$20,000.00		\$15,841.91	(\$3,341.71)	\$0.00	\$0.00	\$0.00

2018 Buffer Implementation			CREP/RIM			N Fork Zumbro Mazeppa			NFWF Planning Grant		
P18-5519 2018 Buffer Cost Share (Wabasha SWCD) executed 7/20/2017 expiration 12/31/2019			P18-6398 1018-CREP Outreach and Implementation (Wabasha SWCD) executed 11/30/2017 expiration 06/30/2020 \$29,250.00 available and reimbursed as reported.			Fiscal Agent for project Reimbursable through DNR Final Request for payment must be submitted on or before June 30, 2023			Reimbursable from NFWF. Total grant \$117,978.64. Final Financial report submi by 3/31/2022		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$0.00	\$0.00	\$0.00	\$311.70	(\$375.48)	\$5,499.79	\$1,378.32	\$4,055.49	\$0.00	\$3,194.77	(\$28,507.02)
									\$17,018.01		
									\$44.85		
						\$227.31			\$3,110.94		
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$375.48)	\$0.00	\$227.31	\$3,828.18	\$17,018.01	\$3,155.79	(\$14,644.80)

Regional MAWQCP			Regional CWF Well Sealing-Admin			Regional CWF Well Sealing-tech time			2019 Regional Drinking Water Protection		
Bill MAWQCP for Olmsted staff and expenses, Wabasha staff and expenses, and area promo participants.			50/40/10 taking over for SE WRB			Need to show \$1000 match per district			Administered by Filmore		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$827.71	\$8,461.94	(\$11,932.31)	\$0.00		\$21,711.32	\$0.00		\$0.00	\$0.00		(\$1,244.52)
16,999.09											
\$8,020.73											
\$244.79			\$34.97						\$345.66		
\$16,999.09	\$8,265.52	(\$3,198.74)	\$0.00		\$21,676.35	\$0.00		\$0.00	\$0.00		(\$1,590.18)

2019 IKES UMRI Grant			2020 Lower Zumbro Outreach			2020 MPCA SWAG- MWL		
Interview of 30 landowners. Contracted Melendy Miller			Reimbursable through TNC for up to \$5,000			Administered by Whitewater JPB according to workplan		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00		\$811.99	\$0.00		(\$448.74)			
\$192.04						\$1,002.07		
\$34.97			\$432.08			\$384.67		
\$0.00		\$584.98	\$0.00		(\$880.82)	\$0.00		(\$1,386.74)

Wabasha Soil and Water Conservation District
Cash Balances
As of March 31, 2020

	Mar 31, 20
ASSETS	
Current Assets	
Checking/Savings	
Money Market- Bank of Alma	71,619.00
Money Market WNB Financial	7,382.36
Peoples State Bank Money Market	469,315.76
Petty Cash	73.23
WNB Financial	19,477.11
Total Checking/Savings	567,867.46
Total Current Assets	567,867.46
TOTAL ASSETS	567,867.46
LIABILITIES & EQUITY	0.00

Wabasha Soil and Water Conservation District

Balance Sheet

As of March 31, 2020

Mar 31, 20

ASSETS

Current Assets

Checking/Savings

Money Market- Bank of Alma	71,619.00
Money Market WNB Financial	7,382.36
Peoples State Bank Money Market	469,315.76
Petty Cash	73.23
WNB Financial	19,477.11

Total Checking/Savings 567,867.46

Accounts Receivable

11000 · Accounts Receivable 4,374.13

Total Accounts Receivable 4,374.13

Other Current Assets

12000 · Undeposited Funds 39.72

Total Other Current Assets 39.72

Total Current Assets

572,281.31

Fixed Assets

15000 · Furniture and Equipment

Computer	4,369.00
Laptops for Distrcit Techs (2)	3,149.22
Samsung Tablets	1,548.69
15000 · Furniture and Equipment - Other	104,323.00

Total 15000 · Furniture and Equipment 113,389.91

17000 · Accumulated Depreciation

-85,522.98

Total Fixed Assets

27,866.93

Other Assets

Prepaid Items

Prepaid Rent 864.13

Total Prepaid Items 864.13

Total Other Assets

864.13

TOTAL ASSETS

601,012.37

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

20000 · Accounts Payable 1,887.00

Total Accounts Payable 1,887.00

Other Current Liabilities

Allowance for Unemployment Reim 1,581.86

Deferred Revenue

AIS	84,872.35
FY17 RCPP	2,303.00
FY18 Capacity	25,025.00
FY18 Cost Share	1,724.31
FY18 CWMA	8,737.63
FY19 Buffer Initiative	10,642.33
FY19 Capacity	23,090.55
FY19 Cost Share	12,320.80
FY19 WCA	6.01
FY20 LWM	7,841.62
FY20 Buffer Initiative	20,000.00
FY20 Capacity	101,974.80
FY20 State Cost share	15,401.00
FY20 WCA	12,118.00
FY20 Weed Grant	15,000.00
FY20 Well Seal Grant	21,711.32

