

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
August 24, 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. Roger Walkes AgBMP Loan Application of \$15,000.00 for purchase of a No-Till Drill to save topsoil and for water quality benefits.
 - B. Amended loan applicant to Brian Keller instead of Fred Keller for the AgBMP Loan Application for a Vertical Beater Manure Spreader - \$49,500.00
- VI. SECRETARY'S REPORT**
 - A. July 27, 2023 Meeting Minutes – **Board Action**
- VII. TREASURER'S REPORT – Board Action**
 - A. July District Financial Statements
- VIII. PAYMENT OF MONTHLY BILLS**
 - A. Monthly Bills in the amount of \$14,002.23 - **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. Conservation Planning and Outreach Technician Report– Jenna Rasmusson (in the packet)
 - G. Natural Resources Technician Report– Katelyn Abts
 - H. Bookkeeper/Administrative Assistant Report -Sue Cerwinske (In packet)
 - I. BWSR Report – Adam Beilke
 - J. Other agencies – None

X. OLD BUSINESS

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

XI. NEW BUSINESS

- A. MASWCD Awards Nominees-**Annual Convention December 11-13, 2023**

Start thinking about suggestions for this year's nominees

- i. Wabasha County Outstanding Conservationist of the Year
 - ii. Woodland Manager of the Year
 - iii. Wildlife Habitat Steward
 - iv. Forestry Steward
 - v. Teacher Award
- B. Approve Resolution # 08272023-1 for Contract and Extension Signature Authority policy Wabasha SWCD – **Board Action/Signature**
(Reference August 27, 2020 minutes, new business Letter F.)
- C. Approve donation to Wabasha County Cattlemen's Assn for \$300.00 for the West Indian Creek social event and that amount is also meant to help cover their time contribution for setup and grilling etc. – **Board Action**
- D. Approve Tony Johnson Contract# 22-SDWGP2-2 in the amount of \$1,320.00 for a Reverse Osmosis Water Treatment System – **Board Action**
(Funding source FY22-23 Safe Drinking Water Phase 2)
- E. Approve Allan Marking Amendment for Contract# 21-Capacity-7 to increase authorized amount to \$3,260.00 for addition of 16 acres of practice 340-Cover Crops for a total of 34 acres. Increase in payment rate from \$30/acre to \$40/acre to match updated policy– **Board Action**
- F. Approve Kent Cray Contract# 20-WWDWP-2 in the amount of \$4,450.00 for practice 340 Cover Crops – **Board Action**
(Funding source: Whitewater Drinking Water Protection Grant)
- G. Approve Rosie Rettmann Contract# 23WAGZ-WC-03 in the amount of \$2,000.00 for practice 351 Well Decommissioning – **Board Action**
(Funding source – Watershed Alliance for the Greater Zumbro (WAGZ))
- H. Approve SAPA SKA Farm. Inc. – David Pierson Contract# 23WAGZ-WC-04 in the amount of \$1,474.50 for Practice 351 Well Decommissioning – **Board Action**
(Funding Source – Watershed Alliance for the Greater Zumbro (WAGZ))
- I. Rental Agreement for Truax Drill: Pickup/Storage – Board Discussion
- J. Upcoming Events:
- i. Fall MACDE Supervisors and Employee's Meeting Sept. 19 in Northfield
Morning meeting in Northfield-location to be determined and afternoon lunch and tour at the Salvatierra Farm -the pilot farm of Tree-Range Chickens

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



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

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

AgBMP LOAN APPLICATION

County: Select from Drop down

Borrower Information: (Required for all applications) (One) First Name: Roger (One) Last Name: Walkes (optional) Company: Wabasha

Street Address: 35039 CR 20

City: Plainville State: MN Zip: 55014 Telephone: 507 272-9401

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. 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:
purchase of no-till drill to save topsoil and for water quality benefits

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 #: 108
Range: 011
Section: 19 and 29

Latitude: _____ Longitude: _____

Pin or Parcel #: _____

LOCAL GOVERNMENT APPROVAL

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

Approved Loan Amount	\$ <u>15,000</u>
Estimated Total Project Cost (all sources)	\$
Animal Units (Feedlot improvements or manure handling equipment for facilities > 1000 AU that are not in the Mississippi watershed are ineligible)	Beginning: <u>125</u> Ending: <u>125</u>
<u>125 AU</u> Primary Livestock	<input type="checkbox"/> Dairy <input checked="" type="checkbox"/> Beef <input type="checkbox"/> Swine <input type="checkbox"/> Other:
Primary Crops: <u>Selection 1</u> <u>Selection 2</u>	Conservation Tillage Acres AFTER Project: <u>450</u> Total Acres Farmed: <u>450</u>
Approval Expiration and Other Restrictions	<u>November 30, 2023</u>

Project Approved by: TERRI PETERS (Affiliate) Digitally signed by TERRI PETERS (Affiliate) Date: 2023.08.08 08:32:54 -0500 Date: _____

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

(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	\$ <u>15,000.00</u>	Check if Local Revolving Funds are used: <input type="checkbox"/> <i>Funds will not be disbursed if checked.</i>
(Optional) Additional Request #	\$	Initials: _____ Date: _____
Number of payments per year:		
Total Number of Payments:		
Interest rate (if other 3%):	%	(Optional) Balloon Payment Date: _____
Lender Organization Name	<u>Foresight Bank</u>	
Lender Address		
Lender Signature:		Date: _____

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



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

www.mda.state.mn.us/agbmploans

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

AgBMP LOAN APPLICATION

County: **Wabasha**

Borrower Information: (Required for all applications) (One) First Name: **Brian** (One) Last Name: **Keller**

(optional) Company:

Street Address: **36568 645th St**

City: **Lake City** State: **MN** Zip: **55041**

Telephone: **(651) 335-3083**

Project Information: On a Farm: Non-Farm:

If using PLS, write in T/R/S and mark where the project or practice in 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:
Vertical beater manure spreader. Tears apart manure and spreads more evenly with less manure runoff.

