

Wabasha County Soil and Water Conservation District Data Practices Policy Data Subjects

Data about You

The Government Data Practices Act (Minnesota Statutes, Chapter 13) says that data subjects have certain rights related to a government entity collecting, creating, and keeping government data about them. You are the subject of data when you can be identified from the data. Government data is a term that means all recorded information a government entity has, including paper, email, DVDs, photographs, etc.

Classification of Data about You

The Government Data Practices Act presumes that all government data are public unless a state or federal law says that the data are not public. Data about you are classified by state law as public, private, or confidential. See below for some examples.

1. **Public data:** We must give public data to anyone who asks; it does not matter who is asking for the data or why.

The following is an example of public data about you: if you are an employee of a government entity, the fact that you work for the entity, and your job title and bargaining unit are public.

2. **Private data:** We cannot give private data to the general public, but you have access when the data are about you. We can share your private data with you, with someone who has your permission, with our government entity staff who need the data to do their work, and as permitted by law or court order.

The following is an example of private data about you: Social Security Number. We can share your private data with you, with someone who has your permission, with the Wabasha County SWCD staff who need the data to do their work, and as permitted by the law or court order.

3. **Confidential data:** Confidential data have the most protection. Neither the public nor you can get access even when the confidential data are about you. We can share confidential data about you with our government entity staff who need the data to do their work and to others as permitted by law or court order. We cannot give you access to confidential data.

The following is an example of confidential data about you: if you register a complaint with a government entity concerning violations of state laws or local ordinances concerning the use of real property, your identity is confidential.

Your Rights under the Government Data Practices Act

This government entity must keep all government data in a way that makes it easy for you to access data about you. Also, we can collect and keep only those data about you that we need for administering and managing programs that are permitted by law. As a data subject, you have the following rights.

- **Access to Your Data**

You have the right to look at (inspect), free of charge, public and private data that we keep about you. You also have the right to get copies of public and private data about you. The Government Data Practices Act allows us to charge for copies. You have the right to look at data, free of charge, before deciding to request copies.

Also, if you ask, we will tell you whether we keep data about you and whether the data are public, private, or confidential.

As a parent, you have the right to look at and get copies of public and private data about your minor children (under the age of 18). As a legally appointed guardian, you have the right to look at and get copies of public and private data about an individual for whom you are appointed guardian.

Minors have the right to ask this government entity not to give data about them to their parent or guardian. If you are a minor, we will tell you that you have this right. We may ask you to put your request in writing and to include the reasons that we should deny your parents access to the data. We will make the final decision about your request based on your best interests.

Note: Minors do not have this right if the data in question are educational data maintained by an educational agency or institution.

- **When We Collect Data from You**

When we ask you to provide data about yourself that are not public, we must give you a notice. The notice is sometimes called a Tennessean warning. The notice controls what we do with the data that we collect from you. Usually, we can use and release the data only in the ways described in the notice.

We will ask for your written permission if we need to use or release private data about you in a different way, or if you ask us to release the data to another person. This permission is called informed consent. If you want us to release data to another person, you may use the consent form we provide.

- **Protecting your Data**

The Government Data Practices Act requires us to protect your data. We have established appropriate safeguards to ensure that your data are safe.

[Applies only to state agencies: In the unfortunate event that we determine a security breach has occurred and an unauthorized person has gained access to your data, we will notify you as required by law.]

- **When your Data are Inaccurate and/or Incomplete**

You have the right to challenge the accuracy and/or completeness of public and private data about you. You also have the right to appeal our decision. If you are a minor, your parent or guardian has the right to challenge data about you.

How to Make a Request for Your Data

To look at data, or request copies of data that this government entity keeps about you, your minor children, or an individual for whom you have been appointed legal guardian, make a written request. Make your request for data to the appropriate individual listed in the Data Practices Contacts on page 6. You may make your request by using the data request form on page 7. If you choose not use to use the data request form, your request should include:

- that you are making a request, under the Government Data Practices Act (Minnesota Statutes, Chapter 13), as a data subject, for data about you;
- whether you would like to inspect the data, have copies of the data, or both;
- a clear description of the data you would like to inspect or have copied; the more specific a request is in scope, the more expedited the process is likely to be in responding to a request.
- identifying information that proves you are the data subject, or data subject's parent/guardian.

This government entity requires proof of your identity before we can respond to your request for data. If you are requesting data about your minor child, you must show proof that you are the minor's parent. If you are a guardian, you must show legal documentation of your guardianship. Please see the Standards for Verifying Identity located on page 8.

How We Respond to a Data Request

Once you make your written request, we will work to process your request. If it is not clear what data you are requesting, we will ask you for clarification.

- If we do not have the data, we will notify you in writing within 10 business days.
- If we have the data, but the data are confidential or private data that are not about you, we will notify you within 10 business days and state which specific law says you cannot access the data.
- If we have the data, and the data are public or private data about you, we will respond to your request within 10 business days, by doing one of the following:
 - arrange a date, time, and place to inspect data, for free, if your request is to look at the data, or
 - provide you with copies of the data within 10 business days. You may choose to pick up your copies, or we will mail or fax them to you. We will provide electronic copies (such as email or CD-ROM) upon request if we keep the data in electronic format.

Information about copy charges is on page 6.

We will also arrange for you to prepay for your copies.

After we have provided you with access to data about you, we do not have to show you the data again for 6 months unless there is a dispute or we collect or create new data about you.

If you do not understand some of the data (technical terminology, abbreviations, or acronyms), please let us know. We will give you an explanation if you ask.

The Government Data Practices Act does not require us to create or collect new data in response to a data request if we do not already have the data, or to provide data in a specific form or arrangement if we do not keep the data in that form or arrangement. (For example, if the data you request are on paper only, we are not required to create electronic documents to respond to your request.) If we agree to create data in response to your request, we will work with you on the details of your request, including cost and response time. In addition, we are not required under the Government Data Practices Act to respond to questions that are not specific requests for data.

Data Practices Contacts

Wabasha County Soil and Water Conservation District

Responsible Authority

Terri Peters
District Manager
611 Broadway Ave., Suite 10
Wabasha, MN 55981
(651) 560-2044

Data Practices Compliance Official

Sue Cerwinske
District Staff
611 Broadway Ave., Suite 10
Wabasha, MN 55981
(651) 560-2053

Data Practices Designee(s)

Terri Peters
District Manager
611 Broadway Ave., Suite 10
Wabasha, MN 55981
(651) 560-2044

Sue Cerwinske
District Staff
611 Broadway Ave., Suite 10
Wabasha, MN 55981
(651) 560-2053

Copy Costs – Data Subjects

Wabasha County Soil and Water Conservation District

Winona County Soil and Water Conservation District charges members of the public for copies of government data. These charges are authorized under Minnesota Statutes, section 13.04, subdivision 3.

The District does not charge for copies if the cost is less than \$5.00.

You must pay for the copies and data before we will give them to you.

Actual Cost of Making Copies

In determining the actual cost of making copies, we factor in employee time, the cost of the materials onto which we are copying the data (paper, CD, DVD, etc.), and mailing costs (if any). If your request is for copies of data that we cannot reproduce ourselves, such as photographs, we will charge you the actual cost we must pay an outside vendor for the copies.

The cost of employee time to search for data, retrieve data, and make copies is charged at the billable rate, as determined by the BWSR Billing Rate Calculator, of the employee doing the work. If, because of the subject matter of your request, we find it necessary for a higher-paid employee to search for and retrieve the data, we will calculate the search and retrieval portion of the copy charge at the higher salary/wage.

Data Request Form – Data Subjects

Wabasha County Soil and Water Conservation District

Date of request: _____

To request data as a data subject, you must show a valid state ID, such as a driver's license, military ID, or passport as proof of identity.

I am requesting access to data in the following way:

☐ Inspection

☐ Copies

☐ Both inspection and copies

Note: inspection is free but we charge for copies when the cost is over \$5.00.

These are the data I am requesting:

Describe the data you are requesting as specifically as possible. If you need more space, please use the back of this form.

Contact Information

Data subject name _____

Parent/Guardian name (if applicable) _____

Address _____

Phone number _____ Email address _____

Staff Verification

Identification provided _____

We will respond to your request within 10 business days.

Wabasha County Soil and Water Conservation District Data Practices Policy Members of the Public

SUMMARY - Fee Schedule

This fee schedule is not exhaustive since the Wabasha County SWCD Supervisors may adopt or change fees in various formats that may not be reflected here.

SERVICE	Fee
Copies (8.5x11)	\$0.25 per side
Copies (11x17)	\$1.00 each
Copies on DVD	\$10.00/DVD
Copies on CD	\$10.00/CD
Commercial use fee	\$50.00/request

Data Practices Policy for Members of the Public

Right to Access Public Data

The Government Data Practices Act (Minnesota Statutes, Chapter 13) presumes that all government data are public unless a state or federal law says the data are not public. Government data is a term that means all recorded information a government entity has, including paper, email, DVDs, photographs, etc.

The Government Data Practices Act also provides that this government entity must keep all government data in a way that makes it easy for you, as a member of the public, to access public data. You have the right to look at (inspect), free of charge, all public data that we keep. You also have the right to get copies of public data. The Government Data Practices Act allows us to charge for copies. You have the right to look at data, free of charge, before deciding to request copies.

How to Make a Data Request

To look at data or request copies of data that this government entity keeps, make a written request. Make your request for data to the appropriate individual listed in the Data Practices Contacts on page 4. You may make your request for data by written request using the data request form on page 6.

If you choose not to use the data request form, your request should include:

- that you, as a member of the public, are making a request for data under the Government Data Practices Act, Minnesota Statutes, Chapter 13;
- whether you would like to look at the data, get copies of the data, or both; and
- a clear description of the data you would like to inspect or have copied.
- The more specific a request is in scope, the more expedited the process is likely to be in responding to a request.

This government entity cannot require you, as a member of the public, to identify yourself or explain the reason for your data request. However, depending on how you want us to process your request (if, for example, you want us to mail you copies of data), we may need some information about you. If you choose not to give us any identifying information, we will provide you with contact information so you may check on the status of your request. In addition, please keep in mind that if we do not understand your request and have no way to contact you, we will not be able to begin processing your request.

