

Wabasha Soil and Water Conservation District
District Regular Board Meeting
June 27, 2019
8 a.m.
County Annex Conference Room
625 Jefferson Ave.

- I. **CALL MEETING TO ORDER –**
- II. **PLEDGE OF ALLEGIANCE**
- III. **AGENDA**
- IV. **PUBLIC COMMENTS**
Comments limited to 5 minutes per speaker
- V. **CONSENT AGENDA -Board Action**
Joseph Slater Stewardship Plan Agreement
Jim & Jane Klassen Stewardship Plan Agreement #1
Jim & Jane Klassen Stewardship Plan Agreement #2
Jason Klassen Stewardship Plan Agreement
Kathy Henderson Stewardship Plan Agreement
DNR Forestry Plan grant contract 152295 amendment #1
- VI. **SECRETARY’S REPORT**
A. May 23, 2019 Meeting Minutes-**Board Action**
- VII. **TREASURER’S REPORT:**
A. May Program Record-**Board Action**
B. District Financial Statements May 2019-**Board Action**
- VIII. **PAYMENT OF MONTHLY BILLS**
A. Monthly bills in the amount of \$12,471.48-**Board Action**
- IX. **DISTRICT REPORTS**
A. Chair Report – Terry Helbig
B. County Commissioners – Don Springer; Rich Hall
C. District Manager Report – Terri Peters
D. NRCS Report – Phillis Brey
- X. **OLD BUSINESS**
A. 1W1P Update-**Board Information**
 - i. 1W1P Kickoff Party
- B. Legislative funding options update-**Board Information**
- C. Update on grant transfers from WRB (AgCertainty and Well Sealing grants)-**Board Information**
- D. MASWCD Resolution Meeting -**Board Discussion**
- E. Conservationist of the Year-**Board discussion/Action**

- F. Woodland Manager of the Year-**Board Discussion/Action**
- G. Bus Tour-**Board Discussion/Information**
- H. Wabasha County Budget Request for FY 2020-**Board Discussion**

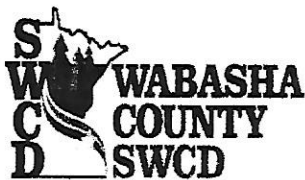
XI. NEW BUSINESS

- A. Financial Report Signature Authority Resolution 06272019-1 to cover the State Fiscal Year 2020-**Board Action**
- B. 2018 Audit Draft #2-**Board Information/Discussion**
- C. Governance 101 training meeting-**Board Discussion/Sign-up**
- D. Well Sealing Policy amendment-**Board Action**
- E. Steve McNallan contract 17-CAP-WS-13 in the amount of \$1,000 for well sealing-**Board Action**
- F. Tom Miller contract 17-CS-5 &17-Capacity-12 in the amount of \$2,700.00 for Grassed Waterway (Practice 412)-**Board Action**
- G. David Deming contract 18-Capacity-2 (Grassed Waterway) in the amount of \$19,725.00 cancellation-**Board Action**
- H. Gareth Hager contract 19-Capacity-2 in the amount of \$845.70 for Water and Sediment Control Structure and Grade Stabilization Structure (Practice 638/410)-**Board Action**
- I. Upcoming Events
 - i. Data Practices Training- Jun 27
 - ii. Resolution Meeting-June 28th
 - iii. Cover Crop Interseeding Demonstration Event July 2, Northfield, MN
 - iv. Bus Tour. Date pending.
 - v. Wabasha County Fair booth July 18, 11:00-8:00
 - vi. Governance 101 Training-Sept 12-13

XII. Board Reports

- A. WW –
- B. 1W1P-

XIII. Adjourn- Board Action



Stewardship Plan Agreement

Wabasha Soil & Water Conservation District

Forest Bank Project

Applicant Name (first, MI, last) Joseph Slater	Home Phone 651-345-6122	Cell Phone
Mailing Address (Street or Box, City, State, Zip Code) 71314 264 th Ave Lake City, MN 55041		
Email Address (optional): maxjoe12@gmail.com		

I hereby apply for a stewardship plan for the following land(s) that I own:

Section	Township	Range	County	Estimated Total Acres	Estimated Wooded Acres
13 and 24	Pepin 111	012	Wabasha	231.8	127
Legal Description of lots or forties (if known) S1/2SE1/4; SW1/4SW1/4; S1/2SW1/4					

NOTE: The actual cost of preparing stewardship plans for this project is \$300 per plan and \$7 per eligible acre*. One hundred percent of the cost will be covered by the Department of Natural Resources, Division of Forestry, Grant. The estimated fee for preparing your stewardship plan will be based on the \$300 plan base plus \$7.00 per eligible acre.

I understand that I will be charged a fee for my stewardship plan. JS (landowner's initials)

I understand that I won't know the final cost for my plan until the forester has the opportunity to look at my property to determine the eligible acres. JS (landowner's initials)

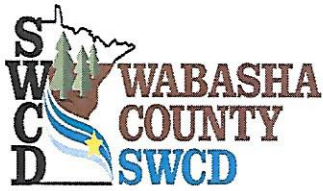
The estimated fee for your portion of the stewardship plan is \$ 1400 + \$50 registration. The actual total fee you will be charged for your stewardship plan will be calculated after the forester writes your plan and confirms the actual eligible acres.

You will receive an invoice from the Forester for the balance due once your plan is complete. Submit the receipt to the Wabasha SWCD to be approved for reimbursement at the following SWCD board meeting. As part of the agreement, you will be required to register your stewardship plan with the State of Minnesota for a one time registration fee of \$50.

I, as the landowner, am asking for a stewardship plan and agree to pay the fee for the creation and delivery of the stewardship plan. I agree to pay the balance due upon receipt of the invoice for services rendered and will submit my receipts to the SWCD for reimbursable expenses.

Applicant Signature <u>Joseph Slater</u>	Date <u>6/12-2019</u>
SWCD Representative	Date
Forester Signature	Date

* Eligible acres must be wooded and total at least 20 acres



Stewardship Plan Agreement

Wabasha Soil & Water Conservation District

Forest Bank Project

Applicant Name (first, MI, last) Jim & Jane Klassen	Home Phone	Cell Phone 507-421-2079
Mailing Address (Street or Box, City, State, Zip Code) 20951 578 th St Plainview, MN 55964		
Email Address (optional):		

I hereby apply for a stewardship plan for the following land(s) that I own:

Section	Township	Range	County	Estimated Total Acres	Estimated Wooded Acres
36	Highland 109	011	Wabasha	160	95
Legal Description of lots or forties (if known) NE 1/4					

NOTE: The actual cost of preparing stewardship plans for this project is \$300 per plan and \$7 per eligible acre*. One hundred percent of the cost will be covered by the Department of Natural Resources, Division of Forestry, Grant. The estimated fee for preparing your stewardship plan will be based on the \$300 plan base plus \$7.00 per eligible acre.


I understand that I will be charged a fee for my stewardship plan. _____ (landowner's initials)

I understand that I won't know the final cost for my plan until the forester has the opportunity to look at my property to determine the eligible acres. _____ (landowner's initials)

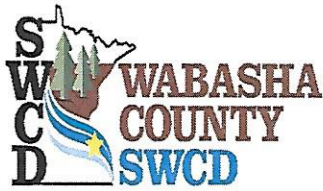
The estimated fee for your portion of the stewardship plan is \$ 965 + \$50 registration. The actual total fee you will be charged for your stewardship plan will be calculated after the forester writes your plan and confirms the actual eligible acres.

You will receive an invoice from the Forester for the balance due once your plan is complete. Submit the receipt to the Wabasha SWCD to be approved for reimbursement at the following SWCD board meeting. As part of the agreement, you will be required to register your stewardship plan with the State of Minnesota for a one time registration fee of \$50.

I, as the landowner, am asking for a stewardship plan and agree to pay the fee for the creation and delivery of the stewardship plan. I agree to pay the balance due upon receipt of the invoice for services rendered and will submit my receipts to the SWCD for reimbursable expenses.

Applicant Signature 	Date 6-11-19
SWCD Representative	Date
Forester Signature	Date

* Eligible acres must be wooded and total at least 20 acres



Stewardship Plan Agreement

Wabasha Soil & Water Conservation District

Forest Bank Project

Applicant Name (first, MI, last) Jim & Jane Klassen	Home Phone	Cell Phone 507-421-2079
Mailing Address (Street or Box, City, State, Zip Code) 20951 578 th St Plainview, MN 55964		
Email Address (optional):		

I hereby apply for a stewardship plan for the following land(s) that I own:

Section	Township	Range	County	Estimated Total Acres	Estimated Wooded Acres
22	Highland 109	011	Wabasha	320	90
Legal Description of lots or forties (if known) NW1/4 & SE1/4					

NOTE: The actual cost of preparing stewardship plans for this project is \$300 per plan and \$7 per eligible acre*. One hundred percent of the cost will be covered by the Department of Natural Resources, Division of Forestry, Grant. The estimated fee for preparing your stewardship plan will be based on the \$300 plan base plus \$7.00 per eligible acre.