Wabasha Soil and Water Conservation District

04/07/20

Balance Sheet

Accrual Basis

As of March 31, 2020

	Mar 31, 20
Izaak Walton League	811.99
Total Deferred Revenue	363,580.71
Deposit on Tree Sales	7,006.02
24000 · Payroll Liabilities	1,333.39
25500 · Sales Tax Payable	273.30
Total Other Current Liabilities	373,775.28
Total Current Liabilities	375,662.28
Total Liabilities	375,662.28
Equity	
Fund Balance- Restatement	47,943.10
Fund Balance Designated	31,903.30
Investment in Capital Assets	27,866.93
30000 · Opening Balance Equity	649.89
32000 · Owners Equity	158,344.89
Net Income	-41,358.02
Total Equity	225,350.09
TOTAL LIABILITIES & EQUITY	<u>601,012.37</u>

Wabasha Soil and Water Conservation District

Profit & Loss

March 2020

	Mar 20
Ordinary Income/Expense	
Income	
Charges for Services	
Plat Book Sales	35.00
Total Charges for Services	35.00
Intergovernmental Revenues	
Federal	
Wabasha Conservation pln (NFWF)	17,018.01
Total Federal	17,018.01
State	
MAWQCP	16,999.09
Total State	16,999.09
Total Intergovernmental Revenues	34,017.10
Total Income	34,052.10
Gross Profit	34,052.10
Expense	
District Operations	
Other Services and Charges	
Building Rent	864.13
Conferences and Conventions	0.00
Education and Information	75.00
Employee Expenses	13.84
Employee Mileage	192.06
Internet Expense	70.95
Postage	59.00
Vehicle Expenses	
GMC Vehicle Expense	37.73
Hyundia Tucson Vehicle Expense	-41.14
Total Vehicle Expenses	-3.41
Total Other Services and Charges	1,271.57
Personnel Services	
Employee Salary Permanent	13,977.64
Employer HSA contributions	2,625.00
Employer Life and Health	
66000 - Payroll Expenses	11,023.55
Employer Life and Health - Other	487.36
Total Employer Life and Health	11,510.91
Employer Share FICA	1,024.13
Employer Share Medicare	239.52
Employer Share PERA	1,237.24
Total Personnel Services	30,614.44
Supplies	
Office Supplies	35.65
Total Supplies	35.65
Total District Operations	31,921.66
Project Expenditures	
State	
2020 MPCA SWAG MWL	1,002.07
MAWQCP Administration	8,020.73
Total State	9,022.80
Total Project Expenditures	9,022.80
Total Expense	40,944.46

Wabasha Soil and Water Conservation District
Profit & Loss
March 2020

	Mar 20
Net Ordinary Income	-6,892.36
Other Income/Expense	
Other Income	
Interest Income	
Interest Earnings MM's	402.22
Total Interest Income	402.22
Total Other Income	402.22
Net Other Income	402.22
Net Income	<u>-6,490.14</u>

PROGRAM FUNDING AVAILABLE FOR COST SHARE

Program	2018 State Cost Share	2019 State Cost Share	2020 State Cost Share
Grant Period	01/01/2018 to 12/31/2020	01/01/2018 to 12/31/2020	8/27/2019 to 12/31/2022
Total Project Funds	\$12,320.80	\$12,320.80	\$12,320.80
Encumbered Funds	\$12,320.80	\$12,320.80	\$5,886.77
Remaining Funds	\$0.00	\$0.00	\$3,134.03
Program	2018 Capacity Funds	2019 Capacity Funds	2020 Capacity Funds
Grant Period	01/02/2018 to 12/31/2020	10/23/2018 to 12/31/2021	10/28/2019 to 12/31/2022
Total Project Funds	\$28,625.00	\$25,000.00	\$28,348.00
Encumbered Funds	\$7,750.00	\$20,375.00	\$5,400.00
Remaining Funds	\$20,875.00	\$4,625.00	\$22,948.00
Program	Regional Well Sealing	Regional Drinking Water Protection (Cover Crops and Nutrient) Mgmt.	
Grant Period	05/14/2019 to 12/31/2020	09/19/2019 to 11/30/2021	
		Nutrient Mgmt.	Cover Crops
Total Project Funds	\$5,000.00	\$1,200.00	\$10,377.00
Encumbered Funds	\$0.00	\$0.00	\$8,100.00
Remaining Funds	\$5,000.00	\$1,200.00	\$2,277.00
Program	319 funds for small feedlot fixes		
Grant Period	07/07/2019 to 08/31/2021		
Total Project Funds	\$21,000.00		
Encumbered Funds	0		
Remaining Funds	\$21,000.00		

