

Wabasha Soil and Water Conservation District  
District Regular Board Meeting  
March 28, 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**
  - A. Jesse Polson AgBMP Loan request in the amount of \$8,100.00
  - B. Brian Goihi AgBMP Loan Application in the amount of \$25,000.00
  - C. Wayne Peters AgBMP Loan Application in the amount of \$32,000.00
  - D. Selection/Approval of WSB & Associates as consultants for N. Fork Zumbro/Mazeppa Project
- VI. **SECRETARY’S REPORT**
  - A. February 28, 2019 Meeting Minutes-**Board Action**
- VII. **TREASURER’S REPORT:**
  - A. February Program Record-**Board Action**
  - B. District Financial Statements February 2019-**Board Action**
- VIII. **PAYMENT OF MONTHLY BILLS**
  - A. Monthly bills statement provided at meeting-**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
  - E. Ecological Technician Report – Jen Wahls
  - F. District Technician Report- Mitch Rigelman
  - G. District Technician Report- Bill Wayne
  - H. Other –
- X. **OLD BUSINESS**
  - A. 2018 Audit Discussion request by Nate Arendt-**Board Discussion**
  - B. 1W1P Update-**Board Information**

**XI. NEW BUSINESS**

- A. Hiawatha Valley Resource Conservation & Development presentation (9AM)-**Board Information**
- B. Partners/LWG Planning meeting- **Board Discussion on participation and roles**
- C. Day on the Hill follow up-**Board Information**
- D. SE MN WRB status and workload division-**Board information. Possible action pending ongoing discussions**
- E. Hiawatha Valley RC&D membership and dues in the amount of \$300.00-**Board Action**
- F. Approval of staff time for chemical sampling of Mississippi River/Winona monitoring sites-**Board Action**
- G. Darrel Klein contract 17-SCS-1 in the amount of \$11,100.00 (Total cost of \$14,800.00) for practice FOTG 412 Grassed Waterway-**Board Action**
- H. Upcoming Events
  - i. 5<sup>th</sup> grade field day-May (Date Pending)
  - ii. April 23<sup>rd</sup> Partner Meeting (Details and invite will be sent shortly)
  - iii. Need to re-sign WW Resolution passed last month due to mix-up along the way

**XII. Board Reports**

- A. WW –
- B. 1W1P-

**XIII. Adjourn- Board Action**



MINNESOTA DEPARTMENT  
of AGRICULTURE

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Minnesota Department of Agriculture  
625 Robert St. N., St. Paul, MN 55155-6120

Agricultural Best Management Practices Loan Program 651-201-6618 Fax: 651-201-6109 AgBMP.Loans@state.mn.us

## AgBMP Loan Application

County: Wabasha Soil and Water Conservation District

Borrower Information: Jesse Polson

Company: \_\_\_\_\_

"911" Street Address: 30533 580<sup>th</sup> ST

City: Millville

State: MN

Zip: 55957

Telephone: (507) 482-2380

Project Information: On a Farm: ☒ Non-Farm: ☐

Locate project within 10 acres for Twp/R/Sec on Section Map below  
Each square is 10 acres. Check only one.

Brief description of what will be purchased or constructed:

Purchase of Billion SS10 Small Seeder  
(10') for planting alfalfa, grass, and  
pastures

Twp #: 109 N

Range: 12 W

Sec: 29

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Borrower Signature: Jesse Polson

Date: 3-14-19

### PROJECT BUDGET INFORMATION

Category	MAX APPROVED Ag BMP Loan
Ag Waste Management	\$
Structural Erosion Control	
Conservation Tillage Equipment	<u>8100</u>
Sewage Systems	
All Other Practices	

### FARM OPERATION INFORMATION

Animal Units: (Facilities with NPDES permits or > 1000 au are ineligible)	Beginning: <u>300</u>	Ending: <u>300</u>
Primary Animals or Crop Raised:	<u>hay, corn, beans, cats, swine</u>	
Conservation Tillage Acres AFTER project:	<u>80</u>	acres
Total Acres Farmed:	<u>525</u>	acres
Total Project Cost from all Sources:	<u>\$ 8100</u>	
Will this be reported in eLink:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Unknown <input type="checkbox"/>	

Project Approved by: Jesse Peters

Date: 3-17-19

Completion Certification: This project is complete, operable, and in compliance with accepted standards, specifications or criteria.

