

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

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

**Wabasha Soil and Water Conservation
District Regular Board Meeting
July 27, 2023
8:15 am
County Conference
Room
625 Jefferson Ave.**

- I. CALL MEETING TO ORDER**
- II. PLEDGE ALLEGIANCE**
- III. AGENDA**
- 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. Fred Keller AgBMP Loan Application for a Vertical Beater Manure Spreader. Spreads more evenly with less manure runoff - \$49,500.00
 - B. Automatic cancellation of Mike Haase Contract# 22-CS-2 for \$1,000.00 for 314 Brush Management because the installation date of 6/30/2023 has expired.
 - C. Val Adler voucher payment for Contract# 21-Capacity-4 in the amount of \$6,423.63 for practice 638 Water & Sediment Control Basin.
- VI. SECRETARY'S REPORT**
 - A. June 22, 2023 Meeting Minutes – **Board Action**
- VII. TREASURER'S REPORT – Board Action**
 - A. June District Financial Statements
- VIII. PAYMENT OF MONTHLY BILLS**
 - A. Monthly Bills in the amount of \$77,622.06 - **Board Action**
- IX. DISTRICT REPORTS**
 - A. Chair Report – Lynn Zabel
 - B. County Commissioner – Bob Walkes
 - C. District Manager Report – Terri Peters
 - D. NRCS Report – John Benjamin – (in packet)
 - E. District Technician Report- Matt Kempinger (in packet)
 - F. Bookkeeper/Administrative Assistant -Sue Cerwinske (In packet)
 - G. BWSR Report – None
 - H. Other agencies – None

X. OLD BUSINESS

- A. Conservation Project – Lynn (open to any Supervisor for ideas)
- B. 2023 Natural Resources Technician Job Description
- C. Decision to hire Katelyn Abts. Interviewed in June - Start date would be August 8th, following AmeriCorps term end. – **Board Action**
- D. Consideration to host another AmeriCorps member – **Board Action**

XI. NEW BUSINESS

- A. **8:45 am** - Shawn Huth, Wabasha County Human Resources – Update/Power Point on legislative changes that will affect the Soil and Water Conservation District.
- B. Approve quote to purchase 3 new Dell 7680 /USDA computers - \$14,496.12 – **Board Action**
(Funding sources: 2023 Local Capacity \$9,566.00, 2023 Buffer \$4,930.12)
- C. Newsletters – Informational only
 - i. SWCD Newsletter
 - ii. West Indian Newsletter
 - iii. WinLaC brochure – (hand out at meeting)
- D. Introduction to new employee Jenna Rasmusson
- E. Updated Cost Share Policy – **Board Action/Signature**
- F. No-till Drill – Donation from US Fish & Wildlife
- G. Approve Sheri Sexton Contract# 20-Capacity-9 in the amount of \$2,500.00 for practice 384 -Woody Residue Treatment – **Board Action**
(Funding source 2020 Capacity \$1,453.72 and 2021 Capacity \$1,046.28 contingent on getting Sheri’s signature)
- H. Upcoming Events:
 - i. Changed date to August 16th for West Indian Creek Social at Theilman Opera House

XII. Board Reports

- A. Whitewater JPB – Lynn
- B. Zumbro 1W1P – Dag
- C. WinLaC 1W1P – Lynn
- D. SE SWCD Technical Support JPB - Dag
- E. County Board Meeting – Sharleen

XIII. Adjourn – Board Action



DEPARTMENT OF AGRICULTURE

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

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

AgBMP LOAN APPLICATION

County: _____

(Required for all applications) Borrower Information: (One) First Name: _____ (One) Last Name: _____ (optional) Company: _____

Street Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

Project Information: On a Farm: Non-Farm:

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

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

Well Eligibility Does this project implement Drinking Water Standards?
Does this project eliminate Groundwater Pollution?

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

PLS
Township #: _____
Range: _____
Section: _____
----- OR -----
Latitude: _____ Longitude: _____
----- OR -----
Pin or Parcel #: _____

LOCAL GOVERNMENT APPROVAL

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

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

Project Approved by: _____ Date: _____

Project Completion Certified by (OPTIONAL): _____ Date: _____

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

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

LENDER INFORMATION & LOAN TERMS

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

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

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

PERCENT BASED - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: Valyn Adler Contract No.: 21-Capacity-4
 Address: 41500 594th St
 City, State, Zip: Mazeppa MN
 Total Amount
 Authorized: \$6,423.63 % Approved: 75% (state) 75% (state & non-state)
 (from contract)

Item	Quantity	Unit	Unit Price	Cost
Mobilization	1	Job	\$1,764.50	\$1,764.50
Clearing and Grubbing	1	Acre	\$3,000.00	\$3,000.00
Stripping Topsoil	8	Hours	\$300.00	\$2,400.00
Excavation	52	Cu Yds	\$6.50	\$338.00
Compacted Fill	1,385	Cu Yds	\$7.50	\$10,387.50
6" Gasketed Pipe	72	ft	\$20.00	\$1,440.00
42.5" long 6" dia intake	1	each	\$450.00	\$450.00
6" dia 90 degree elbow	2	each	\$100.00	\$200.00
12ft long 8" dia cmp with rodent guard	1	each	\$240.00	\$240.00
21" dia Timber Treated Prop	1	each	\$500.00	\$500.00
Pipe Install Excavator	3	hours	\$300.00	\$900.00
Pipe Install Labor	5	Hours	\$50.00	\$250.00
Topsoiling	5	Hours	\$300.00	\$1,500.00
50# Bag BLM#4	1	Bag	\$250.00	\$250.00
50# Bag 19-19-19 Fertilizer	7	Bags	\$40.00	\$280.00
Mulch (Used 4-1,200lb Bales)	1	Acre	\$1,000.00	\$1,000.00
Seeding Labor	2	Hours	\$50.00	\$100.00
PROJECT COST:				\$25,000.00

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): Final
 B. Total cost of practice to date: \$25,000.00
 C. Eligible amount (total cost x % approved): \$6,423.63 (state) \$18,750.00 (state & non-state)
 D. Total other state payment amount: \$0.00
 E. Total non-state payment amount: \$12,326.37
 F. Total previous partial payments: \$0.00
 G. Pre-Construction Cover payment amount: \$0.00
 H. Maximum payment amount \$6,423.63

Pre-Con. Cover Ac.	Rate/Ac.

Amount Approved for This Voucher: \$6,423.63
 (cannot exceed Total Amount Authorized)

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

Valyn Adler
 Payee Signature

7-25-23
 Date

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

Pix R. Thompson
 Technical Assistance Provider

7/24/2023
 Date

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

Susan Cerwinaka
 Administrative Sign-off

7/26/2023
 Date

Contract Amendment Form

Organization: Wabasha SWCD	Contract Number: 21-Capacity-4	Amendment Number: 1	Amendment Type
		Board Meeting Date: 11/17/2022	Date <input checked="" type="checkbox"/> Amount <input type="checkbox"/> Land Occupier <input type="checkbox"/> Practice <input type="checkbox"/> Other <input type="checkbox"/>

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

State Grant Agreement Expiration Date: 12/31/2023 Original Contract Install Date: 11/30/2022

Amended Contract Install Date (if applicable): 11/30/2023

Original Total Amount Authorized: \$6,423.63 Amended Total Amount Authorized: _____

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

Contract install date is being amended to allow time for the practice to be installed. Unusually dry conditions prevented construction from taking place this year. The new install date is set to 11/30/2023. No other changes have been made at this time.

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

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

Date 11/15/2022	Land Occupier <i>Vaughan</i>
Date 11/16/22	Landowner, if different from applicant <i>Michelle L Kastler</i>

Technical Assessment and Cost Estimate

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

Date 11/14/2022	Technical Assistance Provider <i>P. R. [Signature]</i>
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Organizational Approval

Date 11-17-22	Authorized Signature <i>Lynn Gabel</i>
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*Attach this form to the Conservation Practice Assistance Contract

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 21-Capacity-4	Other state or non-State funds? <input checked="" type="checkbox"/> YES <input type="checkbox"/> No	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
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*If contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name Valyn Adler	Address 41500 594th St	City/State Mazeppa MN	Zip Code 55956
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* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Mazeppa	Township No.: 109	Range No.: 14	Section No.: 17	1/4, 1/4 NE 1/4, NE 1/4
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Contract Information

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

1. The land occupier is responsible for full establishment, operation, and maintenance of all practices and upland treatment criteria applied under this program to ensure that the conservation objective of the practice is met and the effective life, a minimum of 10 years, is achieved. The specific operation and maintenance requirements for the conservation practice listed are described in the operation and maintenance plan prepared for this contract by the technical assistance provider.
2. Should the land occupier fail to maintain the practice during its effective life, the land occupier is liable to the State of Minnesota for the amount up to 150% of the amount of financial assistance received to install and establish the practice unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.
3. If title to this land is transferred to another party before expiration of the aforementioned life, it shall be the responsibility of the landowner who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.
4. Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

NRCS- Field Office Technical Guide (FOTG) 638 - Water & Sediment Control Basin
5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by 11/30/2022, this contract will be automatically terminated on that date.
7. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization board as practical and reasonable. The invoices must include the name of the vendor; materials, labor or equipment used; the component unit costs and the dates the work was performed. The organization board has the authority to make adjustments to the costs submitted for reimbursement. Pre-Construction Cover is exempt from having the required invoices/receipts.