District Conservationist Report

April 23, 2020

Submitted by

Phillis Brey

CRP (Conservation Reserve Program)

- 54 CRP applications accepted for Sign up 54
- Writing plans as time permits

CSP (Conservation Stewardship Program)

- 7 2015 renewal contracts submitted for funding
- 20 new applications received for funding 2020-2024
- Working with producers to select enhancements

Engineering (Survey & Design)

- 2 Waterways are staked and ready for the dozer
- Staff working on completing the designs

EQIP (Environmental Quality Incentive Program)

- 23 EQIP 2020 applications to rank and score
- 20 applications assessed

RCPP-EQIP (Regional Conservation Partnership Program)

- 3 RCPP EQIP 2020 applications received
- 2 CAP 102 CNMP
- Working on writing the plans

Compliance Plans

- 1 Compliance plan written
- 2 HEL determinations completed

Training & Meetings

- | | |
|---|-----------|
| • CART 2020 Teleconference | 4/1/2020 |
| • Skype Teleconference | 4/16/2020 |
| • EQIP Emergency Livestock Teleconference | 4/20/2020 |
| • Chief Teleconference | 4/20/2020 |
| • SWCD Board Meeting Teleconference | 4/23/2020 |

JEN:

WCA: Fillmore - Phone conference with TEP members to review a few items. Pretty quiet.

WCA: Wabasha - Discussed drainage request with landowner and flagged setback boundary. TEP meeting cancelled, not needed. 1 MPARS review and comment provided. Phone conversation with landowner for proposed project.

CWMA: Site visits and vouchers assembled for completed projects. Follow up with others for progress. Site visit for buckthorn control. Letters mailed to 20 landowners about conducting treatment on poison hemlock, 6 landowner letters for garlic mustard treatment. Emailed wild parsnip and poison hemlock info to landowner. FYI - there is not a designated employee at the County for Noxious Weeds at this time. Please direct inquiries to Kevin Krause.

CREP/RIM: Site visit to Schmits for update of conditions to NRCS/BWSR staff in preparation of spring seeding. Emailed report to Jeff Koster and Schmits.

Zumbro River Outreach: Finalized letter and mailed to 44 landowner letters within target area. Lots of hydrology talk.

NFWF: 3 AgCertainty applications given to landowners, 2 completed applications handed off to Mitchell. Technical assistance on engineering from Mitchell for a project. Pete and Mitchell going on site to further investigate site. RFA to Pete completed (2 projects). Site visit with landowner for stream crossing (RFA submitted). Pete working on 1 feedlot project. Kate working on 1 feedlot project. Follow up with 1 landowner on forestry project. Site visit with another landowner regarding erosion concerns, grazing options on new property. Planned walk-over of property with another landowner. Hand off 1 project to NRCS for engineering investigation and cost-share. Contour Strip request from 1 landowner. I'm working with Olmsted staff with JAA and landowner.

SE DWP Grant - Fillmore County Administers. 1 cover crop contract (for approval) in priority 1 township. Communications with Fillmore staff on nutrient management plans, conversations with Wabasha staff on well-sealing portion of grant.

LWM - Tree PICK-UP MAY 1st. Tree deliveries from nurseries will begin April 27th-29th. File management discussion and organizing.

MITCHELL:

Construction season has begun and have been working with producers to construct projects. In addition have been working my best to take on design work for a few projects Jen has passed along.

SUE

Normal monthly duties: Payroll, Deposits, Bank Reconciliations, Month End Reports, GL Entries, Check Run, Board Meeting Agenda, Packet and Minutes, Tree Order Pick Up Post cards, COVID-19 posting and daily cleaning.

MAWQCP 1ST Quarter Reports - Completion Reports and Payments to SWCD's

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 19-DWP-CC-4	Other state or non-state funds? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
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*If contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name John Miller	Address 22219 E County Rd 8	City/State Plainview/MN	Zip code 55964
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* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Plainview	Township No: 108	Range No.: 11	Section No. 14 & 15	1/4,1/4
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Contract Information

I (we), the undersigned, do hereby request cost share assistance to help defray the cost of installing the following practice(s) listed on the second page of this contract. It is understood that:

1. The land occupier is responsible for full establishment, operation, and maintenance of all practices and upland treatment criteria applied under this program to ensure that the conservation objective of the practice is met and the effective life, a minimum of 3 years, is achieved. The specific operation and maintenance requirements for the conservation practice listed are described in the operation and maintenance plan prepared for this contract by the technical assistance provider.
2. Should the land occupier fail to maintain the practice during its effective life, the land occupier is liable to the State of Minnesota for the amount up to 150% of the amount of financial assistance received to install and establish the practice unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.
3. If title to this land is transferred to another party before expiration of the aforementioned life, it shall be the responsibility of the landowner who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.
4. Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

nracs efotg practice 340 cover crops and ag tech note 33
30 ec
5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by 11/1/20, 11/1/21, 11/1/22, this contract will be automatically terminated on that date.
7. Reimbursement requests must be supported by a completed voucher.

Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel where the conservation practice will be located.
2. Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
3. Be responsible for the operation and maintenance of conservation practices applied under this program in accordance with an operation and maintenance plan prepared by the technical assistance provider.
4. Not accept any other state or federal funds for this practice.

Date	Land Occupier
Date 3-31-20	Landowner, if different from applicant <i>John A. Miller</i>
	Address, if different from applicant information:

Conservation Practice

The primary practice for which cost-share is requested is 340 Cover Crops

Eligible Component Standard & Name 340 Cover Crops	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$2,700.00
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

Technical Assessment and Cost Estimate

I have the appropriate technical expertise and have reviewed the site where the above-listed practice is to be installed and find it is needed and that the estimated quantities and costs are practical and reasonable.

Date 3-31-20	Technical Assistance Provider <i>Gwath JA43</i>
-----------------	--

Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed a rate of: 30/ac

Amount	Program Name	Fiscal Year
\$2,700.00	SE Drinking Water Protection Grant	2019

Date	Authorized Signature	Total Amount Authorized
		\$2,700.00

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization:	Contract Number:	Other state or non-State funds?	Amendment <input type="checkbox"/>	Canceled <input type="checkbox"/>
Wabasha SWCD	2019-SEWS-1	<input type="checkbox"/> YES <input checked="" type="checkbox"/> No	Board Meeting Date(s):	Board Meeting Date(s):
				4/23/20

*If contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name	Address	City/State	Zip Code
Joe Liffbrig	62227 County Road 1	Mazeppa, MN	55956

* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name:	Township No:	Range No.:	Section No.	1/4,1/4
Chester	110	14	31	

Contract Information

I (we), the undersigned, do hereby request cost share assistance to help defray the cost of installing the following practice(s) listed on the second page of this contract. It is understood that:

1. The land occupier is responsible for full establishment, operation, and maintenance of all practices and upland treatment criteria applied under this program to ensure that the conservation objective of the practice is met and the effective life, a minimum of 20 years, is achieved. The specific operation and maintenance requirements for the conservation practice listed are described in the operation and maintenance plan prepared for this contract by the technical assistance provider.
2. Should the land occupier fail to maintain the practice during its effective life, the land occupier is liable to the State of Minnesota for the amount up to 150% of the amount of financial assistance received to install and establish the practice unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.
3. If title to this land is transferred to another party before expiration of the aforementioned life, it shall be the responsibility of the landowner who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.
4. Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

351 Well Decommissioning NRCS Practice Standard

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by 12/31/2020, this contract will be automatically terminated on that date.
7. ~~Cost-share funds will only be provided to applicants that use a licensed well driller to seal their well. Well must be sealed by a MDH licensed well contractor and once well is fully sealed, contractor will submit a Well and Boring Sealing Record to MDH. This information must be provided to the Wabasha SWCD.~~
8. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization board as practical and reasonable. The invoices must include the name of the vendor; materials, labor or equipment used; the component unit costs and the dates the work was performed. The organization board has the authority to make adjustments to the costs submitted for reimbursement.

Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel where the conservation practice will be located.
2. Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
3. Be responsible for the operation and maintenance of conservation practices applied under this program in accordance with an operation and maintenance plan prepared by the technical assistance provider.
4. Not accept cost-share funds, from state sources in excess of 50.0%, or state and federal sources that when combined are in excess of 50.0% of the total cost to establish the conservation practice.

5. To provide copies of all forms and contracts pertinent to any other state or non-state programs that are contributing funds toward this project.

Date 4-21-20	Land Occupier Joe [Signature]
Date	Landowner, if different from applicant
	Address, if different from applicant information:

Conservation Practice

The primary practice for which cost-share is requested is: **351 Well Decommissioning**

Eligible Component Standards & Names 351 Well Decommissioning	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$2,463.00
	Ecological Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	

Technical Assessment and Cost Estimate

I have the appropriate technical expertise and have reviewed the site where the above-listed practice is to be installed and find it is needed and that the estimated quantities and costs are practical and reasonable.

Date 4/21/20	Technical Assistance Provider MH [Signature]
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Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed 50.0% of the total cost to establish the conservation practice.