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 #: **220**
Range: **13**
Section: **20**

Latitude: _____ Longitude: _____

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)	\$	49,500.00
Animal Units (Feedlot improvements or manure handling equipment for facilities > 1000 AU that are not in the Mississippi watershed are ineligible)	Beginning:	Ending: 450
Primary Livestock	<input type="checkbox"/> Dairy <input checked="" type="checkbox"/> Beef <input type="checkbox"/> Swine <input type="checkbox"/> Other:	
Primary Crops: Corn <input type="checkbox"/> Forage <input type="checkbox"/>	Conservation Tillage Acres AFTER Project:	Total Acres Farmed: 280
Approval Expiration and Other Restrictions	12/31/2023	

Project Approved by: **TERRI PETERS (Affiliate)** Digitally signed by TERRI PETERS (Affiliate)
Date: _____ Date: 2023.07.24 10:35:49 -05'00'

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	First Farmers & Merchants Bank	
Lender Address	Goodhue	
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

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

Meeting was called to order at 8:15 am by Lynn Zabel, Chair

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

Staff Present: Terri Peters, District Manager, Sue Cerwinske, Administrative Asst.

Others Present: Bob Walkes, County Commissioner, John Benjamin, NRCS, Shawn Huth, County HR, Frank Klennert, citizen

On the Phone: Sheila Harmes, Winona County Water Planner and Whitewater Watershed Project Coordinator

II. PLEDGE ALLEGIANCE

III. AGENDA

Motioned by Klennert and seconded by Ross to approve Agenda with the addition of Sherri Sexton Contract approval under New business, Letter G.

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. 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.

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. June 22, 2023 Meeting Minutes – **Board Action**

Motioned by Knudsen 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. June District Financial Statements

Knudsen stated that he believes the financial statements audit at year-end is what the board should be approving.

Motioned by Knudsen and seconded by Klennert to approve Treasurer's Report.

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

VIII. PAYMENT OF MONTHLY BILLS

A. Monthly Bills in the amount of \$77,622.06 - **Board Action**

Motioned by Klennert and seconded by Ross to approve Payment of the Monthly Bills in the amount of \$77,622.06

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

IX. DISTRICT REPORTS

A. Chair Report – Lynn Zabel

Hiawatha RD&D – Looking for resolution. Not much communication from them.

B. County Commissioner – Bob Walkes

Budget season. Adjustments to be made, a lot of work to do. More requests than money.

C. District Manager Report – Terri Peters

Planning West Indian lysimeter installation.

Resolution meeting. Both of the resolutions passed and are going forward.

TSA – Performance Reviews

WinLaC planning group. Ranking. Work plan moving forward.

Zumbro Watershed

Watershed based funding – less competitive.

SE Landscape – RIM forest buffers.

Capacity

Quarterly Billings

AgBMP Funding

Fair

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

John went through NRCS report at the meeting.

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

F. Bookkeeper/Administrative Assistant -Sue Cerwinske (In packet)

G. BWSR Report – None

H. Other agencies – Sheila Harmes, Winona County Water Planner, Whitewater Watershed Project Coordinator

Sheila reported that the Whitewater approved two septic system contracts for the Whitewater Drinking Water Protection Grant and one contract for a well sealing for Whitewater’s Well Sealing Grant.

WinLaC Technical Advisory Committee meeting will be August 3rd. Bob Walkes will be attending as representative from the WinLaC Policy Committee.

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 14th, following AmeriCorps term end. – **Board Action**

Motioned by Knudsen and seconded by Klennert to approve hiring Katelyn Abts as Natural Resource Technician II.

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

D. Consideration to host another AmeriCorps member – **Board Action**

Motioned by Klennert and seconded by Knudsen to move ahead with considering hosting another AmeriCorps member.

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

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.

HSA limit increase for 2024. Single \$4,150.00 and Family \$8,300.00 a year.

Ban of pay history inquiries. Can't ask applicant what they are making for salary.

PERA - vesting changed to 3 years from 5

Earned Sick and Safe Time – Effective 1/1/2024. Minnesota law requires employers

to provide paid leave to employees who work in the state. Accrual will be one hour earned for every 30 hours worked (up to 48 hours) Will need to show this separately on the payroll stub.

Paid Family and Medical Leave – State of Minnesota is establishing a Paid Family and Medical Leave for all employers and the new program will be launched in 2026. It will provide paid time off when a serious health condition prevents employees from working or they need to care for a family member and others per list. Leave premiums will be 0.7% of an employee’s taxable wages. Employers can charge maximum of ½ of the premium to employees through a wage deduction. Employee ½ .035 and Employer ½ .035. Benefits are paid by the State. Premiums will be collected starting Jan. 1, 2026. We will need to be in charge of tracking it.

Crown Act – adds hair texture and hair style to the definition of race to the MN Human Rights Act.

Juneteenth – June 19 State Holiday and no public business shall be transacted. The bill also requires the change from “Christopher Columbus” references to “Indigenous Peoples Day”

Cannabis – Effective 8/1/2023 Bill legalizes possession and use of cannabis and certain hemp products by adults along with licensing, inspection and regulation of cannabis businesses and hemp businesses.

(Note going forward medical records, leave slips & such, need to be in a separate file from Personnel file.)

Board discussion followed after Shawn’s presentation.

- 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)

Federal computers for CAD and GIS

Motioned by Knudsen and seconded by Ross to approve quote to purchase 3 new Dell 7680/USDA computers (federal computers) in the amount of \$14,496.12.

