

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

We have call-in capabilities for up to 10 people. Phone# 651-560-1088 Access code # 0147478#
If you plan on attending in person and are not fully vaccinated, wearing a mask and social distancing will be required.

**Wabasha Soil and Water Conservation District
District Regular Board Meeting
October 28, 2021
8:15 a.m.
County Board Room
625 Jefferson Ave.**

I. CALL MEETING TO ORDER –

II. PLEDGE ALLEGIANCE

III. AGENDA

Add to agenda under new business letter L: FY 2022 State of MN BWSR Clean Water Fund
SWCD Capacity Program & Buffer Law Implementation Program Grant Agreement

IV. PUBLIC COMMENTS

Comments limited to 5 minutes per speaker

V. CONSENT AGENDA -Board Action

- A. Lars Polson AgBMP Loan for a Bedding Chopper in the amount of \$20,750.00
- B. Lars Polson AgBMP Loan for a Used Skid Steer in the amount of \$11,000.00
- C. Conservation Corps MN & IA Invoice# 12864 in the amount of \$1,102.50 for
Bohemian Knotweed Management at Hammond Creek 9/1 – 9/30/2021.
Funding from FY21 MDA Knotweed Grant

VI. SECRETARY’S REPORT

- A. September 23, 2021 Meeting Minutes-**Board Action**

VII. TREASURER’S REPORT:

- A. District Financial Statements-**Board Action**

VIII. PAYMENT OF MONTHLY BILLS

- A. Monthly Bills in the amount of \$88,038.01-**Board Action**

IX. DISTRICT REPORTS

- A. Chair Report – Lynn Zabel
- B. County Commissioner – Bob Walkes
- C. District Manager Report – Terri Peters
- D. NRCS Report – John Benjamin – Report in Packet
- E. District Technician Report- Matt Kempinger – Report in Packet

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

X. OLD BUSINESS

- A. Conservation Project – Lynn Zabel
- B. Change Meeting Dates for November and December to the third Thursday of the month instead of fourth. November 18, 2021 and December 16, 2021 – **Board Action**
- C. MASWCD 2021 Resolutions -**Board Discussion**
- D. SWCD Board Vacancy Update. Candidates? Application period open until November 15th – **Board Discussion**

XI. NEW BUSINESS

- A. National Association of Conservation Districts dues for 2022 – Recommend at least Bronze Level (\$101 - \$500.00) – **Board Action**
(\$350.00 paid for 2021)
- B. Cancel Bob Sloan Contract# 20-WWDWP-1 for cover crops in the amount of \$2,700.00 (Timing does not work for him) – **Board Action**
- C. Approve Grant Amendment for Grant ID# P18-7145, 2018 SWCD Local Capacity Services to change expiration date to 12-31-2022 and reporting date to 2-21-2023 - **Board Action**
(FY 2018 State of MN BWSR 2018/2019 SWCD Programs and Operations Grants - Wabasha SWCD Grant Amendment)
- D. MASWCD 2021 Annual Convention & Trade Show Dec. 12 – 14, 2021 at the The Doubletree Hotel, Bloomington, MN. Who will be attending? Silent Auction donations – **Board Discussion/Action**
- E. Approve Mike Rahman voucher payment for Contract# 19-DWP-CC-2 in the amount of \$900.00 for practice 340 cover crops 2nd year – **Board Action**
(Funding source FY19 Drinking Water Protection in SE MN)
- F. Approve White Barn Acres LLC voucher payment for Contract# 21-Capacity-3 in the amount of \$961.47 for practice 578 stream crossing – **Board Action**
(Funding source FY21 Capacity)
- G. Approve Rachel Walkes Contract# 21-Capacity-5 in the amount of \$2,700.00 for practice 340 Cover Crops – **Board Action**
Funding source FY21 Capacity
- H. Approve Eugene Schnell Amendment for Contract# 20-Capacity-5 to change expiration date to 6/30/22, contingent on approval of amendment of P18-7145 SWCD Local Capacity Services to extend expiration date to 12/31/22 – **Board Action**
- I. District State Cost Share Policy for Approval – **Board Action**
- J. Personnel Policy – **Board Discussion/Action**

- K. Approve Steve McNallan voucher payment for Contract# 17-CAP-WS-13 in the amount of \$1,000.00 for Well Decommissioning -**Board Action**
(Funding source FY18 Capacity)
- L. FY 2022 State of MN BWSR Clean Water Fund SWCD Capacity Program & Buffer Law Implementation Program Grant Agreement - **Board Action/Signature**
- M. Upcoming Events:
 - i. MASWCD resolution ballot deadline for submittal is November 1, 2021

XII. Board Reports

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

XIII. Close Regular Board Meeting to go into Closed Session – **Board Action**

XIV. Open Session for Health Insurance Discussion – **Board Action**

XV. Close Session – **Board Action**

XVI. Open Regular Session – **Board Action**

XVII. New Business

- A. MN PEIP Health Insurance renewal and County Benefits – Dental, Life and Long-term disability –**Board Action on Closed Session Meeting Decisions**

XVIII. Adjourn – Board Action



DEPARTMENT OF AGRICULTURE

Minnesota Department of Agriculture
625 Robert St. N., St. Paul, MN 55155-6120
www.mda.state.mn.us/agbmploans

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

AgBMP LOAN APPLICATION

(Required for all applications)
Borrower Information:

(One)
First Name:

LARS

(One)
Last Name:

POISON

County: Wabasha

(optional)
Company:

Street Address: 30533 580th St

City: Millville

State: MN

Zip: 55957

Telephone: 507-798-2388

Project Information: On a Farm ☒ Non-Farm ☐

If using PLS, write in T/R/S and mark where the project or practice is on the Section Map.
Or fill in a Latitude and Longitude of a point on the property near the project or practice.
(Please get us within a few acres of where the project or practice resides if you can.)

Brief description of what will be purchased or constructed and how it helps water quality:

Bedding Chopper for bedded pack, chapt evenly
distributes Round Bale Bedding in pack barn
Environmentally advantages to keep manure covered
Hides out 2 x 4 year - Soil life benefit + pollution abatement

Well
Eligibility

Does this project implement Drinking Water Standards? ☐
Does this project eliminate Groundwater Pollution? ☐

☐ Is this application for a city, town, or other municipality?
☐ Is this application for a facility with an Industrial Waste Permit?

PLS

Township #: 109 N

Range: 12 W

Section: 29

OR

Latitude: Longitude:

OR

Pin or Parcel #:

LOCAL GOVERNMENT APPROVAL

(If Pin or Parcel # is used no punctuation marks, county code, or spaces allowed.)

Approved Loan Amount	\$ 38,000	20,750	Loan amt
Estimated Total Project Cost (all sources)	\$ 38,000	20,750	
Animal Units (Feedlot improvements or manure handling equipment for facilities > 1000 AU that are not in the Mississippi watershed are ineligible)	Beginning:	Ending:	
Primary Livestock	<input checked="" type="checkbox"/> Dairy <input type="checkbox"/> Beef <input type="checkbox"/> Swine <input type="checkbox"/> Other:		
Primary Crops: Selection 1 Selection 2	Conservation Tillage Acres AFTER Project: 560	Total Acres Farmed: 728	
Approval Expiration and Other Restrictions			

Project Approved by: Jim Peters

Date: 10/18/2024

Project Completion Certified by (OPTIONAL):

Date:

(LGU's please email this fillable PDF form to the borrowers chosen lender.)

(Most lender contact e-mails address can be found on the AgBMP mapping tool; click LENDER CONTACTS LIST to find your lender email)

LENDER INFORMATION & LOAN TERMS

AgBMP Loan Request	\$	Check if Local Revolving Funds are used: <input type="checkbox"/> Funds will not be disbursed if checked.	
(Optional) Additional Request #	\$	Initials:	Date:
Number of payments per year:			
Total Number of Payments:			
Interest rate (if other 3%):	%	(Optional) Balloon Payment Date:	
Lender Organization Name	Peoples State Bank Of Plainview FORESIGHT BANK PLAINV		
Lender Address			
Lender Signature:	Date:		

Attach copies of the invoices provided by the borrower that support the request for disbursement.
Please Email fillable PDF and Attachments to: AgBMP.Loans@state.mn.us



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

www.mda.state.mn.us/agbmploans

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

AgBMP LOAN APPLICATION

County: Wabasha

(Required for all applications)
Borrower Information:

(One)
First Name:

LARS

(One)
Last Name:

POLSON

(optional)
Company:

Street Address:

30533 580th St.

City:

Millville

State:

MN.

Zip:

55957

Telephone:

507-798-2380

Project Information: On a Farm ☐ Non-Farm ☐

If using PLS, write in T/R/S and mark where the project or practice is on the Section Map.
Or fill in a Latitude and Longitude of a point on the property near the project or practice.
(Please get us within a few acres of where the project or practice resides if you can.)

Brief description of what will be purchased or constructed and how it helps water quality:

USED SKID STEER FOR REMOVAL OF Bedded
PACK MATERIAL. Bedded pack material
will be spread in fields to improve fertility
and carbon content

Well
Eligibility

Does this project implement Drinking Water Standards? ☐
Does this project eliminate Groundwater Pollution? ☐

☐ Is this application for a city, town, or other municipality?
☐ Is this application for a facility with an Industrial Waste Permit?

PLS

Township #:

109 N

Range:

12 W

Section:

29

OR

Latitude:

Longitude:

OR

Pin or Parcel #:

LOCAL GOVERNMENT APPROVAL

(If Pin or Parcel # is used no punctuation marks, county code, or spaces allowed.)

Approved Loan Amount	\$	<u>30,000</u>	<u>11,000</u>
Estimated Total Project Cost (all sources)	\$		
Animal Units (Feedlot improvements or manure handling equipment for facilities > 1000 AU that are not in the Mississippi watershed are ineligible)	Beginning:	<u>250</u>	Ending: <u>285</u>
Primary Livestock	<input checked="" type="checkbox"/> Dairy	<input type="checkbox"/> Beef	<input type="checkbox"/> Swine <input type="checkbox"/> Other:
Primary Crops: Selection 1	Selection 2	Conservation Tillage Acres AFTER Project:	Total Acres Farmed:
		<u>560</u>	<u>728</u>
Approval Expiration and Other Restrictions			

Project Approved by:

Lars Polson

Date:

10/18/2021

Project Completion Certified by (OPTIONAL):

Date:

(LGU's please email this fillable PDF form to the borrowers chosen lender.)