Amount	Program Name	Fiscal Year
\$1,000.00	2019-SEWS	2019

Board Meeting 4/23/2020	Authorized Signature	Total Amount Authorized \$1,000.00
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PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 20-CWMA-1	Other state or non-State funds? <input type="checkbox"/> YES <input checked="" type="checkbox"/> No	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
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*If contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name Tagen Miller	Address 60503 Hwy 42	City/State Kellogg/MN	Zip Code 55945
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* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Watopa	Township No.: 109	Range No.: 10	Section No.: 6	1/4,1/4
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Contract Information

I (we), the undersigned, do hereby request cost share assistance to help defray the cost of installing the following practice(s) listed on the second page of this contract. It is understood that:

1. The land occupier is responsible for full establishment, operation, and maintenance of all practices and upland treatment criteria applied under this program to ensure that the conservation objective of the practice is met and the effective life, a minimum of 1 years, is achieved. The specific operation and maintenance requirements for the conservation practice listed are described in the operation and maintenance plan prepared for this contract by the technical assistance provider.
2. Should the land occupier fail to maintain the practice during its effective life, the land occupier is liable to the State of Minnesota for the amount up to 150% of the amount of financial assistance received to install and establish the practice unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.
3. If title to this land is transferred to another party before expiration of the aforementioned life, it shall be the responsibility of the landowner who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.
4. Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

2 ac. Brush mgmt NRCS practice 314 to start control of nonnative buckthorn (primary) and nonnative honeysuckle (secondary)

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by 12/31/2020, this contract will be automatically terminated on that date.
7. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization board as practical and reasonable. The invoices must include the name of the vendor; materials, labor or equipment used; the component unit costs and the dates the work was performed. The organization board has the authority to make adjustments to the costs submitted for reimbursement. Pre-Construction Cover is exempt from having the required invoices/receipts.

Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel where the conservation practice will be located.
2. Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
3. Be responsible for the operation and maintenance of conservation practices applied under this program in accordance with an operation and maintenance plan prepared by the technical assistance provider.
4. Not accept cost-share funds, from state sources in excess of 75 %, or state and non-state sources that when combined are in excess of 75 % of the total cost to establish the conservation practice. Pre-construction Cover is exempt from the percent reimbursement rate limitations when utilizing the flat rate payment option.
5. To provide copies of all forms and contracts pertinent to any other state or non-state programs that are contributing funds toward this project.

Date 4-21-20	Land Occupier Fagen Thayer Miller
Date 1-21-20	Landowner, if different from applicant Thayer Miller
Address, if different from applicant information:	

Conservation Practice

The primary practice for which cost-share is requested is: 314 Brush Mgmt

Eligible Component Standards & Names 314 Brush Mgmt	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$733.33
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

Technical Assessment and Cost Estimate

I have the appropriate technical expertise and have reviewed the site where the above-listed practice is to be installed and find it is needed and that the estimated quantities and costs are practical and reasonable.

Date 4-21-20	Technical Assistance Provider J. Halls
-----------------	---

Pre-Construction Cover

Is allowed when temporary cover is necessary for the future installation of structural conservation practices. A flat rate payment of up to \$150 per acre, not to exceed 10 acres, is allowed as part of a state cost-share contract for the installation of structural practice(s).

Amount / Acre (NTE \$150/acre)	Number of Acres (NTE 10 Acres)	Total Amount

Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed 0.0% of the total cost to establish the conservation practice plus the pre-construction cover total amount if utilizing the flat rate payment option.

Amount	Program Name	Fiscal Year
\$575.00	Cooperative Weed Management Area Grant	2020

Date	Authorized Signature	Total Amount Authorized \$575.00
------	----------------------	-------------------------------------

75%

Contract Amendment Form

Organization <p style="text-align: center;">Wabasha SWCD</p>	Contract Number <p style="text-align: center;">18-CWMA-B</p>	Amendment Number <p style="text-align: center;">1</p>	Amendment Type <input type="checkbox"/> Date <input checked="" type="checkbox"/> Amount <input type="checkbox"/> Land Occupier <input type="checkbox"/> Practice <input type="checkbox"/> Other
Start Meeting Date <p style="text-align: center;">4/23/2020</p>			

Amendment requests that are received outside the executed State grant agreement date, outside the contract practice install date, or grant program policies SWCD staff must be consulted and a grant agreement amendment may be required.

State Grant Agreement Expiration Date: 12/31/2021 Original Contract Install Date: 11/30/2011

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 SWCD Board will amend the payment rate to reflect a higher project cost than originally estimated. The original payment to landowner was \$500 and will be \$750.

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

This Amendment is in full effect on the date of the last signature herein.