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

- 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 - **Out at WIC water sampling. Move introduction after letter G when she came into the meeting.**

- E. Updated Cost Share Policy – **Board Action/Signature**

Motioned by Klennert and seconded by Knudsen to approve updated Cost Share Policy.

Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel

Opposed: None

Motion Carried

- F. No-till Drill – Donation from US Fish & Wildlife
Discussion on storage and rental. Seth said he would have room to store it. Rent similar to how we rent out the roller crimper and prices. Drop off and Pick-up.
- 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)
Motioned by Klennert and seconded by Ross to approve Sheri Sexton Contract# 20-Capacity-9 in the amount of \$2,500.00 for practice 384 – Woody Residue Treatment. Remove 70 Emerald Ash damaged trees. Talked to State Forester. Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried
- 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
TSA Finance Committee and Board meeting at Goodhue.
E. County Board Meeting – Sharleen

XIII. Adjourn – Board Action

Motioned by Ross and seconded by Knudsen to adjourn the meeting at 10:39am
Affirmative: Ross, Klennert, Knudsen, Tentis, Zabel
Opposed: None
Motion Carried

Respectively Submitted by:

Dag Knudsen, Secretary

9:00 AM

Wabasha Soil and Water Conservation District

08/07/23

Cash Balances

Cash Basis

As of July 31, 2023

	<u>Jul 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
Money Market- Bank of Alma	41,894.43
Money Market WNB Financial	7,418.17
Peoples State Bank Money Market	325,290.11
Petty Cash	93.57
WNB Financial	29,948.94
Total Checking/Savings	<u>404,645.22</u>
Total Current Assets	<u>404,645.22</u>
TOTAL ASSETS	<u><u>404,645.22</u></u>
LIABILITIES & EQUITY	0.00

Wabasha Soil and Water Conservation District

08/07/23

Balance Sheet

Accrual Basis

As of July 31, 2023

	Jul 31, 23
ASSETS	
Current Assets	
Checking/Savings	
Money Market- Bank of Alma	41,894.43
Money Market WNB Financial	7,418.17
Peoples State Bank Money Market	325,290.11
Petty Cash	93.57
WNB Financial	29,948.94
Total Checking/Savings	404,645.22
Accounts Receivable	
11000 · Accounts Receivable	194,206.63
Total Accounts Receivable	194,206.63
Total Current Assets	598,851.85
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	626,132.60
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	549.12
Total Accounts Payable	549.12
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

08/07/23

Balance Sheet

Accrual Basis

As of July 31, 2023

	<u>Jul 31, 23</u>
FY23 State Cost Share	15,401.00
FY23 SWCD Aid	80,057.52
FY23 WCA	<u>12,118.00</u>
Total Deferred Revenue	600,221.66
Retainage Payable	17,691.21
24000 · Payroll Liabilities	1,192.99
25500 · Sales Tax Payable	<u>950.27</u>
Total Other Current Liabilities	<u>621,637.99</u>
Total Current Liabilities	<u>622,187.11</u>
Total Liabilities	622,187.11
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>-252,450.22</u>
Total Equity	<u>3,945.49</u>
TOTAL LIABILITIES & EQUITY	<u><u>626,132.60</u></u>

Wabasha Soil and Water Conservation District

Profit & Loss

08/07/23

July 2023

Cash Basis

	Jul 23
Ordinary Income/Expense	
Income	
Charges for Services	
Plat Book Sales	58.29
Total Charges for Services	58.29
Intergovernmental Revenues	
Federal	
FY22 MPCA - Chloride Monitoring	4,389.75
Total Federal	4,389.75
State	
FY22-23 SDW - Phase 2	7,028.43
FY22-23 WAGZ	1,406.73
FY23 PFM Coordinator-MN DNR	0.00
FY23 SE Landscape - MN DNR	0.00
MAWQCP	3,975.07
Total State	12,410.23
Total Intergovernmental Revenues	16,799.98
Total Income	16,858.27
Gross Profit	16,858.27
Expense	
District Operations	
Other Services and Charges	
Education and Information	11.08
Employee Expenses	16.71
Employee Mileage	278.39
Fees and Dues	181.92
Internet Expense	79.66
Subs. and Pubs.	100.00
Supervisor's Mileage	410.03
Vehicle Expenses	
Chevrolet Silverado Vehicle Exp	36.11
Hyundia Tucson Vehicle Expense	45.48
Total Vehicle Expenses	81.59
Total Other Services and Charges	1,159.38
Personnel Services	
Employee Salary Permanent	19,655.58
Employer HSA contributions	750.00
Employer Life and Health	
66000 · Payroll Expenses	5,800.17
Employer Life and Health - Other	16.50
Total Employer Life and Health	5,816.67
Employer Share FICA	1,237.10
Employer Share Medicare	289.32
Employer Share PERA	1,382.76
Total Personnel Services	29,131.43
Supplies	
Field Supplies	656.33
Office Supplies	842.52
Total Supplies	1,498.85
Total District Operations	31,789.66
Project Expenditures	
Federal	

Wabasha Soil and Water Conservation District

Profit & Loss

08/07/23

July 2023

Cash Basis

	<u>Jul 23</u>
319 Focus Small Wtrshd-W.Indian	1,720.76
Total Federal	1,720.76
State	
FY20 Gorman Creek Restoration	9,103.88
FY21 Capacity	6,423.63
FY22-23 SDW - Phase 2	6,245.13
FY23 Capacity	915.20
FY23 CWF - WIC	240.00
FY23 NACD TA Grant	23,300.00
FY23 PFM Coordinator-MN DNR	4,500.00
FY23 SE Landscape - MN DNR	747.67
LWM NRBG	65.47
MAWQCP Administration	18,681.10
Total State	70,222.08
Total Project Expenditures	71,942.84
Total Expense	103,732.50
Net Ordinary Income	-86,874.23
Other Income/Expense	
Other Income	
Interest Income	
Interest Earnings MM's	777.97
Total Interest Income	777.97
Total Other Income	777.97
Net Other Income	777.97
Net Income	-86,096.26

