

Wabasha Soil and Water Conservation District
District Regular Board Meeting
October 24, 2019
8 a.m.
Farm Service Agency Office
611 Broadway Avenue

- I. **CALL MEETING TO ORDER –**
- II. **PLEDGE OF ALLEGIANCE**
- III. **AGENDA**
- IV. **PUBLIC COMMENTS**
Comments limited to 5 minutes per speaker
- V. **CONSENT AGENDA -Board Action**
 - A. Melendy Miller Contract Work – Invoice# 1 for Izaak Walton League UMRI paid out for work done 9-02-2019 to 10-04-2019 \$1,785.00 check# 10989
- VI. **SECRETARY’S REPORT**
 - A. September 26, 2019 Meeting Minutes-**Board Action**
- VII. **TREASURER’S REPORT:**
 - A. September Program Record-**Board Action**
 - B. District Financial Statements September 2019-**Board Action**
- VIII. **PAYMENT OF MONTHLY BILLS**
 - A. Monthly bills in the amount of \$22,445.18-**Board Action**
- IX. **DISTRICT REPORTS**
 - A. Chair Report – Terry Helbig
 - B. County Commissioners – Don Springer; Rich Hall
 - C. District Manager Report – Terri Peters
 - D. NRCS Report – Phillis Brey
- X. **OLD BUSINESS**
 - A. 1W1P Update-**Board Information**
- XI. **NEW BUSINESS**
 - A. PEIP Health Insurance renewal
(Finance Committee Recommendation) - **Board Action**
 - B. County benefit enrollment- **Board Discussion**
 - C. MASWCD Annual Convention Attendance -**Board Discussion**
 - D. MASWCD Annual Meeting Auction Donation-**Board Action**
 - E. A7 MN Soil Health Coalition Strategic Plan Information-- **Discussion**
 - F. 2019 CWF Regional Well Sealing Grant-Mower Sub-Agreement Amendment 1 -
Board Action

- G. NACD Membership Contribution - **Board Action**
- H. Star Tribune Article – “ In SE MN, swollen river threatens to reclaim cropland”-**Board Discussion**
- I. November & December Meeting Dates – **Discussion/Board Action**
- J. Contract for approval on 19-Capacity-6 Travis Danckwart for 30 acres of cover crops (practice 340 Capacity 2019) total amount \$2,700 **Board Action**
- K. Contract for approval on 19-Capacity-7 Travis Danckwart for 30 acres of cover crops (practice 340 Capacity 2019) total amount \$2,700-**Board Action**
- L. Contract for approval on 19-Capacity-8 Travis Danckwart for 30 acres of cover crops (practice 340 Capacity 2019) total amount \$2,700- **Board Action**
- M. Contract Amendment 18-CS-2 & 19-CS-1 Diane McNallan \$11,971.88 Expiration date amendment from 11-30-19 to 10-31-20-**Board Action**
- N. Jeremy Holst contract 17-Capacity -3 (practice 340 Cover Crops Capacity 2017) voucher final payment in the amount of \$600.00-**Board Action**
- O. Bryton Miller contract 17-Capacity -2 (practice 340 Cover Crops Capacity 2017) voucher final payment in the amount of \$600.00-**Board Action**
- P. Leo Kottschade contract 18-Capacity-1 (practice 340 Cover Crops Capacity 2018) voucher 1st payment in the amount of \$900.00-**Board Action**
- Q. Tom Miller contract 17-Capacity-1 (practice 340 Cover Crops Capacity 2017) final voucher payment in the amount of \$600.00-**Board Action**
- R. Dalon Miller contract 17-Capacity-1 (practice 340 Cover Crop Capacity 2017) final voucher payment in the Amount of \$600.00-**Board Action**
- S. Bruce Wood contract 19-Capacity-4 practice (340 Cover Crop Capacity 2019)¹ 1st voucher payment in the Amount of \$750.00-**Board Action**
- T. Contract for approval on 19-Capacity-9 Muholland Farms for 30 acres of cover crops (practice 340 Capacity 2019) total amount \$2,700- **Board Action**
- U. Amendment Approval of one-time extension on contract 18-Capacity-3 Tony Burke for 30 acres of cover crops, new installation date will be 11/01/2021- **Board Action**
- V. Upcoming Events
 - i. BWRS Academy October 29-31 Breezy Point, MN
 - ii. Wabasha County Water Side Chat Nov 14 Lake City Sportsman Club
 - iii. MASWCD Convention December 8-10 Bloomington, MN

XII. Board Reports

- A. WW –
- B. 1W1P-

XIII. Adjourn- Board Action

Melendy Miller*Melendymiller.swcd@yahoo.com***INVOICE**

20984 575 Street
Plainview, MN 55964
Phone: 507-259-5810

INVOICE # 1
9/2/2019: 10/4/2019

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
51	Interviews and transcript write-ups for work conducted 9/2/19-10/4/19	\$35/hr	\$1785
SUBTOTAL			\$1785
TOTAL DUE			\$1785

Make all checks payable to Melendy Miller
If you have any questions concerning this invoice, contact Melendy Miller

THANK YOU FOR YOUR BUSINESS!

Melendy Miller

10/7/2019

JP

ACTIVITY REPORT

Timeframe 2019-09-02 - 2019-10-04
 Total amount -
 Total additional amount -
 Grand total amount -
 Total duration 51:00:00

TEAM MEMBER	CLIENT	PROJECT	TASK	RATE	VALUE	TIME	HOURS
2019-09-03 Tuesday							
Melendy Miller		2019 Contracted Services-Melendy Miller	Outreach	\$35.00	-		2:30:00
Interview with Paul Wotzka							
2019-09-06 Friday							
Melendy Miller		2019 Contracted Services-Melendy Miller	Outreach	\$35.00	-		5:00:00
Transcribed interview with Paul							
2019-09-09 Monday							
Melendy Miller		2019 Contracted Services-Melendy Miller	Outreach	\$35.00	-		2:00:00
Finished interview transcript with Paul. Set up another interview.							
2019-09-17 Tuesday							
Melendy Miller		2019 Contracted Services-Melendy Miller	Outreach	\$35.00	-		6:00:00
Interview with Rod Sommerfield and write up.							
2019-09-23 Monday							
Melendy Miller		2019 Contracted Services-Melendy Miller	Outreach	\$35.00	-		5:30:00
Interview with Brent Stelling and transcript write up							
2019-09-24 Tuesday							
Melendy Miller		2019 Contracted Services-Melendy Miller	Outreach	\$35.00	-		6:00:00
Interview with Gene Zarling and interview transcript							
2019-09-26 Thursday							
Melendy Miller		2019 Contracted Services-Melendy Miller	Outreach	\$35.00	-		6:00:00
Interview with Richard and Carolyn Young and interview transcript							
2019-09-27 Friday							
Melendy Miller		2019 Contracted Services-Melendy Miller	Outreach	\$35.00	-		6:00:00
Interview with Jerrold Wiebusch and transcript write-up							
2019-10-01 Tuesday							
Melendy Miller		2019 Contracted Services-Melendy Miller	Outreach	\$35.00	-		6:00:00
Interview with Mike Zabel and transcript write-up							
2019-10-03 Thursday							
Melendy Miller		2019 Contracted Services-Melendy Miller	Outreach	\$35.00	-		6:00:00

Melendy Miller 10/7/2019

**Wabasha Soil and Water Conservation District
District Regular Board Meeting
September 26, 2019
8 a.m.
EOC Room
848 17th Street East
Wabasha, MN 55981**

- I. **CALL MEETING TO ORDER** – Meeting called to order at 8:13AM by Chair
Terry Helbig
Supervisors Present: Terry Helbig, Chair; Larry Theismann, Secretary; Chuck Fick, Treasurer; Nate Arendt, Member
Staff: Terri Peters, District Manager; Jen Wahl, Dennis Stelling, Sue Cerwinske
Others: Sheila Harmes, Rich Hall, County Commissioner, Leo Kottschade, citizen
- II. **PLEDGE OF ALLEGIANCE**
- III. **AGENDA**
Moved by Arendt, seconded by Fick to approve agenda with the addition of item A-1 under new business
Affirmative: Arendt, Helbig, Theismann, Fick
Opposed: None
Motion carried
- IV. **PUBLIC COMMENTS**
Comments limited to 5 minutes per speaker
- V. **CONSENT AGENDA** -Board Action
 - A. Root River MAWQCP Prom Funds Amendment
Moved by Arendt, seconded by Fick to approve the consent agenda
Affirmative: Arendt, Helbig, Theismann, Fick
Opposed: None
Motion Carried
- VI. **SECRETARY’S REPORT**
 - A. August 22, 2019 Meeting Minutes-Board Action
Moved by Theismann and seconded by Fick to approve secretary’s report
Affirmative: Arendt, Helbig, Theismann, Fick
Opposed: None
Motion Carried
 - B. September 16, 2019 special meeting minutes-Board Action
Moved by Theismann and seconded by Arendt to approve
Affirmative: Arendt, Helbig, Theismann, Fick
Opposed: None
Motion Carried

VII. TREASURER'S REPORT:

- A. August Program Record-Board Action
Moved by Fick and seconded by Theismann to approve
Affirmative: Arendt, Helbig, Theismann, Fick
Opposed: None
Motion Carried
- B. District Financial Statements August 2019-Board Action
Moved by Arendt and seconded by Fick to approve
Affirmative: Arendt, Helbig, Theismann, Fick
Opposed: None
Motion Carried

VIII. PAYMENT OF MONTHLY BILLS

- A. Monthly bills in the amount of \$25,080.09-Board Action
Moved by Arendt and seconded by Theismann to approve payment of monthly bills in the amount of \$25,080.09
Affirmative: Arendt, Helbig, Theismann, Fick
Opposed: None
Motion Carried

IX. DISTRICT REPORTS

- A. Chair Report – Terry Helbig
Terry and Lynn attended the Area Meeting in Northfield.
Cover crops was the Main theme.
MN Health Coalition District Conservationist was there– Attempting to have farmers work with each other on cover crops. Voted – Area 6 gave them \$2,000.00, state turned them down
- B. County Commissioners – Don Springer; Rich Hall
Rich Hall reported that the preliminary budget 5%. Same as last year Pushing for more funding if possible.
- C. District Manager Report – Terri Peters
Wrapping up Clean Water Fund Applications. Attended a Risk Management Meeting. Lynn and Terri attended Governance 101 conference. Went over applications and hiring process. Attended Wellhead Protection meeting with City of Wabasha – Cost sharing policy training with city staff. (IDP) Individual Development Plan on Elink, will need to reporting on it.
- D. NRCS Report – Phillis Brey
Phyllis - absent - No NCRS Report

X. OLD BUSINESS

- A. 1W1P Update-Board Information
One Watershed One Plan local work group. Survey sample to get people's opinions on water quality. Going over compilation.

XI. NEW BUSINESS

A. -1 Guidelines for Crop Cover Program – Board Discussion

Question started with a producer who called asking about flexibility for cover crops on both seed mixes and deadlines. Being it was a wet year and got behind, deadlines would be pushing people. Cover crop cost share program through capacity. It is state funded. We follow NRCS standards and specification for seeding and deadlines for each job. Leo Kottschade was in attendance and was very concerned with Wabasha County not having flexibility. Discussion on seed types and field rotation for 3-year plan. Terri stated we will make every effort we can to help. Winter planting can be changed. Try to change rotation of crops. Jen and Leo reviewed his field options and came up with a plan.

**B. Comment letter to BWSR from Dodge county on 1W1P implementation funding-
Board Discussion**

Moved by Fick and seconded by Theismann to have Terri write a letter to BOWSR similar to Dodge County expressing our wishes that monetary funding be used for One Watershed, One Plan implementation of Funding for monitoring.

Affirmative: Arendt, Helbig, Theismann, Fick

Opposed: None

Motion Carried

C. Section 319 Small Watershed Focus Program-Board Discussion

Terri reported that we were selected for the Section 319 small watershed focus program. Focus on small watersheds. West Indian Creek – start working Feb. Clean Water fund application. Implementation funding would like to combine the funding for these two for 2021.

**D. Acceptance of FY 2020 State of Minnesota Board of Water and Soil Resources Clean Water Fund SWCD Local Capacity Services in the amount of \$111,348.00 & Buffer Law Implementation Program in the amount of \$20,000.00 Grant Agreement-Board
Action**

Moved by Arendt and seconded by Fick to approve the Acceptance of FY 2020 State of Minnesota Board of Water and Soil Resources Clean Water Fund SWCD Local Capacity Services in the amount of \$111,348.00 & Buffer Law Implementation Program in the amount of \$20,000.00 Grant Agreement

Affirmative: Arendt, Helbig, Theismann, Fick

Opposed: None

Motion Carried

- E. Payment for approval on contract 2016-CWF-04 Gerard Marking for completion of structure for \$9,022.50 (practice 410 WASCOB total cost \$10,025 from CWF 2016 MRLP grant)-**Board Action**

Moved by Theismann and seconded by Fick to approve the Payment for approval on contract 2016-CWF-04 Gerard Marking for completion of structure for \$9,022.50 (practice 410 WASCOB total cost \$10,025 from CWF 2016 MRLP grant)-

Affirmative: Arendt, Helbig, Theismann, Fick

Opposed: None

Motion Carried

- F. Darrel Klein Contract 17-Capacity-10 Voucher Payment in the amount of \$8,343.43 for Waterway-**Board Action**

Moved by Arendt and seconded by Fick to approve Darrel Klein Contract 17-Capacity-10 Voucher Payment in the amount of \$8,343.43 for Waterway

Affirmative: Arendt, Helbig, Theismann, Fick

Opposed: None

Motion Carried

- G. Tom Miller Contract 17-CS-5 & 17-Capacity-12 Voucher Payment in the amount of \$2,479.05 for waterway practice 412 – **Board Action**

Motion by Arendt and seconded by Fick to approve Tom Miller Contract 17-CS-5 & 17-Capacity-12 Voucher Payment in the amount of \$2,479.05 for waterway practice 412

Affirmative: Arendt, Helbig, Theismann, Fick

Opposed: None

Motion Carried

- H. Contract for approval on 19-Capacity-3 John Dose for 22 acres of cover crops (practice 340 Capacity 2019 total amount \$1,980) – **Board Action**

Motion by Arendt and seconded by Theismann to approve the Contract for approval on 19-Capacity-3 John Dose for 22 acres of cover crops (practice 340 Capacity 2019 total amount \$1,980

Affirmative: Arendt, Helbig, Theismann, Fick

Opposed: None

Motion Carried

- I. Contract for approval on 19-Capacity-4 Bruce Wood for 25 acres of cover crops (practice 340 Capacity 2019 total amount \$2,250)-**Board Action**

Motion by Fick and seconded by Theismann to approve Contract for approval on 19-Capacity-4 Bruce Wood for 25 acres of cover crops (practice 340 Capacity 2019 total amount \$2,250)-

Affirmative: Arendt, Helbig, Theismann, Fick

Opposed: None

Motion Carried

- J. Contract for approval on 19-Capacity-5 Peter Wood for 20 acres of cover crops (practice 340 Capacity 2019 total amount \$1,800)-**Board Action**
Motion by Fick and seconded by Theismann to approve Contract for approval on 19-Capacity-5 Peter Wood for 20 acres of cover crops (practice 340 Capacity 2019 total amount \$1,800)-

Affirmative: Arendt, Helbig, Theismann, Fick

Opposed: None

Motion Carried

- K. Upcoming Events

- i. NSCA & NWC Conservation conference -Sept 30-Oct 2, Lexington, KY
- ii. BWSR Academy October 29-31 Breezy Point, MN

XII. Board Reports

- A. WW –

Sheila Harmes

2 applications for grants – Whitewater North Forks Sediment Reduction Project and Tag along on the Stream Restoration Project going through Olmsted. Work with Terri and Bill listing practices that could occur in Wabasha and Olmsted counties. Projects and Practices Category – State allowing 20% Drinking water protection project

- B. 1W1P-

Sheila Harmes - Clean Water Fund Applications are out

XIII. Adjourn- Board Action

Motion by Fick and seconded by Arendt to adjourn

Affirmative: Arendt, Helbig, Theismann, Fick

Opposed: None

Motion Carried

Meeting Adjourned at 10:37 AM

Respectfully Submitted,

Larry Theismann, Secretary

Red=Mileage
Blue=Billable time Charges
Orange=Adjustment of program to reduce County Funds
Green=Adjustment of Negative Programs with no funds coming to equal zero and reduce