Project completion certified by: \_\_\_\_\_

Date: \_\_\_\_\_

### LENDER INFORMATION & LOAN TERMS

Project approval expires on: \_\_\_\_\_

Other restrictions: \_\_\_\_\_

Number of payments per year: \_\_\_\_\_ Loan Amortization: \_\_\_\_\_

Optional Balloon: ☐ None  
Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Bank Name and Address: \_\_\_\_\_

Request # 1- Lender Signature: \_\_\_\_\_

Amount Requested: \$ \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Optional

Request # 2 - Lender Signature: \_\_\_\_\_

Amount: \$ \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Attach copies of the invoices or affidavits provided by the individual borrowers, which support the request for disbursements

FAX, SCAN or MAIL TO: Ag BMP LOAN PROGRAM, Minnesota Department of Agriculture,

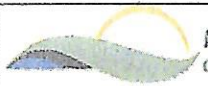
625 Robert St N, St Paul, MN 55155-2538

Fax: (651) 201-6109 AgBMP.Loans@state.mn.us

In accordance with the Americans with Disabilities Act, an alternative form of communication is available upon request. TDD: 1 800-627-3529. MDA is an Equal Opportunity Employer and Provider.

Revision 03/25/2011





MINNESOTA DEPARTMENT  
of AGRICULTURE

www.mda.state.mn.us/AgBMPloans

Minnesota Department of Agriculture  
625 Robert St. N., St. Paul, MN 55155-6120

Agricultural Best Management Practices Loan Program 651-201-6618 Fax: 651-201-6109 AgBMP.Loans@state.mn.us

## AgBMP Loan Application

County: Wabasha Soil and Water Conservation District

Borrower Information: Brian Goehl

Company: \_\_\_\_\_

"911" Street Address: 66320 287th ave

City: Lake City State: MN Zip: 55041 Telephone: (651) - 764-0255

Project Information: On a Farm: ☐ Non-Farm: ☐

Locate project within 10 acres for Twp/R/Sec on Section Map below  
Each square is 10 acres. Check only one.

Brief description of what will be purchased or constructed:

Purchase a no till  
drill for planting soybeans  
and cover crops

Twp #: 110 N  
Range: 12 West  
Sec: 10

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Borrower Signature: Brian Goehl

Date: 3/12/19

### PROJECT BUDGET INFORMATION

Category	MAX APPROVED Ag BMP Loan
Ag Waste Management	\$
Structural Erosion Control	
Conservation Tillage Equipment	<u>25000</u>
Sewage Systems	
All Other Practices	

### FARM OPERATION INFORMATION

Animal Units: (Facilities with NPDES permits or > 1000 au are ineligible)	Beginning: <u>375</u>	Ending: <u>375</u>
Primary Animals or Crop Raised:	<u>Beef, corn, beans, alfalfa</u>	
Conservation Tillage Acres AFTER project:	<u>650</u>	acres
Total Acres Farmed:	<u>850</u>	acres
Total Project Cost from all Sources:	\$	
Will this be reported in eLink:	Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown <input type="checkbox"/>	

Project Approved by: Jim JB

Date: 3-12-18

Completion Certification: This project is complete, operable, and in compliance with accepted standards, specifications or criteria.

Project completion certified by: 1

Date: \_\_\_\_\_

### LENDER INFORMATION & LOAN TERMS

Project approval expires on: \_\_\_\_\_

Other restrictions: \_\_\_\_\_

Number of payments per year: \_\_\_\_\_ Loan Amortization: \_\_\_\_\_ Optional Balloon: ☐ None Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Bank Name and Address: \_\_\_\_\_

Request # 1- Lender Signature: \_\_\_\_\_ Amount Requested: \$ \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Optional Request # 2 - Lender Signature: \_\_\_\_\_ Amount: \$ \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Attach copies of the invoices or affidavits provided by the individual borrowers, which support the request for disbursements

FAX, SCAN or MAIL TO: Ag BMP LOAN PROGRAM, Minnesota Department of Agriculture,

625 Robert St N, St Paul, MN 55155-2538

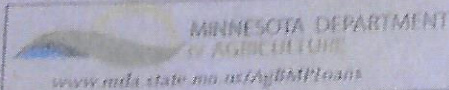
Fax: (651) 201-6109 AgBMP.Loans@state.mn.us

Local Revolving Funds	TOTAL PROJECT COST
\$	\$
This money will NOT be sent to you.	