Wabasha Soil and Water Conservation District Monthly Bills Listing

August 24, 2023

Type	Date	Num	Name	Memo	Account	Paid Amo...
Aug 24, 23						
Liability Check	08/24/2023	EFT	VSP Vision Care	Premium for September, 2023	WNB Financial	-64.04
Liability Check	08/24/2023	11879	Auditor/Treasurer of Wabasha County		WNB Financial	-7,403.29
Bill Pmt -Check	08/24/2023	11880	Franz Reprographics, Inc.	3 - West Indian posters for gathering on 8-16	WNB Financial	-146.24
Bill Pmt -Check	08/24/2023	11881	HBC	Internet 8/02 - 9/01/2023	WNB Financial	-79.66
Bill Pmt -Check	08/24/2023	11882	Jenna Rasmusson	Mileage -personal car -Conservation Planning Training Aug 7-11	WNB Financial	-328.81
Bill Pmt -Check	08/24/2023	11883	Jennifer Wahls-C		WNB Financial	-3,315.00
Bill Pmt -Check	08/24/2023	11884	Lynn Zabel-v	April - June Meeting Mileage	WNB Financial	-274.97
Bill Pmt -Check	08/24/2023	11885	Mittel Schule, Inc.	September Rent	WNB Financial	-920.43
Bill Pmt -Check	08/24/2023	11886	Seth Tentis		WNB Financial	-55.02
Bill Pmt -Check	08/24/2023	11887	Theilman Sportsman's Club	Soda/Water for WIC gathering	WNB Financial	-30.00
Bill Pmt -Check	08/24/2023	11888	University of Wisconsin-River Falls	WIC Monitoring Expense 5-01 to 6-30-2023	WNB Financial	-369.71
Bill Pmt -Check	08/24/2023	11889	Wabasha County Cattlemen's Assn	Donation - WIC social event, burgers/hotdogs/bun and condiments ...	WNB Financial	-300.00
Bill Pmt -Check	08/24/2023	11890	Wabasha County Herald		WNB Financial	-686.82
Bill Pmt -Check	08/24/2023	11891	Wabasha County Highway Department	Hyundai gas for July	WNB Financial	-28.24
Aug 24, 23						-14,002.23

NRCS Field Office Report

8/25/23

John Benjamin

CSP (Conservation Stewardship Program)

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

EQIP (Environmental Quality Incentive Program)

- 26 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 moving forward

RCPPEQIP (Regional Conservation Partnership Program- EQIP)

- 3 active contracts
- No applications submitted.

RCPPEQIP18 (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.
- 57 continuous offers to be completed by Sept 8th
- 18 FY25 Expiring contracts to review.

Monthly Report – August 2023

Matt Kempinger

Projects

- Completed two farm walkover site investigations.
- Preliminary design work on 4 grade stabilization structures
- Design work for 1 waterway
- Surveying, staking, and construction monitoring for 1 feedlot project
- Investigated 6 new potential grade stabilization structure sites
- Handed off to Jenna, 2 new soil health focused farms to work with
- Prepared 1 reverse osmosis system contract.
- Monitored 1 wetland restoration.
- Reviewed 1 wetland banking prospectus
- Reviewed 1 wetland habitat improvement plan

Others

- Assisted new staff (Jenna and Katelyn) with training and understanding job duties
- RIM inspections
- West Indian Creek outreach
- West Indian Creek event in Theilman
- West Indian Creek lysimeter sample collection
- Zumbro River Surface Water Assessment Grant (SWAG) monitoring
- Assisted 3 landowners with MAWQCP financial assistance processing
- General project & contract management
- Answered general resource questions from public and assisted where possible

Monthly Report – August 2023

Jenna Rasmusson

Capacity – Training

- Obtained Level 1 Conservation Planer certification.
- Completed online training modules and exams for Conservation Planning certification.
- Attended a weeklong Conservation Planning Training in Morris, MN

Capacity - Technical Assistance

- Contacted existing cover crop contract holders and provided seeding sheets for fall planting.

CWF West Indian Creek

- Assisted with planning the West Indian Creek Watershed Gathering, including preparing a kid's activity, acquiring food order estimates, and designing and ordering invitations and newsletter.
- Conducted lysimeter sampling 2 times.
- Targeted outreach.

2023 Soil Health

- Provided cover crop assistance.

Zumbro SWAG

- Collected water samples and delivered to Olmsted.

Whitewater Drinking Water Protections

- Answered responses from our most recent newsletter about cost share opportunities for septic repair/replacement, well sealing, and cover crops.
- Set up 3 new cover crop contract applications.

SUE

West Indian Creek invoicing
National Wild Turkey Federation invoicing
Gorman Creek expense – hours spreadsheet
Spreadsheet on Contract Funding
Minutes for July 27th meeting
Payroll – taxes and liabilities
Bank Reconciliations
Deposit and Checks Listing Report for July
Financial Statements
Signature Authority policy for Terri
Items for WIC gathering on 8/16 – sign in sheet
Townsquare – website updates
PERA webinar on 2023 legislative changes
Katelyn Abts onboarding for payroll
Check banks for EFT payments and post
Agenda – Board Packet for August 24th

**Contract and Extension Signature
Authority policy Wabasha SWCD
Resolution 08242023-1**

In the event that a new Cover Crop or Well Sealing contract, or an existing contract that will expire between scheduled board meetings, the District Manager and either the Board Chair, or Vice Chair will have the authority to sign the new contract or extension on behalf of the Wabasha SWCD, with ratification of the new contract or amendment to extend the contract being made at the next regular board meeting of the Wabasha SWCD.