Date <p style="text-align: center;">4/21/2020</p>	Land Occupier

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 <p style="text-align: center;">4-21-2020</p>	SWCD Representative
--	--------------------------------

Organizational Approval

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*Attach this form to the Conservation Practice Assistance Contract

PERCENT BASED - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: Jordan Flyer Contract No. 18-QWMA-8
 Address: 32999 71st St
 City, State, Zip: Lake City/MN 55041
 Total Amount: 750.00 4-21-2020
 Authorized: 55041-000 % Approved: 75% (state) (state & non-state)
 (from contract)

Item	Quantity	Unit	Unit Price	Cost
Invoice - hours worked (cut/treat woody invasives)	1		\$960.00	\$960.00
Invoice - Herbicide	1		\$95.30	\$95.30
Invoice - Mark it Thin	1		\$9.64	\$9.64

PROJECT COST: \$1,064.94

I certify that this is an accurate and true summation of the actual costs and quantities of material, labor, and equipment used on the above project. In cases where the receipts included items not used on the project, I have corrected them accordingly.

Jordan Flyer
 Payee Signature

4/21/2020
 Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): final
 B. Total cost of practice to date: \$1,064.94
 C. Eligible amount (total cost x % approved): 750.00 (state) (state & non-state)
 D. Total other state payment amount:
 E. Total non-state payment amount:
 F. Total previous partial payments:
 G. Maximum payment amount: 750.00

Amount Approved for This Voucher: 750.00
 (cannot exceed Total Amount Authorized)

Technical Certification

I certify that an inspection has been performed and audit received and that the items identified under the Cost Information section of this form have been completed and are in accordance with the requested practice standards and specifications.

G. Wahls
 Technical Assistance Provider

4-21-2020
 Date

Administrative Certification

I certify that I have reviewed this voucher and all supporting information, including invoices and paid receipts, and that to the best of my knowledge and belief, the quantities and billed cost or disbursements are accurate and are in accordance with terms of the contract identified.

Administrative Sign-off

Date

PERCENT BASED - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: Pete Klucas Contract No.: 18-CWMA-4

Address: 21555 699th St

City, State, Zip: Wabasha, MN 55981

Total Amount

Authorized: \$1,000.00 % Approved: 75% (state) (state & non-state)

(from contract)

Item	Quantity	Unit	Unit Price	Cost
Invoice for labor - heavy equipment work				
Invoice for labor - hand tools/cut/spray <i>→ included</i>			<u>1</u>	<u>1375</u>
Fuel costs (receipts) <i>Invoice - Gerke \$ # 86123</i>				<u>125.72</u>
<i>+ Seeding # 87752</i>				<u>58.35</u>

PROJECT COST: 1559.07

I certify that this is an accurate and true summation of the actual costs and quantities of material, labor, and equipment used on the above project. In cases where the receipts included items not used on the project, I have corrected them accordingly.

Pete Klucas
Payee Signature

4-21-20
Date

PAYMENT AND CERTIFICATION INFORMATION

- A. Type of request (partial or final): final
- B. Total cost of practice to date: 1559.07
- C. Eligible amount (total cost x % approved): (state) (state & non-state)
- D. Total other state payment amount: _____
- E. Total non-state payment amount: _____
- F. Total previous partial payments: _____
- G. Maximum payment amount \$1,000.00

Amount Approved for This Voucher:
(cannot exceed Total Amount Authorized)

\$1,000.00

Technical Certification

I certify that an inspection has been performed and as-built received and that the items identified under the Cost Information section of this form have been completed and are in accordance with the requested practice standards and specifications.

G. Wahls
Technical Assistance Provider

4-21-20
Date

Administrative Certification

I certify that I have reviewed this voucher and all supporting information, including invoices and paid receipts, and that to the best of my knowledge and belief, the quantities and billed cost or disbursements are accurate and are in accordance with terms of the contract identified.

Administrative Sign-off

Date

PERCENT BASED - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: Kurt King Contract No.: 18-CWMA-7
 Address: 5800 Brook Dr
 City, State, Zip: Minneapolis/MN 55439
 Total Amount Authorized: \$1,500.00 % Approved: 75% (state) (state & non-state)
 (less overage)

Item	Quantity	Unit	Unit Price	Cost
Invoice for cut/treat black locust and other woody in vs	1		\$2,008.38	\$2,008.38

PROJECT COST: \$2,008.38

I certify that this is an accurate and true statement of the actual costs and quantities of material, labor, and equipment used on the above project. In cases where the receipts included items used on the project, I have so indicated below accordingly.