How We Respond to a Data Request

Upon receiving your written request, we will work to process it.

- If we do not have the data, we will notify you in writing as soon as reasonably possible.
- If we have the data, but the data are not public, we will notify you in writing as soon as reasonably possible and state which specific law says the data are not public.
- If we have the data, and the data are public, we will respond to your request appropriately and promptly, within a reasonable amount of time by doing one of the following:

- arrange a date, time, and place to inspect data, for free, if your request is to look at the data, or
- provide you with copies of the data as soon as reasonably possible. You may choose to pick up your copies, or we will mail or fax them to you. If you want us to send you the copies, you will need to provide us with an address or fax number. We will provide electronic copies (such as email or CD-ROM) upon request if we keep the data in electronic format.

Information about copy charges is on page 5.

We also will arrange for you to pre-pay for the copies.

If you do not understand some of the data (technical terminology, abbreviations, or acronyms), please let us know. We will give you an explanation if you ask.

The Government Data Practices Act does not require us to create or collect new data in response to a data request if we do not already have the data, or to provide data in a specific form or arrangement if we do not keep the data in that form or arrangement. (For example, if the data you request are on paper only, we are not required to create electronic documents to respond to your request.) If we agree to create data in response to your request, we will work with you on the details of your request, including cost and response time.

In addition, the Government Data Practices Act does not require us to answer questions that are not requests for data.

Requests for Summary Data

Summary data are statistical records or reports that are prepared by removing all identifiers from private or confidential data on individuals. The preparation of summary data is not a means to gain access to private or confidential data. We will prepare summary data if you make your request in writing and pre-pay for the cost of creating the data. Upon receiving your written request – you may use the data request form on page 6 – we will respond within ten business days with the data or details of when the data will be ready and how much we will charge.

Data Practices Contacts

Wabasha County Soil and Water Conservation District

Responsible Authority

Terri Peters
District Manager
611 Broadway Ave., Suite 10
Wabasha, MN 55981
(651) 560-2044

Data Practices Compliance Official

Sue Cerwinske
District Staff
611 Broadway Ave., Suite 10
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Sue Cerwinske
District Staff
611 Broadway Ave., Suite 10
Wabasha, MN 55981
(651) 560-2053

Copy Costs – Members of the Public

Wabasha County Soil and Water Conservation District

Wabasha County Soil and Water Conservation District charges members of the public for copies of government data. These charges are authorized under Minnesota Statutes, section 13.03, subdivision 3 (c).

The District does not charge for copies if the cost is less than \$5.00. You must pay for the copies and data before we will give them to you.

For 100 or Fewer Paper Copies – 25 cents per page

100 or fewer pages of black and white, letter or legal size paper copies cost 25¢ for a one-sided copy, or 50¢ for a two-sided copy.

Most Other Types of Copies – Actual cost

The charge for most other types of copies, when a charge is not set by statute or rule, is the actual cost of searching for and retrieving the data, and making the copies or electronically transmitting the data (e.g. sending the data by email).

In determining the actual cost of making copies, we factor in employee time, the cost of the materials onto which we are copying the data (paper, CD, DVD, etc.), and mailing costs (if any). If your request is for copies of data that we cannot reproduce ourselves, such as photographs, we will charge you the actual cost we must pay an outside vendor for the copies.

The cost of employee time to search for data, retrieve data, and make copies is charged at the billable rate, as determined by the BWSR Billing Rate Calculator, of the employee doing the work. If, because of the subject matter of your request, we find it necessary for a higher-paid employee to search for and retrieve the data, we will calculate the search and retrieval portion of the copy charge at the higher salary/wage.

Commercial Use Fee-\$50

Agencies have the right to charge an additional fee for public records that they believe have a commercial value. This is authorized under MN Statute 13.03 subd 3(d), which reads:

“(d) When a request under this subdivision involves any person's receipt of copies of public government data that has commercial value and is a substantial and discrete portion of or an entire formula, pattern, compilation, program, device, method, technique, process, database, or system developed with a significant expenditure of public funds by the government entity, the responsible authority may charge a reasonable fee for the information in addition to the costs of making and certifying the copies. Any fee charged must be clearly demonstrated by the government entity to relate to the actual development costs of the information. The responsible authority, upon the request of any person, shall provide sufficient documentation to explain and justify the fee being charged.”

Data Request Form – Members of the Public

Wabasha County Soil and Water Conservation District

Date of request: _____

I am requesting access to data in the following way:

☐ Inspection

☐ Copies

☐ Both inspection and copies

Note: inspection is free but we charge for copies when the cost is over \$5.00.

These are the data I am requesting:

Describe the data you are requesting as specifically as possible. If you need more space, please use the back of this form.

Contact Information

Name: _____

Address: _____

Phone number: _____ Email address: _____

You do not have to provide any of the above contact information. However, if you want us to mail/email you copies of data, we will need some type of contact information. In addition, if we do not understand your request and need to get clarification from you, without contact information we will not be able to begin processing your request until you contact us.

We will respond to your request as soon as reasonably possible.

Standards for Verifying Identity

Wabasha County Soil and Water Conservation District

The following constitute proof of identity.

- An **adult individual** must provide a valid photo ID, such as
 - a state driver's license
 - a military ID
 - a passport
 - a Minnesota ID
 - a Minnesota tribal ID
- A **minor individual** must provide a valid photo ID, such as
 - a state driver's license
 - a military ID
 - a passport
 - a Minnesota ID
 - a Minnesota Tribal ID
 - a Minnesota school ID
- The **parent or guardian of a minor** must provide a valid photo ID *and either*
 - a certified copy of the minor's birth certificate *or*
 - a certified copy of documents that establish the parent or guardian's relationship to the child, such as
 - ❖ a court order relating to divorce, separation, custody, foster care
 - ❖ a foster care contract
 - ❖ an affidavit of parentage
- The **legal guardian for an individual** must provide a valid photo ID *and* a certified copy of appropriate documentation of formal or informal appointment as guardian, such as
 - court order(s)
 - valid power of attorney

Note: Individuals who do not exercise their data practices rights in person must provide *either* notarized or certified copies of the documents that are required *or* an affidavit of ID.

Wabasha County Soil and Water Conservation District

Request (to release) from Government

It is necessary for a government entity to release an individual's private data to an outside entity or person. The entity must get the individual's informed consent because the entity does not have statutory authority to release the data, or the outside entity/person was not named in the Tennessean warning.

Explanation of Your Rights

If you have a question about anything on this form, or would like more explanation, please talk to Terri Peters, Responsible Authority or Sue Cerwinski, Data Practices Compliance Official before you sign it.

- You have the right to choose what data we release. This means you can let us release all of the data, some of the data, or none of the data listed on this form. Before you give us permission to release the data, we encourage you to review the data listed on this form.
 - You have the right to let us release the data to all, some, or none of the persons or entities listed on this form. This means you can choose which entities or persons may receive the data and what data they may receive.
 - You have the right to ask us to explain the consequences for giving your permission to release the data.
 - You may give us permission to discuss the data released by this form with the outside entity. If you choose not to give permission, you may still allow us to release the data.
 - You may withdraw your permission at any time. Withdrawing your permission will not affect the data that we have already released because we had your permission to release the data.
-

I, _____, give my permission for The Wabasha County Soil and Water Conservation District to release data about me to _____ [name of other entity or person] as described on this form. I understand that my decision to allow release of the data to _____ [name of other entity or person] is voluntary.

1. The specific data that The Wabasha County Soil and Water Conservation District may release to _____ [name of other entity or person] are: _____ [explanation of data].

2. I understand The Wabasha County Soil and Water Conservation District wants to release the data for this reason: _____ [explanation of reason for the release].

3. I understand that although the data are classified as private at The Wabasha County Soil and Water Conservation District, the classification/treatment of the data at _____ [name of other entity or person] depends on laws or policies that apply to _____ [name of other entity or person]. [Include other known consequences.]

4. I give The Wabasha County Soil and Water Conservation District permission to discuss the data released by this consent form with _____. Check one.

- ☐ Yes, I give permission. Data will be released and discussed.
☐ No, I do not give permission. Data will be released but *not* discussed.

This authorization to release expires _____.

Individual data subject's signature _____ Date _____

Parent/guardian's signature [if needed] _____ Date _____

2021

Wabasha County Soil and Water Conservation District Data Practices Policy

Fee Schedule

This fee schedule is not exhaustive since the Wabasha County SWCD Supervisors may adopt or change fees in various formats that may not be reflected here.

SERVICE	Fee
Copies (8.5x11 or 8.5x14)	\$0.25 per side
Copies (11x17)	\$1.00 each
Copies on DVD	Actual cost of time and materials based on the billing rate for the lowest paid employee that can perform the job of creating the DVD
Copies on CD	Actual cost of time and materials based on the billing rate for the lowest paid employee that can perform the job of creating the CD
Copies on flash drive or by email or other electronic means	Actual cost of time and materials based on the billing rate for the lowest paid employee that can perform the job of creating the copies
Commercial Use Fee	Pursuant to MN Statute 13.03 Subd 3 (d), we reserve the right to charge a fee of \$50.00 for public data which is deemed to have commercial value.

Copy Costs – Members of the Public

This government entity charges members of the public for copies of government data. These charges are authorized under Minnesota Statutes, section 13.03, subdivision 3 (c).

The District does not charge for copies if the cost is less than \$5.00.

Multiple requests within the same business day are considered a single request in determining the whether the minimum charge has been met.

You must pay for the copies and data before we will give them to you.

For 100 or Fewer Paper Copies – 25 cents per page

100 or fewer pages of black and white, letter or legal-size paper copies cost 25¢ for a one-sided copy, or 50¢ for a two-sided copy.

December 17, 2020

Most Other Types of Copies – Actual cost

The charge for most other types of copies, when a charge is not set by statute or rule, is the actual cost of searching for and retrieving the data and making the copies.

Commercial Use-\$50.00

Pursuant to MN Statute 13.03 Subd 3 (d), we reserve the right to charge a fee of \$50.00 for public data which is deemed to have commercial value. Any fee charged must be clearly demonstrated by the government entity to relate to the actual development costs of the information. The responsible authority, upon the request of any person, shall provide sufficient documentation to explain and justify the fee being charged.