This policy is designed to reduce the expense and requirement to schedule and hold a special board meeting for non-controversial items.

This policy applies to new Cover Crop or Well Sealing contracts and non-controversial amendments to extend the contract end date.

Whereas signature authority was approved at the August 27, 2020 board meeting and

Whereas this is a resolution to support that board meeting decision for signature authority for cover crops, well-sealing and time sensitive non-controversial contracts

Board Chair

Date

Due to the current CDC guidelines on social distancing, we are limiting the number in attendance to 5 people at the board meeting. We will also have limited call-in capabilities for up to 10 people. Phone# 651-560-1088 Access code # 0147478#

Phone or physical attendance will be allowed on a first come first serve basis following Wabasha SWCD board members receiving priority for phone or physical attendance.

Anyone who is in the at-risk category should consider not attending. If you would like to attend either by call-in or physically, you must notify Sue Cerwinske to hold your place in advance. susan.cerwinske.wabashaswcd@gmail.com or 651-560-2053

**Wabasha Soil and Water Conservation
District Regular Board Meeting
August 27, 2020
8:15 am
County Annex Conference Room
625 Jefferson Ave.**

- I. **CALL MEETING TO ORDER** – *Terry Helbig, Chair called meeting to order at 8:15 am*
Supervisors Present: Terry Helbig, Chair, Lynn Zabel, Co-Chair, Chuck Fick, Treasurer
Staff Present: Terri Peters, District Manager, Matt Kempinger, District Technician and Henry Stelten, Ecological Technician
Called in: Nate Arendt, Board Member, Rich Hall, County Commissioner, Phillis Brey, NRCS and Sue Cerwinske, Bookkeeper/Admin. Asst.
Sharlene Klennert, Citizen
Absent: Larry Theismann, Secretary

- II. **PLEDGE OF ALLEGIANCE**

- III. **AGENDA** –
Motioned by Zabel and seconded by Fick to approve the agenda as presented with updates.
Approved: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried

A. Meeting statement – Terri Peters
Terri Peters made the decision to have call-in and limited number of attendees at the Board Meetings. Consulted with other SWCD's and BWSR on how they were handling meetings because of COVID-19 and State of Emergency Guidelines. Calling in is allowed under the open meeting law. Phone line setup for SWCD meeting by the County. Board was contacted about this suggested change and it was agreed that this was the best solution for the situation, at this time.

- IV. **PUBLIC COMMENTS**
Comments limited to 5 minutes per speaker

XI. NEW BUSINESS

- A. Approve Dan Young Contract 19-Capacity-10 for \$4,388.93 for Travel Lanes & Livestock Watering System – **Board Action**
(Practice Standards – Heavy Use Protection (561) Trails & Walkways (575) Critical Area Planting (342) Watering Facility (614))
Motioned by Fick and seconded by Zabel to approve Dan Young Contract 19-Capacity-10 for \$4,288.93 for Travel Lanes & Livestock Watering System.
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried
- B. Approve Rollie Schumacher Contract 18-Capacity-6 for \$10,725.00 for 412 Grassed Waterway (NRCS Practice Standard) – **Board Action**
Motioned by Zabel and seconded by Fick to approve Rollie Schumacher Contract 18-Capacity-6 for \$10,725.00 for 412 Grassed Waterway (NRCS Practice Standard)
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried
- C. Approve Fred Keller Contract 20-Capacity-3 for \$15,211.50 for 412 Grassed Waterway (NRCS Practice Standard) – **Board Action**
Motioned by Fick and seconded by Zabel to approve Fred Keller Contract 20-Capacity-3 for \$15,211.50 for 412 Grassed Waterway (NRCS Practice Standard)
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried
- D. Approve Payment Voucher for Tom Miller Contract 20-CS-3 in the amount of \$1,093.44 for 412 Grassed Waterway – **Board Action**
Motioned by Fick and seconded by Arendt to approve Payment Voucher for Tom Miller Contract 20-CS-3 in the amount of \$1,093.44 for 412 Grassed Waterway
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried
- E. Staff Assignments and Training Plans – **Discussion**
Henry – NFWF, overall planning with landowners, RIM Mgmt check
Matt – Wetland Conservation, Small feedlots. Sites to look at with BWSR.
Keely – Technical Survey Design, Organize Projects, Cover Crops, Drone FAA Test Friday
All interested in survey design. Not on Federal System yet.
- F. Approval for Terri to have authority to sign any New Cover Crops or Well Sealing Contracts coming in – **Board Action**
Time sensitive programs. Flexibility to get contracts done.

Resolution beginning of 2021 for Terri to sign cover crop and well sealing contracts

Motioned by Fick and seconded by Zabel to approve authority for District Manager to sign any new Cover Crops or Well Sealing Contracts coming in through the end of the year 2020.