(Most lender contact e-mails address can be found on the AgBMP mapping tool; click LENDER CONTACTS LIST to find your lender email)

LENDER INFORMATION & LOAN TERMS

AgBMP Loan Request	\$	Check if Local Revolving Funds are used: <input type="checkbox"/>
(Optional) Additional Request #	\$	Initials: Date:
Number of payments per year:		
Total Number of Payments:		
Interest rate (if other 3%):	%	(Optional) Balloon Payment Date:
Lender Organization Name	<u>Peoples State Bank Of Plainview FOREST HILL BANK PLAINVIEW</u>	
Lender Address		
Lender Signature:	Date:	

Attach copies of the invoices provided by the borrower that support the request for disbursement.

Please Email fillable PDF and Attachments to: AgBMP.Loans@state.mn.us

Conservation Corps Minnesota & Iowa*Resources restored. Lives changed.***INVOICE**

60 Plato Blvd E, Suite 210

Saint Paul, MN 55107

Phone: 651-209-9900 Fax: 651-209-9901

EIN: 41-1881102

INVOICE # 12884

DATE: 10/08/2021

TO:

Henry Stelten

Wabasha Soil and Water Conservation District

611 Broadway Ave.

Ste 10

Wabasha, MN 55981

FOR:

Project Number: 501-12979

PO Number:

Project Description: Bohemian Knotweed

Management at Hammond Creek

Billing Period: 09/01/2021 – 09/30/2021

DESCRIPTION	QUANTITY	RATE	AMOUNT
Corpsmember Hours	45	\$24.50	\$1,102.50
Spike Meals	0	\$20.00	\$0.00
Spike Camping	0	\$31.00	\$0.00
Spike Lodging	0	\$75.00	\$0.00
BALANCE DUE:			\$1,102.50

Make all checks payable to Conservation Corps Minnesota & Iowa
Please remit payment within 30 days of invoice date.

Thank you for partnering with Conservation Corps Minnesota & Iowa!

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

We have call-in capabilities for up to 10 people. Phone# 651-560-1088 Access code # 0147478#
If you plan on attending in person and are not fully vaccinated, wearing a mask and social distancing will be required.

**Wabasha Soil and Water Conservation District
District Regular Board Meeting
September 23, 2021
8:15 a.m.
County Board Room
625 Jefferson Ave.**

I. CALL MEETING TO ORDER –

II. PLEDGE ALLEGIANCE

III. AGENDA

Motioned by Ross and seconded by Klennert to approve the Agenda.

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

IV. PUBLIC COMMENTS

Comments limited to 5 minutes per speaker

V. CONSENT AGENDA -Board Action

A.

VI. SECRETARY'S REPORT

A. August 26, 2021 Meeting Minutes-Board Action

Motioned by Klennert and seconded by Theismann to approve the August 26, 2021 Meeting Minutes

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

VII. TREASURER'S REPORT:

A. District Financial Statements-Board Action

Motioned by Klennert and seconded by Ross to approve the District Financial Statements.

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

B. Program Record – Board Action

Motioned by Theismann and seconded by Ross to table the Program Record
Affirmative: Zabel, Theismann, Klennert, Ross
Opposed: None
Motion Carried

VIII. PAYMENT OF MONTHLY BILLS

A. Monthly Bills in the amount of \$21,870.18 -**Board Action**
Two additional checks added last minute for a total of \$21,976.71
Motioned by Theismann and seconded by Klennert to approve payment of the monthly bills in the amount of \$21,976.71
Affirmative: Zabel, Theismann, Klennert, Ross
Opposed: None
Motion Carried

IX. DISTRICT REPORTS

A. Chair Report
B. County Commissioner – Bob Walkes
Went to WinLac kickoff meeting.
Middle of setting up preliminary budget. Funds for SWCD will stay the same amount for 2022 as it was in 2021. Adopted preliminary 3% levy.
C. District Manager Report – Terri Peters
Working with partners for funding
Went to Prairie Strip Demo Field Day at Mower County
1W1P WinLac Kickoff
Zumbro Falls on Oak issues
SE Landscape Tour next Monday
Gorman Creek
Zumbro plan to area board Oct. 7th
Joint Area 7 SE MACDE and SE MASWD Meeting at Yak Farm in Welch

D. NRCS Report – John Benjamin – Report in Packet *and gave report during meeting.*

- Terry Helbig called in to give his medical update and to submit his resignation from the SWCD board for District 5 which includes Chair position.

E. District Technician Report- Matt Kempinger – Report in Packet
F. Ecological Technician Report – Henry Stelten – Report in Packet
G. Bookkeeper/Administrative Assistant -Sue Cerwinske – *Gave report during meeting*

X. OLD BUSINESS

A. Conservation Project – Lynn Zabel
Lynn reported other news - University of MN is coming out to his farm to plant an acre plot on tilled land. Will plant varieties of rye. Doing 300 plots over the state.

XI. NEW BUSINESS

A. Approve Prairie Ridge Farm – David Zabel Contract# 21-CS-2 for 410 Grade Stabilization and 412 Grassed Waterway in the amount of \$9,505.00.

Funding sources FY21 State Cost Share \$7,168.30 and FY20 State Cost Share \$2,336.70 – **Board Action**

(Total project \$19,340.00. MAWQCP funding as well on top of cost share.)

Motioned by Theismann and seconded by Klennert to approve Prairie Farm Contract# 21-CS-2 for 410 Grade Stabilization and 412 Grassed Waterway in the amount of \$9,505.00. Funding sources FY21 State Cost Share \$7,168.30 and FY20 State Cost Share \$2,336.70.

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

- B. Approve John & Shar Yorde Contract# 19-DWP-WS-8 for - Well Sealing (351 Well Decommissioning) in the amount of \$1,500.00. Funding Source FY19 Drinking Water Protection – **Board Action**

(Regional grant that Olmsted SWCD is administering)

Motioned by Klennert and seconded by Ross to approve John & Shar Yorde Contract# 19-DWP-WS-8 for Well Sealing (351 Well Decommissioning) in the amount of \$1,500.00. Funding source FY19 Drinking Water Protection.

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

- C. MASWCD 2021 Resolutions Packet

Discussed resolutions sheet due date back to MASWCD by November 1st.

Sue will email packets to you. Copies in office for anyone, if needed.

- D. Leadership for Midwestern Watersheds Event – Registration for Nov. 3-4 at Prairie du Chien, WI for Terri and Henry. \$100.00 each plus \$89.00 per room for hotel – **Board Action**

Motioned by Klennert and seconded by Ross to approve Terri and Henry attending the Leadership for Midwestern Watersheds Event on Nov. 3rd – 4th at Prairie du Chien, WI. (\$110.00 registration fee each, plus hotel rooms for two nights)

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

- E. Wabasha Soil and Water Conservation District Board Vacancy – **Board Action**

Motioned by Theismann and seconded by Ross to accept Terry Helbig's resignation due to health issues.

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

Discussion: How to announce that there is an opening for District 5 to see if anyone interested. Board members should call people interested. The Board will need to decide how to hire. Larry has a letter from an interested individual that he will send copies to all other Board members. Names brought up as possibilities, Ed Bauman or Pete Holmstad. Do we want to advertise in the Lake City Graphic or Shopper and on also on our website?

Motioned by Theismann and seconded by Klennert to put an article in the Lake City Graphic and Shopper announcing Board opening for District 5.

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

F. Discussion on Board positions – **Board Action**

Motioned by Theismann and seconded by Ross to elect Lynn Zabel to take the SWCD Chair position with Terry Helbig's resignation. Lynn accepted.

Affirmative: Theismann, Klennert, Ross

Opposed: None

Motion Carried

Motioned by Klennert and seconded by Theismann to elect Chet Ross to be Co-Chair

Affirmative: Zabel, Klennert, Ross

Opposed: None

Motion Carried

G. Approve Valyn Adler Contract# 21-Capacity-4 for practice 638 -Water & Sediment Control Basin in the amount of \$6,423.63. Funding Source FY21 Capacity – **Board Action (EQIP also to get to \$15,000.00)**

Motioned by Theismann and seconded by Ross to approve Valyn Adler Contract# 21-Capacity-4 for practice 638-Water & Sediment Control Basin in the amount of \$6,423.63. Funding source FY21 Capacity

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

H. Upcoming Events:

- i. BWSR Academy Oct. 26 – Oct. 28, 2021 – Online

XII. Board Reports

- A. Whitewater JPB, Lynn – **No Report**

- B. Zumbro 1W1P, Larry – **No Report**
- C. WinLac 1W1P – Lynn
Lynn reported that there was the aSeptember 20th kickoff meeting. Quite a few people showed up with comments.
- D. SE SWCD Technical Support JPB, Larry - **No Report**
- E. County Board Meeting – Larry (alternate Sharleen
Larry reported that Terri gave a report to the County Commissioners at the meeting.
County Board is working on the 2022 budget. SWCD funding will remain the same as 2021.
- F. Hiawatha Valley RC&D, Lynn – **No Report - No Meeting**

XIII. Adjourn – Board Action

Motioned by Theismann and seconded by Klennert to adjourn the meeting

At 9:45 am

Affirmative: Zabel, Theismann, Klennert, Ross

Opposed: None

Motion Carried

Respectively Submitted By:

Larry Theismann, Secretary

Wabasha Soil and Water Conservation District
Cash Balances
As of September 30, 2021

	Sep 30, 21
ASSETS	
Current Assets	
Checking/Savings	
Money Market- Bank of Alma	76,905.44
Money Market WNB Financial	7,396.86
Peoples State Bank Money Market	357,061.03
Petty Cash	122.62
WNB Financial	12,743.53
Total Checking/Savings	454,229.48
Total Current Assets	454,229.48
TOTAL ASSETS	454,229.48
LIABILITIES & EQUITY	0.00

Wabasha Soil and Water Conservation District

Balance Sheet

As of September 30, 2021

Sep 30, 21

ASSETS

Current Assets

Checking/Savings

Money Market- Bank of Alma	76,905.44
Money Market WNB Financial	7,396.86
Peoples State Bank Money Market	357,061.03
Petty Cash	122.62
WNB Financial	12,743.53

Total Checking/Savings 454,229.48

Accounts Receivable

11000 · Accounts Receivable 9.00

Total Accounts Receivable 9.00

Other Current Assets

12000 · Undeposited Funds 37.57

Total Other Current Assets 37.57

Total Current Assets 454,276.05

Fixed Assets

15000 · Furniture and Equipment

Computer	4,369.00
Laptops for Distrcit Techs (2)	3,149.22
Samsung Tablets	1,548.69
15000 · Furniture and Equipment - Other	104,323.00