		Cash			District Funds		
		Balance of all cash on hand checking, savings, and investments.			Funds come primarily from fees for services, and tree sales.		
		Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
9/1/2019	Beginning Balance			\$544,832.12			\$270,509.71
	GENERAL LEDGER ACCOUNTS			\$544,832.12			\$270,509.71
	Sales Tax Liability			\$544,832.12			\$270,509.71
	CD Cashed			\$544,832.12			\$270,509.71
	REVENUE ACCOUNTS			\$544,832.12			\$270,509.71
	Intergov. Rev. - County/Local	305.67		\$545,137.79			\$270,509.71
	Intergov. Rev. - State	9,022.50		\$554,160.29			\$270,509.71
	Intergov. Rev. -Federal	\$11,972.88		\$566,133.17			\$270,509.71
	Charges for Goods & Services	\$200.00		\$566,333.17	\$200.00		\$270,709.71
	Interest - CD's			\$566,333.17			\$270,709.71
	Interest - Money Market	\$707.20		\$567,040.37	\$707.20		\$271,416.91
	Other			\$567,040.37			\$271,416.91
	EXPENDITURE ACCOUNTS			\$567,040.37			\$271,416.91
	Personnel Services		\$26,140.31	\$540,900.06		\$26,140.31	\$245,276.60
	District Operations		5,523.15	\$535,376.91		5,523.15	\$239,753.45
	Supplies	\$100.00		\$535,476.91	\$100.00		\$239,853.45
	Mileage			\$535,476.91	\$454.14		\$240,307.59
	Project Expense-Local			\$535,476.91			\$240,307.59
	Project Expense-State		36,146.70	\$499,330.21			\$240,307.59
	Project Expense-Federal			\$499,330.21			\$240,307.59
	Distribute Hours Worked			\$499,330.21	\$36,170.79		
9/30/2019	Ending Balance	\$22,308.25	\$67,810.16	\$499,330.21	\$37,632.13	\$31,663.46	\$276,478.38

Petty Cash			2019 County Funds			FY2019 Conservation Delivery			FY2020 Conservation Delivery		
County allocation received in June and December Included LWM Levy and WCA match amounts			County allocation received in June and December Included LWM Levy and WCA match amounts			P19-8145, \$19,619 grant period 1/2/2018 to 12/31/2020 (The District records only administrative costs here, admin is recorded here as tracking tool of admin. Costs, once expended District/County funds are reduced)			P19-8145, \$19,619 grant period 8/23/2019 to 12/31/2021 (The District records only administrative costs here, admin is recorded here as tracking tool of admin. Costs, once expended District/County funds are reduced)		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.60	\$14.86	\$101.01	\$0.00	\$15,798.88	(\$21,527.54)	\$0.00	\$0.00	\$0.00	\$32,128.07	\$0.00	\$19,619.00
\$0.00	\$0.00	\$101.01	\$0.00	\$18,339.90	(\$39,867.44)	\$14,852.43	\$0.00	\$0.00	\$0.00	\$0.00	\$19,619.00

FY 2019 Easement Delivery			FY 2017 State Cost Share			FY 2018 State Cost Share			FY 2019 State Cost Share		
Work Order No. 79-17-W001, grant period 9/13/2017 to 1/31/2022			P17-1259, \$15,401 grant period 8/24/2016 to 12/31/2018 (\$3080.20 allowed for TA) Grant amended to extend expiration date to 12/31/2019			P18-2837, \$15,401 grant period 1/3/2018 to 12/31/2020			P19-2247, \$15,401 grant period 1/3/2018 to 12/31/2020		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$661.10	(\$556.39)	\$0.00	\$0.00	\$4,304.12	\$0.00	\$0.00	\$12,320.80	\$15,401.00	\$0.00	\$30,802.00

FY 2020 State Cost Share			2017 SWCD Local Capacity Services				2018 SWCD Local Capacity Services			
P19-2247, \$15,401 grant period 1/3/2018 to 12/31/2020			FY2017 \$100,000 P17-7085 Grant Period 03/09/2017 to December 31, 2019				FY2018 \$100,000 P18-7145 Grant Period 01/03/2018 to December 31, 2020			
Receipts	Disbursements	Balance	Receipts	Disbursements	Match	Balance	Receipts	Disbursements	Match	Balance
\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$18,922.58	\$0.00	\$0.00	\$0.00	\$30,360.27
\$0.00	\$0.00	\$0.00	\$0.00	\$8,635.41	\$0.00	\$10,287.17	\$0.00	\$0.00	\$0.00	\$30,360.27

2019 SWCD Local Capacity Services				FY19 LWM				FY18 Wetland Conservation (NRBG)			
FY2019 \$100,000 P19-2416 Grant Period 10/23/2018 to December 31, 2021				P19-4884 \$14,177 Levy match required grant period 2/5/2018 to 12/31/2020				P18-0964 \$12,118 1:1 match required (match must still be met no \$ received for match) grant period 2/5/2018 to 12/31/2020			
Receipts	Disbursements	Match	Balance	Receipts	Disbursements	Match	Balance	Receipts	Disbursements	Match	Balance
\$0.00	\$4,244.90	\$0.00	\$34,826.50	\$1,448.36	\$1,448.16	\$0.00	\$0.00	\$0.00	\$0.00	\$110.19	\$0.00
	\$45.24										
	11										
	\$3,835.61										
\$0.00	\$3,891.85	\$0.00	\$30,934.65	\$631.01	\$631.01	\$0.00	\$0.00	\$0.00	\$0.00	\$110.19	\$0.00

FY19 Wetland Conservation (NRBG)				Fillmore WCA Shared Service (NRBG)			FY2016 CWMA		
P19-3909 \$12,118 1:1 match required (match must still be met no \$ received for match) grant period 2/5/2018 to 12/31/2020				Reimbursed for work done on a quarterly basis			C16-3353 \$15,000 25% cash or in-kind match required, effective date 6/17/2016. 50/40/10		
Receipts	Disbursements	Match	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$652.40	\$12,118.00	\$9,486.92	\$0.00	\$300.78	(\$980.77)	\$0.00	\$0.00	\$0.00

FY2018 CWMA			2015 Protecting and Restoring WQ MRLP Project			2016 and 2017 AIS			AgCertainty		
C16-3353 \$15,000 25% cash or in-kind match required, effective date 01/26/2018. 100% received			2015 CWF Subcontracted through Goodhue. Grant period 04/7/2015 to 12/31/2018. Bill sent to Goodhue for hours worked.			Program funds for gap period carried forward			Bill for time and expenses. JPB FUNDING THROUGH MDA.		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$0.00	\$9,220.20	\$0.00	\$0.00	(\$137.09)	\$0.00	\$1,137.54	\$99,751.77	\$0.00	\$3,625.15	(\$7,786.15)
			\$9,022.50								

FY2019 MAWQCP Promo (AgCertainty)			FY2018 MDA WEED Grant					
\$2500 for landowner outreach and promotion			SWIFT Contract/PO No. 3000027693 140471 Grant executed 4/27/2018 exiration 11/16/2018 for \$20,000					
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$679.62	\$2,484.66	\$0.00	\$230.54	(\$3,503.12)	\$0.00	\$0.00	\$0.00

Volunteer Nitrate Monitoring			FY2018 Buffer Initiative (BWSR)			FY2019 Buffer Initiative (BWSR)			2019 DNR Forestry Plan Writing		
Bill quarterly for work done as requested by SEMNWRB			P18-3662 \$20,000, Grant period 1/2/2018 - 12/31/2020			FY2019 \$20,000 P19-2506 Grant Period 10/23/2018 to December 31, 2021					
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance			
\$555.85	\$173.38	(\$282.61)	\$0.00	\$0.00	\$0.00	\$0.00	\$3,268.25	\$13,239.42		\$7,857.80	\$4,642.40
						\$69.60			\$1,028.00		
						\$1,241.52			\$91.54		
\$0.00	\$117.18	(\$399.79)	\$0.00	\$0.00	\$0.00	\$0.00	\$1,311.12	\$11,928.30	\$8,977.34	\$3,522.86	

319 Funding			2017 RCPP			2018 Buffer Implementation			CREP/RIM		
Reducing Bacteria from SE MN Feedlots 2018 to December 31, 2020			May14, Regional Conservation Partnership Program. EQIP plus State Funds for Lower Mississippi Feedlot Management in Minnesota. 300 to 500 animal units. Funds through JPB			P18-5519 2018 Buffer Cost Share (Wabasha SWCD) executed 7/20/2017 expiration 12/31/2019			P18-6398 1018-CREP Outreach and Implementation (Wabasha SWCD) executed 11/30/2017 expiration 06/30/2020 \$29,250.00 available and reimbursed as reported.		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$0.00	\$0.00	\$0.00	\$51,065.55	(\$3,750.07)	\$0.00	\$0.00	\$2,324.34	\$797.00	\$78.47	(\$962.67)
\$0.00	\$0.00	\$0.00	\$0.00	\$211.80	(\$3,961.87)	\$0.00	\$0.00	\$2,324.34	\$0.00	\$52.31	(\$1,014.98)

N Fork Zumbro Mazeppa			NFWF Planning Grant			Goodhue Admin			Regional MAWQCP		
Fiscal Agent for project Reimbursable through DNR Request for payment must be submitted on or before June 30, 2023						Bill Dennis' hourly, benefits, and mileage			Bill MAWQCP for Olmsted staff and expenses, Wabasha staff and expenses, and area promo participants.		
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00	\$0.00	\$748.59	\$0.00	\$3,862.27	(\$18,901.31)	\$1,063.20	\$835.12	(\$2,743.84)	\$11,122.89	\$712.34	\$9,695.80
			\$11,972.88			\$305.67					
			\$90.48								
			\$26.68								
			\$7,612.50						\$7,563.84		
			\$4,023.81			\$208.78			\$126.55		
\$0.00	\$0.00	\$748.59	\$11,972.88	\$11,753.47	(\$18,681.90)	\$305.67	\$208.78	(\$2,646.95)	\$0.00	\$7,690.39	\$2,005.41

Regional CWF Well Sealing-Admin			Regional CWF Well Sealing-tech time			2019 IKES UMRI Grant		
50/40/10 taking over for SE WRB			Need to show \$1000 match per district					
Receipts	Disbursements	Balance	Receipts	Disbursements	Balance	Receipts	Disbursements	Balance
\$0.00		\$26,595.30	\$0.00		(\$1,762.62)	\$8,000.00		\$7,770.91
\$31.86			\$830.66			\$18.98		
\$0.00		\$26,563.44	\$0.00		(\$2,593.28)	\$0.00		\$7,751.93

Wabasha Soil and Water Conservation District

Profit & Loss

September 2019

	Sep 19
Ordinary Income/Expense	
Income	
Charges for Services	
Plat Book Sales	140.00
Wetlands	200.00
Charges for Services - Other	305.67
Total Charges for Services	645.67
Intergovernmental Revenues	
Federal	
FY20 NFWF	11,972.88
Total Federal	11,972.88
State	
DNR Forestry Stewardship	-500.00
MAWQCP	7,563.84
MPCA- Miss. River Lake Pepin	9,022.50
North Fork Zumbro-Mazeppa	9,925.17
Total State	26,011.51
Total Intergovernmental Revenues	37,984.39
Total Income	38,630.06
Gross Profit	38,630.06
Expense	
District Operations	
Other Services and Charges	
Advertising Expense	462.67
Building Rent	864.13
Conferences and Conventions	45.00
Employee Education and Training	1,258.66
Fees and Dues	0.00
Internet Expense	70.95
Postage	111.45
Professional Expenses	
Audit Fees	500.00
Total Professional Expenses	500.00
Supervisor's Expenses	19.00
Supervisor's Mileage	672.22
Vehicle Expenses	
GMC Vehicle Expense	1,593.71
Total Vehicle Expenses	1,593.71
Other Services and Charges - Other	291.09
Total Other Services and Charges	5,888.88

Wabasha Soil and Water Conservation District

Profit & Loss

September 2019

	Sep 19
Personnel Services	
Employee Salary Permanent	18,545.91
Employer HSA contributions	500.00
Employer Life and Health	
66000 - Payroll Expenses	4,665.60
Employer Life and Health - Other	26.00
Total Employer Life and Health	4,691.60
Employer Share FICA	1,188.74
Employer Share Medicare	278.02
Employer Share PERA	1,436.03
Total Personnel Services	26,640.30
Supplies	
Office Supplies	76.27
Total Supplies	76.27
Total District Operations	32,605.45
Project Expenditures	
Federal	
Wabasha Conservation pln (NFWF)	26.68
Total Federal	26.68
State	
2015 CWF MRLP	9,022.50
Ag Certainty Expense	11.00
DNR Forestry Stewardsip	500.00
FY17 Capacity Funding	8,635.41
FY18 CWMA	76.70
FY18 MDA Weed Grant	120.00
FY19 Capacity	11.00
MAWQCP Administration	7,563.84
North Fork Zumbro-Mazeppa	5,697.00
State Cost Share Proj. Expense	
FY17 State Cost Share	2,187.07
Total State Cost Share Proj. Expense	2,187.07
Total State	33,824.52
Total Project Expenditures	33,851.20
Total Expense	66,456.65
Net Ordinary Income	-27,826.59
Other Income/Expense	
Other Income	
Interest Income	

	Sep 19
Interest Earnings MM's	707.20
Total Interest Income	707.20
Total Other Income	707.20
Net Other Income	707.20
Net Income	<u>-27,119.39</u>

Wabasha Soil and Water Conservation District

Balance Sheet

As of September 30, 2019

Sep 30, 19

ASSETS

Current Assets

Checking/Savings

Money Market- Bank of Alma 55,698.93

Money Market WNB Financial 7,376.08

Peoples State Bank Money Market 394,296.92

Petty Cash 101.01

WNB Financial 41,757.25

Total Checking/Savings 499,230.19

Accounts Receivable

11000 · Accounts Receivable 11,266.17

Total Accounts Receivable 11,266.17

Other Current Assets

12000 · Undeposited Funds 7,563.84

Total Other Current Assets 7,563.84

Total Current Assets 518,060.20

Fixed Assets

15000 · Furniture and Equipment

Computer 4,369.00

Laptops for Distrct 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 -76,512.47

Total Fixed Assets 36,877.44

Other Assets

Prepaid Items

Prepaid Rent 864.13

Total Prepaid Items 864.13

Total Other Assets 864.13

TOTAL ASSETS

555,801.77

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

20000 · Accounts Payable 1,651.93

Total Accounts Payable 1,651.93

Other Current Liabilities

Wabasha Soil and Water Conservation District

Balance Sheet

As of September 30, 2019

	Sep 30, 19
Allowance for Unemployment Reim	1,581.86
Deferred Revenue	
AIS	99,751.77
FY17 Capacity	18,922.58
FY17 Cost Share	4,304.12
FY17 RCPP	-3,750.07
FY18 AgCertainty Promotion	2,484.66
FY18 Buffer Implementation	2,324.34
FY18 Capacity	30,360.27
FY18 Cost Share	12,320.80
FY18 CWMA	9,220.20
FY18 MDA Weed Grant	-3,503.12
FY19 Buffer Initiative	13,239.42
FY19 Capacity	34,826.50
FY19 Cost Share	15,401.00
FY19 LWM	0.20
FY19 Rim Easement Inspection	-556.39
FY19 WCA	9,486.92
FY20 Conservation Delivery	19,619.00
FY20 State Cost share	15,401.00
FY20 Well Seal Grant	26,595.30
Izaak Walton League	7,808.87
Total Deferred Revenue	314,257.37
Due to Other Governments	-553.00
24000 · Payroll Liabilities	1,710.39
25500 · Sales Tax Payable	287.41
Total Other Current Liabilities	317,284.03
Total Current Liabilities	318,935.96
Total Liabilities	318,935.96
Equity	
Fund Balance- Restatement	47,943.10
Fund Balance Designated	31,903.30
Investment in Capital Assets	36,877.44
30000 · Opening Balance Equity	649.89
32000 · Owners Equity	156,595.74
Net Income	-37,103.66
Total Equity	236,865.81
TOTAL LIABILITIES & EQUITY	<u>555,801.77</u>

1:05 PM

10/04/19

Wabasha Soil and Water Conservation District
Reconciliation Detail
Money Market- Bank of Alma, Period Ending 09/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						105,646.27
Cleared Transactions						
Checks and Payments - 1 item						
Transfer	09/25/2019			X	-50,000.00	-50,000.00
Total Checks and Payments					-50,000.00	-50,000.00
Deposits and Credits - 2 items						
Deposit	09/30/2019			X	52.66	52.66
Deposit	10/03/2019			X	7,563.84	7,616.50
Total Deposits and Credits					7,616.50	7,616.50
Total Cleared Transactions					-42,383.50	-42,383.50
Cleared Balance					-42,383.50	63,262.77
Register Balance as of 09/30/2019					-42,383.50	63,262.77
Ending Balance					-42,383.50	63,262.77

Wabasha Soil and Water Conservation District
Reconciliation Detail
Petty Cash, Period Ending 09/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						101.01
Cleared Balance						101.01
Register Balance as of 09/30/2019						101.01
Ending Balance						101.01

Wabasha Soil and Water Conservation District
Reconciliation Detail
Peoples State Bank Money Market, Period Ending 09/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						381,675.03
Cleared Transactions						
Deposits and Credits - 2 items						
Deposit	09/03/2019			X	11,972.88	11,972.88
Deposit	09/30/2019			X	649.01	12,621.89
Total Deposits and Credits					12,621.89	12,621.89
Total Cleared Transactions					12,621.89	12,621.89
Cleared Balance					12,621.89	394,296.92
Register Balance as of 09/30/2019					12,621.89	394,296.92
Ending Balance					<u>12,621.89</u>	<u>394,296.92</u>