Payee Signature

Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): Final
 B. Total cost of practice to date: \$2,008.38
 C. Eligible amount (total cost x % approved): \$1,500.00 (state) (state & non-state)
 D. Total other state payment amount:
 E. Total non-state payment amount:
 F. Total previous partial payments:
 G. Maximum payment amount: \$1,500.00

Amount Approved for This Voucher: \$1,500.00
 (cannot exceed total amount authorized)

Technical Certification

I certify that inspection has been performed and results recorded and that the item(s) included under the Cost Certification section of this form have been completed and are in accordance with the approved practice standards and specifications.

Administrative Certification

I certify that I have reviewed this voucher and all supporting information, including invoices and receipts, and that to the best of my knowledge and belief, the quantities and listed costs or dollar amounts are accurate and are in accordance with items of the contract identified.

Joe Miller
 Technical Assistance Provider
4-21-2020
 Date

Susan Grinke
 Administrative Sign-off
4/23/20
 Date



Greater Zumbro River Watershed

Comprehensive Watershed Management Plan

The Plan includes the Zumbro River Watershed & a portion of the Mississippi River–Lake Pepin Watershed

Project Update Volume 2 Spring 2020

Plan Progress

The Zumbro River Watershed Partnership accomplished key tasks in the Plan development since our first project update.

Accomplishments:

- Three “Waterside Chats” hosted throughout the watershed in Fall 2019. [Summary Here](#).
- Priority Issues were identified and ranked in the Watershed (Detailed on pg. 2). Members of the Greater Zumbro 1W1P Policy Committee, Technical Advisory Group, and Planning Workgroup independently ranked these issues in order of priority. Ranking was compared to issues identified as priorities in the resident survey and attendees at the Waterside Chats provided feedback on the draft prioritization.

Next Steps

Due to the COVID-19 pandemic, the Greater Zumbro 1W1P partnership has moved all in-person meetings to a virtual format. The partnership continues to work through each section of the planning process and will modify interaction with stakeholders and events as needed. Another Waterside Chat for public input is planned for late summer. The Partnership is monitoring State and Local guidance for gatherings and will consider alternative approaches for public input if necessary. An updated Plan Timeline is included below. Gray areas are complete, orange are in progress, and blue are anticipated in Spring–Fall 2020.

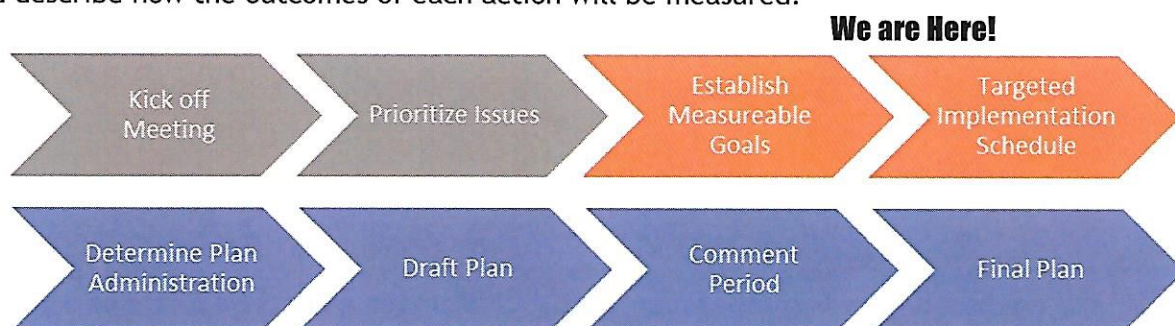
WE ARE HERE! Measurable Goals and Implementation Schedule

The Planning Partnership is establishing measurable goals for the planning area, including identifying locations of the priority resources of concern, identifying priority subwatersheds where issues will be addressed, and establishing measurable goals for those areas. A number of data sources have informed the priority area mapping and measurable goals development including the following:

- ◇ Watershed Restoration and Protection Strategies (WRAPS) Including Pollutant Load Modeling (HSPF) for Sediment, Nitrogen, and Phosphorus
- ◇ Groundwater Restoration and Protection Strategies (GRAPS), karst areas, high well vulnerability and Drinking Water Supply Management Areas for Municipal systems.
- ◇ Zonation Priority Areas (MN Department of Natural Resources) identified in WRAPS
- ◇ Priorities shared by each State Agency, Local Government Units, Watershed Districts and Public Input

The next step includes the development of an implementation schedule which will target where the actions will occur, identify roles of the responsible government units, provide an estimated cost and timeline in the 10-year scope of the plan, and describe how the outcomes of each action will be measured.

Plan Timeline





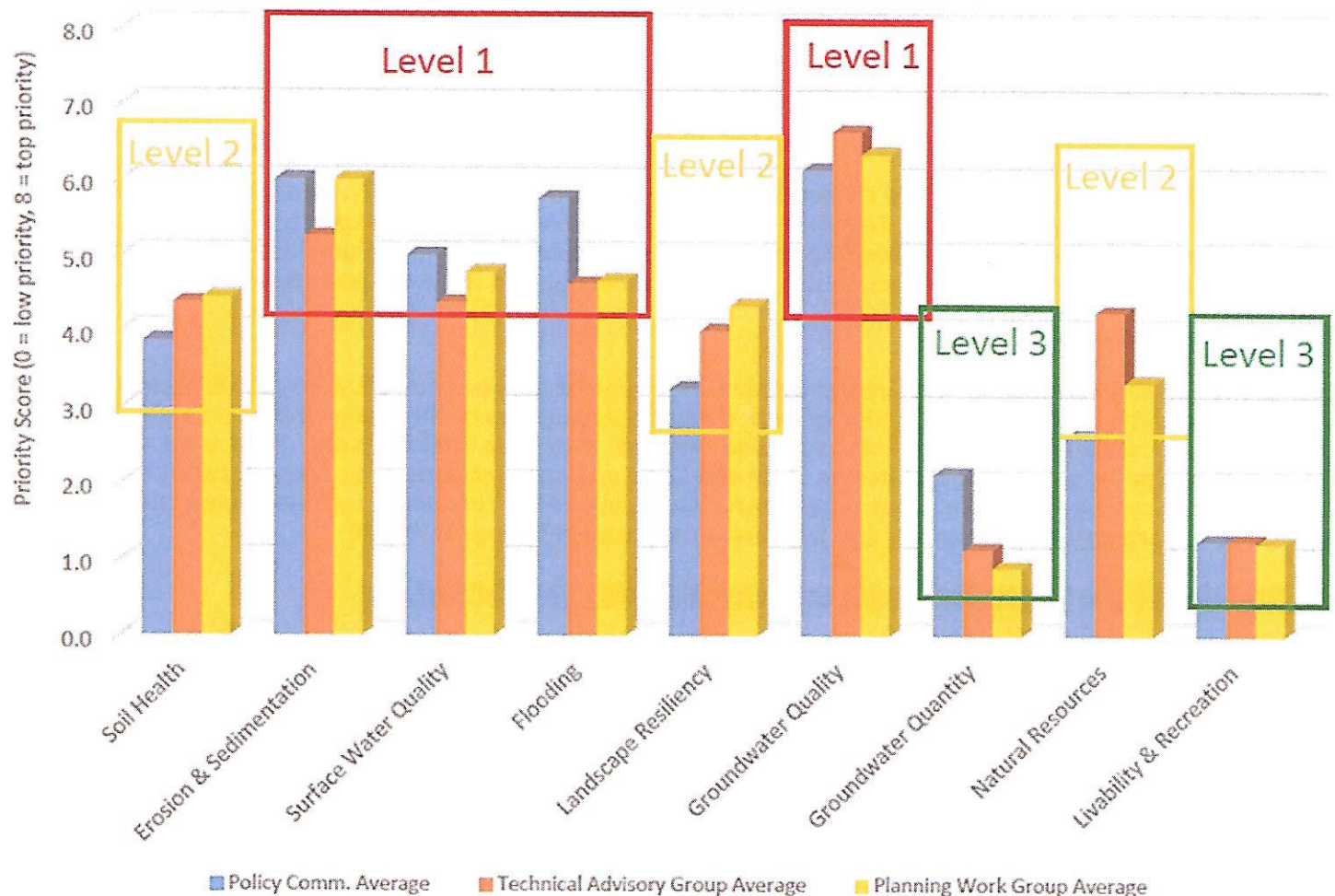
Greater Zumbro River Watershed

Comprehensive Watershed Management Plan

The Plan includes the Zumbro River Watershed & a portion of the Mississippi River–Lake Pepin Watershed

Issue Prioritization in the Watershed

Priority Scores for Issue Areas



Fun Fact!

The Zumbro's original name aptly describes this aspect of the river. The French called it Rivere des Embarras, meaning river of difficulties. The snags, caused by widespread bank erosion, hindered the canoes of the French voyagers engaged in the fur trade (MDNR - <https://www.dnr.state.mn.us/watertrails/zumbroriver/index.html>)

Project Contacts

The Planning Workgroup * Caitlin Brady, Skip Langer & Aaron Gamm (Olmsted SWCD)
Beau Kennedy & Glen Roberson (Goodhue SWCD) Terri Peters (Wabasha SWCD)
Steve Pahs (Rice SWCD) Brad Behrens (Rice County)
Adam King (Dodge SWCD) Mark Gamm & Dean Schrandt (Dodge County)
Troy Erickson (City of Rochester)
Adam Beilke * Board Conservationist, Board of Water & Soil Resources

Website: www.co.olmsted.mn.us/pw/Pages/Zumbro-1W1P.aspx

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