Applicant Signatures

The land occupier's signature indicates agreement to:

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

Date 9-21-2021	Land Occupier Vaiyn Adler Vaiyn Adler
Date 9-21-2021	Landowner, if different from applicant Marilyn Kastler Marilyn Kastler
	Address, if different from applicant information:

Conservation Practice

The primary practice for which cost-share is requested is: 638 - Water & Sediment Control Basin

Eligible Component Standards & Names 638 - Water & Sediment Control Basin	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$15,231.50
	Ecological Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	

Technical Assessment and Cost Estimate

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

Date 9/22/2021	Technical Assistance Provider 
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Pre-Construction Cover

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

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

Amount Authorized for Financial Assistance

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

Amount	Program Name	Fiscal Year
\$6,423.63	2021 Capacity	2021

Date 9-23-21	Authorized Signature 	Total Amount Authorized \$6,423.63
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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
June 22, 2023
8:15 am
County Conference
Room
625 Jefferson Ave.**

I. CALL MEETING TO ORDER

Lynn Zabel, Chair called meeting to order at 8:15 am

Supervisors Present: Lynn Zabel, Chair, Chet Ross, Co-chair, Sharleen Klennert, Treasurer, Dag Knudsen, Secretary and Seth Tentis, member

Staff Present: Terri Peters, District Manager

Others present: Bob Walkes, County Commissioner, John Benjamin, NRCS and Frank Klennert, citizen

On the Phone: Sue Cerwinske, Bookkeeper/Admin. Assistant

II. PLEDGE ALLEGIANCE

III. AGENDA

- *Change amount of Monthly bills to pay to \$166,293.70 and add Legislative Update under New Business, letter G.*

Motioned by Ross and seconded by Klennert to approve the agenda with the change to monthly bills total to \$166,293.70 and addition of letter G. under New Business

Affirmative: Ross, Klennert, Knudsen, Tentis, 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. SE SWCD Technical Support JPB additional MAWQCP funding for 2023 in the amount of \$25,000.00. Grant ending 12/31/2023.

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

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

VI. SECRETARY'S REPORT

A. May 25, 2023 Meeting Minutes – Board Action

Motioned by Ross and seconded by Klennert to approve the Secretary's Report.

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

VII. TREASURER'S REPORT – Board Action

A. May District Financial Statements

B. May Profit & Loss Budget vs Actual

Motioned by Klennert and seconded by Ross to approve the Treasurer's Report

Affirmative: Ross, Klennert, Tentis, Zabel

(Knudsen abstained – Did not have time to look over statements)

Opposed: None

Motion Carried

VIII. PAYMENT OF MONTHLY BILLS

A. Monthly Bills in the amount of \$166,293.70 - Board Action

Motioned by Klennert and seconded by Ross to approve payment of the monthly bills in amount of \$166,293.70.

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

IX. DISTRICT REPORTS

A. Chair Report – Lynn Zabel

No closure yet for Hiawatha RD &D

Meeting WinLaC in Winona – Jen Wahls gave presentation.

JPB District property tax for good practices.

B. County Commissioner – Bob Walkes

Tax Board of Equalization meeting, no one present.

Assessors fielded calls on questions about valuation. Needed to give explanation so they could understand their valuations.

Brought plan for WinLaC

Good Start to Budget Cycle

C. District Manager Report – Terri Peters

Budget request to Gwen at the County

Manager's meeting – New legislation funding

HR – questions on IT security

Gorman Creek – issues with invoice for payment

Hiring process with Shawn Huth, doing interviews

Meeting in Lake City with Katie Himanga and City staff on Americorps position/Katelyn to see if they wanted more help. They do.

West Indian meet with partners

Meeting in Kellogg with Army Corp of Engineers – Rolling Prairie plan – dredge material.

Meeting in Kellogg someone wanted to plan a National Park in southern MN.

Worked on Resolutions

Star Tribune Reporter – Interview

Get ready for Local Work Group meeting

AgBMP waiting list. MDA added more funds

D. NRCS Report – John Benjamin – (in packet)

John went through his report

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

F. Bookkeeper/Administrative Assistant -Sue Cerwinske

Put in budget for 2023. Getting information together for 2022 audit.

NACD educational articles. Normal daily/monthly duties.

G. BWSR Report – None

H. Other agencies – None

X. OLD BUSINESS

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

Lynn reported on an article he read about planting winter rye and then planting beans the following year. Kill off with herbicide or cut & bale it to feed cattle. Generally got 10 bushels more. Shared ideas on his own fields for this year.

B. Report on West Indian activities

Monitoring setup. Installed two lysimeters at Jake Meyers. One treated and one not. Two more coming, will install in different fields for comparison. Purpose to see how much nitrate is leaching. Outreach targeted area.

C. Resolution - Cooperative Weed Management Area Funds – Additional Legislative Funding to Support Existing CWMA Groups -**Board Action**

Motioned by Klennert and seconded by Ross to approve the Resolution for Cooperative Weed Manager Area Funds – Additional Legislative Funding to Support Existing CWMA Group to go on to MASWCD for reviewal.

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

- D. Resolution – Environmental Quality Incentive Program – Allocate block of Funding to Field Office/Team for Local and Timely Decision Making – **Board Action**
Motioned by Knudsen and seconded by Klennert to approve moving Resolution for Environmental Quality Incentive Program – Allocate block of Funding to Field Office/Team for Local and Timely Decision Making to go on to area meeting for reviewal.
Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried

XI. NEW BUSINESS

- A. DNR Grant with Grantee: Wabasha Soil and Water Conservation District for \$10,000.00, grant period 6/15/2023 to 6/30/2024. Wabasha SWCD allocated \$1,000.00 for administrative assistance costs in support of the Southeast Landscape Committee. - **Informational**
- Wabasha SWCD is the fiscal agent. We will be doing the Invoicing and purchasing of remote meeting options. SE Landscape does not have fiscal accounting setup.**
- B. 2024 Budget – County request submitted – **Informational**
- i. Written documentation and Request
 - ii. 2024 Estimated Wabasha SWCD Budget
 - iii. County Allocation History
- C. Gorman Creek
- i. Approve accepting further funds from the DNR – **Board Action**
Bid did not include SWPP (Stormwater Protection Plan)
Motioned by Ross and seconded by Klennert to approve accepting further funds from the DNR.
Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried
 - ii. Approve Change order No. 1 for Miller Gorman Creek Stream Restoration in the amount of \$33,010.06 – **Board Action**
Motioned by Klennert and seconded by Ross to approve Change order No. 1 for Miller Gorman Creek Stream Restoration in the amount of \$33,010.06.
Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried

- iii. Danckwart Landscaping & Excavating Invoice 18358 \$149,349.26 less 5% Retainage = \$141,881.80 amount paying on June 22 check run- **Board Action**
Motioned by Klennert and seconded by Ross to approve payment of Danckwart Landscaping & Excavating Invoice 18358 less retainage. Payment amount for 6-22 check run \$141,881.80.
Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried
- D. Resolution - Wabasha Soil and Water Conservation District (SWCD) 2023 Guidelines on Use of SWCD Aid Payments – **Board Action**
Don't need to follow BWSR's clean water guidelines.
Legislative action. SWCD's will receive \$160,115.03. This will replace Local Capacity Funding.
Motioned by Klennert and seconded by Knudsen to approve the Resolution for Wabasha Soil and Water Conservation District (SWCD) 2023 Guidelines on Use of SWCD Aid Payments.
Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried
- E. Approve Patricia Livingston voucher payment for Contract# 2023WAGZ-WC-01 in the amount of \$549.47 for 412 Grassed Waterway – **Board Action**
Motioned by Knudsen and seconded by Tentis to approve Patricia Livingston voucher payment for Contract# 2023WAGZ-WC-01 in the amount of \$549.47 for 412 Grassed Waterway.
Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried
- F. Hiring – HR Discussion
Shawn Huth helped doing interviews and onboarding binder. Offered Jenna Rasmusson the position and she will be starting on June 26th.
- G. Legislative Outcome
Aid coming in, BWSR on grants coming in. Soil Health funding. How to manage more money. More staff. Inflation Reduction Act. Legislative changes to SWCD's includes Family Leave, Juneteenth recognized as State Holiday.
NRBG Block Grant increase funding for 2 years and revert back after that.
Capacity – no funding. Watershed based funding increasing. Water retention grant.

- H. Upcoming Events:
- i. June 27th Area Supervisor Meeting – Stewartville
**Resolution meeting. Sheila Vanney and LeAnn Buck will be there.
Talk about SWCD aid and more.**
 - ii. August 9th West Indian Creek Social at the Theilman Opera House

XII. Board Reports

- A. Whitewater JPB – Lynn
- B. Zumbro 1W1P – (Dag) - **Next meeting in August**
- C. WinLaC 1W1P – Lynn
Talked about Winona meeting that Jen Wahls gave a presentation.
- D. SE SWCD Technical Support JPB – (Dag)
Meet two times a year. The next meeting will be July 26th or 27th
- E. County Board Meeting – (Sharleen)
Two meetings in June, next one June 27th and only one meeting in July on the 18th.

XIII. Adjourn – Board Action

Motioned by Ross and seconded by Klennert to adjourn meeting at 9:45 am
Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried

Respectively Submitted by:

Dag Knudsen, Secretary

Note: If meeting is not finished by 10:00 am, we will need to recess and start the Local Work Group meeting at 10:00 am

Wabasha Soil and Water Conservation District

Cash Balances

As of June 30, 2023

	<u>Jun 30, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
Money Market- Bank of Alma	246,146.58
Money Market WNB Financial	7,418.17
Peoples State Bank Money Market	144,819.72
Petty Cash	123.63
WNB Financial	12,171.58
	<hr/>
Total Checking/Savings	410,679.68
	<hr/>
Total Current Assets	410,679.68
	<hr/>
TOTAL ASSETS	410,679.68
	<hr/> <hr/>
LIABILITIES & EQUITY	0.00