10:34 AM

10/07/19

Wabasha Soil and Water Conservation District
Reconciliation Detail
WNB Financial, Period Ending 09/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						87,173.22
Cleared Transactions						
Checks and Payments - 40 items						
Liability Check	07/25/2019	10904	MN Life	X	-71.45	-71.45
Check	08/22/2019	10925	Leonhardt Dairy LLC	X	-20,000.00	-20,071.45
Liability Check	08/22/2019	10944	MN PEIP	X	-4,365.34	-24,436.79
Bill Pmt -Check	08/22/2019	10934	Mittel Schule, Inc.	X	-864.13	-25,300.92
Bill Pmt -Check	08/22/2019	10938	Sugar Loaf Charter ...	X	-550.00	-25,850.92
Liability Check	08/22/2019	10942	Metlife	X	-183.40	-26,034.32
Bill Pmt -Check	08/22/2019	10940	Terri Peters (Expens...	X	-143.26	-26,177.58
Liability Check	08/22/2019	10943	MN Life	X	-71.45	-26,249.03
Liability Check	08/22/2019	10941	Madison National Life	X	-53.97	-26,303.00
Bill Pmt -Check	08/22/2019	10931	Frontier Precision	X	-24.95	-26,327.95
Check	09/04/2019	eft	Indeed	X	-102.67	-26,430.62
Liability Check	09/05/2019		QuickBooks Payroll ...	X	-5,826.03	-32,256.65
Liability Check	09/06/2019	eft	United States Treas...	X	-2,239.74	-34,496.39
Liability Check	09/06/2019	eft	Public Employee Re...	X	-1,340.30	-35,836.69
Liability Check	09/06/2019	eft	MSRS	X	-920.00	-36,756.69
Liability Check	09/06/2019	eft	Department of Reve...	X	-387.00	-37,143.69
Liability Check	09/06/2019	eft	Nationwide Retirem...	X	-20.00	-37,163.69
Check	09/10/2019	eft	Culver's	X	-5.93	-37,169.62
Check	09/11/2019	eft	Country Inn and Suit...	X	-164.10	-37,333.72
Check	09/11/2019	eft	Queensboro	X	-103.79	-37,437.51
Check	09/13/2019	eft	Marriott Minneapolis	X	-209.93	-37,647.44
Check	09/13/2019	eft	Arby's	X	-8.24	-37,655.68
Check	09/16/2019	eft	Marriott Minneapolis	X	-172.93	-37,828.61
Check	09/17/2019	10945	SE MASWCD	X	-45.00	-37,873.61
Liability Check	09/19/2019		QuickBooks Payroll ...	X	-5,826.00	-43,699.61
Check	09/19/2019	eft	Breezy Point Confer...	X	-513.78	-44,213.39
Liability Check	09/20/2019	eft	United States Treas...	X	-2,239.78	-46,453.17
Liability Check	09/20/2019	eft	Public Employee Re...	X	-1,340.30	-47,793.47
Liability Check	09/20/2019	eft	MSRS	X	-920.00	-48,713.47
Liability Check	09/20/2019	eft	Department of Reve...	X	-387.00	-49,100.47
Liability Check	09/20/2019	eft	Nationwide Retirem...	X	-20.00	-49,120.47
Check	09/23/2019	eft	Spica International	X	-14.37	-49,134.84
Check	09/26/2019	10951	Gerard Marking	X	-9,022.50	-58,157.34
Bill Pmt -Check	09/26/2019	10967	Terri Peters (Expens...	X	-334.68	-58,492.02
Bill Pmt -Check	09/26/2019	10969	Wabasha County Hi...	X	-155.00	-58,647.02
Bill Pmt -Check	09/26/2019	10972	Jen Wahls	X	-86.38	-58,733.40
Bill Pmt -Check	09/26/2019	10968	Valley Publications	X	-86.25	-58,819.65
Bill Pmt -Check	09/26/2019	10956	HBC	X	-70.95	-58,890.60
Bill Pmt -Check	09/26/2019	10971	Bill Wayne	X	-11.00	-58,901.60
Check	09/27/2019	EFT	Postmaster	X	-111.45	-59,013.05
Total Checks and Payments					-59,013.05	-59,013.05
Deposits and Credits - 20 items						
Paycheck	09/20/2019	DD1541	Terri L. Peters	X	0.00	0.00
Paycheck	09/20/2019	DD1538	Dennis R Stelling	X	0.00	0.00
Paycheck	09/20/2019	DD1540	Mitchell J Rigelman	X	0.00	0.00
Paycheck	09/20/2019	DD1539	Jennifer L Wahls	X	0.00	0.00
Paycheck	09/20/2019	DD1542	William R Wayne	X	0.00	0.00
Deposit	09/25/2019			X	300.00	300.00
Transfer	09/25/2019			X	50,000.00	50,300.00
Bill Pmt -Check	09/26/2019	10953	Bureau of Criminal ...	X	0.00	50,300.00
Bill Pmt -Check	09/26/2019	10970	WSB	X	0.00	50,300.00
Deposit	09/27/2019			X	9,328.17	59,628.17
Paycheck	10/04/2019	DD1551	Terry Helbig	X	0.00	59,628.17
Paycheck	10/04/2019	DD1552	William R Wayne	X	0.00	59,628.17
Paycheck	10/04/2019	DD1543	Charles E. Fick	X	0.00	59,628.17
Paycheck	10/04/2019	DD1545	Jennifer L Wahls	X	0.00	59,628.17
Paycheck	10/04/2019	DD1548	Nate Arendt	X	0.00	59,628.17
Paycheck	10/04/2019	DD1549	Susan Cerwinske	X	0.00	59,628.17
Paycheck	10/04/2019	DD1544	Dennis R Stelling	X	0.00	59,628.17
Paycheck	10/04/2019	DD1547	Mitchell J Rigelman	X	0.00	59,628.17
Paycheck	10/04/2019	DD1550	Terri L. Peters	X	0.00	59,628.17
Paycheck	10/04/2019	DD1546	Larry Theismann-p	X	0.00	59,628.17
Total Deposits and Credits					59,628.17	59,628.17
Total Cleared Transactions					615.12	615.12

10:34 AM

10/07/19

Wabasha Soil and Water Conservation District
Reconciliation Detail
WNB Financial, Period Ending 09/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Cleared Balance					615.12	87,788.34
Uncleared Transactions						
Checks and Payments - 22 Items						
Check	05/11/2019	eft	Go Daddy		-17.99	-17.99
Check	08/22/2019	10927	Stacy Miller		-10,788.04	-10,806.03
Check	09/25/2019	10946	TOM MILLER		-2,479.05	-13,285.08
Sales Receipt	09/25/2019	865737	Dennis Stelling-c		-100.00	-13,385.08
Check	09/26/2019	10952	Darrel Klein		-8,343.43	-21,728.51
Bill Pmt -Check	09/26/2019	10973	WSB		-7,612.50	-29,341.01
Bill Pmt -Check	09/26/2019	10964	Olmsted County Pu...		-7,563.84	-36,904.85
Liability Check	09/26/2019	10950	MN PEIP		-4,365.34	-41,270.19
Bill Pmt -Check	09/26/2019	10965	Paul Busch Auto Ce...		-1,593.71	-42,863.90
Bill Pmt -Check	09/26/2019	10962	Mittel Schule, Inc.		-864.13	-43,728.03
Bill Pmt -Check	09/26/2019	10966	Q Media Group LLC		-752.00	-44,480.03
Bill Pmt -Check	09/26/2019	10957	John Gusa		-250.00	-44,730.03
Bill Pmt -Check	09/26/2019	10958	Johnny Michael		-250.00	-44,980.03
Bill Pmt -Check	09/26/2019	10960	Mitch Gilbert		-250.00	-45,230.03
Bill Pmt -Check	09/26/2019	10954	Dean Stromness		-250.00	-45,480.03
Liability Check	09/26/2019	10948	Metlife		-183.40	-45,663.43
Bill Pmt -Check	09/26/2019	10963	Office Depot		-138.24	-45,801.67
Liability Check	09/26/2019	10949	MN Life		-71.45	-45,873.12
Bill Pmt -Check	09/26/2019	10959	Lake City Graphic & ...		-54.00	-45,927.12
Liability Check	09/26/2019	10947	Madison National Life		-53.97	-45,981.09
Bill Pmt -Check	09/26/2019	10955	Eagle Nest Coffee H...		-28.00	-46,009.09
Bill Pmt -Check	09/26/2019	10961	Mitchell Rigelman		-22.00	-46,031.09
Total Checks and Payments					-46,031.09	-46,031.09
Total Uncleared Transactions					-46,031.09	-46,031.09
Register Balance as of 09/30/2019					-45,415.97	41,757.25
New Transactions						
Checks and Payments - 7 items						
Liability Check	10/03/2019		QuickBooks Payroll ...		-8,485.08	-8,485.08
Liability Check	10/04/2019	eft	United States Treas...		-2,750.74	-11,235.82
Liability Check	10/04/2019	eft	Public Employee Re...		-1,459.47	-12,695.29
Liability Check	10/04/2019	eft	MSRS		-920.00	-13,615.29
Liability Check	10/04/2019	eft	Department of Reve...		-376.00	-13,991.29
Liability Check	10/04/2019	eft	Nationwide Retirem...		-20.00	-14,011.29
Bill Pmt -Check	10/07/2019	10974	Bureau of Criminal ...		-15.00	-14,026.29
Total Checks and Payments					-14,026.29	-14,026.29
Total New Transactions					-14,026.29	-14,026.29
Ending Balance					-59,442.26	27,730.96

1:37 PM

10/03/19

Wabasha Soil and Water Conservation District
Reconciliation Detail
Money Market WNB Financial, Period Ending 09/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						7,370.55
Cleared Transactions						
Deposits and Credits - 1 Item						
Deposit	09/30/2019			X	5.53	5.53
Total Deposits and Credits					5.53	5.53
Total Cleared Transactions					5.53	5.53
Cleared Balance					5.53	7,376.08
Register Balance as of 09/30/2019					5.53	7,376.08
Ending Balance					5.53	7,376.08

MITCHELL

October Board Report

Construction Projects

Extensive field work was conducted for producers in Highland and Mazeppa Townships. Two projects are nearing completion for the implementation of new Grade Stabilization Structures and a grassed waterway. Survey work to carry out the as-build shots are being conducted as each project progresses. The progress of each build is being documented with the districts UAS drone to observe and share each step of the construction process.

MAWQCP

With the cold weather approaching, an effort to target certified producers and potential spring projects is being carried out to utilize financial resources available to producers participating in the Minnesota Agricultural Water Quality Certification Program.

Buffers

In an effort to prepare for increased workload, familiarization of William Wayne's work with buffers in Wabasha County is being reviewed. In addition to any potential projects needing to be picked up during his leave.

Well Sealing

Continued proactive work is being carried out to target abandoned wells in Wabasha county.

UAS Drone

Continued use of the district drone is being utilized during the construction of projects and for environmental assessments. The recent survey carried out along the Zumbro River has been completed and will be evaluated with the assistance of Chris Nelson and Pete Fryer. This survey will be a learning experience of new innovative ways to utilize this technology for future uses in conservation work.

PRELIMINARY PLAN VIEW

1 INCH DIA. SURFACE PIPE (MAIN PIPELINE)

1 INCH DIA. HYDRANT CONNECT SURFACE PIPE

1 INCH DIA. SURFACE PIPE (EAST PIPELINE)

EARTHEN LANE
10' WIDTH
2' SHOULDERS
1' DITCHES

BOOK LANE
4 INCHES OF LIME SCREENINGS
6 INCHES OF 3 INCH MINUS GEOTEXTILE FABRIC

16' GATES

72 LF. OF 1.25 INCH DIA. PIPELINE (BURIED 6")

2-HOLE WINTER WATERER

NEW 34' X 45' CONCRETE SLAB

NEW ELECTRICAL FOR WATERER

16' GATES

ROCK CROSSING
4 INCHES OF GRAVEL
6 INCHES OF 3 INCH MINUS GEOTEXTILE FABRIC

30 0 30 60 90
SCALE: 1" = 30'

This photo represents real time UAS imagery captured with the drone, overlaid with a preliminary design interpretation from Civil 3D AutoCAD.

Bill

- Both grade stabilization projects are wrapping up and look great.
- We have several surveys to complete in the coming weeks as soon as the crops are out.
- The survey on Mazeppa Creek has been analyzed and we plan to sit down and go over the results with Pete Chris. Pete is then going to complete the design.
- We have two grade stabbe rehabilitation projects that we were hoping would be completed this fall may be pushed back to next year due to the wet weather and busy contractors.
- We are planning to complete soil borings for a few upcoming projects yet this fall and have been working with Dan Nath.

Jen

Wetland Conservation Act (WCA) – Fillmore County – 2 MPAR reviews, 1 TEP meeting and site visit. Wabasha County – Completed inspection and signed off on long standing restoration order. Discussed 1026 Combined Drainage approval with 1 operator. Discussed low water crossing with landowner.

Conservation Reserve Enhancement Program/ReInvest in MN (CREP/RIM) – No activity
Nat'l Fish & Wildlife Federation (NFWF) – Verifying cover crop plantings for 6 contracts, completed necessary documentation. Added 4 cover crop contracts working with folks on rented ground. Working with 3 landowners on options for structures (3 rehabs, 3 new), 2 landowners for forest stand improvement activities (coordinating with DNR forester for building JAA).

MN Dept of Ag (MDA) – Utilizing remaining funds and closing the grant.

Local Water Mgmt (LWM) – Tree Order is out and available for all, please begin placing orders.

Forestry Plan Contract – Funds have been allocated. Plan writers have conducted all site visits and are completing stewardship plans.

Training - None at this time

Just for fun outside of SWCD hours – Helped City of Kellogg complete pre-application for grant for EAB affected communities to conduct tree removal and tree planting. Presented information to City Council.

Board Action Items.

1. Payment for approval on contract 17-Capacity-1 Tom Miller for 20 acres of cover crops (practice 340 Capacity 2017 amount \$600 completes 3 yr contract)
2. Payment for approval on contract 17-Capacity-2 Bryton Miller for 20 acres of cover crops (practice 340 Capacity 2017 amount \$600 completes 3 yr contract)
3. Payment for approval on contract 17-Capacity-3 Jeremy Holst for 20 acres of cover crops (practice 340 Capacity 2017 amount \$600 completes 3 yr contract)
4. Payment for approval on contract 17-Capacity-4 Dalon Miller for 20 acres of cover crops (practice 340 Capacity 2017 amount \$600 completes 3 yr contract)
5. Payment for approval on contract 18-Capacity-1 Leo Kottschade for 30 acres of cover crops (practice 340 Capacity 2018 amount \$900, yr 2 of contract)
6. Payment for approval on contract 19-Capacity-4 Bruce Wood for 25 acres of cover crops (practice 340 Capacity 2019 amount \$750, yr 1 of contract)
7. Amendment approval of one-time extension on contract 18-Capacity-3 Tony Burke for 30 acres of cover crops, new installation date will be 11/01/2021

8. Contract for approval on 19-Capacity-6 Travis Danckwart for 30 acres of cover crops (practice 340 Capacity 2019 total amount \$2,700)
9. Contract for approval on 19-Capacity-7 Travis Danckwart for 30 acres of cover crops (practice 340 Capacity 2019 total amount \$2,700)
10. Contract for approval on 19-Capacity-8 Travis Danckwart for 30 acres of cover crops (practice 340 Capacity 2019 total amount \$2,700)
11. Contract for approval on 19-Capacity-9 Mulholland Farms for 30 acres of cover crops (practice 340 Capacity 2019 total amount \$2,700)

FW: 2020 PEIP Renewal Information - IMPORTANT

2 messages

Peters, Terri - NRCS-CD, Wabasha, MN <terri.peters@mn.nacdnet.net>

Fri, Sep 27, 2019 at 11:40 AM

To: Dennis Stelling <dennis.stelling@wabashaswcd.com>, Susan Cerwinske <susan.cerwinske.wabashaswcd@gmail.com>

Re-enrollment just came in.

From: Jean Blaine <jean@innovomn.com>**Sent:** Friday, September 27, 2019 11:29 AM**To:** Peters, Terri - NRCS-CD, Wabasha, MN <terri.peters@mn.nacdnet.net>**Cc:** dennis.stelling@wabashaswcd.com**Subject:** 2020 PEIP Renewal Information - IMPORTANT

Hi Terri:

Enclosed is the 1/1/2020 renewal for your group. All completed Enrollment Forms and any changes to your group's eligibility requirements must be submitted to Innovo Benefits Administration, PEIP's administrator, by November 12, 2019 (please plan your open enrollment to meet that deadline). Please send forms for those employees making a plan, carrier or family change only. No form is required for those employees maintaining current coverage.

Sincerely,



Shawn Byrne

Innovo Benefits Administration

Public Employees Insurance Program

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From:
To:
Cc:
Bcc:
Date:
Subject:

September 27, 2019

Ms. Terri Peters

Wabasha SWCD

611 Broadway Ave, Ste 10

Wabasha, MN 55981

RE: January 2020 PEIP Renewal for Wabasha SWCD

Dear Ms. Peters:

Thank you for your participation in the Public Employees Insurance Program (PEIP) Pool. We hope that the program has fulfilled your insurance needs.