In determining the actual cost of making paper or electronic copies, we factor in employee time, the cost of the materials onto which we are copying the data (paper, CD, DVD, etc.), and mailing costs (if any). If your request is for copies of data that we cannot reproduce ourselves, such as photographs, we will charge you the actual cost we must pay an outside vendor for the copies.

The cost of employee time to search for data, retrieve data, and make copies is based on billable time of the employee doing aforementioned work based on current billing found using the Board of Water and Soil Resources (BWSR) billing rate calculator.

Copy Costs – Data Subjects

This government entity charges data subjects for copies of government data. These charges are authorized under Minnesota Statutes, section 13.04, subdivision 3.

The District does not charge for copies if the cost is less than \$5.00.

Multiple requests within the same business day are considered a single request in determining the whether the minimum charge has been met.

You must pay for the copies and data before we will give them to you.

Actual Cost of Making the Copies

In determining the actual cost of making copies, we factor in employee time, the cost of materials onto which we are copying the data (paper, CD, DVD, etc.), mailing costs (if any). If your request is

for copies of data that we cannot reproduce ourselves, such as photographs, we will charge you the actual cost we must pay an outside vendor for the copies.

The cost of employee time to make copies is the billable rate of the employee doing the work requested as determined by the Board of Water and Soil Resources (BWSR) Billing Rate Calculator.



MINNESOTA

CAMPAIGN FINANCE BOARD

December 10, 2020

Terri Peters, District Mgr
Wabasha SWCD
611 Broadway Ave
Suite 10
Wabasha, MN 55981-1600

From: Campaign Finance and Public Disclosure Board

Subject: Statement of interest requirements for your agency's public officials

You are receiving this notice because you are the contact person for an agency that has members or employees who are public officials. All public officials who served in 2020 must update their statements of economic interest in January 2021. In addition, public officials newly elected or re-elected in November 2020 must file original statements of economic interest after taking office in January 2021. The Board is asking for your help in reminding the public officials in your agency of these requirements. In doing so, please keep these things in mind:

- A public official who served in 2020 must review and recertify his or her statement **even if he or she left the public official position during the year, or if nothing on it has changed**. Please be sure that the public officials leaving your agency at the end of the year are aware of the filing requirement.
- The annual recertification must be filed **after January 1, 2021, but no later than January 25, 2021**. A public official who does not file a recertification by the deadline will be subject to the imposition of late filing fees and a potential civil penalty.
- Newly elected or re-elected public officials must file statements of economic interest for their new terms **after taking office in January**. A re-elected public official may file one statement that satisfies both the annual review and the new term requirement.
- The Board will send letters directly to all public officials in late December notifying them of the requirements that apply to them and giving them the information necessary to file online. Paper copies of the statement may be printed from the Board's website by any official unable to file online.

If you are not sure who in your agency is considered a public official, you can view the list of the public officials in your agency by entering your agency's name into the search box at <https://cfb.mn.gov/reports-and-data/officials-financial-disclosure/agency/>.

If you need to correct any inaccuracies on the list for your agency, or if you have questions about the reporting requirements in general, please contact Jodi Pope at 651-539-1183, 800-657-3889 or jodi.pope@state.mn.us.

Thank you in advance for your assistance.

Due to the current CDC guidelines on social distancing, we are limiting the number in attendance to 8 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.wabashaswcd@gmail.com or 651-560-2053

**Wabasha Soil and Water Conservation
District Regular Board Meeting
November 19, 2020
1:00 PM
Criminal Justice Center
EOC Room
848 17th Street East**

- I. **CALL MEETING TO ORDER** – Meeting called to order at 1:00 pm by Terry Helbig, Chair
Supervisors Present: Terry Helbig, Chair, Lynn Zabel, Co-Chair, Chuck Fick, Treasurer, Larry Theismann, Secretary and called in Nate Arendt, member
Others in attendance: Terri Peters, District Manager, John Benjamin, NRCS, Sharlene Klennert, Treasurer elect.
Called in: Rich Hall, County Commissioner, Sheila Harmes, Winona County Water Planner & Whitewater Watershed Project Coordinator, Chet Ross, Member elect, and Sue Cerwinske, Bookkeeper/Admin Asst.

II. **PLEDGE OF ALLEGIANCE**

III. **AGENDA** –

A. Meeting statement – Terri Peters

Terri Peters made the decision to have call-in and limited number of attendees at the Board Meetings. Consulted with other SWCD's and BWSR on how they were handling meetings because of COVID-19 and State of Emergency Guidelines. Calling in is allowed under the open meeting law. 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.

Motioned by Zabel and seconded by Fick to approve the Agenda.

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

IV. **PUBLIC COMMENTS**

Comments limited to 5 minutes per speaker

V. **CONSENT AGENDA – Board Action**

A. MNPEIP Group Application for 2021

Health Insurance for Employees

- B. State of MN Professional and Technical Services Master Joint Powers Agreement and Invoice for Reimbursable RIM/CREP Easement Acquisition Services
Terri needs to sign electronically and send back to State

Motioned by Zabel and seconded by Theismann to approve the Consent Agenda
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried

VI. SECRETARY'S REPORT

- A. October 22, 2020 Meeting Minutes-**Board Action**
Motioned by Theismann and seconded by Fick to approve the Secretary's Report for October 22, 2020
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried

VII. TREASURER'S REPORT:

- A. October Program Record--**Board Action**
Motioned by Fick and seconded by Theismann to approve the October Program Record
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried
- B. October District Financial Statements-**Board Action**
Motioned by Theismann and seconded by Fick to approve the October District Financial Statements
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried

- C. Program Funding Available for Cost Share – **Informational**

VIII. PAYMENT OF MONTHLY BILLS

- A. Monthly Bills in the amount of \$17,781.05 - **Board Action**
Motioned by Zabel and seconded by Theismann to approve Payment of the Monthly Bills in the amount of \$17,781.05
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried

- B. Accounts Payable – November Employee Insurance premiums. November 27th payroll will be run on November 24th. Auditor/Treasurer Wabasha County \$462.81 check 11281 will need to be ran on the 24th MN PEIP \$4,653.88 and Vision \$74.31 will be paid online on the 24th - **Board Action**

Blank check 11281 included for Auditor/Treasurer of Wabasha County to be signed by Board Member and Terri can sign when check is completed.

Motioned by Fick and seconded by Theismann to approve the payment of November insurance premiums on November 24th.

Affirmative: Helbig, Zabel, Fick, Theismann, Arendt

Opposed: None

Motion Carried

IX. DISTRICT REPORTS

- A. Chair Report – Terry Helbig
Start thinking about Forestry Days. No in person meetings. Maybe have Keely and Mark work together to have the drone flying out to the timber sale and report from the woods. Zoom or You Tube. Do a recording. SWCD has You-Tube channel could broadcast meeting. Forestry meeting is on Dec. 3rd. Terry Helbig will see if feasible and report back next month
- B. County Commissioner – Rich Hall
One more meeting to attend this year. Will be assigned a new commissioner for meetings next year. Brian Buhmann, County Administrator resigned as of 11/12/20. Thanked Rich for his support over the years and he was glad that payments are going to landowners, money staying in Wabasha County.
- C. District Manager Report – Terri Peters
North Fork Zumbro going forward. Bid out for Contractors CARES Funding needed to be spent by 11/20/20 Working with staff transitioning with NRCS, John and Brian coming in.
- D. NRCS Report – John Benjamin – ***Handout provided Bill and John will be doing every other week in the office starting 11-23***
- E. Keely Hansen – District Technician – ***Report in Packet***
- F. Matthew Kempinger – District Technician – ***Report in Packet***
- G. Henry Stelten – Natural Resources Technician – ***Report in Packet***
- H. Sue Cerwinske – Bookkeeper/Admin. Asst. – ***Report given at meeting***

X. OLD BUSINESS

- A. CARES Act Funding - ***Informational includes Spreadsheet Submitted Application for CARES Act funding from the County. Purchased office protection, cleaning supplies-disinfectant. TV Equipment for meetings. Own server, computer/software more flexible to work from home. Own domain, good for 10 years. Will have our own email addresses. On the Federal phone system. We can transfer to our cell phones or home phones.***

- B. Update on office situation during COVID-19 pandemic – Terry Peters
Doors Locked. State restrictions are more stringent. NRCS and FSA restrictions more stringent. They are staggering one week on, 1 week off. Concerns for protecting staff. Other options, we work 9- hour days with every other Friday off. We could do 3 days at office, 2 days remote on longer week and rotate to 2 days at office and 2 days remote for week with Friday off. Would give us 48 hours between contact. Need Boards thoughts.
After Board discussion, decision was made to keep doing what we have been doing. Washing hands, masking and social distancing in the office. Will look at it again next month.
- C. Update – Area 7 Meeting
Chuck attended meeting in person. 7 in person, 19 called in, zoom. New officers. Accepted budget with caveat for amount to Soil & Health Coalition. Members want more explanation on how that money will be spent. Once that is supplied than the Executive Committee will approve. Good presentations on Soil & Health. Lynn: Should show County Board and others the important work we do through photos or videos. Local press, try to be a resource. Communicate what we do.
- D. Election Update
Chet Ross will be taking Nate Arendt's position as a member of the Board. He is retired and lives on a small acreage in Wabasha County, out in Bear Valley. Early 80's worked at Goodhue County SWCD. Always interested in soil conservation and tree planting. Member of Goodhue County Sheriff Pose for 34 years.

Sharlene Klennert will be taking Chuck Fick's position as Treasurer. Retired and have 150 acres in the Theilman area. Corner of 4 and 13. Rent out the land. Attends Commissioners meeting and SWCD meetings. She is an Extension Member and a Wabasha-Kellogg School Board Member.