In accordance with the Americans with Disabilities Act, an alternative form of communication is available upon request. TDD: 1-800-627-3529. MDA is an Equal Opportunity Employer and Provider.

Revision 03/25/2011





Minnesota Department of Agriculture  
625 Robert St. N., St. Paul, MN 55155 6120

Agricultural Best Management Practices Loan Program 651-201-6618 Fax: 651-201-6109 AgBMPLoans@state.mn.us  
County: Wabasha Soil and Water Conservation District

### AgBMP Loan Application

Borrower Information: Wayne Peters Company: \_\_\_\_\_

"R1" Street Address: 72527 355th Ave

City: Lake City State: MN Zip: 55041 Telephone: (651) 744 6301

Project Information: On a Farm ☒ Non-Farm ☐

Locate project within 19 acres for Twp/R/Sec. on Section Map below.  
Each square is 10 acres. Check only one.

Detailed description of what will be purchased or constructed:

Meyers VB280 Manure Spreader  
for \$32,000

Twp #: Mount Pleasant  
Range: 13W  
Sec: 9

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Discerner Signature: Wayne Peters

Date: 3/18/19

### PROJECT BUDGET INFORMATION

Category	MAX APPROVED Ag BMP Loan
Ag Waste Management	\$ <u>32,000</u>
Structural Erosion Control	
Conservation Tillage Equipment	
Sewage Systems	
All Other Practices	

Animal Units:	
(Facilities with NPDES permits or > 1000 aa are ineligible)	
Primary Animals or Crop Raised:	<u>Milk cows, Hay, corn</u>
Conservation Tillage Acres AFTER project:	<u>35</u> acres
Total Acres Farmed:	<u>90</u> acres
Total Project Cost from all Sources:	\$ <u>32,000</u>
Will this be reported in eLink:	Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown <input type="checkbox"/>

### FARM OPERATION INFORMATION

Beginning:	Ending:
	<u>272</u>

Project Approved by: Steve Kofers

Date: 3-18-19

Completion Certification: This project is complete, operable, and in compliance with accepted standards, specifications or criteria.

Project completion certified by: \_\_\_\_\_

Date: \_\_\_\_\_

### LENDER INFORMATION & LOAN TERMS

Project approval expires on: \_\_\_\_\_

Other restrictions: \_\_\_\_\_

Number of  
payments per year: \_\_\_\_\_

Loan  
Amortization: \_\_\_\_\_

Optional  
Balloon: ☐ None  
Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Bank Name and Address: \_\_\_\_\_

Request # 1- Lender  
Signature: \_\_\_\_\_

Amount  
Requested: \$ \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Optional

This money will NOT be sent to you

Request # 2 Lender Signature: \_\_\_\_\_

Amount: \$ \_\_\_\_\_

Date: \_\_\_\_\_

Attach copies of the invoices or affidavits provided by the individual borrowers, which support the request for disbursements

FAX, SCAN or MAIL TO: Ag BMP LOAN PROGRAM, Minnesota Department of Agriculture,  
625 Robert St N, St Paul, MN 55155-2538

Fax: (651) 201-6109 AgBMP.Loans@state.mn.us

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Revision 9/25/2011



Wabasha Soil and Water Conservation District  
District Regular Board Meeting  
February 28, 2019  
8 a.m.  
County Annex Conference Room  
625 Jefferson Ave.