Dennis Stelling

Attachments:

Untitled attachment 00033.xml; Untitled attachment 00036.xml; Untitled attachment 00039.thmx; Untitled attachment 00042.xml; Untitled attachment 00045.xml

September 27, 2019

Ms. Terri Peters
Wabasha SWCD
611 Broadway Ave, Ste 10
Wabasha, MN 55981

RE: January 2020 PEIP Renewal for Wabasha SWCD

Dear Ms. Peters:

Thank you for your participation in the Public Employees Insurance Program (PEIP) Pool. We hope that the program has fulfilled your insurance needs.

We are pleased to inform you that the pool is continuing to perform very well! For January 1, 2020 the pool renewal will be a combined average increase of 5.2 %, a figure below current health care trend. This is the 11th consecutive year PEIP renewals have out-performed commercial trend. If this is your group's first renewal, your rates could vary slightly (+4%) as you are slotted into a tier for the first time. Your renewal rates will vary slightly depending on your premium tier shown in the below information.

Significant growth of the program over the last few years has provided us with the opportunity to develop premiums and renewal rates based on the claims experience of the entire PEIP membership population, allowing all groups to benefit from the success of the program. The pool has grown to over 425 groups, (195 of them schools) and almost 45,000 members with an average annual renewal of 2.5% over the last 11 years, as shown below.

History of PEIP Pool Renewals

		<i>By combining all PEIP groups into one pool, the risk is spread over a large group of members (~ 45,000) , providing more stability of rates (historically below healthcare trends in Minnesota).</i>
July, 2010 = +8.0%		
July, 2011 = -6.6%		
July, 2012 = -3.3%	January, 2013 = +5.0%	
July, 2013 = +6.0%	January, 2014 = + .5%	
July, 2014 = +1.9%	January, 2015 = +2.4%	
July, 2015 = +2.0%	January, 2016 = +5.5%	
July, 2016 = +5.9%	January, 2017 = +3.5%	
July, 2017 = +1.3%	January, 2018 = +.2%	
July, 2018 = + .2%	January, 2019 = +2.5%	

July, 2019 = +3.7%	January, 2020 = +5.2%	
Combined Pool Average = 2.5%		
*History includes all ACA taxes		

Plan Changes for 2020

For 2020, the High and Value plan deductibles/copays and out of pocket maximums have increased (this is the first plan change in four years). The HSA plan will have some very minor copay changes for 2020. Please review the attached summary sheets for the updated benefits beginning in 2020 and distribute to employees as appropriate. The Summaries of Benefits and Coverage (SBC's), as required by the Affordable Care Act, can be accessed online at www.innovomn.com. The PEIP 2020 clinic directory will be available on the PEIP website by October 15, 2019. Please make sure members review their clinics for any cost level changes.

Important: Effective January 1, 2020 PEIP will no longer offer the health club reimbursement program. PEIP's mission is to offer public employer groups and their employees and families quality health coverage at the most affordable rates. While the program is popular with a small percentage of employees, there is no evidence that it improves the health of the overall program membership. As of January 1, 2020, all three carriers will no longer offer their current health club reimbursement programs.

Among the reasons we are ending the programs are:

1. Because Blue Cross is no longer able to offer its fitness center reimbursement program, we would be unable to continue to provide a consistent member experience across all three carriers (HP/BC/P1).
2. The alternative programs we explored were estimated to cost four to five times more than the fitness center reimbursement programs.
3. Only 9.4% of eligible contract holders received a health club reimbursement during the quarter ending June 30, 2019.
4. The IRS ruling that clarified that monetary incentives are taxable has reduced the benefit to the member by about one third.
5. The work required to include the fitness award for tax purposes has placed a large burden on employer groups, the carriers, and PEIP staff.

COMING SOON!! In early 2020 PEIP will offer online enrollment access for all groups. You will receive more information soon about this new administrative tool.

During the next six weeks, your insurance eligible employees will have the opportunity to change health plans and carrier networks. Updated plan summaries and an employee Enrollment Form is attached as well as a new Group Application. Forms can also be found on PEIP's website at

www.innovomn.com. For retirees over age 65, individual Medicare Advantage and Cost policies are available. Please call Innovo Benefits Administration at 1-800-829-5601 or contact your plan

Minnesota Public Employees Insurance Program (PEIP)
Advantage Health Plan 2020 - 2021 Benefits Schedule - HSA Compatible

Benefit Provision	Cost Level 1 – You Pay	Cost Level 2 – You Pay	Cost Level 3 – You Pay	Cost Level 4 – You Pay
A. Preventive Care Services <ul style="list-style-type: none"> • Routine medical exams, cancer screening • Child health preventive services, routine immunizations • Prenatal and postnatal care and exams • Adult immunizations • Routine eye and hearing exams 	Nothing	Nothing	Nothing	Nothing
B. Annual First Dollar Deductible * Combined Medical/Pharmacy (single coverage) Combined Medical/Pharmacy (family coverage)	\$1,500 \$2,800 per family member \$3,000 per family	\$2,000 \$3,200 per family member \$4,000 per family	\$3,000 \$4,800 per family member \$6,000 per family	\$4,000 \$6,400 per family member \$8,000 per family
C. Office visits for Illness/Injury, for Outpatient Physical, Occupational or Speech Therapy, and Urgent Care <ul style="list-style-type: none"> • Outpatient visits in a physician's office • Chiropractic services • Outpatient mental health and chemical dependency • Urgent Care clinic visits (in & out of network) 	\$45 copay per visit annual deductible applies	\$55 copay per visit annual deductible applies	\$105 copay per visit annual deductible applies	\$130 copay per visit annual deductible applies
D. Network Convenience Clinics & Online Care	\$0 copay annual deductible applies	\$0 copay annual deductible applies	\$0 copay annual deductible applies	\$0 copay annual deductible applies
E. Emergency Care (in or out of network) <ul style="list-style-type: none"> • Emergency care received in a hospital emergency room 	\$150 copay annual deductible applies	\$150 copay annual deductible applies	\$150 copay annual deductible applies	50% coinsurance annual deductible applies
F. Inpatient Hospital Copay	\$400 copay annual deductible applies	\$650 copay annual deductible applies	\$1,500 copay annual deductible applies	50% coinsurance annual deductible applies
G. Outpatient Surgery Copay	\$250 copay annual deductible applies	\$400 copay annual deductible applies	\$800 copay annual deductible applies	50% coinsurance annual deductible applies
H. Hospice and Skilled Nursing Facility	Nothing after annual deductible	Nothing after annual deductible	Nothing after annual deductible	Nothing after annual deductible
I. Prosthetics and Durable Medical Equipment	20% coinsurance annual deductible applies	25% coinsurance annual deductible applies	30% coinsurance annual deductible applies	50% coinsurance annual deductible applies
J. Lab (including allergy shots), Pathology, and X-ray (not included as part of preventive care and not subject to office visit or facility copayments)	20% coinsurance annual deductible applies	25% coinsurance annual deductible applies	30% coinsurance annual deductible applies	50% coinsurance annual deductible applies
K. MRI/CT Scans	20% coinsurance annual deductible applies	25% coinsurance annual deductible applies	30% coinsurance annual deductible applies	50% coinsurance annual deductible applies
L. Other expenses not covered in A – K above, including but not limited to: <ul style="list-style-type: none"> • Ambulance • Home Health Care • Outpatient Hospital Services (non-surgical) <ul style="list-style-type: none"> • Radiation/chemotherapy • Dialysis • Day treatment for mental health and chemical dependency • Other diagnostic or treatment related outpatient services 	20% coinsurance annual deductible applies	25% coinsurance annual deductible applies	30% coinsurance annual deductible applies	50% coinsurance annual deductible applies
M. Prescription Drugs 30-day supply of Tier 1, Tier 2, or Tier 3 prescription drugs, including insulin; or a 3-cycle supply of oral contraceptives.	\$30 tier one \$50 tier two \$75 tier three annual deductible applies	\$30 tier one \$50 tier two \$75 tier three annual deductible applies	\$30 tier one \$50 tier two \$75 tier three annual deductible applies	\$30 tier one \$50 tier two \$75 tier three annual deductible applies
N. Plan Maximum Out-of-Pocket Expense** (including prescription drugs) Single Coverage	\$3,000	\$3,000	\$4,000	\$5,000
Family Coverage	\$5,000 per family member \$6,000 per family	\$5,000 per family member \$6,000 per family	\$6,900 per family member \$8,000 per family	\$6,900 per family member \$10,000 per family

Emergency care or urgent care at a hospital emergency room or urgent care center out of the plan's service area or out of network is covered as described in sections C and E above.

This chart applies only to in-network coverage. Point of Service coverage is available only to members whose permanent residence is both outside the State of Minnesota and the Advantage Plan's service area. This category includes employees temporarily residing outside Minnesota on temporary assignment or paid leave [including sabbatical leaves] and college students. It is also available to dependent children and spouses permanently residing outside the service area. Members pay a \$1,500 single or \$3,000 family deductible (separate and distinct from the deductibles listed in section B above) and 30% coinsurance that will apply to the out-of-pocket maximums described in section N above. Members pay the drug copayment described at section M above to the out-of-pocket maximum described at section N. This benefit must be requested.

The PEIP Advantage Plans offer a standard set of benefits regardless of the selected carrier. There are some differences in the way each carrier administers the benefits, including the transplant benefits, in the referral and diagnosis coding patterns of primary care clinics, and in the definition of Allowed Amount.

*The family Deductible is the maximum amount that a family has to pay in deductible expenses in any one calendar year. The family Deductible is not the amount of expenses a family must incur before any family member can receive benefits. Individual family members only need to satisfy their individual deductible once to be eligible for benefits. Once the family Deductible has been met, deductible expenses for the family are waived for the balance of the year.

**The family Out-of-Pocket Maximum is the maximum amount that a family has to pay in any one calendar year. The per-family member embedded Out-of-Pocket Maximum is the maximum amount that a family has to pay in any one calendar year on behalf of any individual family member.

administrator for more details or visit our website at www.innovomn.com.

Employees and dependents who wish to change health plans or networks must complete an Enrollment Form for the change. A primary care clinic number for each member is required. *Participants staying with the same carrier who wish to change their primary care clinic must contact the carrier directly.* Primary care clinics can be changed at any time by calling the customer service number on the member's ID card.

All completed Enrollment Forms and any changes to your group's eligibility requirements must be submitted to Innovo Benefits Administration, PEIP's administrator, by November 12, 2019 (please plan your open enrollment to meet that deadline).

****** Please send forms for those employees making a plan, carrier or family change only. No form is required for those employees maintaining current coverage. ******


As the sponsor of the group insurance, you may change or add additional PEIP product options (e.g. life and dental coverages) and change your eligibility requirements at this time. Eligibility criteria includes number of hours worked per week to be eligible, new employee waiting periods before coverage becomes effective, etc. Any changes made to your current eligibility policy must be made in writing and sent to Innovo.

We have attached a PowerPoint presentation that explains the plan choices and instructions on completing the employee Enrollment Form.

Please submit all forms via fax, email or mail to:

Innovo Benefits Administration
Attn: PEIP
7805 Telegraph Road, Suite 110
Bloomington, MN 55438
Secure Fax: 952-746-3108
Email: service@innovomn.com

Please forward the renewal rate information to your COBRA, Minnesota continuation, disabled, and early retiree participants (if any). If PEIP manages your COBRA, Innovo will send out the information to these participants.

 If you have any questions, please call 952-746-3101 or 1-800-829-5601 or email shawn@innovomn.com. We look forward to another year of serving you.

Sincerely,

Shawn Byrne
Manager

CC: Agent (if applicable)

Medical Benefits 2020 Recommendations						
	Premium	Premium	SWCD	SWCD	HSA	HAS Contribution
	2019 Single	Family	payment single	Payment Family	Contribution Single	Family
Annual Totals	\$484.54	\$1,293.60	\$436.09	\$1,164.24	\$1,500.00	\$3,000.00
	\$5,814.48	\$15,523.20	\$5,233.08	\$13,970.88	\$1,500.00	\$3,000.00
2020	\$516.58	\$1,379.10	\$464.93	\$1,241.19	\$1,500.00	\$3,000.00
	\$6,198.96	\$16,549.20	\$5,579.16	\$14,894.28	\$1,500.00	\$3,000.00
Difference from 2019 to 2020	\$384.48	\$1,026.00	\$346.08	\$923.40		

Cost to District Totals	2019 Single	2020 Single	2019 Family	2020 Family
	\$6,733.08	\$7,079.16	\$16,970.88	\$17,894.28

Current Employees	Terri	\$17,894.28	High	\$21,301.27	Value	\$19,147.75
	Jen	\$17,894.28		\$21,301.27		\$19,147.75
	Mitchell	\$7,079.16		\$7,978.18		\$7,172.06
	Sue	\$17,894.28		\$21,301.27		\$19,147.75
	Total	\$60,762.00		\$71,881.99		\$64,615.31

Options/Cost to District w/Employee Payment at 10%

High Option	Total Premium	SWCD	Annual
Single	\$738.72	\$664.85	\$7,978.18
Family	\$1,972.34	\$1,775.11	\$21,301.27

Value Option

Single	\$664.08	\$597.67	\$7,172.06
Family	\$1,772.94	\$1,595.65	\$19,147.75

SWCD office doc / Employee - 2020 PEP

**Wabasha SWCD
1/1/2020 Renewal Rates
Advantage Plans**

In accordance with Chapter 488, renewal rates for retirees who are under age 65 are blended with the rates for active employees. Eligible retirees currently on continuation have been included in the retiree rate structure.

2019 vs 2020 MEDICAL RATES

Advantage High Option	Single Family	\$ 709.24 \$1,893.66	\$ 738.72 \$1,972.34
Advantage Value Option	Single Family	\$ 636.92 \$1,700.46	\$ 664.08 \$1,772.94
* Advantage HSA Option	Single Family	\$ 484.54 \$1,293.60	\$ 516.58 \$1,379.10

2020 DENTAL RATES (NO CHANGE FROM 2019 RATES)

Preventive	Single Family	\$11.30 \$34.27	\$12.29 \$38.02
Comprehensive	Single Family	\$38.70 \$92.24	\$42.81 \$101.15

2020 LIFE RATES

Basic Life/AD&D	Not currently participating with PEIP	
Dependent Life	\$1.18	
Supplemental Life (Per Thousand)	Age <35 35-39	\$.11 \$.13

	40-44	\$.17
	45-49	\$.26
	50-54	\$.44
	55-59	\$.71
	60-64	\$.79
	65-69	\$1.49

HSAs and Employer Contributions

Employers aren't required to contribute to their employees' Health Savings Accounts (HSAs). Many do contribute, however, as these deposits make HSA programs more attractive to employees by reducing their net cost of medical care (employee premium plus out-of-pocket financial responsibility less employer contributions to their HSAs).

In this paper, we travel to the intersection of HSAs and employer contributions to employees' HSAs to understand the rules governing these contributions.

1 Does an employer have to contribute to employees' HSAs?

No. Employer contributions are optional. Most employers provide some funding of employees' accounts, particularly in the first few years as employees build balances through their own pre-tax payroll contributions. These employer contributions make the HSA program more attractive financially, especially when the employer offers multiple medical coverage options.

2 What happens to employer contributions if an employee subsequently leaves employment?

HSA contributions vest immediately. All employer contributions become property of the employee when they are deposited in the account. An employer can't calculate a pro-rated amount and withdraw that amount from a departing employee's HSA or withhold that amount from the final paycheck.

The employer can request that the HSA administrator return employer contributions only if:

- 1 the employee was never HSA-eligible
- 2 the employer contribution alone exceeds the employee's statutory maximum annual contribution for the calendar year (\$3,500 for self-only and \$7,000 for family coverage in 2019).

3 Must employer contributions be uniform per pay period?

No. Employers determine the amount and timing of their contributions. The most common approaches are as follows.

Up-front lump-sum contributions

Employees have immediate balances to cover high expenses early in the year. Employer concerns center on company cash flow and the immediate vesting in the case of employees who leave employment early in the year.

Flat contribution each payroll period

Employers adopt this method when they want to manage cash flow or demonstrate that HSA contributions are another form of compensation that employees earn each pay period. Employees with high expenses early in the year may have to pay providers with personal funds or negotiate payment terms with their providers. They then can reimburse themselves or pay providers from subsequent employer and employee contributions to the HSA.

Up-front lump-sum and then flat contributions each payroll period

Under this hybrid approach, an employer deposits a portion (typically 40% to 50%) of the employer contribution up front, then deposits the remainder in equal installments during the year. This approach allows employers to deposit a disproportionate amount (but not all) of their annual contribution up front so that employees have some seed money to manage expenses early in the year. This approach requires participants to continue their employment and enrollment in the plan to receive the balance.

Periodic lump-sums

Some employers split contributions into semi-annual or quarterly deposits. This approach protects the employer from having employees depart early in the year after receiving the full employer contribution and minimizes the total number of deposits (versus per-paycheck contributions).

