

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#
If you plan on attending in person and are not fully vaccinated, wearing a mask and social distancing will be required.

**Wabasha Soil and Water Conservation District
District Regular Board Meeting
June 24, 2021
8:15 a.m.
County Board 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**
- VI. SECRETARY’S REPORT**
A. May 27, 2021 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 \$31,599.03 -**Board Action**
- IX. DISTRICT REPORTS**
 - A. Chair Report – Terry Helbig
 - B. County Commissioner – Bob Walkes
 - C. District Manager Report – Terri Peters
 - D. NRCS Report – John Benjamin
 - E. District Technician Report- Matt Kempinger
 - F. Ecological Technician Report – Henry Stelten
 - G. Bookkeeper/Administrative Assistant -Sue Cerwinske
- X. OLD BUSINESS**
 - A. Conservation Project – Lynn Zabel

XI. NEW BUSINESS

- A. Approve Amendment #4 for Steve McNallan Contract 17-CAP-WS-13 changing contract install date from 11/30/2019 to 11/30/2021 for practice 351 well decommissioning – **Board Action**
- B. Approve voucher payment for Rollie Schumacher Contract# 18-Capacity-6 in the amount of \$6,877.01 for 412 Grassed Waterway – **Board Action**
- C. Approve Amendment #1 for Frank Brand Contract# 19-319FL-1 changing contract install date from 6/30/21 to 6/30/22 for small feedlot fix – **Board Action**
- D. Approve Amendment # 1 for Wade Nibbe Contract# 20-Capacity-6 changing amount from \$3,325.00 to \$4,612.81 for 412 Grassed Waterway-**Board Action**
- E. Approve voucher payment for Wade Nibbe Contract# 20-Capacity-6 in the amount of \$3,325.00 for 412 Grassed Waterway Or Approve voucher payment for Contract# 20-Capacity-6 for Wade Nibbe in the amount of \$4,612.81 as amended on 6-24-2021 board meeting for 412 Grassed Waterway – **Board Action**
- F. Approve Contract for White Barn Acres LLC. Contract# 21-Capacity-3 in the amount of 2,432.37 for practice 578 Stream Crossing – **Board Action**
- G. Whitewater JPB – MPCA 319 Grant Funds – **Board Discussion**
- H. Upcoming Events:
 - i. Local Work Group – July 27th

XII. Board Reports

- A. Whitewater JPB
- B. Zumbro 1W1P
- C. WinLac 1W1P
- D. SE SWCD Technical Support JPB
- E. County Board Meeting
- F. Hiawatha Valley RC&D

XIII. Adjourn – Board Action

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#

If you are not fully vaccinated, wearing a mask will be required.

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
District Regular Board Meeting
May 27, 2021
8:15 a.m.
County Board Room
625 Jefferson Ave.**

- I. CALL MEETING TO ORDER – Meeting called to order at 8:17 am by Terry Helbig, Chair**
Supervisors present: Terry Helbig, Chair, Lynn Zabel. Co-chair, Larry Theismann, Secretary, Chet Ross, member, (Sharleen Klennert, absent)
Staff present: Terri Peters, District Manager
Attending by phone: John Benjamin, NRCS and Sue Cerwinske, Bookkeeper/Admin Asst.
Others present: Bob Walkes, County Commissioner (joined meeting later)

II. PLEDGE ALLEGIANCE

III. AGENDA

Motioned by Zabel and seconded by Theismann to approve agenda as updated

Affirmative: Helbig, Zabel, Theismann, Ross

Opposed: None

Motion Carried

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 pandemic and State of Emergency Guidelines. Calling in is allowed under the open meeting law. Phone line set up for SWCD meetings by Wabasha County. Board was contacted about this suggested change and it was agreed that this was the best solution for the situation at this time.

IV. PUBLIC COMMENTS

Comments limited to 5 minutes per speaker

V. CONSENT AGENDA -Board Action

- A. Work Order# 79-20-W099, Contract # 189356 between the State of MN acting through BWSR and Wabasha SWCD. Reinvest in Minnesota (RIM). Effective date April 1, 2021 or when all required signatures obtained. Expiration date June 30, 2025, or until all obligations have been satisfactorily fulfilled. Contract amount \$1,650.00 for easement delivery.**

Terry Helbig asked if the payments for RIM inspections from BWSR were still inadequate. Terri Peters stated that they are. Terry Helbig will work on a resolution to bring to MASWCD addressing this issue.

- B. FY2021 Regional Safe Drinking Water for Private Well User Sub-Agreement between The Olmsted Soil and Water Conservation District and Wabasha Soil & Water Conservation District.**

Funding 1st come 1st served to help with well construction for certain people by income prioritization guidelines and for water treatment systems

- C. Environmental Troubleshooters, Inc. Payment Voucher 4, in the amount of \$55,825.81 for contractor work up through 5-20-2021 for N.Fork Zumbro Stream Restoration**

Last invoice for first phase, including expanding mortar work

Motioned by Theismann and seconded by Zabel to approve the Consent Agenda

Affirmative: Helbig, Zabel, Theismann, Ross

Opposed: None

Motion Carried

VI. SECRETARY'S REPORT

- A. April 22, 2021 Meeting Minutes-Board Action**

Motioned by Ross and seconded by Theismann to approve Secretary's Report as written.

Affirmative: Helbig, Zabel, Theismann, Ross

Opposed: None

Motion Carried

VII. TREASURER'S REPORT:

- A. Program Record – Board Action**

Motioned by Theismann and seconded by Ross to approve the Program Record as presented.

Affirmative: Helbig, Zabel, Theismann, Ross

Opposed: None

Motion Carried

- B. District Financial Statements-Board Action**

Motioned by Ross and seconded by Theismann to approve the District Financial Statements as presented.