Wabasha Soil and Water Conservation District

07/25/23

Balance Sheet

Accrual Basis

As of June 30, 2023

	Jun 30, 23
ASSETS	
Current Assets	
Checking/Savings	
Money Market- Bank of Alma	246,146.58
Money Market WNB Financial	7,418.17
Peoples State Bank Money Market	144,819.72
Petty Cash	123.63
WNB Financial	12,171.58
Total Checking/Savings	410,679.68
Accounts Receivable	
11000 · Accounts Receivable	4,398.75
Total Accounts Receivable	4,398.75
Total Current Assets	415,078.43
Fixed Assets	
15000 · Furniture and Equipment	
Computer	4,562.00
Laptops for Distrcit Techs (2)	3,149.22
Samsung Tablets	1,548.69
15000 · Furniture and Equipment - Other	109,828.00
Total 15000 · Furniture and Equipment	119,087.91
17000 · Accumulated Depreciation	-92,727.59
Total Fixed Assets	26,360.32
Other Assets	
Prepaid Items	
Prepaid Rent	920.43
Total Prepaid Items	920.43
Total Other Assets	920.43
TOTAL ASSETS	442,359.18
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	39,693.28
Total Accounts Payable	39,693.28
Other Current Liabilities	
Allowance for Unemployment Reim	1,581.86
Deferred Revenue	
AIS	12,949.79
FY19 Capacity	1,800.00
FY20 Capacity	3,253.72
FY20 NACD TA Grant	19,980.88
FY20 State Cost share	2,336.70
FY21 Buffer Initiative	8,573.60
FY21 Capacity	16,740.48
FY21 State Cost Share	7,168.30
FY22 Buffer Initiative	16,867.22
FY22 Capacity	23,528.04
FY22 NACD TA Grant	92,673.11
FY22 State Cost Share	7,873.30
FY23 Buffer Law Implementation	17,000.00
FY23 Capacity	124,566.00
FY23 Conservation Delivery	19,619.00
FY23 CWF - WIC	89,363.00
FY23 LWM	14,177.00
FY23 Soil Health-Cost Share	14,175.00

Wabasha Soil and Water Conservation District

07/25/23

Balance Sheet

Accrual Basis

As of June 30, 2023

	<u>Jun 30, 23</u>
FY23 State Cost Share	15,401.00
FY23 WCA	<u>12,118.00</u>
Total Deferred Revenue	520,164.14
Retainage Payable	17,691.21
24000 · Payroll Liabilities	1,192.99
25500 · Sales Tax Payable	<u>945.99</u>
Total Other Current Liabilities	541,576.19
Total Current Liabilities	<u>581,269.47</u>
Total Liabilities	581,269.47
Equity	
Fund Balance- Restatement	47,943.10
Fund Balance Designated	31,903.30
Investment in Capital Assets	26,360.32
30000 · Opening Balance Equity	649.89
32000 · Owners Equity	149,539.10
Net Income	<u>-395,306.00</u>
Total Equity	<u>-138,910.29</u>
TOTAL LIABILITIES & EQUITY	<u><u>442,359.18</u></u>

Wabasha Soil and Water Conservation District
Profit & Loss
 June 2023

	Jun 23
Ordinary Income/Expense	
Income	
Charges for Services	
Plat Book Sales	70.00
Roller Crimper Rental	100.00
Total Charges for Services	170.00
Intergovernmental Revenues	
County	
County Regular Allocation	64,143.73
Total County	64,143.73
Federal	
FY22 MPCA - Chloride Monitoring	0.00
Total Federal	0.00
State	
MAWQCP	11,073.90
Total State	11,073.90
Total Intergovernmental Revenues	75,217.63
Total Income	75,387.63
Gross Profit	75,387.63
Expense	
District Operations	
Other Services and Charges	
Building Rent	920.43
Education and Information	225.44
Employee Expenses	12.89
Employee Mileage	78.60
Internet Expense	79.66
Subs. and Pubs.	200.00
Vehicle Expenses	
Chevrolet Silverado Vehicle Exp	99.43
Hyundia Tucson Vehicle Expense	59.85
Total Vehicle Expenses	159.28
Total Other Services and Charges	1,676.30
Personnel Services	
Employee Salary Permanent	14,916.69
Employer HSA contributions	750.00
Employer Life and Health	
66000 - Payroll Expenses	6,038.16
Employer Life and Health - Other	16.50
Total Employer Life and Health	6,054.66
Employer Share FICA	958.71
Employer Share Medicare	224.21
Employer Share PERA	1,158.48
Worker's Comp Insurance	-967.00
Total Personnel Services	23,095.75
Supplies	
Office Supplies	265.57
Total Supplies	265.57
Total District Operations	25,037.62
Project Expenditures	

Wabasha Soil and Water Conservation District

Profit & Loss

07/25/23

June 2023

Cash Basis

	<u>Jun 23</u>
Federal	
319 Focus Small Wtrshd-W.Indian	1,320.00
Total Federal	1,320.00
Partners Grants	
National Wild Turkey Federation	2,000.00
Total Partners Grants	2,000.00
State	
FY20 Gorman Creek Restoration	149,349.26
FY22-23 SDW - Phase 2	500.00
FY22-23 WAGZ	549.47
FY23-FY24 MPCA Zumbro SWAG	6.76
FY23 CWF - WIC	930.00
MAWQCP Administration	11,073.90
Total State	162,409.39
Total Project Expenditures	165,729.39
Total Expense	190,767.01
Net Ordinary Income	-115,379.38
Other Income/Expense	
Other Income	
Interest Income	
Interest Earnings MM's	856.27
Total Interest Income	856.27
Total Other Income	856.27
Net Other Income	856.27
Net Income	-114,523.11

Wabasha Soil and Water Conservation District Monthly Bills Listing

July 27, 2023

Type	Date	Num	Name	Memo	Account	Paid Amount
Jul 27, 23						
Liability Check	07/27/2023	11859	Auditor/Treasurer of Wabasha County	<i>Insurances - Health, Life, Dental, LTD</i>	WNB Financial	-6,427.40
Liability Check	07/27/2023	EFT	VSP Vision Care	<i>Prepay - Premium for 8/1 - 8/31/2023 - Vision</i>	WNB Financial	-64.04
Bill Pmt -Check	07/27/2023	11860	Chet Ross	<i>Apr - June 2nd Qtr 2023 Mileage</i>	WNB Financial	-117.90
Bill Pmt -Check	07/27/2023	11861	Dag Knudsen-b	<i>Apr - June 2nd Qtr 2023 Mileage</i>	WNB Financial	-123.14
Bill Pmt -Check	07/27/2023	11862	Dodge County Environmental Services	<i>2nd Qtr 2023 - Safe Drinking Water phase 2</i>	WNB Financial	-2,928.57
Bill Pmt -Check	07/27/2023	11863	Freeborn County SWCD	<i>2nd Qtr 2023 MAWQCP expenses</i>	WNB Financial	-1,001.04
Bill Pmt -Check	07/27/2023	11864	Goodhue County SWCD	<i>Qtr1 / Qtr2 2023 Safe Drinking Water Phase 2</i>	WNB Financial	-817.56
Bill Pmt -Check	07/27/2023	11865	HBC	<i>7/2 - 8/01/2023 Internet</i>	WNB Financial	-79.66
Bill Pmt -Check	07/27/2023	11866	Ignite	<i>6/1 -6/30/2023 FB/IG - Link Click</i>	WNB Financial	-500.00
Bill Pmt -Check	07/27/2023	11867	Jennifer Wahls-C	<i>Wic 319, DNR, Wic-CUJ, SELC</i>	WNB Financial	-6,207.67
Bill Pmt -Check	07/27/2023	11868	Office Depot	<i>Binder, Pens, Printer Ink, Tabs</i>	WNB Financial	-118.41
Bill Pmt -Check	07/27/2023	11869	Olmsted County Public Works	<i>Greg Kilinger June MAWQCP expense and salary, benefits</i>	WNB Financial	-10,664.11
Bill Pmt -Check	07/27/2023	11870	Olmsted SWCD	<i>2nd Qtr Safe Drinking Water, MAWQCP</i>	WNB Financial	-6,148.15
Bill Pmt -Check	07/27/2023	11871	Rice- SWCD	<i>2nd Qtr MAWQCP Expense</i>	WNB Financial	-138.00
Bill Pmt -Check	07/27/2023	11872	SE SWCD Technical Support JPB	<i>2nd Qtr MAWQCP Expense</i>	WNB Financial	-35,132.68
Bill Pmt -Check	07/27/2023	11873	Sharleen Klennert-b	<i>Apr - June 2nd Qtr 2023 Mileage</i>	WNB Financial	-168.99
Bill Pmt -Check	07/27/2023	11874	Valyn Adler	<i>21-Capacity-4 Water & sediment control basin</i>	WNB Financial	-6,423.63
Bill Pmt -Check	07/27/2023	11875	Wabasha County Auditor/Treasurer	<i>Employment background check for Jenna Rasmusson</i>	WNB Financial	-103.40
Bill Pmt -Check	07/27/2023	11876	Wabasha County Highway Department	<i>June gas for Hyundai & Silverado</i>	WNB Financial	-81.59
Bill Pmt -Check	07/27/2023	11877	Terri Peters (Expenses)	<i>Compost bin, ice and mileage for meetings June/July</i>	WNB Financial	-376.12
						-77,622.06

NRCS Field Office Report

7/27/23

John Benjamin

CSP (Conservation Stewardship Program)

- 10 Active contracts
- 6 Applications for CSP FY23 Classic in approved status
- FY23 Classic CSP app approval deadline was July 28th
- FY23 Classic obligation deadline Sept. 1st
- FY24 renewal ranking deadline Oct 20

EQIP (Environmental Quality Incentive Program)

- 27 Active EQIP **contracts**
- FY24 Application deadline Oct 6th
- 12 Applications in pending status
- Currently no applicable applications for the IRA fund pool
- 1 application applicable for west Indian fund pool that is for sure moving forward

RCPP-EQIP (Regional Conservation Partnership Program- EQIP)

- 3 active contracts
- No applications submitted.

RCPP18 (Regional Conservation Partnership Program)

Land Management fund through MAWQCP sign up is applicable in this county.

- 1 Active contract
- No applications pending.

CRP (Conservation Reserve Program)

- 10 Sign up 60 General offers to complete by Aug 11th.
- 48 continuous offers to be completed by Sept 8th
- 18 FY25 Expiring contracts to review.

Monthly Report – July 2023

Matt Kempinger

Projects

- Preliminary design work on 4 grade stabilization structures
- Surveying, staking, and construction monitoring for 1 feedlot project
- Contract processing for 1 grade stabilization structure
- Investigated 1 new grade stabilization structure site
- Started planning for 2 new soil health focused farms
- Reporting for 1 grassed waterway
- Completed 1 farm walkover
- Restarted 1 previously dropped feedlot project

Others

- Assisted new staff (Jenna) with training and understanding job duties
- West Indian Creek outreach
- Wabasha County Fair
- General project & contract management
- Zumbro River Surface Water Assessment Grant (SWAG) monitoring
- Assisted 1 landowner with MAWQCP certification application
- Assisted 2 landowners with MAWQCP financial assistance processing
- Answered general resource questions from public and assisted where possible
- Reviewed 1 tile request for WCA
- Reviewed 1 potential WCA violations

SUE:

2nd Quarter PR Tax Returns

Check in with Townsquare Media to have additions/changes for Website.

