

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.
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**Wabasha Soil and Water Conservation
District Regular Board Meeting
September 28, 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, Vice-Chair, Sharleen Klennert, Treasurer, 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: Sheila Harnes, Winona County Water Planner, Whitewater Watershed Coordinator, Sue Cerwinske, Bookkeeper/Administrative Assistant

II. PLEDGE ALLEGIANCE

III. AGENDA

Additions to Agenda. Old Business Letter B. Outstanding Conservationist and Forest Stewardship nominees and New Business Letter H. Approve Allan Marking

Amendment #2 to Contract# 21-Capacity-7

Motioned by Klennert and seconded by Ross to approve the agenda with additions stated.

Affirmative: Ross, Klennert, 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. Brian Roles AgBMP Loan Application in the amount of \$70,000.00 for a Case IH Vertical Tillage Machine. This will help with water quality by reducing erosion and surface water quality will improve with less runoff by leaving more residue on the surface.
- B. Tony Johnson voucher payment for Contract# 22-SDWGPh2-2 in the amount of \$1,320.00 for Reverse Osmosis Water Treatment System.
(Funding source FY22-23 Safe Drinking Water Phase 2)

- C. Linda and Steven Funk Contract# 2023WAGZ-WC-05 in the amount of \$1,195.00 for practice 351 Well Decommissioning
(Funding source Watershed Alliance for the Greater Zumbro)
 - D. FY2024 & FY2025 State of Minnesota BWSR SWCD Programs & Operations Grant Agreements:
Grant ID: P24-0211 2024 Conservation Delivery (Wabasha SWCD) \$19,619.00
Grant ID: P24-0301 2024 Conservation Contract (Wabasha SWCD) \$18,190.00
Grant ID: P25-0082 2025 Conservation Delivery (Wabasha SWCD) \$19,619.00
Grant ID: P25-0172 2025 Conservation Contracts (Wabasha SWCD) \$18,190.00
 - E. FY2024 State of Minnesota BWSR Buffer Implementation Grants Program Grant Agreement:
Grant ID: P24-0121 2024 Buffer Law (Wabasha SWCD) \$20,000.00
 - F. Sheri Sexton Voucher payment for Contract# 20-Capacity-9 in the amount of \$2,500.00 for practice 384 Woody Residue Treatment
(Funding source FY20 Capacity)
 - G. Eric Klein Contract# 20-WWDWP-3 in the amount of \$1,032.00 for practice 340 Cover Crops
(Funding Source Whitewater Drinking Water Protection Grant)
 - H. Eric Klein Contract# 20-WWDWP-4 in the amount of \$348.00 for practice 340 Cover Crops
(Funding source Whitewater Drinking Water Protection Grant)
- Motioned by Klennert and seconded by Ross to approve the Consent Agenda.***
Affirmative: Ross, Klennert, Tentis, Zabel
Opposed: None
Motion Carried

VI. SECRETARY'S REPORT

- A. August 24, 2023 Meeting Minutes – **Board Action**
Motioned by Klennert and seconded by Ross to approve the Secretary's Report.
Affirmative: Ross, Klennert, Tentis, Zabel
Opposed: None
Motion Carried

VII. TREASURER'S REPORT – Board Action

- A. August District Financial Statements
Motioned by Ross and seconded by Tentis to approve the Treasurer's Report.
Affirmative: Ross, Klennert, Tentis, Zabel
Opposed: None
Motion Carried

VIII. PAYMENT OF MONTHLY BILLS

- A. Monthly Bills in the amount of \$40,697.91 - **Board Action**
Motioned by Klennert and seconded by Ross to approve payment of the monthly bill in the amount of \$40,697.91.
Affirmative: Ross, Klennert, Tentis, Zabel
Opposed: None
Motion Carried