XI. NEW BUSINESS

- A. Draft Audit Financial Statements for year ended 12-31-19 were sent to the State Auditor – **Board Discussion**
- B. WSB Project Budget Amendment to Perform Additional Services to Wabasha SWCD for North Fork Zumbro Mazeppa River Restoration Project – **Board Action/Signature**
Motioned by Zabel and seconded by Theismann to approve the WSB Project Budget Amendment to Perform Additional Services to Wabasha SWCD for North Fork Zumbro Mazeppa River Restoration Project and for signature.
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried

- C. Approve Amendment 3 for Steve McNallan Contract 17-CAP-WS-13 to change expiration date from 11/30/20 to 6/30/21 with amount staying at \$1,000.00 for Well Sealing – **Board Action**
Motioned by Zabel and seconded by Theismann to approve Amendment 3 for Steve McNallan Contract 17-CAP-WS_13 to change expiration date from 11/30/20 to 6/30/21 with amount staying at \$1,000.00 for Well Sealing.
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried
- D. Approve Amendment 1 for Rollie Schumacher Contract 18-Capacity-6 to change expiration date from 12/31/20 to 6/30/21 with amount staying at \$10,725.00 for Grassed Waterway– **Board Action**
Motioned by Zabel and seconded by Theismann to approve Amendment 1 for Rollie Schumacher Contract 18-Capacity-6 to change expiration date from 12/31/20 to 6/30/21 with amount staying at \$10,725.00 for Grassed Waterway
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried
- E. Set December employee evaluations
Arendt suggested they talk about setting them after the meeting. Terri will talk to Zabel and Arendt to set December employee evaluations, after this meeting.
- F. Set December 2021 Work Plan Meeting – **Board Action**
Motioned by Arendt and seconded by Theismann to have Work Plan Meeting after the 12/17/20 Board Meeting
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried
- G. Approve Voucher Payment for Joe Flynn Contract 20-CWMA-3 in the amount of \$2,000.00 (314 Brush Management – **Board Action**
Motioned by Fick and seconded by Theismann to Approve Voucher Payment for Joe Flynn Contract 20-CWMA-3 in the amount of \$2,000.00 (314 Brush Management)
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried

- H. Approve Voucher Payment for Michael Morath 18-CWMA-3 in the amount of \$825.00 (314 Brush Management) – **Board Action**
Motioned by Zabel and seconded by Theismann to Approve Voucher Payment for Michael Morath Contract 18-CWMA-3 in the amount of \$825.00 (314 Brush Management)
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried
- I. Approve Voucher Payment for Bruce Wood Contract 19-Capacity-4 in the amount of \$750.00 (340 Cover Crops 2nd Year) – **Board Action**
Motioned by Theismann and seconded by Fick to Approve Voucher Payment for Bruce Woods Contract 19-Capacity-4 in the amount of \$750.00 (340 Cover Crops 2nd Year)
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried
- J. Approve Voucher Payment for Tom Gerken Contract 20-Capacity-1 in the amount of \$900.00 (340 Cover Crops 1st Year) – **Board Action**
Motioned by Theismann and seconded by Fick to Approve Voucher Payment for Tom Gerken Contract 20-Capacity-1 in the amount of \$900.00 (340 Cover Crops 1st Year)
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried
- K. Approve Voucher Payment for Peter Klapperich Contract 20-Capacity-2 in the amount of \$900.00 (340 Cover Crops 1st Year) – **Board Action**
Motioned by Fick and seconded by Theismann to Approve Voucher Payment for Peter Klapperich Contract 20-Capacity-2 in the amount of \$900.00 (340 Cover Crops 1st Year)
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried
- L. Approve Voucher Payment for John Miller Contract 19-DWP-CC-4 in the amount of \$900.00 (340 Cover Crops 1st Year) – **Board Action**
Motioned by Theismann and seconded by Zabel to Approve Voucher Payment for John Miller Contract 19-DWP-CC-4 in the amount of \$900.00 (340 Cover Crops 1st Year)
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried

- M. Approve Voucher Payment for Peter Wood Contract 19-Capacity-5 in the amount of \$600.00 (340 Cover Crops 2nd Year) – **Board Action**
Motioned by Theismann and seconded by Fick to Approve Voucher Payment for Peter Wood Contract 19-Capacity-5 in the amount of \$600.00 (340 Cover Crops 2nd Year)
Affirmative: Helbig, Zabel, Fick, Theismann, Arendt
Opposed: None
Motion Carried

XII. Upcoming Events:

- A. MASWCD Business Meeting/Convention will be held in a virtual format
December 8, 2020 from 9:00 am to noon
https://www.maswcd.org/Annual_Convention/annual_convention.htm

XIII. Board Reports

- A. WW – Lynn Zabel, (Alternate, Larry Theismann)
Sheila Harmes 1W1P was discussed. Identify where White Water fits in on planning. White Water 319 Grant getting an extension, COVID-19 delays. Once approved will bring to Board for signature. Option: Virtual Field Days. Sheila attended a Leadership Watersheds Virtual Meeting. Get notes to Terry Helbig.
- B. Zumbro 1W1P- Larry Theismann, (Alternate, Terry Helbig) ***No Report***
- C. SE SWCD Technical Support JPB – Larry Theismann, (Alternate Chuck Fick) – ***No Report***
- D. County Board Meeting – Terry Helbig, (Alternate, Lynn Zabel) – ***No Report***

XIV. Adjourn –Board Action

Note: Arendt Left Meeting at 2:24 pm
Motioned by Fick and seconded by Theismann to Adjourn at 2:28 pm
Affirmative: Helbig, Zabel, Fick, Theismann
Opposed: None
Motion Carried

Respectively Submitted by

Larry Theismann, Secretary

Wabasha Soil and Water Conservation District
Cash Balances
As of November 30, 2020

	Nov 30, 20
ASSETS	
Current Assets	
Checking/Savings	
Money Market- Bank of Alma	50,316.77
Money Market WNB Financial	7,388.44
Peoples State Bank Money Market	331,267.75
Petty Cash	157.16
WNB Financial	3,265.94
Total Checking/Savings	392,396.06
Total Current Assets	392,396.06
TOTAL ASSETS	392,396.06
LIABILITIES & EQUITY	0.00

Balance Sheet

As of November 30, 2020

Nov 30, 20

ASSETS

Current Assets

Checking/Savings

Money Market- Bank of Alma	50,316.77
Money Market WNB Financial	7,388.44
Peoples State Bank Money Market	331,267.75
Petty Cash	157.16
WNB Financial	3,265.94

Total Checking/Savings 392,396.06

Accounts Receivable

11000 · Accounts Receivable 7,951.20

Total Accounts Receivable 7,951.20

Other Current Assets

12000 · Undeposited Funds 152.44

Total Other Current Assets 152.44

Total Current Assets 400,499.70

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 Ins - Vision & Health	4,728.19
Prepaid Rent	920.43

Total Prepaid Items 5,648.62

Total Other Assets 5,648.62

TOTAL ASSETS 434,015.25

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

20000 · Accounts Payable 10,930.21

Total Accounts Payable 10,930.21

Other Current Liabilities

Allowance for Unemployment Reim 1,581.86

Deferred Revenue

AIS	78,664.79
FY18 Capacity	20,425.00
FY18 CWMA	677.86
FY19 Buffer Initiative	10,411.04
FY19 Capacity	22,520.62
FY19 Cost Share	2,073.23
FY20 Buffer Initiative	19,721.42
FY20 Capacity	61,240.62
FY20 CWMA	12,176.25
FY20 Easement Delivery	-175.35
FY20 NACD TA Grant	32,000.00
FY20 State Cost share	6,524.26
FY20 WCA	6,125.06
FY20 Well Seal Grant	20,424.77
FY21 Conservation Delivery	19,619.00
FY21 LWM	14,177.00

Wabasha Soil and Water Conservation District

Balance Sheet

As of November 30, 2020

	Nov 30, 20
FY21 State Cost Share	15,401.00
FY21 WCA	12,118.00
Izaak Walton League	584.98
Total Deferred Revenue	354,709.55
Deposit on Tree Sales	107.00
24000 · Payroll Liabilities	1,192.99
25500 · Sales Tax Payable	524.61
Total Other Current Liabilities	358,116.01
Total Current Liabilities	369,046.22
Total Liabilities	369,046.22
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	148,561.80
Net Income	-191,955.99
Total Equity	64,969.03
TOTAL LIABILITIES & EQUITY	434,015.25

Wabasha Soil and Water Conservation District

Profit & Loss

November 2020

	Nov 20
Ordinary Income/Expense	
Income	
Charges for Services	
Plat Book Sales	35.00
Total Charges for Services	35.00
Intergovernmental Revenues	
State	
FY21 CREP	210.00
MAWQCP	38,950.21
Total State	39,160.21
Total Intergovernmental Revenues	39,160.21
MCIT Yearly Dividend	1,211.00
Total Income	40,406.21
Gross Profit	40,406.21
Expense	
District Operations	
Other Services and Charges	
Building Rent	920.43
Employee Expenses	64.00
Internet Expense	70.95
Postage	55.00
Professional Expenses	
Audit Fees	1,000.00
Total Professional Expenses	1,000.00
Vehicle Expenses	
Chevrolet Silverado Vehicle Exp	59.16
Hyundia Tucson Vehicle Expense	40.51
Total Vehicle Expenses	99.67
Total Other Services and Charges	2,210.05
Personnel Services	
Employee Salary Permanent	19,343.11
Employer HSA contributions	0.00
Employer Life and Health	
66000 - Payroll Expenses	4,862.81
Employer Life and Health - Other	27.61
Total Employer Life and Health	4,890.42
Employer Share FICA	1,232.87
Employer Share Medicare	288.34
Employer Share PERA	1,489.32
Total Personnel Services	27,244.06
Supplies	
Office Supplies	215.25
Total Supplies	215.25
Total District Operations	29,669.36
Project Expenditures	
County	
CARES Funding	7,009.53
Total County	7,009.53
District	
Tree Expense	255.62
Total District	255.62
State	

Wabasha Soil and Water Conservation District

Profit & Loss

November 2020

	Nov 20
FY18 CWMA	825.00
FY19 Capacity	1,350.00
FY19 Regnl Drinking Water Prote	900.00
FY20 Capacity	1,800.00
FY20 CWMA	2,000.00
LWM NRBG	110.00
MAWQCP Administration	7,986.30
Total State	14,971.30
Total Project Expenditures	22,236.45
Total Expense	51,905.81
Net Ordinary Income	-11,499.60
Other Income/Expense	
Other Income	
Interest Income	
Interest Earnings MM's	178.06
Total Interest Income	178.06
Total Other Income	178.06
Net Other Income	178.06
Net Income	-11,321.54