Total 15000 · Furniture and Equipment 113,389.91

17000 · Accumulated Depreciation -102,935.42

Total Fixed Assets 10,454.49

Other Assets

Prepaid Items

Prepaid Rent 920.43

Total Prepaid Items 920.43

Total Other Assets 920.43

TOTAL ASSETS 465,650.97

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

20000 · Accounts Payable 3,481.94

Total Accounts Payable 3,481.94

Other Current Liabilities

Allowance for Unemployment Reim 1,581.86

Deferred Revenue

AIS	76,315.06
FY18 Capacity	18,175.00
FY19 Capacity	14,165.39
FY19 Well Seal Grant	14,576.30
FY20 Buffer Initiative	14,118.56
FY20 Capacity	9,555.51
FY20 CWMA	7,813.92
FY20 State Cost share	5,517.29
FY21 Buffer Initiative	16,903.00
FY21 Capacity	105,888.06
FY21 Conservation Delivery	6,020.65
FY21 LWM	12,480.99
FY21 State Cost Share	15,401.00
FY21 WCA	10,112.76

Total Deferred Revenue 327,043.49

Wabasha Soil and Water Conservation District

10/13/21

Balance Sheet

Accrual Basis

As of September 30, 2021

	Sep 30, 21
2110 · Direct Deposit Liabilities	-5,636.51
24000 · Payroll Liabilities	1,192.99
25500 · Sales Tax Payable	581.57
Total Other Current Liabilities	324,763.40
Total Current Liabilities	328,245.34
Total Liabilities	328,245.34
Equity	
Fund Balance- Restatement	47,943.10
Fund Balance Designated	31,903.30
Investment in Capital Assets	10,454.49
30000 · Opening Balance Equity	649.89
32000 · Owners Equity	129,950.95
Net Income	-83,496.10
Total Equity	137,405.63
TOTAL LIABILITIES & EQUITY	<u>465,650.97</u>

Wabasha Soil and Water Conservation District

Profit & Loss

September 2021

	Sep 21
Ordinary Income/Expense	
Income	
Charges for Services	
Plat Book Sales	70.00
Wetlands	400.00
Total Charges for Services	470.00
Intergovernmental Revenues	
State	
FY21 319 NPS Grant (Whitewater)	2,084.13
MAWQCP	8,799.44
Total State	10,883.57
Total Intergovernmental Revenues	10,883.57
Total Income	11,353.57
Gross Profit	11,353.57
Expense	
District Operations	
Other Services and Charges	
Building Rent	920.43
Conferences and Conventions	270.00
Employee Education and Training	60.00
Internet Expense	70.95
Professional Expenses	
Audit Fees	3,600.00
Total Professional Expenses	3,600.00
Vehicle Expenses	
Chevrolet Silverado Vehicle Exp	112.41
Hyundia Tucson Vehicle Expense	36.32
Total Vehicle Expenses	148.73
Total Other Services and Charges	5,070.11
Personnel Services	
Employee Salary Permanent	15,865.33
Employer HSA contributions	2,625.00
Employer Life and Health	
66000 - Payroll Expenses	5,948.46
Employer Life and Health - Other	22.00
Total Employer Life and Health	5,970.46
Employer Share FICA	1,059.93
Employer Share Medicare	247.86
Employer Share PERA	1,280.52
Total Personnel Services	27,049.10
Total District Operations	32,119.21
Project Expenditures	
State	
FY20 MPCA SWAG MWL	27.17
FY21 319 NPS Grant (Whitewater)	2,084.13
FY21 Buffer Law Implementation	740.00
FY21 Capacity	89.50
LWM NRBG	94.64
MAWQCP Administration	8,799.44
Total State	11,834.88
Total Project Expenditures	11,834.88
Total Expense	43,954.09
Net Ordinary Income	-32,600.52

Wabasha Soil and Water Conservation District
Profit & Loss
September 2021

	Sep 21
Other Income/Expense	
Other Income	
Interest Income	
Interest Earnings MM's	138.19
Total Interest Income	138.19
Total Other Income	138.19
Net Other Income	138.19
Net Income	<u>-32,462.33</u>

Wabasha Soil and Water Conservation District
Monthly Bills Listing
October 28, 2021

Type	Date	Num	Name	Memo	Account	Split	Paid Amount
Oct 28, 21							
Liability Check	10/28/2021		QuickBooks Payroll Service	Created by P...	WNB Financial	-SPLIT-	-6,262.86
Liability Check	10/28/2021	11459	Auditor/Treasurer of Wabasha County		WNB Financial	-SPLIT-	-442.09
Liability Check	10/28/2021	EFT	MN PEIP	Group Numb...	WNB Financial	-SPLIT-	-5,110.00
Liability Check	10/28/2021	EFT	VSP Vision Care	Coverage Pe...	WNB Financial	24000 · Payroll Liabilities	-64.04
Bill Pmt -Check	10/28/2021	11460	Chet Ross	3rd Qtr July-...	WNB Financial	20000 · Accounts Payable	-100.80
Bill Pmt -Check	10/28/2021	11461	Conservation Corps	Bohemian Kn...	WNB Financial	20000 · Accounts Payable	-1,102.50
Bill Pmt -Check	10/28/2021	11462	Fillmore Soil and Water Conservation ...	3rd Qtr (July-...	WNB Financial	20000 · Accounts Payable	-887.00
Bill Pmt -Check	10/28/2021	11463	Freeborn County SWCD	Brittany 3rd ...	WNB Financial	20000 · Accounts Payable	-10,605.30
Bill Pmt -Check	10/28/2021	11464	HBC	Internet 10/0...	WNB Financial	20000 · Accounts Payable	-88.07
Bill Pmt -Check	10/28/2021	11465	Houston County Treasurer	3rd Qtr MAW...	WNB Financial	20000 · Accounts Payable	-40.35
Bill Pmt -Check	10/28/2021	11466	Larry Theismann-V	3rd Qtr Expe...	WNB Financial	20000 · Accounts Payable	-40.32
Bill Pmt -Check	10/28/2021	11467	Lynn Zabel-v	3rd Qtr 2021 ...	WNB Financial	20000 · Accounts Payable	-232.60
Bill Pmt -Check	10/28/2021	11468	MCIT	Terri Peters ...	WNB Financial	20000 · Accounts Payable	-110.00
Bill Pmt -Check	10/28/2021	11469	Michael John Rahman	2nd year cov...	WNB Financial	20000 · Accounts Payable	-900.00
Bill Pmt -Check	10/28/2021	11470	Mittel Schule, Inc.	November 20...	WNB Financial	20000 · Accounts Payable	-920.43
Bill Pmt -Check	10/28/2021	11471	Olmsted County Public Works	Sept. Mark R...	WNB Financial	20000 · Accounts Payable	-9,242.02
Bill Pmt -Check	10/28/2021	11472	Paul Busch Auto Center, Inc.	Hyundai - 3rd...	WNB Financial	20000 · Accounts Payable	-49.14
Bill Pmt -Check	10/28/2021	11473	SE SWCD Technical Support JPB		WNB Financial	20000 · Accounts Payable	-49,642.74
Bill Pmt -Check	10/28/2021	11474	Sharleen Klennert-b	3rd Qtr Expe...	WNB Financial	20000 · Accounts Payable	-47.04
Bill Pmt -Check	10/28/2021	11475	Terri Peters (Expenses)	Mileage to an...	WNB Financial	20000 · Accounts Payable	-187.04
Bill Pmt -Check	10/28/2021	11476	Wabasha County Highway Department	Sept. gas for ...	WNB Financial	20000 · Accounts Payable	-142.88
Bill Pmt -Check	10/28/2021	11477	White Barn Acres, LLC	578 Stream c...	WNB Financial	20000 · Accounts Payable	-961.47
Bill Pmt -Check	10/28/2021	11478	Winona County SWCD	MAWQCP Ex...	WNB Financial	20000 · Accounts Payable	-1,824.68
Bill Pmt -Check	10/28/2021	11479	WSB		WNB Financial	20000 · Accounts Payable	-4,297.50
Bill Pmt -Check	10/28/2021	11480	McNallan Real Estate Co. LLC	Well Decom...	WNB Financial	20000 · Accounts Payable	-1,000.00

Oct 28, 21

-94,300.87**+ 6,262.86****88,038.01**

NRCS Field Office Report

9/23/21

John Benjamin

Current office standing

- Bill and I are working out of the office every day.
- All non-duty stationed employees have decided not to resume working from the office on occasion until COVID restrictions are eased. This is Brian DeVetter, Dean Thomas, etc.
- FPAC policy is, masks required for all employees and visitors. All employees and contractors need to be vaccinated by Nov. 22nd.
- Office staffing is still 50% capacity and maximum telework is encouraged.

CSP (Conservation Stewardship Program)

- FY22 Assessment & Ranking deadline, Nov. 5th
- 6 Renewal applications, All prioritized high
- 14 Active contracts
- FY22 classic Application Deadline Feb. 4th
- FY22 MRBI-West Indian Creek application deadline Feb.4th
- FY23 renewal application deadline March 25th

EQIP (Environmental Quality Incentive Program)

- 21 EQIP applications deferred to FY22 signup period, not determined yet
- 6 EQIP applications in pending status
- 15 Active EQIP contracts, 2 contracts about to be paid on and completed
- MRBI-West Indian Creek fund pool available

RCPP-EQIP (Regional Conservation Partnership Program- EQIP)

- 5 RCPP-EQIP active contracts
- No applications submitted currently

RCPP (Regional Conservation Partnership Program)

Land Management fund through MAWQCP sign up announced

- Application deadline was June 4th
- 3 applications submitted and ranked.
- No preapproved applications currently

CRP (Conservation Reserve Program)

113 Expiring contract reviews for FY22
36 reviews completed so far.

Monthly Report – October

Matt Kempinger

Training

- BWSR Academy
 - Contract Policy, Water Storage, Soil Health, WCA, Drinking Water Protection

Projects

- Construction monitoring for 2 Grade Stabilization Structures
- Closed out 1 waterway project
- Closed out 1 feedlot project
- Investigated 1 future Grade Stabilization Structure site
- Processing 4 WCA Joint Applications
- Staking and construction monitoring for 1 feedlot projects
- Completed voucher for 1 stream crossing project
- Worked on soil borings for Grade Stabilization Project
- Followed up with various landowners that have ongoing projects
- Stream restoration, drafting, permitting, and landowner discussion
- Investigated one problematic sinkhole site
- Investigated 2 silage leachate resource concern sites

Others

- Assisted 2 landowner in applying for MAWQCP certification
- Assisted 4 Landowners with EQIP applications
- Informed 3 landowners about the MAWQCP program
- Answered general resource questions from public and assisted where possible
- Aided and advised citizens regarding WCA concerns
- Provided technical assistance for wetland considerations
- Participated in MPCA surface water monitoring
- Prepare for WCA TEP
- Buffer Compliance Monitoring

Work Summary October 2021

Henry Stelten

- Cover crop contracts, seeding plans, verification, meetings
- NF Zumbro at Mazeppa Phase 2 communications
- Started Buffer Law Compliance checks and BuffCat work
- Watopa travel lanes & water project
- Planning with Livestock Producers training w/Dean Thomas & Lance Smith
- Landowner meetings and planning for potential projects (silvopasture, grade stabs, brush management, cover crops, wetland concerns)
- 2021-2022 Tree Order – trees ordered, form updated and revised, new/revised postcard, new/revised order tracker (just waiting on DNR confirmation so we can release form and take orders)

Sue:

MAWQCP – Promo Funds Completion Reports and Invoices

MNPEIP Health Insurance

Personnel Handbook

Invoicing for 3rd Qtr: DNR for Gorman Creek and North Fork Zumbro

Whitewater JPB for MPCA SWAG

Whitewater Drinking Water Protection

319 Small Feedlot

Lower Mississippi Feed Lot RCPP

Volunteer Nitrate Monitoring

FY19 Drinking Water Protection SE MN

FY20 Safe Drinking Water for Private Well Users

MDA for MAWQCP Staff time and SWCD's reimbursement

Quarterly Payroll Reporting

Website stories update

Other Normal Monthly Responsibilities



National Association of Conservation Districts

CONSERVATION INVESTMENT

Customer #: 39053

Investment Date: October 1, 2021

Wabasha SWCD
611 Broadway Avenue, Suite 10
Wabasha, MN 55981-1988

Email: terri.peters@mn.nacdnet.net

Phone: 651 - 565-4673

URL:

Facebook: <https://www.facebook.com/Wabasha-SWCD-534308246654643>

Twitter:

Other:

Review your information!

Submit updates online or with your renewal

PLEASE RENEW YOUR MEMBERSHIP NOW!

This is the first invoice for NACD's 2022 fiscal year which runs October 1, 2021 to September 30, 2022. We hope you continue to show your support for your National Association with a full membership contribution of \$775. Complete the application form and send with payment to NACD headquarters.

Gary Blair
NACD Secretary/Treasurer

Conservation Investment FY22 (check one)

<input type="checkbox"/> Platinum (\$3,001 +)	<input type="checkbox"/> Diamond (\$1,776 - \$3,000)	<input type="checkbox"/> Gold (\$775 - \$1,775)	<input type="checkbox"/> Silver (\$501 - \$774)	<input type="checkbox"/> Bronze (\$101 - \$500)	<input type="checkbox"/> Contributor (\$1 - \$100)
Payment					
<input type="checkbox"/> Final Payment <input type="checkbox"/> Installment ____ of ____ Amount Paid: _____		<input type="checkbox"/> Check # _____ <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover Card No. _____ CVV _____ Exp. _____ Name on Card _____ Signature _____			

Pay online at: www.nacdnet.org/get-involved/nacd-membership

Mail check and form to:

NACD | 509 Capitol Court NE | Washington, DC 20002
Fax: 202-547-6450 | Email: membership@nacdn.net



Identify current employees and/or board members with Y and N for individuals no longer associated with your district or association. Please use the additional space to submit updates and changes to your employees and supervisors.

[illegible]



National Association of Conservation Districts

The Voice of Conservation



Funding for Districts

Technical Assistance Grants – NACD, in partnership with the Natural Resources Conservation Service (NRCS), offers funding to further enhance conservation district technical assistance across the nation, providing funds to hire staff where additional capacity is needed to improve customer service and reduce workload pressure. To date in 2021, NACD has put \$15 million in the hands of conservation districts to support positions across the country where states and territories indicate they're needed most, including tribal conservation district support. Check out NACD's website to view an interactive and in-depth mapping of the technical assistance grantees from across the country.

Urban Agriculture Conservation Grant Initiative – In March 2021, NACD announced \$1 million in urban agriculture conservation funding for 20 conservation districts across 14 states, made possible through partnership with USDA NRCS. Since 2016, NACD and NRCS have partnered to support technical assistance activities related to community-oriented agriculture programs, awarding more than \$5.6 million for 122 grants across 35 states.

Friends of NACD District Grants – During NACD's Virtual Annual Meeting in February 2021, NACD awarded a second round of Friends of NACD District Grants. These awards are made possible by donations to the Friends of NACD program. To date, \$20,000 has been awarded to eight conservation districts through the Friends of NACD District Grants program, with hopes to award more grants to dues-paying conservation districts in Fiscal Year 2022. To learn more about the program or donate, visit NACD's website.

Leadership Development

NACD provides leadership development opportunities for conservation district officials, both online and in person. In addition to hosting webinars and providing resources for grassroots advocacy, NACD develops training modules to assist districts with everything from crafting the perfect elevator speech to discussing policy issues with Congressional representatives. NACD also provides interactive leadership development opportunities, including conservation and leadership seminars, listening sessions and Conservation Planning Boot Camp, a comprehensive conservation planning course.

Outreach to Underserved Communities

NACD works to support conservation practices on every acre across the United States. The national association supports underserved communities from coast to coast, engages in tribal outreach and partnership with conservation districts, and implements agricultural conservation practices in urban settings.

NACD seeks to increase the impact of the locally-led conservation delivery system by funding additional technical assistance positions in districts nationwide. The national association works in partnership with federal agencies and policymakers to ensure adequate staffing and funding in field offices and to administer grant awards to help bolster the conservation district workforce and increase capacity.

District Resources

NACD operates a [Members Only](#) section of our website to offer resources to assist districts and state or territory associations with their day-to-day operations, long-term planning, and accomplishing their missions. The national association has developed guiding documents from media training and personnel management to conflict resolution, increasing board diversity and program evaluation resources.

NACD offers information about emerging natural resource management solutions, tools and resources to ensure districts are on the forefront of conservation planning. The national association amplifies district success stories through press releases, interviews, editorials, blogs, economic research studies and more.

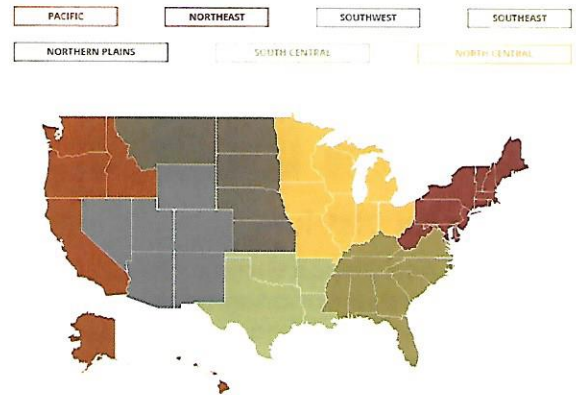


National Association of Conservation Districts

The Voice of Conservation

The National Association of Conservation Districts (NACD) is the nonprofit organization that represents America's nearly 3,000 conservation districts, their state and territory associations and the more than 17,000 men and women who serve on their governing boards. Conservation districts are local units of government established under state law to carry out natural resource management programs at the local level. Districts work with millions of landowners and operators to help them manage and protect land and water resources on private and public lands in the United States.

As the national voice for all conservation districts, NACD supports voluntary, incentive-driven natural resources conservation programs that benefit all citizens. Learn more about NACD's history, accomplishments and ongoing work at www.nacdnet.org.



What We Do

Grassroots Advocacy

NACD builds strong working relationships with Congress and federal agency partners and works to ensure conservation districts are well-represented when key policy and regulatory decisions are being made. NACD fosters local, state and federal relationships with policymakers and like-minded organizations to advocate for strong conservation programs, appropriations and policies. NACD also issues grassroots advocacy action alerts to our members, providing conservation districts and their supervisors with templates and resources for outreach to their members of Congress.

NACD is committed to soil health practices, preservation of private and public forestland, protection and improvement of water resources, increased technical assistance on all landscapes, habitat restoration, invasive species mitigation, and strong conservation funding in the farm bill.

Member Services

NACD offers webinars, breakout sessions, workshops, conferences, symposia and online resources to provide cost-effective training, tools and educational materials for conservation districts and state or territory associations. NACD offers a wide range of direct services to districts, including training opportunities such as Conservation Planning Boot Camp and networking and educational opportunities through the Soil Health Champions Network. NACD helps put boots on the ground in districts and pursues ongoing funding to further support districts across the country.

NACD is excited to announce a new partnership with Mercer to offer the all new NACD benefits program. Gold Level NACD Members will have access to this new benefits platform, which will provide a comprehensive range of important benefits including medical, dental and vision, as well as auto/home and cyber coverage.

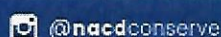
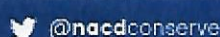
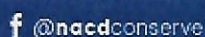
Conservation Stewardship

NACD develops and produces stewardship materials annually centered around a conservation theme, like soil, pollinators, forestry or water. These materials are offered free to districts for electronic download to educate their communities on the importance of conservation and how they can get involved. NACD also operates an online Marketplace filled with materials for district or public purchase, including plaques, award ribbons, trophies, apparel, accessories, service pins and more, and a Conservation Education Hub for educational resources.

National Communications

NACD issues publications to keep conservation districts, partner organizations, government agencies, the media and the general public informed of the organization's activities, the latest conservation news affecting districts and their customers, newly available tools and resources, and emerging natural resource challenges and opportunities.

NACD also maintains an active presence on our social media channels, including Facebook, Twitter, Instagram, LinkedIn, Flickr and YouTube to provide resources and raise awareness for conservation districts and conservation practices.



www.nacdnet.org

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 20-WWDWP-1	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 checked="" type="checkbox"/> Board Meeting Date(s): 10-28-21
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* If a contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name Bob Sloan	Address 23681 530th St	City/State Plainview, MN	Zip code 55964
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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: Plainview	Township No: 109	Range No.: 11	Section No. 21	1/4, 1/4 NE 1/4
------------------------------------	----------------------------	-------------------------	--------------------------	----------------------------------

Contract Information

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

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

NRCS FOTG Practice 340 Cover Crop, Ag Tech Note 33 for 30 acres

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 10/1/20, this contract will be automatically terminated on that date.
7. Reimbursement requests must be supported by a completed voucher.

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 any other state or federal funds for this practice.

Date	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 **340 Cover Crop**

Eligible Component Standard & Name 340 Cover Crops	Engineered Practice: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Total Project Cost Estimate \$2,700.00
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

Technical Assessment and Cost Estimate

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

Date 7-1-21	Technical Assistance Provider <i>[Signature]</i>
-----------------------	---

Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed a rate of: \$30/acre

Amount	Program Name	Fiscal Year
\$900.00 \$2700	HS 2020 white water Drinking water protection	2021 2020
\$900.00		2022
\$900.00		2023

Date July 22, 2021	Authorized Signature <i>[Signature]</i>	Total Amount Authorized \$2,700.00
------------------------------	--	--

Don't like to continue

Rob Sch

**FY 2018 STATE OF MINNESOTA
BOARD OF WATER and SOIL RESOURCES
2018/2019 SWCD Programs and Operations Grants - Wabasha SWCD
GRANT AMENDMENT**

Grant Agreement Start Date:	1/3/2018
Original Grant Agreement Expiration Date:	12/31/2020
Original Agreement Amount:	\$190,040.00

This amendment is by and between the State of Minnesota, through its Board of Water and Soil Resources ("Board") and Wabasha SWCD, 611 Broadway Avenue, Suite 10, Wabasha, MN 55981 ("Grantee").

Recitals

1. The Board has a Grant Agreement with the Grantee identified as the 2018/2019 SWCD Programs and Operations Grants - Wabasha SWCD, PO # 3000008415, for the following grants:

Grant ID	Grant Title	Previous Expiration Date	Amended Expiration Date	Previous Award Amount	Amended Award Amount
P18-1794	2018 - Conservation Delivery (Wabasha SWCD)	12/31/2020		\$19,619.00	
P19-8145	2019 - Conservation Delivery (Wabasha SWCD)	12/31/2020		\$19,619.00	
P19-2247	2019 - State Cost-Share Fund (Wabasha SWCD)	12/31/2020		\$15,401.00	
P18-7145	2018 - SWCD Local Capacity Services (Wabasha SWCD)	12/31/2021	12/31/2022	\$100,000.00	
P18-3662	2018 - Buffer Law (Wabasha SWCD)	12/31/2020		\$20,000.00	
P18-2837	2018 - State Cost-Share Fund (Wabasha SWCD)	12/31/2020		\$15,401.00	

2. The Wabasha SWCD requests an extension for 2018 - SWCD Local Capacity Services (Wabasha SWCD) to **12/31/2022** for the purpose of granting additional time for the completion of a recently encumbered project using slippage funds. The landowner missed the seeding deadline and therefore the project will need to be completed in the spring of 2022.
3. Grant reporting must be completed by **2/1/2023** or within 30 days of work completion, whichever comes first.
4. The Board and Soil and Water Conservation District are willing to amend the Original Contract as stated below.

Contract Amendment

REVISION 1. 1. Term of Grant Agreement

1.2 EXPIRATION DATE: is amended as follows:

~~December 31, 2021~~ December 31, 2022, or until all obligations have been satisfactorily fulfilled, whichever comes first.

REVISION 2. 2. Grantee's Duties

2.2.3 REPORTING: is amended as follows:

The Grantee will submit a final progress report to the Board by ~~February 1, 2022~~ February 1, 2023, or within 30 days of expenditure of all grant funds, whichever occurs sooner. Information

provided must conform to the requirements and formats set by the Board.

Except as amended herein, the terms and conditions of the Original Grant Agreement remain in full force and effect.

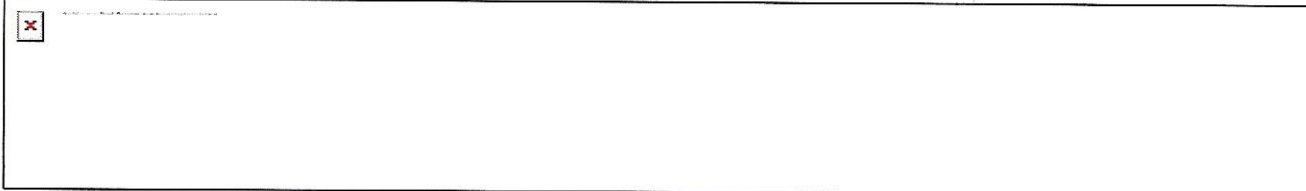
APPROVED:

Wabasha SWCD

By: _____
Title: _____
Date: _____

Board of Water and Soil Resources

By: _____
Title: _____
Date: _____



Minnesota Association of Soil and Water Conservation Districts

2021 Annual Convention & Trade Show


December 12-14, 2021 - DoubleTree Hotel - Bloomington MN



SWCD Supervisors and Employees,

Registration is now open for the **2021 MASWCD Annual Convention**.


The link to **online registration**, [here](#), allows you to register multiple individuals with one payment. We do ask that staff and supervisors coordinate, to avoid any duplicate registrations.

 [2021 Convention
Registration Form](#)

The 2021 MASWCD Annual Convention and Trade Show, will be held

December 12-14, 2021 at the [DoubleTree Hotel in Bloomington](#), as a fully in-person event.

Check out the **program at a glance** posted on the "[Annual Convention](#)" page of our web site. This will get updated with additional details as we get closer to the event. We will also be emailing to you in the coming days other information for the event, including:

 [2021 Convention
Program/Schedule
\(10/18/2021\)](#)

The program will be updated periodically as we continue to finalize speakers and topics. Check the [Annual Convention](#)

- Seating Information for the Outstanding Conservationist Luncheon
- Instructions for Outstanding Conservationists
- Live and Silent Auctions Flyer and Auction Donation Slips
- Recognition of Retired & Deceased Personnel Form

page of the MASWCD web site for updates.

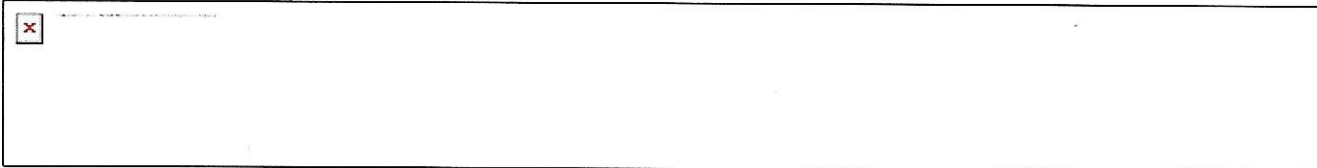
Hotel reservations – Hotel reservations at the DoubleTree in Bloomington may be made online at [this link](#). A block of rooms at the hotel will be available at the rate of \$99 plus tax until December 1st, or until the block is sold out.

[2021 Hotel Lodging Reservations](#)

Watch your email for additional details on speakers and session descriptions.

Minnesota Association of Soil and Water Conservation Districts

www.maswcd.org



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Minnesota Association of
Soil and Water
Conservation Districts

Annual Convention

[2021 Annual Convention & Trade Show](#)

The 2021 MASWCD Annual Convention & Trade Show is scheduled for December 12, 13, 14 at the [DoubleTree by Hilton Hotel Bloomington - Minneapolis South](#).

[2021 Convention Registration Form](#)

[2021 Hotel Lodging Reservations](#)

[2021 Convention Program/Schedule \(10/18/2021\)](#)
(check back for updates to the program as we continue to finalize speakers and topics)

The MASWCD annual convention includes:

- business meetings,
- updates on current issues,
- keynote address,
- informational sessions,
- trade show, and
- recognition of outstanding soil and water conservation districts (SWCDs) and individuals.

At the Tuesday business meeting, the state's 440 elected SWCD board members vote on issues that should become part of MASWCD's policy platform.

From grassroots initiatives to innovative conservation practices, the convention provided attendees with new ideas that can be implemented across the state.



[return to top of page](#)

MASWCD 85th ANNUAL MEETING & 30TH ANNUAL TRADE SHOW

DECEMBER 12-14, 2021

DoubleTree by Hilton Hotel Bloomington - Minneapolis South - Bloomington, MN



----- MASWCD Annual Convention at a Glance -----

SUNDAY, DECEMBER 12, 2021

1:00 – 5:00 pm	Coat check, 2 nd floor	Registration Open
2:30 – 4:30 pm	Bloomington Room	SWCD Manager – SWCD Chair Meeting - Management and Leadership This session will be for SWCD managers and chairs to discuss the topics: the future of SWCD capacity, essential services, and your SWCD vision statement.
<i>dinner on your own</i>		
7:00 pm	1 st floor	Convention Kickoff Social/Cash Bar

MONDAY, DECEMBER 13, 2021

breakfast on your own

7:00 am	Coat check, 2 nd floor	Registration Opens
8:30 am – 4:30 pm		Trade Show Open
8:30 – 9:00 am	Grand Ballroom West and Center	Business Meeting <ul style="list-style-type: none"> • Presiding: Paul Krabbenhoft, MASWCD President • Introduction of Board of Directors, President's Report, and Recognition of Board, Staff, and Committee Chairs • Finance Committee Report – Clark Lingbeek, MASWCD Sec./Treasurer, Southwest Area 5 Director • Resolution Committee Report; Introduction of 2021 MASWCD Resolutions – Ken LaPorte, MASWCD Resolution Committee Chair, North Central Area 8 Director • Signing Ceremony – Regional Conservation Partnering Program (RCPP) Grant on Agricultural Irrigation: Minnesota Department of Agriculture, USDA Natural Resources Conservation Service, Central Lakes College, and 20 SWCDs led by Darren Newville, East Otter Tail and Wadena SWCDs Manager
 <p>Paul Krabbenhoft MASWCD President</p>		
9:00 – 10:00 am	Grand Ballroom West and Center	Keynote– Jim Richardson, National Geographic Photographer The problem of feeding our hungry planet has taken Jim Richardson around the world several times for National Geographic Magazine. Over the last twenty years he's covered stories of food, farmers and the vast problems and possibilities before us. Few have been given such an opportunity to see the breadth of the problems, as well as to meet the people who grow our food -- our farmers. This program is a unique opportunity to see the big picture of agriculture on our planet.
		
10:00 – 10:30 am		Refreshment Break
10:30 – 11:30 am	Grand Ballroom West and Center	Plenary Session – SWCD Role in Making Minnesota Landscapes More Resilient While the scope, severity, and pace of climate change impacts are difficult to predict, these potential changes affect SWCD efforts toward making Minnesota landscapes more resilient. MASWCD is providing this forum for members to hear from public policy leaders in the areas of planning, program delivery and potential metrics related to district work for forestry, soil health, and water retention efforts. Thom Petersen, Commissioner, Minnesota Department of Agriculture Sarah Strommen, Commissioner, Minnesota Department of Natural Resources John Jaschke, Executive Director, Minnesota Board of Water and Soil Resources Troy Daniell, State Conservationist, USDA Natural Resources Conservation Service

MONDAY, DECEMBER 13, 2021 (continued)

11:45 am–1:15 pm Grand Ballroom East



1:15 – 1:45 pm

1:45 – 3:00 pm

various meeting rooms

3:00 – 3:30 pm

3:30 – 4:45 pm

various meeting rooms

5:30 – 6:15 pm

Grand Ballroom East

6:15 – 7:15 pm

Grand Ballroom East

7:30 – 8:30 pm

Grand Ballroom East

7:30 – ??? pm

Grand Ballroom East

Awards Luncheon *(see registration form – there is a fee for this event)*

- Recognition of retiring and deceased SWCD supervisors and employees
- MASWCD/MPCA Community Conservationist Award
- MASWCD/DNR Outstanding Forest Steward Award
- MASWCD Teacher Award
- MASWCD Legislator of the Year Award
- Outstanding District Employee Award, by Board of Water & Soil Resources
- MASWCD Outstanding SWCD Supervisor Award

Refreshment Break

Breakout Sessions, round one

Refreshment Break

Breakout Sessions, round two

Dinner *(see registration form – there is a fee for the event)*

Entertainment

Silent Auction for Conservation

Live Auction for Conservation

Auctions for Conservation Education

- A wide array of merchandise and craft items are donated each year to the Silent and Live Auctions by SWCDs and other friends of conservation.
- Proceeds support the Minnesota State Envirothon – an outdoor environmental learning competition for high school students

TUESDAY, DECEMBER 14, 2021

breakfast on your own

7:30 am

Coat check, 2nd floor

Registration Opens

7:30 am – noon

Trade Show Open

8:00 – noon

Atrium 1

NRCS Staff Operational Meeting *(tentative)*

8:30 – 9:30 am

Edina

Outstanding Conservationist Program

8:30 – 10:00 am and

Grand Ballroom East

Business Meeting - MASWCD budget, resolutions, policy updates

10:30 am - noon

- Presiding: Paul Krabbenhoft, MASWCD President
- Approval of 2021 Standing Rules and 2020 Meeting Minutes
- Finance Committee: Action on Proposed FY 2022 Budget – Clark Lingbeek, MASWCD Secretary/Treasurer and MASWCD Southwest Area 5 Director
- Resolutions Committee: Action on Resolutions – Ken LaPorte, MASWCD Resolution Committee Chair, North Central Area 8 Director
- Agency Reports, New Business & Announcements

8:30 – 10:00 am

various meeting rooms

Employee Breakout Sessions, round one

10:00 – 10:30 am

Grand Ballroom Foyer

Refreshment Break

10:00 – 11:45 am

Garden Court

Outstanding Conservationists Photo Area Open - 1st floor, poolside

10:30 – noon

various meeting rooms

Employee Breakout Sessions, round two

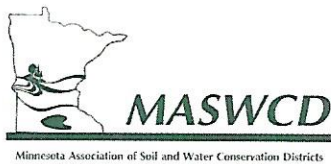
12:15 – 2:15 pm

Grand Ballroom West and Center

Outstanding Conservationist Luncheon, Awards, Closing Comments *(there is a fee for this event)*

supported by The Farmer magazine, Paula Mohr, Editor

- Presentation of SWCD of the Year Award
- Slide Show of Minnesota's Outstanding Conservationists
- Presentation of Minnesota Outstanding Conservationist Award - Area Finalists & State Winner
- Have safe travels!



2021 MASWCD Annual Convention - Online Registration

Minnesota Association of Soil and Water Conservation Districts (MASWCD)

85th Annual Convention

December 12, 13, 14, 2021

DoubleTree by Hilton Hotel Bloomington -

Minneapolis South

7800 Normandale Blvd., Bloomington MN 55439

Registration deadline: December 1, 2021.

Convention program information will be posted to the [MASWCD web site](#) as it is finalized.

Program/Schedule **SNAPSHOT:**

Sunday, Dec 12, (registration, SWCD Manager & Chair Meeting, Social Hour)

Monday, Dec 13, 7am-4:45pm (registration, trade show, plenaries, awards luncheon, and breakouts)

Monday, Dec 13, 5:30pm-9pm (dinner, entertainment, live and silent auction)

Tuesday, Dec 14, 7:30am-Noon (registration, trade show, business meeting, and SWCD employee breakouts)

Tuesday, Dec 14, 12:15-2:15pm (Outstanding Conservationist Awards Luncheon)

Registrant Information and Selections

** Red asterisks indicate required fields.*

Make sure to select "Submit" after completing the form.

Multiple individuals may be registered in one submission by selecting "+ Add Registrant."

⊗ Registrant 1

Name *

First

Last

Agency/Organization *



Registration Fee

- ☐ Complete Convention Registration - \$255.00
- ☐ Monday Only Registration - \$180.00
- ☐ Tuesday Only Registration - \$180.00
- ☐ Speaker Registration - \$0.00
- ☐ Outstanding Conservationist - \$0.00
- ☐ spouse of SWCD supervisor/employee - \$0.00

Registration fees do not include meals. Please register for meals below.

Meals

- ☐ Monday Luncheon (pork entree) - \$40.00
- ☐ Monday Dinner (beef entree) - \$50.00
- ☐ Tuesday Continental Breakfast (bakery items, breakfast sandwiches, coffee, juice, fruit) - \$20.00
- ☐ Tuesday Luncheon (chicken entree) - \$40.00

Please note Tuesday's luncheon requires reserved seating. Seating reservations need to be made on-site at the convention registration desk.

+ Add Registrant

2021 MASWCD Annual Convention Cancellation Policy

Registration cancellations must be submitted via email to info@maswcd.org, and must be received by 4:30 PM on December 1, in order to receive a refund of the registration fee less an \$80 cancellation fee.

Cancellations received after this date will not be refunded.

Lodging

You are responsible for making (or cancelling, if necessary) your lodging reservation directly with [Doubletree by Hilton Hotel Bloomington – Minneapolis South](#). The special room rate of \$99 will be available until December 1 or until the group block is sold-out, whichever comes first.

Confirmation email

You should receive an email confirmation of your registration within minutes of submitting. If you do NOT receive an email confirmation summarizing your registration, please email MASWCD at info@maswcd.org. Thank you!

Meals

☐ Monday Luncheon (pork entree) - \$40.00

☐ Monday Dinner (beef entree) - \$50.00

☐ Tuesday Continental Breakfast (bakery items, breakfast sandwiches, coffee, juice, fruit) - \$20.00

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Email ***Payment Method ***

☐ Credit Card ☐ Check ☐ Purchase Order ☐ Not applicable (\$0)

Submit

[Join](#) | [Sign In](#)

MN ASSOCIATION OF SOIL & WATER CONSERVATION

Hello there!

We're glad you can join us for MN ASSOCIATION OF SOIL & WATER CONSERVATION DISTRICTS.

We have a room block reserved at DoubleTree by Hilton Hotel Bloomington - Minneapolis South for December 12, 2021 through December 15, 2021. Booking your room is simple, just select "Book a Room" to receive your group's preferred rate.

We're looking forward to seeing you in December! We hope you enjoy your stay and your group's event!

Book Your Room

Event dates: December 12, 2021 - December 15, 2021

Book by: December 1, 2021



DoubleTree by Hilton Hotel Bloomington - Minneapolis South

 7800 Normandale Boulevard,
Minneapolis, MN 55439
USA
+1 952-835-7800



Book a Room

Rooms & Rates

1 King Bed - **\$99.00**

2 Doubles - **\$99.00**

2 Doubles - Oversized Room - **\$99.00**

2 Doubles - Mobility Access Tub - Oversized - **\$99.00**


1 King Mobility Acc Roll in Shower - **\$99.00**

Rates based on one adult per room.

How can we help?

+1-800-4HONORS

Call us, it's toll-free

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FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: Mike Rahman

Address: 26776 620St

City, State, Zip: Theilman, MN

55945

Contract No.: 19-DWP-CC-2

Total Amount Authorized:

\$2,700.00

(from contract)

Practice	Quantity	Unit	Unit Rate	Total
340- payment on 30 acres cover crops	30	acres	\$30.00	\$900.00

PAYMENT REQUEST:

\$900.00

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



Payee Signature

10-9-2021
Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final):

Partial

B. Payment amount requested:

\$900.00

C. Total Amount Authorized:

\$2,700.00

D. Total previous partial payments:

\$900.00

E. Amount available (C - D)

\$1,800.00

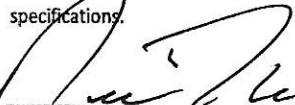
Amount Approved for This Voucher:

\$900.00

(cannot exceed Total Amount Authorized)

Technical Certification

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



Technical Assistance Provider

10-20-21
Date

Administrative Certification

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



Administrative Sign-off

10/20/21
Date

Note: Yellow areas indicate required data. Blue areas indicate optional data.

Indicate the decision-maker's objective(s) for applying cover crop, in priority order (1, 2, 3, etc.)

JAA:

PERCENT BASED - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: White Barn Acres LLC Contract No.: 21-Capacity-3

Address: 19100 641st St

City, State, Zip: Kellogg

Total Amount

Authorized: \$2,432.37 % Approved 75% (state) 75% (state & non-state)

(from contract)

Item	Quantity	Unit	Unit Price	Cost
3" Crushed Stone	68	Ton	\$5.55	\$377.57
Class 5 Aggregate	31	Ton	\$5.55	\$173.83
Rock and Aggregate Hauling	99	Ton	\$3.40	\$337.79
Grass Seed	1	50# Bag	\$69.99	\$69.99
10-10-10 Fertilizer	2	Ea	\$12.99	\$25.98
8/12/21 130 Excavator	6	Hour	\$135.00	\$810.00
8/12/21 Manual Labor	2	Hour	\$75.00	\$150.00
8/13/21 130 Excavator	5	Hour	\$135.00	\$675.00
8/13/21 Track Loader	5	Hour	\$100.00	\$500.00
8/13/21 Manual Labor	10	Hour	\$75.00	\$750.00
8/13/21 Mirafi Fabric	2	Roll	\$950.00	\$1,425.00
8/13/21 3" Screened Rock	260	TON	\$12.35	\$3,211.00
8/13/21 Trucking	7	Hour	\$100.00	\$700.00
8/16/21 130 Excavator	3	Hour	\$135.00	\$405.00
8/16/21 Track Loader	4	Hour	\$100.00	\$400.00
8/16/21 Manual Labor	8	Hour	\$75.00	\$600.00
8/16/21 3" Screened Rock	120	Ton	\$12.35	\$1,482.00
8/16/21 Trucking	3	Hour	\$100.00	\$300.00
8/16/21 Straw Blanket	3	Roll	\$48.00	\$144.00
Dankwart Landscaping and Excavating Tax	1	Total	\$346.11	\$346.11
Fence Rebuild	5	Hour	\$15.00	\$75.00
Labor (Level Soil, Seed, Fertilize, Mulch)	17.5	Hour	\$17.00	\$297.50
				\$0.00

PROJECT COST:

\$13,255.77

PAYMENT AND CERTIFICATION INFORMATION

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

B. Total cost of practice to date: \$13,255.77

C. Eligible amount (total cost x % approved): \$2,432.37 (state) \$9,941.82 (state & non-state)

D. Total other state payment amount: _____

E. Total non-state payment amount: \$8,980.35

F. Total previous partial payments: \$0.00

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

H. Maximum payment amount \$961.47

Pre-Con.Cover Ac.	Rate/Ac.