IX. DISTRICT REPORTS

- A. Chair Report – Lynn Zabel
Filled out forms for grant Docu-sign. Terri said BWSR is stilling working on this. Further on in agenda will be request for authorization for Terri to sign the BWSR Granta as they come in.
- B. County Commissioner – Bob Walkes
Working on filling Recorder position. Preliminary levy 5.5%
- C. District Manager Report – Terri Peters
WinLaC planning work group meeting. Policy and ranking for projects, tracking implementation and RAQ assessment. RIM forestry easement program. At the last policy committee meeting, after the RAQ was approved by policy committee, we found out funding is coming through from DNR. Gary Michael is committing \$100,000.00 for local forestry. \$5,000.00 Federal Turkey Assoc. SWCD will be fiscally managing the funds. Jen Wahls has been working on coordination. SE Landscape Committee meeting at logging site. Onboarding Katelyn and Jenna. Jenna has a lot of cover crop interest after the newsletter went out. Area Supervisor and Employee combined Fall meeting on 9/19 Supervisors talked about going forward with Watershed based funding. Working on funding now for Greater Zumbro and July 2024 will be next round of WinLac funding. Shawn came to the meeting and went over changes in HR. Arranged Buffer Law training for Jenna & Katelyn and County Staff Tech Training – Elink (IDP) Individual Development Plan Went over Outstanding Conservationist nominees with staff. SWCD and WIC newsletters sent out. Met with partners for FEMA grant – Zumbro. Moving forward with municipalities and emergency management. BALM Meeting – Follow up comments – sent to the board. Safe Drinking Water – more funding coming for groundwater. New testing kits coming.
- 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 (in the packet)
- H. Bookkeeper/Administrative Assistant Report -Sue Cerwinski
Getting ready for Auditors who are coming on October 19th.
- I. BWSR Report –
- J. *Sheila Harmes, Winona County Water Planner, Whitewater Watershed Coordinator*
Whitewater meeting - approved a couple of new contracts for septic systems. Payment for one completed septic system and one well sealing contract. Lynn asked about two that weren't ready to go. Sheila said one needed to buy a small piece of property from the neighbor and went through board of adjustments and that was approved. Hope it happens yet this fall.

X. OLD BUSINESS

- A. Conservation Project – Lynn (open to any Supervisor for ideas)
Newsletter named – SWCD Stream.
MAWQCP- Greg Klinger came out about 3-4 weeks ago, and came back 1 week ago. Drove around every field to see if appropriate practices being used for organic matter. Wanted to check fertilizer records, crop rotation schedule. No manure records. He didn't give any recommendations. Will sign off and put a MAWQCP sign by the road.
- B. Outstanding Conservationist and Forest Stewardship nominees – Board Discussion
Outstanding Conservationist nominee – Jake Meyer
Jenna worked on Jake Meyer's nomination, letter of support and Katelyn helped. Lysimeters on his property and interested in other practices.
Forest Stewardship nominee – Larry Gates. Jen Wahls worked on his nomination letter, with a number of pictures. Practices he does and he works with the SWCD. Terri showed slides of nominees to Board. Sent nominees on to MASWCD.

XI. NEW BUSINESS

- A. Smith Schafer Engagement Letter for December 31, 2022 Audit – Board
Action/Signature
Motioned by Klennert and seconded by Ross to approve the Smith Schafer Engagement Letter for December 31, 2022 Audit.
Affirmative: Ross, Klennert, Tentis, Zabel
Opposed: None
Motion Carried
- B. Board Members Conflict of Interest Letters – Board Action -Each/Answer Questions and Sign and return to Sue
- C. Approval for staff to attend BWSR Academy from 10/24 -10/26/2023 – Board Action
(Registration Cost is \$75.00/day per person, plus lodging costs at the rate of \$113.75/day per person (3 days - \$225.00 + \$341.25 = \$566.25/per person + traveling meals/gas. Registration closes Oct. 2, 2023, payment due by Oct. 11, 2023 by check.
Motioned by Ross and seconded by Tentis to approve staff to attend BWSR Academy from 10-24 – 10/26/2023
Affirmative: Ross, Klennert, Tentis, Zabel
Opposed: None
Motion Carried
- D. Discuss Meeting Date changes for the rest of the year:
Thurs. Oct 26 Terri and Sue will be here, other staff at BWSR Academy
Thurs. Nov 16 (23rd is Thanksgiving)
Thurs. Dec. 28 (Monday Dec. 25 Christmas)
Dates are alright at this time, we can reconsider December date when we get closer.
- E. MASWCD 2023 Resolutions Packet
Ballots will be coming soon for Board to vote on. Sue will combine to send on to MASWCD/Sheila Vanney. Encourage Board members to attend.
December 11 -13, 2023 Convention