Affirmative: Helbig, Zabel, Theismann, Ross

Opposed: None

Motion Carried

VIII. PAYMENT OF MONTHLY BILLS

- A. **Monthly Bills in the amount of \$89,540.77 -Board Action**
Motioned by Theismann and seconded by Ross to approve payment of the monthly bills in the amount of \$89,540.77
Affirmative: Helbig Zabel, Theismann, Ross
Opposed: None
Motion Carried

IX. DISTRICT REPORTS

- A. **Chair Report – Terry Helbig**
Attended RC&D meeting by zoom.
Presentation on Pollinator Project – “Project Wingspan”. Basically, the project is to get more native prairie plants in the ground by contract. May be working with us.
Terri Peters presented Lynn’s report on conservation reward project and it was well received, they may be a supporter.
Emails Terry received. NACD newsletter, ideas for different projects.
Kellogg Wellhead Project 5-year review and 1W1P-60-day review for plan.
- B. **County Commissioner – Bob Walkes**
Bob stated that it is getting close to budget cycle. Question on 319 funding. Will it require more local funding? Terri replied that she anticipates pretty similar to last couple of years \$175,000. West Indian 319 – 40% match overall requirement which can come from multiple fund sources, partners, can get local funds and that would be helpful. Use some state funds which will be helpful for staff time, includes partners time and also include landowner’s portion of cost share. Goal is to implement projects funded @ 90% cost share. Requesting another \$50,000.00 for groundwater, well, landowner outreach and well testing in that area. Need to talk to Well Network about partnering with us.
- C. **District Manager Report – Terri Peters**
Action at WinLac – Memorandum of Agreement to Policy committee
Moving forward with RFQ for consultants. Reviewed them and now are in the interview process.
Working on budget request for County
Continued work with Lynn process on conservation reward project
Zumbro 1W1P out for 60-day review to agencies and then will be go out for 60-day public comments
Finishing up Mazeppa project
319 West Indian working with staff and NRCS to submit for (MRBI) Mississippi River Basin Initiative. Need to get project identified and put together application for the process. If NRCS approves, there will be a pot of money for that watershed. Less competition for EQIP dollars.
Presented conservation rewards project report to RC&D
- D. **NRCS Report – John Benjamin – Report in packet**
- E. **District Technician Report- Matt Kempinger – Report in packet**

- F. **Ecological Technician Report – Henry Stelten – Report in packet**
- G. **Bookkeeper/Administrative Assistant -Sue Cerwinske – Report in packet**

X. OLD BUSINESS

A. Conservation Reward Project – Lynn Zabel

Lynn reported: He and Terri met with Mark Root. He is evaluator and the certifier for the MAWQCP project. Lynn applied to see how the process works. \$5,000.00 available for people that want to be approved, to get in compliance. MDA is willing to modify the program to make it work better. We are working along line with them towards reaching our goal.

Terri added: will need funding source to be able to make it work. Talked to Brad Redlin, program manager of the MAWQCP. \$45,000 for pilot project, if we can figure best way to handle that. How to align to ours goals. Are they evaluating enough to get to what we are thinking? Landowner may need to add some conservation practice to raise score, to get certified or just raise their score. MDA would fund \$5,000.00 up to 75% of project. In our office using this as piggy back funding or applying for EQIP or put some state cost share towards it. There are four new enhanced certification or recognition. Brittany from Freeborn County is trained on it a has done a few enhanced one. May get Matt from our office into working on it. Reward for meeting criteria, \$1,000.00 through MDA. We can't call it property tax reduction, as that could cause trouble with Dept. of Revenue. Initially Brad Redlin said that it was one of their initial goals with the certification program and continue to try to take it to the legislature, but haven't gotten support they need from them.

Lynn also reported on carbon credits and how to get money in that way. To qualify, testing will take money and we would have to make sure in compliance. Need funding. MDA would work with us and explore possibilities to do things differently. Terri added we should pursue Ag Partners because we work with same conservationist minded people that come in the door and we are not reaching all of the people that the agronomists are. Agronomists are trusted advisors for landowners. Carbon credit program is going, but need to be really good to get that money. Cover crops don't hold enough carbon, No-till does hold carbon better. MDA would like us to give a report on it. Then could take the idea to the state legislature.

XI. NEW BUSINESS

- A. Approve Deborah Allan voucher payment for contract# 20-CWMA-7 in the amount of \$600.00 for practice 388 Prescribed Burn – **Board Action**
Motioned by Theismann and seconded by Ross to approve Deborah Allan voucher payment for contract# 20-CWMA-7 in the amount of \$600.00 for practice 388 Prescribed Burn (3 acres)
Affirmative: Helbig, Zabel, Theismann, Ross
Opposed: None
Motion Carried
- B. Approve Nathan Arendt AgBMP Loan application for \$150,000.00 – **Board Action**
Terri was asked how loan works. Needs to be something with water quality improvement. Equipment, like no-till, manure application. Revolving account with so much available and we can only approve to what we have. Have one more to fund. We are getting repayment in October for some. Bridge loan in meanwhile. Once we approve, find out who the lender is and send approved copy over to them and they complete the loan process. 3% loan and the bank can only add ½ of a percent.
Motioned by Theismann and seconded by Ross to approve Nathan Arendt AgBMP Loan application for \$150,000.00
Affirmative: Helbig, Zabel, Theismann, Ross
Opposed: None
Motion Carried
- C. Approve Prairie Restorations, Inc. voucher payment for contract 20-CWMA-8 in the amount of \$800.00 for practice 315 Herbaceous Weed Control – **Board Action**
Motioned by Zabel and seconded by Ross to approve Prairie Restoration, Inc. voucher payment for contract 20-CWMA-8 in the amount of \$800.00 for practice 315 Herbaceous Weed Control
Affirmative: Helbig, Zabel, Theismann, Ross
Opposed: None
Motion Carried
- D. Amendment #1 to Agreement Between The Goodhue County Soil & Water Conservation District and Wabasha County Soil & Water Conservation District Changing payment terms and amount – **Board Action**
Goodhue dividing between us and them.
MPCA 319 Feedlot Grant (Reducing Bacteria form SE MN Feedlot)
Changing term end dates from August, 31, 2021 to July 29, 2022 and changing amount to be billed from \$26,872.86 to \$46,000.00 and amount for technical assistance of initial allocations from \$5,872.86 to \$1,000.00

Motioned by Theismann and seconded by Ross to approve Amendment #1 to Agreement Between The Goodhue County Soil & Water Conservation District and Wabasha County Soil & Water Conservation District, changing payment terms and amounts.