Monthly Report – December

Matt Kempinger

Training

- Chris Nelson Instruction
 - Engineering Field Tools
 - EFH2 Hydrology
- BWSR Tech Talks
 - Wetland Delineation
- BWSR WebEx Training
 - Hydrology functions in EFH2 and ArcGIS

Projects

- Stream restoration, completed onsite material survey
- Stream restoration, completed survey to combine with DNRs points
- Stream restoration, worked on channel alignment in CAD
- Investigated 2 new resource concerns of landowners
- Coordinated meetings with watershed district members regarding Buffer Law and Dams
- Began gathering info for RFA on large watershed control structure
- Calculated pollution reductions for several scenarios of 2 feedlot fixes.
- Answered questions regarding wetland considerations for a development
- Provided technical assistance for wetland considerations
- Coordinated several WCA related projects and permits
- Flagged buffer lines at 1 site out of buffer compliance
- Assisted 1 landowner on resource concerns relating to MPCA feedlot compliance.
- Assisted on one well sealing project

Others

- Assisted 1 landowners in applying for EQIP
- Assisted 3 landowners in applying for MAWQCP
- Gained access to federal computer and began setting up engineering software

2021 TENTATIVE MEETING DATES ON THE FOURTH THURSDAY OF THE MONTH – WITH EXCEPTION OF THURSDAYS THAT CONFLICT WITH A HOLIDAY

TIME: 8:15 AM

JANUARY 28, 2021

FEBRUARY 25, 2021

MARCH 25, 2021

APRIL 22, 2021

MAY 27, 2021

JUNE 24, 2021

JULY 22, 2021

AUGUST 26, 2021

SEPTEMBER 23, 2021

OCTOBER 28, 2021

NOVEMBER 18, 2021 (NOVEMBER 25, 2021 Thanksgiving)

DECEMBER 16, 2021 (DECEMBER 23, 2021)

FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: **Anthony Burke**
Address: **57393 225th Ave**
City, State, Zip: **Plainview, MN**
Contract No.: **18-Capacity-4**

55964

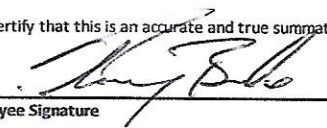
Total Amount Authorized: **\$2,700.00**
(from contract)

Practice	Quantity	Unit	Unit Rate	Total
11/17/20 Single Cover Crop (340), two species on 30 acres	30	ACRES	\$30.00	\$900.00

PAYMENT REQUEST:

\$900.00

I certify that this is an accurate and true summation of the above project.

X 
Payee Signature

11-7-20
Date

PAYMENT AND CERTIFICATION INFORMATION


A. Type of request (partial or final):	Final
B. Payment amount requested:	\$900.00
C. Total Amount Authorized:	\$2,700.00
D. Total previous partial payments:	\$1,800.00
E. Amount available (C - D)	\$900.00

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

\$900.00

Technical Certification

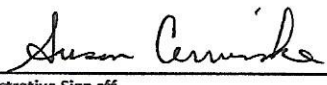
I certify that an inspection has been performed and as-built received and that the items identified under the Practice Information section of this form have been completed and are in accordance with the requested practice standards and specifications.


Technical Assistance Provider

11-17-2020
Date

Administrative Certification

I certify that I have reviewed this voucher and all supporting information and that to the best of my knowledge and belief, the quantities and rates are accurate and are in accordance with terms of the contract identified.


Administrative Sign-off

12-15-20
Date

FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: **Muholland Farms**

Address: **3502 152nd Ave NE**

City, State, Zip: **Plainview, MN 55964**

Contract No.: **19-Capacity-9**

Total Amount Authorized:

\$2,700.00


(from contract)

Practice	Quantity	Unit	Unit Rate	Total
NRCS Cover Crop (340) Single Species on 30 Acres	30	AC	\$30.00	\$900.00

PAYMENT REQUEST:

\$900.00

I certify that this is an accurate and true summation of the above project.


Payee Signature

12/10/2020
Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final):

Partial ~~Final~~ 12/15/20

B. Payment amount requested:

\$900.00

C. Total Amount Authorized:

\$2,700.00

D. Total previous partial payments:

\$900.00

E. Amount available (C - D)

\$1,800.00

Amount Approved for This Voucher:

\$900.00

(cannot exceed Total Amount Authorized)

Technical Certification

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


Technical Assistance Provider

12-15-2020

Date

Administrative Certification

I certify that I have reviewed this voucher and all supporting information and that to the best of my knowledge and belief, the quantities and rates are accurate and are in accordance with terms of the contract identified.


Administrative Sign-off

12-15-20

Date

FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: George Meyer

Address: 26018 663rd St

City, State, Zip: Wabasha, MN

55981

Contract No.: 20-CWMA-4

Total Amount Authorized:

(from contract)

Practice	Quantity	Unit	Unit Rate	Total
314 Brush Management	5	acres	\$200.00	\$1,000.00

PAYMENT REQUEST:

\$1,000.00

I certify that this is an accurate and true summation of the above project.

Payee Signature

George Meyer 12-10-20

Date

12-10-20

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final):

Final

B. Payment amount requested:

\$1,000.00

C. Total Amount Authorized:

\$1,000.00

D. Total previous partial payments:

E. Amount available (C - D)

\$1,000.00

Amount Approved for This Voucher:

\$1,000.00

(cannot exceed Total Amount Authorized)

Technical Certification

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

Technical Assistance Provider

Luc Becker

Date

12-10-20

Administrative Certification

I certify that I have reviewed this voucher and all supporting information and that to the best of my knowledge and belief, the quantities and rates are accurate and are in accordance with terms of the contract identified.

Administrative Sign-off

Susan Gerwin

Date

12-14-20

Buckhorn Removal Project
George Meyer Farm

Labor Hours 25 HR

11/27/20 6 HR. 12/3/20 6 HR

11/28/20 8 HR 12/4/20 7 HR.

Chemical cost $20 \times 4 \text{ qts} = 80$

TORON

Saw CHAINS = 126
7 x 18

GAS - 17.50

Oil - 6.00

Gloves 36.00

Sprayer 110.00

Contract 20-CWMA-4

FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: **Deborah Allan**

Address: **61246 371st Ave**

City, State, Zip: **Zumbro Falls**

55991

Contract No.: **20-CWMA-6**

Total Amount Authorized:

\$182.49

(from contract)

Practice	Quantity	Unit	Unit Rate	Total
314 Brush Management - cut/treat woody invasives	0.75	acre	\$243.32	\$182.49

PAYMENT REQUEST:

\$182.49

I certify that this is an accurate and true summation of the above project.


Payee Signature

12/8/2020
Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final):

Final

B. Payment amount requested:

\$182.49

C. Total Amount Authorized:

\$182.49

D. Total previous partial payments:

E. Amount available (C - D)

\$182.49

Amount Approved for This Voucher:

\$182.49

(cannot exceed Total Amount Authorized)

Technical Certification

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


Technical Assistance Provider
12-10-20

Date

Administrative Certification

I certify that I have reviewed this voucher and all supporting information and that to the best of my knowledge and belief, the quantities and rates are accurate and are in accordance with terms of the contract identified.


Administrative Sign-off

12/14/20

Date

Prairie Restorations, Inc.

Service Invoice

#26813

Prairie Restorations, Inc.
31646 128th Street
Princeton MN 55371
United States
763-389-4342

Bill To

Deborah Allan
1575 Merrill St.
St. Paul MN 55108
United States

Amount Due

\$0.00

Ship To

Allan, Deborah
61246 371st Ave
Zumbro Falls MN
United States

PO #

Terms

Due Date

Net 30 Days

11/29/2020

Sales Rep

Shipping Method

Invoice Date

JLW

Internal Shipping

10/30/2020

Project	Quantity	Units	Item	Rate	Amount
PRJ10477 Allan, Deb 2020 IPM	1		2020 Vegetation Management Site Visit #4 2 people \$150 rate is all inclusive (Includes labor, travel, chem, and fuel) 7.5 hours on-site, 4.3 hours prep & travel Brush cut and chainsaw cut buckthorn and honeysuckle Work completed 10/28/20		\$1,770.00

Subtotal	\$1,770.00
Shipping and Handling	\$0.00
Tax Total (%)	\$0.00
Amount Paid	-\$1,770.00
Amount Due	\$0.00

Memo:

Note:

Accounts not paid in full within 30 days of the invoice date will
have monthly finance charges added at a rate of 1.5%.



December 15, 2020

District Manager Terri Peters and Board of Supervisors
Wabasha County SWCD
611 Broadway Ave
Wabasha, MN 55981

Re: North Fork Zumbro River at Mazeppa Channel Restoration
Wabasha County SWCD
WSB Project No.014051-000

Dear Manager Peters and Board of Supervisors:

Bids were received for the above-referenced project on Tuesday, December 15, 2020, and were opened and read aloud. A total of 18 bids were received. The bids were checked for mathematical accuracy and tabulated and there are no errors made on the Proposal Form. The Engineer's Estimate was \$592,688.55. The bid tabulation indicates the low bidder as Environmental Troubleshooters, Inc., Duluth, MN, in the amount of \$251,299.40.

We recommend that the SWCD consider these bids and award a contract to Environmental Troubleshooters, Inc. based on the results of the bids received.