4 What documentation does an employer need to make employer pre-tax contributions?

If employers allow employees to make pre-tax payroll contributions, both employer and employee contributions are made through a Cafeteria Plan (sometimes called a Section 125 plan for the part of the tax code that allows employees to elect to receive a portion of their compensation in the form of pre-tax benefits).

Employers must draft a new Cafeteria Plan document or include an amendment to their current Cafeteria Plan to provide details on the HSA contribution program. Details include eligibility to participate in the program, total employer contribution, and timing and restrictions on employee changes to their elections.

5 How much do employers contribute when an employee becomes HSA-eligible mid-year?

Employers address this topic in the portion of the Cafeteria Plan that covers employer HSA contributions. Companies can choose to make new hires "whole," ensuring that they receive as much as full-year employees because they face the same deductible.

Alternatively, they can pro-rate a lump-sum contribution or simply start contributing the pro-rated amount per pay period or other milestone. It's important that the employer spell out its policy and administer it consistently for all employees.

6 Can employers make matching contributions to employees HSAs?

Yes. Few employers have taken advantage of this provision, but the Internal Revenue Service (IRS) rules allow it when contributions are made through a Cafeteria Plan. Matching contributions are a great way for employers to encourage employees to make regular contributions to their HSAs as they typically do with an employer-sponsored retirement plan. Building balances is important for employees who may face an unexpected cost in the near future.

Also, contributions allow employees to build medical equity – financial assets that they can tap for tax-free reimbursement of qualified expenses at any point in the future, including during retirement.

7 Are employer contributions subject to Cafeteria Plan nondiscrimination testing?

Yes. Under a Cafeteria Plan, employer contributions and employee pre-tax payroll deductions are collectively labeled employer contributions. They are subject to nondiscrimination testing, which seeks to ensure that the plan doesn't disproportionately favor highly compensated employees.

8 What happens if a plan fails the nondiscrimination testing?

When the test is conducted early in the year, an employer can usually bring the program into compliance by requiring highly compensated employees to reduce their pre-tax payroll deductions. These employees can then make personal (after-tax) contributions to their HSAs. They can deduct these contributions from their taxable income when they complete and file their personal income tax returns.

Deducting personal contributions allows these employees to recover their federal and state (if applicable) income taxes paid on the funds, but not FICA taxes paid by employer and employee. In the case of most highly compensated

employees, their effective FICA tax rate is 1.45% each for employer and employees, since their incomes generally exceed the ceiling for the 6.2% (each) Social Security component of the payroll tax. The ceiling, which is adjusted annually for inflation, is \$132,900 in 2019 (up from \$128,400 in 2018).

9 How are contributions reported?

Contributions through the Cafeteria Plan, both employer and employee pre-tax payroll contributions, are reported as employer contributions and reported as a single figure in Box 12 of Form W-2. Employers deliver Form W-2 to employees by January 31.

Also, HSA administrators issue Form 5498-SA by May 31. This document lists total contributions from all sources and the fair-market value of the account. Your administrator may issue a preliminary Form 5498-SA by January 31 to assist you in completing Form 8889, which you submit with your personal income tax return. The final Form 5498-SA isn't issued until the end of May because you can contribute to your HSA for a tax year up to the due date of your personal income tax return without extensions for that year (April 15 in 2019).

10 What rules apply to employer contributions if employers don't allow employees to make pre-tax contributions?

This situation is uncommon. Most employers allow employees to make pre-tax contributions. If the employer doesn't, employer contributions are subject to comparability rules. Under these rules, employers can divide their employee populations into no more than three classes: full-time, part-time, and former. They can offer different contribution levels (including zero) to each class. They must treat everyone within a class comparably by providing either a flat-dollar contribution to each employee or a contribution equal to a percentage of the deductible for both self-only and family contracts.



Failure to follow the rules exposes employers to an excise tax equal to 35% of their total contribution to all employees' HSAs during the plan year.

11 Can employers require substantiation of expenses associated with their contributions to employees' HSAs to ensure that employer funds are distributed for qualified expenses only?

No. Neither employers nor HSA administrators can require documentation to substantiate an expense. HSA owners can withdraw funds for any purpose. They're responsible for managing their accounts in compliance with IRS rules. Besides, once funds from whatever source – including an employer – are deposited in an HSA, they become property of the HSA owner because they vest immediately. There is no accounting of employer and employee contributions, as there are in an employer-sponsored retirement plan to reflect a vesting schedule.

Disclaimer

This information is accurate as of Nov. 5, 2018. Please note that this discussion is for informational purposes only and is based on current regulations. It doesn't represent, and shouldn't be construed as, a substitute for professional advice. Please consult your personal legal, financial, or tax counsel to discuss your personal situation and refer to IRS Publication 969.

**Stay current on HSAs through our
HSA GPS blog!**

www.benstrat.com/blog/

2019 Annual Convention & Trade Show

December 8-10, 2019 - DoubleTree Hotel - Bloomington MN



SWCD Supervisors and Employees,

Registration is now open for the 2019 MASWCD Annual Convention.

The link to **online registration**, [here](#), allows you to register multiple individuals with one payment, and for your payment method, you will get to choose between credit card, check, and purchase order. We do ask that staff and supervisors coordinate, to avoid any duplicate registrations.

The 2019 MASWCD Annual Convention and Trade Show, will be held

December 8-10, 2019 at the DoubleTree Hotel in Bloomington.

Please see the attached **program at a glance** which will also be posted to our web site and 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:

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

Hotel reservations – We will email the link to online hotel reservations in the next day or two. A block of rooms at the hotel will be available until November 24th, or



until the block is sold out.

MASWCD registration deadline is November 27th.

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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7 attachments

 **1_registration_memo.pdf**
341K

 **2_out_con_seating_registration.pdf**
335K

 **3_out_con_instructions.pdf**
386K



MASWCD

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Minnesota Association of Soil and Water Conservation Districts

255 Kellogg Boulevard East, Suite 101, St. Paul, MN 55101 | 651-690-9028 | www.maswcd.org

Date: October 17, 2019
To: Minnesota Soil and Water Conservation Districts
From: MASWCD Office
Subject: 2019 Convention Registration

The MASWCD Board of Directors and Metro Area 4 SWCDs invite you to attend the 2019 MASWCD Annual Convention in Bloomington, Minnesota.

The convention will take place December 8, 9, and 10, at the DoubleTree by Hilton Hotel Bloomington - Minneapolis South.

Don't miss this opportunity for your board members and staff to:

- discuss and debate the direction of conservation policy;
- hear updates on current issues and ask questions of panelists;
- visit with exhibitors in the tradeshow, and
- help us recognize and celebrate our outstanding districts and cooperators!

Please note that we are offering online convention registration this year. Visit www.maswcd.org for more information, along with the link for making online hotel reservations.

Separate files are being provided for the following:

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

Convention registration deadline is NOVEMBER 27th.

If you have any questions, please contact the MASWCD office at (651) 690-9028. We look forward to seeing you at the convention!!!



MASWCD 83rd ANNUAL MEETING & 29TH ANNUAL TRADE SHOW

DECEMBER 8-10, 2019

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

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

SUNDAY, DECEMBER 8, 2019

- 5:00 – 7:00 pm Registration Open; Dinner on your own
- 7:00 – 9:30 pm Convention Kickoff Social/Cash Bar

MONDAY, DECEMBER 9, 2019

breakfast on your own

- 7:00 am Registration Opens
- 8:30 am – 4:30 pm Trade Show Open
- 8:30 – 9:00 am Business Meeting
 - Presiding: Roland Cleveland, MASWCD President
 - Introduction of Board of Directors – Roland Cleveland, MASWCD President
 - President's Report – Roland Cleveland, MASWCD President
 - Recognition of Board, Staff and Committee Chairs – Roland Cleveland, MASWCD President
 - Finance Committee Report – Clark Lingbeek, MASWCD Sec./Treasurer, Southwest Area 5 Director
 - Resolution Committee Report; Introduction of 2019 MASWCD Resolutions – Paul Hoppe, MASWCD Resolution Committee Chair, Northeast Area 3 Director
- 9:00 – 10:00 am **Keynote— David Horsager, Trust Edge Leadership Institute: Driving Conservation Results Through Trust**
David Horsager is a Minnesota native who speaks nationally and internationally on issues related to trust and its impacts on retention, productivity and ultimately the success of our organizations. As SWCDs continue to work more with each other, with other entities through One Watershed One Plan, and ultimately with our clients – private landowners, our efforts at building and maintaining trust will be absolutely critical to the success of our collective soil health and water quality efforts.
- 10:00 – 10:30 am Refreshment Break in the Trade Show
- 10:30 – 11:30 am **Plenary Session – The Value of Conservation: Framing the Future of Ecosystem Markets across Minnesota's Landscapes**
- 11:45 am–1:15 pm **Awards Luncheon** *(see registration form – there is a fee for this luncheon)*
 - Recognition of retiring and deceased SWCD supervisors and employees
 - MASWCD/MPCA Community Conservationist Award
 - MASWCD/DNR Outstanding Forest Steward Award
 - DNR Division of Ecological/Water Resources Appreciation Award
 - MASWCD Teacher Award
 - MASWCD Legislator of the Year Award
 - Outstanding District Employee Award, sponsored by the Board of Water & Soil Resources
 - Employee Outstanding Contribution Award, by MN Association of Conservation District Employees
 - MASWCD Outstanding SWCD Supervisor Award
- 1:15 – 1:45 pm Refreshment Break in the Trade Show
- 1:45 – 3:00 pm **Breakout Sessions, round one**
 - What is the future of Technical Service Areas? PART 1. A facilitated discussion on balancing regional governance with specialized technical assistance
 - Legislative Efforts – 101
 - How and Why SWCDs Tackle Soil Health
 - Translating complex to simple; tools and examples for policy makers to advance groundwater planning
 - Silvopasture as a natural resource conservation tool for unmanaged woodland grazing
- 3:00 – 3:30 pm Refreshment Break in the Trade Show



3:30 – 4:45 pm

Breakout Sessions, round two

- What is the future of Technical Service Areas? PART 2
- How to Communicate the Importance of Cover Crops in a Northern Climate –A landowner's perspective
- 404 Assumption –update and discussion of impacts on SWCD implementation of MN wetland laws
- One Watershed – One Plan: Reflecting on the Planning, Implementation, and Funding

5:30 – 6:15 pm

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

6:15 – 7:15 pm

Entertainment – TBD

7:30 – 8:30 pm

Silent 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 Soil and Water Conservation District Supervisors, employees, and other friends of conservation.

7:30 – ??? pm

Live Auction for Conservation

- Proceeds from Auctions support the Minnesota State Envirothon – an outdoor environmental learning competition for high school students

TUESDAY, DECEMBER 10, 2019

breakfast on your own

7:30 am

Registration Opens

7:30 am – noon

Trade Show Open

8:00 – noon

NRCS Staff Operational Meeting *(tentative)*

8:30 – 10:00 am

Outstanding Conservationist Program – climate, weather, and storm chasing
John Wetter, certified Skywarn severe storm spotter instructor for the state of Minnesota

8:30 – 10:00 am

Business Meeting - MASWCD budget, resolutions, policy updates

- Presiding: Roland Cleveland, MASWCD President
- Approval of Standing Rules and 2018 Meeting Minutes
- Finance Committee: Action on Proposed FY 2020 Budget – Clark Lingbeek, MASWCD Secretary/Treasurer and MASWCD Southwest Area 5 Director
- Resolutions Committee: Action on Resolutions – Paul Hoppe, Resolutions/Policy Committee Chair and MASWCD Northeast Area 3 Director
- Updates from BWSR Executive Director John Jaschke and NRCS State Conservationist Troy Daniell
- DNR Commissioner Sarah Strommen
- New Business & Announcements

8:30 – 10:00 am

Employee Breakout Sessions, round one

- Lawns to Legumes program update and planning for pollinators
- Communicating with landowners and overcoming barriers to conservation adoption
- How to enhance marketing for SWCD events

10:00 – 10:30 am

Refreshment Break

10:00 – 11:45 am

Outstanding Conservationists Photo Area Open

10:30 – noon

Business Meeting (continued)

10:30 – noon

Employee Breakout Sessions, round two

- Job Approval Authority, technical training teams, and Individual Development Plans (IDPs)
- Ecological management and planning and tapping into outside funding sources
- New Wage Theft Law and what it means for SWCDs + primer on Family and Medical Leave Act (FMLA)

12:15 – 2:15 pm

Outstanding Conservationist Luncheon and Awards, Closing Comments *(there is a fee for this luncheon)*
supported by The Farmer magazine, Paula Mohr, Editor

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



Information for Outstanding Conservationists

Tuesday, December 10, 2019
DoubleTree by Hilton Hotel Bloomington - Minneapolis South

Congratulations on your selection as the Outstanding Conservationist in your local Soil and Water Conservation District. To honor you and your achievements, we have special events scheduled for you in conjunction with our annual convention, on Tuesday, December 10th at the DoubleTree by Hilton Hotel Bloomington - Minneapolis South, 7800 Normandale Boulevard, Bloomington, MN 55439, 952-835-7800.

7:30 am	Convention Registration Desk Opens. <i>second floor, far end of foyer opposite escalators</i>
7:30 am – noon	Trade Show Open
8:30 – 9:30 am	Outstanding Conservationist Program – Edina Rm Outstanding Conservationist Program – climate, weather, and storm chasing John Wetter, certified Skywarn severe storm spotter instructor for the state of Minnesota
10:00 – 10:30 am	Refreshment Break
10:00 – 11:45 am	Photographs. <i>Garden Court, near the pool on the first floor</i> You may have your photograph taken any time from 10:00 - 11:45 a.m. prior to the luncheon, near the pool area. Your local SWCD will receive this photo after the convention for use in publicizing your cooperative achievements.
12:15 – 2:15 pm	Outstanding Conservationist Luncheon. <i>second floor, Grand Ballroom West and Center</i> ⇒ This luncheon is sponsored by the Minnesota Association of Soil and Water Conservation Districts (MASWCD), with support from <i>The Farmer</i> magazine. ⇒ We hope you will be able to sit with the board members and employees from your sponsoring SWCD. <u>There is reserved seating for this luncheon, so please coordinate this with your local SWCD board members and staff.</u> ⇒ Following the meal, we will be conducting a slide show presentation of the Outstanding Conservationists from around the state. During the slide show, you will be presented with a certificate. Please follow these instructions to make things flow smoothly: <ol style="list-style-type: none"> 1. Please look in the Awards Booklet in your registration packet. Outstanding Conservationists are recognized alphabetically by SWCD. We ask you, as you see your turn coming, to join the line along the wall of the dining room. 2. As your name is announced, please step up to the stage, where you will receive your certificate and shake hands with our President, Roland Cleveland, and the editor of The Farmer magazine, Paula Mohr. 3. While you receive your certificate, the master of ceremonies will read the narration of your conservation efforts. When your narration is completed, please walk to your table. Thank you for attending. We commend you for your conservation efforts!!

**NOTE
TO
SWCD**

If your winning conservationist is not attending the luncheon...
Please have a representative from your SWCD receive the award in your conservationist's place.
Follow the instructions above as if you were the winner. Thank you.



Seating Registration for the Outstanding Conservationist Luncheon

Arranged seating is provided for the annual Outstanding Conservationist Luncheon.

The luncheon will be held Tuesday, December 10, from 12:15 to 2:15 pm at the DoubleTree by Hilton Hotel Bloomington - Minneapolis South.

A chart for seating reservations will be available at the convention registration desk on the second floor of the hotel:

5:00 – 7:00 pm	Sunday, December 8
7:00 am – 4:30 pm	Monday, December 9
7:30 – 11:45 am	Tuesday, December 10

Please designate one person from your SWCD to reserve seating for the Conservationist Luncheon when you arrive. You will need to know the number of people attending the luncheon so that you can reserve the correct number of seats.

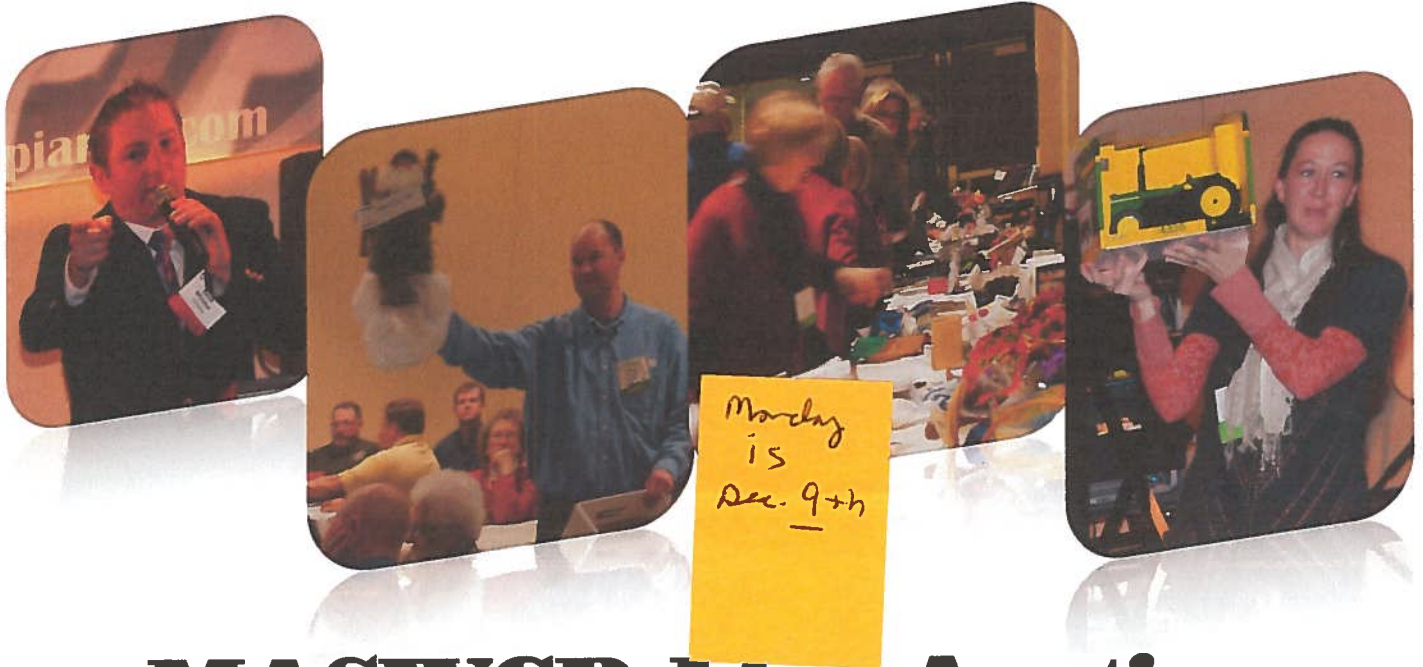
The exact location of your table will not be known until you arrive at the luncheon. Each table will be marked with its appropriate number. Tables will seat ten.

Seating reservations allows District Supervisors and Staff to sit with their Outstanding Conservationists. The physical location of the table is not as important as being able to sit together.

We hope this arrangement will allow you to relax and enjoy the luncheon with your Outstanding Conservationists.



We need YOUR BID!



MASWCD Live Auction Monday Dec. 10, 7:30 p.m.

**DoubleTree Hotel Bloomington
* Grand Ballroom East ***

**MASWCD Silent Auction 7:30-8:30 pm
locally made gifts, great baskets!**



Proceeds benefit the Minnesota State Envirothon - an outdoor environmental learning competition for high school students.

Minnesota Association of Soil and Water Conservation Districts is a 501(c)(3) nonprofit organization. Donations to the auctions may be tax deductible charitable donations. Consult your tax advisor or the Internal Revenue Service for more information.

MASWCD
Auctions
For Conservation

Donation Form

Name of item: _____

Description: (what the item is and anything special that would help sell the item):

Name of Donor: _____ SWCD: _____

Donor's mailing address: _____

This item is for (circle one): **Live Auction** or **Silent Auction**

Please attach this form to EACH item you donate for the Auctions For Conservation

Minnesota Association of Soil and Water Conservation Districts is a 501(c)(3) nonprofit organization. Donations to the auctions may be tax deductible charitable donations. Consult your tax advisor or the IRS for more information.

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Name of item: _____

Description: (what the item is and anything special that would help sell the item):

Name of Donor: _____ SWCD: _____

Donor's mailing address: _____

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Please attach this form to EACH item you donate for the Auctions For Conservation

Minnesota Association of Soil and Water Conservation Districts is a 501(c)(3) nonprofit organization. Donations to the auctions may be tax deductible charitable donations. Consult your tax advisor or the IRS for more information.



2019 Recognition of Supervisors & Employees Who Are Deceased or Who Have Retired

Many of our SWCD employees and supervisors will no longer be holding office due to the fact that they have retired, resigned, or have passed away in 2019. We are planning to recognize them during the MASWCD Annual Convention. WE NEED YOUR HELP IN COMPILING THE NAMES AND YEARS OF SERVICE OF THOSE INDIVIDUALS. The names will be included in pamphlets that get distributed during the Monday luncheon at the convention.

If you would like to participate in this recognition, please fill out the form below and return it so it is received in the MASWCD office by **NOVEMBER 27**:

MASWCD, 255 Kellogg Boulevard East, Suite 101, St. Paul MN 55101
maswcd@maswcd.org

NAME OF DISTRICT: _____

DECEASED SUPERVISORS & EMPLOYEES

NAME: _____

YEARS OF SERVICE: _____ PLEASE CIRCLE: Supervisor or Employee

NAME: _____

YEARS OF SERVICE: _____ PLEASE CIRCLE: Supervisor or Employee

RETIRING SUPERVISORS & EMPLOYEES

NAME: _____

YEARS OF SERVICE: _____ PLEASE CIRCLE: Supervisor or Employee

NAME: _____

YEARS OF SERVICE: _____ PLEASE CIRCLE: Supervisor or Employee

Introductory Statement: The initial Strategic Plan for the Minnesota Soil Health Coalition was developed to assist the direction of the Coalition as Board Members are appointed and the Coalition is developed and will be updated by the Board as needed. This Strategic Plan was developed by the members of the steering committee.

Background Statement: Soil Health has been recognized in Minnesota to provide multiple benefits not only to the environment but also to production agriculture. The Minnesota Soil Health Coalition's birth is due to producers implementing soil health practices understanding the importance of a producer driven, producer led soil health organization in Minnesota to provide information, support, and networking.

Organizational Structure: The Coalition will be led by the Producer Board and will consist of members; only producers can be voting members, all non-producer members will be associate members and not have voting privileges. Funds will be secured from membership dues and support from agencies, organizations, and businesses. The Minnesota Soil Health Coalition will be a non-profit 501(C)(3) organization.

Vision: Producer driven support to encourage voluntary adoption of soil health principles today and for the future.

Values: Communicate relevant soil health information consistently in a practical manner by providing information exchange, compiling, and sharing information. Provide ongoing education and outreach to assist in the improvement of water, soil, and air quality for the state. Support visual and quantifiable cropland landscape change by promoting improved resource base (regenerative/sustainable). Producer driven focus on information sharing, education, and networking to build and strengthen soil health practice application in Minnesota.

Mission Statement: Producer driven education, outreach, and adoption utilizing information exchange to promote the principles of soil health practices.

Goals:

- Create Producer Driven Board by February 1st, 2019 by identifying potential board members and appointment of board members by the steering committee.
- Develop the mentor program by September 1st, 2019 by identifying and securing potential mentors, create a mentor list with background and contact information.
- Maintain the mentor program by updating contact information, adding members, and providing methods to share.
- Create a contact list for producers to connect and network with each other to allow producer-to-producer contact, "producer community list" by June 1st, 2020 through promotion of the coalition and collecting contact information of board, members, and interested producers.
- Maintain the contact list by adding members, updating contact information, and providing methods to share.
- Develop and maintain a website with information about the organization, relevant technical information, links to information, calendar of events, and contacts for the organization by September 1st, 2019. Maintain the information by adding, removing, and archiving.
- Create and maintain an electronic forum allowing producers to share information with each other and to ask and answer questions by September 1st, 2019.

- Maintain and provide contacts of specialists (producers, agency/livestock, cc, agroforestry, etc) by June 1st, 2020 and provide methods to share.
- Develop market power-grown sustainably/regeneratively-build a brand by January 1st, 2021 by developing protocol and creating relationships with businesses to execute the brand.
- Organize and collaborate on events, trainings, and meetings with producers and other entities.
- Promote field days and other events, to endorse soil health practices through the website, emailing contact list, and verbal communications.
- Promote the increase of soil health, sustainability, regenerative, economics, and diversification via website, communications, meetings, field days, and correspondence.
- Establish research base-Ag Center at MN College (Central Lakes College) for research by January 1st, 2021 for a minimum of 5 year agreement to allow testing, data, and information exchange of soil health practice implementation in Minnesota.
- Develop agreements and monitor management (rotation, cc species and seeding, nutrient mgmt., soil testing, etc) by June 1st, 2020 and maintaining data and sharing data. Allow for continual additions to acres being monitored.
- Provide education and technical information to producers and non-producers alike.

Evaluation:

- The Strategic Plan will be reviewed by the Minnesota Soil Health Coalition Board and will be updated if needed.
- Progress will be tracked by meeting the goals by the set completion dates and updating if needed.
- The Board may develop other goals and key performance indicators and continue to update them as needed.
- Tracking of the goals will be completed along with assessing effectiveness and continuing to improve on the actions and implementation of the Coalition.

Executive Summary: The Minnesota Soil Health Coalition is being developed to fill a need of the producers in Minnesota; to provide them with a producer driven and operated, statewide hub that will provide them with support, information, networking, and mentoring in addition to a voice that is their own. The Coalition will remain an independent 501(C)(3) non-profit organization with an elected producer Board that will collaborate with other organizations, agencies, and businesses to promote the education, implementation, and support of soil health practices.

Office of the Minnesota Secretary of State Certificate of Incorporation

I, Steve Simon, Secretary of State of Minnesota, do certify that: The following business entity has duly complied with the relevant provisions of Minnesota Statutes listed below, and is formed or authorized to do business in Minnesota on and after this date with all the powers, rights and privileges, and subject to the limitations, duties and restrictions, set forth in that chapter.

The business entity is now legally registered under the laws of Minnesota.

Name: Minnesota Soil Health Coalition

File Number: 1045887800043

Minnesota Statutes, Chapter: 317A

This certificate has been issued on: 11/21/2018



A handwritten signature in black ink that reads "Steve Simon".

Steve Simon
Secretary of State
State of Minnesota



ARTICLES OF INCORPORATION OF **Minnesota Soil Health Coalition**

The undersigned incorporator is an individual 18 years of age or older and adopt the following articles of incorporation to form a nonprofit corporation (Chapter 317A).

ARTICLE I — NAME

The name of this corporation shall be **Minnesota Soil Health Coalition**

ARTICLE II — REGISTERED OFFICE ADDRESS

The place in Minnesota where the principal office of the corporation is to be located at **720 South Payne St, New Ulm, MN 56073**

ARTICLE III — PURPOSE

This corporation is organized exclusively for charitable and educational as specified in Section 501(c)(3) of the Internal Revenue Code, including for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

The purpose of this corporation is:

- to support and conduct non-partisan research, education, and informational activities to increase public awareness of increasing soil health;
- to provide a network of farmer to farmer contact; and
- to provide educational information to enable farmers of Minnesota to increase their soil health.

ARTICLE IV — EXEMPTION REQUIREMENTS

At all times the following shall operate as conditions restricting the operations and activities of the corporation:

1. No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, officers or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth in the purpose clause hereof.
2. No substantial part of the activities of the corporation shall constitute the carrying on of propaganda or otherwise attempting to influence legislation, or any initiative or referendum before the public, and the corporation shall not participate in, or intervene in (including by publication or distribution of statements), any political campaign on behalf of, or in opposition to, any candidate for public office.
3. Notwithstanding any other provisions of this document, the corporation shall not carry on any other activities not permitted to be carried on by an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future tax code, or by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future tax code.

ARTICLE V — MEMBERSHIP/BOARD OF DIRECTORS

This corporation shall have members. The eligibility, rights and obligations of the members will be determined by the corporation's bylaws.

The management of the affairs of the corporation shall be vested in a board of directors, as defined by the corporation's bylaws. No director shall have any right, title or interest in or to any property of the corporation.

Members of the initial board of directors shall serve until the first annual meeting, at which their successors will be duly elected and qualified, or removed as provided in the bylaws.

Any action required or permitted to be taken at a meeting of the board of directors may be taken by written action signed by the number of board members that would be required to take the same action at a meeting of the board at which all board members were present.

ARTICLE VI — PERSONAL LIABILITY

No member, officer or director of this corporation shall be personally liable for the debts or obligations of this corporation of any nature whatsoever, nor shall any of the property of the members, officers or directors be subject to the payment of the debts or obligations of this corporation.

ARTICLE VII - DURATION/DISSOLUTION

The duration of the corporate existence shall be perpetual until dissolution.


Upon the dissolution of the corporation, assets of the corporation shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

ARTICLE VIII - INCORPORATORS

In witness whereof, we, the undersigned, have hereunto subscribed my name for the purpose of forming the corporation under the laws of the State of Minnesota and certify I have executed these Articles of Incorporation this 30th day of October, 2018.

Incorporator Name Jennifer Hahn

Incorporator Address, City, State, ZIP 720 S Payne St, New Ulm, MN 56073

Incorporator Signature 



Work Item 1045887800043
Original File Number 1045887800043

STATE OF MINNESOTA
OFFICE OF THE SECRETARY OF STATE
FILED
11/21/2018 11:59 PM

A handwritten signature in black ink that reads "Steve Simon". The signature is fluid and cursive.

Steve Simon
Secretary of State

Minnesota Soil Health Coalition 3 Year Financial Plan		9/22/2019
• Creation of and management of website to serve information sharing of technical information, events, mentor network, membership, contact list of specialists, and links to pertinent information		\$18,000
• Create a system to input, manage, and update Coalition membership including collecting dues		\$4,000
• Complete submittals of paperwork for the Coalition to be a tax exempt 501(3)C organization		\$900
• Create and maintain mentor network including contacting, collecting, data input, and managing information		\$7,000
• Create and maintain the network list of producers including collecting, data input, and managing information		\$1,200
• Create, monitor, and maintain on online forum for questions and discussion		\$5,000
• Create and maintain a list of specialists		\$1,000
• Board meeting materials		\$500
• Outreach:		
○ Plan and host our kickoff event including venue, speakers, refreshments, and announcements		\$8,500
○ Meetings to provide education and producer input on employing soil health practices in Minnesota (3 per year)		\$10,000
○ Field days to provide education, hands on learning, and producer input on employing soil health practices in Minnesota (3 per year)		\$40,000
○ Create and distribute literature promoting events and the Coalition		\$4,000
• Develop agreements, sampling protocol, acquire tools, complete data entry, sampling, management of data, and analysis of soil health testing as well as sharing of the findings (20 sites per year)		\$36,308
• Establish a research-based agreement with a Minnesota College for a minimum of 5 years to allow testing, education, data and information exchange of soil health practices in Minnesota		\$45,000
• Develop market power by developing protocol and creating relationships with businesses to execute the grown sustainably/regeneratively brand		\$8,000
• Promotion of partner events, updating calendar of events, providing contact lists as requested, updating website, creating technical information, creating outreach materials		\$1,500
• One staff part time year 1, full time years 2 & 3 and intern years 2 & 3		\$183,570
• Administrative paperwork (taxes, refiling, maintaining Coalition status)		\$5,000
Total 3 Year Budget		\$374,478
In Kind: Steering committee conducting planning meetings, developing and filing Coalition documents, Board and members time conducting board meetings, Coalition officer's activities, mentors working with other producers, board members meeting with partners, planning and executing outreach and education, researching and securing potential funding sources. Developing and maintaining memberships, mentor, contact, and specialist networks, maintaining and regulating the online forum, developing and implementing soil sampling protocol and management tracking, establishing and maintaining a research-based agreement with a Minnesota College, and developing market power of sustainably/regenerative ag working with partners and industry.		\$675,540



**FY2019 SE MN WELL SEALING PROGRAM
SUB-AGREEMENT BETWEEN THE WABASHA SOIL AND WATER
CONSERVATION DISTRICT AND MOWER SOIL & WATER
CONSERVATION DISTRICT
AMENDMENT 1**

This **AGREEMENT** is between the Wabasha Soil and Water Conservation District (hereinafter referred to as "the District"), 611 Broadway Ave., Suite 10, Wabasha, MN 55981 and Mower Soil & Water Conservation District (hereinafter referred to as "the Subrecipient").

1. STATEMENT OF PURPOSE

The purpose of this AGREEMENT is to clarify the roles and responsibilities of the parties regarding the project entitled, "SE MN Well Sealing Program" (hereinafter referred to as "the Project") made possible through a grant received from the Board of Water and Soil Resources (BWSR) Clean Water Fund (CWF)

11. SCOPE OF SERVICES AND SPECIFIC DUTIES

The District has agreed to provide funding to the Subrecipient for implementation of the Project. The Subrecipient will complete the duties described in "Exhibit A" for each recipient. Subject to approval by the authorized representative of the District, the Subrecipient may modify "Exhibit A" through a written addendum to this Agreement which is signed by both parties. Some changes may require approval of the grantor, BWSR.

The Subrecipient also agrees to adhere to the provisions of the attached State of Minnesota Grant Agreement, including "Exhibit A" (Project Workplan)

111. PAYMENT TERMS AND REPORTING REQUIREMENTS

- A. REPORTING.** The Sub-recipient will submit invoices to the District documenting progress toward completion of deliverables/activities outlined in Exhibit A. The sub-recipient will notify the District of their intent to contract with a landowner for Practice Implementation prior to approval of the contract. This notification should include the dollar amount, so the District can confirm whether or not there are sufficient funds for the proposed project.
- B. TERM.** The Sub-recipient may expend grant funds toward completion of deliverables/activities in Exhibit A from the final signing of this agreement by all parties to November 30, 2020, or until all work under this Agreement is completed



and payments made, whichever occurs first, unless earlier terminated by law or according to the provisions of this Agreement.

C. AMOUNT. During the term of this agreement, the Sub-recipient may bill the District up to ~~\$5,000~~ **\$10,000** (amended to add an additional \$5,000) for work completed as described in Exhibit A for expenses incurred toward completion of their portion of the eLINK work plan. This equal amount will be allocated initially to each sub-recipient equally. Once expended, need for further funds may be reevaluated on a regional basis with consideration to priorities described as the levels of priority in Exhibit A and available funds will be redistributed accordingly.

D. PAYMENT SCHEDULE. All payments will be a reimbursement. Upon execution of this Agreement the Sub-recipient may present itemized invoices to the District for work actually performed and the supporting documentation. The District will provide a copy of the invoice to be completed for all reimbursement requests, including Ag Practice Implementation (cost-share).

The District will process reimbursement to the Sub-recipient upon receipt of a qualifying invoice. There may be delays in payment from waiting for the District approval or if reimbursement requests overlap a BWSR allocation of the next 40% or 10% of the grant. Invoices for payment will be sent to: (or his/her successor)

Terri.peters@mn.nacdnet.net

Or

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

IV. CONTRACT CLAUSES

A. Ownership of Project Materials. All materials prepared or developed by the Subrecipient hereunder, including documents, notes, reports, data, and samples shall become the property of the District when prepared, whether delivered to the District or not, and shall be delivered to the District upon request. The District will be responsible for responding to any data practices requests pertaining to this data.

B. Changes. The District may at any time issue written directions requiring additional work within the Work Plan and any amendments thereto, or directing the addition of, omission of, or variation in Work. If such direction results in a material change in the amount or character of Work, Subrecipient will prepare a scope of Work and cost estimate and forward it to District's representative. District may issue the Subrecipient notice to proceed with this change or request an alteration in the scope of Work, or not authorize the Work.

C. Indemnity and Hold Harmless. Subrecipient shall indemnify the District, its directors, officers, employees, and agents against damages, penalties, costs, or



expenses incurred in connection with any alleged violation of any federal, state, or local law or regulation regulating the Work performed hereunder or any part thereof.

Subrecipient agrees to indemnify and hold harmless the District, its directors, officers, employees, and agents against and from loss, claims, or suits, including costs and attorney's fees, for, or on account of injury, bodily or otherwise, or death, of persons, or damage to or destruction of property belonging to the District or others arising out of the negligent performance of the Work hereunder by the Subrecipient. Subrecipient shall, in no event, be liable for loss or damage attributable to District or its representatives or agents. Subrecipient's liability shall be limited by the provisions of Minnesota Statutes Chapter 466 or other applicable law. Nothing herein shall be construed to limit either party from asserting against third parties any defenses or immunities (including common law, statutory and constitutional) it may have or be construed to create a basis for a claim or suit when none would otherwise exist.

- D. Non-assignment.** Subrecipient shall not assign this Agreement nor delegate or subcontract any of the Work to be performed without the District's written consent. If assignment, delegation, or subcontract is done with such consent, it shall not relieve Subrecipient from its responsibility for the performance of any of its obligations hereunder.
- E. Complete Agreement.** This Agreement constitutes the final expression of the parties' agreement, and the complete and exclusive statement of the terms agreed upon. This Agreement supersedes all prior negotiations, understandings, agreements and representations. There are no oral or written understandings, agreements or representations not specified herein.
- F. Independent Contractor Status.** Subrecipient is an Independent Contractor. Nothing contained in this Agreement is intended or should be construed as creating the relationship of co-partners or joint ventures between the parties. Subrecipient will be responsible for any federal or state taxes applicable to this payment. No tenure or any rights or benefits, including workers' compensation, unemployment insurance, medical care, sick leave, vacation leave, severance pay, Public Employment Retirement Association or other benefits available to Subrecipient employees, shall accrue to the District or its employees performing services under this Agreement.
- G. Worker Health, Safety and Training.** Subrecipient shall be solely responsible for the health and safety of its employees in connection with the work performed under this Contract. Subrecipient shall make arrangements to ensure the health and safety of all subcontractors and other persons who may perform work in connection with this Contract. Subrecipient shall ensure all personnel of Subrecipient and subcontractors are properly trained and supervised and, when applicable, duly licensed or certified appropriate to the tasks engaged in under this Contract.



Subrecipient shall comply with federal, state and local occupational safety and health standards, regulations and rules promulgated pursuant to the Occupational Health and Safety Act which are applicable to the work to be performed by Subrecipient

- H. Legal Compliance.** Subrecipient and the District shall comply with all applicable federal and state statutes and regulations as well as local ordinances now in effect or hereafter adopted.
- I. Data Privacy.** For purposes of this Contract all data created, collected, received, stored, used, maintained, or disseminated by Subrecipient in the performance of this Contract is subject to the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13 and the Minnesota Rules implementing the Act now in force or hereafter adopted as well as the federal laws on data privacy.
- J. Business Records.** Subrecipient shall keep such business records pursuant to this Agreement as would be kept by a reasonably prudent practitioner of Subrecipient's profession. Subrecipient shall maintain such records for at least 6 years from the date services or payment were last provided or made or longer if any audit in progress requires a longer retention period. All accounting records shall be kept in accordance with generally accepted accounting practices. The District shall have the right to audit and review all such documents and records at any time during Subrecipient's regular business hours or upon reasonable notice. These records are subject to examination, duplication, transcription and audit by the District and either the Legislative or State Auditor of the State of Minnesota pursuant to Minnesota Statute § 16C.05, subd 5. Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Contract.
- K. Force Majeure.** Neither party shall be held responsible for delay or failure to perform caused by fire, flood, epidemic, strikes, riot, acts of God, unusually severe weather, terrorism, war, acts of public authorities other than Wabasha County or delays or defaults caused by public carriers which was beyond a party's reasonable control, provided the defaulting party gives notice as soon as possible to the other party of the inability to perform.
- L. Waiver.** The failure of the District or Subrecipient to enforce one or more of the terms or conditions of the Contract or to exercise any of its rights or privileges, or the waiver by either party of any breach of such terms or conditions, shall not be construed as thereafter waiving any such terms, conditions, rights, or privileges, and the same shall continue and remain in force and effect as if no waiver had occurred.
- M. Notices.** All official notices, shall be sufficiently given when delivered or mailed, certified mail, postage prepaid, to the parties at their respective places of business as set forth below or at a place designated hereafter in writing by the parties.



For the District: 611 Broadway Ave., Suite 10, Wabasha, MN 55981
For Mower SWCD: 1408 21st Ave. NW, Ste #2, Austin, MN 55912

- N. Interpretation, Jurisdiction and Venue.** All contractual agreements shall be subject to, governed by, and construed and interpreted solely according to the laws of the State of Minnesota. Both parties hereby consent and submit to the jurisdiction of the appropriate courts of Minnesota or of the United States having jurisdiction in Minnesota for adjudication of any suit or cause of action arising under or in connection with the contract documents, or the performance of such contract, and agrees that any such suit or cause of action may be brought in any such court.
- O. Severability.** The parties agree that if any term or provision of this contract is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the contract did not contain the particular term or provision held to be invalid.
- P. Agreement to Mediate Disputes.** In the event that any dispute arises between the parties in relation to this Agreement, or out of this Agreement, and the dispute is not resolved by negotiation, the parties may agree to submit the dispute to mediation. The parties further agree that their participation in mediation is a condition precedent to any party pursuing any other available remedy in relation to the dispute.
Any party to the dispute may give written notice to the other party of his or her desire to commence mediation, and a mediation session must take place within [30] days after the date that such notice is given.

The parties must jointly appoint a mutually acceptable mediator. If the parties are unable to agree upon the appointment of a mediator within [7] days after a party has given notice of a desire to mediate the dispute, any party may apply to any organization or person agreed to by the parties for appointment of a mediator.

The parties further agree to share equally the costs of the mediation, which costs will not include costs incurred by a party for representation by counsel at the mediation.
- Q. Default and Termination.** Either party by written notice of default (including breach of contract) to the other party may terminate the whole or any part of this agreement if the other party fails to perform any of the provisions of this contract, and after receipt of written notice from the first party, fails to correct such failures a period of 10 days or such longer period as the first party may authorize in writing after receipt of notice from the first party specifying such failure.
- R. Merger Clause.** This agreement constitutes the final expression of the parties' agreement, and the complete and exclusive statement of the terms agreed upon.



This agreement supersedes all prior negotiations, understanding, agreements, and representations. There are no oral or written understandings, agreements or representations not specified herein. Furthermore, no waiver, consent, modification, or change of terms of this agreement shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification, or change shall be effective only in the specific instance and for the specific purpose given.

V. AGREEMENT EFFECTIVE DATE

This agreement is effective upon execution by all parties.

Approved and accepted for:

FOR THE WABASHA SOIL AND WATER CONSERVATION DISTRICT

Terri Peters, District Manager
As assigned by the District Board of Supervisors

Date

FOR THE SUBRECIPIENT

Name

Title

Date



Exhibit A (Work Plan)

Clean Water Fund FY 2019

SE MN Regional Well Sealing

Amendment 1 to sub-agreement for Mower County

OBJECTIVE:

To protect drinking water by sealing wells in the most vulnerable groundwater areas of the region. Reference attached map for eligible counties and areas. Participating counties could potentially include: Fillmore, Goodhue, Wabasha, Rice, Mower, Winona, Houston, Dodge, Steele, Olmsted. Some counties will opt out of acceptance.

Total Grant: \$ 55,000.00 Grant Period: April 2019 – December 31, 2020

GUIDELINES:

- I. Administration and Coordination: Wabasha Soil & Water Conservation District will provide all administrative responsibilities on this program including grant reporting, financial responsibilities and sub-agreement development. No other administrative expenses will be allowed in this program related to SWCD sub-agreement administration.
 - A. \$5,000 Total = Wabasha SWCD will use the allowable BWSR billable rate for the admin/bookkeeper and the district manager who will provide administrative services to manage the SE MN Well Sealing CWF Grant. Billable rate calculated on January 1st annually.
Sub-agreement amended to add additional \$5,000 to Mower County
 - B. Each sub-recipient must report \$1,000 total non-state match in staff time or allowable expenses to equal \$5,000 total match required in the FY2019 SE MN Regional Well Sealing CWF Grant.
Sub-agreement amended to add additional \$1,000 total non-state match in staff time or allowable expenses to Mower County
- II. Cost Share Rates and Limits:
 - A. Well sealing – each eligible well owner is allowed 50% cost-share up to \$1,000
 - B. Each sub-recipient must show well sealing received at least 50% of funding from landowner or other non-state sources to report to total match of \$50,000 required in the FY2019 SE MN Regional Well Sealing CWF Grant.
 - C. Grant Total: \$50,000 Each sub-recipient will be provided a sub-agreement to address targeted areas in their county. Each sub-recipient will be allocated \$5,000



initially to be reevaluated as funds are expended and requested according to priorities outlined for eligibility in Priority Levels 1 through 3 (below).

- D. Subrecipients will be responsible for prioritizing and providing documentation to the Wabasha SWCD as described below.

III. Landowner Eligibility:

- A. Wells within an identified Wellhead Protection Area (WHPA), Drinking Water Supply Management Areas (DWSMAs) or areas of documented groundwater contamination. DWSMAs designated as very high and high vulnerability will be given priority for funding. If funds remain landowners in other vulnerable ground water areas will be eligible. Reference attached map for areas defined below. The following is an outline of the funding eligibility:
 - 1. Priority Level 1 –Wells within an identified DWSMAs documented as very high and high vulnerability, WHPA or area of documented groundwater contamination
 - 2. Priority Level 2 - Wells drilled in the same aquifer as one or more nearby public water supply well as designated by Minnesota Department of Health
 - 3. Priority Level 3 – Wells located in vulnerable groundwater areas indicated in figure 1

Given the shortened time frame of the grant, counties may submit projects as encumbered to Wabasha SWCD as identified on as frequent as a monthly basis for approval based on priorities listed above. Please include how approved projects meet priority levels. This method will allow tracking spending ongoing and ability to request future 40% grant funds at a sooner opportunity.

- E. Cost-share funds will only be provided to applicants that use a licensed well driller to seal their well. Well must be sealed by a MDH licensed well contractor and once well is fully sealed, contractor will submit a Well and Boring Sealing Record to MDH. This information must be available by the sub-recipient, as requested, to provide evidence of justifiable spending to this grant to the Wabasha SWCD and/or BWSR.
- F. Cost-share contracts with landowners will be developed though the local SWCD office or designated County department and will require local board approval for contracting and final reimbursements to assure proper documentation of funding occurs and for proof a licensed well driller conducted the sealing (as described in previous item).
- G. The LGU Board can delegate their authority to enter into contracts and provide payment on the contracts to the Manager, Administrator or appropriate Department Head. However, the approval of the expenditure of grant funds must be documented within their board meeting minutes.

National Association of Conservation Districts

CONSERVATION INVESTMENT

Customer #: 39053

Wabasha SWCD
611 Broadway Ave Ste 10
Wabasha, MN 55981-1988

Phone:
Email: terri.peters@mn.nacdnet.net
URL:
Facebook:
Twitter
Other:

Investment Date: October 1, 2019

Review your information!
Submit updates online or with your renewal

PLEASE RENEW YOUR MEMBERSHIP NOW!

This is the first invoice for NACD's 2020 fiscal year which runs October 1, 2019 to September 30, 2020. We hope you continue to show your support for your National Association with a membership contribution. Complete the application form and send with payment to NACD headquarters.



Ian Cunningham
NACD Secretary/Treasurer

Conservation Investment FY20 (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)
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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. _____ Exp. Date _____ Name on Card _____ Signature _____
---	---

STAY IN TOUCH!

Please provide contact information for individuals you wish to grant access to the members only page.

Name	Title	Email

Mail check and form to:

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

BUSINESS

In southeast Minnesota, swollen river threatens to reclaim cropland

Farmers in southeast Minnesota see record rainfall drowning fertile bottom land, pushing it out of production.

By Adam Belz (<http://www.startribune.com/adam-belz/158965945/>) Star Tribune |

OCTOBER 19, 2019 — 6:33PM

THEILMAN, Minn. — It rained 10 inches here in July, twice as much as the year before, and the dike protecting Albert Carlson's farmland along the Zumbro River didn't stand a chance.

The swollen river rushed across the forested flood plain next to the cornfield, then blew a 150-foot hole in the earthen barrier, deposited sand a couple feet deep in the black dirt and submerged Carlson's fields, which he rents to a local farmer, for six weeks.

"Every year it comes up and floods, but this is the first time it tore a hole like this," said Carlson, standing atop the ruined dike, looking down into a pool of water 80 feet wide and at least 10 feet deeper than the level of his 120 acres of farmland.

The crop was destroyed. Carlson doesn't know how he can rent the land out in 2020 unless he can repair the dike, which could cost as much as \$30,000. Since there is no government assistance available to repair it, and Carlson is reluctant to pay for repairs himself, a likely outcome is that the river will reclaim the land.

The Zumbro River watershed collects from the areas around Rochester, Pine Island and Zumbrota and gathers in a stream that empties into the Mississippi River south of Wabasha. Near Theilman, where the landscape is hilly and bluffs rise on either side of the river valley, farmers built dikes in the 1960s and 1970s to carve out plots of fertile cropland in the river bottom.

But heavier rainstorms in the last 10 years have made the Zumbro more volatile. The river is punching holes in berms up and down the valley, destroying crops and making the land more difficult to farm.

This year, rain gauges in Rochester, up the Zumbro from Theilman, recorded the highest total in 133 years — 20 inches more rainfall than normal. That water takes about 24 hours to reach Theilman, which saw heavy rain itself and endured a rapid melt-off from winter snow.

"Those berms, they weren't really built to withstand the weather events and peak flows and flooding that's happening," said Terri Peters, district manager for the Wabasha County Soil and Water Conservation District.

The Minnesota State Climatology Office said the heavier rains causing these changes in the Zumbro River Valley are a result of climate change (https://files.dnr.state.mn.us/natural_resources/climate/change/climatechange-factsheet.pdf). Since 2000, the number of rainfalls of 3 inches or more have increased 65% in Minnesota, and widespread rains of more than 6 inches are four times more likely.

"It's the bigger rain events, the larger amounts of rain in a shorter amount of time," Peters said. "Flows are increased and the water's going so fast that it's eating away at the sandy banks, especially from underneath, and then the top falls in."

Across the river from Carlson's land near Theilman, farmland owned by Bruce Wilson's family is also protected by berms. The river is eating away fast at the bank just below the levee.



DAVID JOLIS — STAR TRIBUNE



DAVID JOLIS, STAR TRIBUNE

Landowner Albert Carlson, stands on land that would normally be a large cornfield.

"Some places since 2010 it's ate away 40 feet," Wilson said, as he looked out over a bend in the river.