Affirmative: Helbig, Zabel, Fick, Arendt

Opposed: None

Motion Carried

- G. Approve Contract Amendment #2 for Steve McNallan for 17-CAP-WS-13
Expiration date from 8/30/2020 to 11/30/2020 with original amount staying at \$1,000.00 – Board Action
Motioned by Zabel and seconded by Fick to approve Contract Amendment #2 for Steve McNallan for 17-CAP-WS-13. Expiration date from 8/30/2020 to 11/30/20 with original amount staying at \$1,000.00
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried
- H. Approve Frank Brand Contract 19-319FL-1 in the amount of \$15,000.00
Feedlot VII Cost Share Assistance (Cost Share 50% up to \$15,000.00) – Board Action
Motioned by Fick and seconded by Zabel to approve Frank Brand Contract 19-319FL-1 in the amount of \$15,000.00 Feedlot VII Cost Share Assistance (Cost Share 50% up to \$15,000.00)
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried
- I. Approve Diane McNallan Contract Amendment for 18-CS-2. Updated Contract number from 18-CS-2, & 19-CS-1 to 18-CS-2 Expiration Date from 11/30/2019 to 10/31/2020 with amount change from \$11,971.88 to \$14,171.88 -Board Action
Cost more than anticipated
Motioned by Zabel and seconded by Fick to approve Diane McNallan Amendment for 18-CS-2. Updated Contract number from 18-CS-2 & 19-CS-1 to 18-CS-2. Expiration date from 11/30/2019 to 10/31/2020 with amount changed from \$11,971.88 to \$14,171.88
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried
- J. Approve Payment Voucher for Diane McNallan Contract 18-CS-2 in the amount of \$14,171.88 – Board Action
Motioned by Fick and seconded by Zabel to approve Payment Voucher for Diane McNallan, Contract 18-CS-2 in the amount of \$14,171.88
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried

XII. Upcoming Events:

A.

XIII. Board Reports

A. WW – Lynn Zabel

Using same auditor.

B. Zumbro 1W1P- Larry Theismann

C. SE SWCD Technical Support JPB – Larry Theismann

Glen Roberson administering the grant. Meeting mostly on JPB funding shortfall and resolving that. Raising dues to districts participating. Meeting with area engineers to go over projects we can help with. NACD grant we have and will be administering. \$100,000 for JPB staff and to use for EQIP and CSP Technical Assistance. Pay for some of Sue's time to work with Phillis on CSP. Meeting with NRCS engineer and JPB staff to go over what we will need to report. Other projects that can be funded.

D. County Board Meeting – Terry Helbig

**** Darrin Thompson came into meeting to discuss a well sealing situation.**

Well is not easy one. Going back and forth with state. Concrete already poured in the well. Equipment problem getting up to the well. Investigation to see if poured enough and sealed. Need contractor to come in and see what we can or can't do. Find somebody that can do this project. Is it sealed correctly or does it need to be drilled-out. Drill to see how deep the concrete is or excavator to dig trench and see how deep. Expensive, not a smooth project. Program SWCD has would only cover \$1,000.00 and expires 11/30/2020 and we would need records from Well-Sealers and Dept of Health. Landowner will need to make a decision.

XIV. Adjourn –Board Action

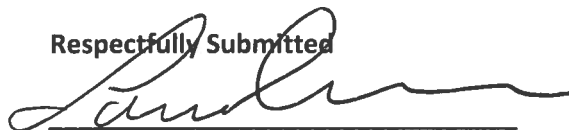
Motioned by Fick and seconded by Zabel to adjourn meeting at 10:06 AM

Affirmative: Helbig, Zabel, Fick, Arendt

Opposed: None

Motion Carried

Respectfully Submitted



Larry Theismann, Secretary

Cattlemen's

2 messages

Peters, Terri - FPAC-NRCS, MN <terri.peters@mn.nacdnet.net>
To: Susan Cerwinske <susan.cerwinske.wabashaswcd@gmail.com>
Cc: "Moyer, Lisa - FPAC-FSA, MN" <lisa.moyer@usda.gov>

Thu, Aug 17, 2023 at 10:56 AM

Sue,

Lisa has given us an itemized cost for the food for the West Indian Creek event (on your chair). This can be for reference. They receive the funds as a donation. Please add to the board agenda 1) Donation to Wabasha County Cattlemen's for \$300 for the West Indian Creek social event and that is meant to help cover their time contribution for setup and grilling, etc.

Lisa, Sue might need address and to make sure check is made out appropriately.

Terri Peters, District Manager



611 Broadway Ave., Suite 10

Wabasha, MN 55981

(651) 560 – 2044

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Moyer, Lisa - FPAC-FSA, MN <lisa.moyer@usda.gov>
To: "Peters, Terri - FPAC-NRCS, MN" <terri.peters@mn.nacdnet.net>, Susan Cerwinske <susan.cerwinske.wabashaswcd@gmail.com>

Thu, Aug 17, 2023 at 10:59 AM

Good Morning All,

When the check is made out it can be made to the Wabasha County Cattlemen's Assn and can be given to me. I am the treasurer . My address is 30655 699th St Lake City but really can just be hand delivered.

From

Wabasha Cattlemen's Association

Your address

INVOICE


To

Customer name

Customer address

Invoice # 0000001

Invoice Date 08/17/2023 

Due Date 08/31/2023 

	Item	Description	Unit Price	Quantity	Amount
⊗	Product	16-Pkg Hot Dog Buns	3.78	2.00	7.56
⊗	Product	16 Pkg Hamburger Buns	3.78	5.00	18.90
⊗	Product	50 Count Chips	16.48	1.00	16.48
⊗	Product	American Cheese	7.68	1.00	7.68
⊗	Product	Ketchup/Mustard/Relish Pack	2.46	3.00	7.38
⊗	Product	Hamburger - 75 Patties	100.00	1.00	100.00
⊗	Product	Alll Beef Hotdogs	27.00	1.00	27.00

New Line

Notes

Subtotal	185.00
Total	185.00
Amount Paid	0.00
Balance Due	\$185.00

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 22-SDWGPb2-2	Other state or non-State funds? <input type="checkbox"/> YES <input checked="" type="checkbox"/> No	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
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*If contract amended, attach amendment form(s) to this contract

Applicant

Land Occupier Name Tony Johnson	Address 66517 155th Street	City/State Wabasha, MN	Zip Code 55981
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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: Greenfield	Township No: 110	Range No.: 11	Section No.: 10	1/4,1/4 NE,NE
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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 objectives are met and the effective life, a minimum of N/A years, is achieved. The specific operation and maintenance requirements for the conservation practice(s) listed are described in the Operation and Maintenance plan prepared for this contract by the technical assistance provider.
2. Should the land occupier fail to maintain the practice(s) during its effective life, the land occupier is liable to the organization for the amount up to 150% of the amount of financial assistance received to install and establish the practice(s) unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.
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:

State of MN Plumbing Code (MN Rules, Chapter 4714), by a water contractor licensed under chapter 326B or a plumber licensed under chapter 326B.

