

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

We have call-in capabilities for up to 10 people. Phone# 651-560-1088 Access code # 0147478#.

**Wabasha Soil and Water Conservation  
District Regular Board Meeting  
January 26, 2023  
8:15 am  
County Conference  
Room  
625 Jefferson Ave.**

**I. CALL MEETING TO ORDER**

*Meeting called to order at 8:19 am by Lynn Zabel, Chair*

*Supervisors Present: Sharleen Klennert, Treasurer, Chet Ross, Co-Chair, Dag Knudsen, member and newly elected member Seth Tentis*

*Staff Present: Terri Peters, District Manager*

*Others Present: Adan Beilke, BWSR, John Benjamin, NRCS, Bob Walkes, County Commissioner, Jen Wahls, Landscape Connections LLC, Frank Klennert, citizen*

**II. PLEDGE ALLEGIANCE**

Welcome Seth Tentis to the Wabasha SWCD Board for District 4  
Everyone introduced themselves to Seth.

**III. AGENDA**

*Motioned by Klennert and seconded by Ross to approve the agenda as read.*

*Affirmative: Klennert, Ross, Knudsen, Zabel*

*Opposed: None*

*Motion Carried*

*Jen Wahls on the phone to read the Doughnut and Door Prize Resolution*

**A. The Doughnut and Door Prize Resolution – Board Action**

*(For Wabasha County Forestry Day, February 17, 2023)*

*Motioned by Klennert and seconded by Knudsen to approve the doughnut and door prize resolution \$100.00 for doughnuts and 100 trees for door prizes.*

*Affirmative: Klennert, Ross, Knudsen, Zabel*

*Opposed: None*

*Motion Carried*

**B. SWCD donation to MN Forestry Association (MFA) to sponsor Forestry Day \$  
-Board Action**

*Motioned by Sharleen and seconded by Knudsen to approve \$200.00 donation to the MN Forestry Association (MFA) to sponsor Forestry Day*

*Affirmative: Klennert, Ross, Knudsen, Zabel*

*Opposed: None*

*Motion Carried*

**IV. PUBLIC COMMENTS**

Comments limited to 5 minutes per speaker

**V. CONSENT AGENDA -Board Action**

*Items on the Consent Agenda are considered to be routine by the Board and may be enacted through one motion. Any item on the Consent Agenda may be removed by any of the Board members for separate consideration.*

- A. Tom Gerken voucher payment for Contract# 20-Capacity-1 in the amount of \$900.00 for 340 cover crops, final payment (Funding source FY20 Capacity)
- B. Prairie Ridge Farm LLP voucher payment for Contract# 21-CS-2 in the amount of \$9,505.00 for 410 Grade Stabilization and 412 Grassed Waterway. (Funding sources FY20 State Cost Share \$2,336.70, FY21 State Cost Share \$7,168.30)
- C. Travis Danckwart voucher payment for 19-Capacity-7 \$900.00 and 19-Capacity-8 \$900.00 for Final payments on Cover crops (Funding Source FY19 Capacity)

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

***Affirmative: Klennert, Ross, Knudsen, Zabel***

***Opposed: None***

***Motion Carried***

**NEW BUSINESS - MOVED UP**

**ELECTION OF SWCD BOARD OFFICERS for 2023 – Board Action**

- i. Chairman –  
***Knudsen nominated and Ross seconded Lynn Zabel for Chairman***  
***Affirmative: Klennert, Ross, Knudsen***  
***Opposed: None***  
***Motion Carried***
- ii. Vice Chairman –  
***Klennert nominated and Knudsen seconded Chet Ross for Vice Chair***  
***Affirmative: Klennert, Knudsen, Zabel***  
***Opposed: None***  
***Motion Carried***
- iii. Secretary –  
***Ross nominated and Klennert seconded Dag Knudsen for Secretary***  
***Affirmative: Klennert, Ross, Zabel***  
***Opposed: None***  
***Motion Carried***
- iv. Treasurer –  
***Ross nominated and Knudsen seconded Sharleen Klennert for Treasurer***  
***Affirmative: Ross, Knudsen, Zabel***  
***Opposed: None***  
***Motion Carried***
- v. Member at large – Seth Tentis