I understand that I will be charged a fee for my stewardship plan. _____ (landowner's initials)

I understand that I won't know the final cost for my plan until the forester has the opportunity to look at my property to determine the eligible acres. _____ (landowner's initials)

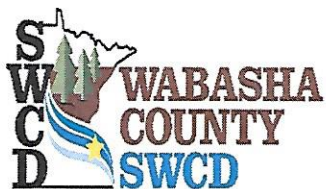
The estimated fee for your portion of the stewardship plan is \$ 930 + \$50 registration . The actual total fee you will be charged for your stewardship plan will be calculated after the forester writes your plan and confirms the actual eligible acres.

You will receive an invoice from the Forester for the balance due once your plan is complete. Submit the receipt to the Wabasha SWCD to be approved for reimbursement at the following SWCD board meeting. As part of the agreement, you will be required to register your stewardship plan with the State of Minnesota for a one time registration fee of \$50.

I, as the landowner, am asking for a stewardship plan and agree to pay the fee for the creation and delivery of the stewardship plan. I agree to pay the balance due upon receipt of the invoice for services rendered and will submit my receipts to the SWCD for reimbursable expenses.

Applicant Signature 	Date 6-11-19
SWCD Representative	Date
Forester Signature	Date

* Eligible acres must be wooded and total at least 20 acres



Stewardship Plan Agreement

Wabasha Soil & Water Conservation District

Forest Bank Project

Applicant Name (first, MI, last) Jason Klassen	Home Phone 507-534-0115	Cell Phone 507-259-4048
Mailing Address (Street or Box, City, State, Zip Code) 21036 578 th St Plainview, MN 55964		
Email Address (optional): tara.klassen@gmail.com		

I hereby apply for a stewardship plan for the following land(s) that I own:

Section 21	Township Highland 109	Range 011	County Wabasha	Estimated Total Acres 90	Estimated Wooded Acres 90
Legal Description of lots or forties (if known) NE1/4NE1/4 & NE1/4NW1/4NE1/4					

NOTE: The actual cost of preparing stewardship plans for this project is \$300 per plan and \$7 per eligible acre*. Eighty-five percent of the cost will be covered by the Department of Natural Resources, Division of Forestry, Grant. The estimated fee for preparing your stewardship plan will be based on the remaining \$300 plan cost divided across your acres plus \$7.00 per eligible acre.

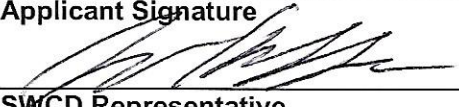
I understand that I will be charged a fee for my stewardship plan. JK. (landowner's initials)

I understand that I won't know the final cost for my plan until the forester has the opportunity to look at my property to determine the eligible acres. JK. (landowner's initials)

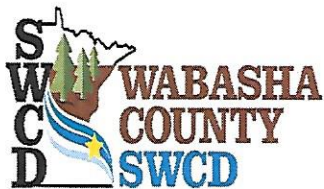
The estimated fee for your portion of the stewardship plan is \$ 930+\$50 registration fee. The actual total fee you will be charged for your stewardship plan will be calculated after the forester writes your plan and confirms the actual eligible acres.

You will receive an invoice from the Forester for the balance due once your plan is complete. Submit the receipt to the Wabasha SWCD to be approved for reimbursement at the following SWCD board meeting. As part of the agreement, you will be required to register your stewardship plan with the State of Minnesota for a one time registration fee of \$50.

I, as the landowner, am asking for a stewardship plan and agree to pay the fee for the creation and delivery of the stewardship plan. I agree to pay the balance due upon receipt of the invoice for services rendered.

Applicant Signature 	Date 6-11-19
SWCD Representative	Date
Forester Signature	Date

* Eligible acres must be wooded and total at least 20 acres



Stewardship Plan Agreement

Wabasha Soil & Water Conservation District


Forest Bank Project

Applicant Name (first, MI, last) Kathy Henderson	Home Phone 507-534-0155	Cell Phone
Mailing Address (Street or Box, City, State, Zip Code) 60547 Cty Rd 4 Theilman, MN 55945		
Email Address (optional):		

I hereby apply for a stewardship plan for the following land(s) that I own:

Section 8	Township Highland 109	Range 011	County Wabasha	Estimated Total Acres 110.7	Estimated Wooded Acres 67
Legal Description of lots or forties (if known) NE1/4NE1/4 & NE1/4NW1/4NE1/4					

NOTE: The actual cost of preparing stewardship plans for this project is \$300 per plan and \$7 per eligible acre*. Eighty-five percent of the cost will be covered by the Department of Natural Resources, Division of Forestry, Grant. The estimated fee for preparing your stewardship plan will be based on the remaining \$300 plan cost divided across your acres plus \$7.00 per eligible acre.

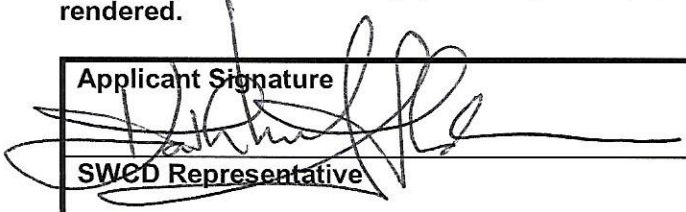
I understand that I will be charged a fee for my stewardship plan.  (landowner's initials)

I understand that I won't know the final cost for my plan until the forester has the opportunity to look at my property to determine the eligible acres.  (landowner's initials)

The estimated fee for your portion of the stewardship plan is \$ 653.65+\$50 registration fee. The actual total fee you will be charged for your stewardship plan will be calculated after the forester writes your plan and confirms the actual eligible acres.

You will receive an invoice from the Forester for the balance due once your plan is complete. Submit the receipt to the Wabasha SWCD to be approved for reimbursement at the following SWCD board meeting. As part of the agreement, you will be required to register your stewardship plan with the State of Minnesota for a one time registration fee of \$50.

I, as the landowner, am asking for a stewardship plan and agree to pay the fee for the creation and delivery of the stewardship plan. I agree to pay the balance due upon receipt of the invoice for services rendered.

Applicant Signature 	Date 13 Jun 19
SWCD Representative	Date
Forester Signature	Date

* Eligible acres must be wooded and total at least 20 acres

Amendment # 1 for Grant Contract #152295

Contract Start Date:	January 28, 2019	Total Contract Amount:	\$15,500
Original Contract Expiration Date:	August 31, 2019	Original Contract:	\$10,500
Current Contract Expiration Date:	August 31, 2019	Previous Amendment(s) Total:	\$N/A
Requested Contract Expiration Date:	December 31, 2019	This Amendment:	\$5,000

This amendment is by and between the State of Minnesota, through its Commissioner of Natural Resources, Division of Forestry, 500 Lafayette Rd., St. Paul, MN 55155 ("State") and Wabasha Soil and Water Conservation District (SWCD), 611 Broadway Ave., Ste. 10, Wabasha, MN 55981, ("Grantee").

Recitals

1. The State has a grant contract with the Grantee identified as SWIFT Contract Number 152295 ("Original Grant Contract") for the purpose of completing the project entitled: "Landscape Stewardship for Family Forestland Owners: Increasing Results through Integrated and Collaborative Service Delivery – NIPF Pilot Phase 2", under the Cooperative Forestry Assistance Program, USDA Forest Service, CFDA #10.664, Federal Award # 15-DG-11420004-068, the State received a federal award of \$255,000.00 on May 7, 2015, of which was sub-awarded to the Grantee DUNS # 007666276. This project is not a research and development project.
2. This amendment provides the funds from the Minnesota Forest Resources Council Landscape Program to support the development of the project. These funds were designated as a state cash match at the inception of the project.
3. The State and the Grantee are willing to amend the Original Grant Contract as stated below.

Grant Contract Amendment

REVISION 1. Clause 1. "Grantee's Duties" is amended to add:

The Grantee, who is not a state employee, will:

- New Plan Writer Orientation Workshop. Support efforts by the Southeast Committee and DNR Forestry PFM Program staff to coordinate a workshop for plan writers in the SE landscape region.
- Landowner Outreach. Distribute information to landowners about technical / financial resources available through the Private Forest Management Program and the Forest Bank Project. Follow up with landowners with forest stewardship plans in the project area and encourage them to implement their plans.
- Landowner Assistance – Cost Share Projects and Timber Sales. Assist landowners in applying for state and federal cost share programs to implement forest stewardship plans. Encourage landowners to consider timber sales and related forest management activities with area services providers.