- I. **CALL MEETING TO ORDER** – Meeting called to order by Chair Terry Helbig at 8:04 AM  
Supervisors Present: Terry Helbig, chair; Lynn Zabel, Vice Chair; Larry Theismann, Secretary; Chuck Fick, Treasurer

Staff present: Terri Peters, District Manager; Dennis Stelling SWCD; Jen Wahls, SWCD

County Commissioners Present: Rich Hall

Others: Larry Gates, citizen

- II. **PLEDGE OF ALLEGIANCE**

- III. **AGENDA**

Additions: K. Mailing bank statements to board member for opening to be delivered to office by board member-**Board Action**

L. Safe deposit box at Bank of Alma-**Board Discussion/Action**

M. North Fork Zumbro-Mazeppa committee

***Moved by Fick, seconded by Zabel to approve the agenda with additions of items K, L, M to new business***

***Affirmative: Fick, Helbig, Theismann, Zabel***

***Opposed: None***

***Motion carried***

- IV. **PUBLIC COMMENTS**

Comments limited to 5 minutes per speaker

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

A. FY 2016-2017 CWMA Financial Report-Final

B. 2018 Conservation Delivery Financial Report-Final

C. SE SWCD Technical JPB Sub agreement

D. Pay Equity Report for 2018

E. Brad Gatzlaff, Zumbro Valley Forestry LLC contract for services

F. Zach Reusch, Acer Forest and Tree, LLC contract for services

~~G. 2018 SWCD Highlights (Information will be available at the meeting)~~

***Moved by Zabel, seconded by Fick to approve the consent agenda.***

***Moved by Zabel, seconded by Fick to amend the motion to approve the consent agenda to remove item G.***

***Motion to approve the amended motion was called***

***Affirmative: Fick, Helbig, Theismann, Zabel***

***Opposed: None***

***Motion carried***

**VI. SECRETARY'S REPORT**

**A. January 24, 2018 Meeting Minutes-Board Action**

*Moved by Fick, seconded by Zabel to approve the minutes of the January 24, 2019 regular meeting as presented*

*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion carried*

**VII. TREASURER'S REPORT:**

**A. January Program Record-Board Action**

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

*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion carried*

**B. District Financial Statements January 2019-Board Action**

*Moved by Fick, seconded by Zabel to approve the January District Financial Statements*

*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion carried*

**C. District Financial Statements 2018-Board Action**

*Moved by Fick, seconded by Zabel to approve the 2018 District Financial Statements*

*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion carried*

**VIII. PAYMENT OF MONTHLY BILLS**

**A. Monthly bills statement provided at meeting-Board Action**

*Moved by Theismann, seconded by Fick to approve the payment of monthly bills in the amount of \$11,291.38*

*Affirmative: Fick, Helbig, Theismann, Zabel*

*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 Report-**Board Information**
- B. MASWCD Legislative Briefing and Day at the Capital-**Board Representation-Board Action**

*Moved by Fick, seconded by Theismann to approve sending Dennis Stelling as a representative to the Legislative Briefing/Day on the Hill*

*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion carried*

*Supervisors attending will by Lynn Zabel and either Larry Theismann or Terry Helbig*

- C. Drone Training for Mitchell Rigelman-**Board Discussion/Action**

*Moved by Zabel, seconded by Fick to approve the funding for Mitch Rigelman to take Drone Training in the amount of \$450.00*

*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion carried*

**XI. NEW BUSINESS**

- A. Larry Gates HFHW Summary Presentation (30 minutes)-**Board Information**
- B. Permission to pursue grant in cooperation with the Izaak Walton League-**Board Action**

*Moved by Theismann, seconded by Fick to grant permission to pursue a grant in cooperation with the Izaak Walton League*

*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion carried*

- C. Whitewater Joint Powers Board Resolution 02282019-1-**Board Action**

*Moved by Fick, seconded by Zabel to approve the Whitewater Joint Powers Board Resolution 02282019-1*

*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion carried*

- D. MCIT Training opportunities-**Board Discussion/Action**

*Moved by Fick, seconded by Zabel to approve attendance by staff and/or supervisors at the MCIT training opportunities for Responsible Authorities Training for Data Practices and Managing the Human Resource and to register when registration opens for these sessions*

*Affirmative: Fick, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion carried*

- E. Review of 2017 Audit (per Nate Arendt Request)-**Board Information/Discussion**



***In the absence of Nate Arendt, Item E will be brought back for discussion at the March 2019 Meeting***

F. Selection of auditor for 2018 audit-**Board Action**

- i. Hawkins Ash (Bid of \$7,500.00)
- ii. Peterson Company LTD (Bid of \$3,200.00)
- iii. Smith Schafer (Bid of \$3,975.00)

