

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

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

**Wabasha Soil and Water Conservation  
District Regular Board Meeting  
March 28, 2024  
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: Dave Copeland, BWSR, Christina Taylor, NRCS and Frank Klennert, citizen*

*On the phone: Sue Cerwinske, Bookkeeper/Admin Assistant*

**II. PLEDGE ALLEGIANCE**

**III. AGENDA**

*Motioned by Klennert and seconded by Ross to approve The Agenda as presented.*

*Affirmative: Ross, Klennert, Knudsen, Tentis*

*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. Olmsted County SWCD sub-agreement for MAWQCP funds in the amount of \$7,500.00. Contract dates of 1/01/2024 to 12/31/2025
- B. Rice SWCD sub-agreement for MAWQCP funds in the amount of \$2,500.00. Contract dates 1/01/2024 to 12/31/2025.
- C. Fillmore SWCD sub-agreement for MAWQCP funds in the amount of \$2,500.00. Contract dates 1/01/2024 to 12/31/2025.

- D. State of Minnesota Grant Contract Agreement between the Department of Natural Resources, Division of Forestry and Wabasha Soil and Water Conservation District. Effective date March 8, 2024 to Expiration date June 30, 2025. Grant is in the amount of \$105,000.00. Jen Wahls time \$100,000.00 and our Administrative/Coordinator time \$5,000.00 for WinLac 1W1P Forestry Implementation – FY2024 and 2025 Also supported by National Wild Turkey Federation \$5,000.00 grant for Jen Wahl’s time approved fall of 2023.
- E. Payment to Michael Haase on contract 22-CS-7 for (314) Brush Management in the amount of \$450.00  
(Funding sources: \$344.30 2022 State Cost Share; \$105.70 2023 State Cost Share)
- F. AgBMP Loan Application for Jary Holst in the amount of \$37,000.00 for purchase of an Artex vertical beater manure spreader. Will allow for even and appropriate levels of manure applied to fields that will reduce the chance of overapplication and runoff.
- G. Payment to Tom Gerken on contract 23-Capacity-1 for (340) Cover Crops in the amount of \$4,000.00  
(Funding sources: FY23 Capacity)  
**Motioned by Ross and seconded by Klennert to approve the Consent Agenda.**  
**Affirmative: Ross, Klennert, Knudsen, Tentis**  
**Opposed: None**  
**Motion Carried**

SECRETARY’S REPORT

- H. February 22, 2024 Meeting Minutes – **Board Action**  
**Motioned by Ross and seconded by Tentis to approve the Secretary’s Report as written.**  
**Affirmative: Ross, Klennert, Knudsen, Tentis**  
**Opposed: None**  
**Motion Carried**

**VI. TREASURER’S REPORT – Board Action**

- A. February District Financial Statements  
Included for your review
- B. Program Record  
**Terri talked about the funding in the program record and what is in the staff billing rate. Also gave board program funding sheet for cost share and went over it.**  
**Motioned by Klennert and seconded by Ross to approve the Treasurer’s reports as presented to the best of our ability.**  
**Affirmative: Ross, Klennert, Knudsen, Tentis**  
**Opposed: None**  
**Motion Carried**

**VII. PAYMENT OF MONTHLY BILLS**

- A. Monthly Bills in the amount of \$38,303.23 - Board Action  
*Motioned by Klennert and seconded by Ross to approve Payment of the Monthly Bills in the amount of \$38,303.23.*  
*Affirmative: Ross, Klennert, Knudsen, Tentis*  
*Opposed: None*  
*Motion Carried*