Sincerely,

WSB

Amy Anderson, PE
Project Manager

Enclosure

cc: Craig Wilson, Environmental Troubleshooters
Amanda Hillman, MN DNR
Luke Lunde, WSB

alp

BID TABULATION SUMMARY

North Fork Zumbro River at Mazeppa Channel Restoration

Wabasha County SWCD

Bid Opening: Tuesday, December 15, 2020 at 9:00 a.m. Local Time


WSB Project No. 014051-000



 DENOTES CORRECTED FIGURE

Contractor		Addendum No. 1 & 2	Bid Docs	Bid Security (5%)	Grand Total Bid
1	Environmental Troubleshooters	X	X	X	\$251,299.41
2	Fitzgerald Excavating	X	X	X	\$314,862.00
3	US SiteWork	X	X	X	\$392,757.00
4	Nadeau Companies	X	X	X	\$398,897.60
5	Barth Construction	X	X	X	\$424,205.56
6	Veit & Company, Inc.	X	X	X	\$426,518.00
7	Sunram Construction, Inc.	X	X	X	\$442,429.00
8	Rachel Contracting, LLC	X	X	X	\$446,219.40
9	Kevitt Excavating	X	X	X	\$453,670.70
10	The Mathiowetz Construction Company	X	X	X	\$467,765.52
11	MNL Inc.	X	X	X	\$487,754.00
12	Minger Construction Co. Inc.	X	X	X	\$519,529.50
13	Standard Contracting	X	X	X	\$539,488.75
14	Dirt Proz LLC	X	X	X	\$565,270.00
15	Schumacher Excavating Inc.	X	X	X	\$579,647.30
16	Elcor Construction	X	X	X	\$637,047.00
17	Carl Bolander & Sons	X	X	X	\$736,670.00
18	SL Contracting Inc	X	X	X	\$917,918.50
Engineer's Opinion of Cost					\$592,688.55

I hereby certify that this is a true and correct tabulation of the bids as received on December 15, 2020.


Amy Anderson, PE Project Manager

Bid Tabulation

North Fork Zumbro River at Mazeppa Channel Restoration

Wabasha County SWCD

Bid Opening: Tuesday, December 15, 2020 at 9:00 a.m. Local Time

WSB Project No. 014051-000



DENOTES CORRECTED FIGURE

Line #	Mat. #	Item	Units	Qty	Engineer's Estimate		Environmental Troubleshooters		Fitzgerald Excavating		US SiteWork	
					Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	2021.501	MOBILIZATION	LS	1	\$10,000.00	\$10,000.00	\$4,250.00	\$4,250.00	\$35,000.00	\$35,000.00	\$20,000.00	\$20,000.00
2	2051.501	MAINT & RESTORATION OF HAUL ROADS	LS	1	\$2,000.00	\$2,000.00	\$2,520.00	\$2,520.00	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00
3	2101.505	CLEARING	ACRE	2.7	\$1,000.00	\$2,700.00	\$3,318.52	\$8,960.00	\$4,000.00	\$10,800.00	\$9,500.00	\$25,650.00
4	2101.505	GRUBBING	ACRE	2	\$1,600.00	\$2,720.00	\$2,635.29	\$4,479.99	\$4,000.00	\$6,800.00	\$1,650.00	\$2,805.00
5	2104.501	REMOVE CONCRETE STRUCTURES (DAM REMNANTS)	LS	1	\$12,000.00	\$12,000.00	\$2,280.00	\$2,280.00	\$10,000.00	\$10,000.00	\$4,000.00	\$4,000.00
6	2105.507	COMMON EXCAVATION (P)	C Y	31,405	\$13.00	\$408,265.00	\$4.49	\$141,008.45	\$5.60	\$175,868.00	\$6.00	\$188,430.00
7	2511.507	RANDOM RIPRAP CLASS I	C Y	100	\$40.00	\$4,000.00	\$57.55	\$5,755.00	\$35.00	\$3,500.00	\$120.00	\$12,000.00
8	2511.507	RANDOM RIPRAP CLASS V	C Y	300	\$85.00	\$25,500.00	\$49.78	\$14,934.00	\$35.00	\$10,500.00	\$45.00	\$13,500.00
9	2573.502	STABILIZED CONSTRUCTION EXIT	EACH	2	\$500.00	\$1,000.00	\$1,000.00	\$2,000.00	\$500.00	\$1,000.00	\$800.00	\$1,600.00
10	2573.503	SILT FENCE; TYPE MS	L F	870	\$3.00	\$2,610.00	\$2.01	\$1,748.70	\$1.80	\$1,566.00	\$6.10	\$5,307.00
11	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	425	\$20.00	\$8,500.00	\$7.94	\$3,374.50	\$13.00	\$5,525.00	\$25.00	\$10,625.00
12	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	L F	3,400	\$3.50	\$11,900.00	\$1.47	\$4,998.00	\$3.00	\$10,200.00	\$3.10	\$10,540.00
13	2575.508	SEED MIXTURE 21-111	LB	193	\$2.10	\$405.30	\$0.86	\$165.98	\$1.00	\$193.00	\$1.20	\$231.60
14	2575.508	SEED MIXTURE 25-131	LB	60	\$3.00	\$180.00	\$7.48	\$448.80	\$3.00	\$180.00	\$3.90	\$234.00
15	2575.508	SEED MIXTURE 32-241	LB	190	\$55.75	\$10,592.50	\$7.13	\$1,354.70	\$10.00	\$1,900.00	\$8.30	\$1,577.00
16	2575.508	SEED MIXTURE 34-261	LB	91	\$55.75	\$5,073.25	\$23.08	\$2,100.28	\$30.00	\$2,730.00	\$29.00	\$2,639.00
17	2575.508	HYDRAULIC BONDED FIBER MATRIX	LB	31,000	\$1.30	\$40,300.00	\$0.97	\$30,070.00	\$0.25	\$7,750.00	\$1.30	\$40,300.00
18	2575.602	SITE RESTORATION	EACH	2	\$3,500.00	\$7,000.00	\$1,740.00	\$3,480.00	\$3,000.00	\$6,000.00	\$6,660.00	\$13,320.00
19	2575.605	MULCH MATERIAL TYPE 1	ACRE	1.2	\$400.00	\$480.00	\$166.67	\$200.00	\$2,500.00	\$3,000.00	\$832.00	\$998.40
20	2577.210	TOE WOOD	L F	400	\$90.00	\$36,000.00	\$38.00	\$15,200.00	\$40.00	\$16,000.00	\$65.00	\$26,000.00
21	2577.502	LIVE STAKES	EACH	450	\$3.25	\$1,462.50	\$4.38	\$1,971.00	\$3.00	\$1,350.00	\$20.00	\$9,000.00
GRAND TOTAL BID						\$592,688.55		\$251,299.40		\$314,862.00		\$392,757.00

Bid Tabulation

North Fork Zumbro River at Mazeppa Channel Restoration

Wabasha County SWCD

Bid Opening: Tuesday, December 15, 2020 at 9:00 a.m. Local Time

WSB Project No. 014051-000



 DENOTES CORRECTED FIGURE

Line #	Mat. #	Item	Units	Qty	Engineer's Estimate		Nadeau Companies		Barth Construction		Veit & Company, Inc.	
					Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	2021.501	MOBILIZATION	LS	1	\$10,000.00	\$10,000.00	\$29,800.00	\$29,800.00	\$8,000.00	\$8,000.00	\$70,300.00	\$70,300.00
2	2051.501	MAINT & RESTORATION OF HAUL ROADS	LS	1	\$2,000.00	\$2,000.00	\$9,200.00	\$9,200.00	\$2,500.00	\$2,500.00	\$2,450.00	\$2,450.00
3	2101.505	CLEARING	ACRE	2.7	\$1,000.00	\$2,700.00	\$7,200.00	\$19,440.00	\$1,500.00	\$4,050.00	\$3,360.00	\$9,072.00
4	2101.505	GRUBBING	ACRE	2	\$1,600.00	\$2,720.00	\$3,300.00	\$5,610.00	\$1,500.00	\$2,550.00	\$2,800.00	\$4,760.00
5	2104.501	REMOVE CONCRETE STRUCTURES (DAM REMNANTS)	LS	1	\$12,000.00	\$12,000.00	\$4,150.00	\$4,150.00	\$4,500.00	\$4,500.00	\$4,850.00	\$4,850.00
6	2105.507	COMMON EXCAVATION (P)	C Y	31,405	\$13.00	\$408,265.00	\$5.60	\$175,868.00	\$8.00	\$251,240.00	\$4.20	\$131,901.00
7	2511.507	RANDOM RIPRAP CLASS I	C Y	100	\$40.00	\$4,000.00	\$56.00	\$5,600.00	\$80.00	\$8,000.00	\$77.50	\$7,750.00
8	2511.507	RANDOM RIPRAP CLASS V	C Y	300	\$85.00	\$25,500.00	\$67.00	\$20,100.00	\$80.00	\$24,000.00	\$84.00	\$25,200.00
9	2573.502	STABILIZED CONSTRUCTION EXIT	EACH	2	\$500.00	\$1,000.00	\$2,100.00	\$4,200.00	\$1,500.00	\$3,000.00	\$1,950.00	\$3,900.00
10	2573.503	SILT FENCE; TYPE MS	L F	870	\$3.00	\$2,610.00	\$2.45	\$2,131.50	\$1.68	\$1,461.60	\$3.00	\$2,610.00
11	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	425	\$20.00	\$8,500.00	\$23.00	\$9,775.00	\$16.75	\$7,118.75	\$23.50	\$9,987.50
12	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	L F	3,400	\$3.50	\$11,900.00	\$2.30	\$7,820.00	\$1.00	\$3,400.00	\$3.30	\$11,220.00
13	2575.508	SEED MIXTURE 21-111	LB	193	\$2.10	\$405.30	\$2.90	\$559.70	\$1.06	\$204.58	\$1.50	\$289.50
14	2575.508	SEED MIXTURE 25-131	LB	60	\$3.00	\$180.00	\$2.90	\$174.00	\$5.67	\$340.20	\$3.50	\$210.00
15	2575.508	SEED MIXTURE 32-241	LB	190	\$55.75	\$10,592.50	\$3.50	\$665.00	\$8.16	\$1,550.40	\$7.50	\$1,425.00
16	2575.508	SEED MIXTURE 34-261	LB	91	\$55.75	\$5,073.25	\$8.40	\$764.40	\$20.33	\$1,850.03	\$33.00	\$3,003.00
17	2575.508	HYDRAULIC BONDED FIBER MATRIX	LB	31,000	\$1.30	\$40,300.00	\$1.70	\$52,700.00	\$1.75	\$54,250.00	\$1.90	\$58,900.00
18	2575.602	SITE RESTORATION	EACH	2	\$3,500.00	\$7,000.00	\$4,400.00	\$8,800.00	\$2,000.00	\$4,000.00	\$14,300.00	\$28,600.00
19	2575.605	MULCH MATERIAL TYPE 1	ACRE	1.2	\$400.00	\$480.00	\$3,450.00	\$4,140.00	\$700.00	\$840.00	\$200.00	\$240.00
20	2577.210	TOE WOOD	L F	400	\$90.00	\$36,000.00	\$62.00	\$24,800.00	\$100.00	\$40,000.00	\$110.00	\$44,000.00
21	2577.502	LIVE STAKES	EACH	450	\$3.25	\$1,462.50	\$28.00	\$12,600.00	\$3.00	\$1,350.00	\$13.00	\$5,850.00
GRAND TOTAL BID						\$592,688.55		\$398,897.60		\$424,205.56		\$426,518.00