Affirmative: Helbig, Zabel, Theismann, Ross

Opposed: None

Motion Carried

- E. **Contract Approval for Eric Klein Contract 19-319FL-2 in the amount of \$12,229.97 for NRCS practice 629 Waste Treatment – Board Action**

Motioned by Theismann and seconded by Ross to approve Eric Klein contract # 19-319FL-2 in the amount of \$12,229.97 for NRCS practice 629 Waste Treatment

Affirmative: Helbig, Zabel, Theismann, Ross

Opposed: None

Motion Carried

Terri mentioned that he is going through MAWQCP process, using \$5,000.00 there.

- F. **Resolution Process. Meeting for potential resolutions – Board Discussion**

Conclusion: Terry Helbig will write up a resolution on RIM inspection payments from BWSR. \$50.00 is not enough to cover personnel, vehicle and expense costs. For inspections and follow-up inspections.

Will send to Terri to complete and submit.

Motioned by Zabel and seconded by Ross to submit a resolution to increase the BWSR payments for RIM inspections from \$50.00 to an appropriate amount to be determined through resolution process.

Affirmative: Helbig, Zabel, Theismann, Ross

Opposed: None

Motion Carried

- G. **Conservation Farmer of the Year – Board Discussion**

Conclusion: Maybe carry over Chuck Schmidt from last year. He didn't get the recognition he deserved. Maybe we could do a bus tour. Could also check out the Zumbro River Project. Rep. Barb Haley may be interested in seeing where the money is going and what good it is doing. Terry asked Terri if the staff may have suggestions and bring to the board for approval. Criteria would be people that have worked with us regularly and installed numerous conservation practices.

- H. **Woodland Manager of the Year – Board Discussion**

- I. **Upcoming Events:**

- i. June 18 Copy of resolution and head count of in-person attendees
- ii. June 22 Area 7 Supervisors Meeting (Resolutions Meeting)
Riverland College-Austin or remote by zoom
- iii. May 31 Budget Request Due to Wabasha County

XII. Board Reports

A. Whitewater JPB – No Report

B. Zumbro 1W1P

Larry reported, no meeting yet, scheduled meeting in June.

Plan is out for comments to agencies for 60 days and then it will go out for 60 days period for public comment. Terri added, then it will go to the BWSR board for approval. Hopefully funded by end of year. Work plan needs to be written, submitted and approved before implementation.

C. WinLac 1W1P

Lynn reported that the agencies have priorities well mapped out. He volunteered to be in on interviews 26th and 27th. “We are the Water exhibit” would be good to get to Winona to bring attention to the project. Notifications sent out to all cities, township and agencies for intent to start planning process. June 14th next meeting. Terri added that they are interviewing all four consultants that submitted their qualifications. Bob asked if they would have the recommendations brought to the June 14th meeting for vote and approval. Terri said may want to approve on earlier. Lynn added that it depends on how much you want them to do. We could do somethings ourselves, like public meetings and that would change the amount. Negotiate some items with them.

D. SE SWCD Technical Support JPB – No Meeting

E. County Board Meeting – Terri and Larry presented report for SWCD

F. Hiawatha Valley RC&D – Reported on Chair report.

Terry Helbig reported that they have a whole lot more to do and they seem to have it together for more realistic process.

XIII. Adjourn – Board Action

Motioned by Theismann and seconded by Ross to adjourn the meeting at 9:43 am

Affirmative: Helbig, Zabel, Theismann, Ross

Opposed: None

Motion Carried

Respectively Submitted by:

Larry Theismann, Secretary

Wabasha Soil and Water Conservation District

Balance Sheet

As of May 31, 2021

May 31, 21

ASSETS

Current Assets

Checking/Savings

Money Market- Bank of Alma	52,221.72
Money Market WNB Financial	7,393.16
Peoples State Bank Money Market	356,524.48
Petty Cash	131.62
WNB Financial	20,383.31

Total Checking/Savings 436,654.29

Accounts Receivable

11000 · Accounts Receivable 9.00

Total Accounts Receivable 9.00

Total Current Assets 436,663.29

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 -102,935.42

Total Fixed Assets 10,454.49

Other Assets

Prepaid Items

Prepaid Rent 920.43

Total Prepaid Items 920.43

Total Other Assets 920.43

TOTAL ASSETS 448,038.21

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

20000 · Accounts Payable -38.53

Total Accounts Payable -38.53

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	14,731.36
FY20 Capacity	9,555.51
FY20 CWMA	9,313.92
FY20 NACD TA Grant	87,105.76
FY20 State Cost share	5,517.29
FY21 Buffer Initiative	17,200.00
FY21 Capacity	111,348.00
FY21 Conservation Delivery	19,619.00
FY21 LWM	14,177.00
FY21 State Cost Share	15,401.00
FY21 WCA	12,118.00

Total Deferred Revenue 439,318.59

24000 · Payroll Liabilities -2,081.79

25500 · Sales Tax Payable 573.86

Wabasha Soil and Water Conservation District

Balance Sheet

As of May 31, 2021

	May 31, 21
Total Other Current Liabilities	439,392.52
Total Current Liabilities	439,353.99
Total Liabilities	439,353.99
Equity	
Fund Balance- Restatement	47,943.10
Fund Balance Designated	31,903.30
Investment in Capital Assets	10,454.49
30000 · Opening Balance Equity	649.89
32000 · Owners Equity	110,119.97
Net Income	-192,386.53
Total Equity	8,684.22
TOTAL LIABILITIES & EQUITY	<u>448,038.21</u>