***Moved by Fick, seconded by Zabel to accept the bid of \$3,975.00 from Smith Schafer for the audit of the 2018 financials***

***Affirmative: Fick, Helbig, Theismann, Zabel***

***Opposed: None***

***Motion carried***

G. Stacy Miller contract LMFR-17313RCPP-1WAB amendment #1-**Board Action**

***Moved by Fick, seconded by Theismann to approve Stacy Miller contract LMFR-17313RCPP-1WAB Amendment #1 to increase the funding amount by \$78,695.44***

***Affirmative: Fick, Helbig, Theismann, Zabel***

***Opposed: None***

***Motion carried***

H. Stacy Miller contract LMFR-17313RCPP-1WAB Voucher Payment in the amount of \$69,907.40-**Board Action**

***Moved by Fick, seconded by Theismann to approve Stacy Miller Contract LMFR-17313RCPP-1WAB Voucher partial payment in the amount of \$69,907.40***

***Affirmative: Fick, Helbig, Theismann, Zabel***

***Opposed: None***

***Motion carried***

I. 2019 Elimination of Target Invasive Species Stakeholder Report WEB (Wabasha SWCD has part in this with the MDA weed Grant)-**Board Information**

J. Upcoming Events

- i. MASWCD Legislative Briefing and Day at the Capital, March 5-6, 2019
- ii. MACDE Spring meeting, March 11

K. Mailing bank statements to board member for opening to be delivered to office by board member-**Board Action**

***Moved by Fick, seconded by Zabel to have bank statements mailed to Larry Theismann, finance committee member for opening and inspection and delivery to SWCD office as a means to segregate financial duties***

***Affirmative: Fick, Helbig, Theismann, Zabel***

***Opposed: None***

***Motion carried***

L. Safe deposit box at Bank of Alma-Board Discussion/Action

***Board members will seek to access and inspect the documents in the safe deposit box and bring to the March meeting to discuss if maintaining the safe deposit box is still necessary***

M. North Fork Zumbro-Mazeppa committee

***Due to the submission of bids from engineers for this project, a committee of two (2) board members will be established to open bids, evaluate, and accept the bid for engineering for the North Fork Zumbro-Mazeppa project, with the meeting date and time to be determined as close to the closing date of March 7, 2019 for RFP as possible***

**XII. Board Reports**

A. WW –

B. 1W1P-

**XIII. Adjourn- Board Action**

***Moved by Fick, seconded by Theismann to adjourn***

***Affirmative: Fick, Helbig, Theismann, Zabel***

***Opposed: None***

***Motion carried***

***Meeting adjourned at 10:40 AM***

Respectfully Submitted,

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Larry Theismann, Secretary

# Wabasha Soil and Water Conservation District

## Profit & Loss

### February 2019

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	Feb 19
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Charges for Services</b>	
Plat Book Sales	70.00
Tree Sales	-33.00
Charges for Services - Other	174.40
<b>Total Charges for Services</b>	211.40
<b>Intergovernmental Revenues</b>	
Federal	
319	3,038.29
<b>Total Federal</b>	3,038.29
State	
Ag Certainty	6,620.63
RCPP	78,695.44
<b>Total State</b>	85,316.07
<b>Total Intergovernmental Revenues</b>	88,354.36
<b>Total Income</b>	88,565.76
<b>Gross Profit</b>	88,565.76
<b>Expense</b>	
<b>District Operations</b>	
<b>Other Services and Charges</b>	
Advertising Expense	720.00
Building Rent	864.13
Conferences and Conventions	709.69
Education and Information	50.00
Employee Expenses	27.40
Employee Mileage	239.54
Fees and Dues	5,095.00
Internet Expense	70.95
Misc. Charges for Services	
Volunteer Nitrate Monitoring	100.00
<b>Total Misc. Charges for Services</b>	100.00
Postage	11.95
Telephone Expense	130.03
Vehicle Expenses	
GMC Vehicle Expense	81.12
Hyundia Tucson Vehicle Expense	54.43
<b>Total Vehicle Expenses</b>	135.55
<b>Total Other Services and Charges</b>	8,154.24
<b>Personnel Services</b>	
Employee Salary Permanent	15,803.82
Employer HSA contributions	0.00
Employer Life and Health	
66000 - Payroll Expenses	5,011.52
Employer Life and Health - Other	26.00
<b>Total Employer Life and Health</b>	5,037.52
Employer Share FICA	1,085.33
Employer Share Medicare	253.83
Employer Share PERA	1,310.94
<b>Total Personnel Services</b>	23,491.44
<b>Total District Operations</b>	31,645.68
<b>Project Expenditures</b>	
State	
AIS	72.50
FY19 Buffer	11.00
LWM NRBG	115.16