He drove an all-terrain vehicle along a field of pitiful-looking corn below his home. The field was shot with winter rye, the hallmark of a field where crops were destroyed and the farmer is collecting crop insurance.

The levee on Wilson's side of the river was breached in three places this summer. The river dumped sand in the fields and submerged them for weeks.

"This all was corn here, and it all was lost," Wilson said, gesturing to a field full of low, green winter rye.

He pointed to a swamp along the south side of the valley and said he suspects the river once ran through it, and may again some day in the future.

"That's just nature," Wilson said. "You can't control water."

Wilson's and Carlson's fathers cleared forest and built dikes around the land in the 1960s, helping each other. For decades, the berms worked, bringing fertile land into productivity. The river sometimes came over the top, but it was gentler in past decades. The water receded and the cropland was viable.

"It's done it four times since 1987, but it's never done this much damage before," Carlson said.

Carlson, who lives 7 miles to the north and owns a company in Pine Island that sells glue to repair horse hooves, said he has looked into getting disaster funding to repair his dike, but it's not available.

"I don't know what to do," he said. "We pay about \$19,000 in taxes on the land and we can't farm it."

Peters from the Soil and Water Conservation District said she has received several calls from farmers asking for help with their dikes, but there are no government funds to repair midcentury earthen berms protecting farmland. And the view at the agency is that the river will move as the river wants.

Farmers could install riprap rock levies along the river to protect their land, but that's even more expensive. They would also speed up the river, causing problems farther downstream, and wouldn't help with rising groundwater, which is another challenge for farmland in the river bottom.

"I don't feel like there's even enough to say to some of these people that are dealing with losing their cropland," Peters said. "It's a really big challenge for us right now."

Adam Belz is the agriculture reporter for the Star Tribune. He previously spent one-and-a-half years reporting at Minneapolis City Hall and four years covering economics. Before that, he reported for the Des Moines Register and Cedar Rapids Gazette.

adam.belz@startribune.com

612-673-4405

adambelz



MITCH RIGELMAN, WABASHA COUNTY SOIL & WATER
CONSERVATION DISTRICT

Aerial drone photos show what the Zumbro River left behind over Albert Carlson's 120 acres near Theilman, Minn. Record rainfall upriver and

FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: Jeremy Holst

Address: 30338 670th St


City, State, Zip: Lake City, MN 55041

Contract No.: 17-Capacity-3 Total Amount Authorized: \$1,800.00
(from contract)

Practice	Quantity	Unit	Unit Rate	Total
340 cover crops - planted 2 species on 20 ac	20	acres	\$30.00	\$600.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

PAYMENT REQUEST: \$600.00

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


Payee Signature

10-15-19
Date

PAYMENT AND CERTIFICATION INFORMATION


A. Type of request (partial or final): final
B. Payment amount requested: \$600.00
C. Total Amount Authorized: \$1,800.00
D. Total previous partial payments: \$1,200.00
E. Amount available (C - D): \$600.00

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

\$600.00

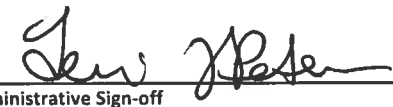
Technical Certification

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


Technical Assistance Provider
10-15-19
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
10-16-19
Date

FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: Bryton Miller

Address: 59751 Hwy 42

City, State, Zip: Kellogg, MN 55945

Contract No.: 17-Capacity-2 Total Amount Authorized: \$1,800.00
(from contract)

Practice	Quantity	Unit	Unit Rate	Total
340 cover crops - planted 2 species on 20 ac	20	acres	\$30.00	\$600.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

PAYMENT REQUEST: \$600.00

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

Bryton Miller
Payee Signature

10-15-19
Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): final
B. Payment amount requested: \$600.00
C. Total Amount Authorized: \$1,800.00
D. Total previous partial payments: \$1,200.00
E. Amount available (C - D): \$600.00

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

\$600.00

Technical Certification

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

J. Wahl
Technical Assistance Provider

10-15-19
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.

Don J. Miller
Administrative Sign-off

10-16-19
Date

FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: **Leo Kottschade**

Address: **22321 575th St**

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

55964

Contract No.: **18-Capacity-1**

Total Amount Authorized:

\$2,700.00

(from contract)

Practice	Quantity	Unit	Unit Rate	Total
340 -cover crop payment for planting 2 species	30	acres	\$30.00	\$900.00

PAYMENT REQUEST:

\$900.00

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

Leo Kottschade

Payee Signature

Oct 15 2019

Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final):

partial (2nd yr)

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.

J. Wahls

Technical Assistance Provider

10-15-19

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.

Leri H. H.

Administrative Sign-off

10-16-19

Date

FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: Tom Miller

Address: 60503 Hwy 42

City, State, Zip: Kellogg, MN 55945

Contract No.: 17-Capacity-1 Total Amount Authorized: \$600.00
(from contract)

Practice	Quantity	Unit	Unit Rate	Total
340 - cover crops planted on 20 ac	20	acres	\$30.00	\$600.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

PAYMENT REQUEST: \$600.00

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

Tom Miller
Payee Signature

10-15-19
Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): Final
B. Payment amount requested: \$600.00
C. Total Amount Authorized: \$1,800.00
D. Total previous partial payments: \$1,200.00
E. Amount available (C - D) \$600.00

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

\$600.00

Technical Certification

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

J. Wahls
Technical Representative

10-15-19
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.

Leri Heber
Administrative Sign-off

10-16-19
Date

FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: Dalon Miller

Address: 60503 Hwy 42

City, State, Zip: Kellogg, MN 55945

Contract No.: 17-Capacity-1 Total Amount Authorized: \$600.00
(from contract)

Practice	Quantity	Unit	Unit Rate	Total
340 - cover crops 2 species mix	20	acres	\$30.00	\$600.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

PAYMENT REQUEST: \$600.00

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

Dalon Miller
Payee Signature

10-15-19
Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): Final
B. Payment amount requested: \$600.00
C. Total Amount Authorized: \$1,800.00
D. Total previous partial payments: \$1,200.00
E. Amount available (C - D): \$600.00

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

\$600.00

Technical Certification

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

J. Wahls
Technical Representative

10-15-19
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.

Dei Heden
Administrative Sign-off

10-16-19
Date

FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: **Bruce Wood**

Address: **22062 Cty Rd 27**

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

55964

Contract No.: **19-Capacity-4**

Total Amount Authorized:

\$2,250.00

(from contract)

Practice	Quantity	Unit	Unit Rate	Total
Payment for 25 acres of cover crops practice 340	25	acres	\$30.00	\$750.00

PAYMENT REQUEST:

\$750.00

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



Payee Signature

10/22/19

Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final):

partial (yr 1)

B. Payment amount requested:

\$750.00

C. Total Amount Authorized:

\$2,250.00

D. Total previous partial payments:

E. Amount available (C - D)

\$2,250.00

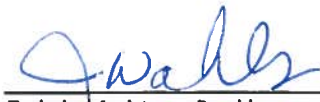
Amount Approved for This Voucher:

\$750.00

(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

10/22/19

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

10/22/19

Date



Grant Workplan Buffer Law 2020

Grant Title - 2020 - Buffer Law (Wabasha SWCD)

Grant ID - P20-7624

Organization - Wabasha SWCD

Original Awarded Amount	\$20,000.00	Grant Execution Date	
Required Match Amount	\$0.00	Original Grant End Date	12/31/2022
Required Match %	0%	Grant Day To Day Contact	Terri Peters
Current Awarded Amount	\$20,000.00	Current End Date	12/31/2022

Budget Summary

	Budgeted	Spent	Balance Remaining
Total Grant Amount	\$20,000.00	\$0.00	\$20,000.00
Total Match Amount	\$0.00	\$0.00	\$0.00
Total Other Funds	\$0.00	\$0.00	\$0.00
Total	\$20,000.00	\$0.00	\$20,000.00

**Grant balance remaining is the difference between the Awarded Amount and the Spent Amount. Other values compare budgeted and spent amounts.*

Budget Details

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
Outreach and Technical Assistance	Technical/Engineering Assistance	Current State Grant	2020 - Buffer Law (Wabasha SWCD)	\$17,000.00			N
Supplies/Equipment	Supplies/Equipment	Current State Grant	2020 - Buffer Law (Wabasha SWCD)	\$3,000.00			N

Activity Details Summary

Activity Details	Total Action Count	Total Activity Mapped	Proposed Size / Unit	Actual Size / Unit
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Proposed Activity Indicators

Activity Name	Indicator Name	Value & Units	Waterbody	Calculation Tool	Comments
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Grant Activity

Grant Activity - Outreach and Technical Assistance	
Description	<p>rom Objective 3: Enforce Row Crop Setbacks from the 2015-2025 Wabasha County Comprehensive Water Plan and Actions Items 3b: Utilize GIS land use buffer to identify location needs of buffers on layer and Action Item 3c: Provide Wabasha County Environmental Services Department with proper technical support when addressing buffer related issues.</p> <p>The Wabasha SWCD will obtain and use aerial imagery to continue compliance tracking for the Buffer Law. Staff will also field verify compliance. Staff will reach out to landowners and inform them on any updates to the Buffer Law, violations of the Buffer Law, and work with them to get back into compliance with the Buffer Law and assist the County with determinations in the enforcement stages of the Buffer Law.</p>
Category	TECHNICAL/ENGINEERING ASSISTANCE
Has Rates and Hours?	Yes

Grant Activity - Supplies/Equipment

Description	<p>From Objective 3: Enforce Row Crop Setbacks from the 2015-2025 Wabasha County Comprehensive Water Plan and Actions Items 3b: Utilize GIS land use buffer to identify location needs of buffers on layer and Action Item 3c: Provide Wabasha County Environmental Services Department with proper technical support when addressing buffer related issues.</p> <p>The Wabasha County SWCD will purchase supplies and/or equipment needed by the district to implement the Buffer Law, including, but not limited to, paper, stamps, envelopes, flags. Partial funding of a drone (with license and registration and possible partial funding towards a four wheeler. Remainder of funds necessary would be taken from Capacity funding (various years) and/or 2019 Buffer Law funding</p>
Category	SUPPLIES/EQUIPMENT
Has Rates and Hours?	No

Grant Attachments

Document Name	Document Type	Description
2020 SWCD Local Capacity and Buffer Law Implementation	Grant Agreement	2020 SWCD Local Capacity and Buffer Law Implementation - Wabasha SWCD
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 09/16/2019

Grant Workplan

SWCD Local Capacity Services 2020

Grant Title - 2020 - SWCD Local Capacity Services (Wabasha SWCD)

Grant ID - P20-7534

Organization - Wabasha SWCD

Original Awarded Amount	\$111,348.00	Grant Execution Date	
Required Match Amount	\$0.00	Original Grant End Date	12/31/2022
Required Match %	0%	Grant Day To Day Contact	Terri Peters
Current Awarded Amount	\$111,348.00	Current End Date	12/31/2022

Budget Summary

	Budgeted	Spent	Balance Remaining
Total Grant Amount	\$111,348.00	\$0.00	\$111,348.00
Total Match Amount	\$0.00	\$0.00	\$0.00
Total Other Funds	\$0.00	\$0.00	\$0.00
Total	\$111,348.00	\$0.00	\$111,348.00

**Grant balance remaining is the difference between the Awarded Amount and the Spent Amount. Other values compare budgeted and spent amounts.*

Budget Details

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
Administration/Coordination	Administration /Coordination	Current State Grant	2020 - SWCD Local Capacity Services (Wabasha SWCD)	\$5,000.00			N
FY2020 Technical Services	Technical/Engineering Assistance	Current State Grant	2020 - SWCD Local Capacity Services (Wabasha SWCD)	\$55,000.00			N
Outreach and Educational Activities	Education/Information	Current State Grant	2020 - SWCD Local Capacity Services (Wabasha SWCD)	\$3,000.00			N

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
Soil Erosion-Cost Share	Agricultural Practices	Current State Grant	2020 - SWCD Local Capacity Services (Wabasha SWCD)	\$28,348.00			N
Staff Training	Administration /Coordination	Current State Grant	2020 - SWCD Local Capacity Services (Wabasha SWCD)	\$10,000.00			N
Technology/Equipment	Supplies/Equipment	Current State Grant	2020 - SWCD Local Capacity Services (Wabasha SWCD)	\$10,000.00			N

Activity Details Summary

Activity Details	Total Action Count	Total Activity Mapped	Proposed Size / Unit	Actual Size / Unit
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Proposed Activity Indicators

Activity Name	Indicator Name	Value & Units	Waterbody	Calculation Tool	Comments
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Grant Activity

Grant Activity - Administration/Coordination	
Description	Activities done by SWCD staff to administer grant fund related projects to include, but are not limited to, eLink and other reporting required by BWSR and for operations, supervising staff working on grant related activities and updating Board of Supervisors on activities. LWM Plan Objective 1 erosion and sediment control. Objective 2: Increase.... perennial vegetation.... Action Item 2b. ...create a District program to improve soil health such as cover crops.
Category	ADMINISTRATION/COORDINATION
Has Rates and Hours?	Yes

Grant Activity - FY2020 Technical Services

Description	2015-2025 Wabasha County LWM Plan: All priority concerns in the LWM Plan address need for technical services. This funding would serve to cover the time spent towards implementing the cost share items listed in the Capacity Funding Plan and those items that are not covered by other funding sources or where there is not sufficient funding for time spent. This will cover time for District Staff at their billable rate to provide technical services to aforementioned situations and for technical assistance provided to implement NRCS projects that will show services provided that will justify staff seats on federal computer/telephone system and related technical services. This could also be used to pay contractor for staff assistance on projects.
Category	TECHNICAL/ENGINEERING ASSISTANCE
Has Rates and Hours?	Yes

Grant Activity - Outreach and Educational Activities

Description	<p>Y2016 Soil Erosion: Outreach and Education</p> <p>To include, but not limited to coverage of costs of tours, educational events and field days, promotional events and materials, advertising, newsletters and media. The district hopes to add a cover crop field day, promote pasture and grazing, and there are potential demonstration field sites in the future. Educational events to promote any of these could be added with this fund pool and it is not limited to those options.</p> <p>2015 to 2025 Wabasha County LWM Plan</p> <p>To include, but not limited to outreach and education Action Item 1a: (under Objective 1 for Soil Erosion) Continue to work with Wabasha County landowners, residents and youth to provide information, education, and options to reduce soil erosion and improve water quality. Tools to be used are landowner personal contacts, educational events, media and public outreach.</p>
Category	EDUCATION/INFORMATION
Has Rates and Hours?	Yes

Grant Activity - Soil Erosion-Cost Share

Description	<p>Funds will be used to cost share the installation of practices consistent with the BWSR State Cost-Share Program Policy in Wabasha County. Practices may include Grade Stabilization Structure (410), Water and Sediment Control Basin (638), Grassed Waterway (412) or other practices as determined by the technician, TSA engineer, or USDA NRCS technicians and engineers.</p> <p>2015-2025 Wabasha County LWM Plan. Contracts with a flat rate payment for cover crops will be offered and will be consistent with the Non-Structural Land Management Practice Implementation Plan approved by the SWCD Board and BWSR, as well as the SWCD Local Policy.</p> <p>Objective 1: Provide technical and financial assistance to Wabasha County landowners who are interested in reducing erosion and sediment by implementing management practices thereby contributing to the effort to improve water quality.</p> <p>Action Item 1b: Seek funding and landowner interest to install 5 seeded acres of waterways, 5 structures, 1 terrace and 3 WASCOB systems per year.</p>
Category	AGRICULTURAL PRACTICES
Has Rates and Hours?	No

Grant Activity - Staff Training

Description	<p>Continue efforts to ensure staff are trained and have required levels of TAA to provide appropriate assistance for programs available through the district and to provide skills in advancing technology.</p> <p>2015-2025 Wabasha County LWM Plan: Soil Erosion: Objective 1: Provide technical and financial assistance to Wabasha County landowners who are interested in reducing erosion and sediment by implementing management practices thereby contributing to the effort to improve water quality.</p> <p>2015-2025 Wabasha County LWM Plan Priority Concerns: Soil Erosion, Nutrient and Manure Management, SSTS/Wells/Groundwater, Forest and Pasture Land, Watershed Management and Urban Issues.</p>
Category	ADMINISTRATION/COORDINATION
Has Rates and Hours?	Yes

Grant Activity - Technology/Equipment	
Description	<p>This will be used for equipment/technology/supplies needed to increase technical capacity. It will include, but is not limited to, the purchase of computers, programs and licenses to address office technology needs. It will also field technology additions. computer/software upgrades for staff.</p> <p>2015 to 2025 Wabasha County LWM Plan To include, but not limited to all priority concerns listed in plan. Soil Erosion, Nutrient & Manure Management, SSTs/Wells/Groundwater, Forest and Pasture Land, Watershed Management, and Urban Issues.</p>
Category	SUPPLIES/EQUIPMENT
Has Rates and Hours?	No

Grant Attachments

Document Name	Document Type	Description
2020 SWCD Local Capacity and Buffer Law Implementation	Grant Agreement	2020 SWCD Local Capacity and Buffer Law Implementation - Wabasha SWCD
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 09/16/2019