Budget:

New plan writer orientation workshop	\$1,500
Landowner outreach	\$1,500
Landowner assistance	\$2,000
Total	\$5,000

REVISION 2. Clause 4.1.1 "Compensation" is amended as follows:

4.1.1 Compensation. Compensation in an amount not to exceed ~~\$10,500.00~~, \$15,500.00.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05

Signed: _____

Date: _____

SWIFT Contract/PO No(s). _____

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

3. STATE AGENCY

By: _____

Title: _____

Date: _____

Distribution:

Agency

Grantee

State's Authorized Representative

Wabasha Soil and Water Conservation District
District Regular Board Meeting
May 23, 2019
8 a.m.
County Annex Conference Room
625 Jefferson Ave.

- I. **CALL MEETING TO ORDER** – Meeting called to order at 8:02 am by Chair Terry Helbig
Supervisors present: Terry Helbig, Chair; Larry Theismann, Secretary; Chuck Fick, Treasurer; Nate Arendt, member
Absent: Lynn Zabel, Vice Chair

Staff present: Terri Peters, District manager; Dennis Stelling, SWCD; Phillis Brey, NRCS

County Commissioners present: Rich Hall

Others: Adam Beilke, BWSR; Sharleen Klennert, Citizen; Dale Krystosek, BWSR

Brian Buhmann, County administrator stopped in to introduce himself

- II. **PLEDGE OF ALLEGIANCE**

- III. **AGENDA**

Moved by Fick, seconded by Theismann to approve the agenda with the addition of old business item G: Addendum to agreement with WRB & Wabasha SWCD; New business items Q: Cost share contract 19-Capacity-1; R: Glen Zabel Voucher payment for contract 17-CS-4; S: Updated work plan

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

- IV. **PUBLIC COMMENTS**

Comments limited to 5 minutes per speaker

- V. **CONSENT AGENDA -Board Action**

- A. Samuel Fessenden AgBMP Loan Application in the amount of \$18,500.00
- B. Acceptance of the SE MN Well Sealing Program Grant (ID C19-2001) in the amount of \$55,000.00
- C. Acceptance of the North Fork Zumbro/Mazeppa Channel contract-01 signed by all parties
- D. Fillmore County SWCD SE MN Well Sealing Program Sub-Agreement acceptance

Moved by Arendt, seconded by Fick to approve the consent agenda

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

- VI. **SECRETARY'S REPORT**

A. April 25, 2019 Meeting Minutes-**Board Action**
Moved by Fick, seconded by Arendt to approve the Secretary's report as presented
Affirmative: Arendt, Fick, Helbig, Theismann
Opposed: None
Motion Carried

VII. TREASURER'S REPORT:

A. March Program Record-**Board Action** (Motion needed to take off table before action can be taken)

Moved by Fick, seconded by Arendt to take the March program record off the table
Affirmative: Arendt, Fick, Helbig, Theismann
Opposed: None
Motion Carried

Moved by Theismann, seconded by Arendt to approve the March program record as presented

Affirmative: Arendt, Fick, Helbig, Theismann
Opposed: None
Motion Carried

B. April Program Record-**Board Action**

Moved by Fick, seconded by Theismann to approve the April program record as presented

Affirmative: Arendt, Fick, Helbig, Theismann
Opposed: None
Motion Carried

C. District Financial Statements April 2019-**Board Action**

Moved by Theismann, seconded by Arendt to approve the district financial statements for April as presented

Affirmative: Arendt, Fick, Helbig, Theismann
Opposed: None
Motion Carried

VIII. PAYMENT OF MONTHLY BILLS

A. Monthly bills in the amount of \$16,866.07-**Board Action**

Moved by Arendt, seconded by Theismann to approve payment of monthly bills in the amount of \$16,866.07

Affirmative: Arendt, Fick, Helbig, Theismann
Opposed: None
Motion Carried

IX. DISTRICT REPORTS

- A. Chair Report – Terry Helbig
- B. County Commissioners – Don Springer; Rich Hall
- C. District Manager Report – Terri Peters
- D. NRCS Report – Phillis Brey
- E. Ecological Technician Report – Jen Wahls
- F. District Technician Report- Mitch Rigelman

- G. District Technician Report- Bill Wayne
- H. Other –

X. OLD BUSINESS

- A. 1W1P Update-**Board Information**
 - i. 1W1P Kickoff Party
- B. Legislative funding options update-**Board Information**
- C. Update on grant transfers from WRB (AgCertainty and Well Sealing grants)-**Board Information**
 - i. Resolution 05232019-1 Well Sealing Grant agreement to operate under the grant in accordance to our work plan-**Board Action**

Moved by Fick, seconded by Theismann to approve Resolution 05232019-1 Well Sealing Grant Agreement

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

- D. MASWCD Resolution Process Meeting and request for resolution ideas-**Board Discussion**

- E. Conservation Farmer of the Year-**Board discussion**

- F. Woodland Manager of the Year-**Board Discussion**

Board, by consensus, would like to host a public tour of potential Conservationist and Woodland manager of the year sites, in conjunction with a tour of projects completed and in progress and asked staff to organize the tour for July

- G. Addendum to the Agreement with SE WRB & Wabasha SWCD-**Board Action**

Moved by Fick, seconded by Theismann to approve the addendum to the SE WRB agreement with Wabasha SWCD

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

XI. NEW BUSINESS

- A. Wabasha County Budget Request for FY 2020-**Board Discussion/Action**
Board agreed by consensus that the budget proposal to the county should be presented on a need basis rather than an expected receipt basis and should detail the reason for the need
- B. Wabasha County Family Night on the Farm (Ideas for what should be presented, by whom, who will attend)-**Board Discussion**
Board suggested having Mitchel at Family night on the farm with the drone as well as Jen to handle questions
- C. Ideas on Board Training-**Board Discussion**
Board suggested having training specific to the open meeting law as either part of a regular board meeting or a separate training opportunity
- D. Request for items of interest to be presented at annual convention-**Board Discussion**

Board recommends passing along the idea of having Mark Seely, U of MN Climatologist, give a presentation on how to prepare for more heavy rainfall events that we seem to be having in recent years

- E. Area 7 discussion concerning the overall purpose for having local Area groups throughout the state-**Board Discussion**

- F. Soil Health Demonstration Grant Opportunity-**Board Discussion**

Board recommends looking for opportunities to pair up with Goodhue County SWCD for a Soil Health Demonstration to maximize the use of the dollars available

- G. Conservation Corps Work Order Amendment to extend completion date to match grant extension-**Board Action**

Moved by Fick, seconded by Theismann to approve the Conservation Corps Work Order Amendment to extend the completion date to match the grant extension

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

- H. Wabasha Soil and Water Conservation District State Cost Share Sinkhole Policy-**Board Action**

Moved by Fick, seconded by Theismann to approve the Wabasha Soil and Water Conservation District State Cost Share Sinkhole Policy

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

- I. Wabasha Soil and Water Conservation District Local Cost Share Policy amended to include sinkholes-**Board Action**

Moved by Theismann, seconded by Arendt to approve the amended Wabasha Soil and Water Conservation District Local Cost Share policy to include Sinkholes

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

- J. Craig Reiter AgBMP Loan application in the amount of \$138,000.00 (Replaces 2 other applications and adds items)-**Board Action**

Moved by Arendt, seconded by Fick to approve the Craig Reiter AgBMP Loan Application in the amount of \$138,000.00

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

- K. Bill Miller contract amendment LMFR-17RCPP-3WAB Amendment 2 for date extension. Current expiration date is 5/31/19, extended to 12/31/2019 to match NRCS expiration date-**Board Action**

Moved by Fick, seconded by Theismann to approve the Bill Miller contract LMFR-17RCPP-3WAB Amendment #2 to extend the expiration date to 12/31/2019 to match the NRCS expiration date

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

- L. Keith Bremer payment voucher for contract 15-MRLP-4 Basin 1, for \$8,122.05 (total project cost \$9,024.50 with 90% covered) completion of Grade Stabilization Structure (410)-**Board Action**

Moved by Arendt, seconded by Fick to approve the payment voucher for Keith Bremer contract 15-MRLP-4 Basin 1 in the amount of \$8,122.05

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

- M. Gerard (King) Marking contract 2016CWF-05 in the amount of \$11,506.79 (Total cost \$15,050.00) for Grade Stabilization Structure practice 410-**Board Action**

Moved by Fick, seconded by Theismann to approve Gerard (King) Marking contract 2016CWF-05 in the amount of \$11,506.79

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

- N. James Dittrich contract 18-CS-1 in the amount of \$11,929.86 (Total cost \$22,573.15) for practice 410 Grade Stabilization Structure & Picket Fence/Buffer/Cattle Exclusion-**Board Action**

Moved by Arendt, seconded by Theismann to approve James Dittrich contract 18-CS-1 in the amount of \$11,929.86

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

- O. Chuck Bremer contract 17-CAP-WS-11 in the amount of \$1,000.00 (Total cost \$2,010.00) for practice 351 Well Decommissioning-**Board Action**

Moved by Arendt, seconded by Fick to approve Chuck Bremer contract 17-CAP-WS-11 in the amount of \$1,000.00

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

- P. Upcoming Events

- i. Zumbro River One Watershed One Plan Kickoff Party June 13th 2019 @ 125 Live Rochester MN from 5-8pm
- ii. Managing the Human Resource-June 19-20, 2019 St. Cloud MN
- iii. Family Night on the Farm- June 20, 2019
- iv. Data Practices Training- Jun 27
- v. Resolution Meeting-June 28th??

