

Please call office at 651-560-2053 or email [susan.cerwinske.wabashawcd@gmail.com](mailto:susan.cerwinske.wabashawcd@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  
November 16, 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. Mark Fjelstad AgBMP Loan Application in the amount of \$61,000.00. Grinder/Mixer for improved mixing and feed out. Reducing feed waste spread on open fields.
- B. Eugene Betcher Voucher for Contract# 2022WAGZ-WC-12 in the amount of \$2,000.00 for 2<sup>nd</sup> year Practice 340 cover crops.  
(Funding source: 2022 WAGZ Watershed Based)
- C. Patrick Judge Voucher for Contract# 2022WAGZ-WC-10 in the amount of \$1,280.00 for 2<sup>nd</sup> year Practice 340 cover crops.  
(Funding source:2022 WAGZ Watershed Based)
- D. Jeremiah Leonhardt Voucher for Contract# 21-Capacity-8 in the amount of \$4,000.00 for 2<sup>nd</sup> year Practice 340 cover crops.  
(Funding sources: FY21 Capacity \$900.00, FY22 Capacity \$3,100.00)
- E. Allan Marking Voucher for Contract# 21-Capacity-7 in the amount of \$1,848.00 for 2<sup>nd</sup> year Practice 340 cover crops.  
(Funding sources: FY21 Capacity \$933.72, FY22 Capacity \$914.28)
- F. Oak Leaf Farms LLC Voucher for Contract# 23-SHCS-1 in the amount of \$2,460.00 for 1<sup>st</sup> year Practice 340 cover crops.  
(Funding source: FY23 Soil Heath Cost Share)
- G. Kurt Schnell Voucher for Contract# 22-CS-3 in the amount of \$3,388.00 for 1st and only year of Practice 340 cover crops.  
(Funding source: FY22 State Cost Share)

- H. Chad Schumacher Voucher for Contract# 2022WAGZ-WC-11 in the amount of \$4,000.00 for 2<sup>nd</sup> year Practice 340 cover crops.  
(Funding Source: 2022 WAGZ Watershed Based)
- I. Linda and Steven Funk Voucher for Contract# 2023WAGZ-WC-05 in the amount of \$1,195.00 for Practice 351 Well Decommissioning.  
(Funding source: 2023 WAGZ Watershed Based)
- J. Steve Evers Voucher for Contract# 23CWF-WIC-1 in the amount of \$13,495.78 for Practice 410 Grade Stabilization Structure.  
(Funding source: 2023 West Indian Creek Watershed Restoration and Protection)

\*Note: Whitewater Drinking Water Protection Grant Contracts that had payments due for cover crops this month had vouchers completed and sent to Sheila Harmes to pay out of Whitewater JPB. Reiter Living Trust, Silver Spirit Farms LLC and Kent Cray

**VI. SECRETARY'S REPORT**

- A. October 26, 2023 Meeting Minutes – **Board Action**

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

- A. October District Financial Statements

**VIII. PAYMENT OF MONTHLY BILLS**

- A. Monthly Bills in the amount of \$64,617.35 **Board Action**  
Note: After 11-24 PR is ran, VSP will be paid online \$74.14  
Auditor/Treasurer will be paid by check \$8,373.19. Please sign check# 11950 today.

**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 the packet)
- E. District Technician Report- Matt Kempinger – (in the 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 Cerwinske – (in the packet)
- I. BWSR Report –
- J. Other agencies –

**X. OLD BUSINESS**

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

**XI. NEW BUSINESS**

- A. TSA 7 PRAP Report - Final Workload Analysis by Houston Engineering Inc.-  
**Discussion/Questions**  
See email Terri this was out previously to the board.
- B. Draft of Wabasha SWCD Financial Statements Audit – **Board Action**  
See email Terri this was sent out previously to the board.  
Send any questions you may have in advance of the meeting.
- C. Approve Eversman Brothers Farms Amendment# 1 to Contract 22-CWF-WIC-2 to change the expiration date to 12/31/2025 and Install date to 11/30/2024 – **Board Action**  
(Funding source: 2023 West Indian Creek Watershed Restoration and Protection)
- D. Approve Eversman Brothers Farms Amendment# 1 to Contract 22-CWF-WIC-3 to change the expiration date to 12/31/2025 and install date to 11/30/2024 – **Board Action**  
(Funding source: 2023 West Indian Creek Watershed Restoration and Protection)
- E. EPA response to petition – **Discussion/Updates**
- F. Soil Health Grant/RCPD – **Update/Discussion**
- G. U.S. Forestry Grant update/LFT update
- H. Approve Signature Authority for Terri Peters to sign the DNR grant for \$100,000.00, when it comes in – **Board Action**
- I. DNR FEMA grant update
- J. Approve Signature Authority for Terri Peters to sign the MAWQCP grant when it comes in. – **Board Action**
- K. Approve Mike Haase Contract# 22-CS-7 in the amount of \$450.00 for Practice 314 Brush Management – **Board Action**
- L. Approve Margaret Deming Amendment# 2 to Contract# 2022WAGZ-WC-05 to change install date to 11/30/2024, change Amount Authorized to \$16,752.49 and to change Estimated Project Cost to \$36,021.00- **Board Action**
- M. Approve Margaret Deming Voucher for Contract# 2022WAGZ-WC-05 in the amount of \$14,128.49 for Practice 410 Grade Stabilization Structure – **Board Action**  
(Funding Source: 2022 WAGZ Watershed Based)
  
- N. Upcoming Events:
  - i. Schedule Employee Evaluations – Personnel Committee
  - ii. MASWCD Annual Convention December 11<sup>th</sup> – 13<sup>th</sup>, 2023

**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. Motion to recess Regular Board Meeting and go into Closed Session – Board Action**

**XIV. Closed Session – Policy changes in Employee Handbook**

**A. Discuss Personnel Policy Edits before Final Approval**

**XV. Motion to reopen the Regular Board Meeting – Board Action**

**XVI. Approval of Employee Handbook-Board Action**

**XVII. Adjourn – Board Action**