## Wabasha Soil and Water Conservation District

## Profit &amp; Loss

February 2019

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	Feb 19
North Fork Zumbro-Mazeppa	40.02
RCPP	69,907.40
Total State	70,146.08
Total Project Expenditures	70,146.08
Total Expense	101,791.76
Net Ordinary Income	-13,226.00
Other Income/Expense	
Other Income	
Interest Income	
Interest Earnings MM's	691.51
Total Interest Income	691.51
Total Other Income	691.51
Net Other Income	691.51
Net Income	<u>-12,534.49</u>

Wabasha Soil and Water Conservation District  
**Cash Balances**  
As of February 28, 2019

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	Feb 28, 19
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Money Market- Bank of Alma	100,710.53
Money Market WNB Financial	12,363.54
Peoples State Bank Money Market	506,961.06
Petty Cash	42.87
WNB Financial	10,444.52
<b>Total Checking/Savings</b>	630,522.52
<b>Total Current Assets</b>	630,522.52
<b>TOTAL ASSETS</b>	<b>630,522.52</b>
<b>LIABILITIES &amp; EQUITY</b>	0.00

## Staff Reports to the Board

March 28, 2019

### Jen:

**Wetland Conversation Act (WCA)** – Fillmore County – Issued Notice of Decision (NOD) for application for temporary impact. Technical Evaluation Panel (TEP) meeting March 27th, 3 site visits planned, 1 potential violation, 1 follow up on restoration order, 1 habitat improvement project; review 2 other items – possible applications. Wabasha County – TEP meeting not needed this month.

**Conservation Reserve Enhancement Program/ReInvest in MN (CREP/RIM)** – Had 2-3 inquiries, did off-site review for potential eligibility. Site visit planned with 1 when ground thaws to check soils.

**Nat'l Fish & Wildlife Federation (NFWF)** – Conservation planning, working through practice plans.

**Cooperative Weed Management Area (CWMA)** – Working with 3 landowners to set up site visits when snow pack is down.

**MN Dept of Ag (MDA)** – No activity on this grant this month

**Local Water Mgmt (LWM)** – Selling trees, scheduling tree delivery which will be approximately 3<sup>rd</sup> week of April. 1,300 trees left. Delivering conservation cubes. 5<sup>th</sup> grade conservation day will be coming up in May.

**Capacity** – Attended Soil Health Summit in St. Peter. Received scholarship that covered hotel, admission and meals while attending. Working with 1 landowner and area soil health specialist on plan for multispecies cover crop inter-seeded to corn and moving towards no-till system.

**Forestry Plan Contract** – 7 plans underway with 2 consulting foresters.

### Dennis:

**MASWCD Legislative Briefing and Day on the Hill:** Attended the two-day session in St. Paul with Terri, Lynn, and Terry.

**BWSR Financials:** Sent 2018 financials to BWSR and they were accepted in the form I sent them. Sent documentation to BWSR on the selection of Smith Schafer as auditor.

**Missing Check:** Worked with Katie from county to locate a missing check from January for insurance payment. Found out that all the checks she mailed to this vendor in February had gotten lost in the mail. Re-issued a check for this amount.

**Flooding Photos:** Took photos of filed and river flooding in my area as well as ponds and other structures that were working to hold back water.





# HIAWATHA VA

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## RESOURCE CONSERVATION & DEVELOPMENT

George Poch, President  
Hiawatha Valley RC&D  
1639 5th Avenue S.E.  
Rochester MN 55904

March 5, 2019

Dear Hiawatha Valley Resource Conservation and Development Members,

It is again time to request your financial support through sponsor dues. As indicated on the attached invoice Hiawatha Valley RC&D has held fast on the \$300 dues amount over the years. While it is not a large amount, it is very important to us and we value your contribution. We know you have opted out of participation recently, but would very much welcome you back. If we can provide you information useful in that decision, please let us know.

