

Please call office at 651-560-2053 or email susan.cerwinske.wabashaswcd@gmail.com if you have any questions on attending physically or by phone.

We have call-in capabilities for up to 10 people. Phone# 651-560-1088 Access code # 0147478#.

**Wabasha Soil and Water Conservation District
District Regular Board Meeting
April 28, 2022
8:15 a.m.
County Conference Room
625 Jefferson Ave.**

- I. CALL MEETING TO ORDER –**
- II. PLEDGE ALLEGIANCE**
- III. AGENDA**
- IV. PUBLIC COMMENTS**
 - Comments limited to 5 minutes per speaker
- V. CONSENT AGENDA -Board Action**
 - A.
- VI. SECRETARY’S REPORT**
 - A. March 24, 2022 Meeting Minutes – **Board Action**
- VII. TREASURER’S REPORT:**
 - A. District Financial Statements - **Board Action**
- VIII. PAYMENT OF MONTHLY BILLS**
 - A. Monthly Bills in the amount of \$102,972.45 - **Board Action**
- IX. DISTRICT REPORTS**
 - A. Agency Reports – Mark Miller, DNR
 - i. Doughnut and Door Prize Resolution - Coffee and Doughnuts \$100.00 and donate 100 Trees for door prizes – **Board Action**
 - B. Chair Report – Lynn Zabel
 - C. County Commissioner – Bob Walkes
 - D. District Manager Report – Terri Peters
 - E. NRCS Report – John Benjamin (in packet)
 - F. District Technician Report- Matt Kempinger (in packet)
 - G. Natural Resources Conservation Technician Report – Henry Stelten (In packet)
 - H. Bookkeeper/Administrative Assistant -Sue Cerwinske (in packet)
- X. OLD BUSINESS**
 - A. Conservation Project – Lynn

XI. NEW BUSINESS

- A. Larry Gates report on Soil Erosion
- B. Approve Allan Marking Contract# 21-Capacity-7 in the amount of \$1,620.00 for practice 340 cover crops – **Board Action**
(Funding sources: 2021 Capacity \$1,080.00 and 2022 Capacity \$540.00)
- C. WSB Memorandum for LCCMR 2023 Request for Proposal
Zumbro River Pre and Post Habitat Restoration Biological Monitoring -**Board Action**
- D. WSB Project Number 014051-000. Project Budget Amendment to Perform
Additional Services to Wabasha SWCD for Zumbro River Restoration project located
in the City of Mazeppa, Wabasha County, MN, \$6,890.00 To commence on 4-20-
2022 and continue through 3-31-2023 or until project completion – **Board Action**
- E. Environmental Troubleshooters, Inc. Pay Voucher 8 in the amount of \$1,803.20 –
Board Action
Hydromulch and Straw stabilization of the bank.
- F. Approve Margaret Deming Contract# 22WAGZ-WC-05 in the amount of \$13,349.89
for 410 Grade Stabilization and 412 Grassed Waterways – **Board Action**
(Funding source WAGZ – Watershed based funding)
- G. Approve Voucher payment for John & Susan Mundy for Contract# 20-CWMA-9 in
the amount of \$2,000.00 for NRCS practice 314 Brush Management – **Board Action**
(Funding source 2020 CWMA)
- H. Approve Dan Johnson Contract# 22-CS-1 in the amount of \$5,065.00 for 410 Grade
Stabilization and 342 Critical Area Planting – **Board Action**
(Funding sources 2021 State Cost Share \$1,537.50 and 2022 State Cost Share
\$3,527.50)
- I. Upcoming Events
 - i. Wabasha Forestry Day May 20, 2022, 9:00 am – 3:30 pm
Inside portion Front Porch Bar & Grill, Outside portion at Greenheck/Gorman
Creek LLC

XII. Board Reports

- A. Whitewater JPB – Lynn
- B. Zumbro 1W1P – Larry (alternate Dag)
- C. WinLaC 1W1P - Lynn
- D. SE SWCD Technical Support JPB - Larry
- E. County Board Meeting – Larry (alternate Sharleen)
- F. Hiawatha Valley RC&D – Lynn

XIII. Adjourn – Board Action

Please call office at 651-560-2053 or email susan.cerwinske.wabashaswcd@gmail.com if you have any questions on attending physically or by phone.

We have call-in capabilities for up to 10 people. Phone# 651-560-1088 Access code # 0147478#.

**Wabasha Soil and Water Conservation District
District Regular Board Meeting
March 24, 2022
8:15 a.m.
County Conference Room
625 Jefferson Ave.**

- I. **CALL MEETING TO ORDER** – *Meeting called to order at 8:15 am by Lynn Zabel, Chair*
Supervisors Present: Lynn Zabel, Chair, Chet Ross, Co-Chair, Sharleen Klennert, Treasurer, Dag Knudsen, Member, (Note: Larry Theismann, Secretary arrived at 9:00 am)
Staff Present: Terri Peters, District Manager
Others Present, Bob Walkes, County Commissioner, John Benjamin, NRCS
On Phone: Brian DeVetter, NRCS, Sue Cerwinske, Bookkeeper/Admin. Asst.
- II. **PLEDGE ALLEGIANCE**
- III. **AGENDA**
Motioned by Klennert and seconded by Ross to approve the Agenda
Affirmative: Ross, Klennert, Knudsen, Zabel
Opposed: None
Motion Carried
- IV. **PUBLIC COMMENTS**
Comments limited to 5 minutes per speaker
- V. **CONSENT AGENDA** -Board Action
- VI. **SECRETARY’S REPORT**
A. February 24, 2022 Meeting Minutes – Board Action
Motioned by Klennert and seconded by Ross to approve the Secretary’s Report
Affirmative: Ross, Klennert, Knudsen, Zabel
Opposed: None
Motion Carried
- VII. **TREASURER’S REPORT:**
A. District Financial Statements - Board Action
Discussion: Knudsen had questions on what he should be looking for on the financial statements. Terri explained that the program record will show more about Revenue, Expense and Progress and Goals.
Motioned by Klennert and seconded by Ross to approve the Treasurer’s Report
Note: Knudsen abstained
Affirmative: Ross, Klennert, Zabel
Motion Carried

VIII. PAYMENT OF MONTHLY BILLS

- A. Monthly Bills in the amount of \$24,218.48 - **Board Action**
Motioned by Klennert and seconded by Ross to approve Payment of the Monthly Bills in the amount of \$24,218.48
Affirmative: Ross, Klennert, Knudsen, Zabel
Opposed: None
Motion Carried

IX. DISTRICT REPORTS

- A. Chair Report – Lynn Zabel
Discuss later in the agenda-Legislative Day
- B. County Commissioner – Bob Walkes
Class Filling Environmental.
Email problem between SWCD and County. IT checked, no problems.
- C. District Manager Report – Terri Peters
WinLaC – priority comments due. Waterside Chats.
New feedlot \$. Need for funding. Goodhue is managing the grant.
AgBMP committee
Annual MASWCD Supervisor meeting, Leanne Buck.
Potential funding, clearing out road ditches
Water-based funding – contract W. Indian River/Partner
Submitted 3 Grant Applications.
(NACD) National Association of Conservation Districts – pays for joint powers board tech staff.
Bear Valley Board Meeting – Tech, Engineers. come up with plans they want to address.
Clean Water fund – working on.
- D. NRCS Report – John Benjamin (in packet)
- E. District Technician Report- Matt Kempinger (in packet)
- F. Natural Resources Conservation Technician Report – Henry Stelten (In packet)
- G. Bookkeeper/Administrative Assistant -Sue Cerwinske (in packet)

X. OLD BUSINESS

- A. Conservation Project – Lynn
- B. PRAP Grant – **Board Action (One action for both B & C Motioned under C.)**
Terri talked to BWSR and they directed to conduct a compensation study.
Look into updating job descriptions, to fit with programs.
- C. Wage Study and Personnel Policy Legal Review – Baker Tilly US, LLP – **Board Action**
Discussion: Terri sent it to our County Attorney to see if she would review, no response. Checked with Employment Attorney, Ann Antonsen. She did the template that we are using from Cottonwood SWCD. She also did our previous one, it was Springsted which we went on to use the Wabasha County pay scale. She will go through the personnel policy. She will ask for job descriptions. Terri also said she should go over with Personnel Committee on job descriptions.
Interview each employee to see how they are doing, how they are contributing to grants. Compare to other SWCD district.

Motioned by Klennert and seconded by Knudsen to approving Terri to move forward with PRAP Grant and contracting for Wage Study and Personnel Policy Legal Review to get completed. Quote of \$5,250.00, ½ would be \$2,625.00 that PRAP Grant would pay.

Affirmative: Ross, Klennert, Theismann, Knudsen, Zabel

Opposed: None

Motion Carried

D. Report on “Day on the Hill” – Lynn and Terri

Terri and Lynn attended and Beau from Goodhue and one of their Supervisors met with State Rep. Steve Drazkowski. Called State Senator Mike Goggin to join them for an hour. They support what we are doing and SWCD’s in general and the projects. Not quite on board with changing capacity funding come out of the general fund. Clean Water Fund set through 2035. Lynn, Terri, Beau and 1 of their supervisors met with Barb Haley, member of MN House of Representatives in Red Wing the Friday after. Showed her what we do, asked what we do about flooding. Terri showed her Locally Led Solutions Flyer. They have a lot of money, but no one can decide what to do with it

E. Wabasha SWCD Cost Share Policy – Discussion Re: West Indian/targeted projects
Normally pay 75% cost share on projects. Want to get some projects done at 90% for West Indian Creek. Water-based funding. Knudsen asked about #7 on professional / semi-professional – up to \$75/hour. Iowa Custom Farm Rate if landowner is doing their own work.

Program -Project funding tracking

Shows funding available in our district. Logs for each program.

F. Update N. Fork Zumbro @ Mazeppa

Project in final stages. Invoice will be coming from contractor, Environmental Troubleshooters that will come before board in April. Amanda Hillman, DNR Project Manager will want to see project before final approval and will make sure vegetation is growing. Retainage will be paid after approval, June or July release. Flood plains comments to DNR, notice in paper. Virtual meeting with Mazeppa. FEMA application. Change order from WSB for extra work. DNR can reallocate funds.

**Note Larry Theismann, Secretary arrived at 9:00 am*

XI. NEW BUSINESS

A. Matt Kempinger JAA Skills Matrix Worksheet – Board Action/Signature

Motioned by Theismann and seconded by Ross to approve Matt Kempinger JAA Skills Matrix Worksheet, agreeing with Jim Fritz’s approval for the Board to accept.

Affirmative: Ross, Klennert, Theismann, Knudsen, Zabel

Opposed: None

Motion Carried

- B. Media Flyer – Locally Led Solutions Connecting People to Resources and to Each other- **Informational**
- C. Approve Tony Burke Contract# 2022WAGZ-WC-03 in the amount of \$16,989.13 for practice 410 Grade Stabilization and 412 Grassed Waterway – **Board Action** (funding source Watershed Alliance for the Greater Zumbro, Wabasha County)
Motioned by Theismann and seconded by Klennert to approve Tony Burke Contract# 2022WAGZ-WC-003 in the amount of \$16,989.13 for practice 410 Grade Stabilization and 412 Grassed Waterway.
Affirmative: Ross, Klennert, Theismann, Knudsen, Zabel
Opposed: None
Motion Carried
- D. Approve Patricia Livingston Contract# 21-Capacity-6 in the amount of \$5,100.00 for practice 412 Grassed Waterway – **Board Action** (funding source 2021 Capacity)
Motioned by Theismann and seconded by Ross to approve Patricia Livingston Contract# 21-Capacity-6 in the amount of \$5,100.00 for practice 412 Grassed Waterway
Affirmative: Ross, Klennert, Theismann, Knudsen, Zabel
Opposed: None
Motion Carried
- E. Approve Mike Haase Contract# 19-319-FL-5 in the amount of \$7,812.75 for a Small Feedlot Fix – **Board Action** (funding source is 319 Small Feedlot Fix)
Motioned by Klennert and seconded by Theismann to approve Mike Haase Contract# 19-319-FL-5 in the amount of \$7,812.75 for a Small Feedlot Fix
Affirmative: Ross, Klennert, Theismann, Knudsen, Zabel
Opposed: None
Motion Carried
- F. Approve Sharon Melvin Contract# 2022WAGZ-WC-01 in the amount of \$5,030.11 for 410 Grade Stabilization Structure – **Board Action** (funding source Watershed Alliance for the Greater Zumbro, Wabasha County)
Motioned by Theismann and seconded by Ross to approve Sharon Melvin Contract# 2022WAGZ-WC-001 in the amount of \$5,030.11 for 410 Grade Stabilization Structure
Affirmative: Ross, Klennert, Theismann, Knudsen, Zabel
Opposed: None
Motion Carried
- G. Approve Matt Kempinger attending “Basic MN Wetland Regulation & Delineation Course” at Arden Hills July 11th – July 15th. Cost of course \$400.00 plus \$25.00 for certificate exam on Friday, July 15th. – **Board Action** (amount will be over \$500 with additional costs for hotel)
Motioned by Theismann and seconded by Knudsen to approve Matt Kempinger attending “Basic MN Wetland Regulation & Delineation Course” at Arden Hills

July 11th – July 15. Cost of course \$400.00 plus \$25.00 for certificate exam on Friday, July 15th. Cost over \$500.00 with additional costs for hotel.

Affirmative: Ross, Klennert, Theismann, Knudsen, Zabel

Opposed: None

Motion Carried

***Note: Chet Ross left meeting at 9:45 am**

- H. Unfunded Cooperative Agreement # N2722UCA0001981 between Wabasha SWCD and NRCS 1/01/2022 – 12/31/2024- **Discussion/Board Approval**

Discussion: Look at agreement every two years with NRCS.

SWCD uses their USDA computers, software and phone system.

In return we give staff time, administrative and district techs. District techs planning projects 220 hours, Administrative, answering phones, 100 hours.

Software – IT support on federal computers. GIS Software.

Motioned by Theismann and seconded by Klennert to approve Unfunded Cooperative Agreement # N2722UCA0001981 between Wabasha SWCD and NRCS 1/01/2022 – 12/31/2024

Affirmative: Klennert, Theismann, Knudsen, Zabel

Opposed: None

Motion Carried

***Note: Bob Walkes left meeting at 9:57 am**

- I. 2022 Budget Approval – Board Action

Terri went over 2022 Budget with Board members.

Funding left from N. Fork funds can be reallocated to Gorman Creek project.

Considered a fluid budget. Grant funds can be coming in at different times, and pay out to landowners can be later because of issues getting project done.

Motioned by Klennert and seconded by Theismann to approve the 2022 Budget.

Affirmative: Klennert, Theismann, Knudsen, Zabel

Opposed: None

Motion Carried

- J. Upcoming Events

- i. Waterside Chat for WinLac 1W1P scheduled: March 24 Whitewater at St. Charles Community Room 6:00 pm

and Thursday April 7 at Wabasha VFW from 6:00 pm to 8:00 pm

Sheila and Terri will be facilitating the Wabasha meeting at VFW

Water planners from different districts invited. Three land use tables set up.

Interaction from participants, viewing maps and marking spots.

- ii. 2022 Leadership for Midwestern Watersheds Conference, March 31 and April 1 in Prairie du Chien, WI – Terri and Henry

- iii. SE Minnesota Association of Conservation District Employees Meeting – Winona, Thursday, March 31 – Matt and Sue

XII. Board Reports

- A. Whitewater JPB – Lynn – **No Meeting**
- B. Zumbro 1W1P – Larry (alternate Dag) – **No Meeting, meet quarterly**
- C. WinLaC 1W1P – Lynn
Plan priorities, expectations of bacteria over 10-year period. Measurable goals. Implementation structure. Lynn pointed out using cover crops and waterways. Joint Powers or JP Entity can hire employee. Some members want presentation on differences, some interest in being an Entity.
- D. SE SWCD Technical Support JPB – Larry – **No Meeting. Read up on fiscal that was dropped off. Re-sign documents.**
- E. County Board Meeting – Larry (alternate Sharleen) **Terri gave report at last meeting. Larry commented that the County likes the SWCD report. Gives them an idea on what's going on and soil health events.**
- F. Hiawatha Valley RC&D – Lynn – **Meeting Monday, March 28th.**

XIII. Adjourn – Board Action

Motioned by Knudsen and seconded by Klennert to adjourn the meeting @ 10:39 am
Affirmative: Klennert, Theismann, Knudsen, Zabel
Opposed: None
Motion Carried

Respectively Submitted By:

Larry Theismann, Secretary

Wabasha Soil and Water Conservation District

Balance Sheet

As of March 31, 2022

	Mar 31, 22
ASSETS	
Current Assets	
Checking/Savings	
Money Market- Bank of Alma	110,182.91
Money Market WNB Financial	7,400.55
Peoples State Bank Money Market	406,747.20
Petty Cash	113.90
WNB Financial	12,230.29
Total Checking/Savings	536,674.85
Accounts Receivable	
11000 · Accounts Receivable	3,529.87
Total Accounts Receivable	3,529.87
Other Current Assets	
12000 · Undeposited Funds	150.29
Total Other Current Assets	150.29
Total Current Assets	540,355.01
Fixed Assets	
15000 · Furniture and Equipment	
Computer	8,706.00
Laptops for Distrcit Techs (2)	3,149.22
Samsung Tablets	1,548.69
15000 · Furniture and Equipment - Other	109,828.00
Total 15000 · Furniture and Equipment	123,231.91
17000 · Accumulated Depreciation	-79,335.42
Total Fixed Assets	43,896.49
Other Assets	
Prepaid Items	
Prepaid Rent	920.43
Total Prepaid Items	920.43
Total Other Assets	920.43
TOTAL ASSETS	585,171.93
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	3,862.64
Total Accounts Payable	3,862.64
Other Current Liabilities	
Allowance for Unemployment Reim	1,581.86
Deferred Revenue	
AIS	76,315.06
FY18 Capacity	18,175.00
FY19 Capacity	14,165.39
FY19 Well Seal Grant	14,576.30
FY20 Buffer Initiative	14,118.56
FY20 Capacity	9,555.51
FY20 CWMA	7,813.92
FY20 State Cost share	5,517.29
FY21 Buffer Initiative	16,903.00
FY21 Capacity	105,888.06
FY21 Conservation Delivery	6,020.65
FY21 LWM	12,480.99
FY21 State Cost Share	15,401.00
FY21 WCA	10,112.76
FY22 Buffer Initiative	17,000.00
FY22 Capacity	119,699.00
FY22 Conservation Delivery	19,619.00

Balance Sheet

As of March 31, 2022

	Mar 31, 22
FY22 State Cost Share	15,401.00
Total Deferred Revenue	498,762.49
Deposit on Tree Sales	9,505.67
2110 · Direct Deposit Liabilities	-5,800.46
24000 · Payroll Liabilities	1,192.99
25500 · Sales Tax Payable	425.71
Total Other Current Liabilities	505,668.26
Total Current Liabilities	509,530.90
Total Liabilities	509,530.90
Equity	
Fund Balance- Restatement	47,943.10
Fund Balance Designated	31,903.30
Investment in Capital Assets	43,896.49
30000 · Opening Balance Equity	649.89
32000 · Owners Equity	43,252.65
Net Income	-92,004.40
Total Equity	75,641.03
TOTAL LIABILITIES & EQUITY	585,171.93

Wabasha Soil and Water Conservation District

Profit & Loss

March 2022

	Mar 22
Ordinary Income/Expense	
Income	
Charges for Services	
Plat Book Sales	140.00
Wetlands	200.00
Total Charges for Services	340.00
Intergovernmental Revenues	
Federal	
319 Feedlot Fix	61,215.78
Total Federal	61,215.78
State	
Lwr Mississippi Feedlt Mgmt RCPP	109,973.16
MAWQCP	8,570.13
Total State	118,543.29
Total Intergovernmental Revenues	179,759.07
Total Income	180,099.07
Gross Profit	180,099.07
Expense	
District Operations	
Other Services and Charges	
Building Rent	920.43
Conferences and Conventions	812.37
Employee Mileage	152.10
Internet Expense	79.66
Postage	4.32
Vehicle Expenses	
Hyundia Tucson Vehicle Expense	27.72
Total Vehicle Expenses	27.72
Total Other Services and Charges	1,996.60
Personnel Services	
Employee Salary Permanent	16,690.74
Employer HSA contributions	2,625.00
Employer Life and Health	
66000 - Payroll Expenses	6,342.26
Employer Life and Health - Other	22.00
Total Employer Life and Health	6,364.26
Employer Share FICA	1,113.02
Employer Share Medicare	260.29
Employer Share PERA	1,344.75
Total Personnel Services	28,398.06
Supplies	
Office Supplies	295.83
Total Supplies	295.83
Total District Operations	30,690.49
Project Expenditures	
Federal	
319 Focus Small Wtrshd-W.Indian	1,762.50
FY22 MPCA Chloride Monitoring	3,554.60
Total Federal	5,317.10
Partners Grants	
NFWF-Planning for WQ & Habitat	512.50
Total Partners Grants	512.50
State	

Wabasha Soil and Water Conservation District
Profit & Loss
March 2022

	Mar 22
MAWQCP Administration	8,570.13
Total State	8,570.13
Total Project Expenditures	14,399.73
Total Expense	45,090.22
Net Ordinary Income	135,008.85
Other Income/Expense	
Other Income	
Interest Income	
Interest Earnings MM's	158.50
Total Interest Income	158.50
Total Other Income	158.50
Net Other Income	158.50
Net Income	135,167.35

Mabasha Soil and Water Conservation District
Monthly Bills Listing
April 28, 2022

Cash Basis

Type	Date	Num	Name	Memo	Account	Split	Paid Amount
Liability-Check	04/28/2022	EFT	QuickBooks Payroll Service	Created by Payroll Service on 04/26/2022	WNB Financial	-SPLIT-	-6,329.78
Liability-Check	04/28/2022	EFT	MN PER	Group Number 03732	WNB Financial	-SPLIT-	-5,586.42
Liability-Check	04/28/2022	11582	VSP Vision Care		WNB Financial	24000 · Payroll Liabilities	-64.04
Liability-Check	04/28/2022	11583	Auditor/Treasurer of Wabasha County		WNB Financial	-SPLIT-	-559.85
Bill Pmt -Check	04/28/2022	11584	Chet Ross	Mileage to Board meetings Jan-Mar 2022	WNB Financial	20000 · Accounts Payable	-105.30
Bill Pmt -Check	04/28/2022	11585	Dag Knudsen-b	Mileage to Board Meetings - 1st Qtr	WNB Financial	20000 · Accounts Payable	-49.14
Bill Pmt -Check	04/28/2022	11586	Environmental Troubleshooters, Inc	N.Fork Zumbro - Hydromulch & Straw Stabilization	WNB Financial	20000 · Accounts Payable	-1,803.20
Bill Pmt -Check	04/28/2022	11587	Fillmore Soil and Water Conservation ...	1st Qtr 2022 MAW/QCP expenses	WNB Financial	20000 · Accounts Payable	-250.01
Bill Pmt -Check	04/28/2022	11588	Freeborn County SWCD	Brittany Jan-Mar 2022 - 1st Qtr MAW/QCP	WNB Financial	20000 · Accounts Payable	-7,610.88
Bill Pmt -Check	04/28/2022	11589	HBC	Internet 4-02 to 5-01-2022	WNB Financial	20000 · Accounts Payable	-79.66
Bill Pmt -Check	04/28/2022	11590	Henry Stelten-b		WNB Financial	20000 · Accounts Payable	-42.18
Bill Pmt -Check	04/28/2022	11591	Houston County Treasurer	WinLac Chloride Monitoring - Waterside Chats	WNB Financial	20000 · Accounts Payable	-3,743.56
Bill Pmt -Check	04/28/2022	11592	Houston Engineering Inc.		WNB Financial	20000 · Accounts Payable	-8,064.08
Bill Pmt -Check	04/28/2022	11593	Jennifer Wahls-C	FY20 CWNMA 314 Brush Management	WNB Financial	20000 · Accounts Payable	-3,187.50
Bill Pmt -Check	04/28/2022	11594	John & Susan Mundy	1st qtr 2022 - Mileage	WNB Financial	20000 · Accounts Payable	-2,000.00
Bill Pmt -Check	04/28/2022	11595	Larry Threismann-V	Keely Hanson 1st Qtr 2022 Unemployment Benefits	WNB Financial	20000 · Accounts Payable	-44.46
Bill Pmt -Check	04/28/2022	11596	Minnesoda UI Fund	May 2020 Rent	WNB Financial	20000 · Accounts Payable	-67.26
Bill Pmt -Check	04/28/2022	11597	Mitte Schule, Inc.		WNB Financial	20000 · Accounts Payable	-920.43
Bill Pmt -Check	04/28/2022	11598	Office Depot		WNB Financial	20000 · Accounts Payable	-183.96
Bill Pmt -Check	04/28/2022	11599	Olmsted County Public Works		WNB Financial	20000 · Accounts Payable	-12,103.08
Bill Pmt -Check	04/28/2022	11599	Olmsted SWCD		WNB Financial	20000 · Accounts Payable	-136.50
Bill Pmt -Check	04/28/2022	11600	Paul Busch Auto Center, Inc.		WNB Financial	20000 · Accounts Payable	-390.42
Bill Pmt -Check	04/28/2022	11601	Rice- SWCD		WNB Financial	20000 · Accounts Payable	-114.00
Bill Pmt -Check	04/28/2022	11602	SE SWCD Technical Support JPB		WNB Financial	20000 · Accounts Payable	-52,648.74
Bill Pmt -Check	04/28/2022	11603	Sharielen Klemert-b		WNB Financial	20000 · Accounts Payable	-49.14
Bill Pmt -Check	04/28/2022	11604	Sheila Hammes -b		WNB Financial	20000 · Accounts Payable	-37.43
Bill Pmt -Check	04/28/2022	11605	Terri Peters (Expenses)		WNB Financial	20000 · Accounts Payable	-276.12
Bill Pmt -Check	04/28/2022	11606	Wabasha County Highway Department		WNB Financial	20000 · Accounts Payable	-149.34
Bill Pmt -Check	04/28/2022	11607	WSB		WNB Financial	20000 · Accounts Payable	-2,705.75

Apr 28, 22

QuickBooks 4,339.78
PR
102,972.45

THE DOUGHNUT AND DOOR PRIZE RESOLUTION

WHEREAS WABASHA SOIL AND WATER CONSERVATION DISTRICT HAS BEEN A PARTNER IN WABASHA COUNTY FORESTRY DAY SINCE 1977

AND WHEREAS THE 45th ANNUAL WABASHA COUNTY FORESTRY DAY WILL BE IN KELLOGG ON MAY 20, 2022

AND WHEREAS ATTENDENCE TO THIS FANTASTIC EDUCATIONAL EVENT MAY BE JEPRADIZED WITHOUT FREE DOUGHNUTS

AND WHEREAS COFFEE WITHOUT DOUGHNUTS IS LIKE PIE WITHOUT ICE CREAM

AND WHEREAS DOUGHNUTS AND COFFEE ARE IN FACT THE LEAST EXPENSIVE PART OF THIS FANTASTIC EVENT AT A \$100.00 BARGAIN

AND WHEREAS THE BOARD WILL LOOK INCREDIBLY GOOD KEEPING WITH A 44 YEAR TRADITION BY PROVIDING COFFEE AND DOUGHNUTS IN 2022

NOW, THEREFORE, BE IT RESOLVED THAT WABASHA SWCD WILL PROVIDE DOUGHNUTS AND COFFEE FOR THE 2022 WABASHA COUNTY FORESTRY DAY.

AND BE IT FURTHER RESOLVED THAT IN THE INTEREST OF LOOKING EVEN BETTER, THE WABASHA SOIL AND WATER CONSERVATION DISTRICT WILL DONATE 100 TREES FOR DOOR PRIZES.

NRCS Field Office Report

4/28/22

John Benjamin

Current office standing

- Bill and I are both working out of the office full time with some exceptions.
- All non-duty stationed employees have decided not to resume working from the office on occasion until COVID restrictions are eased. This is Brian DeVetter, Dean Thomas, etc.
- We can now meet with Producers in the hall; however, we are not open to producers in the office.
- Masks are no longer required in the office; this could change on a weekly basis dependent on CDC COVID community levels.
- Office staffing at 75% capacity and maximum telework is encouraged.

CSP (Conservation Stewardship Program)

- 4 Active contracts
- 17 applications submitted for FY22 classic application Deadline was Feb. 4th.
- 2 applications submitted for FY22 MRBI-West Indian Creek application deadline was Feb.4th,
- 2 applications submitted for FY23 renewal application deadline was March 25th,
- 11 applications prioritized high Prioritization deadline was February 25th
- 6 applications have been ranked ranking deadline was April 22nd.
- Preapproval deadline of June 10th and obligation deadline is July 8th

EQIP (Environmental Quality Incentive Program)

- 11 Active EQIP contracts
- 42 EQIP applications for FY22 signup period (sign up deadline was Nov. 19th)
- 40 applications assessed, assessment & ranking deadline was March 4th
- 11 applications for MRBI-West Indian Creek fund pool 4 moving forward to ranking
- 16 applications preapproved for funding
- 1 additional application approved for funding
- Obligation deadline is May 13th

RCPP-EQIP (Regional Conservation Partnership Program- EQIP)

- 5 RCPP-EQIP active contracts
- No applications submitted

RCPP (Regional Conservation Partnership Program)

Land Management fund through MAWQCP sign up

- Application deadline was Dec. 17, 2021
- Assessment & ranking deadline of March 4th
- 2 applications submitted
- 1 Application preapproved

CRP (Conservation Reserve Program)

- 113 Expiring contract reviews for FY23

NRCS Field Office Report

4/28/22

John Benjamin

- 36 reviews completed so far.
- General sign update was March 11th
- 3 new continuous offers
- 11 Renewal continuous offers submitted

Monthly Report – April 2022

Matt Kempinger

Training

- Advanced CAD training

Projects

- Survey 1 feedlot fix, 1 waterway
- Design processing for 1 feedlot fix, 1 waterway
- Preliminary designs for 3 grade stabilization structure sites
- Pre -construction meeting for 2 waterways
- Construction staking and monitoring for 2 waterways.
- Site investigation for 1 grade stabilization structure site
- Prepared 1 contract for grade stabilization structure
- Contract processing for 2 well sealing projects
- Followed up with various landowners that have ongoing projects
- Rank and plan cost share for projects through Zumbro 1W1P funding
- Stream restoration permitting

Others

- Assisted with processing and distribution of annual tree sale
- Attended SE MASWCD meeting
- Processing of 2 WCA joint applications
- Review of 2 1026 requests for WCA
- Reviewed 1 wetland bank credit withdrawal
- Investigation of 2 potential WCA violations
- Technical assistance for 2 potential wetland violations
- Drafting 1 wetland restoration order
- Review and draft comments 1 wetland banking prospectus
- Host 2 WCA TEP meetings
- Aided and advised citizens regarding WCA concerns
- Informed 1 landowner about MAWQCP program
- Provided documentation to MAWQCP specialist for 3 projects
- Answered general resource questions from public and assisted where possible
- Buffer compliance monitoring
- Buffer flagging of 1 site

Work Summary - April 2022

Henry Stelten

Projects

- Feedlot fix survey
- Feedlot fix site visits, MPCA meeting, MinnFARM
- WAGZ ranking for funding, pollution reductions
- WAGZ mapping for funded projects
- Brush management technical sign off site visit (x1)
- Brush management voucher and invoice processing (x1)
- Cover crop planning and contracting (1 new, 2 potential)
- Pollution reductions for contracted projects
- Site visit and planning for potential 410 structure (x2)
- Site visit and planning for potential 410 rehabs (x2)
- Planning for conservation plantings (x3)

Others

- Tree Sale orders, tracking, phone calls
- Tree sale pick up day prep – signs, supplies, etc.
- Buffer law meetings with BWSR staff, County staff
- Buffer law aerial reviews, scheduling for field verification
- Buffer law field checks & flagging
- Buffer law site visits & meeting w/landowner
- Scheduling and transporting of conservation crates to area schools
- Envirothon 2022 – planning & coordination, event in Byron
- Envirothon 2022 – securing speaker for water resources station, producing water resource station test to be administered at event
- Watershed Leadership Conference, Prairie du Chien
- WinLac waterside chat event, Wabasha
- West Indian Creek potential monitoring sites outreach & map
- Forestry Day planning & coordination
- Various miscellaneous landowner phone calls and walk-ins
- Promotion of MAWQCP during landowner site visits
- Updates to Facebook & West Indian Creek Page
- Phone calls for WIC monitoring sites

SUE:

MCIT Annual Risk Assessment

MCIT Payroll Estimate 2023

Census Report for 2022

MFA Insurance coverage for Forestry Days

SE MACDE Meeting in Winona at the MN Marine Art Museum

Put together folders for Tap-in Safe Drinking Water in SE MN

Start entering budget in Quickbooks

Hyundai needed new windshield wipers and back brakes.

Tree orders, tracking and sent out reminder post cards to tree pickup

Helped unloading and bagging trees for pickup. Pick up Day.

Earth Day press release.

Time trackers for projects. Qtrly Billings for MN Dept of Ag MAWQCP, MPCA for Chloride Monitoring.

DNR for N. Fork Zumbro and Gorman Creek. Fillmore SWCD for 2019 Safe Drinking Water Protection in SE MN, Olmsted SWCD for 2021 Safe Drinking Water for Private Wells, Goodhue SWCD for WAGZ

Minutes

Submitted quarterly payroll tax reports

Board Agenda, Packet.

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 21-Capacity-7	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):
--------------------------------------	--	---	--	---

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

Applicant

Land Occupier Name Allan Marking	Address 19336 590th St	City/State Kellogg, MN	Zip code 55945
--	----------------------------------	----------------------------------	--------------------------

* 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. 18	1/4,1/4 SE, SE
---------------------------------	----------------------------	-------------------------	--------------------------	---------------------------------

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:

- The land occupier is responsible for full establishment, operation, and maintenance of all practice(s) applied under this program to ensure that the conservation objectives are met and the effective life, a minimum of N/A years, is achieved. The specific operation and maintenance requirements for the conservation practice(s) listed are described in the Operation and Maintenance plan prepared for this contract by the technical assistance provider.
- Should the land occupier fail to maintain the practice(s) during its effective life, the land occupier is liable to the organization for the amount up to 150% of the amount of financial assistance received to complete the practice(s) 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.
- If title to this land is transferred to another party before expiration of the aforementioned effective 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.
- Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

NRCS 340 Cover Crops

- Increases in the practice(s) units or cost must be approved by the organization board through amendment of this contract as a condition to increase the payments.
- This contract, when approved by the organization board, will remain in effect unless canceled or amended by mutual agreement. If practice(s) covered by this contract have not been completed by 11/1/22, 11/1/23, 11/1/24 this contract will be automatically terminated on that date.
- Reimbursement requests must be supported by a completed voucher.

Applicant Signatures

The land occupier's signature indicates agreement to:

- Grant the organization's representative(s) access to the parcel(s) where the conservation practice(s) will be located.
- Obtain any permits required in conjunction with the completion of the practice(s) prior to starting work on the practice(s).
- Be responsible for the operation and maintenance of conservation practice(s) applied under this program in accordance with an Operation and Maintenance Plan prepared by the technical assistance provider.
- Not accept any other state or federal funds for the practice(s) named in this agreement.

Date	Land Occupier
------	---------------

HS

Date 4-14-22	Landowner, if different from applicant Applicant Allan Marking
Address, if different from applicant information:	

Conservation Practice

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

Practice standard(s) or eligible component 340 Cover Crops	Engineered Practice: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Units 18 acres
	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 4-7-22	Technical Assistance Provider Hong Shutt
----------------	---

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

Date	Authorized Signature	Total Amount Authorized
		\$1,620.00

Amount	Program Name	Fiscal Year
\$1080.00	2021 Capacity	2021
\$540.00	2022 Capacity	2022

Memorandum

To: Wabasha County SWCD – Terri Peters

From: Luke Lunde and Baily Duxbury

Date: 4-22-2022

Re: LCCMR 2023 Request for Proposal

Zumbro River Pre and Post Habitat Restoration Biological Monitoring

Terri,

WSB appreciates the opportunity to work with Wabasha and Goodhue County SWCD on this exciting project.

The LCCMR's 2023 Request for Proposal (RFP) for funding from the Environment and Natural Resources Trust Fund was issued on March 25, 2022. Grant submittals are due May 26, 2022, at 4:30pm. Approximately \$70 million is anticipated to be available from the lottery-generated fund through this RFP for projects beginning July 1, 2023.

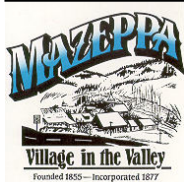
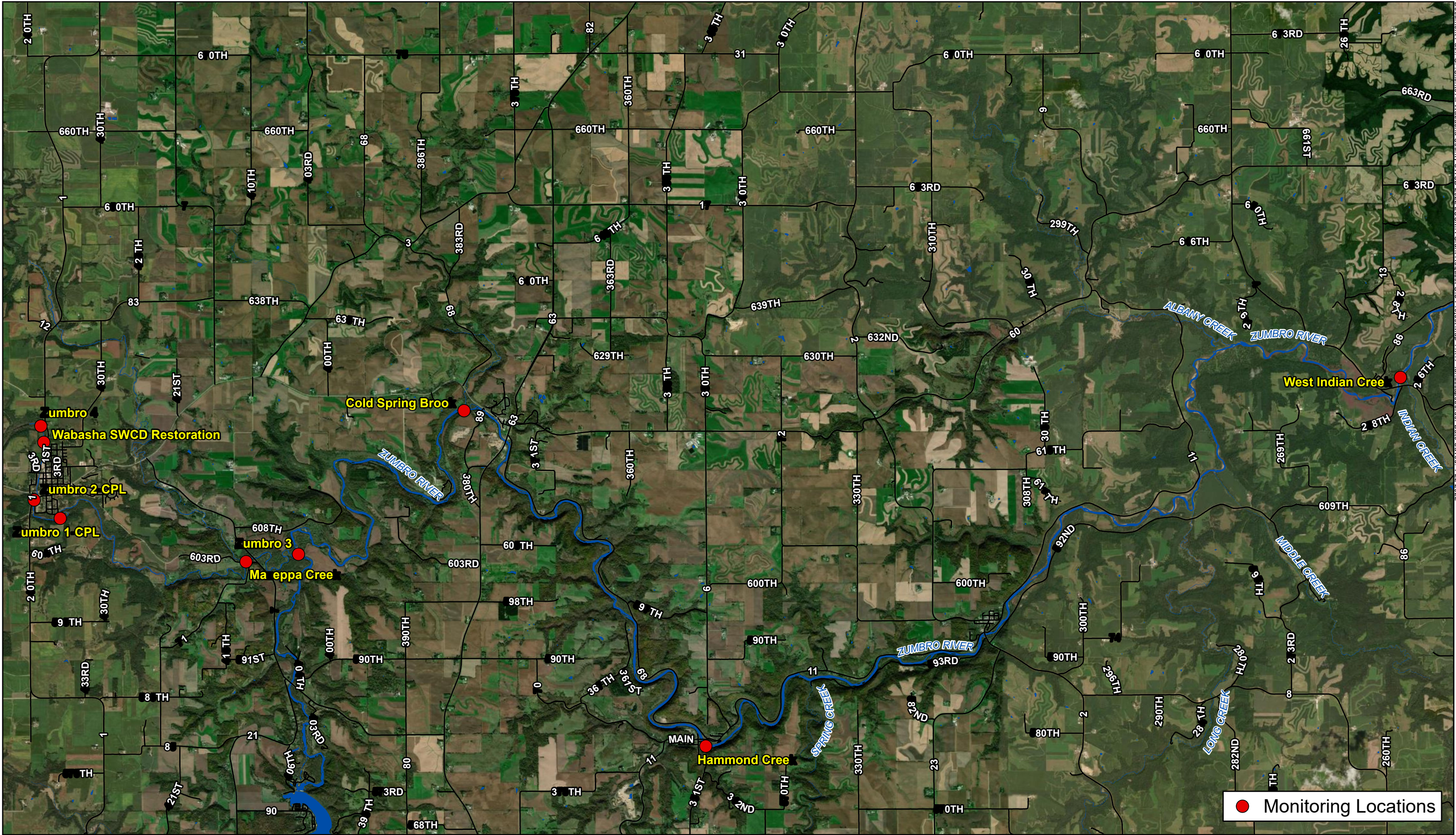
The grant request includes three years of biological monitoring on pre and post habitat restoration projects on the Zumbro River. Nine predetermined locations have been selected with your staff to monitor fish and invertebrate populations existing conditions utilizing data collection methods specified by the MPCA. In addition to collecting water level elevations during peak flows, temperature, and velocities (See Location Map).

The grant request is a cooperative effort with Wabasha and Goodhue County SWCD and MPCA to conduct long term biological monitoring at nine (9) sites along the Zumbro River starting in summer 2023 and continuing for a minimum of three years. The purpose of this monitoring plan is to identify longitudinal differences on the impaired Zumbro River system, with emphasis placed on the confluence of the Zumbro River and several impaired cold-water streams, and sampling sites that have undergone restoration efforts. Currently, a knowledge gap exists in terms of efficiency of restoration efforts improving the biota and water quality of systems. Through the biological monitoring, WSB and partners will be able to evaluate the effectiveness of projects and identify previously unknown factors that future restoration efforts should focus on in order to create the optimal outcome in terms of water quality and biota.

Sampling at confluence sites will specifically target delisting opportunities along with providing a longitudinal profile of the Zumbro River in order to better understand the river. West Indian (mercury), Hammond Creek (E. Coli), Cold Creek (Benthic Macroinvertebrate bioassessment), and Trout Brook (E. Coli, and Benthic Macroinvertebrates bioassessments) all could benefit from multiple seasonal sampling events that may more accurately identify any possible pollutants or biological stressors that could allow for the watershed districts to implement BMP's resulting in the delisting or improvement of these specific streams. Simultaneously, two sampling sites will be conducted near the city of Mazeppa where one restoration project was completed in 2022 and another is going to begin construction in 2023. The Cold Creek sample site also will be conducted

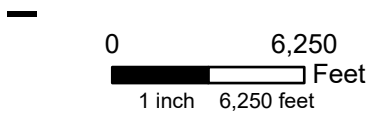
at a previously restored site. The inclusion of the restored sites allows for a longitudinal evaluation of the effectiveness of restoration efforts on the Zumbro river.

Sampling will follow MPCA field sampling methods and is intended to build off their results and increase sample size of the Zumbro river in order to provide a better longitudinal profile for the system. Also, the evaluation of effectiveness of restored sections of streams to examine whether habitat improvements indicate potential solutions for known impairments.



umbro River Pre and Post Habitat Restoration Biological Monitoring Pro ect

LCCMR 2023 Request





Budget Amendment Professional Services Order

WSB Project Number 014051-000

Project Budget Amendment Agreement to Perform Additional Services to Wabasha SWCD for Zumbro River Restoration project located in the City of Mazeppa, Wabasha County MN.

Date	Consultant	Client
April 20, 2022	WSB & Associates, Inc. 3701 40 th Avenue NW Rochester, MN 55901 507.218.3380	Wabasha SWCD Terri Peters, District Manager 611 Broadway Ave, Suite 10 Wabasha, MN 55981 651-565-4673

Schedule

The Services shall commence on 4/20/2022 and shall continue through 3/31/2023 or until project completion.

Scope of Work

Consultant shall provide the Service(s) and/or Deliverable(s) as follows:

The project budget amendment includes the following additional services required in order to complete the 1D Letter of Map Revision (LOMR) as part of the permitting for the North Fork Zumbro River Channel Restoration project. These services are considered outside of the original project scope:

SERVICE 1 – Comment Response to MN DNR

The following scope of work must be completed to respond to comments received from the MN DNR on the LOMR submittal.

1.1 Revise model based on MN DNR comments:

WSB staff will revise the existing HEC-RAS 1D model based on comments received from the MN DNR.

1.2 Revise maps and memo based on MN DNR comments:

WSB staff will revise the flood maps and the technical memo which accompanied the LOMR submittal based on the changes to the model described in Section 1.1.

1.3 Comment response meeting with MN DNR Staff:

WSB staff will attend one comment response meeting with MN DNR Floodplains staff to ensure that comments received were properly incorporated into the model, maps, and memo.

SERVICE 2 – FEMA Comment Response

WSB will complete the following items following the submittal of the LOMR documents to FEMA for federal approval.

2.1 Revise model based on FEMA comments:

WSB staff will revise the existing 1D model based on comments received which cover the work conducted as part of the North Fork Zumbro River Channel Restoration.

2.2 Revise maps and memo based on FEMA comments:

WSB staff will revise the flood maps and the technical memo which accompanied the LOMR submittal based on the changes to the model described in Section 2.1.

2.3 Comment response meeting with FEMA staff:

WSB staff will attend one comment response meeting with FEMA reviewers to ensure that comments received were properly incorporated into the model, maps, and memo.

Fee

This engagement will be conducted on a not-to-exceed Basis. The total value for the Service(s) pursuant to the Professional Services Order (PSO) is \$18,887.00. Hourly rates are to be billed per the 2019 rate schedule of the original contract.

Item Description	Amount
This project budget amendment includes the following:	
1. Scope Expansion Design and Permitting	\$3,290.00
2. Project Management	\$3,600.00
*TOTAL COST OF SERVICES	\$6,890.00

Billing Information

Bill to Address (if different from above)	Client Project Manager/Contact	Email Address	Phone Number (if different from above)


Assumptions or Details

Actual hours will be used for billing purposes. Services requested by the client outside of the scope will be considered additional services and an estimate for these services will be completed by WSB with approval by the client prior to completion of services.

Terms and Conditions

The undersigned hereby requests that WSB & Associates, Inc. perform the services outlined herein. I further agree that I have reviewed and agree to the attached project budget amendment professional services order (PSO) dated 10-15-2020 (Exhibit A) and that payment for services outlined shall be made at thirty (30) day intervals as charges are incurred and billed unless other arrangements are made and so stated herein. I understand that a finance charge at the rate of one and one-half percent (1½%) per month on the unpaid balance shall be charged on all accounts over thirty (30) days past the statement date, which is an annual percentage rate of eighteen percent (18%), and that the minimum finance charge will be one dollar (\$1.00) per month. I certify that if I am not an agent for the owners of the project, that I am personally liable for the cost of the services ordered and if I am an agent for the owner, that I have secured proper authority to insure the cost of the services ordered on their behalf.

IN WITNESS WHEREOF, the parties hereto have caused this PSO to be effective as of the day, month and year first written above.

Wabasha SWCD		WSB	
Signature:		Signature:	
Printed Name:		Printed Name:	Earth Evans
Title:		Title:	Director of Water Resources

North Fork Zumbro River at
Mazeppa Channel Restoration

Pay Voucher 8



Client: Wabasha County SWCD 611 Broadway Ave Wabasha, MN 55981	Contractor: Environmental Troubleshooters, Inc. 3100 Courthouse Lane Eagan, MN 55121
---	---

WSB Project No.: 014051-000
Client Project No.:
State Project No.:
Federal Project No.:

Contract Amount

Original Contract	\$251,299.40
Contract Changes	\$61,829.72
Revised Contract	\$313,129.12

Funds Encumbered

Original	\$251,299.40
Additional	N/A
Total	\$251,299.40

Work Certified To Date

Base Bid Items	\$244,908.60
Contract Changes	\$58,157.38
Material On Hand	\$0.00
Total	\$303,065.98


Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$1,840.00	\$303,065.98	\$6,061.32	\$295,201.46	\$1,803.20	\$297,004.66
Percent Retained: 2%			Percent Complete: 96.79%		

This is to certify that the items of work shown in this Pay Voucher have been actually furnished for the work comprising the above-mentioned project in accordance with the plans and specifications heretofore approved.

Approved By WSB

Approved By Environmental Troubleshooters, Inc.


Project Engineer


Corie P. Wilson

April 25, 2022

4/25/22
Date

Date

Approved By Wabasha County SWCD

Date

Payment Summary				
No.	Up Through Date	Work Certified Per Voucher	Amount Retained Per Voucher	Amount Paid Per Voucher
1	02/11/21	\$42,047.14	\$2,102.36	\$39,944.78
2	02/19/21	\$89,265.68	\$4,463.28	\$84,802.40
3	03/19/21	\$51,515.03	\$2,575.75	\$48,939.28
4	05/20/21	\$58,764.01	\$2,938.20	\$55,825.81
5	06/23/21	\$8,001.45	\$400.08	\$7,601.37
6	08/06/21	\$0.00	(\$7,487.80)	\$7,487.80
7	01/17/22	\$51,632.67	\$1,032.65	\$50,600.02
8	04/25/22	\$1,840.00	\$36.80	\$1,803.20

Funding Category Name	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
014051-000 Source 1	\$303,065.98	\$6,061.32	\$295,201.46	\$1,803.20	\$297,004.66

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
014051-000 Source 1	Local	\$1,803.20	\$313,129.12	\$251,299.40	\$297,004.66

Contract Item Status									
Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
1	2021.501	MOBILIZATION	LS	\$4,250.00	1	0	\$0.00	1	\$4,250.00
2	2051.501	MAINT & RESTORATION OF HAUL ROADS	LS	\$2,520.00	1	0	\$0.00	1	\$2,520.00
3	2101.505	CLEARING	ACRE	\$3,318.52	2.7	0	\$0.00	2.7	\$8,960.00
4	2101.505	GRUBBING	ACRE	\$2,635.29	1.7	0	\$0.00	1.7	\$4,479.99
5	2104.501	REMOVE CONCRETE STRUCTURES (DAM REMNANTS)	LS	\$2,280.00	1	0	\$0.00	1	\$2,280.00
6	2105.507	COMMON EXCAVATION (P)	C Y	\$4.49	31405	0	\$0.00	31405	\$141,008.45
7	2511.507	RANDOM RIPRAP CLASS I	C Y	\$57.55	100	0	\$0.00	100	\$5,755.00
8	2511.507	RANDOM RIPRAP CLASS V	C Y	\$49.78	300	0	\$0.00	300	\$14,934.00
9	2573.502	STABILIZED CONSTRUCTION EXIT	EACH	\$1,000.00	2	0	\$0.00	2	\$2,000.00
10	2573.503	SILT FENCE; TYPE MS	L F	\$2.01	870	0	\$0.00	439	\$882.39
11	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	\$7.94	425	0	\$0.00	425	\$3,374.50
12	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	L F	\$1.47	3400	0	\$0.00	2932	\$4,310.04
13	2575.508	SEED MIXTURE 21-111	LB	\$0.86	193	0	\$0.00	193	\$165.98
14	2575.508	SEED MIXTURE 25-131	LB	\$7.48	60	0	\$0.00	50	\$374.00

Contract Item Status

Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
15	2575.508	SEED MIXTURE 32-241	LB	\$7.13	190	0	\$0.00	190	\$1,354.70
16	2575.508	SEED MIXTURE 34-261	LB	\$23.08	91	0	\$0.00	91	\$2,100.28
17	2575.508	HYDRAULIC BONDED FIBER MATRIX	LB	\$0.97	31000	0	\$0.00	26091	\$25,308.27
18	2575.602	SITE RESTORATION	EACH	\$1,740.00	2	0	\$0.00	2	\$3,480.00
19	2575.605	MULCH MATERIAL TYPE 1	ACRE	\$166.67	1.2	0	\$0.00	1.2	\$200.00
20	2577.210	TOE WOOD	L F	\$38.00	400	0	\$0.00	400	\$15,200.00
21	2577.502	LIVE STAKES	EACH	\$4.38	450	0	\$0.00	450	\$1,971.00
Bid Totals:							\$0.00		\$244,908.60

Project Category Totals

Category	Amount This Voucher	Amount To Date
Base bid	\$0.00	\$244,908.60

Contract Change Item Status

CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
CO	1	22	2104.601	EXPANDING MORTAR PILOT TEST	LS	\$960.00	1	0	\$0.00	1	\$960.00
CO	1	23	2540.601	PURCHASE EXPANDING MORTAR AND DELIVERY	LS	\$1,524.71	1	0	\$0.00	1	\$1,524.71
CO	1	24	2104.601	DRILL AND APPLY MORTAR TO BOTH DAM REMNANTS	LS	\$2,200.00	1	0	\$0.00	1	\$2,200.00
CO	2	25	2021.501	MOBILIZATION	LS	\$6,480.00	1	0	\$0.00	1	\$6,480.00
CO	2	26	2051.501	MAINTENANCE AND RESTORATION OF HAUL ROADS	LS	\$2,520.00	1	0	\$0.00	1	\$2,520.00
CO	2	27	2101.505	CLEARING	ACRE	\$3,318.52	0.5	0	\$0.00	0.5	\$1,659.26
CO	2	28	2101.505	GRUBBING	ACRE	\$2,635.29	0.5	0	\$0.00	0.5	\$1,317.65
CO	2	29	2105.507	COMMON EXCAVATION	C Y	\$9.99	3500	0	\$0.00	3500	\$34,965.00
CO	2	30	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	L F	\$1.47	1500	0	\$0.00	1500	\$2,205.00
CO	2	31	2575.508	SEED MIXTURE 32-241	LB	\$7.13	68	0	\$0.00	68	\$484.84

Contract Change Item Status

CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
CO	2	32	2575.508	SEED MIXTURE 34-261	LB	\$23.08	49	0	\$0.00	49	\$1,130.92
CO	2	33	2575.602	SITE RESTORATION	EACH	\$1,740.00	1	0.5	\$870.00	1	\$1,740.00
CO	2	34	2575.508	HYDRAULIC BONDED FIBER MATRIX	LB	\$0.97	4700	1000	\$970.00	1000	\$970.00
CO	2	35	2575.605	MULCH MATERIAL TYPE 1	ACRE	\$166.67	0.5	0	\$0.00	0	\$0.00
Contract Change Totals:									\$1,840.00		\$58,157.38

Contract Change Totals

No.	Contract Change	Description	Amount This Voucher	Amount To Date
1	CO	Dam remnant removal using expanding mortar.	\$0.00	\$4,684.71
2	CO	Scope Expansion Lange Property New Substantial Completion Date is December 31, 2021 and new Final Completion Date is June 30, 2022.	\$1,840.00	\$53,472.67

Material On Hand Additions

Line No.	Item	Description	Date	Added	Comments

Material On Hand Balance

Line No.	Item	Description	Date	Added	Used	Remaining

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 22WAGZ-WC- 05	Other state or non-State funds? <input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> No HS	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
--------------------------------------	--	---	--	---

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

Applicant

Land Occupier Name Margaret Deming	Address 823 Mayowood Rd SW #417	City/State Rochester, MN	Zip Code 55902
--	---	------------------------------------	--------------------------

* 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: Highland	Township No: 109	Range No.: 11	Section No. 20	1/4,1/4 SE, NW
-----------------------------------	----------------------------	-------------------------	--------------------------	---------------------------------

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 objectives are met and the effective life, a minimum of 10 years, is achieved. The specific operation and maintenance requirements for the conservation practice(s) 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(s) during its effective life, the land occupier is liable to the organization for the amount up to 150% of the amount of financial assistance received to install and establish the practice(s) 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:

410 Grade Stabilization Structure

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, will remain in effect unless canceled or amended by mutual agreement. If the practice(s) covered by this contract have not been installed by 11/30/22, this contract will be automatically terminated on that date.

7. Items or 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/receipts must include: the name of the vendor; the materials, labor or equipment used; the component unit costs and the date(s) 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. Reimbursement requests must also be supported by a completed Percent Based Voucher Form.

Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel(s) where the conservation practice(s) will be located.
2. Obtain any permits required in conjunction with the installation and establishment of the practice(s) prior to starting construction of the practice(s).
3. Be responsible for the operation and maintenance of conservation practice(s) 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 90%, or state and non-state sources that when combined are in excess of 90% of the total cost to establish the conservation practice(s). Pre-construction Cover is exempt from the percent reimbursement rate limitations when utilizing the Flat Rate Payment option.
5. Provide copies of all forms and contracts pertinent to any other state or non-state programs that are contributing funds toward this project.

Date 4-21-22	Land Occupier Margaret A. Deming
Date 4-21-22	Landowner, if different from applicant Margaret A. Deming
	Address, if different from applicant information:

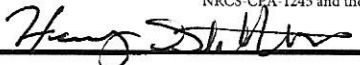
Conservation Practice

The primary practice for which cost-share is requested is: **410 Grade Stabilization Structures, 412 Grassed Waterways**

Practice standard(s) or eligible component(s) 410 Grade Stabilization Structures, 412 Grassed Waterways	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Ecological Practice: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Total Project Cost Estimate \$31,600.00
--	--	---

Technical Assessment and Cost Estimate

I have the appropriate technical expertise and have reviewed the site where the above-listed practice(s) will be installed and deem the practice(s) needed and that the estimated quantities and costs are practical and reasonable.

Date 4-21-22	Technical Assistance Provider 	NRCS-CPA-1245 (Practice and Payment Worksheet) can be utilized as the certification of practice completion. An attached, and signed NRCS-CPA-1245 and the as built can be used as the Technical Certification on the "Voucher and Certification."
-----------------	--	---

Pre-Construction Cover

Allowed when temporary cover is necessary for 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 has authorized the following for financial assistance, total not to exceed 90.0% of the total cost to establish the conservation practice plus the pre-construction cover total amount if utilizing the Flat Rate Payment option.

Date	Authorized Signature	Total Amount Authorized \$13,349.89
------	----------------------	---

Amount	Program Name	Fiscal Year
\$13,349.89	WAGZ - Watershed based funding	2022

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 20-CWMA-9	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):
--------------------------------------	--------------------------------------	---	--	---

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

Applicant

Land Occupier Name John & Susan Mundy	Address 22869 664th St	City/State Wabasha, MN	Zip Code 55981
---	----------------------------------	----------------------------------	--------------------------

* 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: Glasgow	Township No: 110	Range No.: 11	Section No. 10	1/4, 1/4 NE, SW
----------------------------------	----------------------------	-------------------------	--------------------------	----------------------------------

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 objectives are met and the effective life, a minimum of N/A years, is achieved. The specific operation and maintenance requirements for the conservation practice(s) 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(s) during its effective life, the land occupier is liable to the organization for the amount up to 150% of the amount of financial assistance received to install and establish the practice(s) 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:

NRCS 314 Brush Management

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, will remain in effect unless canceled or amended by mutual agreement. If the practice(s) covered by this contract have not been installed by 4/30/22, 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/receipts must include: the name of the vendor; the materials, labor or equipment used; the component unit costs and the date(s) 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. Reimbursement requests must also be supported by a completed Percent Based Voucher Form.

Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel(s) where the conservation practice(s) will be located.
2. Obtain any permits required in conjunction with the installation and establishment of the practice(s) prior to starting construction of the practice(s).
3. Be responsible for the operation and maintenance of conservation practice(s) 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(s). Pre-construction Cover is exempt from the percent reimbursement rate limitations when utilizing the Flat Rate Payment option.
5. Provide copies of all forms and contracts pertinent to any other state or non-state programs that are contributing funds toward this project.

Date 12-10-21	Land Occupier Susan D. Mundy & John D. Mundy 22869 64th St. Wabasha, MN 55981
Date	Landowner, if different from applicant
	Address, if different from applicant information:

Conservation Practice

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

Practice standard(s) or eligible component(s) 314 Brush Management	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$3,400.00
	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(s) will be installed and deem the practice(s) needed and that the estimated quantities and costs are practical and reasonable.

Date 12/15/2021	Technical Assistance Provider Jeri Peters
--------------------	--

Pre-Construction Cover

Allowed when temporary cover is necessary for 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 has authorized the following for financial assistance, total not to exceed 75.0% of the total cost to establish the conservation practice plus the pre-construction cover total amount if utilizing the Flat Rate Payment option.

Date 12-16-2021	Authorized Signature Lynn Fehl	Total Amount Authorized \$2,000.00
--------------------	-----------------------------------	--

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 22-CS-1	Other state or non-State funds? <input checked="" type="checkbox"/> YES <input type="checkbox"/> No	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
-----------------------------------	---------------------------------	---	--	---

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

Applicant

Land Occupier Name Dan Johnson	Address 58877 N County Road 8	City/State Plainview MN	Zip Code 55964
---------------------------------------	--------------------------------------	--------------------------------	-----------------------

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

Conservation Practice Location

Township Name: Oakwood	Township No: 109	Range No.: 12	Section No. 28	1/4, 2/4 NW 1/4
-------------------------------	-------------------------	----------------------	-----------------------	------------------------

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 10 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:

NRCS - Field Office Technical Guide (FOTG)

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 11/30/2022, 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 4-25-22	Land Owner <i>David L</i>
Date	Lender, if different from applicant
	Address, if different from applicant information

Conservation Practice

The primary practice for which cost-share is requested is: 410 - Grade Stabilization Structure

Eligible Component Standards & Names 410- Grade Stabilization Structure, 342 - Critical Area Planting	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$13,100.00
	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 4-25-22	Technical Assistance Provider <i>Chris Nelson</i>
-----------------	--

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
\$150.00	1.6	\$240.00

Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed 75.0% 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
\$1,537.50	2021 State Cost Share	2021
\$3,527.50	2022 State Cost Share	2022

Date 4-25-22	Authorized Signatures <i>[Signature]</i>	Total Amount Authorized \$5,065.00
-----------------	---	---------------------------------------

Date	Authorized Signature	Total Amount Authorized
		\$ 5,065.00