**VI. SECRETARY'S REPORT**

A. December 15, 2022 Meeting Minutes – **Board Action**

**Motioned by Knudsen and seconded by Ross to approve the Secretary's Report**

**Affirmative: Klennert, Ross, Knudsen, Zabel**

**Opposed: None**

**Motion Carried**

**VII. TREASURER'S REPORT – Board Action**

A. December District Financial Statements

B. December Program Record

**Motioned by Knudsen and seconded by Klennert to accept the December District Financial Statement and Program Record.**

**Affirmative: Klennert, Ross, Knudsen, Zabel**

**Opposed: None**

**Motion Carried**

**VIII. PAYMENT OF MONTHLY BILLS**

A. Monthly Bills in the amount of \$110,214.66 - **Board Action**

**Motioned by Klennert and seconded by Ross to approve Payment of the Monthly Bills in the amount of \$110,214.66**

**Affirmative: Klennert, Ross, Knudsen, Zabel**

**Opposed: None**

**Motion Carried**

**IX. DISTRICT REPORTS**

A. Chair Report – Lynn Zabel report later on agenda.

B. County Commissioner – Bob Walkes

**New County Attorney and New County Commissioner. New learning curve transition. Currently looking a short-range zoning and solar ordinances**

C. District Manager Report – Terri Peters

**Quarterly reports and end of year BWSR reports.**

**MPCA 319 grants**

**Gorman Creek project, bid out, receiving bids and choosing contractor**

**Redoing Staff Meeting – New goal sheet**

**WinLaC meeting. Public Hearing meeting tonight (1/26) in Winona SE Tech**

**1-25 JPB meeting and Manager's meeting**

D. NRCS Report – John Benjamin – (in packet) **John went through his report**

E. District Technician Report- Matt Kempinger (in packet)

F. Natural Resources Conservation Technician Report – Henry Stelten (in packet)

G. Bookkeeper/Administrative Assistant -Sue Cerwinske (in packet)

H. BWSR Report – Adam Beilke

***Tuesday the Government budget recommendations came out.***

***Watershed based funding that we currently have for the Zumbro, recommendation \$79 million for whole state. Funding for Winona La Crescent WinLaC***

***Soil health general funds \$12 million, Clean Water Fund \$27 million***

***Water storage practices \$17 million***

***These are recommendations and likely will get close to those numbers. Wait on legislative session.***

***If you have a chunk for soil health, be thinking about soil health practices, cover crops and other soil health practices to promote.***

***New Supervisor orientation meeting. High level orientation. Soil health practices and partners in the state. Try to set up something get idea of what date and time of day. Let Terri know who is interested.***

I. Other agencies – None

X. **OLD BUSINESS**

A. Conservation Project – Lynn (open to any Supervisor for ideas)

***Email from Clean River Partners. Want to do a soil chart of resources programs in SE MN. Conservation practices.***

***Adam said used to be Cannon River Watershed, nonprofit. Regionally based.***

***Alan Krause. Terri said she will respond and let him know what funds we have available.***

B. Gorman Creek Construction

i. MOU with Trout Unlimited – Board Action/Signature

***Motioned by Klennert and seconded by Ross to approve the MOU with Trout Unlimited.***

***Affirmative: Klennert, Ross, Knudsen, Zabel***

***Opposed: None***

***Motion Carried***

ii. DNR Contract Amendment – Board Action

***Motioned by Klennert and seconded by Ross to approve the DNR Contract Amendment.***

***Affirmative: Klennert, Ross, Knudsen, Zabel***

***Opposed: None***

***Motion Carried***

iii. Contract with Danckwart Landscaping & Excavating for \$387,028.20 – Board Action

***Motioned by Klennert and seconded by Knudsen to approve the contract with Danckwart Landscaping & Excavating for \$387,028.20***

***Affirmative: Klennert, Ross, Knudsen, Zabel***

***Opposed: None***

***Motion Carried***

iv. Signature authority for Terri Peters to sign document for Gorman Creek electronically – **Board Action**  
**Motioned by Ross and seconded by Knudsen to give Signature authority for Terri Peters to sign document for Gorman Creek electronically. DNR Docu-Sign.**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**

C. 2023 Tentative Meeting Dates on the Fourth Thursday of the month – with exception of Thursday's that conflict with a holiday - **Board Action**  
**Motioned by Klennert and seconded by Knudsen to approve the 2023 meeting time at 8:15 am and dates as listed. Change December 21, revisit down the line if it needs to be revised.**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**