Our annual meeting was postponed to March 25<sup>th</sup> and will be held in Rochester where we will finalize our area plan and budget. We very much look forward to the leadership your appointed Board members will bring to us in addressing the very important mission priorities of Hiawatha Valley RC&D. This would be an excellent opportunity to reacquaint with Hiawatha Valley Council members and see first-hand the work we are pursuing.

Thank you for your past support and I hope to again work with you in the year ahead.

Sincerely,

George Poch  
President, Hiawatha Valley RC&D

1639 5th Avenue S.E.  
Rochester, MN 55904

# INVOICE

INVOICE #1910  
DATE: 3/4/2019

**TO:**

Terri Peters, District Manager  
Wabasha County SWCD  
611 Broadway Ave., Suite 10  
Wabasha, MN 55981

**FOR:**

## 2019 Dues Payment

2019 Council Members:

No member in 2019

Terri Peters, SWCD contact

DESCRIPTION	HOURS	RATE	AMOUNT
Council Dues			300.00
TOTAL			300.00

Make checks payable to Hiawatha Valley RC&D and mail to:

George Poch, President  
Hiawatha Valley RC&D  
1639 5th Avenue S.E.  
Rochester, MN 55904

Any questions can be directed to John Beckwith, Executive Director (612) 599-5864

**THANK YOU FOR YOUR BUSINESS!**

## PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

### General Information

Organization:  <b>Wabasha SWCD</b>	Contract Number:  <b>17-SCS-1</b>	Other state or non-State funds?  <input 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  <b>Darrel Klein</b>	Address  <b>62718 430th Ave</b>	City/State  <b>Mazeppa, MN</b>	Zip Code  <b>55956</b>
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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:  <b>Mazeppa</b>	Township No:  <b>109N</b>	Range No.:  <b>14W</b>	Section No.  <b>29</b>	<b>1/4,1/4</b>  <b>NW 1/4</b>
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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:

**FOTG 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 8-31-19, 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 0.0% 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 3-20-19	Land Occupier David KIL
Date 3-20-19	Landowner, if different from applicant Marcus Voth
	Address, if different from applicant information: 615 Park Ave, Goodhue Mo. 55027

### Conservation Practice

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

Eligible Component Standards & Names  412 Grassed Waterway	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate  \$14,800.00
	Ecological Practice: <input type="checkbox"/> YES <input checked="" 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	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 75.0% of the total cost to establish the conservation practice.

Amount	Program Name	Fiscal Year
\$11,100.00	State Cost Share	2017

Board Meeting 3/28/2019	Authorized Signature	Total Amount Authorized \$11,100.00
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April 23rd | 1-3:30 P.M

Wabasha VFW  
138 2<sup>nd</sup> St. East, Wabasha, MN 55981

# WABASHA SOIL & WATER CONSERVATION DISTRICT CONSERVATION PARTNERS MEETING

Wabasha SWCD Board of Supervisors and staff along with our co-located partner the Natural Resource Conservation Service (NRCS) are pleased to invite you to our partners meeting on Tuesday April 23<sup>rd</sup>, 2019 at the VFW in Wabasha. We are hosting this gathering to:

- ✓ Visit with/meet our staff and board members!
- ✓ Report on 2018 progress on conservation – we will share projects Wabasha SWCD completed over the past year through our partnerships and celebrate our accomplishments!
- ✓ Highlight the big goals and objectives prioritized for 2019! – What's going on now and coming soon in our work plan!
- ✓ Forecast trends and needs impacting conservation in the coming year - Collaborate and share experiences and insights!
- ✓ Discuss the roles and opportunities for current and future partners – join in with contributions as it takes all of us to make good things happen!
- ✓ Take local input and recommendations as “Local Work Group” recommendations. – develop priority concerns for Wabasha County.

Light refreshments will be served. RSVP to Terri Peters by e-mail: [terri.peters@mn.nacdn.net](mailto:terri.peters@mn.nacdn.net) or phone: (651) 565-4673 ext. 102 by Wednesday April 17<sup>th</sup> at noon.

SPONSORED BY:

