

**Wabasha Soil and Water Conservation  
District Regular Board Meeting  
February 27, 2025  
8:15 am  
611 Broadway Ave. Suite 10B**

**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*

**i. Contracts**

- A. Ben Klein Contract# 25-CC-3 in the amount of \$812.36 for Practice 380 Windbreak / Shelterbelt Establishment and Renovation.  
Install by date 5/30/2025  
(Funding source – FY25 Conservation Contracts)
- B. Greg Speedling Contract# 25-CC-4 in the amount of \$1,874.50 for Practice 380 Windbreak/Shelterbelt Establishment and Renovation.  
Install by date 5/30/2025  
(Funding source – FY25 Conservation Contracts)
- C. Lawrence H & Eileen M Living Trust Contract# 25-CC-5 in the amount of \$706.00 for Practice 612 Tree/Shrub Establishment.  
Install by date 5/30/2025  
(Funding source – FY25 Conservation Contracts)

**ii. Contract Amendments**

**iii. Vouchers**

- A. Donald Dahl Voucher payment for Contract# DWP-WS10 in the amount of \$2,000.00 for Practice 351 Well Decommissioning.  
(Funding source: Karst Drinking Water Protection – Fillmore SWCD)

**iv. Grants**

**v. AgBMB Loan Applications**

- A. Lisa Klein AgBMP Loan Application in the amount of \$50,000.00 for a manure spreader that will assist with application at the correct time of year at the correct rate and right placement. Avoid over applying and nutrient loss.

- B. Brian Roles AgBMP Loan Application in the amount of \$45,000.00 for Meyers VB 280 vertical beater manure spreader. This will help with a more even and consistent spread pattern, reduce over application and help limit loss of nutrients from inconsistent spreading.

**VI. SECRETARY'S REPORT**

- A. January 23, 2025, Meeting Minutes – **Board Action**

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

- A. January District Financial Statements  
Included for your review
- B. **December, 2024 Program Record - Close Out**

**VIII. PAYMENT OF MONTHLY BILLS**

- A. Monthly Bills in the amount of **\$55,506.35 - Board Action**

**IX. DISTRICT REPORTS**

- A. Chair Report – Lynn Zabel
- B. County Commissioner – Bob Walkes
- C. District Manager Report – Terri Peters
- D. **NRCS Report – Christina Taylor – (in the packet)**
- E. District Technician Report- Matt Kempinger – (In the packet)
- F. Natural Resources Technician Report– Katelyn Abts – (In the packet)
- G. Soil Health/Nutrient Management Tech Report – Deanna Pomije (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)
- B. Follow up on Olmsted Soil Health Program – **Discussion**
- C. BWSR Regional Partners Program with NRCS – **Discussion/Board Action**
- D. **WinLaC WRAPS Contract Change Order #2 and work plan and budget.**
  - i. **Winona County sub-agreement – Board Action**
  - ii. **Olmsted County sub-agreement - Board Action**

**XI. NEW BUSINESS**

- A. Approve Gerald VanDewalker Contract# 24-CC-14 in the amount of 1,500.00 for Practice# 314 Brush Management. Install by date 9/30/2025 – **Board Action**  
(Funding sources – FY24 Conservation Contracts \$1,394.50 and FY25 Soil Health Delivery \$105.50)
- B. Approve Jerry Bright Contract# 2025WAGZ-WC-01 in the amount of \$11,475.00 for Practice 412 Grassed Waterway. Install by date 11/30/2025 – **Board Action**  
(Funding source – FY24-FY25 Greater Zumbro Watershed Based Funding (WAGZ)

- C. Approve Richard Heil Contract# 25-CC-1 in the amount of \$298.70 for Practice 314 Brush Management. Install by date 12/31/2025 – **Board Action**  
(Funding source – FY25 Conservation Contracts)
- D. Assess financial situation considering what is happening in DC.  
Assess sources of funding and consequences if they are cancelled. – **Discussion**
- E. **District Cost-Share Policy – Board Action**
- F. **Wetland Conservation Act (WCA) policy, fee schedule – Board Acton**
- G. **Nutrient Management planning, fee schedule – Board Action**
- H. **2025 Budget – Board Action**
- I. **Approve June E Ratz Trust Amendment# 1 to Contract# 24-CC-5 for changing install date to 7/31/2025 instead of 3/31/2025. Authorized amount stays the same \$423.00 – Board Action**
- J. Upcoming Events
  - i. March 4<sup>th</sup> & 5<sup>th</sup> MASWCD Legislative Brief and Day at the Capito1
  - ii. March 27<sup>th</sup> Regular Board Meeting
  - iii. **April 12<sup>th</sup>, Make your own rain barrel. 9-11 am at Coffee Mill’s Ski Chalet.**

**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 Meeting and go in to Closed Session -Board Action**

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**XIV. Closed Session – Board Action**

- A. Personnel Policy Discussion

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

**XVI. Approval of the following – Board Action**

- A. Personnel Policy

**XVII. Adjourn – Board Action**

## PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

### General Information

Organization: <b>Wabasha SWCD</b>	Contract Number: <b>25-CC-3</b>	Other state or non-State funds? <input type="checkbox"/> YES <input type="checkbox"/> No	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
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\*If contract amended, attach amendment form(s) to this contract.

### Applicant

Land Occupier Name <b>Ben Klein</b>	Address <b>51900 275th Ave</b>	City/State <b>Elgin, MN</b>	Zip Code <b>55932</b>
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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: <b>Elgin</b>	Township No: <b>108</b>	Range No.: <b>12</b>	Section No. <b>25</b>	1/4,1/4 <b>NW, NW</b>
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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 15 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:

Winbreak/Shelterbelt Establishment and Renovation 380

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 5/30/25, this contract will be automatically terminated on that date.
7. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization board as practical and reasonable. The invoices must include the name of the vendor; materials, labor or equipment used; the component unit costs and the dates the work was performed. The organization board has the authority to make adjustments to the costs submitted for reimbursement. Pre-Construction Cover is exempt from having the required invoices/receipts.

### Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel where the conservation practice will be located.
2. Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
3. Be responsible for the operation and maintenance of conservation practices applied under this program in accordance with an operation and maintenance plan prepared by the technical assistance provider.
4. Not accept cost-share funds, from state sources in excess of 50.%, or state and non-state sources that when combined are in excess of 50.% 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 2/10/25	Land Occupier <i>Ben Klein</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: Windbreak/Shelterbelt Establishment and Renovation 380

Eligible Component Standards & Names  <b>Windbreak/Shelterbelt Establishment and Renovation 380</b>	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate  <b>\$1,346.01</b>
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

**Technical Assessment and Cost Estimate**

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

Date 2/10/25	Technical Assistance Provider <i>Katelyn</i>
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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
\$812.36	Conservation Contract	2025

Date 2/10/2025	Authorized Signature <i>Lee Peters (per board resolution)</i>	Total Amount Authorized <b>\$812.36</b>
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380 – Windbreak-Shelterbelt Establishment and Renovation Implementation Requirements

Producer: Benjamin Klein

Project or Contract: 25-CC-3

Location: T108N R21W 25

County: Wabasha (27157)

Farm Name: 29

Tract Number: 52



Apply this practice on any areas where linear plantings of woody plants are desired and suited for managing wind, noise, snow, energy use, and improving visual resources and air quality. The location, layout and density of the planting will accomplish the purpose and function intended within a 20-year period. Use NRCS Conservation Practice Standard (CPS) Tree/Shrub Site Preparation (Code 490), for preparing the site prior to plant establishment. The designed protected area will be ten times the maximum design height (H) of the tallest row of trees or shrubs at age 20 for the given site.

Gopher State One Call Utility Service 651-454-0002 or 800-252-1166

Practice Purpose (check all that apply)

- Reduce soil erosion from wind.
- Enhance plant health and productivity by protecting plants from wind-related damage.
- Manage snow distribution to improve moisture utilization by plants.
- Manage snow distribution to reduce obstacles, ponding, and flooding that impacts other resources, animals, structures, and humans.
- Provide shelter from wind, snow, and excessive heat, to protect animals, structures, and humans.
- Improve moisture management by reducing transpiration and evaporation losses and improving irrigation efficiency.
- Improve air quality by intercepting airborne particulate matter, chemicals, and odors, and/or by reducing airflow across contaminant or dust sources.
- Reduce energy used in the heating and cooling buildings and relocating snow.
- Increase carbon storage in biomass and soils.

Description of Work

Installation of 1 row of White Pine and a double row of American Arborvitae.

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**380 – Windbreak/Shelterbelt Establishment and Renovation  
Implementation Requirements**

Location and Layout	
Width (feet, including width of maintenance area around perimeter): 40	
Length (feet): 1,542.68	Total Area of windbreak/shelterbelt (acres): 1.18
Total area of zone protected/sheltered (acres; based on expected height and density of the windbreak/shelterbelt): 2.36	
Additional requirements:	

Use the criteria contained in the Conservation Practice Standard Tree/Shrub Establishment, Code 612 for planting. Determine the location of Row 1, note on map.

**Species, Stock Type and Planting Rates**

Used MN-ECS-002, or

CTSG/WS

3 / B

Selected the desired Conservation Tree/Shrub Group and Windbreak Suitability (CTSG/WS) type. (For a more detailed selection, see the CTSG spreadsheet for the subzones at eFOTG section II >> "Soils - Statewide Official Data & County Reports" >> "Conservation Tree and Shrub Groups.")

Species/cultivar by row number:	Size: caliper & height and/or nursery age	Kind of stock <sup>1</sup>	Distance between plants within row (ft):	Distance between adjacent rows: (ft) <sup>2</sup>	Total number of plants for row:
1. American Arborvitae	15"-18"	Potted	20	20	23
2. American Arborvitae	15"-18"	Potted	20	20	6
3. Eastern White Pine	15"-18"	Potted	20	20	42
4. Eastern White Pine	15"-18"	Potted	20	20	29
5.					
6.					
7.					
8.					
9.					
10.					

<sup>1</sup> Bare-root, COntainer (includes potted, and B&B), CUtting (including whips, poles and stakes) P Lug, P OTted; include size, caliper, height, and age as applicable.

<sup>2</sup> Adjusted for width of maintenance equipment for mature plants.

**380 – Windbreak/Shelterbelt Establishment and Renovation  
Implementation Requirements**

**Density (check the applicable density designation)**

<input type="checkbox"/> Snow distribution - 25-50% <input type="checkbox"/> Snow accumulation - ≥ 65%, NTE 80% <input checked="" type="checkbox"/> Protection of structures, livestock & people - ≥65%, NTE 80% <input type="checkbox"/> Noise screens - ≥ 65%, NTE 80%		<input type="checkbox"/> Air quality - at least 50% on the windward side of the source area and, for windbreaks on the downwind side of the source area, at least 65%, NTE 80%  <input type="checkbox"/> Density for other purposes is generally ≥ 50%, NTE 65%
<b>25-50% density:</b>  <input type="checkbox"/> 1-row - deciduous shrubs  <input type="checkbox"/> 2-row - deciduous trees and deciduous shrubs	<b>50-65% density:</b>  <input type="checkbox"/> Twin-row - deciduous shrubs <input type="checkbox"/> 1-row – non-deciduous conifer trees  <input type="checkbox"/> 2-row - non-deciduous conifer trees and deciduous trees  <input type="checkbox"/> 3-row - combination of deciduous trees and deciduous shrubs	<b>65+% density (NTE 80%):</b>  <input checked="" type="checkbox"/> Twin-row - medium to tall non-deciduous conifer trees  <input type="checkbox"/> 3 or more rows - combination of non-deciduous conifer trees, deciduous trees and shrubs

**Site Preparation**

Follow guidelines in NRCS Conservation Practice Standard Site Preparation, Code 490. Additional requirements:

**Temporary/Permanent Cover**

Follow guidelines in the 380 Specification Document. Use the form MN-CPA-003 for the seeding plan. Additional requirements:

**Planting Methods**

Follow guidelines in NRCS Conservation Practice Standard Tree/Shrub Establishment, Code 612. Additional requirements:

**Supplemental Moisture**

Follow guidelines in NRCS Conservation Practice Standards Mulching, Code 484 or Irrigation System, Sprinkler, Code 442. Additional requirements:

**380 – Windbreak/Shelterbelt Establishment and Renovation  
Implementation Requirements**

**Operation and Maintenance**

- Inspect windbreak components after severe storms; note any damage from winds, hail, ice or snow loads. Use the Conservation Practice Standards Windbreak/Shelterbelt Renovation, Code 650, or Tree/Shrub Pruning, Code 660, if repairs are needed.
- Note damage or symptoms from insects or disease. Contact the local UMN Extension Service or MNDNR Insect and Disease Section as necessary to identify the damaging pest. Use the Conservation Practice Standard Integrated Pest Management, Code 595, Windbreak/Shelterbelt Renovation, Code 650, Tree/Shrub Pruning, Code 660, or Woody Residue Treatment, Code 384 as necessary.
- Windbreaks and Shelterbelts must be repaired and maintained to original planned density to function properly.
- Replace dead or dying tree/shrub stock and continue control of competing vegetation for at least 3 years to allow proper establishment. Use Conservation Practice Standards Windbreak/Shelterbelt Renovation, Code 650 and Tree/Shrub Establishment, Code 612 if necessary.
- The windbreak will be protected from livestock and wildlife damage by using the criteria contained in the Conservation Practice Standards Tree/Shrub Establishment, Code 612 or Access Control, Code 472, as appropriate.
- If weed control fabric was used during installation, annually inspect whether stems are being girdled by the fabric. If the fabric is tight against the stems, cut the fabric to free them before the stems are girdled.
- Prune dead or dying branches to maintain function; follow the criteria contained in the Conservation Practice Standard Tree/Shrub Pruning, Code 660.

[Type here]

**380 – Windbreak Shelterbelt Establishment and Renovation  
Implementation Requirements**

[Type here]

**Practice Specifications Approval and Completion Certification**

**Provided Practice Cost information**

Site-specific cost estimate, or specifications for the producer to develop a cost estimate or obtain the bid themselves.

**Job Class Information (List Practice Job Class)**

380 ESJAA Fact Sheet	Job Class: II <input type="button" value="v"/>
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**Design Installation and Layout Approval**

Designed By: Katelyn Abts	Date: 11/19/2024	Designer's Job Approval Authority: II <input type="button" value="v"/>
Approved By: Katelyn Abts	Date: 11/19/2024	Approver's Job Approval Authority: II <input type="button" value="v"/>

**Record of Completion and Check Out Certification**

Treated Acres	Date Completed by Client	Date Certified	Approver's Initials

Additional documentation to support practice certification is in the Case File.

**Certification Statement**

I certify that implementation of this conservation practice is complete, meets criteria for the stated purpose(s), and meets the NRCS conservation practice standard and specifications.

Printed Name:	Date:
Title:	Certifier's Job Approval Authority (JAA):
Signature:	

Notes:



## PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

### General Information

Organization: <b>Wabasha SWCD</b>	Contract Number: <b>25-CC-2</b>	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 <b>Greg Speedling</b>	Address <b>25408 533rd St</b>	City/State <b>Plainview, MN</b>	Zip Code <b>55964</b>
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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: <b>Elgin</b>	Township No: <b>108</b>	Range No.: <b>12</b>	Section No. <b>13</b>	1/4,1/4 <b>SE, NE</b>
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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 15 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:

Windbreak/Shelterbelt Establishment and Renovation 380

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 5/30/25, this contract will be automatically terminated on that date.
7. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization board as practical and reasonable. The invoices must include the name of the vendor; materials, labor or equipment used; the component unit costs and the dates the work was performed. The organization board has the authority to make adjustments to the costs submitted for reimbursement. Pre-Construction Cover is exempt from having the required invoices/receipts.

### Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel where the conservation practice will be located.
2. Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
3. Be responsible for the operation and maintenance of conservation practices applied under this program in accordance with an operation and maintenance plan prepared by the technical assistance provider.
4. Not accept cost-share funds, from state sources in excess of 50%, or state and non-state sources that when combined are in excess of 50% 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 2/12/2025	Land Occupier <i>[Signature]</i>
Date	Landowner, if different from applicant <i>[Signature]</i>
	Address, if different from applicant information:

**Conservation Practice**

The primary practice for which cost-share is requested is: 380 Windbreak/Shelterbelt Establishment and Renovation

Eligible Component Standards & Names  380 Windbreak/Shelterbelt Establishment and Renovation	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate  \$2,669.00
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

**Technical Assessment and Cost Estimate**

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

Date 2/18/25	Technical Assistance Provider <i>[Signature]</i>
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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
\$1,895.08	Conservation Contract	2025

Date 2/18/25	Authorized Signature <i>[Signature]</i> per board resolution	Total Amount Authorized \$1,874.50
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380 – Windbreak-Shelterbelt Establishment and Renovation Implementation Requirements

Producer: Greg Speedling

Project or Contract: 25-CC-2

Location: T108N R12W 13

County: Wabasha (27157)

Farm Name: 3098

Tract Number: 3517



Apply this practice on any areas where linear plantings of woody plants are desired and suited for managing wind, noise, snow, energy use, and improving visual resources and air quality. The location, layout and density of the planting will accomplish the purpose and function intended within a 20-year period. Use NRCS Conservation Practice Standard (CPS) Tree/Shrub Site Preparation (Code 490), for preparing the site prior to plant establishment. The designed protected area will be ten times the maximum design height (H) of the tallest row of trees or shrubs at age 20 for the given site.

Gopher State One Call Utility Service 651-454-0002 or 800-252-1166

Practice Purpose (check all that apply)

- Reduce soil erosion from wind.
- Enhance plant health and productivity by protecting plants from wind-related damage.
- Manage snow distribution to improve moisture utilization by plants.
- Manage snow distribution to reduce obstacles, ponding, and flooding that impacts other resources, animals, structures, and humans.
- Provide shelter from wind, snow, and excessive heat, to protect animals, structures, and humans.
- Improve moisture management by reducing transpiration and evaporation losses and improving irrigation efficiency.
- Improve air quality by intercepting airborne particulate matter, chemicals, and odors, and/or by reducing airflow across contaminant or dust sources.
- Reduce energy used in the heating and cooling buildings and relocating snow.
- Increase carbon storage in biomass and soils.

Description of Work

Installation of 190 Norway Spruce in the inner row and 350 Flame Willow on the outer row.

Save Form Print Form Clear Page

**380 – Windbreak/Shelterbelt Establishment and Renovation  
Implementation Requirements**

Location and Layout	
Width (feet, including width of maintenance area around perimeter): 40	
Length (feet): 1,103.93	Total Area of windbreak/shelterbelt (acres): 1.76
Total area of zone protected/sheltered (acres; based on expected height and density of the windbreak/shelterbelt): 8.6	
Additional requirements:	

Use the criteria contained in the Conservation Practice Standard Tree/Shrub Establishment, Code 612 for planting. Determine the location of Row 1, note on map.

**Species, Stock Type and Planting Rates**

Used MN-ECS-002, or

CTSG/WS

7 / B

Selected the desired Conservation Tree/Shrub Group and Windbreak Suitability (CTSG/WS) type. (For a more detailed selection, see the CTSG spreadsheet for the subzones at eFOTG section II >> "Soils - Statewide Official Data & County Reports" >> "Conservation Tree and Shrub Groups.")

Species/cultivar by row number:	Size: caliper & height and/or nursery age	Kind of stock <sup>1</sup>	Distance between plants within row (ft):	Distance between adjacent rows: (ft) <sup>2</sup>	Total number of plants for row:
1. Norway Spruce	7"-15"	Bareroot	10	20	10
2. Norway Spruce	7"-15"	Bareroot	10	20	9
3. Norway Spruce	7"-15"	Bareroot	10	20	59
4. Flame Willow	7"-15"	Bareroot	10	20	112
5. Flame Willow	12"-18"	Bareroot	5	20	224
6. Flame Willow	12"-18"	Bareroot	5	20	126
7.					
8.					
9.					
10					

<sup>1</sup> Bare-root, COntainer (includes potted, and B&B), CUTting (including whips, poles and stakes) PLug, POTTed; include size, caliper, height, and age as applicable.

<sup>2</sup> Adjusted for width of maintenance equipment for mature plants.

**380 – Windbreak/Shelterbelt Establishment and Renovation  
Implementation Requirements**

**Density (check the applicable density designation)**

<input type="checkbox"/> Snow distribution - 25-50% <input type="checkbox"/> Snow accumulation - ≥ 65%, NTE 80% <input checked="" type="checkbox"/> Protection of structures, livestock & people - ≥65%, NTE 80% <input type="checkbox"/> Noise screens - ≥ 65%, NTE 80%		<input type="checkbox"/> Air quality - at least 50% on the windward side of the source area and, for windbreaks on the downwind side of the source area, at least 65%, NTE 80%  <input type="checkbox"/> Density for other purposes is generally ≥ 50%, NTE 65%
<b>25-50% density:</b>  <input type="checkbox"/> 1-row - deciduous shrubs  <input type="checkbox"/> 2-row - deciduous trees and deciduous shrubs	<b>50-65% density:</b>  <input type="checkbox"/> Twin-row - deciduous shrubs <input type="checkbox"/> 1-row – non-deciduous conifer trees <input checked="" type="checkbox"/> 2-row - non-deciduous conifer trees and deciduous trees <input type="checkbox"/> 3-row - combination of deciduous trees and deciduous shrubs	<b>65+% density (NTE 80%):</b>  <input type="checkbox"/> Twin-row - medium to tall non-deciduous conifer trees  <input type="checkbox"/> 3 or more rows - combination of non-deciduous conifer trees, deciduous trees and shrubs

**Site Preparation**

Follow guidelines in NRCS Conservation Practice Standard Site Preparation, Code 490. Additional requirements:

**Temporary/Permanent Cover**

Follow guidelines in the 380 Specification Document. Use the form MN-CPA-003 for the seeding plan. Additional requirements:

**Planting Methods**

Follow guidelines in NRCS Conservation Practice Standard Tree/Shrub Establishment, Code 612. Additional requirements:

**Supplemental Moisture**

Follow guidelines in NRCS Conservation Practice Standards Mulching, Code 484 or Irrigation System, Sprinkler, Code 442. Additional requirements:

**380 – Windbreak/Shelterbelt Establishment and Renovation  
Implementation Requirements**

**Operation and Maintenance**

- Inspect windbreak components after severe storms; note any damage from winds, hail, ice or snow loads. Use the Conservation Practice Standards Windbreak/Shelterbelt Renovation, Code 650, or Tree/Shrub Pruning, Code 660, if repairs are needed.
- Note damage or symptoms from insects or disease. Contact the local UMN Extension Service or MNDNR Insect and Disease Section as necessary to identify the damaging pest. Use the Conservation Practice Standard Integrated Pest Management, Code 595, Windbreak/Shelterbelt Renovation, Code 650, Tree/Shrub Pruning, Code 660, or Woody Residue Treatment, Code 384 as necessary.
- Windbreaks and Shelterbelts must be repaired and maintained to original planned density to function properly.
- Replace dead or dying tree/shrub stock and continue control of competing vegetation for at least 3 years to allow proper establishment. Use Conservation Practice Standards Windbreak/Shelterbelt Renovation, Code 650 and Tree/Shrub Establishment, Code 612 if necessary.
- The windbreak will be protected from livestock and wildlife damage by using the criteria contained in the Conservation Practice Standards Tree/Shrub Establishment, Code 612 or Access Control, Code 472, as appropriate.
- If weed control fabric was used during installation, annually inspect whether stems are being girdled by the fabric. If the fabric is tight against the stems, cut the fabric to free them before the stems are girdled.
- Prune dead or dying branches to maintain function; follow the criteria contained in the Conservation Practice Standard Tree/Shrub Pruning, Code 660.

[Type here]

**380 – Windbreak Shelterbelt Establishment and Renovation  
Implementation Requirements**

[Type here]

**Practice Specifications Approval and Completion Certification**

**Provided Practice Cost information**

Site-specific cost estimate, or specifications for the producer to develop a cost estimate or obtain the bid themselves.

**Job Class Information (List Practice Job Class)**

380 ESJAA Fact Sheet	Job Class: II <input type="button" value="v"/>
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**Design Installation and Layout Approval**

Designed By: Katelyn Abts	Date: 2/10/2025	Designer's Job Approval Authority: II <input type="button" value="v"/>
Approved By: Katelyn Abts	Date: 2/10/2025	Approver's Job Approval Authority: II <input type="button" value="v"/>

**Record of Completion and Check Out Certification**

Treated Acres	Date Completed by Client	Date Certified	Approver's Initials

Additional documentation to support practice certification is in the Case File.

**Certification Statement**

I certify that implementation of this conservation practice is complete, meets criteria for the stated purpose(s), and meets the NRCS conservation practice standard and specifications.

Printed Name:	Date:
Title:	Certifier's Job Approval Authority (JAA):
Signature:	

Notes:



## PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

### General Information

<b>Organization:</b> Wabasha SWCD	<b>Contract Number:</b> 25-CC-5	<b>Other state or non-State funds?</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> No	<b>Amendment</b> <input type="checkbox"/> <b>Board Meeting Date(s):</b>	<b>Canceled</b> <input type="checkbox"/> <b>Board Meeting Date(s):</b>
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\*If contract amended, attach amendment form(s) to this contract.

### Applicant

<b>Land Occupier Name</b> Lawrence H & Eileen M Living Trust	<b>Address</b> 41391 670th St	<b>City/State</b> Mazeppa, MN	<b>Zip Code</b> 55956
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\* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

### Conservation Practice Location

<b>Township Name:</b> Chester Twp	<b>Township No.:</b> 110	<b>Range No.:</b> 14	<b>Section No.:</b> 9	<b>1/4, 1/4</b> 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 objective of the practice is met and the effective life, a minimum of 15 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:

Tree/Shrub Establishment 612

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 5/30/25, this contract will be automatically terminated on that date.
7. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization board as practical and reasonable. The invoices must include the name of the vendor; materials, labor or equipment used; the component unit costs and the dates the work was performed. The organization board has the authority to make adjustments to the costs submitted for reimbursement. Pre-Construction Cover is exempt from having the required invoices/receipts.

### Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel where the conservation practice will be located.
2. Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
3. Be responsible for the operation and maintenance of conservation practices applied under this program in accordance with an operation and maintenance plan prepared by the technical assistance provider.
4. Not accept cost-share funds, from state sources in excess of 50%, or state and non-state sources that when combined are in excess of 50% 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 2/21/25	Land Occupier Laurence H Miller
Date	Landowner, if different from applicant
	Address, if different from applicant information:

**Conservation Practice**

The primary practice for which cost-share is requested is **Tree/Shrub Establishment 612**

Eligible Component Standards & Names  <b>Tree/Shrub Establishment 612</b>	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate  <b>\$1,515.78</b>
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

**Technical Assessment and Cost Estimate**

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

Date 2/20/2025	Technical Assistance Provider <b>JARED HOLM (Affiliate)</b> Digitally signed by JARED HOLM (Affiliate) Date: 2025.02.20 11:24:51 -06'00'
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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
\$706.00	Conservation Contracts	2025

Date 2-24-25	Authorized Signature Jenni Peters (per board resolution)	Total Amount Authorized <b>\$706.00</b>
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**Wabasha Soil and Water Conservation District**

Invoice

611 Broadway Ave., Suite 10  
Wabasha, MN 55981

Phone # 651-565-4673      susan.cerwinske.wabashaswcd@g...  
Fax # 855-795-8082      wabashaswcd.com

Date	Invoice #
2/19/2025	2025-07

Bill To
Larry /Miller 41391 670th Street Mazeppa, MN 55956

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
4	Norway Spruce	43.00	172.00T
2	Hackberry	40.00	80.00T
2	Bur Oak	40.00	80.00T
2	American Plum	40.00	80.00T
250	Miracle Tree Tube 72"	4.00	1,000.00T
	MN plus additional sales tax for Wabasha County	7.35%	103.78
<b>Total</b>			<b>\$1,515.78</b>



## PERCENT BASED - VOUCHER AND PRACTICE CERTIFICATION FORM

### PAYEE AND COST INFORMATION

Name: Donald Dahl Contract No.: DWP-WS10  
 Address: 40462 638th St  
 City, State, Zip: Mazeppa, MN 55956  
 Total Amount Authorized: \$2,000.00 % Approved: 75% (state) 75% (state & non-state)  
 (from contract)

Item	Quantity	Unit	Unit Price	Cost
Wabasha Sealing Permit	1	1	\$30.00	\$30.00
Hoist Truck/labor to try to clean out well	6	6	\$225.00	\$1,350.00
Air Compressor	2	2	\$225.00	\$450.00
Drill Rig with Operators	1	1	\$4,500.00	\$4,500.00
Bags of Neat Cement Grout	17	17	\$32.00	\$544.00
Yards 3/8 Pea Rock	1	1	\$55.00	\$55.00
Labor to Pump Neat Cement Grout	1	1	\$1,050.00	\$1,050.00
Paperwork and Filing Fees	1	1	\$95.00	\$95.00

**PROJECT COST:** **\$8,074.00**

### PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): Final  
 B. Total cost of practice to date: \$8,074.00  
 C. Eligible amount (total cost x % approved): \$2,000.00 (state) \$2,000.00 (state & non-state)  
 D. Total other state payment amount: \$0.00  
 E. Total non-state payment amount: \$0.00  
 F. Total previous partial payments: \$0.00  
 G. Pre-Construction Cover payment amount: \$0.00  
 H. Maximum payment amount: \$2,000.00

Pre-Con.Cover Ac.	Rate/Ac.

**Amount Approved for This Voucher:** **\$2,000.00**  
 (cannot exceed Total Amount Authorized)

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

Donald Dahl  
 Payee Signature

1-25-25  
 Date

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

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

Technical Assistance Provider NRCs-CPA 1245 (Practice Approval and Payment Worksheet) can be utilized as the certification of practice completion. An attached completed and signed NRCs-CPA-1245 and as-built can be used as the technical certification on the "Voucher and Certification"

Kathy Alt  
 Technical Assistance Provider  
1/27/25  
 Date

Susan Cronke  
 Administrative Sign-off  
1/27/2025  
 Date

## PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

### General Information

<b>Organization:</b>  Wabasha SWCD	<b>Contract Number:</b>  DWP-WS10	<b>Other state or non-state funds?</b>  <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<b>Amendment</b> <input type="checkbox"/> <b>Board Meeting Date(s):</b>	<b>Canceled</b> <input type="checkbox"/> <b>Board Meeting Date(s):</b>
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\* If contract amended, attach amendment form(s) to this contract.

### Applicant

<b>Land Occupier Name</b>  Dahl Donnie	<b>Address</b>  40462 638th St	<b>City/State</b>  Mazeppa, MN	<b>Zip code</b>  55956
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\* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form

### Conservation Practice Location

<b>Township Name:</b>  Mazeppa	<b>Township No:</b>  109	<b>Range No.:</b>  14	<b>Section No.</b>  6	<b>1/4, 1/4</b>
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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 12/31/24, this contract will be automatically terminated on that date.
7. Reimbursement requests must be supported by a completed voucher.

### Applicant Signatures

The land occupier's signature indicates agreement to:

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

Date 8-25-24	Land Occupier <i>Donald Duff</i>
Date w	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  <b>351- Well Decommissioning</b>	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate  <b>\$8,170.00</b>
	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 is to be installed and find it is needed and that the estimated quantities and costs are practical and reasonable.

Date 6-25-2024	Technical Assistance Provider See cost estimate attached. <i>[Signature]</i>
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### Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed a rate of: 75% up to \$2,000

Amount	Program Name	Fiscal Year
\$2,000.00	Karst Drinking Water Protection - Fillmore SWCD	2024

Date 8-27-2024	Authorized Signature <i>[Signature]</i>	Total Amount Authorized <b>\$2,000.00</b>
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**DC Well Drilling**

21705 Ravenna Trail  
Welch Mn, MN 55089 US  
+16514375040  
info@dcwelldrilling.com  
http://dcwelldrilling.com



**INVOICE**

BILL TO  
Donald Dahl  
40462 638th St  
Mazeppa, MN 55956

INVOICE 3144  
DATE 07/01/2024  
TERMS Net 30  
DUE DATE 07/31/2024

DESCRIPTION	QTY	RATE	AMOUNT
Seal well per county and state code. Well has truck access.			
Wabasha Sealing Permit (Completed)	1	30.00	30.00
Hoist Truck/labor to try to clean out well.	6	225.00	1,350.00
Air Compressor	2	225.00	450.00
			Subtotal: 1,830.00
Drill Rig With Operators (\$450.00 per hr. 10Hr Minimum)	1	4,500.00	4,500.00
Bags Of Neat Cement Grout	17	32.00	544.00
Yards 3/8 Pea Rock	1	55.00	55.00
Labor to Pump Neat Cement Grout	1	1,050.00	1,050.00
Paperwork and Filing Fees	1	95.00	95.00
			Subtotal: 6,244.00

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.

PAYMENT	8,074.00
BALANCE DUE	<b>\$0.00</b> <b>PAID</b>

Pay invoice



**DEPARTMENT OF AGRICULTURE**

Minnesota Department of Agriculture  
625 Robert St. N., St. Paul, MN 55155-6120  
[www.mda.state.mn.us/agbmploans](http://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](mailto:AgBMP.Loans@state.mn.us)

**AgBMP LOAN APPLICATION**

**County:** Wabasha

(Required for all applications) Borrower Information: <sup>(One)</sup> First Name: Lisa <sup>(One)</sup> Last Name: Klein  
(optional) Company: \_\_\_\_\_

Street Address: 27079 Cty Rd 25

City: Elgin State: MN Zip: 55932 Telephone: (507) 272-4157

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: \_\_\_\_\_  
The manure spreader will assist with application of manure at the correct time of year, at the correct rate, and the right placement. This will help prevent over-applying and avoid nutrient loss. +

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

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

PLS Township #: \_\_\_\_\_ Range: \_\_\_\_\_ Section: \_\_\_\_\_

----- OR -----  
Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_  
----- OR -----  
Pin or Parcel #: 20

**LOCAL GOVERNMENT APPROVAL**

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

Approved Loan Amount	\$ 50,000		
Estimated Total Project Cost (all sources)	\$ 50,000		
Animal Units <small>(Feedlot improvements or manure handling equipment for facilities &gt; 1000 AU that are not in the Mississippi watershed are ineligible)</small>	Beginning: 78 Beef AU, 78 Swine AU	Ending: 78 Beef AU, 78 Swine AU	
Primary Livestock	<input type="checkbox"/> Dairy <input checked="" type="checkbox"/> Beef <input checked="" type="checkbox"/> Swine <input type="checkbox"/> Other:		
Primary Crops: <u>Corn</u> <u>Soybeans</u>	Conservation Tillage Acres AFTER Project: <u>425</u>	Total Acres Farmed: <u>425</u>	
Approval Expiration and Other Restrictions	Process by May 30, 2025		

Project Approved by: TERRI PETERS (Affiliate) Digitally signed by TERRI PETERS (Affiliate) Date: 2025.02.10 11:44:46 -06'00'

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"/> <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	Foresight Bank		
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](mailto:AgBMP.Loans@state.mn.us)





**DEPARTMENT OF AGRICULTURE**

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

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

**AgBMP LOAN APPLICATION**

County: **Wabasha**

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

(optional) Company:

Street Address: **34914 300th Ave**

City: **Lake City** State: **MN** Zip: **55041** Telephone: **(651) 380-6653**

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:  
**Meyers VB 280 vertical beater manure spreader, this will help with a more even and consistant spread pattern, reduce over application and will help limit loss of nutrients from inconsistant spreading.**

**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 #: **111**  
Range: **13**  
Section: **6**

Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_

Pin or Parcel #: \_\_\_\_\_

**LOCAL GOVERNMENT APPROVAL**

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

Approved Loan Amount	\$		
Estimated Total Project Cost (all sources)	\$ 45,000.00		
Animal Units (Feedlot improvements or manure handling equipment for facilities > 1000 AU that are not in the Mississippi watershed are ineligible)	Beginning: 90	Ending: 90	
Primary Livestock	<input type="checkbox"/> Dairy <input checked="" type="checkbox"/> Beef <input type="checkbox"/> Swine <input type="checkbox"/> Other:		
Primary Crops: <b>Corn</b> <input type="checkbox"/> <b>Soybeans</b> <input type="checkbox"/>	Conservation Tillage Acres AFTER Project: 900	Total Acres Farmed: 1,200	
Approval Expiration and Other Restrictions	Process by May 30, 2025		

Project Approved by: **TERRI PETERS (Affiliate)** Digitally signed by TERRI PETERS (Affiliate)  
Date: \_\_\_\_\_ Date: 2025.02.10 11:06:38 -06'00'

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	Foresight Bank		
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

**Wabasha Soil and Water Conservation  
District Regular Board Meeting  
January 23, 2025  
8:15 am  
611 Broadway Ave. Suite 10B**

**I. CALL MEETING TO ORDER**

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

*Supervisors present: Lynn Zabel, Chair, Chet Ross, Co-Chair, Dag Knudsen, Secretary, Seth Tentis, Member*

*Staff Present: Terri Peters, District Manager*

*Others Present: Bob Walkes, County Commissioner*

**II. PLEDGE ALLEGIANCE**

**III. AGENDA**

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

*Affirmative: Ross, Knudsen, Tentis, Zabel*

*Opposed: None*

*Motion Carried*

**IV. PUBLIC COMMENTS**

Comments limited to 5 minutes per speaker

Mark Miller, DNR

- \* Doughnut and Door Prize Resolution for 2025 Wabasha County Forestry Day– **Board Action**  
*Doughnuts and Fruit + 100 seedlings (4 Gift certificates for 1 bundle of 25 each)*

- \*\* Go to Old Business Letter B – State of MN TTT Grant Agreement.

Jen Wahls - Progress on work being done – *Jen talked about the work being done through the Local Forestry Team and coordination with partners. There are multiple grants funding the work and she talked about that, also.*

**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. 2024 Data Practice Policy for Data Subjects
- B. 2024 Data Practice Policy for Members of the Public
- C. 2024 Request for release of data to government agency
- D. 2024 Request for release of data
- E. 2024 Wabasha County Soil and Water Conservation District Data Practices Policy Fee Schedule

- i. **Contracts**
- ii. **Contract Amendments**
- iii. **Vouchers**

- A. Hampe Properties LLC Voucher for Contract# 2024WAGZ-WC-08 in the amount of \$2,096.24 for 410 Grade Stabilization Structure.  
(Funding source – FY24 WAGZ (Greater Zumbro Watershed Based))
- B. Tom Gerken Voucher for Contract# 2024WAGZ-WC-06 in the amount of \$4,500.00 for Practice 340 Cover Crops. 1<sup>st</sup> year of 2.  
(Funding source – FY24 WAGZ (Greater Zumbro Watershed Based))

- iv. **Grants**

***Motioned by Ross and seconded by Tentis to approve the Consent Agenda.***

***Affirmative: Ross, Knudsen, Tentis, Zabel***

***Opposed: None***

***Motion Carried***

**VI. SECRETARY’S REPORT**

- A. December 19, 2024, Meeting Minutes – **Board Action**

***Motioned by Ross and seconded by Tentis to approve the Secretary’s Report.***

***Affirmative: Ross, Knudsen, Tentis, Zabel***

***Opposed: None***

***Motion Carried***

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

- A. December District Financial Statements  
Included for your review
- B. December Program Record

***Motioned by Ross and seconded by Tentis to approve the Treasurer’s Report to the best of our ability.***

***Affirmative: Ross, Knudsen, Tentis, Zabel***

***Opposed: None***

***Motion Carried***

**VIII. PAYMENT OF MONTHLY BILLS**

- A. Monthly Bills in the amount of \$56,057.86 - **Board Action**

***Motioned by Ross and seconded by Knudsen to approve Payment of the Monthly Bills in the amount of \$56,057.86.***

***Affirmative: Ross, Knudsen, Tentis, Zabel***

***Opposed: None***

***Motion Carried***

**IX. DISTRICT REPORTS**

- A. Chair Report – Lynn Zabel
- B. County Commissioner – Bob Walkes



- C. District Manager Report – Terri Peters
  - Work on annual reporting**
  - Attended TSA meeting**
  - Meeting on funding Soil Health program at MDA with Olmsted staff, commissioner, and legislative aid.**
  - Preparing for RCPP Soil health program. Online informational meeting.**
  - Forestry Grant – update on that release and meetings with DNR/LFT regarding funding obligations.**
  - Elgin, Local Advisory Team (LAT) meeting and presentation prep prior.**
  - WinLaC WRAPS project meeting – discuss remaining work and partner progress.**
  - Leave for a week at beginning of January**
  - NFWF Grant - \$230,000. Approved, revising work plan and working on finalizing with NFWF staff.**
  - Got wage study submitted to start process**
  - BALMM planning meetings for the year and topics.**
  - Cost Share Policy -staff discussion on this and working to get policies outlined in one location. Fee schedules for Wetland Conservation Act (WCA) work and Nutrient Management planning will also come to the board.**
- D. NRCS Report – Christina Taylor – (in the packet)
- E. District Technician Report- Matt Kempinger – (in the packet)
- F. Natural Resources Technician Report– Katelyn Abts – (In the packet)
- G. Soil Health/Nutrient Management Tech Report – Deanna Pomije (in the packet)
- H. Bookkeeper/Administrative Assistant Report -Sue Cerwinske
- I. BWSR Report –
- J. Other agencies –

**X. OLD BUSINESS**

- A. Conservation Project – Lynn (open to any Supervisor for ideas)
- B. State of MN TTT Grant Agreement. Federal Sub-Award Agreement between State of MN acting through the DNR and Wabasha SWCD. \$295,000.00 Under Landscape Scale Restoration: Protecting Working Forestlands in the Driftless Area. – Letter of support submitted previously – **Discussion**  
***This was discussed during Jen’s presentation to the board and they decided they didn’t need to discuss further here.***

**XI. NEW BUSINESS**

- A. Election of SWCD Board Officers for 2025 – **Board Action**
    - i. Chairman – Lynn Zabel
    - ii. Vice Chairman – Chet Ross
    - iii. Secretary – Seth Tentis
    - iv. Treasurer – Sharleen Klennert
- Motioned by Ross and seconded by Tentis to approve the Election of SWCD Board Officers for 2025 as noted.***  
***Affirmative: Ross, Knudsen, Tentis, Zabel***  
***Opposed: None***  
***Motion Carried***

B. 2025 Committee Appointments – **Board Action**

- i. Personnel Committee -Lynn, Chet
- ii. Finance Committee -Sharleen
- iii. Whitewater JPB -Lynn
- iv. Zumbro 1W1P – Dag
- v. WinLac 1W1P - Lynn
- vi. SE SWCD Technical Support JPB -Dag
- vii. County Board Meeting Representative -Sharleen

This is a member of our board who will go to county meetings

***Motioned by Ross and seconded by Tentis to approve the 2025 Committee Appointments as noted.***

***Affirmative: Ross, Knudsen, Tentis, Zabel***

***Opposed: None***

***Motion Carried***

C. Discuss per diems for attending meetings representing SWCD. Example, the County Board Meeting. – **Discussion**

***Decided to keep per diems paid as is for meetings attended. Conventions count.***

D. ELink Grant Reporting Signature Authority Resolution 01232025-1 – **Board Action**

***Motioned by Knudsen and seconded by Ross to approve the ELink Grant Reporting Signature Authority Resolution 01232025-1.***

***Affirmative: Ross, Knudsen, Tentis, Zabel***

***Opposed: None***

***Motion Carried***

E. Designation of Official Newspaper Resolution 01232025-2 (The Wabasha County Herald) – **Board Action**

***Motioned by Knudsen and seconded by Ross to approve the Designation of the Official Newspaper Resolution 01232025-2 (The Wabasha County Herald).***

***Affirmative Ross, Knudsen, Tentis, Zabel***

***Opposed: None***

***Motion Carried***

F. Designation of Official Bank Depositories Resolution 01232025-3 – **Board Action**

***Motioned by Knudsen and seconded by Ross to approve the Designation of Official Bank Depositories Resolution 01232025-3.***

***Affirmative: Ross, Knudsen, Tentis, Zabel***

***Opposed: None***

***Motion Carried***

G. Designation of Signatories for Bank Accounts Resolution 01232025-4 – **Board Action**

***Motioned by Knudsen and seconded by Ross to approve the Designation of Signatories for Bank Accounts Resolution 01232025-4.***

***Affirmative: Ross, Knudsen, Tentis, Zabel***

***Opposed: None***

***Motion Carried***

- H. Per Diem rates \$125.00 and Mileage .70 for 2025 Resolution 01232025-5 – **Board Action**  
**Motioned by Knudsen and seconded by Ross to approve the Per Diem rate of \$125.00 and Mileage rate at .70 for 2025 Resolution 01232025-5.**  
**Affirmative: Ross, Knudsen, Tentis, Zabel**  
**Opposed: None**  
**Motion Carried**
- I. Approve Annual Resolutions Authorizing Terri Peters Signature Authority for:
- i. Resolution 01232025-6 Approve Grant agreements from BWSR as they come in. -**Board Action**  
**Motioned by Knudsen and seconded by Ross to approve the Annual Resolutions Authorizing Terri Peters Signature Authority for: Resolution 01232025-6 to approve grant agreements from BWSR as they come in.**  
**Affirmative: Ross, Knudsen, Tentis, Zabel**  
**Opposed: None**  
**Motion Carried**
  - ii. Resolution 01232025-7 Approve Cover Crops and Well Sealing contracts – **Board Action**  
**Motioned by Ross and seconded by Knudsen to approve Resolution 01232025-7 to Approve Cover Crops and Well Sealing contracts.**  
**Affirmative: Ross, Knudsen, Tentis, Zabel**  
**Opposed: None**  
**Motion Carried**
  - iii. Amendment to Resolution 01232025-7 for Contracts, Amendments and Extension Signature Authority dated 5/23/2024 – **Board Action**  
**Motioned by Ross and seconded by Knudsen to approve the Amendment to Resolution 01232025-7 for Contracts, Amendments and Extension Signature Authority date 5/23/2024.**  
**Affirmative: Ross, Knudsen, Tentis, Zabel**  
**Opposed: None**  
**Motion Carried**
  - iv. Resolution 01232025-8 Approve AgBMP Loan Applications up to \$200,000.00 -**Board Action**  
**Motioned by Ross and seconded by Knudsen to approve Resolution 01232025-8 to Approve AgBMP Loan Applications up to \$200,000.00.**  
**Affirmative: Ross, Knudsen, Tentis, Zabel**  
**Opposed: None**  
**Motion Carried**
- J. 2025 Board Policy, Operating Rules, Guidelines and Bylaws – **Board Action/**  
**(Each Sign separate last page attached.)**  
**Motioned by Ross and seconded by Knudsen to approve the 2025 Board Policy, Operating Rules, Guidelines and Bylaws.**  
**Affirmative: Ross, Knudsen, Tentis, Zabel**  
**Opposed: None**  
**Motion Carried**

- K. SE Landscape Committee Sponsorship of the Wabasha County Forestry Day in the amount of \$500.00 – **Board Action**  
**Motioned by Knudsen and seconded by Ross to approve SE Landscape Committee Sponsorship of the Wabasha County Forestry Day in the amount of \$500.00.**  
**Affirmative: Ross, Knudsen, Tentis, Zabel**  
**Opposed: None**  
**Motion Carried**
- L. Wabasha SWCD Sponsorship for Cow Calf Days February 6, 2025, in Oronoco in the amount of \$100.00 payable to the University of Minnesota - **Board Action**  
**Motioned by Ross and seconded by Knudsen to approve Wabasha SWCD Sponsorship of Cow Calf/Days, February 6, 2025, in Oronoco in the amount of \$100.00 payable to the University of Minnesota.**  
**Affirmative: Ross, Knudsen, Tentis, Zabel**  
**Opposed: None**  
**Motion Carried**
- M. Approve Mike Tighe Amendment #1 to Contract# 2024WAGZ-WC-21 to change the amount authorized to \$1,607.50 from \$1,547.50 for Practice 351 Well Decommissioning – **Board Action**  
**Motioned by Ross and seconded by Knudsen to approve Mike Tighe Amendment# 1 to Contract# 2024WAGZ-WC-21 to change the amount authorized to \$1,607.50 from \$1,547.50 for Practice 351 Well Decommissioning.**  
**Affirmative: Ross, Knudsen, Tentis, Zabel**  
**Opposed: None**  
**Motion Carried**
- N. Approve Mike Tighe Voucher payment for Contract# 2024WAGZ-WC-21 in the amount of \$1,607.50 for Practice 351 Well Decommissioning – **Board Action**  
(Funding source - FY24 WAGZ (Greater Zumbro Watershed Based)  
**Motioned by Knudsen and seconded by Ross to approve Mike Tighe Voucher payment for Contract# 2024WAGZ-WC-21 in the amount of \$1,607.50 for Practice 351 Well Decommissioning.**  
**Affirmative: Ross, Knudsen, Tentis, Zabel**  
**Opposed: None**  
**Motion Carried**
- O. Approve Cancellations of Mike Rahman Contract# 23-CS-3 in the amount of \$1,670.00 for Cover Crops – 1 year. – **Board Action**  
(He could not meet the standards because there was no seed tag)  
(Funding source – FY23 State Cost Share)  
**Motioned by Ross and seconded by Tentis to Table the cancellation of Mike Rahman’s contract until we get more information and site inspection.**  
**Affirmative: Ross, Knudsen, Tentis, Zabel**  
**Opposed: None**  
**Motion Carried**

- P. Cover crop biomass sampling project - **Information and discussion**  
(Goal is to sample about 50-60 fields across a six-county area)  
**Will cut off forage and check for nitrogen uptake. Done in the spring and there would be funding for our staff to do sampling. QR Code for farmers to sign up. They would like 10 from Wabasha County.**
- Q. MASWCD 2025 Legislative Priorities. Briefing and Reception March 4, 2025.  
SWCD Day at the Capitol, March 5, 2025 - Information  
(Who will attend?) **Terri and Lynn will attend**  
**Priority will be SWCD Aid. Funding used to be Capacity. General funds will be going down this year.**
- R. Upcoming Events
- i. Cow Calf Days – Thursday, February 6th
  - ii. Wabasha Forestry Day – Friday, February 14<sup>th</sup>
  - iii. February 17, Washington’s Birthday – Offices Closed
  - iv. February 27<sup>th</sup> Regular Board Meeting

**XII. Board Reports**

- A. Whitewater JPB – Lynn
- B. Zumbro 1W1P – Dag
- C. WinLaC 1W1P – Lynn
- D. SE SWCD Technical Support JPB – Dag  
**Dag attended the meeting Jan. 22. Elected new officers and appointed new commissioners. Financial report, we didn’t approve. We reviewed and accepted as submitted. Advertise for open tech position. Presentations of 3 projects.**
- E. County Board Meeting – Sharleen

**XIII. Adjourn – Board Action**

**Motioned by Knudsen and seconded by Ross to adjourn the meeting at 11:15 am**

**Affirmative: Ross, Knudsen, Tentis, Zabel**

**Opposed: None**

**Motion Carried**

**Respectively Submitted By:**

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**Seth Tentis, Secretary**

## Wabasha Soil and Water Conservation District

## Balance Sheet

02/19/25

As of January 31, 2025

Accrual Basis

	Jan 31, 25
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Money Market- Bank of Alma	151,425.97
Money Market WNB Financial	7,462.24
Peoples State Bank Money Market	332,566.04
Petty Cash	57.85
WNB Financial	79,575.29
<b>Total Checking/Savings</b>	571,087.39
<b>Accounts Receivable</b>	
11000 · Accounts Receivable	116,850.11
<b>Total Accounts Receivable</b>	116,850.11
<b>Other Current Assets</b>	
12000 · Undeposited Funds	64.41
<b>Total Other Current Assets</b>	64.41
<b>Total Current Assets</b>	688,001.91
<b>Fixed Assets</b>	
<b>15000 · Furniture and Equipment</b>	
Computer	7,523.00
Laptops for Distrct Techs (2)	3,149.22
Right of Use Asset - Building	94,217.00
Samsung Tablets	1,548.69
15000 · Furniture and Equipment - Other	147,513.54
<b>Total 15000 · Furniture and Equipment</b>	253,951.45
<b>17000 · Accumulated Depreciation</b>	
Accum. Amortization-Building	-34,547.00
17000 · Accumulated Depreciation - Other	-117,761.78
<b>Total 17000 · Accumulated Depreciation</b>	-152,308.78
<b>Total Fixed Assets</b>	101,642.67
<b>Other Assets</b>	
<b>Prepaid Items</b>	
Prepaid Rent	920.43
Prepaid Items - Other	831.25
<b>Total Prepaid Items</b>	1,751.68
<b>Total Other Assets</b>	1,751.68
<b>TOTAL ASSETS</b>	<b>791,396.26</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20000 · Accounts Payable	21,167.30
<b>Total Accounts Payable</b>	21,167.30
<b>Other Current Liabilities</b>	
Compensated Absences Payable	21,653.68
<b>Deferred Revenue</b>	
FY22 Capacity	1,804.56
FY22 State Cost Share	16.00
FY23 Capacity	-4,194.33
FY23 CWF - WIC	53,825.89
FY23 Soil Health-Cost Share	-2,109.29
FY23 State Cost Share	4,849.28
FY24 Buffer Law Implementation	17,271.83

## Wabasha Soil and Water Conservation District

## Balance Sheet

02/19/25

As of January 31, 2025

Accrual Basis

	<u>Jan 31, 25</u>
FY24 BWSR Soil Health Staffing	195,618.59
FY24 Conservation Contracts	1,092.98
FY24 Dept of Rev SWCD Allocatio	52,505.87
FY24 Easement Delivery	-777.29
FY24 LWM	-10,215.58
FY24 WCA	-5,659.29
FY25 Buffer Law Implementation	20,000.00
FY25 BWSR Soil Health Delivery	30,000.00
FY25 Conservation Contracts	16,123.09
FY25 Conservation Delivery	19,619.00
FY25 LWM	19,354.00
FY25 WCA	16,543.00
<b>Total Deferred Revenue</b>	<b>425,668.31</b>
<b>Deposit on Tree Sales</b>	<b>10,365.84</b>
<b>25500 · Sales Tax Payable</b>	<b>366.19</b>
<b>Total Other Current Liabilities</b>	<b>458,054.02</b>
<b>Total Current Liabilities</b>	<b>479,221.32</b>
<b>Long Term Liabilities</b>	
<b>Long Term Liability</b>	
<b>Right of Use Asset-Lease Liabil</b>	<b>62,828.00</b>
<b>Total Long Term Liability</b>	<b>62,828.00</b>
<b>Total Long Term Liabilities</b>	<b>62,828.00</b>
<b>Total Liabilities</b>	<b>542,049.32</b>
<b>Equity</b>	
<b>Fund Balance- Unrestricted</b>	<b>201,395.71</b>
<b>Investment in Capital Assets</b>	<b>38,814.67</b>
<b>32000 · Owners Equity</b>	<b>110,576.23</b>
<b>Net Income</b>	<b>-101,439.67</b>
<b>Total Equity</b>	<b>249,346.94</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>791,396.26</b>

**Wabasha Soil and Water Conservation District**  
**Profit & Loss**  
 January 2025

	Jan 25
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Charges for Services</b>	
Wetlands	200.00
<b>Total Charges for Services</b>	200.00
<b>Intergovernmental Revenues</b>	
<b>County</b>	
County Regular Allocation	1,080.13
<b>Total County</b>	1,080.13
<b>State</b>	
FY22-23 WAGZ	8,684.00
FY23 SE Landscape - MN DNR	-500.00
FY23 SWCD Aid	900.00
FY24-FY25 WAGZ	46,533.62
MAWQCP	12,196.95
Volunteer Nitrate Monitoring Ne	101.33
<b>Total State</b>	67,915.90
<b>Total Intergovernmental Revenues</b>	68,996.03
<b>Total Income</b>	69,196.03
<b>Gross Profit</b>	69,196.03
<b>Expense</b>	
<b>District Operations</b>	
<b>Other Services and Charges</b>	
Advertising Expense	200.00
Building Rent	1,650.00
Education and Information	22.97
Fees and Dues	11,606.37
Insurance Expenses	5,430.00
Internet Expense	91.75
Postage	82.09
<b>Vehicle Expenses</b>	
Chevrolet Silverado Vehicle Exp	65.57
Hyundia Tucson Vehicle Expense	63.24
<b>Total Vehicle Expenses</b>	128.81
<b>Total Other Services and Charges</b>	19,211.99
<b>Personnel Services</b>	
Employee Salary Permanent	41,868.31
Employer HSA contributions	625.00
Employer Life and Health	
66000 · Payroll Expenses	74.00
Employer Life and Health - Other	7,800.40
<b>Total Employer Life and Health</b>	7,874.40
Employer Share FICA	2,540.56
Employer Share Medicare	594.15
Employer Share PERA	3,140.11
Worker's Comp Insurance	3,998.00
<b>Total Personnel Services</b>	60,640.53
<b>Supplies</b>	
Office Supplies	552.51
<b>Total Supplies</b>	552.51
<b>Total District Operations</b>	80,405.03



**Wabasha Soil and Water Conservation District**  
**Profit & Loss**  
January 2025

	<u>Jan 25</u>
<b>Project Expenditures</b>	
<b>Federal</b>	
319 Focus Small Wtrshd-W.Indian	1,034.39
<b>Total Federal</b>	1,034.39
<b>State</b>	
FY23 SE Landscape - MN DNR	772.47
FY24-FY25 WAGZ	6,596.24
FY24-FY26 DNR Forestry	3,825.00
FY24 WinLaC WRAPS Proj-MPCA	280.00
MAWQCP Administration	9,205.20
RIM / CREP Expenses	2.69
<b>Total State</b>	20,681.60
<b>Total Project Expenditures</b>	21,715.99
<b>Total Expense</b>	102,121.02
<b>Net Ordinary Income</b>	-32,924.99
<b>Other Income/Expense</b>	
<b>Other Income</b>	
<b>Interest Income</b>	
Interest Earnings MM's	830.28
<b>Total Interest Income</b>	830.28
<b>Total Other Income</b>	830.28
<b>Net Other Income</b>	830.28
<b>Net Income</b>	<b>-32,094.71</b>

# Wabasha Soil and Water Conservation District

## Monthly Bills Listing

February 27, 2025

Type	Date	Num	Name	Memo	Account	Paid Amount
<b>Feb 27, 25</b>						
Liability-Check	02/27/2025	12266	QuickBooks-Payroll Service	Created by Payroll Service on 02/26/2025	WNB Financial	9,249.94
Liability-Check	02/27/2025	EFT	Auditor/Treasurer of Wabasha County	February Insurance	WNB Financial	-8,877.65
Bill Pmt -Check	02/27/2025	12267	VSP/Vision Care	March Vision Insurance	WNB Financial	-74.31
Bill Pmt -Check	02/27/2025	12268	Dennis Shea	Jan 1 2025 - Dec 31, 2025 Storage and Trailer Rental	WNB Financial	-350.00
Bill Pmt -Check	02/27/2025	12269	Donald Dahl	DWP-WS10 Practice 351 Well Decommissioning	WNB Financial	-2,000.00
Bill Pmt -Check	02/27/2025	12270	Freeborn County SWCD	4th Qtr MAWQCP TA Expenses	WNB Financial	-115.65
Bill Pmt -Check	02/27/2025	12271	HBC	Internet 2-02 to 3-01-2025	WNB Financial	-95.04
Bill Pmt -Check	02/27/2025	12272	Insty-Prints of Winona	Jan / Feb Newsletter - 2206	WNB Financial	-1,849.06
Bill Pmt -Check	02/27/2025	12273	Jennifer Wahls-C	January activities DNR WinLac Forestry Grant	WNB Financial	-8,361.82
Bill Pmt -Check	02/27/2025	12274	Mittel Schule, Inc.	March, 2025 Rent	WNB Financial	-1,650.00
Bill Pmt -Check	02/27/2025	12275	Office Depot	March, Lab 151 to Mar 5, Comb of Pk Ink Pens, Lab 151 to Mar 5, Klinger Expenses	WNB Financial	-167.12
Bill Pmt -Check	02/27/2025	12276	Olmsted County Public Works	Dec 4 to Jan 31, 2025	WNB Financial	-29,714.53
Bill Pmt -Check	02/27/2025	12277	Seth Tentis	WRAPS - Lab Fees & mileage 4th Qtr 2024	WNB Financial	-442.60
Bill Pmt -Check	02/27/2025	12278	Terri Peters (Expenses)	Jan 1, 2025 to Dec. 31, 2025 Storage of No-Till Drill	WNB Financial	-150.00
Bill Pmt -Check	02/27/2025	12279	Wabasha County-v	Mileage BALMM, TSA, MDA, WAGZ & Forestry Day	WNB Financial	-333.82
Bill Pmt -Check	02/27/2025	12280	Wabasha County Herald	2024 HR Services -Shawn Huth 23.5 hours @ \$51.33/hr	WNB Financial	-1,206.26
Bill Pmt -Check	02/27/2025	12281	Wabasha County Highway Department	Local Delivery subscription for 2025	WNB Financial	-58.00
Bill Pmt -Check	02/27/2025	12281	Wabasha County Highway Department	Jan gas - Hyundai & Silverado	WNB Financial	-60.49

~~64,726.29~~  
55,506.35

2/27/2025

Christina Taylor Soil Conservationist

**CSP** (Conservation Stewardship Program)-No Changes this month

- No new applications for CSP 2025 were submitted; 4 pending from previous years due to low-ranking scores
- 20 Active Contracts, 3 IRA funded with approximately \$70,000 obligated for future payments, 1 beginning Farmer/Rancher, 3 limited resource Farmer/Rancher
- Ranking deadline for new applications is 21 March 2025
- Currently working on certifying practices for FY 24 payments, most have been certified, national deadline for payments is approaching

**EQIP** (Environmental Quality Incentive Program)-No changes this month

- 17 applications are in pending status for FY 25
- 12 currently in the preapproval process; 2 applications are scheduled to be IRA funded; 1 Beginning Farmer/Rancher
- 50% of funds must be obligated by 28 March 2025
- 19 Active contracts, 5 IRA funded with approximately \$122,000 obligated for future payments; 2 Beginning Farmer/Rancher

**CPP-EQIP** (Regional Conservation Partnership Program- EQIP)

- no applications submitted.

**RCPP18** (Regional Conservation Partnership Program)

- No new applications submitted

**CRP** (Conservation Reserve Program)

- 48 FY26 expiring reviews
- New contracts will be dependent on decisions made regarding the Farm Bill

# Monthly Report – February 2025

Matt Kempinger

## Projects

- Design work on several grade stabilization structures
- Design work on several waterway projects
- RFAs for 4 new projects including one new waste storage project
- Prepare ranking reports and sensitive features maps for 1 waste storage project
- Prepare contract for 1 waterway project
- Restart an old uncompleted wetland wildlife habitat improvement project
- Look into potential infrastructure maintenance projects for Bear Valley Watershed

## Others

- Year-end reporting and summaries for WCA and WBIF
- Assist other staff with Buffer Law compliance checks
- Assist one landowner with MAWQCP financial assistance grant
- Drone registration and upgrades for new compliance laws
- Pond cleanout program GIS work
- WCA training (1.5 days)
- Close out 1 WCA enforcement case
- Reviewed 2 WCA applications including one replacement plan
- General project & contract management
- Answered general resource questions from public and assisted where possible

# Katelyn Abts – February 2025 Board Report

## **Programs**

### Conservation Contracts

- 1 Tree/Shrub Establishment project in the works
- 2 Windbreak projects ready for board approval
- 2 Windbreak projects in the works
- 1 Site Prep project in the works
- 2 Brush Management projects ready for board approval

### Filmore Drinking Water Protection Grant

- 1 Well Sealing payment voucher ready for board approval

### Buffer Law

- Conducted 2 site visits
- Sent 1 non-compliant parcel to the County for enforcement

## **Other**

### Tree Sale

- 88 tree orders taken so far
- 3 special orders for potted trees

### MDH Free Testing Kits

- Assisted landowners in applying for well test kit

### Wabasha Forestry Day

## **Training**

Seeding Cohort #8: Final Meeting and JAA

Soil Health Grant Training: Done by BWSR in Rochester MN

Structures for Wildlife: Houston MN

## Report to the Wabasha SWCD Board – February 27, 2025

Deanna Pomije, Soil Health Nutrient Management Specialist

- Aided in compiling and reporting our 2024 cover crop accomplishments into e-link and for our various watersheds.
- Composed the Qtr. 4 2024 report for our MDA Nutrient Management grant – to note 1,089 acres of our implemented 2024 cover crop were in high nitrate townships

### Nutrient Management Work:

- Started compiling maps/information for A. Graner's 2026 manure management plan
- Working through revisions on the Comprehensive Nutrient Management Plan (CNMP) for Ted Mehrkens for EQIP, collaborating with Kate Bruss, TSA (consultants Sara W., Fillmore SWCD and Jeff King, NRCS) Plan to also complete a Manure Management Plan for them as required by MPCA & their annual (2026) nutrient management plan this spring
  - Struggled through revisions of a crop rotation nutrient management plan to help determine sufficient acres given their manure produced
  - Completed the land application section, recalculating soil loss for the more erosive fields
  - Plan involves running soil loss and nutrient budget on all fields
  - Reorganizing the plan for final approval review
  - Matt created sensitive features maps showing the manure spreading setbacks / restrictions

### Outreach & Client Contacts:

- 2/6 – booth at the 'Cow Calf Days' in Rochester, ~100 in attendance, sponsors provided an intro. Summary to the group
- Preparation for our 5th monthly 'Coffee and Conservation' soil health, 2/ 20 at the Legion in Plainview around the topic 'rotational grazing'
  - 3 producers at the Jan. meeting, 7 at the Dec. meeting, 4 at Nov. the meeting, 5 at the Oct. meeting
  - Great conversation around a variety of conservation topics: erosion, nutrient management, cover crops, tillage, weed control
  - Flyer prep., email – call – text producers for attendance
- Ella created a targeted outreach list for more nutrient management / groundwater protection outreach – to start, I plan to use this to mail out a letter of introduction.

### Training:

- 2/19 attended training for a new online version of the Nutrient Management Tool from MPCA
- Met with Dean Thomas, NRCS on job approval authority best plan forward 2/5 – this year plan to work towards JAA for cover crop, reduced tillage and nutrient management, as well as seek level 1 conservation planning certification

- Attended the remote Nitrogen conference put on by the U of MN Extension, 2/4
- Training on the new Soil Health BWSR grant in Rochester, 2/11

## **Sue Cerwinske – Board Report**

In addition to normal monthly duties:

Submitted 4<sup>th</sup> qtr PR reports.

Efiled W-2's and W3

PERA - Annual Leave Report

Pay Equity Report

Efiled 1099's – were sent to the producers

MCIT – Wage Detail Report, WC Audit

Moved 2024 files, ready for 2025 files

AgLearn/USDA – Mandatory online classes

USPS Postage Statement – Jan/Feb Newsletter

Tree orders/Invoices – Special 1-gallon orders to Schumacher's

Quarterly Projects Invoicing

PERA Exclusion Report



**Wabasha County SWCD – Winona County  
Contract for Services  
In Support of the WinLac Watershed Restoration and Protection Strategy (WRAPS)  
Update Project (“Project”)**

THIS AGREEMENT is made and entered into by and between Wabasha County Soil and Water Conservation District, 611 Broadway Ave., Suite 10, Wabasha, MN 55981, hereinafter referred to as the “Wabasha SWCD”, and Winona County, 202 West Third Street, Winona, MN 55987, hereinafter referred to as the “Contractor”.

**RECITALS**

WHEREAS, the SWCD wishes to purchase the services of Contractor for water quality monitoring in support of the WinLaC WRAPS Update Project (“Project”) for the Mississippi River – Winona and La Crescent Watersheds, and the Contractor is willing to provide these services;

WHEREAS, there are funds available for the purchase of these services through a grant agreement with the State of Minnesota Pollution Control Agency;

NOW, THEREFORE, in consideration of mutual undertakings and agreements hereinafter set forth, the Wabasha SWCD and the Contractor agree as follows:

**1. Term and Cost of the Agreement**

The Contractor agrees to furnish services on behalf of Wabasha SWCD during the period commencing May 1, 2024, or until all signatures are obtained, and terminating June 15, 2025 or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first. The Contractor is not an employee of Wabasha SWCD.

The Contractor shall be paid for services rendered according to the “Project”. The cost of this agreement covers up to \$10,400 that includes \$9,800 for staff time (\$70.00/hr.) and \$600 for printing and shipping as approved by the Minnesota Pollution Control Agency and detailed in WinLaC Prioritization & Public Outreach Project Workplan (Attachment A) for Objective 2: Task B “Well Inventory” items. Subject to approval by Wabasha SWCD, the Contractor may modify Attachment A to make changes to the workplan. Some changes may require approval of the grantor, State of Minnesota Pollution Control Agency (MPCA).

The Contractor shall work cooperatively with other “Project” grant partners, Wabasha SWCD, to achieve goals of the “Project”.

The Contractor also agrees to adhere to the provisions of the attached Minnesota Pollution Control Agency Grant Agreement.

**2. Services to be Provided**

The services to be performed by the contractor are detailed in the Joint Powers Agreement between MPCA and Wabasha SWCD and its Attachment A (WinLaC WRAPS Update Project), which include well inventory. This work is directed by the MPCA and completed in coordination with Wabasha SWCD and Winona County.

### **3. Payment for Services**

Contractor shall submit invoices quarterly to Wabasha SWCD, along with documentation of completed tasks. Grant funds are disbursed from the MPCA to Wabasha SWCD on a reimbursement basis. Wabasha SWCD shall submit invoices, which include the contractor's invoices, to the MPCA. Wabasha SWCD shall issue payment to the Contractor after such payment is approved and funds received from the MPCA. No other payments shall be made to the Contractor. It is understood that any reductions or termination of funds allocated to the State for this project work may result in a like reduction to Contractor. No expenditures can be incurred after June 30, 2025.

### **4. Contractor Status**

Nothing contained in this Agreement is intended or should be construed as creating the relationship of co-partners of joint ventures with Wabasha SWCD. No tenure or any rights or benefits available to Wabasha SWCD employees shall accrue to the Contractor or employees of the Contractor performing services under this Agreement.

### **5. Indemnification and Insurance**

Each party shall be responsible for claims, losses, damages and expenses which are proximately caused by the wrongful or negligent acts or omissions of that party or its agents, employees or representatives acting within the scope of their duties. The liability of Wabasha SWCD is as set out in Chapter 466 of Minnesota Statutes and subject to the limitations therein. Nothing herein shall be construed to limit either party from asserting against third parties any defenses or immunities (including common law, statutory and constitutional) it may have or be construed to create a basis for a claim or suit when none would otherwise exist. This provision shall survive the termination of this Agreement.

### **6. Data Practices**

All data collected, created, received, maintained, or disseminated for any purposes by the activities of Contractor because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy.

### **7. Records-Availability and Retention**

The Contractor agrees that Wabasha SWCD, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Contractor and involve transactions relating to this Agreement.

### **8. Merger and Modification**

It is understood and agreed that the entire Agreement between the parties is contained here and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement. These include Joint Powers Agreement between MPCA and Wabasha SWCD and its Attachment A (WinLaC Prioritization & Public Outreach Project Workplan).

Any material alterations, variations, modifications, or waivers of provisions of this Agreement shall be valid only when they have been reduced to writing as amendment and signed by the parties.

## **9. Default and Cancellation**

If the Contractor fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute default.

This Agreement may be canceled with or without cause by either party upon thirty days written notice. In the event of such a cancellation, Contractor shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.

## **10. Subcontracting and Assignment**

Contractor shall not enter into any subcontract for performance of any services contemplated under this Contract without prior written approval of Wabasha SWCD and subject to such conditions and provisions as Wabasha SWCD may deem necessary. The Contractor shall be responsible for the performance of all subcontractors.

## **11. Nondiscrimination**

During the performance of the Agreement, Contractor agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, sexual orientation, public assistance status, criminal record, creed or national origin excluded from full employment rights in, participation in, be denied by benefits of or be otherwise subjected to discrimination under any and all applicable federal and state laws against discrimination.

## **12. Ownership of Documents**

The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Wabasha SWCD, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Wabasha SWCD, its employees, agents, or subcontractors, in the performance of this grant. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Wabasha SWCD upon completion or cancellation of this grant at the State's request. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Wabasha SWCD must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

## **13. Drug-Free Workplace Requirements**

Wabasha SWCD provides a drug-free workplace. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in Wabasha SWCD's workplace. As a condition of the contract, the contractor will abide by the terms of the above statement and will notify Wabasha SWCD in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

Signature \_\_\_\_\_

Lynn Zabel  
Wabasha County SWCD Chair

Date \_\_\_\_\_

Signature \_\_\_\_\_

Winona County Chair

Date \_\_\_\_\_

SWIFT Contract number: 247518  
Agency Interest ID: 188886  
Activity ID: PRO20240002

**Project title:** WinLaC WRAPS Update Project

**1. Project summary:**

**Organization:** Wabasha Soil & Water Conservation District (SWCD)

**Contractor contact name:** Terri Peters

**Title:** District manager

**Address:** 611 Broadway Ave., Suite 10  
Wabasha, MN 55981

**Phone:** 651-560-2044

**Email:** terri.peters@mn.nacdnet.net

**Minnesota Pollution Control Agency (MPCA) contact:**

**MPCA project manager:** Mark Hanson

**Title:** Watershed project manager

**Address:** 504 Fairgrounds Rd., Suite 200  
Marshall, MN 56258

**Phone:** 507-476-4259

**Email:** Mark.Hanson@state.mn.us

**Project Information:**

**County:** Olmsted, Winona, Wabasha, Houston

**Start date:** 5/1/2024

**End date:** 6/30/2025

**Total cost:** \$30,500.00

**Full time equivalents:** 1.0

**Major Watershed(s):**

- |  |  |  |   |  |
|--|--|--|---|--|
| <input type="checkbox"/> Statewide           | <input type="checkbox"/> Kettle River                        | <input type="checkbox"/> Miss Rvr – GrandRpds            | <input type="checkbox"/> Lower Rainy Rvr                        | <input type="checkbox"/> So Fork Crow River                    |
| <input type="checkbox"/> Big Fork River      | <input type="checkbox"/> Lac Qui Parle River                 | <input type="checkbox"/> Miss Rvr –Headwaters            | <input type="checkbox"/> Rainy Lake                             | <input type="checkbox"/> Lower St. Croix Rvr                   |
| <input type="checkbox"/> Upper Big Sioux Rvr | <input type="checkbox"/> Lake of the Woods                   | <input checked="" type="checkbox"/> Miss Rvr –LaCrescent | <input type="checkbox"/> Rapid River                            | <input type="checkbox"/> Upper St. Croix Rvr                   |
| <input type="checkbox"/> Lower Big Sioux Rvr | <input type="checkbox"/> Lake Superior – North               | <input type="checkbox"/> Miss Rvr – Reno                 | <input type="checkbox"/> Red Lake River                         | <input type="checkbox"/> St. Louis River                       |
| <input type="checkbox"/> Blue Earth River    | <input type="checkbox"/> Lake Superior – South               | <input type="checkbox"/> Miss Rvr – Sartell              | <input type="checkbox"/> Upper Red Rvr                          | <input type="checkbox"/> Red Rvr of the North<br>Tamarac River |
| <input type="checkbox"/> Bois de Sioux River | <input type="checkbox"/> Le Sueur River                      | <input type="checkbox"/> Miss Rvr – St. Cloud            | <input type="checkbox"/> Redeye River                           | <input type="checkbox"/> Thief River                           |
| <input type="checkbox"/> Buffalo River       | <input type="checkbox"/> Leech Lake River                    | <input type="checkbox"/> Miss Rvr – Twin Cities          | <input type="checkbox"/> Redwood River                          | <input type="checkbox"/> Two Rivers                            |
| <input type="checkbox"/> Cannon River        | <input type="checkbox"/> Little Fork River                   | <input checked="" type="checkbox"/> Miss Rvr – Winona    | <input type="checkbox"/> Rock River                             | <input type="checkbox"/> Upper/Lower Red Lk                    |
| <input type="checkbox"/> Cedar River         | <input type="checkbox"/> Little Sioux River                  | <input type="checkbox"/> Miss Rvr – Lake Pepin           | <input type="checkbox"/> Root River                             | <input type="checkbox"/> Upper Iowa River                      |
| <input type="checkbox"/> Chippewa River      | <input type="checkbox"/> Long Prairie River                  | <input type="checkbox"/> Mustinka River                  | <input type="checkbox"/> Roseau River                           | <input type="checkbox"/> Vermilion River                       |
| <input type="checkbox"/> Clearwater River    | <input type="checkbox"/> Red Rvr of the North<br>Marsh River | <input type="checkbox"/> Nemadji River                   | <input type="checkbox"/> Rum River                              | <input type="checkbox"/> Upper Wapsipinicon River              |
| <input type="checkbox"/> Cloquet River       | <input type="checkbox"/> MN Rvr – Yellow Medicine<br>River   | <input type="checkbox"/> No Fork Crow River              | <input type="checkbox"/> Red Rvr of the North<br>Sandhill River | <input type="checkbox"/> Watonwan River                        |
| <input type="checkbox"/> Cottonwood River    | <input type="checkbox"/> MN Rvr – Headwaters                 | <input type="checkbox"/> Otter Tail River                | <input type="checkbox"/> Sauk River                             | <input type="checkbox"/> DesMoines Rvr Hdwttrs                 |

- |   |  |   |   |  |
|---|--|---|---|--|
| <input type="checkbox"/> Crow Wing River                            | <input type="checkbox"/> MN Rvr – Mankato    | <input type="checkbox"/> Pine River         | <input type="checkbox"/> Shell Rock River | <input type="checkbox"/> Lower DesMoines Rvr |
| <input type="checkbox"/> E Fork DesMoines Rvr                       | <input type="checkbox"/> Lower MN River      | <input type="checkbox"/> Pomme de Terre Rvr | <input type="checkbox"/> Snake River      | <input type="checkbox"/> Wild Rice River     |
| <input type="checkbox"/> Red Rvr of the North<br>Grand Marais Creek | <input type="checkbox"/> Miss Rvr – Brainerd | <input type="checkbox"/> Rainy Rvr – Hdwrts |   | <input type="checkbox"/> Winnebago River     |
|   |  |   |   | <input type="checkbox"/> Zumbro River        |

- Organization type:**
- |   |   |
|---|---|
| <input type="checkbox"/> Federal government | <input checked="" type="checkbox"/> Local/Regional government |
| <input type="checkbox"/> For-profit         | <input type="checkbox"/> Private college/university           |
| <input type="checkbox"/> Individual         | <input type="checkbox"/> Public college/university            |
| <input type="checkbox"/> Non-profit         | <input type="checkbox"/> State government                     |
|   | <input type="checkbox"/> Tribal government                    |

- Project type:**
- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Analysis/Interpretation       | <input type="checkbox"/> Modeling              | <input checked="" type="checkbox"/> Research     |
| <input type="checkbox"/> Assessment/Evaluation         | <input checked="" type="checkbox"/> Monitoring | <input type="checkbox"/> Restoration/Enhancement |
| <input type="checkbox"/> Demo/Pilot project            | <input type="checkbox"/> Planning              | <input type="checkbox"/> Technical assistance    |
| <input type="checkbox"/> Education/Outreach/Engagement |  |  |

**Brief project summary**

The Mississippi River Winona/La Crescent (WinLaC) Watershed Restoration and Protection Strategy (WRAPS) Update Project will help local watershed partners prioritize areas of the WinLaC watersheds through watershed monitoring and analysis, inventorying wells and mapping Best Management Practices (BMPs).

**Goal of project**

The goals of the WinLaC WRAPS Update Project are to:

- Continue to establish baseline conditions of chloride in select surface waters and nitrate in agricultural drainage outlets;
- Establish an inventory of pre-well code wells in two Townships of Winona County;
- Map existing structural best management practices in three subwatersheds;

With these goals accomplished, local partners will be able to refine prioritization in these select areas for restoration and protection work.

**2. Workplan detail**

**Objective 1: Water quality monitoring**

**Task A: Chloride monitoring:** Eighteen sites will be monitored for chloride during snowmelt events (two or more days with daily temperatures above 32 ° F not to exceed 4 monitoring trips for the winter of 2024/2025. Root River Soil and Water Conservation District (SWCD) and Wabasha SWCD staff will be leading monitoring. Monitoring will include an in-situ water quality reading with a sonde and collecting a water sample (two locations) for chloride analysis. Water samples will be shipped to the Minnesota Department of Health Lab in St. Paul for chloride analysis (no more than 12 total samples). The following sites will be sampled:

Sampler	Sites	Station (MPCA)	Description
Wabasha	South Fork Whitewater River	S000-288	Near Utica
Wabasha	South Fork Whitewater River	S001-826	Near St. Charles, Richland Rd crossing
Wabasha	North Fork Whitewater River	S000-456	Near Elgin, 1st St. SE crossing
Wabasha	Dry Creek	S007-084	In Elgin HWY 42 crossing
Wabasha	Garvin Brook	S003-784	In Minnesota City off Highway 61
Wabasha	Rollingstone Creek	S001-532	Middle Valley Rd crossing
Wabasha	Wabasha slough	new site	Slough at ball park

Wabasha	Mississippi River - Marina South	S000-131	By Eagle Center
Wabasha	Unnamed Creek	new site	Unnamed Creek in Minneiska @ HWY 61 xing

Sampler	Sites	Station (MPCA)	Description
Root	Winona Lake - east	85-0011-01-101	Test at storm drain outputs, 2 on each side of lake
Root	Winona Lake - west	85-0011-02-102	Test at storm drain outputs, 2 on each side of lake
Root	Winona Lake - middle	85-0011-01-104	Test at inflow of West Lake to East Lake (near visitor center)
Root	Airport Lake	new site	Test one storm drain output (NW corner)
Root	Goodview Lake	85-0012-00-202	If no storm drain present, test closest access point (look to trail on NW corner)
Root	Gilmore Creek	S007-679	Winona near St. Mary's
Root	Pine Creek	S016-725	At Highway 16 crossing in La Crescent
Root	Dakota Creek	S016-261	In Dakota on River St.
Root	Burns Valley Creek	S016-254	At Highway 61 and Highway 43 by MN State SE

**Task B:** Nitrate monitoring: Four tile outlet locations will be monitored for nitrate during active agricultural work time (~~May – November~~) (May 2024-June 2025) not to exceed 8 monitoring trips for ~~2024~~ 2024-2025. Olmsted SWCD staff will be leading monitoring. Monitoring will include collecting a water sample for nitrate and chloride analysis and flow rate (if available). Water samples will be analyzed at the Olmsted County Health Lab. The following sites will be sampled: Schroder (conventional management), Holst (conservation reserve program), Schmidt Trust Tile Line (conventional) & Storm/Fohrman (soil health). Deliverables will include a chloride dataset which will be entered into Environmental Quality Information System (EQulS) and a nitrate dataset that will be added to historical datasets to educational/outreach messaging purposes. Data collected by these monitoring efforts will be submitted to Minnesota Pollution Control Agency (MPCA) no later than June 30, 2025.

**Objective 1 Timeline:** May 1, 2024 – June 30, 2025

**Objective 2:** Prioritizing and targeting research

**Task A:** Best management practice mapping: St. Mary’s University Geospatial Services staff will map the following structural practices in Pleasant Valley (070400030607), Middle Fork Whitewater (070400030305), and Upper North Fork Whitewater (070400030301) HUC-12 subwatersheds: Water and Sediment Control Basins (WASCOBs)/ponds/sediment basins, grade stabilization structures, grassed waterways, animal manure storage, terraces, and diversions (low priority). Actual mapped practices may vary depending on feasibility at the time of mapping. Deliverables will include digital Geographical Information System (GIS) files of mapped practices.

**Subtask 1:** Create a project geodatabase for structural practices (see above) across Pleasant Valley, Middle Fork Whitewater & Upper North Fork Whitewater subwatersheds. This GIS geodatabase will be populated with data collected during the project and will include specified attributes of each structural practice that is identified. This includes creating attribute schema for location (points) and contributing watershed (polygons) feature classes.

**Subtask 2:** Identify structural practices and record them in GIS database. Contributing watershed areas will be delineated, to the best ability, to establish an estimated treated area for each structural practice.

**Task B:** Well inventory: ~~Winona SWCD~~ Winona County staff will conduct mailings for select residential locations in Norton & Utica townships identified as having pre-well code wells. These mailings will include questionnaires for landowners to voluntarily complete and submit back to Winona County. Deliverables will include a summary of response rates, well use status, and well characteristics. Information received from mailing will be shared with Minnesota Well Index staff no later than June 30, 2025

**Objective 2 Timeline:** May 1, 2024 – June 30, 2025

**Objective 3:** Contract administration

**Task A:** Contract Administration and Reporting

**Subtask 1:** Administration activities for the contract including budget tracking and invoicing. Develop and maintain a budget spreadsheet to monitor project costs; prepare and submit quarterly invoices for payment.

**Subtask 2:** Complete contract reporting. Prepare and submit semi-annual progress reports and a final progress report at end of project.

**Objective 3 Timeline:** May 1, 2024 – June 30, 2025

**3. Measurable outcomes**

Chloride and nitrate monitoring will allow local partners to make more targeted education and outreach efforts to landowners in select areas. In addition, a larger dataset of these two parameters will allow watershed decision makers to better understand the severity of impact to water quality and establish direction of pollutants (increasing, decreasing, stabilizing).

Prioritizing and targeting research (well inventory & BMP mapping) will identify hot-spot locations for landowner outreach. Properties identified as currently using pre-well code wells will be prioritized for outreach regarding potential drinking water contamination and well water testing for nitrates. BMP mapping will identify areas where additional conservation practices can be implemented. These areas will be prioritized for future landowner outreach with the hope of implementing additional BMPs. Areas mapped with having dense BMP implementation may be further studied to better understand why certain BMPs are acceptable.

**4. Project budget**

Total staff cost (see rates below)*	\$5,600.00
Subcontractor (see rates below)*	\$22,700.00
Lab analysis**	\$600.00
Mileage***	\$800.00
Shipping	\$800.00
<b>Total obligation will not exceed:</b>	<b>\$30,500.00</b>

\*Staff rates shall not exceed the following rates:

Staff rate: Wabasha SWCD	<u>\$70.00</u>
Staff rate: Subcontractor	<u>\$70.00</u>

No classifications beyond those listed here shall perform work for the project without prior approval from the MPCA.

\*\* Current Sampling and Laboratory Services Master Contract Rates shall not be exceeded.

\*\*\* Must follow the Commissioner’s Plan



# P/T related Contract Encumbering Order Change Order Form

**Instructions: The revised workplan, budget detail sheet, and/or schedule must be attached to this form.** The revisions should be shown in strikeout and underline. Refer to the Change Order clause in your contract.

## Change Order information

Contractor name: Wabasha SWCD

Agency Interest ID number: 188886 Activity ID number: PRO20240002

SWIFT Contract number: 247518 Purchase Order number: 3000035250

Funding information: 2302-R3238019-R32R128; 2302-R3238020-R32R126

Contractor's Project Manager: Terri Peters Phone: 651-565-4673

Contractor's Project Manager email: \_\_\_\_\_

MPCA's Project Manager: Aaron Gamm Phone: 507-206-2612

Project name: WinLaC WRAPS Update Project

## Task change/Scope of Work change

Explanation (including verbal authorization):

Objective 1: Task B – Change Nitrate monitoring dates from May-Nov of 2024 to May 2024 to June 2025.

Objective 2: Task B – Change partner doing work from Winona SWCD to Winona County.

## Signatures

*(The Change Order form must be signed by the MPCA Project Manager and the Contractor. The signature below authorizes the Contractor to proceed with the items listed. The original Contract and any previous Change Orders and Amendments are incorporated into this Change Order by reference.)*

**By typing/signing my name below, I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing this form.**

### Contractor

*Terri Peters*

Signature: \_\_\_\_\_  
*(This document has been electronically signed.)*

Title: District Manager Date: 2/21/2025

### MPCA Project Manager

*Aaron Gamm*

Signature: \_\_\_\_\_  
*(This document has been electronically signed.)*

Title: Project manager Date: 2/21/2025

- Distribution:**
1. Contractor
  2. Project Manager uploads into Tempo/OnBase

**Wabasha County SWCD – Olmsted SWCD  
Contract for Services  
In Support of the WinLac WRAPS Update Project (“Project”)**

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**RECITALS**

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WHEREAS, there are funds available for the purchase of these services through a grant agreement with the State of Minnesota Pollution Control Agency;

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The Contractor shall be paid for services rendered according to the “Project”. The cost of this agreement covers up to \$4,400 that includes \$3,500 for staff time (\$70.00/hr.) and \$300 for mileage and \$600 for lab analysis as approved by the Minnesota Pollution Control Agency and detailed in WinLaC Prioritization & Public Outreach Project Workplan (Attachment A) for Objective 1: Task B “Nitrate Monitoring” items. Subject to approval by Wabasha SWCD, the Contractor may modify Attachment A to make changes to the workplan. Some changes may require approval of the grantor, State of Minnesota Pollution Control Agency (MPCA).

The Contractor shall work cooperatively with other “Project” grant partners, Wabasha Soil and Water Conservation District (SWCD), to achieve goals of the “Project”.

The Contractor also agrees to adhere to the provisions of the attached Minnesota Pollution Control Agency Grant Agreement.

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Each party shall be responsible for claims, losses, damages and expenses which are proximately caused by the wrongful or negligent acts or omissions of that party or its agents, employees or representatives acting within the scope of their duties. The liability of Wabasha SWCD is as set out in Chapter 466 of Minnesota Statutes and subject to the limitations therein. Nothing herein shall be construed to limit either party from asserting against third parties any defenses or immunities (including common law, statutory and constitutional) it may have or be construed to create a basis for a claim or suit when none would otherwise exist. This provision shall survive the termination of this Agreement.

#### **6. Data Practices**

All data collected, created, received, maintained, or disseminated for any purposes by the activities of Contractor because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy.

#### **7. Records-Availability and Retention**

The Contractor agrees that Wabasha SWCD, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Contractor and involve transactions relating to this Agreement.

#### **8. Merger and Modification**

It is understood and agreed that the entire Agreement between the parties is contained here and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement. These include Joint Powers Agreement between MPCA and Wabasha SWCD and its Attachment A (WinLaC Prioritization & Public Outreach Project Workplan).

Any material alterations, variations, modifications, or waivers of provisions of this Agreement shall be valid only when they have been reduced to writing as amendment and signed by the parties.

#### **9. Default and Cancellation**

If the Contractor fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute default.

Unless the Contractor's default is excused, Wabasha SWCD may, upon written notice, immediately cancel this Agreement in its entirety.

This Agreement may be canceled with or without cause by either party upon thirty days written notice. In the event of such a cancellation, Contractor shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.

**10. Subcontracting and Assignment**

Contractor shall not enter into any subcontract for performance of any services contemplated under this Contract without prior written approval of Wabasha SWCD and subject to such conditions and provisions as Wabasha SWCD may deem necessary. The Contractor shall be responsible for the performance of all subcontractors.

**11. Nondiscrimination**

During the performance of the Agreement, Contractor agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, sexual orientation, public assistance status, criminal record, creed or national origin excluded from full employment rights in, participation in, be denied by benefits of or be otherwise subjected to discrimination under any and all applicable federal and state laws against discrimination.

**12. Ownership of Documents**

The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this grant. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant at the State's request. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

**13. Drug-Free Workplace Requirements**

Wabasha SWCD provides a drug-free workplace. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in Wabasha SWCD's workplace. As a condition of the contract, the contractor will abide by the terms of the above statement and will notify Wabasha SWCD in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

Signature Lynn Zabel  
Lynn Zabel  
Wabasha County SWCD Chair

Date 05/25/2024

DocuSigned by:

Signature

*James Rentz*

C324FFC0C22B47A...

James Rentz  
Olmsted SWCD Chair

Date 6/2/2024 | 4:31 PM CDT



Completed Document Audit Report  
Completed with SignWell.com

Title: Olmsted\_SWCD\_sub-agreement\_with\_Wabasha\_SWCD\_2024\_WinLac\_WRAPs\_060224





Document ID: 3d25fe59-1151-4201-83f0-4346e10f1cd5

Time Zone: (GMT+00:00) Coordinated Universal Time

### Files

Olmsted\_SWCD\_sub-agreement\_with\_Wabasha\_SWCD\_2024\_.pdf Jun 20, 2024 14:07:00 UTC

### Activity

 <b>Terri Peters</b>	created the document	Jun 20, 2024 14:08:28 UTC
IP: 2600:129e:2f23:64:9559:c293:206f:aa8c		
 <b>Terri Peters</b>	sent the document to lynn.zabel.wabashaswcd@gmail.com	Jun 20, 2024 14:12:36 UTC
IP: 2600:129e:2f23:64:9559:c293:206f:aa8c		
 <b>Lynn Zabel</b>	first viewed document	Jun 20, 2024 15:11:50 UTC
IP: 140.190.39.194		
 <b>Lynn Zabel</b>	signed the document	Jun 20, 2024 15:15:58 UTC
IP: 140.190.39.194		

SWIFT Contract number: 247518  
 Agency Interest ID: 188886  
 Activity ID: PRO20240002

**Project title:** WinLaC WRAPS Update Project

**1. Project summary:**

**Organization:** Wabasha Soil & Water Conservation District (SWCD)

**Contractor contact name:** Terri Peters

**Title:** District manager

**Address:** 611 Broadway Ave., Suite 10  
 Wabasha, MN 55981

**Phone:** 651-560-2044

**Email:** terri.peters@mn.nacdnet.net

**Minnesota Pollution Control Agency (MPCA) contact:**

**MPCA project manager:** Mark Hanson

**Title:** Watershed project manager

**Address:** 504 Fairgrounds Rd., Suite 200  
 Marshall, MN 56258

**Phone:** 507-476-4259

**Email:** Mark.Hanson@state.mn.us

**Project Information:**

**County:** Olmsted, Winona, Wabasha, Houston

**Start date:** 5/1/2024

**End date:** 6/30/2025

**Total cost:** \$30,500.00

**Full time equivalents:** 1.0

**Major Watershed(s):**

- |  |  |  |   |  |
|--|--|--|---|--|
| <input type="checkbox"/> Statewide           | <input type="checkbox"/> Kettle River                        | <input type="checkbox"/> Miss Rvr – GrandRpds            | <input type="checkbox"/> Lower Rainy Rvr                        | <input type="checkbox"/> So Fork Crow River                    |
| <input type="checkbox"/> Big Fork River      | <input type="checkbox"/> Lac Qui Parle River                 | <input type="checkbox"/> Miss Rvr –Headwaters            | <input type="checkbox"/> Rainy Lake                             | <input type="checkbox"/> Lower St. Croix Rvr                   |
| <input type="checkbox"/> Upper Big Sioux Rvr | <input type="checkbox"/> Lake of the Woods                   | <input checked="" type="checkbox"/> Miss Rvr –LaCrescent | <input type="checkbox"/> Rapid River                            | <input type="checkbox"/> Upper St. Croix Rvr                   |
| <input type="checkbox"/> Lower Big Sioux Rvr | <input type="checkbox"/> Lake Superior – North               | <input type="checkbox"/> Miss Rvr – Reno                 | <input type="checkbox"/> Red Lake River                         | <input type="checkbox"/> St. Louis River                       |
| <input type="checkbox"/> Blue Earth River    | <input type="checkbox"/> Lake Superior – South               | <input type="checkbox"/> Miss Rvr – Sartell              | <input type="checkbox"/> Upper Red Rvr                          | <input type="checkbox"/> Red Rvr of the North<br>Tamarac River |
| <input type="checkbox"/> Bois de Sioux River | <input type="checkbox"/> Le Sueur River                      | <input type="checkbox"/> Miss Rvr – St. Cloud            | <input type="checkbox"/> Redeye River                           | <input type="checkbox"/> Thief River                           |
| <input type="checkbox"/> Buffalo River       | <input type="checkbox"/> Leech Lake River                    | <input type="checkbox"/> Miss Rvr – Twin Cities          | <input type="checkbox"/> Redwood River                          | <input type="checkbox"/> Two Rivers                            |
| <input type="checkbox"/> Cannon River        | <input type="checkbox"/> Little Fork River                   | <input checked="" type="checkbox"/> Miss Rvr – Winona    | <input type="checkbox"/> Rock River                             | <input type="checkbox"/> Upper/Lower Red Lk                    |
| <input type="checkbox"/> Cedar River         | <input type="checkbox"/> Little Sioux River                  | <input type="checkbox"/> Miss Rvr – Lake Pepin           | <input type="checkbox"/> Root River                             | <input type="checkbox"/> Upper Iowa River                      |
| <input type="checkbox"/> Chippewa River      | <input type="checkbox"/> Long Prairie River                  | <input type="checkbox"/> Mustinka River                  | <input type="checkbox"/> Roseau River                           | <input type="checkbox"/> Vermilion River                       |
| <input type="checkbox"/> Clearwater River    | <input type="checkbox"/> Red Rvr of the North<br>Marsh River | <input type="checkbox"/> Nemadji River                   | <input type="checkbox"/> Rum River                              | <input type="checkbox"/> Upper Wapsipinicon River              |
| <input type="checkbox"/> Cloquet River       | <input type="checkbox"/> MN Rvr – Yellow Medicine<br>River   | <input type="checkbox"/> No Fork Crow River              | <input type="checkbox"/> Red Rvr of the North<br>Sandhill River | <input type="checkbox"/> Watonwan River                        |
| <input type="checkbox"/> Cottonwood River    | <input type="checkbox"/> MN Rvr – Headwaters                 | <input type="checkbox"/> Otter Tail River                | <input type="checkbox"/> Sauk River                             | <input type="checkbox"/> DesMoines Rvr Hdwttrs                 |

- |   |  |   |   |  |
|---|--|---|---|--|
| <input type="checkbox"/> Crow Wing River                            | <input type="checkbox"/> MN Rvr – Mankato    | <input type="checkbox"/> Pine River         | <input type="checkbox"/> Shell Rock River | <input type="checkbox"/> Lower DesMoines Rvr |
| <input type="checkbox"/> E Fork DesMoines Rvr                       | <input type="checkbox"/> Lower MN River      | <input type="checkbox"/> Pomme de Terre Rvr | <input type="checkbox"/> Snake River      | <input type="checkbox"/> Wild Rice River     |
| <input type="checkbox"/> Red Rvr of the North<br>Grand Marais Creek | <input type="checkbox"/> Miss Rvr – Brainerd | <input type="checkbox"/> Rainy Rvr – Hdwrts |   | <input type="checkbox"/> Winnebago River     |
|   |  |   |   | <input type="checkbox"/> Zumbro River        |

- Organization type:**
- |   |   |
|---|---|
| <input type="checkbox"/> Federal government | <input checked="" type="checkbox"/> Local/Regional government |
| <input type="checkbox"/> For-profit         | <input type="checkbox"/> Private college/university           |
| <input type="checkbox"/> Individual         | <input type="checkbox"/> Public college/university            |
| <input type="checkbox"/> Non-profit         | <input type="checkbox"/> State government                     |
|   | <input type="checkbox"/> Tribal government                    |

- Project type:**
- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Analysis/Interpretation       | <input type="checkbox"/> Modeling              | <input checked="" type="checkbox"/> Research     |
| <input type="checkbox"/> Assessment/Evaluation         | <input checked="" type="checkbox"/> Monitoring | <input type="checkbox"/> Restoration/Enhancement |
| <input type="checkbox"/> Demo/Pilot project            | <input type="checkbox"/> Planning              | <input type="checkbox"/> Technical assistance    |
| <input type="checkbox"/> Education/Outreach/Engagement |  |  |

**Brief project summary**

The Mississippi River Winona/La Crescent (WinLaC) Watershed Restoration and Protection Strategy (WRAPS) Update Project will help local watershed partners prioritize areas of the WinLaC watersheds through watershed monitoring and analysis, inventorying wells and mapping Best Management Practices (BMPs).

**Goal of project**

The goals of the WinLaC WRAPS Update Project are to:

- Continue to establish baseline conditions of chloride in select surface waters and nitrate in agricultural drainage outlets;
- Establish an inventory of pre-well code wells in two Townships of Winona County;
- Map existing structural best management practices in three subwatersheds;

With these goals accomplished, local partners will be able to refine prioritization in these select areas for restoration and protection work.

**2. Workplan detail**

**Objective 1: Water quality monitoring**

**Task A: Chloride monitoring:** Eighteen sites will be monitored for chloride during snowmelt events (two or more days with daily temperatures above 32 ° F not to exceed 4 monitoring trips for the winter of 2024/2025. Root River Soil and Water Conservation District (SWCD) and Wabasha SWCD staff will be leading monitoring. Monitoring will include an in-situ water quality reading with a sonde and collecting a water sample (two locations) for chloride analysis. Water samples will be shipped to the Minnesota Department of Health Lab in St. Paul for chloride analysis (no more than 12 total samples). The following sites will be sampled:

Sampler	Sites	Station (MPCA)	Description
Wabasha	South Fork Whitewater River	S000-288	Near Utica
Wabasha	South Fork Whitewater River	S001-826	Near St. Charles, Richland Rd crossing
Wabasha	North Fork Whitewater River	S000-456	Near Elgin, 1st St. SE crossing
Wabasha	Dry Creek	S007-084	In Elgin HWY 42 crossing
Wabasha	Garvin Brook	S003-784	In Minnesota City off Highway 61
Wabasha	Rollingstone Creek	S001-532	Middle Valley Rd crossing
Wabasha	Wabasha slough	new site	Slough at ball park



Wabasha	Mississippi River - Marina South	S000-131	By Eagle Center
Wabasha	Unnamed Creek	new site	Unnamed Creek in Minneiska @ HWY 61 xing

Sampler	Sites	Station (MPCA)	Description
Root	Winona Lake - east	85-0011-01-101	Test at storm drain outputs, 2 on each side of lake
Root	Winona Lake - west	85-0011-02-102	Test at storm drain outputs, 2 on each side of lake
Root	Winona Lake - middle	85-0011-01-104	Test at inflow of West Lake to East Lake (near visitor center)
Root	Airport Lake	new site	Test one storm drain output (NW corner)
Root	Goodview Lake	85-0012-00-202	If no storm drain present, test closest access point (look to trail on NW corner)
Root	Gilmore Creek	S007-679	Winona near St. Mary's
Root	Pine Creek	S016-725	At Highway 16 crossing in La Crescent
Root	Dakota Creek	S016-261	In Dakota on River St.
Root	Burns Valley Creek	S016-254	At Highway 61 and Highway 43 by MN State SE

**Task B:** Nitrate monitoring: Four tile outlet locations will be monitored for nitrate during active agricultural work time (~~May – November~~) (May 2024-June 2025) not to exceed 8 monitoring trips for ~~2024~~ 2024-2025. Olmsted SWCD staff will be leading monitoring. Monitoring will include collecting a water sample for nitrate and chloride analysis and flow rate (if available). Water samples will be analyzed at the Olmsted County Health Lab. The following sites will be sampled: Schroder (conventional management), Holst (conservation reserve program), Schmidt Trust Tile Line (conventional) & Storm/Fohrman (soil health). Deliverables will include a chloride dataset which will be entered into Environmental Quality Information System (EQulS) and a nitrate dataset that will be added to historical datasets to educational/outreach messaging purposes. Data collected by these monitoring efforts will be submitted to Minnesota Pollution Control Agency (MPCA) no later than June 30, 2025.

**Objective 1 Timeline:** May 1, 2024 – June 30, 2025

**Objective 2:** Prioritizing and targeting research

**Task A:** Best management practice mapping: St. Mary’s University Geospatial Services staff will map the following structural practices in Pleasant Valley (070400030607), Middle Fork Whitewater (070400030305), and Upper North Fork Whitewater (070400030301) HUC-12 subwatersheds: Water and Sediment Control Basins (WASCOBs)/ponds/sediment basins, grade stabilization structures, grassed waterways, animal manure storage, terraces, and diversions (low priority). Actual mapped practices may vary depending on feasibility at the time of mapping. Deliverables will include digital Geographical Information System (GIS) files of mapped practices.

**Subtask 1:** Create a project geodatabase for structural practices (see above) across Pleasant Valley, Middle Fork Whitewater & Upper North Fork Whitewater subwatersheds. This GIS geodatabase will be populated with data collected during the project and will include specified attributes of each structural practice that is identified. This includes creating attribute schema for location (points) and contributing watershed (polygons) feature classes.

**Subtask 2:** Identify structural practices and record them in GIS database. Contributing watershed areas will be delineated, to the best ability, to establish an estimated treated area for each structural practice.

**Task B:** Well inventory: ~~Winona SWCD~~ Winona County staff will conduct mailings for select residential locations in Norton & Utica townships identified as having pre-well code wells. These mailings will include questionnaires for landowners to voluntarily complete and submit back to Winona County. Deliverables will include a summary of response rates, well use status, and well characteristics. Information received from mailing will be shared with Minnesota Well Index staff no later than June 30, 2025

**Objective 2 Timeline:** May 1, 2024 – June 30, 2025

**Objective 3:** Contract administration

**Task A:** Contract Administration and Reporting

**Subtask 1:** Administration activities for the contract including budget tracking and invoicing. Develop and maintain a budget spreadsheet to monitor project costs; prepare and submit quarterly invoices for payment.

**Subtask 2:** Complete contract reporting. Prepare and submit semi-annual progress reports and a final progress report at end of project.

**Objective 3 Timeline:** May 1, 2024 – June 30, 2025

**3. Measurable outcomes**

Chloride and nitrate monitoring will allow local partners to make more targeted education and outreach efforts to landowners in select areas. In addition, a larger dataset of these two parameters will allow watershed decision makers to better understand the severity of impact to water quality and establish direction of pollutants (increasing, decreasing, stabilizing).

Prioritizing and targeting research (well inventory & BMP mapping) will identify hot-spot locations for landowner outreach. Properties identified as currently using pre-well code wells will be prioritized for outreach regarding potential drinking water contamination and well water testing for nitrates. BMP mapping will identify areas where additional conservation practices can be implemented. These areas will be prioritized for future landowner outreach with the hope of implementing additional BMPs. Areas mapped with having dense BMP implementation may be further studied to better understand why certain BMPs are acceptable.

**4. Project budget**

Total staff cost (see rates below)*	\$5,600.00
Subcontractor (see rates below)*	\$22,700.00
Lab analysis**	\$600.00
Mileage***	\$800.00
Shipping	\$800.00
<b>Total obligation will not exceed:</b>	<b>\$30,500.00</b>

\*Staff rates shall not exceed the following rates:

Staff rate: Wabasha SWCD	<u>\$70.00</u>
Staff rate: Subcontractor	<u>\$70.00</u>

No classifications beyond those listed here shall perform work for the project without prior approval from the MPCA.

\*\* Current Sampling and Laboratory Services Master Contract Rates shall not be exceeded.

\*\*\* Must follow the Commissioner’s Plan

# P/T related Contract Encumbering Order Change Order Form

**Instructions:** The revised workplan, budget detail sheet, and/or schedule **must be attached** to this form. The revisions should be shown in strikeout and underline. Refer to the Change Order clause in your contract.

## Change Order information

Contractor name: Wabasha SWCD

Agency Interest ID number: 188886 Activity ID number: PRO20240002

SWIFT Contract number: 247518 Purchase Order number: 3000035250

Funding information: 2302-R3238019-R32R128; 2302-R3238020-R32R126

Contractor's Project Manager: Terri Peters Phone: 651-565-4673

Contractor's Project Manager email: \_\_\_\_\_

MPCA's Project Manager: Aaron Gamm Phone: 507-206-2612

Project name: WinLaC WRAPS Update Project

## Task change/Scope of Work change

Explanation (including verbal authorization):

Objective 1: Task B – Change Nitrate monitoring dates from May-Nov of 2024 to May 2024 to June 2025.

Objective 2: Task B – Change partner doing work from Winona SWCD to Winona County.

## Signatures

*(The Change Order form must be signed by the MPCA Project Manager and the Contractor. The signature below authorizes the Contractor to proceed with the items listed. The original Contract and any previous Change Orders and Amendments are incorporated into this Change Order by reference.)*

**By typing/signing my name below, I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing this form.**

### Contractor

*Terri Peters*

Signature: \_\_\_\_\_  
*(This document has been electronically signed.)*

Title: District Manager Date: 2/21/2025

### MPCA Project Manager

*Aaron Gamm*

Signature: \_\_\_\_\_  
*(This document has been electronically signed.)*

Title: Project manager Date: 2/21/2025

- Distribution:**
1. Contractor
  2. Project Manager uploads into Tempo/OnBase

## FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

### General Information

<b>Organization:</b>  Wabasha SWCD	<b>Contract Number:</b>  24-CC-14	<b>Other state or non-state funds?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>Amendment</b> <input type="checkbox"/> <b>Board Meeting Date(s):</b>	<b>Canceled</b> <input type="checkbox"/> <b>Board Meeting Date(s):</b>
--	---	---	--	---

\*If contract amended, attach amendment form(s) to this contract.

### Applicant

<b>Land Occupier Name</b>  Gerald Vandewalker	<b>Address</b>  58940 415th Ave	<b>City/State</b>  Mazeppa, MN	<b>Zip code</b>  55956
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\* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form

### Conservation Practice Location

<b>Township Name:</b>  Mazeppa	<b>Township No.:</b>  109	<b>Range No.:</b>  14	<b>Section No.:</b>  21	<b>1/4,1/4</b>  NE, SW
--------------------------------------	---------------------------------	-----------------------------	-------------------------------	------------------------------

### 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:
 

Brush Management 314
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 9/30/25, this contract will be automatically terminated on that date.
7. Reimbursement requests must be supported by a completed voucher.

### Applicant Signatures

The land occupier's signature indicates agreement to:

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

Date	Land Occupier
1-25-25	<i>Heath VanderWalke</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 **Brush Management 314**

Eligible Component Standard & Name  Brush Management 314	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate  <b>\$1,500.00</b>
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

**Technical Assessment and Cost Estimate**

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

Date	Technical Assistance Provider
1/27/25	<i>[Signature]</i>

**Amount Authorized for Financial Assistance**

The organization board or council has authorized the following for financial assistance, total not to exceed a rate of: 300/acre

Amount	Program Name	Fiscal Year
\$1,394.50	Conservation Contract	2024
\$105.50	Soil Health Delivery	2025

Date	Authorized Signature	Total Amount Authorized
		<b>\$1,500.00</b>



## PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

### General Information

Organization: <b>Wabasha SWCD</b>	Contract Number: <b>2025WAGZ-WC-01</b>	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):
--------------------------------------	---	---	--	---

\*If contract amended, attach amendment form(s) to this contract.

### Applicant

Land Occupier Name <b>Jerry Bright</b>	Address <b>9682 Upper 205th St W</b>	City/State <b>Lakeville, MN</b>	Zip Code <b>55044</b>
---	---	------------------------------------	--------------------------

\* 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: <b>Gillford</b>	Township No.: <b>110</b>	Range No.: <b>13</b>	Section No.: <b>36</b>	1/4,1/4 <b>NW 1/4 of SW 1/4</b>
-----------------------------------	-----------------------------	-------------------------	---------------------------	------------------------------------

### Contract Information

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

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

<b>NRCS Field Office Technical Guide</b>
--

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been **installed by 11/30/2025**, this contract will be automatically terminated on that date.
7. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization board as practical and reasonable. The invoices must include the name of the vendor; materials, labor or equipment used; the component unit costs and the dates the work was performed. The organization board has the authority to make adjustments to the costs submitted for reimbursement. Pre-Construction Cover is exempt from having the required invoices/receipts.