**VIII. DISTRICT REPORTS**

- A. Chair Report – Lynn Zabel  
*Attended Legislative Day. Steve Jacobs has legislation for possible property tax reduction for certain conservation practices.*
- B. County Commissioner – Bob Walkes
- C. District Manager Report – Terri Peters  
*Meeting with Beau Kennedy and Caitlin Meyer on setting up filming of a documentary. 3 minutes videos. Played the 2 videos that are already out on face book. One more will start in May on water quality.*  
*Video Storage, a filming company from Iowa is coming to film for two days. Picked a farmer from each county (Olmsted, Goodhue and Wabasha) to interview.*  
*Wabasha picked Jack Warthesen and there will also be interviews with Martin Larsen and Beau Kennedy*  
*Met with TNC – on the agenda*  
*WinLaC Policy Committee Meeting*  
*AgBMP meeting*  
*Legislative Day – Sheila Vanney is sending legislation items to comment on.*  
*Jenna and Terri meeting with Ag Partners to work with Coops to see what we can do on our end. They have Advanced Field System that tracks data. Data shows that cover crops do no impact yield.*  
*Talked to Dave Copeland and Adam Beilke from BWSR about setting up field trial. Probably won't be able to do until next year when Soil Health Funds come.*  
*MDA – Advanced Field System is not calibrated to the U of M recommendations.*  
*BALMM Meeting – education and shared services.*  
*Trout Unlimited – Question on Mazeppa Creek Project – Is NRCS project Program Record*  
*SE MN Nitrate Issue is largely divided. Hearing from both sides.*  
*The Senate changed the budget that funded covering some treatment systems and water testing and took out funding for staffing to do the work.*
- D. NRCS Report – John Benjamin – (in the packet)  
*Christina Taylor attended the meeting and everyone in the room introduced themselves and she than gave the NRCS Report.*  
*John Benjamin has accepted a tentative offer to move to the Goodhue office to be closer to home. He will be available through TEAMS.*
- E. District Technician Report- Matt Kempinger – (in the packet)
- F. Conservation Planning and Outreach Technician Report– Jenna Rasmusson – (In the packet) Included nitrogen maps, cost share summary and March/April newsletter.

- G. Natural Resources Technician Report– Katelyn Abts – (In the packet)
- H. Bookkeeper/Administrative Assistant Report -Sue Cerwinske
- I. BWSR Report – Dave Copeland

*Dave reported that there are funds to reimburse SWCD's for hiring additional staff for soil health practices. BWSR approved 39 SWCD's & TA area that are moving forward with grants. \$17 million. Wabasha SWCD \$400,000.00 for a position commitment for 4 years. ¾ of the position for Soil Health and ¼ for Nutrient Management.*

*Moving forward getting grant agreements, work with Terri to put together a work plan. Once executed, funds will be sent to SWCD for 1<sup>st</sup> year, and before the end of first year, funds for second year will come. Expiration date 12/31/2027*

*Phase 1 – Staffing*

*Phase 2 – Noncompete Grants for SWCD used for Soil Health related practices and some staffing. Can be used for producer financial assistance, outreach and education.*

*Possible that by the April Board meeting the grant may arrive.*

*SE MN Nitrates – BWSR conversations with petitioners and legislative.*

*Not a budget year. Chris Purcell introduced a bill for funding feedlots, manure management. Probably will not go through this session.*

*Discussion on feedlots*

*County supported technical position helps farmers get through permitting and offers suggestions on feedlot improvement. Advantage of having a feedlot officer, is that a local person would be contacting the farmer instead of MPCA.*

*Goodhue County does have a feedlot officer – Kelsey Petit.*

- J. Other agencies –

## **IX. OLD BUSINESS**

- A. Conservation Project – Lynn (open to any Supervisor for ideas)
- B. Contract for Services with Jen Wahls – Landscape Connections, LLC – **Board Action**  
*Motioned by Klennert and seconded by Ross to approve Contract for Services with Jen Wahls-Landscape Connections, LLC.*  
*Affirmative: Ross, Klennert, Knudsen, Tentis*  
*Opposed: None*  
*Motion Carried*
  - i. FY24 Super Funds National Wild Turkey Federation - \$5,000.00 (9-23-2023 to 08-31-24)
  - ii. Minnesota Department of Natural Resources - \$100,000 (03-11-2023 to 06-30-2025)
  - iii. Minnesota Chapter of the National Wild Turkey Federation Super Fund FY2024. Summary of activities 09/2023 – 02/29/2024  
Jen Wahls Invoice # NWTF FY2024 \$5,000.00 – **Board Action**  
*Motioned by Klennert and seconded by Ross to approve payment of Jen Wahls Invoice# NWTF FY2024 for \$5,000.00*  
*Affirmative: Ross, Klennert, Knudsen, Tentis*  
*Opposed: None*  
*Motion Carried*

X. **NEW BUSINESS**

- A. 2024 Lease (Includes move in August 2024) – Board Action Item  
*Approved the move at last meeting. SWCD has their own internet, HBC. NRCS lines need to be run to new offices. NRCS uses specific contractors to run lines. Working towards getting phone calls through the computers. All SWCD staff have USDA computers. Working with them to get connected. Dave Copeland commented that BWSR has to okay the address change, but we are in the same building, so we don't need BWSR to approve. Motioned by Ross and seconded by Knudsen to approve the 2024 Lease which includes the move in August, 2024. Affirmative: Ross, Klennert, Knudsen, Tentis Opposed: None Motion Carried*
- B. 2024 Budget Approval (working/fluid) – Board Action Item  
*Terri talked about 2024 budget. Things keep coming. Working on zero budget. Expenses, salaries based on previous year and funds we know are coming in. Dave asked about our cash reserve. Terri noted that we went over program record earlier. Dave said generally 6-9 cash reserve, Terri said we are okay with our cash reserve. Budget is guidelines for expenses. Motioned by Ross and seconded by Klennert to approve the 2024 Budget knowing it is (working/fluid). Affirmative: Ross, Klennert, Tentis Opposed: None Abstained: Knudsen Motion Carried*
- C. Approve Anthony Wolf Contract# 2024WAGZ-WC-1 in the amount of \$14,073.78 for multiple practices, 410 Grade Stabilization Structure, 412 Grassed Waterway, 342 Critical Area Planting, 460 Land Clearing, 484 Mulching. – Board Action item (Funding Source: Greater Zumbro Watershed Based Funding (WAGZ)  
*Motioned by Klennert and seconded by Ross to approve Anthony Wolf Contract# 2024WAGZ-WC-1 in the amount of \$14,073.78 for multiple practices. Primary 410 Grade Stabilization, 412 Grassed Waterway, 342 Critical Areal Planting, 460 Land Clearing and 484 Mulching. Affirmative: Ross, Klennert, Knudsen, Tentis Opposed: None Motion Carried*

- D. Soil Health/Nutrient Management – **Board Action accept/signature authority for Terri when the agreement comes to the SWCD**
- A. MDA SE MN Nutrient Management Technician 0.25 FTE - \$84,800 (2 years)  
Acceptance of all grant agreements that come via DocuSign to Terri **Action Item**
- B. BWSR Soil Health Staffing application 0.75 FTE - \$450,800.00 (3.5 years) – Has been awarded by BWSR (Terri has signature authority through resolution) - **Info Work in Drinking Water Supply Management Area (DWSMA) led by Sara West from Fillmore SWCD and Amanda Gentry from Winona will be ½ time. MDA funding probably won't be here until the end of June. BWSR funding may come sooner. Dave stated that if a person is hired before MDA funds come in, there shouldn't be any problem using BWSR funds. We will need to post position and go through the hiring process with Shawn Huth. Hope to have someone by August.**  
**Motioned by Klennert and seconded by Knudsen to accept the MDA SE MN Nutrient Management Technician position 0.25 FTE - \$84,800 (2 years) agreement and acceptance of all grant agreements that come via DocuSign to Terri. Accept giving her signature authority for the MDA agreement when it comes to the SWCD.**  
**Affirmative: Ross, Klennert, Knudsen, Tentis**  
**Opposed: None**  
**Motion Carried**
- E. 2024 Wabasha County Well Inventory and Groundwater Protection Initiative Accelerated Implementation Grant Application. Awarded and can enter into agreement when current Safe Drinking Water Grant is closed out. – **Board Action - Signature authority for Terri to sign when agreement arrives.**  
**Have one Goodhue project to pay out on current grant. Katelyn will be working on well Inventory in Wabasha County along with Regional Data Base..**  
**Motioned by Klennert and seconded by Knudsen to approve the 2024 Wabasha County Well Inventory and Groundwater Protection Initiative Accelerated Implementation Grant Application. Awarded and can enter into agreement when current Safe Drinking Water Grant is closed out. Give Terri Signature Authority to sign the agreement when it arrives.**  
**Affirmative: Ross, Klennert, Knudsen, Tentis**  
**Opposed: None**  
**Motion Carried**
- F. TNC Grant Agreement - \$10,000 (\$8,500.00 for Ron Meiners time for CRP Prairie Strip Promo summer 2024 and \$1,500.00 for Wabasha SWCD Admin/Coordination) – **Action – Signature authority for Terri to sign when agreement arrives.**  
**Motioned by Knudsen and seconded by Ross to approve TNC Grant Agreement - \$10,000.00 (\$8,500.00 for Ron Meiners time for CRP Prairie Strip Promo summer 2024 and \$1,500.00 for Wabasha SWCD Admin./Coordination)**  
**Give Signature authority for Terri to sign when agreement when it arrives.**  
**Affirmative: Ross, Klennert, Knudsen, Tentis**  
**Opposed: None**  
**Motion Carried**