Wabasha Soil and Water Conservation District

Profit & Loss

May 2021

	May 21
Ordinary Income/Expense	
Income	
Charges for Services	
Plat Book Sales	35.00
Tree Sales	10,941.28
Total Charges for Services	10,976.28
Intergovernmental Revenues	
Federal	
FY20 NFWF	0.00
Wabasha Conservation pln (NFWF)	24,468.05
Total Federal	24,468.05
Local	35.00
Partners Grants	
FY21 NACD TA Grant	32,000.00
Total Partners Grants	32,000.00
State	
FY21 CREP	952.00
MAWQCP	19,698.14
North Fork Zumbro-Mazeppa	68,672.44
Total State	89,322.58
Total Intergovernmental Revenues	145,825.63
Total Income	156,801.91
Gross Profit	156,801.91
Expense	
District Operations	
Other Services and Charges	
Building Rent	920.43
Education and Information	153.00
Equipment Maintenance	84.00
Fees and Dues	3,000.00
Internet Expense	70.95
Postage	36.00
Subs. and Pubs.	209.04
Vehicle Expenses	
Chevrolet Silverado Vehicle Exp	66.97
Hyundia Tucson Vehicle Expense	31.42
Total Vehicle Expenses	98.39
Total Other Services and Charges	4,571.81
Personnel Services	
Employee Salary Permanent	16,168.93
Employer HSA contributions	0.00
Employer Life and Health	
66000 - Payroll Expenses	5,637.84
Employer Life and Health - Other	22.00
Total Employer Life and Health	5,659.84
Employer Share FICA	1,059.94
Employer Share Medicare	247.88
Employer Share PERA	1,280.52
Total Personnel Services	24,417.11
Supplies	
Office Supplies	146.61
Total Supplies	146.61
Total District Operations	29,135.53
Project Expenditures	

Wabasha Soil and Water Conservation District

Profit & Loss

May 2021

	May 21
District	
Tree Expense	7,285.00
Total District	7,285.00
Federal	
319 Feedlot Fix	16.11
Total Federal	16.11
Partners Grants	
2020 Mazeppa Creek	21.23
Total Partners Grants	21.23
State	
FY20 CWMA	1,400.00
FY20 MPCA SWAG MWL	13.73
FY21 Capacity	16.11
LWM NRBG	77.10
MAWQCP Administration	8,631.61
North Fork Zumbro-Mazeppa	62,094.44
Total State	72,232.99
Total Project Expenditures	79,555.33
Total Expense	108,690.86
Net Ordinary Income	48,111.05
Other Income/Expense	
Other Income	
Interest Income	
Interest Earnings MM's	140.48
Total Interest Income	140.48
Total Other Income	140.48
Net Other Income	140.48
Net Income	<u>48,251.53</u>

Wabasha Soil and Water Conservation District
Monthly Bills Listing
June 24, 2021

Jun 24, 21	Type	Date	Num	Name	Memo	Account	Split	Paid Amount
Liability Check	06/24/2021			QuickBooks Payroll Service		WNB Financial	SPLIT-	5,642.56
Liability Check	06/24/2021	EFT		MN PEIP	Group Num...	WNB Financial	SPLIT-	-5,110.00
Liability Check	06/24/2021	11391		VSP Vision Care		WNB Financial	24000 · Payroll Liabilities	-64.04
Liability Check	06/24/2021	11392		Auditor/Treasurer of Wabasha County		WNB Financial	SPLIT-	-442.09
Bill Pmt -Check	06/24/2021	11393		HBC	Internet 6-2 t...	WNB Financial	20000 · Accounts Payable	-70.95
Bill Pmt -Check	06/24/2021	11394		Henry Stelten-b	3rd Quarter 2...	WNB Financial	20000 · Accounts Payable	-375.00
Bill Pmt -Check	06/24/2021	11395		Matthew Kempinger-c	3rd Quarter 2...	WNB Financial	20000 · Accounts Payable	-750.00
Bill Pmt -Check	06/24/2021	11396		Mittel Schule, Inc.	July 2021 Rent	WNB Financial	20000 · Accounts Payable	-920.43
Bill Pmt -Check	06/24/2021	11397		Office Depot		WNB Financial	20000 · Accounts Payable	-57.03
Bill Pmt -Check	06/24/2021	11398		Olmsted County Public Works	Mark Root S...	WNB Financial	20000 · Accounts Payable	-8,342.32
Bill Pmt -Check	06/24/2021	11399		Rolle Schumacher-a	18-Capacity-...	WNB Financial	20000 · Accounts Payable	-6,877.01
Bill Pmt -Check	06/24/2021	11400		Susan Cerwinski-1	3rd Quarter 2...	WNB Financial	20000 · Accounts Payable	-750.00
Bill Pmt -Check	06/24/2021	11401		Terri Peters (Expenses)	3rd Quarter 2...	WNB Financial	20000 · Accounts Payable	-750.00
Bill Pmt -Check	06/24/2021	11402		Wabasha County Highway Department	May Gas - H...	WNB Financial	20000 · Accounts Payable	-143.29
Bill Pmt -Check	06/24/2021	11403		Terri Peters (Expenses)	Mileage to A...	WNB Financial	20000 · Accounts Payable	-110.12
Bill Pmt -Check	06/24/2021	11403		WSB	Professional ...	WNB Financial	20000 · Accounts Payable	-6,836.75
Jun 24, 21								<u>-37,242.59</u>

31,599.03

NRCS Field Office Report

6/24/21

John Benjamin

Current office standing

- Bill and I are working out of the office every day. However, one of us is typically in the field for most of any given day.
- Brian DeVetter, Team 20 Customer Service Team Lead, has started working out of the office on most Tuesdays.
- FPAC policy is, following CDC guidelines. If vaccinated no need to wear a mask or social distance. Office staffing is still 50% capacity and maximum telework is encouraged.