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, will remain in effect unless canceled or amended by mutual agreement. If the practice(s) covered by this contract have not been installed by 03/31/2024, this contract will be automatically terminated on that date.

7. Items or 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/receipts must include: the name of the vendor; the materials, labor or equipment used; the component unit costs and the date(s) 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. Reimbursement requests must also be supported by a completed Percent Based Voucher Form.

Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel(s) where the conservation practice(s) will be located.
2. Obtain any permits required in conjunction with the installation and establishment of the practice(s) prior to starting construction of the practice(s).
3. Be responsible for the operation and maintenance of conservation practice(s) applied under this program in accordance with an Operation and Maintenance Plan prepared by the technical assistance provider.
4. Not accept cost-share funds, from state sources in excess of 80%, or state and non-state sources that when combined are in excess of 80% of the total cost to establish the conservation practice(s). Pre-construction Cover is exempt from the percent reimbursement rate limitations when utilizing the Flat Rate Payment option.
5. Provide copies of all forms and contracts pertinent to any other state or non-state programs that are contributing funds toward this project.

Date	Land Occupier
8-21-23	<i>Ty J. Johnson</i>
Date	Landowner, if different from applicant
	Address, if different from applicant information

Conservation Practice

The primary practice for which cost-share is requested is: **Reverse Osmosis Water Treatment System**

Practice standard(s) or eligible component(s) See attached installation standards and requirements	Engineered Practice: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Total Project Cost Estimate \$1,650.00
	Ecological Practice: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	

Technical Assessment and Cost Estimate

I have the appropriate technical expertise and have reviewed the site where the above-listed practice(s) will be installed and deem the practice(s) needed and that the estimated quantities and costs are practical and reasonable.

Date	Technical Assistance Provider
8/18/2023	<i>Katelyn Abts</i>

Pre-Construction Cover

Allowed when temporary cover is necessary for 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 has authorized the following for financial assistance, total not to exceed 80.0% of the total cost to establish the conservation practice plus the pre-construction cover total amount if utilizing the Flat Rate Payment option.

Date	Authorized Signature	Total Amount Authorized
		\$1,320.00

Contract Amendment Form

Organization: <p style="text-align: center;">Wabasha SWCD</p>	Contract Number: <p style="text-align: center;">21-Capacity-7</p>	Amendment Number: <p style="text-align: center;">1</p> <hr/> Board Meeting Date: <p style="text-align: center;">8/24/2023</p>	Amendment Type Date <input type="checkbox"/> Amount <input checked="" type="checkbox"/> Land Occupier <input type="checkbox"/> Practice <input type="checkbox"/> Other <input type="checkbox"/>
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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: 11/30/2024 Original Contract Install Date: 11/1/22, 11/1/23, 11/1/24

Amended Contract Install Date (If applicable): _____

Original Total Amount Authorized: \$1,620.00 Amended Total Amount Authorized: \$3,260.00

Original Estimated Project Cost: \$1,620.00 Amended Estimated Project Cost: \$3,260.00

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

The total amount authorized is increased from \$1,620 to \$3,260 due to an increase of 16 acres of practice (340-cover crops) installed (18 acres to 34 acres). The payment rate is also increased from \$30/acre to \$40/acre to match updated policy.

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 8-17-2023	Land Occupier <i>Allen Marking</i>
Date	Landowner, if different from applicant

Technical Assessment and Cost Estimate

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

Date	Technical Assistance Provider <p style="font-size: 1.2em; margin: 0;">DEAN THOMAS (Affiliate)</p> Digitally signed by DEAN THOMAS (Affiliate) Date: 2023.08.17 07:30:41 -05'00'
------	--

Organizational Approval

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

*Attach this form to the Conservation Practice Assistance Contract

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: <i>20-WWOWP-2</i>	Other state or non-state funds? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
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*If contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name Kent Cray	Address 25950 512th St.	City/State Plainview, MN	Zip code 55964
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*If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form

Conservation Practice Location

Township Name: Elgin, Plainview	Township No.: 108	Range No.: 12, 11	Section No.: 25, 30	1/4, 1/4 E1/2 and W1/2
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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 1 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:

340 Cover Crops

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 , this contract will be automatically terminated on that date: 11/1/23
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
8-21-23	Kent Casper
Date	Landowner, if different from applicant
8-23-23	Kade [Signature]
	Address, if different from applicant information
	502 22nd St NE

Conservation Practice

The primary practice for which cost-share is requested is **340 Cover Crops**

Eligible Component Standard & Name 340 Cover Crops	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$4,450.00
	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	Technical Assistance Provider	Digitally signed by DEAN THOMAS (Affiliate) Date: 2023.08.23 13:04:43 -05'00'
	DEAN THOMAS (Affiliate)	

Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed a rate of: \$50/ac

Amount	Program Name	Fiscal Year
\$4,450.00	Whitewater Drinking Water Protection Grant	2023