- Q. Tom Leisen contract 19-Capacity-1 in the amount of \$2,700.00 for interseeding cover crops-**Board Action**

Moved by Arendt, seconded by Fick to approve Tom Leisen contract 19-Capacity-1 in the amount of \$2,700.00

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

- R. Glen Zabel contract 17-CS-4 voucher payment in the amount of \$3,967.50-**Board Action**

Moved by Arendt, seconded by Fick to approve Glen Zabel contract 17-CS-4 voucher payment in the amount of \$3,967.50

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

S. Approval of updated work plan (Wabasha SWCD Targeted, Measurable Objectives)-

Board Action

Moved by Fick, seconded by Theismann to approve the updated work plan as presented

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

XII. Board Reports

A. WW –

B. 1W1P-

XIII. PRAP Evaluation

A. BWSR Representation discussion with board/staff concerning PRAP evaluation—

Board Discussion/Information

Board agreed by consensus to seek the \$10,000 grant available for additional PRAP grant funds with specifics on what to use the funds to address presented at the next board meeting

XIV. Adjourn- Board Action

Moved by Arendt, seconded by Fick to adjourn

Affirmative: Arendt, Fick, Helbig, Theismann

Opposed: None

Motion Carried

Meeting adjourned at 10:38 AM

Respectfully Submitted,

Larry Theismann, Secretary

<div>Red=Mileage</div> <div>Blue=Billable time Charges</div> <div>Orange=Adjustment of program to reduce County Funds</div> <div>Green=Adjustment of Negative Programs with no funds coming to equal zero and reduce</div>		Cash			District Funds			Petty Cash		
		Balance of all cash on hand checking, savings, and investments.			Funds come primarily from fees for services, and tree sales.			County allocation received in June and December Included LWM Levy and WCA match amounts		
		Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
4/1/2019	Beginning Balance			\$578,862.06			\$265,231.27	\$140.00	\$30.00	\$138.87
GENERAL LEDGER ACCOUNTS				\$578,862.06			\$265,231.27			
Sales Tax Liability				\$578,862.06			\$265,231.27			
CD Cashed				\$578,862.06			\$265,231.27			
REVENUE ACCOUNTS				\$578,862.06			\$265,231.27			
Intergov. Rev. - County				\$578,862.06			\$265,231.27			
Intergov. Rev. - State		37,880.21		\$616,742.27			\$265,231.27			
Intergov. Rev. -Federal				\$616,742.27			\$265,231.27			
Charges for Goods & Services		\$1,121.80		\$617,864.07	\$1,121.80		\$266,353.07			
Interest - CD's				\$617,864.07			\$266,353.07			
Interest - Money Market		\$926.77		\$618,790.84	\$926.77		\$267,279.84			
Other				\$618,790.84			\$267,279.84			
EXPENDITURE ACCOUNTS				\$618,790.84			\$267,279.84			
Personnel Services			\$35,754.15	\$583,036.69		\$35,754.15	\$231,525.69			
District Operations			4,957.06	\$578,079.63		4,957.06	\$226,568.63			
Supplies			\$5.65	\$578,073.98			\$226,568.63		\$5.65	
Mileage				\$578,073.98	\$505.38		\$227,074.01			
Project Expense-Local			\$60.90	\$578,013.08			\$227,074.01			
Project Expense-State			20,465.37	\$557,547.71	\$6.07		\$227,080.08		\$6.07	
Project Expense-Federal				\$557,547.71			\$227,080.08			
Distribute Hours Worked				\$557,547.71	\$37,892.70					
4/30/2019	Ending Balance	\$39,928.78	\$61,243.13	\$557,547.71	\$40,452.72	\$40,711.21	\$264,972.78	\$0.00	\$11.72	\$127.15

District Funds plus all fund balances	
Beginning=Beginning Cash. Should match	
Checks and Balances	QuickBooks and Bank Statement Cash Balances \$578,862.06
Balances=Ending Cash Balance (use to start following month). Should match Quickbooks and Bank Statement Cash Balances	
	\$557,547.71

2019 County Funds			FY2019 Conservation Delivery			FY 2018 Easement Delivery			FY 2017 State Cost Share		
County allocation received in June and December Included LWM Levy and WCA match amounts			P19-8145, \$19,619 grant period 1/2/2018 to 12/31/2020 (The District records only administrative costs here, admin is recorded here as tracking tool of admin. Costs, once expended District/County funds are reduced)			Work Order No. 79-17-W001, grant period 9/13/2017 to 1/31/2022			P17-1259, \$15,401 grant period 8/24/2016 to 12/31/2018 (\$3080.20 allowed for TA) Grant amended to extend expiration date to 12/31/2019		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$19,607.21	(\$31,890.93)	\$9,389.49	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,271.62

FY 2018 State Cost Share			FY 2019 State Cost Share			2017 SWCD Local Capacity Services				2018 SWCD Local Capacity Services			
P18-2837, \$15,401 grant period 1/3/2018 to 12/31/2020			P19-2247, \$15,401 grant period 1/3/2018 to 12/31/2020			FY2017 \$100,000 P17-7085 Grant Period 03/09/2017 to December 31, 2019				FY2018 \$100,000 P18-7145 Grant Period 01/03/2018 to December 31, 2020			
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Match	Balance	Receipts	Disbursements	Match	Balance
\$0.00	\$0.00	\$12,320.80	\$0.00	\$0.00	\$15,401.00	\$0.00	\$5.00	\$0.00	\$20,072.58	\$0.00	\$0.00	\$0.00	\$30,360.27

2019 SWCD Local Capacity Services				FY19 LWM				FY18 Wetland Conservation (NRBG)			
FY2019 \$100,000 P19-2416 Grant Period 10/23/2018 to December 31, 2021				P19-4884 \$14,177 Levy match required grant period 2/5/2018 to 12/31/2020				P18-0964 \$12,118 1:1 match required (match must still be met no \$ received for match) grant period 2/5/2018 to 12/31/2020			
Receipts	Disbursements	Match	Balance	Receipts	Disbursements	Match	Balance	Receipts	Disbursements	Match	Balance
\$0.00	\$7,543.30	\$0.00	\$65,776.79	\$0.00	\$41.76	\$2,094.40	\$2,852.70	\$0.00	\$19.72	\$3,608.88	\$239.90
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FY19 Wetland Conservation (NRBG)				Fillmore WCA Shared Service (NRBG)			FY2016 CWMA			FY2018 CWMA		
P19-3909 \$12,118 1:1 match required (match must still be met no \$ received for match) grant period 2/5/2018 to 12/31/2020				Reimbursed for work done on a quarterly basis			C16-3353 \$15,000 25% cash or in-kind match required, effective date 6/17/2016. 50/40/10			C16-3353 \$15,000 25% cash or in-kind match required, effective date 01/26/2018. 100% received		
Receipts	Disbursements	Match	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$0.00	\$12,118.00	\$12,118.00	\$0.00	\$836.96	(\$2,642.76)	\$0.00	\$0.00	\$0.00	\$0.00	\$300.78	\$9,645.91
				\$1,805.84						\$20.30		
										\$379.25		
\$0.00	\$0.00	\$12,118.00	\$12,118.00	\$1,805.84	\$719.26	(\$1,556.18)	\$0.00	\$0.00	\$0.00	\$0.00	\$399.55	\$9,246.36

2015 Protecting and Restoring WQ MRLP Project			2016 and 2017 AIS			AgCertainty			FY2019 MAWQCP Promo (AgCertainty)		
2015 CWF Subcontracted through Goodhue. Grant period 04/7/2015 to 12/31/2018. Bill sent to Goodhue for hours worked.			Program funds for gap period carried forward			Bill for time and expenses. JPB FUNDING THROUGH MDA.			\$2500 for landowner outreach and promotion		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$0.00	(\$111.38)	\$0.00	\$2,923.51	\$106,679.60	\$0.00	\$1,634.56	(\$7,669.10)	\$0.00	\$0.00	\$3,164.28
						\$7,520.37					
\$8,122.05											
\$26.16											
\$0.00	\$8,148.21	(\$8,259.59)	\$0.00	\$3,706.29	\$102,973.31	\$7,520.37	\$2,188.08	(\$2,336.81)	\$0.00	\$0.00	\$3,164.28