## **XI. NEW BUSINESS**

- A. 2023 Committee Appointments-**Board Action**
- i. Personnel committee – **Lynn Zabel, Chet Ross**
  - ii. Finance Committee – **Sharleen Klennert, Chet Ross**
  - iii. Whitewater JPB – **Lynn Zabel**
  - iv. Zumbro 1W1P – **Dag Knudsen**
  - v. WinLaC 1W1P – **Lynn Zabel**
  - vi. SE SWCD Technical Support JPB – **Dag Knudsen**
  - vii. County Board Meeting Representative – This is a member of our board who will go to county meetings. – **Sharleen Klennert**
  - viii. Hiawatha Valley RC&D – **Dissolving**
- Motioned by Klennert and seconded by Ross to approve 2023 Committee Appointments as volunteered and discussed.**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**
- B. ELink Grant Reporting Signature Authority Resolution 01262023-1-**Board Action**  
**Motioned by Klennert and seconded by Knudsen to approve the ELink Grant Reporting Signature Authority Resolution 01262023-1**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**
- C. Designation of Official Newspaper Resolution 01262023-2 (Lake City Graphic) – **Board Action**  
**Motioned by Knudsen and seconded by Ross to approve the Designation of Official Newspaper Resolution 01232023-2 (Lake City Graphic)**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**

- D. Designation of Official Bank Depositories Resolution 01262023-3-Board Action  
**Motioned by Klennert and seconded by Knudsen to approve Designation of Official Bank Depositories Resolution 01262023-3**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**
- E. Designation of Signatories for Bank Accounts Resolution 01262023-4 – Board Action  
**Motioned by Klennert and seconded by Knudsen to approve Designation of Signatories for Bank Accounts Resolution 01262023-4**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**
- F. Supervisors Per Diem rates \$125.00. Supervisors and Staff Mileage .655 for 2023  
Resolution 01262023-5- Board Action  
**Motioned by Klennert and seconded by Knudsen to approve the Supervisors Per Diem rate \$125.00. Supervisors and Staff Mileage rate .655/mile for 2023 Resolution 01262023-5**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**
- G. Contract extension authority policy 1/26/2023  
**Motioned by Knudsen and seconded by Ross to approve the Contract extension authority policy 1/26/2023**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**
- H. Operational Rules and Guidelines for 2023 – Board Action/Each Supervisor sign  
**Motioned by Klennert and seconded by Ross to approve the Operational Rules and Guidelines for 2023**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**
- I. Bank Signatories -- Board Action – Delete this (bank signatories was 01262023-4)  
(Peoples State Bank will need a new signature card once we get Seth's information)
- J. Approve Budget – Board Action  
**Motioned by Klennert and seconded by Ross to Table approval of the budget until next month's meeting**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**
- K. Discussion on Bruce Wood Cover Crop Contract# 19-Capacity-4. Unable to get statement from him to cancel the contract, he does not want to continue it. SWCD Board consider formally acknowledging the cancellation of the contract  
**Bruce Wood Cover Crop Contract# 19-Capacity-4 to be canceled**

- L. Wabasha SWCD Local Cost Share Policy – **Board Action/Signature**  
**Motioned by Klennert and seconded by Ross to approve the Wabasha SWCD Local Cost Share Policy**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**
- M. FY2023 State of MN BWSR Clean Water Fund SWCD Capacity Program P23-2522 \$124,566.00 & Buffer Law Implementation Program P23-2612 \$17,000.00 Grant Agreement – **Board Action/Signature**  
**Motioned by Klennert and seconded by Ross to approve acceptance of the FY2023 State of MN BWSR Clean Water Fund SWCD Capacity Program P23-2522 \$124,566.00 and Buffer Law Implementation Program P23-2612 \$17,000.00 Grant Agreement.**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**
- N. FY2023 State of MN BWSR Clean Water Fund Grant Agreement C23-3363 \$178,725.00 – **Board Action/Signature**  
**Motioned by Klennert and seconded by Ross to approve acceptance of FY2023 State of MN BWSR Clean Water Fund Grant Agreement C23-3363 for \$178,725.00.**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**
- O. Brian Yotter AgBMP loan application for \$200,000.00  
Till manure applicator to be purchased in 2023 - **Board Action/Signature**  
**Motioned by Ross and seconded by Knudsen to approve Brian Yotter AgBMP loan application for \$200,000.00**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**
- P. Signature Authority for Terri Peters to sign all AgBMP Loan Applications electronically – **Board Action**  
**Motioned by Klennert and seconded by Ross to approve Signature Authority for Terri Peters to sign AgBMP loan applications up to \$200,000.00 to meet for loan requirements.**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**
- Q. Approve Mike Haase Contract# 22-CS-2 in the amount of \$1,000.00 for 314 Brush Management – **Board Action/Signature**  
(Funding source FY22 State Cost Share)  
**Motioned by Ross and seconded by Knudsen to approve Mike Haase Contract# 22-CS-2 in the amount of \$1,000.00 for 314 Brush Management**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**

- R. Approve Amendment#1 for Contract# 22-Capacity-1 to include the landowner Ikkar Manor LLC which was originally omitted from the contract. The land occupier will remain as Daniel Sell – **Board Action/Signature**  
(The original date, amount and the practices will remain unchanged)  
**Motioned by Knudsen and seconded by Ross to approve Amendment #1 for Contract# 22-Capacity-1 to include the landowner Ikkar Manor LLC which was originally omitted from the contract.**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**
- S. Ikkar Manor LLC voucher payment in the amount of \$17,546.40 for 22-Capacity-1 – **Board Action**  
(Ikkar Manor LLC is the landowner. Check was made out to Daniel Sell and that check did not go out and has been voided)  
(Funding source FY22 Capacity)  
**Motioned by Ross and seconded by Klennert to approve Ikkar Manor LLC voucher payment in the amount of \$17,546.40 for Contract# 22-Capacity-1**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**
- T. Hiawatha Valley RD&D Dissolving  
**Approved for \$200,000 grant but had to give it back. See when our last payment was to them and they are returning some of the money**
- U. Data Collector Frontier Precision – GPS unit which requires cellular data connection cell phone/hot spot, add one cell phone–Equipment Estimates **Board Discussion**  
**Have funds to use from Capacity and Buffer. Can borrow the data collector from NRCS. Bob asked if it is something you could share with the Highway Dept. After discussion and options it was decided to purchase the R12**  
**Motioned by Klennert and seconded by Ross to approve purchasing the R12 up to \$22,000.00 and using Capacity and Buffer funds.**  
**Affirmative: Klennert, Ross, Knudsen, Zabel**  
**Opposed: None**  
**Motion Carried**
- V. Legislative Briefing and Reception, March 7 and Day at Capitol March 8  
(More information coming from MASWCD later)
- W. Upcoming Events:  
i. Public hearing for Winona-La Crescent Watershed plan on Thursday, January 26, 2023 at 6 p.m. at the MN State College SE. (1250 Homer Road, Winona. In the auditorium, room 205. Use the main entrance, door A)  
[https://www.winonapost.com/community/public-hearing-for-winona-la-crescent-watershed-plan/article\\_47a69a52-96a4-11ed-a55c-cf71a0e76d9e.html](https://www.winonapost.com/community/public-hearing-for-winona-la-crescent-watershed-plan/article_47a69a52-96a4-11ed-a55c-cf71a0e76d9e.html)  
Remote participation, please use the link: <https://bit.ly/WinLaC1W1P>



- ii. Forestry Day, February 17, 2023 at the Front Porch, Kellogg
- iii. LSP Training in Bellechester – Regenerative Systems Peer-to-Peer Workshop  
Wednesday, March 1 from 9 am – 3 pm at the Bellechester Community Center  
101 1<sup>st</sup> St.
- iv. Cow Calf Days, February 9, 2023 at 5:30 pm at the Rossman Farms, 7000 70<sup>th</sup>  
St. NW Oronoco
- v. Legislative Briefing and Reception, March 7 and Day at the Capitol, March 8

**XII. Board Reports**

- A. Whitewater JPB – Lynn
- B. Zumbro 1W1P – Dag **Meeting coming up Feb. 7<sup>th</sup>.**
- C. WinLaC 1W1P – Lynn
- D. SE SWCD Technical Support JPB – Dag  
**Terri reported there are new officers. Updated agreements. Doing performance reviews. Evaluate needs and where to put staff time. Cell phone stipend. Pete talked about TSA workload. What kind of projects in the area. Chris Nelson talked about Tech Training. Forestry training**
- E. County Board Meeting – Sharleen
- F. Hiawatha Valley RC&D – Lynn – **Dissolved.**

**XIII. Adjourn – Board Action**

**Motioned by Knudsen and seconded by Ross to adjourn the meeting at 10:45 am**

**Affirmative: Klennert, Ross, Knudsen, Tentis, Zabel**

**Opposed: None**

**Motion Carried**

**Respectively submitted by:**

**Dag Knudsen, Secretary**