PERCENT BASED - VOUCHER AND PRACTICE CERTIFICATION FORM

Amount Approved for This Voucher:

\$961.47

(cannot exceed Total Amount Authorized)

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

White Swan Acres by Matthew Terhi
Payee Signature

10/20/2021
Date

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

Pete R. Tye
Technical Assistance Provider

10/20/2021
Date

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

Susan Cerwinske
Administrative Sign-off

10/20/21
Date

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 21-Capacity-5	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 Rachel Walkes	Address 25089 County Road 25	City/State Plainview, MN	Zip code 55964
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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: Plainview	Township No: 108	Range No.: 11	Section No. 29	1/4, 1/4 NE, SW
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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:

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

340 Cover Crops

- Increases in the practice(s) units or cost must be approved by the organization board through amendment of this contract as a condition to increase the payments.
- This contract, when approved by the organization board, will remain in effect unless canceled or amended by mutual agreement. If practice(s) covered by this contract have not been completed by 11/1/21, 11/1/22, 11/1/23, this contract will be automatically terminated on that date.
- Reimbursement requests must be supported by a completed voucher.

Applicant Signatures

The land occupier's signature indicates agreement to:

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

Date 10/19/2021	Land Occupier Rachel Walkes
---------------------------	---------------------------------------

Date 10/19/12	Landowner, if different from applicant <i>Jon Cravath</i>
Address, if different from applicant information: 51445 CR4 PLAINVIEW, MA	

Conservation Practice

The primary practice for which cost-share is requested is

340 Cover Crops

Practice standard(s) or eligible component 340 Cover Crops	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Units 30 acres
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

Technical Assessment and Cost Estimate

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

Date 10/26/12	Technical Assistance Provider <i>[Signature]</i>
------------------	---

Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed a rate of: \$30/acre

Date	Authorized Signature	Total Amount Authorized
		\$2,700.00

Contract Amendment Form

Organization: <div style="text-align: center; font-weight: bold;">Wabasha SWCD</div>	Contract Number: <div style="text-align: center; font-weight: bold;">20-Capacity-5</div>	Amendment Number: <div style="text-align: center;">1</div>	Amendment Type Date <input checked="" type="checkbox"/> Amount <input type="checkbox"/> Land Occupier <input type="checkbox"/> Practice <input type="checkbox"/> Other <input type="checkbox"/>
		Board Meeting Date: <div style="text-align: center; font-weight: bold;">10/28/2021</div>	

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

2018 Capacity
12/31/22 - approved
prior to this
amendment) 2019
Capacity 12/31/22
2020 Capacity

State Grant Agreement Expiration Date: 12/31/22 Original Contract Install Date: 11-30-21

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

Original Total Amount Authorized: \$2,550.00 Amended Total Amount Authorized: \$2,550.00

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

20-Capacity-5 Contract expiration date amended from initial date of 11/30/2021 to 06/30/2022.

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

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

Date <div style="font-size: 1.2em;">10-21-2021</div>	Land Occupier <div style="font-size: 1.2em;">Eugene P. Schnell</div>
Date <div style="font-size: 1.2em;">10-25-21</div>	Landowner, if different from applicant <div style="font-size: 1.2em;">Henry Smith</div>

NRECS engineered project with appropriately signed and documented plans upon request.

Technical Assessment and Cost Estimate

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

Date	Technical Assistance Provider
------	-------------------------------

Organizational Approval

Date	Authorized Signature
------	----------------------

*Attach this form to the Conservation Practice Assistance Contract

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 20-Capacity-5	Other state or non-State funds? <input type="checkbox"/> YES <input checked="" type="checkbox"/> No	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
--------------------------------------	--	---	--	---

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

Applicant

Land Occupier Name Eugene Schnell	Address 5947 247 Hwy NE	City/State Elgin, MN	Zip Code 55932
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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: Zumbro-Hyde Park	Township No.: 109	Range No.: 13	Section No.: 21	1/4, 1/4 NW, SE
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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:

NRCS 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 11-30-21, this contract will be automatically terminated on that date.
7. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization board as practical and reasonable. The invoices must include the name of the vendor; materials, labor or equipment used; the component unit costs and the dates the work was performed. The organization board has the authority to make adjustments to the costs submitted for reimbursement. Pre-Construction Cover is exempt from having the required invoices/receipts.

Applicant Signatures

The land occupier's signature indicates agreement to:

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

Date	Land Occupier <i>Eugene D. Schnell</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: 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 \$3,400.00
	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	NRCS-CPA-1245 (Practice Approval and Payment Worksheet) can be utilized as the certification of practice completion. As attached completed, and signed NRCS-CPA-1245 and the as-built can be used as the Technical Certification on the "Voucher and Certification" <i>4-9-21 Henry Kelly</i>
------	--

Pre-Construction Cover

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

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

Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed 75.0% of the total cost to establish the conservation practice plus the pre-construction cover total amount if utilizing the flat rate payment option.

Amount	Program Name	Fiscal Year
\$1,316.02	2020 Capacity	2020
\$235.37	2019 Capacity	2019
\$998.61	2018 Capacity	2018

Date <i>4/22/01</i>	Authorized Signature <i>Henry Kelly</i>	Total Amount Authorized \$2,550.00
------------------------	--	---

WABASHA SWCD LOCAL COST SHARE POLICY

Staff Credentials

The Wabasha Soil & Water Conservation District (District) will ensure staff has the necessary skill and training to install and maintain projects according to standards and specifications. Building credentials and maintaining or seeking certifications to retain knowledgeable staff is a high priority of the District. Budget allocation determined annually according to program work plans.

Technical expertise of the District includes:

- 1 Staff with USDA – Natural Resources Conservation Service Job Approval Authority under Ecological and/or Engineering Science and 2 district technicians actively working towards Job Approval Authority.

When professional engineering is required or specific conservation practices require expertise above current technical capacity, the District will utilize professional engineers or consultants, staff from Minnesota Department of Natural Resources, Minnesota Pollution Control Agency, USDA – Natural Resources Conservation Service (NRCS), the Technical Service Area Joint Powers Board and The Nature Conservancy, and others where appropriate.

Delegation

Landowner contracts for the installation of conservation practices and supporting project documents such as cost share vouchers will be signed by the Technical Representative, the District Board Chair (as needed) and the landowner (and land occupier).

Noncompliance

Cost Share contract noncompliance will be reviewed by the District Board in consultation with the District Manager and Technical Staff. Resolution with the landowner will be attempted through corrective actions or alternative avenues. Unresolved issues that the District Board is not able to address will be taken to the County attorney for resolution.

General Policies Applied to all Funding Programs (including nonstructural policies)

- All funding program contracts and requests for payment require the approval of the District Board of Supervisors (Board).
- All funding programs are subject to fund availability and may be discontinued or subject to program policy revisions by the District Board as it deems appropriate.
- The landowner shall allow District staff access to property for which the installed conservation practice is located during the life of the contract. The installed practice will be subject to periodic inspections by District staff.
- Applicants are responsible to submit application forms, project plans and cost estimates as requested by the District in sufficient detail for the District to complete its review.
- Unless specified otherwise by Minnesota prevailing wage statutes, the value of labor, equipment, materials and/or services that are proposed to be provided by the applicant to complete the project, shall be estimated at:
 1. Cost-Share Rates – Up to 75% of actual cost of eligible structural practices for State Cost Share and Local Capacity Services Cost-Share. If funded with other program funding or multiple programs that allow for greater cost share amounts (example: 319 funds for West Indian Creek Watershed or other similar cases), cost share amounts will follow guidelines and policy for that program.

2. General Labor rate will be based on the most current Iowa Farm Custom Rate Survey for labor rates. (Date, times and activity must be documented)
3. Labor rate for chainsaw, brush cutting, etc. will follow the general labor rate from the most recent Iowa Farm Custom Rate Survey. (Date, times and activity must be documented)
4. Labor rate of \$50 per cubic yard for concrete work.
5. Heavy equipment operation such as skid steers, tractors, backhoes, and scrapers (including labor) at \$60 per hour. (Date, times and activity must be documented)
6. Materials: \$8 per ton for gravel, \$5 per yard for sand.
7. Professional or semi-professional services, i.e. engineering, contracting for prescribed burns, labor rate up to \$75 per hour. (Date, times and activity must be documented)
8. CWMA funds may be approved for 314 Brush Management and 315 Herbaceous Weed Control up to \$300/acre, not to exceed 75% of total project cost, and will be capped at \$2,000 per project to ensure availability of cost-share to multiple landowners annually. Appropriate contracted rates up to the limits will be determined upon technical evaluation by SWCD staff of site conditions and project goals and will be subject to Board approval.
9. Vegetative plantings (including site prep and native seed used) will have a minimum payment of \$200/acre depending on technical evaluation of the site and Board approval.
10. 50% of eligible cost up to \$1,000 per Well Decommissioning (following local well-sealing policy/checklist).
11. Flat rate payment for Non-Structural land practices (NLMP):
 - a. \$30/acre for Cover Crop planting, 30 acres maximum, 3-year contract using State Cost Share Funds or Capacity Funding alone. Policies and guidelines for alternative grant funds and programs will be followed.
 - b. Cover crop payments will be made annually following technical certification of planting and assurance that terms of planting have been met. Board may consider reasonable alternative schedule if planting does not occur due to weather if needed to meet grant guidelines.
 - c. Cover crop rotations may be allowed if deemed technically acceptable for situation, such as canning crop rotations.
 - d. We plan to use the standard BWSR Practice Site Inspection Form from the BWSR website on follow-up inspections. Operation and Maintenance procedures will follow the NRCS standards for the applicable practice. For Cover Crop (340) an operator: 1.) should control growth of the cover crop to reduce competition from volunteer plants and-shading, 2.) control weeds in the cover crop by mowing or herbicide application, 3.) control soil moisture depletion by selecting water efficient plant species and terminating the cover crop before excessive growth, 4.) evaluate the cover crop to determine if the cover crop is meeting the planned purposes(s) 5.) if the cover crop is not meeting the purpose(s) adjust the management, change the species of cover crop, or choose a different technology.
 - e. A producer will not be eligible for cost-share if they have previously received cover-crop cost share. An exception, at discretion of technical certification authority, may be if they are increasing diversity or trying a new application or termination method.