Date	Authorized Signature	Total Amount Authorized
		\$4,450.00

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 23WAGZ-WC-03	Other state or non-state funds? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
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*If contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name Rosie Rettmann	Address 30905 550th St	City/State Elgin, MN	Zip code 55932
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* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Elgin	Township No: 108	Range No.: 12	Section No. 8	1/4,1/4 NW 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 20 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:

351 Well Decommissioning

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 , this contract will be automatically terminated on that date: 3/31/2024.
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
8-23-23	Rosie Rettrusund
Date	Landowner, if different from applicant
	Address, if different from applicant information:


Conservation Practice

The primary practice for which cost-share is requested is 351 Well Decommissioning

Eligible Component Standard & Name 351 Well Decommissioning	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$5,990.00
	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	Technical Assistance Provider
8/23/23	Cost estimate provided by licensed well contractor (see attachment) 

Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed a rate of: 50% up to \$2,000

Amount	Program Name	Fiscal Year
\$2,000.00	Watershed Alliance for the Greater Zumbro (WAGZ)	2022

Date	Authorized Signature	Total Amount Authorized
		\$5,990.00 \$2,000.00 <i>8/23</i>



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8/21/2023

Rosie Rettmann
30905 550th St.
Elgin, MN
RettmannR@hotmail.com

Hi Rosie,

As we discussed, here's what I think it'll take to seal the old well under a windmill deep in the valley below the above address:

Labor & Equipment:

Day 1: Mobilize skid loader with grapple and chainsaw to site, clear debris, get service rig to well, pull pump and measure well.

Operator/Assistant with service rig, skidloader, etc. – estimate 8 hours at \$290.00/hr = \$2,320.00+/-

Day 2: Mobilize service rig, compressor and grout pump to site, set tremie line to bottom of well, mix grout and seal well to code.

Operator with 2 assistants with service rig and grout pump – estimate 6 hours at \$390.00/hr = \$2,340.00+/-

Portland Cement – estimate 30 bags at \$40.00/bag = \$1,200.00+/-

Wabasha Co. Sealing Permit & Filing Fee = \$130.00

Estimated Total Cost of Sealing Old Well to Code = \$5,990.00+/-

Your final invoice would be based on the actual quantities used – plus or minus – at our listed/standard prices. I hope we can be of service.

Sincerely,

Mark Thein
Thein Well Rochester, Inc.
7025 Broadway Ave. N.
Rochester, MN 55906
507-288-5554

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 23WAGZ-WC-04	Other state or non-State funds? <input type="checkbox"/> YES <input checked="" type="checkbox"/> No	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
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*If contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name SAPA SKA FARM, INC. David Pierson	Address 69631 350th Ave	City/State Lake City, MN	Zip Code 55041
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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: Mount Pleasant	Township No: 111	Range No.: 13	Section No. 28	1/4, 1/4 SE 1/4 NE1/4
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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 20 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:

351 Well Decommissioning

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 , this contract will be automatically terminated on that date: 11/30/2023.
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 50% , or state and non-state sources that when combined are in excess of .% of the total cost to establish the conservation practice. Pre-construction Cover is exempt from the percent reimbursement rate limitations when utilizing the flat rate payment option.

5. To provide copies of all forms and contracts pertinent to any other state or non-state programs that are contributing funds toward this project.

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

Conservation Practice

The primary practice for which cost-share is requested is: 351 Well Decommissioning

Eligible Component Standards & Names 351 Well Decommissioning	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$2,949.00
	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 8/23/23	Technical Assistance Provider provided by licensed well contractor (see attachment) 	Cost estimate
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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 50.0% of the total cost to establish the conservation practice plus the pre-construction cover total amount if utilizing the flat rate payment option.

Amount	Program Name	Fiscal Year
\$1,474.50	Watershed Alliance for the Greater Zumbro (WAGZ)	2022

Date 8/23/23	LAND OCCUPIER Authorized Signature: <i>SAPA SRA FARM INC by David C. Rein</i>	Total Amount Authorized \$1,474.50
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DATE	AUTHORIZED SIGNATURE	TOTAL AMOUNT AUTHORIZED \$1,474.50
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DC Well Drilling

21705 Ravenna Trail
Welch Mn, MN 55089 US
(651) 437-5040
info@dcwelldrilling.com
http://dcwelldrilling.com



Estimate

ADDRESS
David Pierson
69631 350th Ave
Lake City, MN 55041

ESTIMATE 2557
DATE 08/22/2023
EXPIRATION DATE 12/22/2023

DESCRIPTION	QTY	RATE	AMOUNT
Seal well @ PID# R11.00163.03 Per county and state code.			
Wabasha Sealing Permit	1	30.00	30.00
Bags Of Neat Cement Grout	52	32.00	1,664.00
Yards 3/8 Pea Rock	2	55.00	110.00
Labor to Pump Neat Cement Grout	1	1,050.00	1,050.00
Paperwork and Filing Fees	1	95.00	95.00
			Subtotal: 2,949.00

TERMS: ALL ACCOUNTS ARE DUE UPON COMPLETION OR MORTGAGE CLOSE. 1.5% WILL BE CHARGED PER MONTH ON ALL ACCOUNTS NOT PAID IN FULL WITHIN 30 DAYS UNLESS SPECIFIC ARRANGEMENTS HAVE BEEN MADE. PERSONS OR COMPANIES FURNISHING LABOR FOR THE IMPROVEMENTS OF REAL PROPERTY MAY ENFORCE A LIEN UPON THE IMPROVED LAND IF THEY ARE NOT PAID FOR THEIR CONTRIBUTION EVEN IF SUCH PARTIES HAVE NO DIRECT CONTRACTUAL RELATIONSHIP WITH THE OWNER.

TOTAL

\$2,949.00

Accepted By

Accepted Date