CSP (Conservation Stewardship Program)

- FY21 CSP classic assessment and ranking deadline May 28, 2021
- 14 Classic signup Applications, 2 with a high priority
- 1 Classic signup Application preapproved and moving forward
- FY22 renewal application deadline, March 30th, 2021
- 6 Renewal applications, not prioritized at this time
- 14 Active contracts

EQIP (Environmental Quality Incentive Program)

- Obligation deadline for FY21-1 preapproved applications is July 23rd
 1. 2 applications in preapproved status
 2. 1 application obligated
- FY21 sign up 2 announced last month.
 1. 1 Application preapproved
- 23 FY21 EQIP applications in pending status
- 16 Active EQIP contracts

RCPP-EQIP (Regional Conservation Partnership Program- EQIP)

- 5 RCPP-EQIP active contracts
- 2 applications obligated
- Obligation deadline is July 23rd

RCPP (Regional Conservation Partnership Program)

Land Management fund through MAWQCP sign up announced

- Application deadline is June 4th
- 3 applications submitted.

CRP (Conservation Reserve Program)

- FY21 General sign up started January 4th and ends February 12th
- FY21 General signup deadline July 23rd
- Continuous signup deadline August 6th
- Plan writing deadline Sept. 20
- 22 General sing up applications I am aware of.

NRCS Field Office Report

6/24/21

John Benjamin

HEL (Highly Erodible Land determinations) & Plans

11 HEL plans needing to be written

Monthly Report – June

Matt Kempinger

Training

- BWSR Waterway I&E and Survey field training

Projects

- 1 new contract ready for board signature
- 3 contract amendments prepared
- 2 vouchers and documentation completed
- Investigated 2 future waterway sites
- Investigated 1 future grade stabilization site
- Reviewed 1 1026 tiling WCA review requests
- Completed initial watershed, hydrology and runoff calculations for 2 project site
- Preliminary design and estimate work for 1 waterway project
- Worked on gathering documentation for reimbursement of 3 contracted projects
- Completed a Karst geology risk assessment for one grade stabilization project
- Followed up with various landowners that have ongoing projects
- Stream restoration, drafting and landowner discussion
- 1 preconstruction meeting
- Reviewed 1 potential wetland violations
- Provided guidance to avoid WCA violations

Others

- Assisted 1 landowner in applying for MAWQCP certification
- Informed 2 landowners about the MAWQCP program
- Answered general resource questions from public and assisted where possible
- Compiled and prepared GIS information for West Indian Creek prioritization tool
- Aided and advised citizens regarding WCA concerns
- Provided technical assistance for wetland considerations

Work Summary June 2021

Henry Stelten

- West Indian projects, outreach, soil loss runs, site visits, survey
- Waterway survey field training
- Vouchers and letters concluding May board approved contracts
- Site visits with Bill & Willis
- Drone training
- Outreach and planning for Knotweed grant work in Hammond
- Winona cover crop tour
- CSP and field visits with John Benjamin

Sue Cerwinske

- Finished and mailed postcards for W. Indian project
- Sent out resolution materials to supervisors
- Pickup – replace tire for recall and purchase other to balance
- Updated budget in Quickbooks
- Vehicle logs – Totaled up billable mileage NFWF and SWAG
- NACD conservation clips – Articles/stories for website
- Board Agenda, Packet and Minutes
- BWSR learning modules
- Washed/Cleaned inside of both vehicles

Contract Amendment Form

Organization: Wabasha SWCD	Contract Number: 17-CAP-WS-13	Amendment Number: 4	Amendment Type Date <input checked="" type="checkbox"/> Amount <input type="checkbox"/> Land Occupier <input type="checkbox"/> Practice <input type="checkbox"/> Other <input type="checkbox"/>
		Board Meeting Date: 6/24/2021	

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

State Grant Agreement Expiration Date: 12/31/2021

Original Contract Install Date: 11/30/2019

Amended Contract Install Date (If applicable): 11/30/2021

Original Total Amount Authorized: \$1,000.00

Amended Total Amount Authorized: \$1,000.00

The Parties whose names are signed below hereby agree that the above-referenced Conservation Practice Assistance Contract is amended as follows:

IT IS AGREED THAT: The contract expiration date is being extended to provide additional time to carry out the project completion.

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

This Amendment is to take affect on the date of the last signature hereto.

Date 6/11/2021	Land Occupier Steve McNallen
Date	Landowner, if different from applicant

Technical Assessment and Cost Estimate

I have viewed the site where the above listed are to be installed and find that they are needed, and that the amended estimated quantities, costs, or completion date described above are practical and reasonable.

Date 6-11-21	Technical Assistance Provider Matt Kempinger Meets criteria TA will be licensed well contractor
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Organizational Approval

Date	Authorized Signature
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*Attach this form to the Conservation Practice Assistance Contract

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 17-CAP-WS-13	Other state or non-State funds? <input type="checkbox"/> YES <input checked="" type="checkbox"/> No	Amendment <input type="checkbox"/> Board Meeting Date(s): 6/27/2019	Canceled <input type="checkbox"/> Board Meeting Date(s):
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*If a contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name Steve McNallan	Address 59632 North County Road 14	City/State Kellogg, MN	Zip Code 55945
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* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Glassgow	Township No: 110N	Range No.: 11W	Section No. 36	1/4,1/4
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Contract Information

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

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

351 Well Decommissioning NRCS Field Office Technical Guide


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 11/30/2019, this contract will be automatically terminated on that date.
7. **Cost-share funds will only be provided to applicants that use a licensed well driller to seal their well. Well must be sealed by a MDH licensed well contractor and once well is fully sealed, contractor will submit a Well and Boring Sealing Record to MDH. This information must be provided to the Wabasha SWCD.**
8. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization board as practical and reasonable. The invoices must include the name of the vendor; materials, labor or equipment used; the component unit costs and the dates the work was performed. The organization board has the authority to make adjustments to the costs submitted for reimbursement.

Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel where the conservation practice will be located.
2. Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
3. Be responsible for the operation and maintenance of conservation practices applied under this program in accordance with an operation and maintenance plan prepared by the technical assistance provider.

4. Not accept cost-share funds, from state sources in excess of 50.0%, or state and federal sources that when combined are in excess of 50.0% of the total cost to establish the conservation practice.
5. To provide copies of all forms and contracts pertinent to any other state or non-state programs that are contributing funds toward this project.