- G. Approve Leisen Farms Inc Contract# 2024WinLaC-Wab-001 in the amount of \$726.21 for practices 412 Grassed Waterway and 484 Mulching – **Board Action**  
(Funding source: FY24 WinLaC)  
**Piggy backing on EQIP project.**  
**Motioned by Knudsen and seconded by Klennert to approve Leisen Farms Inc. Contract# 2024WinLaC-Wab-001 in the amount of \$726.21 for primary practice 412 Grassed Waterway and 484 Mulching.**  
**Affirmative: Ross, Klennert, Knudsen, Tentis**  
**Opposed: None**  
**Motion Carried**
- H. Approve Frank Schuchard Contract# 22-CS-8 in the amount of \$356.85 for practice 380 Windbreak/Shelterbelt Establishment and Renovation-**Board Action**  
Will be approved contingent on signature of landowner and technical assistance provider. Give Terri signature authority when signatures are obtained.  
(Funding source: FY24 Conservation Contract)  
Terri commented that the amount should stay the same.  
**Motioned by Knudsen and seconded by Ross to approve Frank Schuchard Contract# 22-CS-8 in the amount of \$356.85 for practice 380 Windbreak/Shelterbelt Establishment and Renovation contingent on signatures and give Terri signature authority when signatures are obtained.**  
**Affirmative: Ross, Klennert, Knudsen, Tentis**  
**Opposed: None**  
**Motion Carried**
- I. Upcoming Events
- i. Annual Spring SE MACDE meeting April 2<sup>nd</sup> at Oxbow Nature Center
  - ii. Local Work Group – June 27th starting at 10:00 am
  - iii. Save the date for MASWCD Annual Convention Dec 2<sup>nd</sup> – Dec. 4<sup>th</sup>.

**XI. Board Reports**

- A. Whitewater JPB – Lynn
- B. Zumbro 1W1P – Dag
- C. WinLaC 1W1P – Lynn  
**Policy Committee Meeting. Voted for officers, they stayed the same. New Funding coming out this summer. Planning work group for that.**
- D. SE SWCD Technical Support JPB – Dag  
**Chris Nelson has left and taken a private industry job. Job posted and interviews. Had a candidate but he had no JPA and did not accept offer. Meeting this afternoon with executive committee.**
- E. County Board Meeting – Sharleen  
**Working on budgets. Terri will go to next meeting and talk about our move to another office space.**

**XII. Motion to Recess Regular Meeting and go in to Closed Session -Board Action**  
***Motioned by Klennert and seconded by Ross to Recess Regular Meeting and go in to Closed Session.***

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

***Opposed: None***

***Motion Carried***

**XIII. Closed Session – Board Action**

**Human Resources**

i. Approve Sue Cerwinske use of Sick Leave and Annual Leave.

**XIV. Motion to Reopen Regular Meeting – Board Action**

***Motioned by Klennert and seconded by Ross to Reopen Regular Meeting.***

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

***Opposed: None***

***Motion Carried***

**XV. Human Resources**

i. Approve Sue Cerwinske use of Sick Leave and Annual Leave – **Board Action**

***Motioned by Ross and seconded by Knudsen to approve Sue Cerwinske use of Sick and Annual Leave.***

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

***Opposed: None***

***Motion Carried***

**XVI. Adjourn – Board Action**

***Motioned by Ross and seconded by Tentis to Adjourn at 10:04 am.***

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

***Opposed: None***

***Motion Carried***

Respectively Submitted by:



Dag Knudsen, Secretary