2nd Quarter Invoicing

MAWQCP – request to move \$ to different expense categories

Started Supervisors – hand books

Check on MN Labor Law posters – 2024 Earned Sick & Safe Time

Linkpass Renewal - Rochester

June board meeting recording and type June minutes

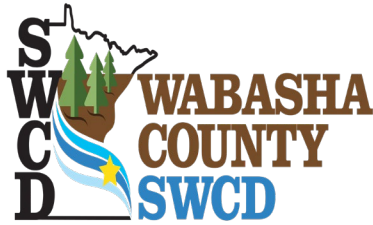
Board packet

Normal duties:

Payroll, taxes and liabilities payment.

Accounts Payable Invoices/Check run

Accounts Receivable posting payments to the banks



Wabasha Soil & Water Conservation District

Job Title:	Natural Resources Technician	Job Category:	Natural Resource Planning and Management Technician I
Department/Group:	Wabasha Soil & Water Conservation District (SWCD)	Job Hours:	40 hours per week. Times may vary, as required.
Location:	611 Broadway Ave., Suite 10 Wabasha, MN 55981	Travel Required:	Travel within County and other limited within State travel
Level/Salary Range:	\$23.40 to \$31.65 Comprehensive Benefit Package	Position Type:	Full-Time
HR Contact:	Terri Peters	Date posted:	July 27, 2023
Will Train Applicant(s):	Continued training/education for advancement available.	Posting Expires:	

External posting URL:	
Internal posting URL:	

Complete Applications Accepted By: Wabasha County website.
Documents cover letter, resume, references. TAA and/or certifications if applicable.

Job Description

ESSENTIAL WORK FUNCTIONS (ILLUSTRATIVE ONLY):

Under the supervision of the District Manager, the Conservation Technician is a full time, both technical and communications position that is responsible for providing conservation planning and technical assistance to include planning best management practices under the policies established by the Wabasha Soil and Water Conservation District and continuing/developing outreach and education programs and strategies.

- Assists landowners with conservation planning and work with them to implement projects identified through the planning process. 15%
- Creates and delivers educational materials and conducts specific & general outreach for adults and children for assigned programs. 10%
- Assist with multi-media news releases including news outlet releases, social media content, newsletters, GIS storymaps, Youtube videos, brochures, posters and other documents as requested and in cooperation with the Team. 5%
- Assist in coordination of field days, workshops, demonstrations, community events, conservation tours to support SWCD programs, projects and initiatives. 10%
- Conducts direct outreach to individuals and groups of landowners for targeted programs and/or in response to contacting our office to address resource concerns for assigned programs. May assist other technicians. 10%
- Develops and delivers outreach information and technical guidance to landowners interested in invasive management, forestry practices, native vegetation and easement programs. 15%
- Manages district tree program and native plant and seed sale promotion in cooperation with other staff, may assist with annual Area Envirothon event, coordinate 5th Grade Conservation Day in cooperation with others. 5%
- Assist with field surveys and monitoring, data collection and management, GIS support and mapping, and general computer support, reporting activities Attends meetings and professionally represent the SWCD various meetings as directed by the



Wabasha Soil & Water Conservation District

District Manager. May take minutes and transcribe, contribute to newsletter, media releases, public presentations. 5%

- Provides technical support to conservation programs including program information, contracting, site assessment, status reviews, reporting, information dissemination. 5%
- Engages the public, county and external agency partners, volunteers, and others on SWCD programming. Foster partnerships through private partners to expand capacity for conservation delivery. 5%
- Will assist other staff determining project eligibility, work with local cooperators, perform field surveys and design, project construction management and oversight, conduct status reviews. 5%
- Will be assigned to coordinate the Wabasha County Cooperative Weed Management Area 5%
- Will assist with review, and implementation of the Buffer Program rules. 5%
- Carries out duties of any special projects/programs as assigned.

Minimum Qualifications of Education and Experience:

Requires a High School education, or equivalent, with Bachelor's degree from an accredited college in soil conservation, natural resources, agricultural science, communications or related field and preference of (1) year experience working with public or organizations on natural resource concerns.

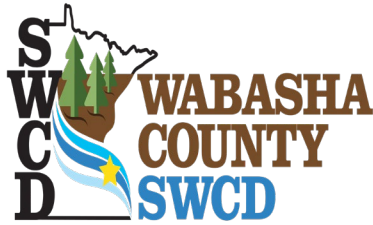
OR

A combination of education and experience equivalent to four (2) years of experience in a similar position as listed in the work functions.

Regular and reliable attendance is a necessary component of job/position. Individuals required to use Wabasha County SWCD vehicles and equipment must have a valid driver's license and be free of any major traffic violations for the last three (3) years.

KNOWLEDGE, SKILLS, AND ABILITIES

- Demonstrated knowledge in hydrology, soil science, botany, biology, ecology, natural resource management or related field.
- Ability to conduct research, plan projects and use statistical data.
- Ability to analyze, interpret, and present technical data.
- Knowledge of natural resource conservation programs and ability to apply this knowledge.
- Ability to establish and maintain cooperative working relationships with staff, partnering organizations, representatives of both government and the private sector, and the public.
- Self-motivated, successful project management, effective communication skills, attention to detail, and ability to handle stressful situations are critical.
- Ability to work independently with minimal supervision.
- Plant, shrub, tree, and invasive species identification skills.
- Strong verbal and written communication skills sufficient to create & disseminate a wide range of conservation topics and issues to the public, landowners, agricultural operators, SWCD and County Board and others
- Awareness of agronomy and farm planning principles
- Awareness of soil health principles and its benefits, understanding of climate resiliency
- Awareness of soil conservation best management practices (BMP's) and how to apply to landscape to solve erosion, water quality issues and improve soil health.



Wabasha Soil & Water Conservation District

- Skill in using ESRI suite software (StoryMap, Survey 1-2-3, ArcMap), Microsoft Office products
- Ability to work with diverse groups of people, strong communication skills
- Basic knowledge of grant writing processes
- Ability to establish and maintain effective working relationships with others
- Understanding of karst geology, surface and groundwater issues, wildlife habitat & restoration, wetlands, stormwater run-off, pollinators, soil erosion
- Ability to work effectively in a group setting as well as independently
- Ability to work with conservation programming and assisting landowners with their concerns.
- Ability to read and interpret technical documents
- Ability to work with a diverse group of partners and stakeholders.
- Ability to remain calm during conflict (potentially difficult conversations with resistant clients).

BACKGROUND AND CERTIFICATIONS

- Must pass a criminal background check.
- Must have a valid MN class D driver's license or equivalent.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions: While performing the duties of this job, the employee is regularly required to use hands and fingers to handle or feel, and be able to stand, sit, walk over rough terrain, reach with hands and arms, and communicate. The employee is occasionally required to sit, climb or balance, stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

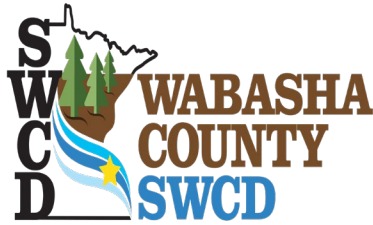
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to outdoor weather conditions. The employee is occasionally exposed to inclement, wet and/or humid conditions; moving mechanical parts; high, precarious places; fumes or airborne particles; extreme cold; extreme heat; risk of electrical shock; and vibration. The noise level in the work environment is usually loud.

Persons with disabilities: the above is a general listing of job duties. Essential and non-essential functions may vary by individual position. Reasonable accommodations may be available for both essential and non-essential job duties.

Physical Demands and Work Environment:

In compliance with Americans with Disabilities Act, the following represents the Physical and Environmental Demands:



Wabasha Soil & Water Conservation District

Function:	24% or Less	25% - 49%	50%- 74%	75% or more
Office environment		X		
Outdoors environment		X		
In vehicle/operating equipment	X			
Exposure to atmospheric conditions	X			
Exposure to weather, extreme heat/cold, wet and/or humid	X			
Exposure to noise	X			
Sitting, standing		X		
Walking, reaching, pulling, crouching, kneeling	X			
Lifting up to 50 pounds	X			
Typing/data entry		X		
Talking, hearing			X	
Operate vehicle	X			
Close, distance and color vision	X			
Depth Perception, Accommodation, field of vision	X			
Sedentary (exert up to 10 pounds of force)		X		
Light effort (exert up to 20 pounds of force)	X			
Medium effort (exert up to 50 pounds of force)	X			
Proximity to moving, mechanical parts	X			
B24-1				

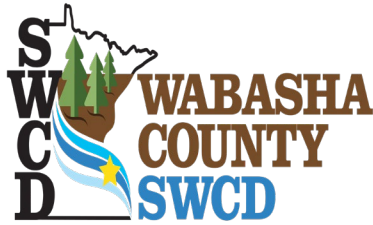
Disclaimer:

This description is intended to describe the kinds of tasks and levels of work difficulty being performed by people assigned to this classification. The list of responsibilities is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

SUPERVISION

- This position has the authority to perform the above duties and responsibilities with supervision and policy direction as received from the District Manager and the District Board of Supervisors. Technical work is coordinated with the Natural Resources Conservation Service (NRCS) and performed according to the technical standards and specifications adopted by the District.
- **Must** have the ability to organize, prioritize and plan work independently and schedule workday with minimal supervision to perform above requirements.

CONFIDENTIALITY



Wabasha Soil & Water Conservation District

- Incumbent has access to, and deals with, confidential data pertaining to clients.

CONSEQUENCES OF ERROR

- Errors may involve a greater cost than the employee’s own time in correcting the error and could have an adverse impact on clients.

BEHAVIOR STANDARD

- Maintain a positive work atmosphere by acting and communicating in a manner so that you get along with clients, co-workers, and management.

Access to Not Public Data:

A Wabasha County SWCD employee in this position may encounter not public data as defined by Minnesota or federal law in the course of the job duties. Any access to not public data should be strictly limited to accessing the data that is necessary to fulfill the defined job duties. While data is being accessed, the employee should take reasonable measures to ensure the not public data is not accessed by unauthorized individuals. Once the work reason to access the data is reasonably finished, the employee must properly store the not public data according to the applicable provisions of Wabasha County SWCD employee policies and Minnesota or federal law. All employees are expected to become familiar with and comply with the requirements of the County’s Data Practices and Data Security Policies and a breach of these policies may lead to disciplinary action against the employee.

Selected candidates will be contacted for interviews closing date of: Open until filled

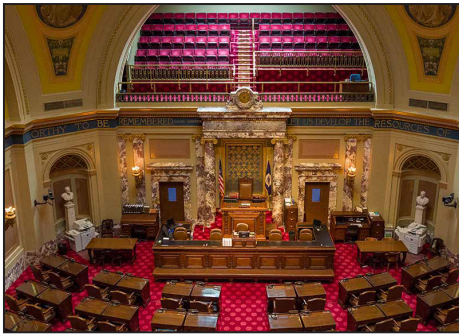
Reviewed By:	Wabasha SWCD Board of Supervisors	Date:	July 27, 2023
Approved By:	Wabasha SWCD Board of Supervisors	Date:	July 27, 2023
Last Updated By:	Terri Peters	Date/Time:	July 25, 2023

Employee’s Signature

Date

Wabasha County SWCD is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the SWCD will provide reasonable accommodations to qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the employer.

2023 Legislative Session delivers myriad conservation investments



The Minnesota Legislature allocated \$155 million from the Clean Water Fund to BWSR for the 2024-25 biennium to support competitive grants, Watershed-Based Implementation Funding, easements and other conservation priorities.

Conservation efforts overseen by the Minnesota Board of Water and Soil Resources (BWSR) will benefit from funding allocations and policy changes passed during the 2023 Legislative Session. These significant investments in conservation provide new funding for emerging initiatives, continued funding for existing programs and support for Gov. Tim Walz’s Climate Action Framework for natural and working landscapes. Highlights are covered in this wrap-up; see BWSR’s website for a more in-depth [2023 BWSR Legislative Summary](#) that includes complete funding breakdowns.

General fund

The Minnesota Legislature passes a biennial budget during odd-numbered years. BWSR’s general fund budget for fiscal years 2024 and 2025 (FY24-25) supports ongoing grant programs, agency operations, easement stewardship and Wetland Conservation Act implementation. Many of these programs were funded at the same levels as the previous biennium. New fiscal years begin on July 1.

Changes include a one-time increase for county Natural Resources Block Grants, a one-time increase for southwest Minnesota’s Area II Minnesota River Basin Projects’

floodplain management, and ongoing funding for a BWSR tribal liaison. Noteworthy one-time general fund appropriations this biennium include: \$21 million for soil health efforts; \$17 million for water quality and storage; \$4 million for the Lawns to Legumes Program; \$1 million for the Habitat Friendly Utilities Program; \$4 million for the Habitat Enhancement Landscape Program (HELP); \$21 million for grassland easements; \$9 million for peatland easements; \$4 million to enhance existing easements and \$3 million for Conservation Reserve Program (CRP) state incentives.

Clean Water Fund

The Legislature approved the Clean Water Council’s recommendation for BWSR to receive \$155 million from the Clean Water Fund (CWF) this biennium. Nearly 90% will go to local governments for conservation implementation. Funding highlights include: \$79 million for Watershed-Based Implementation Funding; \$17 million for competitive projects and practices grants; \$11 million for accelerated implementation grants and \$10 million for wetland restoration easements.

This year’s Clean Water, Land and Legacy Act Bill appropriated more than \$318 million from the CWF

From left: *The Minnesota Senate passes legislation in the senate chamber; "The Progress of the State," a gilded quadriga statue, perches atop the Minnesota State Capitol; the Minnesota House of Representatives passes legislation in the house chamber. Photo Credits: Minnesota Historical Society*

across state government for the 2024-25 biennium.

New this year: The 2023 Omnibus Tax Bill established Soil and Water Conservation District (SWCD) Aid as a direct payment from the Minnesota Department of Revenue to SWCDs. Previously, this funding came from the CWF.

Outdoor Heritage Fund

Through the approved Clean Water, Land and Legacy Amendment Bill, BWSR will receive funding for six projects as recommended by the Lessard-Sams Outdoor Heritage Council:

- \$4.1 million: Reinvest in Minnesota (RIM) Reserve for wetlands
- \$3.3 million: RIM Reserve for One Watershed, One Plan
- \$2.7 million: RIM Reserve for grasslands
- \$2.7 million: RIM Reserve for working lands
- \$2.1 million: Camp Ripley Army Compatible Use Buffer (ACUB) Program
- \$1.5 million: Buffalo-Red River Watershed District stream habitat

Environment and Natural Resources Trust Fund

The Environment Omnibus Bill passed this year included funds from the Environment and Natural Resources Trust Fund (ENRTF) for projects recommended



BWSR's general fund budget for fiscal years 2024 and 2025 supports ongoing grant programs, agency operations, easement stewardship and Wetland Conservation Act implementation.

by the Legislative-Citizens Commission on Minnesota Resources (LCCMR). BWSR is listed as a collaborator with three programs: Statewide Forest Carbon Inventory and Change Mapping, Conservation Cooperative for Working Lands, and Increasing Diversity in Environmental Careers. Language updates to a 2022 BWSR appropriation to reflect efforts for the Watershed and Forest Restoration: What a Match! project were also included.

Capital investment

The Legislature approved a total of \$2.6 billion of capital investment funding this year via two bills — one containing general obligation bonds and another for general fund spending. These bills included four BWSR appropriations and funding for additional Minnesota Department of Natural Resources (DNR) flood hazard mitigation projects. The DNR projects, to the extent practicable and consistent with the project, shall create wetlands that are eligible for wetland replacement credit in BWSR's Local Government Road Wetland Replacement Program.

Policy changes

Multiple BWSR-related policy provisions passed as part of the Environment Omnibus Bill:

Program updates:

New statute language creates frameworks for the following programs: Lawns to Legumes, RIM, RIM Working Lands, Habitat Friendly Utilities and the HELP program. A framework was also developed for an initiative that supports soil health practices.

Easement stewardship accounts:

These changes will allow BWSR to use existing stewardship accounts to undertake critical maintenance of water management structures that are located on BWSR-managed easements.

Wetland banking:

Updated language improves the state's valuable wetland banking program, which generates mitigation credits to offset negative impacts to wetlands.

Drainage Work Group (DWG) expectations:

The omnibus bill requires the DWG to review a drainage authority's power

on various provisions including abandonment, reconstruction, or dismantling of water-control structures. Language in the bill also directs BWSR and the DWG to evaluate and develop recommendations on outlet adequacy and public notice requirements for proposed public drainage.

Updates for conservation practices:

New language reflects BWSR's efforts to work on conservation practices such as habitat restoration and climate work in addition to existing water quality practices.

Clarify ability to work with tribal governments and others:

Provisions in the bill extend BWSR's opportunities for collaboration, including grant agreements and conservation practices, with partners outside of its traditional clientele of local governments.

Updates to recognize future funding opportunities:

Updates were made to existing cost-share statute language for grants to SWCDs. This change creates more flexibility and reflects the opportunity to use a framework for potential funding from the federal government and other non-state sources.

Clarify watershed districts authority for establishing projects:

Updated language clarifies that following a project hearing, watershed district managers will initiate the project through an establishment order.

Compensation:

BWSR Board members' daily compensation cap increased from \$75 to \$125.

USDA Laptop Contract Number: 12314423A0004 Exp Date: 09/29/2024
Federal Tax ID#: 94-328-4685 Duns#: 020149303 SAM UEID#: XK11LLUL61A7 Cage Code: 1QN24

Quotation For - Solicitation Number: USDALPTP4915
Title: Precision 7680

Quote Date: 07/20/2023
Quoted By: Vijay Kumar
NTS Quote No.: 23042293

Quoted To: Terri Peters Email: terri.peters@mn.nacdn.net Tel: (651) 560 – 2044	Contract Related POC: Vijay Kumar Tel: 510-353-4070 ext 312 Email: vijay@ntsca.com	Quoted By Vijay Kumar Tel: 510-353-4070 ext 312 Email: vijay@ntsca.com
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Quoted Year:

CLIN	Mfr Part # /Manufacturer / Description	Qty	Sale Price	Ext Price
1	Mfr Part #: 210-BGNW <i>Dell Technologies Inc</i> Dell Mobile Precision 7680	3	1713.56	\$5,140.68
2	Mfr Part #: 379-BFCT <i>Dell Technologies Inc</i> Intel Core i7-13850HX, 30MB Cache, 28 Threads, 20 Cores (8P+12E) up to 5.3GHz, 55w, vPro	3	505.51	\$1,516.53
3	Mfr Part #: 490-BJDS <i>Dell Technologies Inc</i> NVIDIA RTX 2000 Ada 8GB GDDR6	3	765.58	\$2,296.74
4	Mfr Part #: 370-BBCB <i>Dell Technologies Inc</i> 64GB, 2x32GB 5200MHz SODIMM, non-ECC	3	1370.35	\$4,111.05
5	Mfr Part #: 400-BPJD <i>Dell Technologies Inc</i> 1TB M.2 PCIe NVMe Gen 4 2280 SSD	3	477.04	\$1,431.12
Sub Total :				\$14,496.12

TOTAL : \$14,496.12

FOB Destination: Yes
Warranty: Standard Manufacturer Warranty

Price Valid Upto: 30 days
Delivery Time: 30 days
Payment Terms: Net 30

Address Purchase Orders to: New Tech Solutions Inc. 4179 Business Center Dr. Fremont, CA 94538

Registered in SAM System and status is ACTIVE

Federal Tax ID#: 94-328-4685
Duns#: 020149303
SAM UEID#: XK11LLUL61A7
Cage Code: 1QN24
Business Size: Small Minority Owned Business
STATE OF INCORPORATION: CALIFORNIA
ERATE SPIN NUMBER : 143030241

Registered in WAWF and we accept invoice in WAWF System
Offeror Reps and Certs are available Online in SAM System

Remit To:

PAYMENT BY EFT

BANK ACH/EFT/WIRE INFORMATION
UNION BANK, SAN FRANCISCO CA 94104
Bank Routing # 021052053
ACCT# 40783446

PAYMENT BY CHECK

NEW TECH SOLUTIONS INC
4179 Business Center Drive
FREMONT CA 94538
Phone: 510-353-4070
Fax: 510-353-4076

4179 Business Center Drive, Fremont ,CA 94538 Phone: 1-510-353-4070 Fax: 1-510-353-4076 www.ntsca.com



Wabasha County Soil & Water Conservation District

611 Broadway Ave #10

Wabasha, MN 55981

(651) 565-4673

WabashaSWCD.com

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July/August 2023 Newsletter

- Summer is in full swing and Wabasha SWCD Staff are out in the field!
- Cost share is available for conservation practices to protect local drinking water – see details on reverse.
- New EQIP deadline October 6. Applications are taken at any time.
- Do you have a cover crop contract? Make sure you are prepared for planting, and get in touch with Jenna if you have any questions at (651) 565-2051.



Contact Us

www.WabashaSWCD.org (fillable form)

Call: (651) 656-4673

Stop by: 611 Broadway Ave. Suite 10,

Wabasha, MN 55981



Cost Share Available for Practices Protecting Local Drinking Water

Residents of the Whitewater River Watershed are eligible for cost share for various projects that can help protect local drinking water. In Wabasha County, the Whitewater Watershed is included in parts of four townships: Elgin, Plainview, Minneiska and Watopa (see map).

Practices eligible for this program include:

- Septic system repair or replacement
 - Eligibility: USDA Rural Development incomes thresholds - adjusted income up to \$71,500 for a four-person household (\$94,400 for larger households)
 - Cost share: 75% (maximum of \$25,000)
- Well sealing
 - 75% (cap of \$3,000)
 - Low-income homeowners: 85% (cap of \$3,000)
- Cover crops
 - \$50/acre for single species
 - \$60/acre for multi-species
 - Additional \$10/acre if planted in a Drinking Water Supply Management Area (DWSMA)

If you're not located in this area, there are other cost share opportunities for practices supporting soil health. Reach out to Jenna from Wabasha SWCD for more information (651) 565-2051.

Soil Health: Wanted Dead or Alive?

The term "soil health" has gained rockstar level fame among conservationists within the last 10 years. It's shifted the approach of land stewards to treat soil as a living ecosystem – so is your soil dead or alive?

Soil health is a soil's capacity to function as a living ecosystem for plants, animals, and humans. Managing land with soil health in mind, means maximizing presence of living roots, minimizing soil disturbance, maximizing soil cover, and increasing biodiversity. Conservation practices such as planting cover crops and reducing tillage can give your soil a major health boost. A healthy, "alive," soil should regulate water; sustain plant and animal life; filter and buffer pollutants; cycle nutrients like carbon, nitrogen, and phosphorus; and provide physical structure and support. An alive soil is a resilient soil that can endure unfavorable conditions, like drought. Building resiliency takes time and some trials to determine what works best for you and your system. Reach out to Wabasha SWCD for information and potential cost share opportunities to help you start managing for soil health.



Groundwater Nitrate Concerns for Private Well Owners

With the rise of nitrate concentrations in groundwater samples in Wabasha county, access to safe drinking water is a growing concern among residents. Nitrate is a naturally occurring compound of nitrogen and oxygen, and necessary for plant growth. Common sources include fertilizers, septic systems, and animal waste. These sources are places that many members of Wabasha County interact with regularly, but what levels of nitrate are dangerous, and what is the danger?

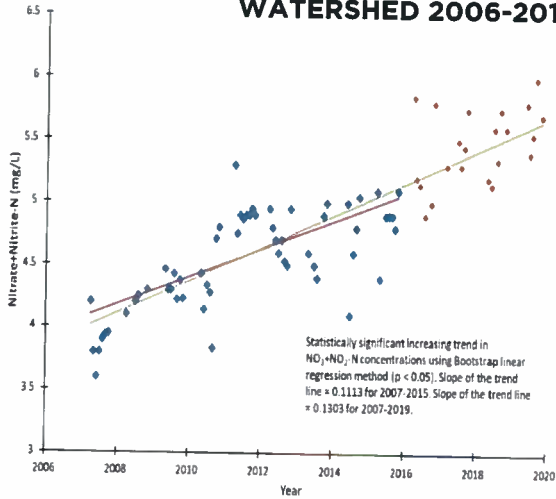
The Health Risk Limit (HRL) for nitrate is at or below 10 milligrams of nitrate per liter of drinking water. According to a MN Department of Health study, over 15% of private wells tested in Wabasha County tested at or above the HRL - impacting an estimated 1,245 residents. This is cause for concern, because consuming too much nitrate makes it more difficult for your body to transport oxygen, resulting in bluish colored skin, shortness of breath, serious illness or death. Children are the most at risk for these symptoms, and a recent Mayo clinic study revealed a relationship between groundwater nitrate concentrations and clinical conditions in children ages 7-18. Some of the conditions include: chronic pulmonary disease, thyroid disorders, attention deficit conduct, suicide, and self-harm. Although the study calls for further investigation, there is reasonable concern for children's health and safety regarding nitrate concentrations in drinking water.

On average natural processes contribute up to 3 milligrams of nitrate per liter and anything above that is caused from human activities. This means we have opportunities to change course and improve our groundwater! Managing for soil health can make a big impact on surface and groundwater quality. See left for cost share opportunities to make a difference and protect your family and your neighbors from groundwater nitrate contamination. It is also recommended to test your well annually for nitrates. Contact the Wabasha SWCD if you have questions about testing your water.



WEST INDIAN CREEK WATERSHED NEWSLETTER

BASEFLOW CONCENTRATIONS OF NITRATE IN THE WEST INDIAN CREEK WATERSHED 2006-2019



MEASURING NITRATES IN WATER USING LYSIMETERS

Nitrate levels in groundwater have been steadily increasing in the West Indian Creek Watershed, as shown by the graph on the left.

How do we evaluate the work being done on the surface is making a difference to the water moving through the soil to groundwater then to the stream via springs?

We are partnering with the University of Wisconsin - River Falls to evaluate nitrates in leachate by installing bucket lysimeters. Bahar Hassanpour, Assistant Professor of Environmental Science is providing the guidance for installation and assessment of water samples through her lab at UW-River Falls. Essentially, a modified 5 gallon bucket (pictures 1 & 4) is buried in the ground below the rooting zone ~3 feet below the soil surface (pictures 2 & 3). Leachate, water moving downwards through soil profile, collects in the bucket through a membrane on the lid of the bucket.

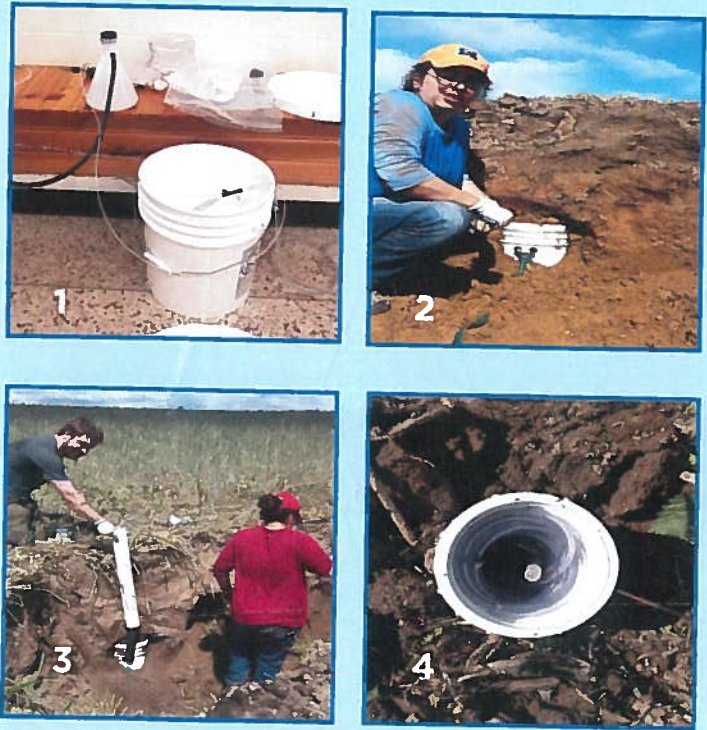
Samples are collected after rainfall events greater than 1". A vacuum pump is connected to above ground tubing that connects to the buckets underground. The above ground tubing is encased in PVC pipe to protect it from farm equipment (picture 3).

The lysimeters will be comparing conservation farming practices to conventional practices. Three lysimeters were installed in fields utilizing winter covers, No-Till and winter covers, and other practices to compare with three lysimeters under conventional corn-corn and corn-soybean rotations. The sites have similar soils and slopes.



We couldn't do this without farmers willing to participate and partner with us. They provided great assistance excavating and digging into the sidewall. Thank you to Jake Meyer, Patrick and Jackson Judge! We are looking forward to sharing results.

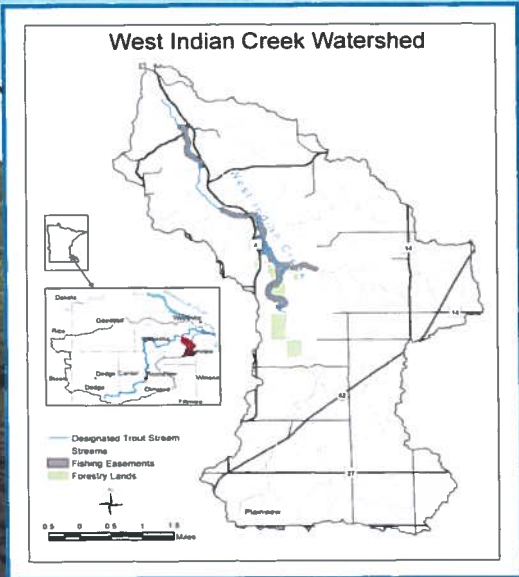
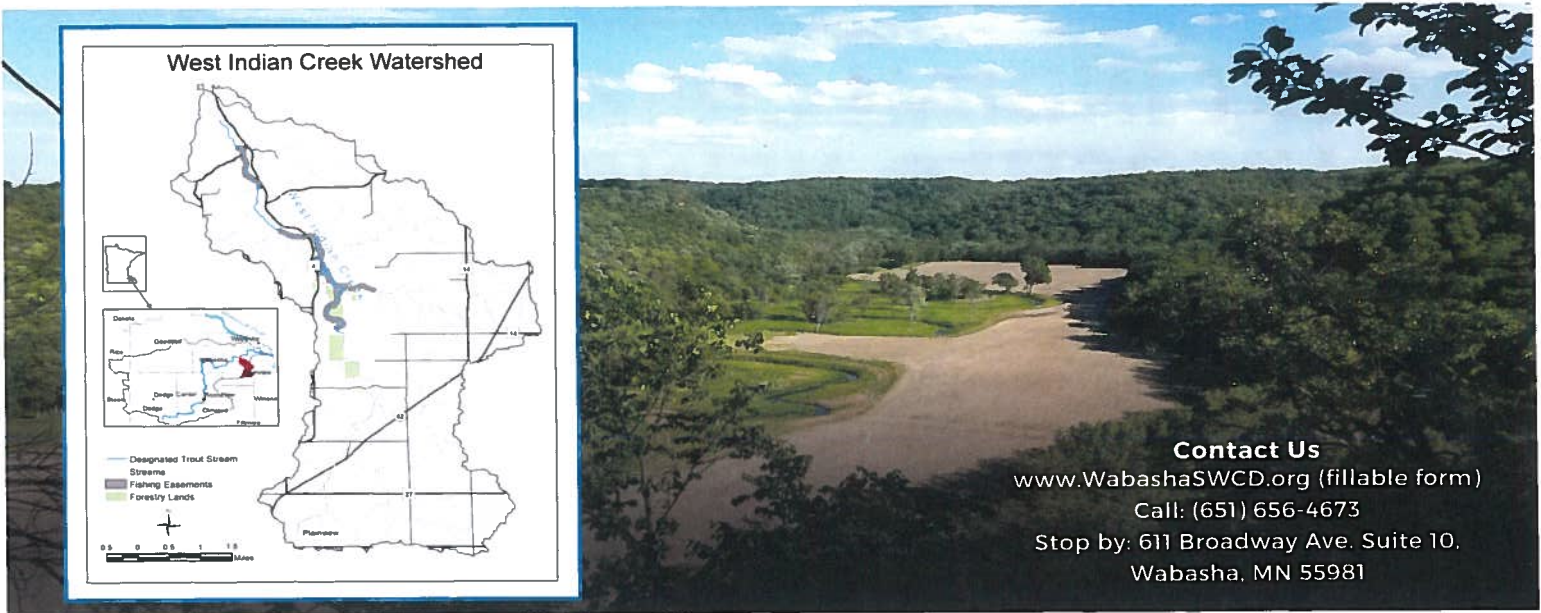
LYSIMETER SET UP AND INSTALLATION



DATES TO REMEMBER

West Indian Creek Watershed Gathering - meet your neighbors in the watershed! **August 16th from 5:30-7:30 at the Theilman Opera House** - watch for invitations!

Environmental Quality Incentives Program (EQIP) cost-share sign up **deadline October 6th, 2023**



Contact Us
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 Stop by: 611 Broadway Ave. Suite 10,
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Summer 2023 Newsletter

Summer is here and feels like it has been for a long time. Here is an update on projects and activities completed in the watershed since 2022:

2 water impoundments and waterways installed (5 planned and in process)

~420 acres planted in cover crops*

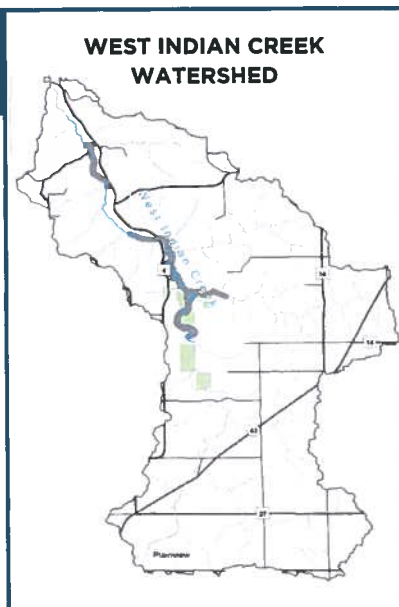
1 Forest Stewardship Plan updated*

4 workshops conducted

6 lysimeters installed

Long-term monitoring by MPCA & DNR

* includes acres people are doing on their own or working with partners such as DNR or MN Soil Health Coalition



We want to hear from you!

West Indian Creek Watershed was selected for a federal 319 Small Focus Watershed Grant in 2022 in which to focus conservation work. This work builds on previous efforts. Technical and financial resources are available to landowners that express an interest (it's all voluntary!) in doing more conservation work on their land. We would like to hear from you about your ideas and needs for private lands conservation work. Please don't hesitate to contact any of the people listed.

COUNTY CONTACTS

Bob Walkes
 County Commissioner
 507-273-3216

Lynn Zabel
 Board Chair, SWCD
 507-534-2493

Terri Peters
 Manager, SWCD
 651-560-2044

WABASHA SWCD LOCAL COST SHARE POLICY

Staff Credentials

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

Technical expertise of the District includes:

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

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

Delegation

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

Noncompliance

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

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

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

3. Labor rate for chainsaw, brush cutting, etc. will follow the general labor rate from the most recent Iowa Farm Custom Rate Survey. (Date, times and activity must be documented)
4. Labor rate of \$50 per cubic yard for concrete work.
5. Heavy equipment operation such as skid steers, tractors, backhoes, and scrapers (including labor) at \$60 per hour. (Date, times and activity must be documented)
6. Materials: \$8 per ton for gravel, \$5 per yard for sand.
7. Professional or semi-professional services, i.e. engineering, contracting for prescribed burns, labor rate up to \$75 per hour. (Date, times and activity must be documented)
8. CWMA funds may be approved for 314 Brush Management and 315 Herbaceous Weed Control up to \$300/acre, not to exceed 75% of total project cost, and will be capped at \$2,000 per project to ensure availability of cost-share to multiple landowners annually. Appropriate contracted rates up to the limits will be determined upon technical evaluation by SWCD staff of site conditions and project goals and will be subject to Board approval.
9. Vegetative plantings (including site prep and native seed used) will have a minimum payment of \$200/acre depending on technical evaluation of the site and Board approval.
10. 50% of eligible cost up to \$1,000 per Well Decommissioning (following local well-sealing policy/checklist).
11. Flat rate payment for Non-Structural land practices (NLMP):
 1. Cover Crops (NRCS 340)
 - a. \$40/acre for single species
 - b. Acre limit determined by professional judgement and funding source
 - c. 3-year contract
 - d. Limited to first-time adopters, except for those increasing number of species or adopting new planting method or timing upon approval. Board may approve repeat practice contracts based upon professional judgement.
 - e. Funding source policy may be used in place of district policy.
 2. No-Till (NRCS 329)
 - a. \$20/acre
 - b. 30 acres maximum
 - c. 3-year contract
 - d. Practice must remain on same acres for contract length
 - e. Funding source policy may be used in place of district policy.
 3. Tree Planting (NRCS 391 612, 380 & 650)
 - a. \$1.50/tree or \$6.00/tree with protectors
 - b. \$2,500.00 limit per project
 - c. Funding source policy may be used in place of district policy.

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

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

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

- The project must be completed in compliance with the terms and conditions of the Cost Share Program Contract and maintained in compliance with the OMP. (See Contract and O&M Plan)

- The applicant is responsible to pay, in full, all receipts and invoices directly to the contractor or vendor.

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

Policies Applied to the Nonstructural Land Management Practices and Vegetative Practices

1. Include all the above mentioned
2. A list of some (not all) practices and programs utilizing funds. Practices shall meet NRCS eFOTG standards unless otherwise noted by technical staff.
 - a. NRCS eFOTG practices included but not limited to: 314 – Brush Management, 315 – Herbaceous Weed Control, 327 – MN Conservation Cover, 338 – Prescribed burning, 342 – Critical Area Planting, 666 – Forest Stand Improvement

- b. Vegetative reestablishment between field and forest edge. NRCS eFOTG practices included but not limited to: 386 – Field Border, 327 – Conservation Cover, 338 – Prescribed Burning, 612 – Tree/Shrub Establishment and 490 - Tree/Shrub Site Preparation
- c. Buffer Law – assistance with vegetative establishment if CRP is not an option. NRCS FOTG practices included but not limited to: 391- Riparian Forest Buffer, 327 – Conservation Cover, 393 – Filter Strip, 386 – Field Border
- d. Contour Strips - NRCS eFOTG practices included but not limited to: 332 – Contour buffer strip
- e. Cover crops - NRCS eFOTG practices included but not limited to: 340 – cover crop

Priorities

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

Additional

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

Adoption

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

SIGNATURE PAGE

Board approved:

SWCD Board Chair

Date

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 20-Capacity-9	Other state or non-state funds? <input type="checkbox"/> YES <input type="checkbox"/> NO	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
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*If contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name Sheri Sexton	Address 61588 CR 2	City/State Millville	Zip code 55957
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* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Hyde Park	Township No.: 109	Range No.: 12	Section No.: 1	1/4,1/4 SE 1/4
------------------------------------	-----------------------------	-------------------------	--------------------------	---------------------------------

Contract Information

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

1. The land occupier is responsible for full establishment, operation, and maintenance of all practices and upland treatment criteria applied under this program to ensure that the conservation objective of the practice is met and the effective life, a minimum of 10 years, is achieved. The specific operation and maintenance requirements for the conservation practice listed are described in the operation and maintenance plan prepared for this contract by the technical assistance provider.
2. Should the land occupier fail to maintain the practice during its effective life, the land occupier is liable to the State of Minnesota for the amount up to 150% of the amount of financial assistance received to install and establish the practice unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.
3. If title to this land is transferred to another party before expiration of the aforementioned life, it shall be the responsibility of the landowner who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.

4. Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

NRCS FOTG 384 - Woody Residue Treatment

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by 11/30/2023, this contract will be automatically terminated on that date.
7. Reimbursement requests must be supported by a completed voucher.

Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel where the conservation practice will be located.
2. Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
3. Be responsible for the operation and maintenance of conservation practices applied under this program in accordance with an operation and maintenance plan prepared by the technical assistance provider.
4. Not accept any other state or federal funds for this practice.

Date	Land Occupier
Date	Landowner, if different from applicant
	Address, if different from applicant information:

Conservation Practice

The primary practice for which cost-share is requested is **384 - Woody Residue Treatment**

Eligible Component Standard & Name 384 - Woody Residue Treatment	Engineered Practice: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Total Project Cost Estimate \$10,800.00
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

Technical Assessment and Cost Estimate

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

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

Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed a rate of: **\$2,500.00**

Amount	Program Name	Fiscal Year
\$1,453.72	2020 Capacity	2020
\$1,046.28	2021 Capacity	2021

Date	Authorized Signature	Total Amount Authorized
		\$2,500.00



Natural Resources Conservation Service
CONSERVATION PRACTICE STANDARD
WOODY RESIDUE TREATMENT

CODE 384

(ac)

DEFINITION

The treatment of residual woody material that is created due to management activities or natural disturbances.

PURPOSE

This practice is used to accomplish one or more of the following purposes–

- Reduce hazardous fuels
- Reduce the risk of harmful insects and disease
- Protect/maintain air quality by reducing the risk of wildfire
- To improve access for management purposes
- Improve access to forage for livestock and wildlife
- Develop renewable energy systems
- Enhance aesthetics
- Reduce the risk of harm to humans and livestock
- Improve the soil organic matter
- Improve the site for natural or artificial regeneration

CONDITIONS WHERE PRACTICE APPLIES

On all lands, except active cropland, where woody residue requires treatment.

CRITERIA

General Criteria Applicable to All Purposes

The condition and extent of residual woody material must determine the treatment method selected based on the operator's purpose.

Treatment methods (i.e., piling, burning, chipping/masticating, lop and scatter, offsite removal, crushing) will achieve landowner objectives while adequately protecting land and water resources.

Care must be taken to minimize injury to or function of the residual plant communities.

Timing of treatment must coincide with intended purpose(s) and minimize impact on other resources. Operate on frozen ground if the ratings are severe or very severe; for a medium severity rating, plan on operating when the ground is dry or frozen. Implement soil conserving practices to protect water quality from soil erosion and sedimentation if necessary. Analyses and reports must be documented in the casefile for the site.

<http://websoilsurvey.sc.egov.usda.gov/App/HomePage.htm>

Any broadcast burning activities must comply with the Conservation Practice Standard (CPS) Prescribed Burning (Code 338).

Any residual woody material left on the site after treatment will not present an unacceptable fire, safety, environmental, or pest hazard. Such remaining material will not interfere with the intended purpose or other planned management activities.

Follow the guidelines in the Sustaining Minnesota Forest Resources: Voluntary Site-Level Forest Management Guidelines for Timber Harvesting - Managing slash, pgs 28-29 and Mechanical Site Preparation - Managing Slash and Windrows, pgs 11-12. Refer to the following webpage

[http://www.frc.state.mn.us/documents/council/site-level/MFRC_Revised%20Forest%20Management%20Guidelines%20\(2012\).pdf](http://www.frc.state.mn.us/documents/council/site-level/MFRC_Revised%20Forest%20Management%20Guidelines%20(2012).pdf)

Additional Criteria Applicable to Reduce Hazardous Fuels

Reduce the amount of fuels to an acceptable level by controlling height, size, amount, and distribution.

Additional Criteria to Reduce the Risk of Harmful Insects and Disease

The degree, intensity, and timing of treatment must consider the characteristics of harmful insects or diseases to enhance the effectiveness of control.

Additional Criteria to Protect/Maintain Air Quality by Reducing the Risk of Wildfire

Activities will be consistent with established regulations and guidelines for particulate matter (PM) 10 and PM2.5 emissions, ozone precursors (nitrogen oxides (NOx) and volatile organic compounds (VOCs), as well as smoke and fugitive dust, and State and local permit requirements.

Additional Criteria to Improve Access to Forage for Livestock and Wildlife

Woody material must be piled, contour windrowed, or removed sufficiently to allow access by livestock and wildlife, and to maximize forage growth.

Additional Criteria for Develop Renewable Energy Systems

Removal of woody material must not be detrimental to the site and will adequately protect soil and water resources. Adequate woody material will be left to maintain or improve nutrient and organic matter cycling.

Additional Criteria to Enhance Aesthetics

Woody material left on the site that is scattered, windrowed or piled will be further treated to meet client objectives and any State or local requirements for aesthetics and visual resources.

Additional Criteria to Reduce the Risk of Harm to Humans and Livestock

Woody material left on the site that is scattered, piled or windrowed will be further treated to meet client objectives and any State or local requirements for safe use of the area.

Additional Criteria to Improve Soil Organic Matter

Woody material will be of a size and closeness to soil to accelerate in decomposition.

Additional Criteria to Improve the Site for Natural or Artificial Regeneration

Woody material will be treated to complement treatments specified in CPS Tree/Shrub Site Preparation (Code 490).

CONSIDERATIONS

When feasible, consider chipping, shredding, offsite disposal, biofuel composting, or other techniques in lieu of burning.

When determining method and timing of woody material treatment, consider air quality regulations, burning regulations, available resources, ability to use woody biomass, and future regeneration needs.

Consider effects on soil carbon when off-site removal of woody material is to occur.

Consider wildlife habitat needs (e.g., large downed wood, snags, brush piles, etc.) when planning the timing of and performing treatment.

Consider establishing artificial habitat (e.g., bat boxes, nesting platforms, rock piles, etc.) where needed.

Consider pollinator needs when planning and performing treatment.

Consider the beneficial and other effects on cultural resources, and threatened and endangered species, natural areas, and wetlands.

PLANS AND SPECIFICATIONS

Specifications for applying this practice must be prepared for each site and recorded using approved specification sheets, job sheets, technical notes and narrative statements in the conservation plan, or other acceptable documentation.

OPERATION AND MAINTENANCE

Monitor populations and the potential of damage to site resources by harmful pests and take controlling actions as necessary.

Access by vehicles or people will be controlled during treatment for safety. See CPS Access Control (Code 472).

Monitor vegetation growth. Unwanted vegetation or excessive regrowth may occur, requiring treatment.

REFERENCES

Lowe, K. 2005. Working Paper 13: Treating Slash after Restoration Thinning. Ecological Restoration Institute. Northern Arizona University. Flagstaff, Arizona.
<https://cdm17192.contentdm.oclc.org/digital/collection/p17192coll1/id/460/rec/1>.

Bennett, M., and S. Fitzgerald. 2008. Reducing Hazardous Fuels on Woodland Property: Disposing of Woody Material. Oregon State University Extension publication EC-1574.

Invoice Statement Quote Estimate

No: 0173

Huemann Tree Services LLC

PO Box #53

Goodhue, MN 55027

651-212-3960

Customer's Purchase

Order No. _____

Date

7/14/23

Name

Sexton Dairy

Address _____

Phone: _____

email: _____

CASH	CHARGE	C.O.D.	ON ACCT.	MDSE. RETD.	PAID OUT	SOLD BY	
------	--------	--------	----------	-------------	----------	---------	--

DESCRIPTION	AMOUNT
-------------	--------

Drop dead ash treeline Roughly 70 trees	8,700

Received
by _____

THANK YOU FOR YOUR BUSINESS

Tax

Total

8,700



Conservation Practice Plan Map
Farm # 4605
Tract # 611

7/14/2023

by: Jared.Holm
 Wabasha County

Customer: Sheri Sexton
Legal Description: Hyde Park 1

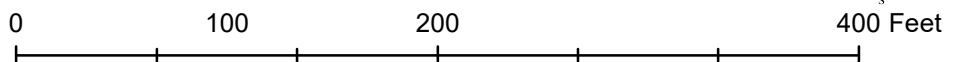


Practice
 384: Woody Residue Treatment
 0.8 Acres

By September 2023
0.8 Acres
384: Woody Residue Treatment (Restoration or Conservation Treatment Following Catastrophic Events)

- 384
- CLU
- Townships
- Sections

1 inch = 91 feet 1:1,094



IRISH RIDGE DAIRY
MILLVILLE, MN

INVOICE

Company Slogan

Date: JULY 2023
INVOICE # 100

-ESTIMATE OF REMOVAL OF BRUSH, BRANCHES AND LOGS
FROM WINDBREAK

To

SHERI SEXTON
IRISH RIDGE DAIRY
61588 CR 2
507-421-0116
Customer ID

-HUEMANN COST BREAKDOWN

Salesperson	Job	Payment Terms	Due Date
	ASH TREE REMOVAL	Due on receipt	

Qty	Description	Unit Price	Line Total
	IN WORKING WITH HUEMANN TREE SERVICE: THEY WILL CUT & DROP TREES AND BRANCHES, CUTTING IN LENGTHS OF APPROX.10-15 FEET. I WILL THEN REMOVE BRANCHES, BRUSH AND LOGS FROM THE WINDBREAK FOR BURNING.		
	HUEMANN'S BID IS \$8700 @ \$300/HOUR FOR THEIR SERVICES, FOR 29 HOURS OF WORK		
	REMOVAL OF BRUSH,BRANCHES, ETC, WITH SKIDLOADER AND GRAPPLE FORK @ \$70/HOUR	30 HOURS	\$2100

Subtotal
Sales Tax

Total