FY2018 MDA WEED Grant			RIM Easement Inspection			Volunteer Nitrate Monitoring			FY2018 Buffer Initiative (BWSR)		
SWIFT Contract/PO No. 3000027693 140471 Grant executed 4/27/2018 exiration 11/16/2018 for \$20,000			Work Order			Bill quarterly for work done as requested by SEMNWRB			P18-3662 \$20,000, Grant period 1/2/2018 - 12/31/2020		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$104.62	\$5,632.06	\$1,450.00	\$0.00	\$1,450.00	\$896.38	\$63.71	(\$77.37)	\$0.00	\$1,655.95	\$715.81

FY2019 Buffer Initiative (BWSR)			2019 DNR Forestry Plan Writing			319 Funding			2017 RCPP			2018 Buffer Implementation		
FY2019 \$100,000 P19-2506 Grant Period 10/23/2018 to December 31, 2021						Reducing Bacteria from SE MN Feedlots May14, 2018 to December 31, 2020			Regional Conservation Partnership Program. EQIP plus State Funds for Lower Mississippi Feedlot Management in Minnesota. 300 to 500 animal units. Funds through JPB			P18-5519 2018 Buffer Cost Share (Wabasha SWCD) executed 7/20/2017 expiration 12/31/2019		
Receipts	Disbursements	Balance				Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$0.00	\$20,000.00		\$71.09	(\$71.09)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$47,315.48	\$0.00	\$0.00	\$2,324.34
\$88.74														
			\$7,200.20											
\$311.17			\$293.61											
\$0.00	\$399.91	\$19,600.09	\$7,564.90	(\$7,564.90)		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$47,315.48	\$0.00	\$0.00	\$2,324.34

CREP/RIM			N Fork Zumbro Mazeppa			NFWF Planning Grant			Goodhue Admin			Regional MAWQCP		
P18-6398 1018-CREP Outreach and Implementation (Wabasha SWCD) executed 11/30/2017 expiration 06/30/2020 \$29,250.00 available and reimbursed as reported.			Fiscal Agent for project Reimbursable through DNR Final Request for payment must be submitted on or before June 30, 2023						Bill Dennis' hourly, benefits, and mileage			Bill MAWQCP for Olmsted staff and expenses, Wabasha staff and expenses, and area promo participants.		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$685.73	(\$2,032.37)	\$0.00	\$318.55	(\$1,372.95)	\$0.00	\$1,360.06	(\$4,194.66)	\$0.00	\$483.99	(\$483.99)	\$0.00	\$302.62	(\$302.62)
\$1,054.00														
									\$60.90					
\$142.18						\$2,741.75			\$2,344.03			\$681.89		
\$1,054.00	\$142.18	(\$1,120.55)	\$0.00	\$0.00	(\$1,372.95)	\$0.00	\$2,741.75	(\$6,936.41)	\$0.00	\$2,404.93	(\$2,888.92)	\$0.00	\$681.89	(\$984.51)

Regional CWF Well Sealing-Admin			Regional CWF Well Sealing-tech time		
50/40/10 taking over for SE WRB			50/40/10 taking over for SE WRB		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00			\$0.00		
\$27,500.00					
\$222.99			\$324.16		
\$27,500.00		\$27,277.01	\$0.00		(\$324.16)

Wabasha Soil and Water Conservation District
Reconciliation Detail
Money Market- Bank of Alma, Period Ending 05/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						73,746.33
Cleared Transactions						
Deposits and Credits - 3 items						
Deposit	05/01/2019	00019...		X	1,054.00	1,054.00
Deposit	05/16/2019			X	27,500.00	28,554.00
Deposit	05/31/2019			X	49.13	28,603.13
Total Deposits and Credits					28,603.13	28,603.13
Total Cleared Transactions					28,603.13	28,603.13
Cleared Balance					28,603.13	102,349.46
Register Balance as of 05/31/2019					28,603.13	102,349.46
Ending Balance					<u>28,603.13</u>	<u>102,349.46</u>

Wabasha Soil and Water Conservation District
Reconciliation Detail
Petty Cash, Period Ending 05/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						138.87
Cleared Transactions						
Checks and Payments - 5 items						
Check	05/09/2019		Dollar General	X	-4.08	-4.08
Check	05/13/2019		Kwik Trip	X	-1.99	-6.07
Check	05/16/2019		Postmaster	X	-2.05	-8.12
Check	05/23/2019		Postmaster	X	-1.60	-9.72
Check	05/28/2019		Postmaster	X	-2.00	-11.72
Total Checks and Payments					-11.72	-11.72
Total Cleared Transactions					-11.72	-11.72
Cleared Balance					-11.72	127.15
Register Balance as of 05/31/2019					-11.72	127.15
Ending Balance					-11.72	127.15

Wabasha Soil and Water Conservation District
Reconciliation Detail
Peoples State Bank Money Market, Period Ending 05/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						478,411.45
Cleared Transactions						
Checks and Payments - 1 item						
Transfer	05/13/2019			X	-40,000.00	-40,000.00
Total Checks and Payments					-40,000.00	-40,000.00
Deposits and Credits - 1 item						
Deposit	05/31/2019			X	877.64	877.64
Total Deposits and Credits					877.64	877.64
Total Cleared Transactions					-39,122.36	-39,122.36
Cleared Balance					-39,122.36	439,289.09
Register Balance as of 05/31/2019					-39,122.36	439,289.09
Ending Balance					-39,122.36	439,289.09

Wabasha Soil and Water Conservation District
Reconciliation Detail
WNB Financial, Period Ending 05/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						29,497.18
Cleared Transactions						
Checks and Payments - 49 items						
Check	02/28/2019	10814	Brandon Meincke	X	-36.50	-36.50
Bill Pmt -Check	03/28/2019	10834	Goodhue County S...	X	-493.50	-530.00
Bill Pmt -Check	03/28/2019	10832	Bill Wayne	X	-8.94	-538.94
Liability Check	04/25/2019	10851	MN PEIP	X	-5,174.40	-5,713.34
Bill Pmt -Check	04/25/2019	10859	MN State Forest Nur...	X	-2,316.00	-8,029.34
Bill Pmt -Check	04/25/2019	10858	Mittel Schule, Inc.	X	-864.13	-8,893.47
Bill Pmt -Check	04/25/2019	10852	Alpha Nurseries Inc.	X	-821.17	-9,714.64
Bill Pmt -Check	04/25/2019	10855	Goodhue County S...	X	-200.00	-9,914.64
Liability Check	04/25/2019	10849	Metlife	X	-183.40	-10,098.04
Bill Pmt -Check	04/25/2019	10863	Wabasha County Fair	X	-75.00	-10,173.04
Liability Check	04/25/2019	10850	MN Life	X	-71.45	-10,244.49
Liability Check	04/25/2019	10848	Madison National Life	X	-53.98	-10,298.47
Liability Check	05/02/2019		QuickBooks Payroll ...	X	-5,526.78	-15,825.25
Liability Check	05/03/2019	eft	United States Treas...	X	-2,106.00	-17,931.25
Check	05/03/2019	eft	Minnesota UI Fund	X	-884.40	-18,815.65
Liability Check	05/03/2019	eft	MSRS	X	-795.00	-19,610.65
Liability Check	05/03/2019	eft	Public Employee Re...	X	-675.02	-20,285.67
Liability Check	05/03/2019	eft	Public Employee Re...	X	-585.01	-20,870.68
Liability Check	05/03/2019	eft	Department of Reve...	X	-365.00	-21,235.68
Liability Check	05/03/2019	eft	Nationwide Retirem...	X	-20.00	-21,255.68
Liability Check	05/16/2019		QuickBooks Payroll ...	X	-5,674.77	-26,930.45
Check	05/16/2019	eft	Garden Inn	X	-178.51	-27,108.96
Check	05/16/2019	eft	Go Daddy	X	-92.47	-27,201.43
Check	05/16/2019	eft	Green Mill	X	-15.80	-27,217.23
Check	05/16/2019	eft	Arby's	X	-6.64	-27,223.87
Liability Check	05/17/2019	eft	United States Treas...	X	-2,157.94	-29,381.81
Liability Check	05/17/2019	eft	MSRS	X	-795.00	-30,176.81
Liability Check	05/17/2019	eft	Public Employee Re...	X	-690.65	-30,867.46
Liability Check	05/17/2019	eft	Public Employee Re...	X	-598.56	-31,466.02
Liability Check	05/17/2019	eft	Department of Reve...	X	-376.00	-31,842.02
Liability Check	05/17/2019	eft	Nationwide Retirem...	X	-20.00	-31,862.02
Check	05/23/2019	10882	Keith Bremer-v	X	-8,122.05	-39,984.07
Bill Pmt -Check	05/23/2019	10870	Acer Froest and Tre...	X	-4,350.00	-44,334.07
Check	05/23/2019	10884	Glenn Zabel	X	-3,967.50	-48,301.57
Bill Pmt -Check	05/23/2019	10879	Schumacher's	X	-2,451.90	-50,753.47
Bill Pmt -Check	05/23/2019	10878	Q Media Group LLC	X	-720.00	-51,473.47
Bill Pmt -Check	05/23/2019	10883	Terri Peters (Expens...	X	-245.63	-51,719.10
Bill Pmt -Check	05/23/2019	10880	Wabasha County Hi...	X	-204.64	-51,923.74
Bill Pmt -Check	05/23/2019	10872	Eagle Nest Coffee H...	X	-181.50	-52,105.24
Bill Pmt -Check	05/23/2019	10876	Paul Busch Auto Ce...	X	-80.15	-52,185.39
Bill Pmt -Check	05/23/2019	10877	PolyLock	X	-80.00	-52,265.39
Bill Pmt -Check	05/23/2019	10873	HBC	X	-70.95	-52,336.34
Bill Pmt -Check	05/23/2019	10871	Dennis Stelling	X	-60.90	-52,397.24
Bill Pmt -Check	05/23/2019	10874	Jen Wahls	X	-31.90	-52,429.14
Liability Check	05/30/2019		QuickBooks Payroll ...	X	-5,965.33	-58,394.47
Liability Check	05/31/2019	eft	United States Treas...	X	-2,165.78	-60,560.25
Liability Check	05/31/2019	eft	Public Employee Re...	X	-695.97	-61,256.22
Liability Check	05/31/2019	eft	Public Employee Re...	X	-603.17	-61,859.39
Liability Check	05/31/2019	eft	Nationwide Retirem...	X	-20.00	-61,879.39
Total Checks and Payments					-61,879.39	-61,879.39
Deposits and Credits - 15 items						
Deposit	05/01/2019			X	897.40	897.40
Transfer	05/13/2019			X	40,000.00	40,897.40
Paycheck	05/17/2019	DD1491	Mitchell J Rigelman	X	0.00	40,897.40
Paycheck	05/17/2019	DD1489	Dennis R Stelling	X	0.00	40,897.40
Paycheck	05/17/2019	DD1492	Terri L. Peters	X	0.00	40,897.40
Paycheck	05/17/2019	DD1490	Jennifer L Wahls	X	0.00	40,897.40
Paycheck	05/17/2019	DD1493	William R Wayne	X	0.00	40,897.40
Deposit	05/20/2019			X	2,010.24	42,907.64
Deposit	05/23/2019			X	20.00	42,927.64
Deposit	05/28/2019			X	7,520.37	50,448.01
Paycheck	05/31/2019	DD1496	Mitchell J Rigelman	X	0.00	50,448.01
Paycheck	05/31/2019	DD1495	Jennifer L Wahls	X	0.00	50,448.01
Paycheck	05/31/2019	DD1494	Dennis R Stelling	X	0.00	50,448.01
Paycheck	05/31/2019	DD1498	William R Wayne	X	0.00	50,448.01
Paycheck	05/31/2019	DD1497	Terri L. Peters	X	0.00	50,448.01

Wabasha Soil and Water Conservation District

Reconciliation Detail

WNB Financial, Period Ending 05/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Total Deposits and Credits					50,448.01	50,448.01
Total Cleared Transactions					-11,431.38	-11,431.38
Cleared Balance					-11,431.38	18,065.80
Uncleared Transactions						
Checks and Payments - 9 items						
Check	05/11/2019	eft	Go Daddy		-17.99	-17.99
Liability Check	05/23/2019	10869	MN PEIP		-4,365.34	-4,383.33
Bill Pmt -Check	05/23/2019	10881	Zumbro Valley Fore...		-2,850.20	-7,233.53
Bill Pmt -Check	05/23/2019	10875	Mittel Schule, Inc.		-864.13	-8,097.66
Liability Check	05/23/2019	10867	Metlife		-183.40	-8,281.06
Liability Check	05/23/2019	10868	MN Life		-71.45	-8,352.51
Liability Check	05/23/2019	10866	Madison National Life		-53.98	-8,406.49
Liability Check	05/31/2019	eft	MSRS		-870.00	-9,276.49
Liability Check	05/31/2019	eft	Department of Reve...		-374.00	-9,650.49
Total Checks and Payments					-9,650.49	-9,650.49
Total Uncleared Transactions					-9,650.49	-9,650.49
Register Balance as of 05/31/2019					-21,081.87	8,415.31
New Transactions						
Deposits and Credits - 1 item						
Deposit	06/03/2019				9,647.35	9,647.35
Total Deposits and Credits					9,647.35	9,647.35
Total New Transactions					9,647.35	9,647.35
Ending Balance					-11,434.52	18,062.66

Wabasha Soil and Water Conservation District

Profit & Loss

May 2019

	May 19
Ordinary Income/Expense	
Income	
Charges for Services	
Plat Book Sales	140.00
Tree Sales	624.63
Total Charges for Services	764.63
Intergovernmental Revenues	
State	
Ag Certainty	7,520.37
FY18 CREP	1,054.00
FY19 Well Sealing Grant	27,500.00
State - Other	1,805.84
Total State	37,880.21
Total Intergovernmental Revenues	37,880.21
Miscellaneous	
Other	2.05
Total Miscellaneous	2.05
Total Income	38,646.89
Gross Profit	38,646.89
Expense	
District Operations	
Other Services and Charges	
Advertising Expense	720.00
Building Rent	864.13
Education and Information	15.80
Employee Education and Training	359.03
Employee Mileage	60.90
Equipment Maintenance	80.00
Fees and Dues	110.46
Internet Expense	70.95
Postage	5.65
Vehicle Expenses	
GMC Vehicle Expense	224.84
Hyundia Tucson Vehicle Expense	59.95
Total Vehicle Expenses	284.79
Total Other Services and Charges	2,571.71
Personnel Services	
Employee Salary Permanent	26,442.21
Employer HSA contributions	0.00
Employer Life and Health	
66000 · Payroll Expenses	5,119.44
Employer Life and Health - Other	26.00
Total Employer Life and Health	5,145.44
Employer Share FICA	1,705.91
Employer Share Medicare	398.95
Employer Share PERA	2,061.64
Total Personnel Services	35,754.15
Total District Operations	38,325.86
Project Expenditures	
District	
Tree Expense	2,451.90
Total District	2,451.90
State	
2015 CWF MRLP	8,122.05
AIS	1,103.87
DNR Forestry Stewardsip	7,200.20

Wabasha Soil and Water Conservation District
Profit & Loss
May 2019

	May 19
LWM NRBG	71.75
State Cost Share Proj. Expense	
FY17 State Cost Share	3,967.50
Total State Cost Share Proj. Expense	3,967.50
Total State	20,465.37
Total Project Expenditures	22,917.27
Total Expense	61,243.13
Net Ordinary Income	-22,596.24
Other Income/Expense	
Other Income	
Interest Income	
Interest Earnings MM's	926.77
Total Interest Income	926.77
Total Other Income	926.77
Net Other Income	926.77
Net Income	<u>-21,669.47</u>

Wabasha Soil and Water Conservation District
Cash Balances
As of May 31, 2019

	May 31, 19
ASSETS	
Current Assets	
Checking/Savings	
Money Market- Bank of Alma	102,349.46
Money Market WNB Financial	7,366.68
Peoples State Bank Money Market	439,289.09
Petty Cash	127.15
WNB Financial	8,415.31
Total Checking/Savings	557,547.69
Total Current Assets	557,547.69
TOTAL ASSETS	557,547.69
LIABILITIES & EQUITY	0.00

Staff Reports to the Board

June 27, 2019

Jen:

Wetland Conservation Act (WCA) – Fillmore County – 3 MPAR reviews. 2 possible violations in review with local staff. Continue email and phone dialogues with Fillmore TEP members. Wabasha County – 2 MPAR reviews. TEP met to review two possible projects and conduct site visits. Visited with 1 landowner and schedule review for July TEP.

Conservation Reserve Enhancement Program/ReInvest in MN (CREP/RIM) – Met with 1 landowner and followed up with a second. FSA is able to accept CRP offers as of June 3rd.

Nat'l Fish & Wildlife Federation (NFWF) – Conservation planning, working through practice plans. Met with 3 landowners re possible structures near edge of field and hillside and 1 in pasture. Attended 2 day Soil Health Training for Conservation Planning in Blooming Prairie.

Cooperative Weed Management Area (CWMA) – Follow up with landowners re garlic mustard. Contact TU and project staff re vegetation management on habitat improvement projects.

MN Dept of Ag (MDA) – Planning/coordinating with MDA and CCM re project list.

Local Water Mgmt (LWM) – Had information available at Family Night on the Farm.

Forestry Plan Contract – 5 FSP contracts signed. Workshop development for college students attending area tech schools for professional development in forestry related field to fulfill “Plan Writer Workshop” portion of grant.

RIM Easement – Received easement check list. Completed 5 of 14 easement checks to date. Have 6 change of ownerships to follow up with and complete the process.

Upcoming event – Thursday, July 18th Wabasha County Fair Family Day/Night. See sign-up

Mitch:

NRCS Training

Attended Soil Health training in Blooming Prairie to learn more about soil biology and function when incorporating cover crops and utilizing no till practices.

Ag Certainty

Currently working with Mark Root and Larry Peterson to wrap up multiple assessments in Wabasha County. New workload consists of assisting with field verification for producers with erosion concerns by utilizing the drone to obtain imagery of potential projects.

351 Well Decommissioning

A mailing list was compiled of hand selected landowners located in High and Very high-risk groundwater protection areas to find any potential abandoned wells to assist with sealing sensitive areas.

Technical Assistance

Survey work and engineering assistance is being provided to continue facilitating the implementation of waterways and grade stabilization structures. Estimates are being compiled for 3 new producers interested implementing new waterways and 1 grade stabilization structure.

Drone Footage

The drone was utilized to capture imagery during site visits to verify existing practices for Ag Certainty, in addition to addressing resource concerns to observe waterway condition on a potential project.

Bill:

Engineering

- Looked at a few potential projects including waterways, grade stabilization structures, and basins
- Have a waterway going in very soon weather permitting
- Another waterway should be going in the end of July
- Been working on a few grade stabilization structures both new and rehab projects
- Surveyed a few grade stabilization structure sights and have been working on the designs

- Have been working on a waterway design for a while now and construction will be starting soon if it hasn't already
- Have a few preliminary designs to present for potential next year projects
- Been out with the soil scientist completing soil borings and geologic reviews
- Looked at several sinkholes that may become future projects
- I worked with Chris Nelson, Charlie Blackburn, Kate Bruss and Dean Thomas on several of these projects

Buffer

- Have been working with landowners to flag and check a few buffers
- I've been in contact with both the County and the State to keep everyone up to date on the compliance list
- Compliance is now at 99.8% and we will likely be at 99.9% with only 1 parcel remaining by July 1st

Dennis:

Continued with Goodhue duties as they transition to job search for replacement for Chris Wagner
Office portion of Audit of 2018 financials is done.

MAWQCP grant administration setup and billing to the state for May

Assisted with budget request to Wabasha County

Data Practices training in St. Cloud

Drone image of the month



2019 Legislative Session Summary

June 1, 2019

Final 2019 legislative action concluded on May 31, 2019 when Governor Walz signed thirteen budget bills into law. The Minnesota State Legislature passed those bills during a one-day special session a week earlier. Governor Walz shared, “At a time when politics is filled with chaos and division, Minnesota is showing the rest of the nation there’s another way to govern, we can work together.” The session concluded with positive advancements for conservation in Minnesota; BWSR’s appropriations for the next biennium (fiscal years 2020 and 2021) and related policy are outlined below.

General Fund

The legislature appropriated BWSR’s General Fund budget for fiscal years 2020 and 2021. It includes several grant programs (as shown at right), along with agency operations, easement stewardship, and wetland conservation act implementation.

The bill also included \$200K appropriated to the Environmental Quality Board (with BWSR leadership) to continue exploring the feasibility of the state assuming wetland permitting from the federal government (via Section 404 of the Clean Water Act).

FY20-21 General Fund Grants/Programs	Appropriation \$
County Nat. Resources Block Grant	6,846,000
SWCD Conservation Delivery Grant	6,232,000
SWCD Cost-Share Grant	2,400,000
WCA Implementation	1,522,000
Feedlots cost-share (RCPP match)	520,000
Cooperative Weed Mgt. Grants	200,000
Drainage Tech Assistance	332,000
Lower MN WD dredge spoil sites (pass-through)	480,000
SW MN - Area II Floodplain (pass-through)	280,000
Red River Basin Commission (pass-through)	200,000

Environment and Natural Resources Trust Fund (Lottery proceeds)

BWSR will receive funding for one project:

\$900,000 for Lawns to Legumes: establishes a program for demonstration projects that provide grants or payments to plant residential lawns with native vegetation and pollinator-friendly forbs and legumes. The Board is required to establish criteria for this program that may award up to 75% of project costs, or 90% in areas where there is a high potential of presence for the rusty patched bumble bees (the official state bee). More information at: bwsr.state.mn.us/lawns-legumes-program

Outdoor Heritage Fund (Legacy fund)

BWSR will receive funding for three projects recommended by the Lessard-Sams Outdoor Heritage Council:

\$937,000 for Wild Rice protection	to establish permanent conservation easements for native wild rice bed protection.
\$2,750,000 for Lower Wild Rice River habitat	for voluntary permanent conservation easements and to restore river and related habitat in the Wild Rice River corridor.
\$2,276,000 for RIM Reserve - Grasslands	to restore and enhance important grassland habitat via conservation easements.

Clean Water Fund (Legacy fund)

The fiscal year 20-21 biennium has approximately \$261 million available through the Clean Water Fund (CWF). BWSR will receive over \$138 million, with nearly 90% out to local governments for conservation implementation. These appropriations largely reflect the work of the Clean Water Council. The success of CWF efforts focus on a highly integrated and collaborative system for water resource management, including a holistic approach to managing surface water and groundwater; and comprehensive planning that supports local implementation.

Clean Water Fund Programs	Current \$ FY18-19	New \$ FY20-21
Water Management Transition (1W1Ps)	3,990,000	4,000,000
Watershed-based Funding grants	9,750,000	26,966,000
Accelerated Implementation	7,600,000	8,000,000
Projects and Practices Grants	19,500,000	32,000,000
Conservation Drainage management	1,500,000	1,700,000
CREP	3,000,000	17,250,000
Critical Shoreland Easements	2,000,000	3,000,000
Wellhead Easements	3,500,000	4,000,000
Riparian Buffer Easements	9,750,000	9,500,000
Measures, Results, and Accountability	1,900,000	2,000,000
Riparian Buffer Cost-share and Alt Practice	5,000,000	0
Riparian Protection & Soil Loss Assistance	5,000,000	5,000,000
Tillage and Erosion Transects	850,000	850,000
Technical Evaluation	168,000	168,000
SWCD Capacity Funding	22,000,000	24,000,000
Total	\$95,508,000	\$138,434,000

SWCD Capacity Funding Status: the use of CWF continues.

While there was strong acknowledgement that a consistent funding source is needed for SWCDs, the legislature did not act on proposed general funds, local tax levy authority, or fund through an increase in solid waste fees.

As a result, the SWCDs will continue to be funded through the Clean Water Fund during this biennium (at \$24M).

The formula for distributing these funds includes each SWCD receiving \$100,000 per year. The remaining funds will be distributed based on county allocations, the amount of private lands, and the amount of public waters.

Policy Items

Several policy provisions related to the work of BWSR and our local government partners were signed into law this session:

SWCD Duties – codifies and clarifies the duties of soil and water conservation districts. The language also lists a number of services provided by SWCDs in carrying out the duties, including providing technical expertise, providing information and outreach, and administering projects and programs (found in MN Statute Chapter 103C.332).

Coordinated Water Management – updates and aligns the state’s Clean Water Legacy Act (chapter 114D) with the state’s Water Planning and Implementation Chapter (chapter 103B) to:

- *Increase the Pace of Progress*
- *Align and use plans and reports*
- *Provide flexibility and support local action*
- *Better Link Surface and Ground water*

Compensation - increases daily compensation cap for watershed district managers from \$75 to \$125.

Wetland Banking Fees - requires wetland banking fees to be based on the actual cost to BWSR of implementing associated activities (BWSR already does this, so it will not change current practice).

Wetland replacement; frameworks for in-lieu fee program - allows BWSR to complete planning frameworks and other application requirements for federal approval of an in-lieu fee program for wetland replacement. Since we were not appropriated any resources, for now, we will not pursue in the manner the language suggests.

Animal Units - increases in the size of feedlots eligible for the Feedlot Water Quality Cost-sharing program. Changing from under 300 animal units to under 500 animal units better matches feedlot permitting thresholds in other programs.