- Unless otherwise approved by the District Board, a portion of a project becomes ineligible for funding if construction begins on that portion before a cost share contract has been approved.

- Upon District Board approval, the applicant will receive a letter with a copy of the executed cost share contract stating what practice(s) have been approved, the funding amount, time schedule to start, completion date and an Operation and Maintenance Plan (OMP).

- Work on the practice shall not start until the District Board has approved a cost share contract at an official meeting. If work begins before the contract has been approved, the practice is not eligible for funding.

- The project must be completed in compliance with the terms and conditions of the Cost Share Program Contract and maintained in compliance with the OMP. (See Contract and O&M Plan)
- The applicant is responsible to pay, in full, all receipts and invoices directly to the contractor or vendor.
- The funding amount will not exceed the amount specified on the original cost share contract. The landowner, prior to completion of the project, shall obtain a District Board approved contract amendment to increase funding amounts depending on available funding.
- At project completion the District Staff or consultant with the proper Job Approval Authority shall verify if the practice is complete and meets standards and specifications before final payment is issued. The applicant must submit seed tags, invoices or receipts of actual costs in sufficient detail for the District's review. Requests for reimbursement shall include a Voucher and Practice Certification Summary Form.
- A one-time cost share reimbursement payment will be made upon certification that the project has been installed and completed to specifications. To receive a partial payment the landowner will need to meet with technical representative to assess progress of work, submit all invoices from contractors to-date to the Board for approval.
- District Technical Standards will follow the most recent NRCS Field Office Technical Guide (FOTG), Minnesota Stormwater Manual, or be a professionally accepted engineering or ecological practice. The District will also utilize guidance and technical specifications from agencies such as the MN Department of Natural Resources, MN Pollution Control Agency, MN Department of Agriculture, and University of MN, where appropriate.
- Compliance inspection intervals will be based on minimum State requirements, the amount of total project funding received and the complexity of the project. District staff will develop a process for compliance inspection intervals.
- It is the District's goal to support and leverage federal USDA – Environmental Quality Incentive Program (EQIP) funding through the District technical assistance.
- If USDA – Conservation Reserve Program (CRP) dollars are secured for a project, the landowner must sign a Freedom of Information Act release form that allows the District access to applicable information with the landowners CRP project case file.
- The landowner is responsible for the O&M of practices applied under this program to ensure the conservation objective of the practice is achieved for the minimum amount of time specified in the contract.
- If the title to the land where the practice is installed is transferred to another party before the expiration of the life of cost share contract, it shall be the responsibility of the land occupier or landowner who signed the contract to advise the new owner that the contract is in force.
- The practice shall be seeded according to project design requirements. Mulching, erosion control blanket or other erosion control devices may also be required. These items shall be completed or agreed to before certification and approval of the practice. A soils test may be required depending on practice or seed mix.

Policies Applied to the Nonstructural Land Management Practices and Vegetative Practices

1. Include all the above mentioned
2. A list of some (not all) practices and programs utilizing funds. Practices shall meet NRCS eFOTG standards unless otherwise noted by technical staff.
 - a. NRCS eFOTG practices included but not limited to: 314 – Brush Management, 315 – Herbaceous Weed Control, 327 – MN Conservation Cover, 338 – Prescribed burning, 342 – Critical Area Planting, 666 – Forest Stand Improvement
 - b. Vegetative reestablishment between field and forest edge. NRCS eFOTG practices included but not limited to: 386 – Field Border, 327 – Conservation Cover, 338 – Prescribed Burning, 612 – Tree/Shrub Establishment and 490 - Tree/Shrub Site Preparation
 - c. Buffer Law – assistance with vegetative establishment if CRP is not an option. NRCS FOTG practices included but not limited to: 391- Riparian Forest Buffer, 327 – Conservation Cover, 393 – Filter Strip, 386 – Field Border
 - d. Contour Strips - NRCS eFOTG practices included but not limited to: 332 – Contour buffer strip
 - e. Cover crops - NRCS eFOTG practices included but not limited to: 340 – cover crop

Priorities

1. Priority applications will be considered on first-come-first-serve basis
2. Highest to lowest priorities
 - a. Projects in priority concern areas that can include, but are not limited to, subwatershed planning areas, Whitewater Landscape Plan, Zumbro WRAPS, Lower Zumbro Floodplain Areas and Watershed Based Implementation Plans.
 - b. Projects that are not eligible for other financial assistance
 - c. Projects can reach 75% cost-share with only this financial assistance
 - d. Projects with other cost-share but needs this funding to get to or closer to 75%
3. Follow prioritization set forth in Non-Structural Land Management Practices (NLMP) Implementation policies included herein.
4. Feedlots Projects
 - a. Areas identified in local WRAPS and TMDL implementation plans
 - b. Feedlots that pose the greatest bacteria pollution potential
 - c. Feedlots with proximity or drainage to cold water trout streams
5. Utilize the “PRIORITY WELL CHARACTERISTICS CHECKLIST” to prioritize applications if needed (see checklist)

Additional

- In-kind services and materials provided by the land occupier such as, but not limited to, earthwork, seedbed preparation, seeding, and permanent fencing materials may be credited toward the land occupier's share of total eligible cost of the practice not to exceed rates listed in the most recent Iowa Farm Custom Rate Survey
- SWCD District Manager is authorized to approve cover crop contracts do to timing of activity
- Multiple funds can be used to get landowner to percentage allowed for project
- Combined financial assistance from the SWCD and all other sources may not exceed 100%
- Projects funded by Root River One Watershed One Plan (1W1P) Implementation Grant will follow policies set by Root River 1W1P Policy Committee

Adoption

This Conservation Practices Financial Assistance Policy specifically revokes and replaces all previous SWCD financial assistance/cost-share policies related to State Cost-Share, Local Capacity Services Cost-Share and Local/County Cost-Share.

SIGNATURE PAGE

Board approved:

SWCD Board Chair

Date

PAYEE AND COST INFORMATION

Name: Steve McNallan

Contract No.: 17-CAP-WS-13

Address: 59632 N CR 14

City, State, Zip: Kellogg, MN

55945

Total Amount

Authorized: \$1,000.00

% Approved:

50%

(state)

50%

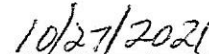
(state & non-state)

(from contract)

Item	Quantity	Unit	Unit Price	Cost
Wabasha Sealing Permit	1		\$30.00	\$30.00
Drill Rig With Operators	11		\$600.00	\$6,600.00
Drill Bit	1		\$435.00	\$435.00
Bags of Neat Cement Grout	36		\$30.00	\$1,080.00
Yards 3/8 Pea Rog	1		\$50.00	\$50.00
Pump Neat Cement Grout	1		\$650.00	\$650.00
Paperwork and Filing Fees	1		\$85.00	\$85.00

PROJECT COST: \$8,930.00

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


Payee Signature
Date**PAYMENT AND CERTIFICATION INFORMATION**

A. Type of request (partial or final):

Final

B. Total cost of practice to date:

\$8,930.00

C. Eligible amount (total cost x % approved):

\$4,465.00 (state)

\$4,465.00 (state & non-state)

D. Total other state payment amount:

E. Total non-state payment amount:

F. Total previous partial payments:

G. Maximum payment amount

\$1,000.00

Amount Approved for This Voucher:

\$1,000.00



(cannot exceed Total Amount Authorized)

Technical Certification

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

Administrative Certification

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


meets criteria, well
sealing record on file
Technical Assistance Provider
Administrative Sign-off10-27-21
Date10/27/21
Date

FY 2022 STATE OF MINNESOTA
BOARD OF WATER and SOIL RESOURCES
CLEAN WATER FUND SWCD CAPACITY PROGRAM &
BUFFER LAW IMPLEMENTATION PROGRAM
GRANT AGREEMENT

Vendor:	0000205683
PO#:	3000013934

This Grant Agreement is between the State of Minnesota, acting through its Board of Water and Soil Resources (Board) and **Wabasha SWCD, 611 Broadway Avenue, Suite 10 Wabasha Minnesota 55981** (Grantee).

This grant is for the following Grant Programs:

P22-6251	2022 - Buffer Law (Wabasha SWCD)	\$17,000
P22-6161	2022 - SWCD Local Capacity Services (Wabasha SWCD)	\$119,699

Total Grant Awarded: \$136,699

Recitals

1. The Laws of Minnesota 2021, 1st Special Session, Chapter 1, Article 2, Section 6(q), appropriated Clean Water Funds (CWF) to the Board for the FY 2022 SWCD Capacity Program.
2. The Laws of Minnesota 2021, 1st Special Session, Chapter 1, Article 2, Section 6(e), appropriated Clean Water Funds (CWF) to the Board for the FY 2022 Buffer Program Implementation.
3. The Board adopted Board Order #21-37 to authorize and allocate funds for the FY 2022 SWCD Capacity Program and Board Order #21-26 to authorize and allocate funds for the FY 2022 Buffer Program Implementation.
4. The Grantee has submitted a Board approved work plan for this program which is incorporated into this Grant Agreement by reference.
5. The Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Agreement to the satisfaction of the Board.
6. As a condition of the grant, Grantee agrees to minimize administration costs.

Authorized Representative

The State's Authorized Representative is Marcey Westrick, Central Region Manager, BWSR, 520 Lafayette Road North, Saint Paul, MN 55155, 651-284-4153, or her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services and performance provided under this Grant Agreement.

The Grantee's Authorized Representative is:

TITLE District Manager
ADDRESS 611 Broadway Ave., Suite 10
CITY Wabasha
TELEPHONE NUMBER (651)565-4673

If the Grantee's Authorized Representative changes at any time during this Grant Agreement, the Grantee must immediately notify the Board.

Grant Agreement

1. Terms of the Grant Agreement.

- 1.1. **Effective date:** The date the Board obtains all required signatures under Minn. Stat. § 16B.98, Subd. 5. **The Board will notify the Grantee when this Grant Agreement has been executed. The Grantee must not begin work under this Grant Agreement until it is executed.**
- 1.2. **Expiration date:** **December 31, 2024**, or until all obligations have been satisfactorily fulfilled, whichever comes first.