Bid Tabulation

North Fork Zumbro River at Mazeppa Channel Restoration

Wabasha County SWCD

Bid Opening: Tuesday, December 15, 2020 at 9:00 a.m. Local Time

WSB Project No. 014051-000



 DENOTES CORRECTED FIGURE

Line #	Mat. #	Item	Units	Qty	Engineer's Estimate		Sunram Construction, Inc.		Rachel Contracting, LLC		Kevitt Excavating	
					Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	2021.501	MOBILIZATION	LS	1	\$10,000.00	\$10,000.00	\$24,000.90	\$24,000.90	\$64,950.00	\$64,950.00	\$21,000.00	\$21,000.00
2	2051.501	MAINT & RESTORATION OF HAUL ROADS	LS	1	\$2,000.00	\$2,000.00	\$27,000.00	\$27,000.00	\$4,975.00	\$4,975.00	\$43,740.00	\$43,740.00
3	2101.505	CLEARING	ACRE	2.7	\$1,000.00	\$2,700.00	\$6,200.00	\$16,740.00	\$3,175.00	\$8,572.50	\$6,500.00	\$17,550.00
4	2101.505	GRUBBING	ACRE	2	\$1,600.00	\$2,720.00	\$1,555.00	\$2,643.50	\$2,645.00	\$4,496.50	\$2,500.00	\$4,250.00
5	2104.501	REMOVE CONCRETE STRUCTURES (DAM REMNANTS)	LS	1	\$12,000.00	\$12,000.00	\$8,250.00	\$8,250.00	\$5,000.00	\$5,000.00	\$25,060.00	\$25,060.00
6	2105.507	COMMON EXCAVATION (P)	C Y	31,405	\$13.00	\$408,265.00	\$5.90	\$185,289.50	\$4.80	\$150,744.00	\$3.90	\$122,479.50
7	2511.507	RANDOM RIPRAP CLASS I	C Y	100	\$40.00	\$4,000.00	\$95.50	\$9,550.00	\$65.30	\$6,530.00	\$99.00	\$9,900.00
8	2511.507	RANDOM RIPRAP CLASS V	C Y	300	\$85.00	\$25,500.00	\$95.50	\$28,650.00	\$49.10	\$14,730.00	\$85.00	\$25,500.00
9	2573.502	STABILIZED CONSTRUCTION EXIT	EACH	2	\$500.00	\$1,000.00	\$800.00	\$1,600.00	\$1,400.00	\$2,800.00	\$1,840.00	\$3,680.00
10	2573.503	SILT FENCE; TYPE MS	L F	870	\$3.00	\$2,610.00	\$4.25	\$3,697.50	\$3.70	\$3,219.00	\$6.70	\$5,829.00
11	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	425	\$20.00	\$8,500.00	\$19.00	\$8,075.00	\$24.00	\$10,200.00	\$25.00	\$10,625.00
12	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	L F	3,400	\$3.50	\$11,900.00	\$4.05	\$13,770.00	\$4.75	\$16,150.00	\$5.50	\$18,700.00
13	2575.508	SEED MIXTURE 21-111	LB	193	\$2.10	\$405.30	\$4.20	\$810.60	\$1.25	\$241.25	\$1.40	\$270.20
14	2575.508	SEED MIXTURE 25-131	LB	60	\$3.00	\$180.00	\$4.20	\$252.00	\$3.40	\$204.00	\$3.80	\$228.00
15	2575.508	SEED MIXTURE 32-241	LB	190	\$55.75	\$10,592.50	\$8.50	\$1,615.00	\$7.00	\$1,330.00	\$7.70	\$1,463.00
16	2575.508	SEED MIXTURE 34-261	LB	91	\$55.75	\$5,073.25	\$23.00	\$2,093.00	\$1.15	\$104.65	\$34.00	\$3,094.00
17	2575.508	HYDRAULIC BONDED FIBER MATRIX	LB	31,000	\$1.30	\$40,300.00	\$1.50	\$46,500.00	\$1.80	\$55,800.00	\$2.00	\$62,000.00
18	2575.602	SITE RESTORATION	EACH	2	\$3,500.00	\$7,000.00	\$6,100.00	\$12,200.00	\$5,000.00	\$10,000.00	\$10,100.00	\$20,200.00
19	2575.605	MULCH MATERIAL TYPE 1	ACRE	1.2	\$400.00	\$480.00	\$1,260.00	\$1,512.00	\$475.00	\$570.00	\$210.00	\$252.00
20	2577.210	TOE WOOD	L F	400	\$90.00	\$36,000.00	\$111.00	\$44,400.00	\$200.00	\$80,000.00	\$130.00	\$52,000.00
21	2577.502	LIVE STAKES	EACH	450	\$3.25	\$1,462.50	\$8.40	\$3,780.00	\$12.45	\$5,602.50	\$13.00	\$5,850.00
GRAND TOTAL BID						\$592,688.55		\$442,429.00		\$446,219.40		\$453,670.70

Bid Tabulation

North Fork Zumbro River at Mazeppa Channel Restoration

Wabasha County SWCD

Bid Opening: Tuesday, December 15, 2020 at 9:00 a.m. Local Time

WSB Project No. 014051-000



 DENOTES CORRECTED FIGURE

Line #	Mat. #	Item	Units	Qty	Engineer's Estimate		The Mathiowetz Construction Company		MNL Inc.		Minger Construction Co. Inc.	
					Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	2021.501	MOBILIZATION	LS	1	\$10,000.00	\$10,000.00	\$44,204.67	\$44,204.67	\$21,000.00	\$21,000.00	\$42,000.00	\$42,000.00
2	2051.501	MAINT & RESTORATION OF HAUL ROADS	LS	1	\$2,000.00	\$2,000.00	\$1.00	\$1.00	\$5,000.00	\$5,000.00	\$1,675.00	\$1,675.00
3	2101.505	CLEARING	ACRE	2.7	\$1,000.00	\$2,700.00	\$3,500.00	\$9,450.00	\$9,000.00	\$24,300.00	\$3,600.00	\$9,720.00
4	2101.505	GRUBBING	ACRE	2	\$1,600.00	\$2,720.00	\$1,500.00	\$2,550.00	\$2,000.00	\$3,400.00	\$3,000.00	\$5,100.00
5	2104.501	REMOVE CONCRETE STRUCTURES (DAM REMNANTS)	LS	1	\$12,000.00	\$12,000.00	\$11,200.00	\$11,200.00	\$9,000.00	\$9,000.00	\$8,500.00	\$8,500.00
6	2105.507	COMMON EXCAVATION (P)	C Y	31,405	\$13.00	\$408,265.00	\$3.91	\$122,793.55	\$7.00	\$219,835.00	\$5.75	\$180,578.75
7	2511.507	RANDOM RIPRAP CLASS I	C Y	100	\$40.00	\$4,000.00	\$80.00	\$8,000.00	\$150.00	\$15,000.00	\$141.00	\$14,100.00
8	2511.507	RANDOM RIPRAP CLASS V	C Y	300	\$85.00	\$25,500.00	\$70.00	\$21,000.00	\$200.00	\$60,000.00	\$113.00	\$33,900.00
9	2573.502	STABILIZED CONSTRUCTION EXIT	EACH	2	\$500.00	\$1,000.00	\$1.00	\$2.00	\$3,000.00	\$6,000.00	\$1,325.00	\$2,650.00
10	2573.503	SILT FENCE; TYPE MS	L F	870	\$3.00	\$2,610.00	\$2.50	\$2,175.00	\$5.00	\$4,350.00	\$5.75	\$5,002.50
11	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	425	\$20.00	\$8,500.00	\$25.00	\$10,625.00	\$11.00	\$4,675.00	\$28.00	\$11,900.00
12	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	L F	3,400	\$3.50	\$11,900.00	\$4.50	\$15,300.00	\$4.00	\$13,600.00	\$3.50	\$11,900.00
13	2575.508	SEED MIXTURE 21-111	LB	193	\$2.10	\$405.30	\$1.00	\$193.00	\$1.00	\$193.00	\$1.25	\$241.25
14	2575.508	SEED MIXTURE 25-131	LB	60	\$3.00	\$180.00	\$3.27	\$196.20	\$3.00	\$180.00	\$4.00	\$240.00
15	2575.508	SEED MIXTURE 32-241	LB	190	\$55.75	\$10,592.50	\$9.60	\$1,824.00	\$8.00	\$1,520.00	\$8.50	\$1,615.00
16	2575.508	SEED MIXTURE 34-261	LB	91	\$55.75	\$5,073.25	\$32.10	\$2,921.10	\$21.00	\$1,911.00	\$30.00	\$2,730.00
17	2575.508	HYDRAULIC BONDED FIBER MATRIX	LB	31,000	\$1.30	\$40,300.00	\$1.25	\$38,750.00	\$1.60	\$49,600.00	\$1.35	\$41,850.00
18	2575.602	SITE RESTORATION	EACH	2	\$3,500.00	\$7,000.00	\$7,200.00	\$14,400.00	\$5,500.00	\$11,000.00	\$11,250.00	\$22,500.00
19	2575.605	MULCH MATERIAL TYPE 1	ACRE	1.2	\$400.00	\$480.00	\$650.00	\$780.00	\$1,200.00	\$1,440.00	\$835.00	\$1,002.00
20	2577.210	TOE WOOD	L F	400	\$90.00	\$36,000.00	\$381.00	\$152,400.00	\$77.00	\$30,800.00	\$294.00	\$117,600.00
21	2577.502	LIVE STAKES	EACH	450	\$3.25	\$1,462.50	\$20.00	\$9,000.00	\$11.00	\$4,950.00	\$10.50	\$4,725.00
GRAND TOTAL BID						\$592,688.55		\$467,765.52		\$487,754.00		\$519,529.50