Date 6/25/2019	Land Occupier 
Date	Landowner, if different from applicant
	Address, if different from applicant information:


Conservation Practice

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

Eligible Component Standards & Names 351 Well Decommissioning	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$3,530.00
	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 6/25/2019	Technical Assistance Provider  meets criteria TP will be licensed well contractor.
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Amount Authorized for Financial Assistance

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

Amount	Program Name	Fiscal Year
\$1,000.00	2017 Capacity 2018 Capacity 11/21/19 TP	2017

Board Meeting 6/27/2019	Authorized Signature 	Total Amount Authorized \$1,000.00
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PERCENT BASED - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: Rollie Schumacher Contract No.: 18-Capacity-6

Address: 36034 County Road 17

City, State, Zip: Lake City, MN

Total Amount Authorized: \$10,725.00 % Approved: 75% (state) 75% (state & non-state)

(from contract)

Item	Quantity	Unit	Unit Price	Cost
Mobilization	1	JOB	\$500.00	\$500.00
Grassed Waterway 12' Bottom, 32' Wide	3,333	L.F.	\$1.95	\$6,499.35
4-In Dia. Tile	700	L.F.	\$0.38	\$266.00
4-In Dia. Tile Install	700	L.F.	\$0.50	\$350.00
Find Existing Tile	1	EA	\$150.00	\$150.00
Soy Bean Straw Round Bales	12	EA	\$40.00	\$480.00
Mulching	3	Hours	\$50.00	\$150.00
Seed Mix	3	EA	\$161.00	\$483.00
Field Cultivating for Seeding	3	Acres	\$15.05	\$45.15
Grass Seed Drilling	3	Acres	\$17.95	\$53.85
Tractor Usage (200 HP)	4	Hours	\$48.00	\$192.00

PROJECT COST: \$9,169.35

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): Final

B. Total cost of practice to date: \$9,169.35

C. Eligible amount (total cost x % approved): \$6,877.01 (state) \$6,877.01 (state & non-state)

D. Total other state payment amount: \$0.00

E. Total non-state payment amount: \$0.00

F. Total previous partial payments: \$0.00

G. Pre-Construction Cover payment amount: \$0.00

H. Maximum payment amount: \$6,877.01

Pre-Con.Cover Ac.	Rate/Ac.

Amount Approved for This Voucher:

\$6,877.01

(cannot exceed Total Amount Authorized)

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



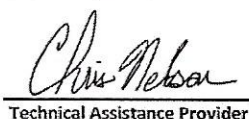
Payee Signature

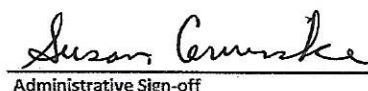
14 JUNE 2021

Date

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

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


Technical Assistance Provider


Administrative Sign-off

6-14-21

Date

6/15/21

Date

Contract Amendment Form

Organization: <div style="text-align: center; font-weight: bold;">Wabasha SWCD</div>	Contract Number: <div style="text-align: center; font-weight: bold;">18-Capacity-6</div>	Amendment Number: <div style="text-align: center; font-weight: bold;">1</div>	Amendment Type <div style="display: flex; justify-content: space-between;"> <div> Date Amount Land Occupier Practice Other </div> <div style="border-left: 1px solid black; padding-left: 5px;"> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div> </div>
Board Meeting Date: <div style="text-align: center; font-weight: bold;">11/19/20</div>			

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

State Grant Agreement Expiration Date: 12/31/2020 Original Contract Install Date: 11/30/2020

Amended Contract Install Date (If applicable): 6/30/2021

Original Total Amount Authorized: \$10,725.00 Amended Total Amount Authorized: \$10,725.00

The Parties whose names are signed below hereby agree that the above-referenced Conservation Practice Assistance Contract is amended as follows:

IT IS AGREED THAT: The contract expiration date is being extended to provide additional time to carry out the project completion.

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

This Amendment is to take affect on the date of the last signature hereto.

Date <div style="font-size: 1.2em;">13 NOV 2020</div>	Land Occupier <div style="font-size: 1.2em;">Rollie Schrocken</div>
Date	Lendowner, if different from applicant

Technical Assessment and Cost Estimate

I have viewed the site where the above listed are to be installed and find that they are needed, and that the amended estimated quantities, costs, or completion date described above are practical and reasonable.

Date <div style="font-size: 1.2em;">11-16-20</div>	Technical Assistance Provider <div style="font-size: 1.2em;">Chris Nelson</div>
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Organizational Approval

Date <div style="font-size: 1.2em;">11/19/20</div>	Authorized Signature <div style="font-size: 1.2em;">Terry Helby</div>
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* Attach this form to the Conservation Practice Assistance Contract

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization:	Contract Number:	Other state or non-State funds?	Amendment <input type="checkbox"/>	Canceled <input type="checkbox"/>
Wabasha SWCD	18-Capacity-6	<input type="checkbox"/> YES <input checked="" type="checkbox"/> No	Board Meeting Date(s): 5/28/2020	Board Meeting Date(s):

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

Applicant

Land Occupier Name	Address	City/State	Zip Code
Rollie Schumacher	36034 County Road 17	Lake City, MN	55041

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

Conservation Practice Location

Township Name:	Township No:	Range No.:	Section No.	1/4, 1/4
Gillford	110N	13W	17	

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:

412 Grassed Waterway NRCS Practice Standard

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by 11/30/2020, this contract will be automatically terminated on that date.
7. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization board as practical and reasonable. The invoices must include the name of the vendor; materials, labor or equipment used; the component unit costs and the dates the work was performed. The organization board has the authority to make adjustments to the costs submitted for reimbursement. Pre-Construction Cover is exempt from having the required invoices/receipts.