Drainage

The Governor signed this bill into law in mid-May. Developed via recommendations made by the Drainage Work Group, the bill accomplishes three main elements that:

- Clarify and streamline the Ag BMP Loan Program to better enable low interest loan “projects” involving multiple landowners and their Chapter 103E drainage authority.
- Clarify and streamline three applicable sections of Chapter 103E involving incremental buffer strips, drainage system legal counsel, and redetermination of benefits and damages.
- Add a voluntary, alternative method for Chapter 103E drainage system repair cost apportionment that better utilizes technology to more equitably apportion repair costs, based on relative runoff and sediment contributions to the system.

Resolution 06272019-1

A Resolution for E-Link Financial Reporting

Whereas:

E-Link Financial Reporting is due on all grants funded through the Board of Water and Soil Resources, and

Whereas:

These reports require signatures of duly authorized persons of the Board of Supervisors, and

Whereas:

The timing of these financials does not always allow the availability of the duly authorized member of the Board of Supervisors to timely sign the Financial Reports,

Therefore,

Be it resolved:

That the Board of Supervisors grants signing and submittal authority on the E-Link Financial Reporting to the District Manager, and

Be it further resolved:

That this authority be effective for the State fiscal year 2020 (July 1, 2019-June 30, 2020), and

Be it finally resolved:

That the financial reports signed by the District Manager be approved as part of the next regularly scheduled board meeting of the Wabasha SWCD Board of Supervisors

Board Chair

Date

From: [Peters, Terri - NRCS-CD, Wabasha, MN](#)
To: [Larry Theisman \(Larry.theismann.wabashawcd@gmail.com\)](#); [Lynn Zabel \(Lynn.zabel.wabashawcd@gmail.com\)](#); [Chuck Fick](#); [Terry Helbig](#); [Nathan Arendt](#)
Cc: [Dennis Stelling](#)
Subject: FW: Save the Date: Governance 101: September 12 & 13
Date: Monday, June 10, 2019 9:30:50 AM
Attachments: [image003.png](#)
[image005.png](#)
[image007.png](#)

Training Opportunity. Let us know ASAP to get registered.

From: employees <employees-bounces@maswcd.org> **On Behalf Of** LeAnn Buck
Sent: Monday, June 10, 2019 9:07 AM
To: 'LeAnn Buck' <leann.buck@maswcd.org>
Subject: Save the Date: Governance 101: September 12 & 13



Minnesota Association of Soil and Water Conservation Districts



Minnesota Association of Soil & Water Conservation Districts

Save the Date: Governance 101 Training For Local SWCD Board Members & Staff September 12-13, 2019

The MASWCD sponsoring a training course entitled **Governance 101**. The training will be held **September 12-13, 2019 at the Minneapolis/Bloomington Airport Marriott**, 2020 American Blvd. East, Bloomington, Minnesota. **New this year:** The MASWCD is partnering with the Minnesota Association of Watershed Districts for this training event.

This conference provides the basics of governance and leadership instruction to enhance your district's mission. Plan to attend and hear the latest information on governance topics including:

- an overview of statutory requirements;
- open meeting law;
- data practices requirements for public boards;
- using parliamentary procedures to conduct effective board meetings,
- board and staff structure for a healthy organization; and

- *the importance of public policy and priority setting.*

MASWCD and MAWD are providing quality training for SWCD & WD staff and board officials to maintain and improve the governance of local Soil and Water Conservation Districts and Watershed Districts.

Registration materials will be coming to your district office soon!



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WABASHA S.W.C.D. STATE COST SHARE WELL SEALING GUIDELINES
PRIORITY CHECKLIST
(Adapted June 4th, 2018)

One of the following must be checked:

- ☐ The well must be sealed to allow correction of a failing ISTS system.
- ☐ The well must be sealed to allow correction of pollution runoff from a feedlot.
- ☐ The abandoned well is located in a designated well head protection area. (If Minnesota Department of Health funding is available in these areas, that will be considered first).
- ☐ The abandoned well is in an area subject to flooding.
- ☐ The abandoned well depth is known and the well penetrates at least one confining layer.
- ☐ The abandoned well is located in a township identified to have concentrations of nitrates above 10 ppm. (According to MDA Wabasha County Initial Well Dataset Map, 2017).
- ☐ The landowner has provided nitrate test results of the well indicating levels at or above 10 ppm.

All of the following must be checked:

- ☐ This is the client's first application for well sealing cost-share this year.
- ☐ The client has presented an estimate from a contractor licensed to seal wells in Minnesota or has a written offer to seal the well from a properly licensed contractor.
- ☐ Funds are available and budgeted for well sealing.

PROGRAM GUIDELINES:

- I. Total Cost share of 50% not to exceed \$1,000 per well.
- II. Funds will come from State Cost Share and/or Capacity Funding (beginning with FY'17 for both funding sources) and not to exceed \$10,000 per year.
- III. Maximum expenditure of \$10,000 for first year of program.
- IV. Waiting list may be developed as program proceeds and SWCD staff will prioritize wells by pollution threat if demand exceeds funding.
- V. Application must be made and approved by SWCD Board prior to client and contractor closing the well.

- VI. Payment will be contingent on presentation to and approval of the SWCD Board of invoice, copy of completed Well and Boring Sealing Record that the contractor submits to the State (Department of Health) and landowner. This is the official documentation that the well was properly sealed. It will be attached to the cost-share voucher in place of the technical signature.
- VII. No active advertising planned, although the areas with delineated well-head protection plans in place will be notified of program. (If MDH funding is available that will be offered first.

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 
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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
\$1000.00	2017 Capacity	2017

Board Meeting 6/27/2019	Authorized Signature	Total Amount Authorized \$1,000.00
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PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 17-CS-5 & 17-Capacity-12	Other state or non-State funds? <input type="checkbox"/> YES <input checked="" type="checkbox"/> No	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
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*If contract amended, attach amendment form(s) to this contract.

Applicant

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

Conservation Practice Location

Township Name: Watopa	Township No: 109	Range No.: 10	Section No. 7	1/4,1/4 NE
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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:

412 - Grassed Waterway

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 11/30/19, 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.

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 75.0%, or state and federal sources that when combined are in excess of 75.0% 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 6-24-19	Land Occupier Thomas H. Miller
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	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$3,600.00
	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 10-25-19	Technical Assistance Provider Chris Miller (CET)
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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 75.0% of the total cost to establish the conservation practice.

Amount	Program Name	Fiscal Year
\$2,187.07	2017 State Cost Share	2017
\$512.93	2017 Capacity Funds	2017

Board Meeting 6/27/2019	Authorized Signature	Total Amount Authorized \$2,700.00
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PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 19-Capacity-2	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 Gareth Hager	Address 1091 East Ave Zumbrota MN 55992	City/State Zumbrota	Zip Code MN
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* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Watopa	Township No: 109	Range No.: 10	Section No. 7	1/4,1/4 NW
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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:

638 - Water and Sediment Control Structure and 410 - Grade Stabilization Structure

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board 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, 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.

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 75.0%, or state and federal sources that when combined are in excess of 75.0% 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 <i>6/17/19</i>	Land Occupier <i>[Signature]</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: 638/410

Eligible Component Standards & Names Water and Sediment Control Basin / Grade Stabilization Structure	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate <i>\$10,973.00</i>
	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 <i>6/11/19</i>	Technical Assistance Provider <i>See reference material provided in landowner folder reference to final design Sheets Completed by Charlie Blackburn RCPP-EQIP 2018 826322191TI</i>
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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 75.0% of the total cost to establish the conservation practice.

Amount	Program Name	Fiscal Year
\$845.70	<i>Capacity</i>	<i>2019</i>

Board Meeting 6/27/2019	Authorized Signature	Total Amount Authorized \$845.70
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FARM FIELD DAY



Cover Crop Interseeding Demonstration Event

Join us on July 2nd to see three different methods for interseeding cover crops into corn.

Location: Dave and Mark Legvold Farm
5103 315th Street W
Northfield, MN

Date: July 2, 2019

Time: 5 PM – 7 PM

Seeding demos at 6 PM will include:

- **Interseeder with N side-dress – Mark Legvold**
- **Gandy Air Seeder – Steve Pahs Rice SWCD**
- **Hagie High-boy Interseeder – Andy Linder**

You will also learn more about:

- Herbicide Management & Interseeding Cover Crops
- Cover Crops on Prevented Plant Acres – New Rules, Herbicide Plans & Mixes
- 4R Nutrient Stewardship
- Water Quality Certification

Talk to local farmers, SWCD staff and crop consultants about seed mixes, herbicides, costs and benefits of cover crops.

Please call Rice SWCD at 507-332-5408 or Cannon River Watershed Partnership at 507-786-3913 if you have any questions about this event.

A light snack and beverage will be provided.



Fishers & Farmers
Partnership for the
Upper Mississippi
River Basin