Bid Tabulation

North Fork Zumbro River at Mazeppa Channel Restoration

Wabasha County SWCD

Bid Opening: Tuesday, December 15, 2020 at 9:00 a.m. Local Time

WSB Project No. 014051-000



 DENOTES CORRECTED FIGURE

Line #	Mat. #	Item	Units	Qty	Engineer's Estimate		Standard Contracting		Dirt Proz LLC		Schumacher Excavating Inc.	
					Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	2021.501	MOBILIZATION	LS	1	\$10,000.00	\$10,000.00	\$20,500.00	\$20,500.00	\$30,000.00	\$30,000.00	\$100,000.00	\$100,000.00
2	2051.501	MAINT & RESTORATION OF HAUL ROADS	LS	1	\$2,000.00	\$2,000.00	\$2,625.00	\$2,625.00	\$7,500.00	\$7,500.00	\$25,000.00	\$25,000.00
3	2101.505	CLEARING	ACRE	2.7	\$1,000.00	\$2,700.00	\$11,500.00	\$31,050.00	\$10,000.00	\$27,000.00	\$8,100.00	\$21,870.00
4	2101.505	GRUBBING	ACRE	2	\$1,600.00	\$2,720.00	\$4,000.00	\$6,800.00	\$5,000.00	\$8,500.00	\$2,350.00	\$3,995.00
5	2104.501	REMOVE CONCRETE STRUCTURES (DAM REMNANTS)	LS	1	\$12,000.00	\$12,000.00	\$23,750.00	\$23,750.00	\$6,500.00	\$6,500.00	\$15,500.00	\$15,500.00
6	2105.507	COMMON EXCAVATION (P)	C Y	31,405	\$13.00	\$408,265.00	\$8.75	\$274,793.75	\$12.00	\$376,860.00	\$6.70	\$210,413.50
7	2511.507	RANDOM RIPRAP CLASS I	C Y	100	\$40.00	\$4,000.00	\$80.00	\$8,000.00	\$65.00	\$6,500.00	\$88.00	\$8,800.00
8	2511.507	RANDOM RIPRAP CLASS V	C Y	300	\$85.00	\$25,500.00	\$68.00	\$20,400.00	\$65.00	\$19,500.00	\$90.00	\$27,000.00
9	2573.502	STABILIZED CONSTRUCTION EXIT	EACH	2	\$500.00	\$1,000.00	\$2,650.00	\$5,300.00	\$2,000.00	\$4,000.00	\$4,000.00	\$8,000.00
10	2573.503	SILT FENCE; TYPE MS	L F	870	\$3.00	\$2,610.00	\$3.85	\$3,349.50	\$1.50	\$1,305.00	\$5.50	\$4,785.00
11	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	425	\$20.00	\$8,500.00	\$20.50	\$8,712.50	\$18.00	\$7,650.00	\$25.00	\$10,625.00
12	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	L F	3,400	\$3.50	\$11,900.00	\$3.10	\$10,540.00	\$3.00	\$10,200.00	\$2.75	\$9,350.00
13	2575.508	SEED MIXTURE 21-111	LB	193	\$2.10	\$405.30	\$11.50	\$2,219.50	\$1.00	\$193.00	\$1.10	\$212.30
14	2575.508	SEED MIXTURE 25-131	LB	60	\$3.00	\$180.00	\$8.00	\$480.00	\$2.50	\$150.00	\$3.50	\$210.00
15	2575.508	SEED MIXTURE 32-241	LB	190	\$55.75	\$10,592.50	\$36.50	\$6,935.00	\$9.00	\$1,710.00	\$7.50	\$1,425.00
16	2575.508	SEED MIXTURE 34-261	LB	91	\$55.75	\$5,073.25	\$56.00	\$5,096.00	\$22.00	\$2,002.00	\$26.50	\$2,411.50
17	2575.508	HYDRAULIC BONDED FIBER MATRIX	LB	31,000	\$1.30	\$40,300.00	\$1.05	\$32,550.00	\$1.00	\$31,000.00	\$1.20	\$37,200.00
18	2575.602	SITE RESTORATION	EACH	2	\$3,500.00	\$7,000.00	\$5,500.00	\$11,000.00	\$1,500.00	\$3,000.00	\$6,000.00	\$12,000.00
19	2575.605	MULCH MATERIAL TYPE 1	ACRE	1.2	\$400.00	\$480.00	\$2,500.00	\$3,000.00	\$1,000.00	\$1,200.00	\$750.00	\$900.00
20	2577.210	TOE WOOD	L F	400	\$90.00	\$36,000.00	\$145.00	\$58,000.00	\$40.00	\$16,000.00	\$183.00	\$73,200.00
21	2577.502	LIVE STAKES	EACH	450	\$3.25	\$1,462.50	\$9.75	\$4,387.50	\$10.00	\$4,500.00	\$15.00	\$6,750.00
GRAND TOTAL BID						\$592,688.55		\$539,488.75		\$565,270.00		\$579,647.30

Bid Tabulation

North Fork Zumbro River at Mazeppa Channel Restoration

Wabasha County SWCD

Bid Opening: Tuesday, December 15, 2020 at 9:00 a.m. Local Time

WSB Project No. 014051-000



DENOTES CORRECTED FIGURE

Line #	Mat. #	Item	Units	Qty	Engineer's Estimate		Elcor Construction		Carl Bolander & Sons		SL Contracting Inc	
					Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	2021.501	MOBILIZATION	LS	1	\$10,000.00	\$10,000.00	\$79,000.00	\$79,000.00	\$50,000.00	\$50,000.00	\$200,000.00	\$200,000.00
2	2051.501	MAINT & RESTORATION OF HAUL ROADS	LS	1	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00	\$35,082.00	\$35,082.00	\$20,000.00	\$20,000.00
3	2101.505	CLEARING	ACRE	2.7	\$1,000.00	\$2,700.00	\$10,000.00	\$27,000.00	\$10,505.00	\$28,363.50	\$5,500.00	\$14,850.00
4	2101.505	GRUBBING	ACRE	2	\$1,600.00	\$2,720.00	\$5,000.00	\$8,500.00	\$12,645.00	\$21,496.50	\$2,500.00	\$4,250.00
5	2104.501	REMOVE CONCRETE STRUCTURES (DAM REMNANTS)	LS	1	\$12,000.00	\$12,000.00	\$8,930.00	\$8,930.00	\$19,512.00	\$19,512.00	\$21,300.00	\$21,300.00
6	2105.507	COMMON EXCAVATION (P)	C Y	31,405	\$13.00	\$408,265.00	\$9.40	\$295,207.00	\$10.00	\$314,050.00	\$5.00	\$157,025.00
7	2511.507	RANDOM RIPRAP CLASS I	C Y	100	\$40.00	\$4,000.00	\$79.00	\$7,900.00	\$81.40	\$8,140.00	\$95.00	\$9,500.00
8	2511.507	RANDOM RIPRAP CLASS V	C Y	300	\$85.00	\$25,500.00	\$79.00	\$23,700.00	\$72.64	\$21,792.00	\$140.00	\$42,000.00
9	2573.502	STABILIZED CONSTRUCTION EXIT	EACH	2	\$500.00	\$1,000.00	\$1.00	\$2.00	\$2,200.00	\$4,400.00	\$2,500.00	\$5,000.00
10	2573.503	SILT FENCE; TYPE MS	L F	870	\$3.00	\$2,610.00	\$3.00	\$2,610.00	\$3.00	\$2,610.00	\$2.10	\$1,827.00
11	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	425	\$20.00	\$8,500.00	\$32.00	\$13,600.00	\$21.38	\$9,086.50	\$17.00	\$7,225.00
12	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	L F	3,400	\$3.50	\$11,900.00	\$5.00	\$17,000.00	\$3.00	\$10,200.00	\$8.00	\$27,200.00
13	2575.508	SEED MIXTURE 21-111	LB	193	\$2.10	\$405.30	\$1.00	\$193.00	\$4.50	\$868.50	\$2.00	\$386.00
14	2575.508	SEED MIXTURE 25-131	LB	60	\$3.00	\$180.00	\$4.00	\$240.00	\$12.00	\$720.00	\$4.00	\$240.00
15	2575.508	SEED MIXTURE 32-241	LB	190	\$55.75	\$10,592.50	\$10.00	\$1,900.00	\$14.50	\$2,755.00	\$9.25	\$1,757.50
16	2575.508	SEED MIXTURE 34-261	LB	91	\$55.75	\$5,073.25	\$35.00	\$3,185.00	\$30.00	\$2,730.00	\$38.00	\$3,458.00
17	2575.508	HYDRAULIC BONDED FIBER MATRIX	LB	31,000	\$1.30	\$40,300.00	\$1.00	\$31,000.00	\$2.00	\$62,000.00	\$0.80	\$24,800.00
18	2575.602	SITE RESTORATION	EACH	2	\$3,500.00	\$7,000.00	\$2,500.00	\$5,000.00	\$3,500.00	\$7,000.00	\$147,000.00	\$294,000.00
19	2575.605	MULCH MATERIAL TYPE 1	ACRE	1.2	\$400.00	\$480.00	\$400.00	\$480.00	\$1,040.00	\$1,248.00	\$500.00	\$600.00
20	2577.210	TOE WOOD	L F	400	\$90.00	\$36,000.00	\$272.00	\$108,800.00	\$320.79	\$128,316.00	\$195.00	\$78,000.00
21	2577.502	LIVE STAKES	EACH	450	\$3.25	\$1,462.50	\$4.00	\$1,800.00	\$14.00	\$6,300.00	\$10.00	\$4,500.00
GRAND TOTAL BID						\$592,688.55		\$637,047.00		\$736,670.00		\$917,918.50

I hereby certify that this is an exact reproduction of bids received.

Certified By: 

License No. 50820

Date: December 15, 2020