Applicant Signatures

The land occupier's signature indicates agreement to:

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

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

Date 12 MAY 2020	Land Occupier Bollen Schwanen
Date	Landowner, if different from applicant
	Address, if different from applicant information

Conservation Practice

The primary practice for which cost-share is requested is: 412 Grassed Waterway

Eligible Component Standards & Names 412	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$14,300.00
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

Technical Assessment and Cost Estimate

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

Date 8-26-20	Technical Assistance Provider Chris Nelson
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Pre-Construction Cover

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

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

Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed 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
\$10,725.00	2018 Capacity	2018

Date 8/20/20	Authorized Signature [Signature]	Total Amount Authorized \$10,725.00
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Contract Amendment Form

Organization: <div style="text-align: center;">Wabasha SWCD</div>	Contract Number: <div style="text-align: center;">19-319FL-1</div>	Amendment Number: <div style="text-align: center;">1</div>	Amendment Type Date <input checked="" type="checkbox"/> Amount <input type="checkbox"/> Land Occupier <input type="checkbox"/> Practice <input type="checkbox"/> Other <input type="checkbox"/>
Board Meeting Date: <div style="text-align: center;">6/24/2021</div>			

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

State Grant Agreement Expiration Date: 8/31/2022 Original Contract Install Date: 6/30/21

Amended Contract Install Date (If applicable): 6/30/2022

Original Total Amount Authorized: \$15,000.00 Amended Total Amount Authorized: _____

The Parties whose names are signed below hereby agree that the above-referenced Conservation Practice Assistance Contract is amended as follows:

an ammended contract install date of 6/30/2022 due to inability to complete project by current deadline and an extension of the state grant expiration.

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

This Amendment is to take affect on the date of the last signature hereto.

Date <div style="text-align: center;">6-17-21</div>	Land Occupier <div style="text-align: center;"><i>Frank Brand</i></div>
Date	Landowner, if different from applicant

Technical Assessment and Cost Estimate

I have viewed the site where the above listed are to be installed and find that they are needed, and that the amended estimated quantities, costs, or completion date described above are practical and reasonable.

Date <div style="text-align: center;">6/14/2021</div>	Technical Assistance Provider <div style="text-align: center;"><i>Pete R. Hays</i></div>
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Organizational Approval

Date	Authorized Signature
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*Attach this form to the Conservation Practice Assistance Contract

FEEDLOT VII COST-SHARE ASSISTANCE APPLICATION/CONTRACT

CONSERVATION DISTRICT

Wabasha County

Applicant

Applicant	Address	City/State	Zip
Frank Brand Contract # 19-319FL-1	33551 728 th St.	Lake City, MN	55041

Conservation Practice Location

Township Name	Township	Range	Section	1/4
Mount Pleasant	111	13	2	

Contract Information

I (we) the undersigned do hereby request cost-share assistance to help defray the cost of installing the following Small Feedlot Fix.

Examples of these fixes are listed below (but not limited to):

Roof gutters	Re-grading	Filter Strips
Fencing	Reducing lot size	Extending Roofs
Seeding down bare areas		Milk House Waste Treatment
Clean water diversion		
Other: <u> x </u>		

It is understood that:

1. The land occupier or landowner is responsible for the operation and maintenance of practices applied under this program to ensure that the conservation objective of the practice is met.
2. Costs covered through the Feedlot VII grant are for Implementation and Materials of the eligible practices.
3. **Cost Share: 50%, up to \$15,000 per feedlot**
4. All work completed under this program meets the guidelines set forth in the Feedlot VII grant.
5. Work started/completed before contract approval is not eligible for cost-share funding.
6. Practices will be installed by 06/30/2021 unless this contract is amended by mutual consent to reschedule the work and funding.
7. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the conservation district board as practical and reasonable.

A site inspection will be done by your CFO and the Professional Engineer, the PE will oversee construction; the CFO and Professional Engineer will sign off on completed construction.

Total Cost of Project \$30,551.92 Amount Requested \$15,000

Owner's Signature F. Brand Date 8-26-20

PE Signature P. R. Thompson Date 8/26/2020

Required MinnFarm Rating:

Before Practice Installed: 4, "Indicates Not in Compliance"

After Practice Installed: 2, "Indicates in Compliance"

Upon Completion of Construction:

I have reviewed the site where the above listed conservation practice(s) have been installed and have met the requirements outlined in the 319 Cost-Share for Small Feedlot Fixes grant.

CFO _____ Date _____

SWCD Technician _____ Date _____

Contract Approval

SWCD Board Chair [Signature] Date 8/27/20

PE Signature _____ Date _____

Contract Amendment Form

Organization: <div style="text-align: center; font-weight: bold;">Wabasha SWCD</div>	Contract Number: <div style="text-align: center; font-weight: bold;">20-Capacity-6</div>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> Amendment Number: <div style="text-align: center;">1</div> </td> <td style="width: 50%; vertical-align: top;"> Amendment Type Date <input type="checkbox"/> Amount <input checked="" type="checkbox"/> Land Occupier <input type="checkbox"/> Practice <input type="checkbox"/> Other <input type="checkbox"/> </td> </tr> <tr> <td colspan="2" style="vertical-align: top;"> Board Meeting Date: <div style="text-align: center; font-weight: bold;">6/24/2021</div> </td> </tr> </table>	Amendment Number: <div style="text-align: center;">1</div>	Amendment Type Date <input type="checkbox"/> Amount <input checked="" type="checkbox"/> Land Occupier <input type="checkbox"/> Practice <input type="checkbox"/> Other <input type="checkbox"/>	Board Meeting Date: <div style="text-align: center; font-weight: bold;">6/24/2021</div>	
Amendment Number: <div style="text-align: center;">1</div>	Amendment Type Date <input type="checkbox"/> Amount <input checked="" type="checkbox"/> Land Occupier <input type="checkbox"/> Practice <input type="checkbox"/> Other <input type="checkbox"/>					
Board Meeting Date: <div style="text-align: center; font-weight: bold;">6/24/2021</div>						

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

State Grant Agreement Expiration Date: 12/31/2021 Original Contract Install Date: 12/31/21

Amended Contract Install Date (If applicable): _____

Original Total Amount Authorized: \$3,325.00 Amended Total Amount Authorized: \$4,612.81

The Parties whose names are signed below hereby agree that the above-referenced Conservation Practice Assistance Contract is amended as follows:

Total amount authorized increased from \$3,325 to \$4,612.81. The reason for this is that other funding sources were not successfully contracted before construction began, leaving the total cost share short of 75% by \$1,287.81. This amendment increases total cost share to 75%.