- F. Approve request for Terri to docu-sign BWSR Grants as they come in and bring to the board after on the Consent Agenda – **Board Action**
Motioned by Klennert and seconded by Ross to approve Terri to docu—sign BWSR Grants as they come in and bring to the next board meeting on Consent Agenda.
Affirmative: Ross, Klennert, Tentis, Zabel
Opposed: None
Motion Carried
- G. Accept Fiscal Agent responsibilities for DNR and National Turkey Federation Funds coming for Local Forestry. Forestry Team Coordinator \$100,000.00, Admin for SWCD \$5,000.00 and \$5000.00 from Turkey Federation for Forestry. – **Board Action**
Motioned by Klennert and seconded by Tentis to Accept Fiscal Agent responsibilities for DNR and National Turkey Federation Funds coming for Local Forestry. Forestry Team Coordinator \$100,000.00, Admin for SWCD \$5,000.00, and \$5,000.00 from Turkey Federation for Forestry.
Affirmative: Ross, Klennert, Tentis, Zabel
Opposed: None
Motion Carried
- H. Approve Allan Marking Amendment# 2 to Contract# 21-Capacity-7 to change the amount of contract to \$4,236.00 for adding 12.2 acres to practice 340 Cover Crops – **Board Action**
Motioned by Ross and seconded by Tentis to approve Allan Marking Amendment #2 to Contract# 21-Capacity-7 to change the amount of the contract to \$4,236.00 for adding 12.2 acres to practice 340 Cover Crops.
Affirmative: Ross, Klennert, Tentis, Zabel
Opposed: None
Motion Carried
- I. Upcoming Events:
- i. Field Day October 11, 2023 from 12:00 pm to 3:30 pm at White Barn Acres Farm. 19100 641st St. Kellogg, MN. Carbon Markets, Kernza and Water Quality field day.
Adding to Facebook. Need to get the word out.
 - ii. 2023 BWSR Academy- Training Event. October 24-26, 2023 at Cragun’s Conference Center Brainerd.

XII. Board Reports

- A. Whitewater JPB – Lynn
Sheila covered in her report. Meeting coming up, Thursday, October 19th.
- B. Zumbro 1W1P – Dag
Policy Committee meeting in Nov. Staff working on policy changes.
- C. WinLaC 1W1P – Lynn
Missed meeting. Terri covered earlier in her report.
- D. SE SWCD Technical Support JPB – Dag
No report, meeting two times a year.
- E. County Board Meeting – Sharleen
Bob covered earlier in his report.

Zabel asked if there was anything else before adjourning.

Terri brought up that Seth had picked up the Truax No-Till Drill. Seth said he hasn't had time to try it out yet. He said it will need a new tire and wheel bearing, otherwise it is older but should work okay. Terri said Matt & Jenna are comfortable delivering to customer and helping with set up. We will need to work on the rental agreement.

XIII. Adjourn – Board Action

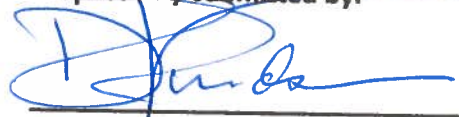
Motioned by Ross and seconded by Klennert to Adjourn the meeting at 9:10 am.

Affirmative: Ross, Klennert, Tentis, Zabel

Opposed: None

Motion Carried

Respectively Submitted by:



Dag Knudsen, Secretary