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

This Amendment is to take affect on the date of the last signature hereto.

Date <div style="font-size: 1.2em;">6-16-21</div>	Land Occupier
Date	Landowner, if different from applicant

Technical Assessment and Cost Estimate

I have viewed the site where the above listed are to be installed and find that they are needed, and that the amended estimated quantities, costs, or completion date described above are practical and reasonable.

Date <div style="font-size: 1.2em;">6-20-21</div>	Technical Assistance Provider <div style="font-size: 1.2em; text-align: center;">Matt Kempinger</div>	NRCS engineered project with appropriately signed and documented plans available upon request.
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Organizational Approval

Date	Authorized Signature
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*Attach this form to the Conservation Practice Assistance Contract

PERCENT BASED - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: Wade Nibbe Contract No.: 20-Capacity-6

Address: 65285 355th Ave

City, State, Zip: Lake City MN

Total Amount Authorized: \$3,325.00 % Approved: 75% (state) 75% (state & non-state)

(from contract)

Item	Quantity	Unit	Unit Price	Cost
Mobilization	1	EA	\$300.00	\$300.00
Waterway 12' bottom	2,525	L.F.	\$2.00	\$5,050.00
Seed	1	EA	\$111.00	\$111.00
Fertilizer	695	Lbs	\$0.23	\$161.41
Crimper Rental	1	EA	\$50.00	\$50.00
Rye Straw	4	Tons	\$100.00	\$400.00
Shredding Mulch	4	Tons	\$11.00	\$44.00
Seeding	2	Acres	\$12.00	\$24.00
Fertilizer application	2	Acres	\$5.00	\$10.00

PROJECT COST: **\$6,150.41**

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): Final

B. Total cost of practice to date: \$6,150.41

C. Eligible amount (total cost x % approved): \$3,325.00 (state) \$4,612.81 (state & non-state)

D. Total other state payment amount: \$0.00

E. Total non-state payment amount: \$0.00

F. Total previous partial payments: \$0.00

G. Pre-Construction Cover payment amount: \$0.00

H. Maximum payment amount: \$3,325.00

Pre-Con.Cover Ac.	Rate/Ac.

Amount Approved for This Voucher: **\$3,325.00**
(cannot exceed Total Amount Authorized)

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

Wade Nibbe
Payee Signature

6-14-21
Date

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

NRCS engineered project with
Matt Kempinger appropriately signed and documented plans available upon request.

Technical Assistance Provider

6-16-16
Date

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

Susan Cervinka
Administrative Sign-off

Administrative Sign-off

6/21/21
Date

PERCENT BASED - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: Wade Nibbe Contract No.: 20-Capacity-6
 Address: 65285 355th Ave
 City, State, Zip: Lake City MN
 Total Amount Authorized: \$4,612.81 % Approved: 75% (state) 75% (state & non-state)
 (from contract)

Item	Quantity	Unit	Unit Price	Cost
Mobilization	1	EA	\$300.00	\$300.00
Waterway 12' bottom	2,525	L.F.	\$2.00	\$5,050.00
Seed	1	EA	\$111.00	\$111.00
Fertilizer	695	Lbs	\$0.23	\$161.41
Crimper Rental	1	EA	\$50.00	\$50.00
Rye Straw	4	Tons	\$100.00	\$400.00
Shredding Mulch	4	Tons	\$11.00	\$44.00
Seeding	2	Acres	\$12.00	\$24.00
Fertilizer application	2	Acres	\$5.00	\$10.00

PROJECT COST: \$6,150.41

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): Final
 B. Total cost of practice to date: \$6,150.41
 C. Eligible amount (total cost x % approved): \$4,612.81 (state) \$4,612.81 (state & non-state)
 D. Total other state payment amount: \$0.00
 E. Total non-state payment amount: \$0.00
 F. Total previous partial payments: \$0.00
 G. Pre-Construction Cover payment amount: \$0.00
 H. Maximum payment amount: \$4,612.81

Pre-Con.Cover Ac.	Rate/Ac.

Amount Approved for This Voucher: \$4,612.81
 (cannot exceed Total Amount Authorized)

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

Wade Nibbe
 Payee Signature

6-14-21
 Date

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

Matt Kempinger NRCS engineered project with appropriately signed and documented plans available upon request.

Technical Assistance Provider

6-16-16
 Date

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

Juan Cervantes
 Administrative Sign-off

6/21/21
 Date

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 21-Capacity-3	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):
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* If contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name White Barn Acres LLC	Address 19100 641st St	City/State Kellogg	Zip Code 55945
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* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Greenfield	Township No: 110	Range No.: 10	Section No. 20	1/4, 1/4 W 1/2
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Contract Information

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

1. The land occupier is responsible for full establishment, operation, and maintenance of all practices and upland treatment criteria applied under this program to ensure that the conservation objective of the practice is met and the effective life, a minimum of 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:

USDA-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 12/31/21, 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 06/14/2021	Land Occupier Matt Tertis, Manager for White Barn Acres, LLC <i>M. Tertis</i>
Date	Landowner, if different from applicant
	Address, if different from applicant information:

Conservation Practice

The primary practice for which cost-share is requested is: 578 -Stream Crossing

Eligible Component Standards & Names 578- Stream Crossing, 326 - Clearing and Snagging, 342 - Critical Area Planting, 484 -Mulching, 362 -Diversion	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$ 13,766.00
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

Technical Assessment and Cost Estimate

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

Date 6/14/2021	Technical Assistance Provider <i>P. R. Tye</i>
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Pre-Construction Cover

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

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

Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed 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
\$ 2,432.37	2021 Capacity	2021

Date	Authorized Signature	Total Amount Authorized \$ 2,432.37
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