### Applicant Signatures

The land occupier's signature indicates agreement to:

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



Date 2/14/2025	Land Occupier Jerry D. Bright
Date	Landowner, if different from applicant
	Address, if different from applicant information:

### Conservation Practice

The primary practice for which cost-share is requested is: 412 - Grassed Waterway

Eligible Component Standards & Names  412 - Grassed Waterway, 484 - Mulching	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate  \$15,300.00
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

### Technical Assessment and Cost Estimate

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

Date 2-13-25	Technical Assistance Provider Matt Kempinger	NRCS engineered project with appropriately signed and documented plans available upon request. A signed asbuilt can be used as the Technical Certification on the "Voucher and Certification"
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### Pre-Construction Cover

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

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

### Amount Authorized for Financial Assistance

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

Amount	Program Name	Fiscal Year
\$11,475.00	Greater Zumbro Watershed Based Funding	2024 - 2025

Date	Authorized Signature	Total Amount Authorized \$11,475.00
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# FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

## General Information

Organization: <b>Wabasha SWCD</b>	Contract Number: <b>25-CC-1</b>	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 a contract amended, attach amendment form(s) to this contract.

## Applicant

Land Occupier Name <b>Richard Heil</b>	Address <b>60502 273rd Ave</b>	City/State <b>Millville, MN</b>	Zip code <b>55957</b>
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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: <b>Oakwood</b>	Township No: <b>109</b>	Range No.: <b>12</b>	Section No. <b>11</b>	<b>1/4, 1/4 NE, SW</b>
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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:

<b>Brush Management 314</b>
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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 12/31/25, this contract will be automatically terminated on that date.
7. Reimbursement requests must be supported by a completed voucher.

## Applicant Signatures

The land occupier's signature indicates agreement to:

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



Date	Land Occupier
2/14/25	Richard W. Heil
Date	Landowner, if different from applicant
	Address, if different from applicant information:


### Conservation Practice

The primary practice for which cost-share is requested is **Brush Management 314**

Eligible Component Standard & Name  <b>Brush Management 314</b>	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate  <b>\$298.70</b>
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

### Technical Assessment and Cost Estimate

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

Date	Technical Assistance Provider
2/18/25	

### Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed a rate of: 786.05/Acre

Amount	Program Name	Fiscal Year
\$298.70	Conservation Contract	2025

Date	Authorized Signature	Total Amount Authorized
		<b>\$298.70</b>

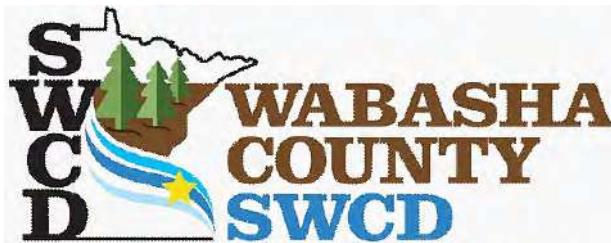
## Wabasha SWCD Cost-Share Policy 2025

NRCS Code	Practice Name	Units	Payment Type	Practice Life	Funding Source(s)	Comments
340	Cover Crop	Acre	Flat Rate	1 to 3 yrs	District State Cost-Share Programs/Grants, WBIF, SWCD Aid, BWSR Soil Health Grant	Wabasha SWCD Local Policy: 40 acre max contract acres, \$40/acre, 3yr contracts are encouraged, but 1, 2 or 3 year contracts available to accommodate cropping rotations. WBIF or other C/S contracts may have other requirements defined in their Fund Policies. WBIF policy may be used for contracts funded through other State or local funds based upon professional judgement and available funds.
342	Critical Area Planting	Acre	Percent Based	10 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid, BWSR Soil Health Grant	Wabasha SWCD Local Policy: 75% Max C/S using State Funds alone. Up to 90% when leveraging non state dollars. Stabilize areas where vegetation is difficult to establish. This is used on structural practices after construction.
362	Diversion	Feet	Percent Based	10 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid	Wabasha SWCD Local Policy: 75% Max C/S using State Funds alone. Up to 90% when leveraging non-state dollars.
382	Fence	Feet	Percent Based	20 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid, BWSR Soil Health Grant	Wabasha SWCD Local Policy: Fencing Must be part of a Larger Conservation Plan (Grazing Plan, Feedlot Fix, etc.) 75% Max C/S using State Funds alone. Up to 90% when leveraging non state dollars.
393	Filter Strip	Acre	Percent Based	10 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid	Wabasha SWCD Local Policy: 75% Max C/S using State Funds alone. Up to 90% when leveraging non-state dollars.
512	Forage & Biomass Planting	Acre	Flat Rate	5 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid, BWSR Soil Health Grant	Wabasha SWCD Local Policy: \$50/acre per year in areas where GW Protection is Priority or on HEL Fields. Intended for pasture renovation or converting cropland to less intensive rotation usin perennials where the years of hay or pasture in the rotation increase. Used for both cool and warm season grasses.
666	Forest Stand Improvement	Acre	Flat Rate	10 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid, BWSR Soil Health Grant	Wabasha SWCD Local Policy: \$100/ac for Mechanical or Biological Treatments, \$500 max per contract. Contract approved by the SWCD/NRCS/DNR Staff.
410	Grade Stabilization Structure	Number	Percent Based	15 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid	Wabasha SWCD Local Policy: 75% Max C/S using State Funds alone. Up to 90% when leveraging non-state dollars or according to WBIF policy.
412	Grassed Waterway	Acre	Percent Based	10 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid	Wabasha SWCD Local Policy: 75% Max C/S using State Funds alone. Up to 90% when leveraging non-state dollars.
561	Heavy Use Area Protection	Acre	Percent Based	10 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid	Wabasha SWCD Local Policy: 75% Max C/S using State Funds alone. Up to 90% when leveraging non-state dollars.
314	Brush Management	Acre	Flat Rate	1 yr.	Conservation Contracts, SWCD Aid	Wabasha SWCD Local Policy: \$300/acre, \$2,000 max payment. Payment will not exceed 75% of total project cost.
315	Herbaceous Weed Treatment	Acre	Flat Rate	1 yr.	Conservation Contracts, SWCD Aid	Wabasha SWCD Local Policy: \$300/acre, \$2,000 max payment. Payment will not exceed 75% of total project cost.
528	Prescribed Grazing	Acre	Percent Based	1 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid, BWSR Soil Health Grant	Wabasha SWCD Local Policy: 75% Max C/S using State Funds alone. Up to 90% when leveraging non-state dollars.
329	Residue and Tillage Management, No-till	Acre	Flat Rate	1-3 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid, BWSR Soil Health Grant	Wabasha SWCD Local Policy: \$5/ac/yr with max contract \$1,500.00
578	Stream Crossing	Number	Percent Based	10 yr.	SWCD Aid	Wabasha SWCD Local Policy: 50% up to \$500 per crossing following MN DNR Low-Ford Rock Crossing Guidelines
580	Streambank and Shoreline Protection	Feet	Percent Based	20 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid	Wabasha SWCD Local Policy: 75% Max C/S using State Funds alone. Up to 90% when leveraging non-state dollars.
600	Terrace	Feet	Percent Based	10 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid	Wabasha SWCD Local Policy: 75% Max C/S using State Funds alone. Up to 90% when leveraging non-state dollars.
612	Tree/Shrub Establishment	Acre	Percent Based	15 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid, BWSR Soil Health Grant	Wabasha SWCD Local Policy: 50% Tree Purchase - \$1.00 per Tree Install - \$1.00 per tube or mat. Max Contract \$2,500.00. Must follow Forest Stewardship/Practice plan developed by SWCD/NRCS/DNR Staff.
645	Upland Wildlife Habitat Management	Acre	Flat Rate	1 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid, BWSR Soil Health Grant	Wabasha SWCD Local Policy: \$50/ac Clipping, \$100/ac burning, \$40/ac interseeding, \$10/ac Prescribed Grazing/Bailing. Max contract \$1,500.00
635	Vegetated Treatment Area	Acre	Percent Based	10 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid	Wabasha SWCD Local Policy: 75% Max C/S using State Funds alone. Up to 90% when leveraging non-state dollars.
313	Waste Storage Facility	Number	Percent Based	15 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid	Wabasha SWCD Local Policy: 75% Max C/S using State Funds alone. Up to 90% when leveraging non-state dollars.
638	Water and Sediment Control Basin	Number	Percent Based	10 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid	Wabasha SWCD Local Policy: 75% Max C/S using State Funds alone. Up to 90% when leveraging non-state dollars.
351	Well Decommissioning	Number	Flat Rate	N/A	State Cost-Share, WBIF, Local Capacity, SWCD Aid	Wabasha SWCD Local Policy: 75% C/S up to \$2,000 per well. WBIF Funding Policies vary
380	Windbreak/ Shelterbelt	#/Trees	Percent Based	15 yr.	State Cost-Share, WBIF, Local Capacity, SWCD Aid	Wabasha SWCD Local Policy: 50% Tree Purchase - \$1.00 per Tree Installed - \$1.00 per tube or mat. Max Contract \$2,500.00. Must follow Shelterbelt Plan developed by SWCD/NRCS Staff.

The Wabasha SWCD Board allows District Manager to approve non-controversial and time sensitive cost-share contracts prior to regular SWCD Board meeting to include, but not limited to the following practices

- 340 Cover Crops
- 351 Well Decommissioning
- 329 No-Till/Reduce Till
- 512 Forage/Biomass Planting

All contract disbursements will be approved by the Goodhue SWCD Board



Wetland Conservation Act - Fees for Services		
Task		Fee
Wetland Delineation Application	<1 Acre of Wetlands	\$ 200.00
	1-10 Acres of Wetlands	\$ 300.00
	>10 Acres of Wetlands	\$ 400.00
Wetland Replacement Plan Application	<1 Acre of Impacts	\$ 300.00
	1-5 Acres of Impacts	\$ 400.00
	>5 Acres of Impacts	\$ 500.00
	After The Fact	Fee x 1.5
Wetland Banking Plan Application	<1 Acre of Wetlands	\$ 300.00
	1-10 Acres of Wetlands	\$ 400.00
	>10 Acres of Wetlands	\$ 500.00
Exemption Application	-----	\$ 250.00
No-Loss Application	-----	\$ 200.00
Wetland Monitoring Report	-----	\$ 100.00
Other Applications and Decisions	-----	\$ 200.00
General Technical Assistance	-----	Free
*Application Services Include: Review of Application, Notice of Application, and Notice of Decision		* Applications with more than one task will require the maximum of the fees for the included components, not the sum.

Nutrient Management - Fees for Services		
Task		Fee
Comprehensive Nutrient Management Plan (CNMP), [nutrient management portions only, not engineering]	\$0.75 per acre (example on 300 acres)	\$225 (example)
Manure Management Plan (as per *MPCA)	\$0.50 per acre (example on 300 acres)	\$150 (example)
Manure Spreader Calibration	-----	Free
*MN Pollution Control Agency		



**2025 Estimated Wabasha SWCD Budget**

Based upon District Fund Carryover from 2024 to 2025	District Reserve Fund (meets 6 month fund balance recommendation)	\$311,613.47	\$0.00
<b>Charges For Services: Income</b>			
Roller Crimper Rental		\$300.00	
No Till Drill Rental		\$1,400.00	
Tree Sales		\$15,000.00	
Wetland Application Fees		\$1,000.00	
Nutrient Management Planning		\$750.00	
Plat Book Sales		\$300.00	
	<b>Total Charges for Services: Income</b>		<b>\$18,750.00</b>
<b>Intergovernmental Revenues anticipated and existing funds for applicable expenses:</b>			
<b>County</b>			
	<b>County Regular Allocation</b>	<b>\$131,000.00</b>	<b>\$131,000.00</b>
<b>State - Pass through from County</b>			
<b>Natural Resource Block Grants</b>	<b>2024 Local Water Management - Natural Resource Block Grant</b>	\$0.00	
<b>Spent 2024 funds in 2024</b>	<b>2025 Local Water Management - Natural Resource Block Grant</b>	\$19,354.00	
	<b>2024 Wetland Conservation Act - Natural Resource Block Grant</b>	\$0.00	
	<b>2025 Wetland Conservation Act - Natural Resource Block Grant</b>	\$16,543.00	
	<b>Total pass through funds</b>		<b>\$35,897.00</b>
<b>State</b>			
	<b>FY2022 State Cost Share</b>		
	<b>FY2023 State Cost Share</b>	\$2,930.00	
	<b>FY2024 Conservation Contracts</b>	\$3,753.13	
	<b>FY2025 Conservation Contracts</b>	\$18,190.00	
	<b>FY2023 Local Capacity Services</b>	\$4,746.00	
	<b>FY2024 Dept. of Rev. SWCD Aid</b>	\$54,932.63	
	<b>FY2025 Dept. of Rev. SWCD Aid</b>	\$130,000.00	
	<b>FY2024 Conservation Delivery</b>		
	<b>FY2025 Conservation Delivery</b>	\$19,619.00	
	<b>2024 Buffer and Soil Loss Initiative</b>	\$12,852.20	
	<b>2025 Buffer and Soil Loss Initiative</b>	\$20,000.00	
	<b>2025 Soil Health Delivery</b>	\$30,000.00	
Requested \$180,000 total, not processed.	<b>2025 Soil Health RCPP</b>	\$70,000.00	
3.5 year grant \$432,300 total	<b>2025 Soil Health Staffing</b>	\$189,541.91	

2.5 year grant to start for TA total \$84,800, reimburseable.	<b>MDA Nutrient Management TA</b>	\$33,000.00	
	<b>Easement Delivery (RIM inspections)</b>	\$1,650.00	
Pass through outreach-Jen Wahls, \$5,000 for admin	<b>DNR LFT Grant</b>	\$52,500.00	
PFM cost share - \$95,000 through DNR	<b>LFT Fiscal agent</b>	\$128,337.50	
\$295,000 reimburseable, U.S. Forestry Grant	<b>Turkey Trout Timber</b>	\$100,000.00	
2023-24 total \$10,000	<b>SE Landscape Committee Fiscal Agent</b>	\$2,298.26	
	<b>DNR Well Monitoring</b>	\$480.00	
Total grant amendment of \$576,252 for 2024 and 2025 Regional admin. Anticipate renewal	<b>MAWQCP Grant Admin.</b>	\$390,000.00	
Reimbursable and could include activity over 2022-23	<b>2022-23 WAGZ watershed based</b>		
Includes \$200,000 for a Livestock Waste management system	<b>2024-25 WAGZ watershed based</b>	\$260,000.00	
	<b>BWSR Feedlot Funds - TSA</b>	\$100,000.00	
estimate based upon what is earmarked for Wabasha for biennium	<b>2023-24 WinLac watershed based funding</b>	\$39,430.67	
	<b>2025 WinLac Watershed based funding</b>	\$103,500.00	
	<b>WinLac WRAPS work fiscal agent</b>	\$30,500.00	
Will commence 2025, 2026, 2027 (\$5,000/yr. reimbursable)	<b>TU contract placeholder-Gorman Maintenance</b>		
Total grant \$178,725 (anticipate 1st 50% in 2023, remaining based upon expenditures)	<b>FY2023 West Indian Creek Watershed Restoration and Protection Grant (CWF Competitive Grant)</b>	\$54,511.84	
July 1, 2024 - June 30, 2026	<b>Volunteer Nitrate Monitoring Network (VNMN)</b>	\$1,294.45	
	<b>2024 Safe Drinking Water Phase-2 Olmsted</b>	\$5,548.53	
contractor for work directly through Olmsted. SWCD funds for TA	<b>2024 SE MN Private Well Mitigation</b>	\$4,294.27	
MDH Accelerated Implementation Grant	<b>Wabasha County Well Inventory</b>	\$20,000.00	
Need work plan, 120,836 funds available to use through June 30, 2027	<b>MDH Funds for expanded well inventory</b>	\$20,000.00	
	<b>Total State Revenue</b>		\$1,903,910.39
<b>Other-Partners Federal Dollars</b>			

	(\$210,619 remaining after 2024-reimbursable) expires August, will request extension	<b>319 Focus Small Watershed-West Indian</b>	\$210,619.68	
	DNR passthrough, build on past TNC/DNR outreach work	<b>Lower Zumbro Outreach-FEMA</b>	\$11,827.44	
	Grant approved for \$230,000, awaiting final processing	<b>NFWF Conservation Partners</b>	\$80,000.00	
		<b>CRP</b>		
		<b>Total Other Revenue</b>		\$302,447.12
		<b>Miscellaneous Revenue:</b>		
		<b>Interest Earnings MM's</b>	\$3,000.00	
		<b>Total Misc. Revenue</b>		\$3,000.00
<b>TOTALS-Revenue:</b>				
		<b>Total Revenue and Program funds for 2024</b>	<b>\$2,395,004.51</b>	
	<b>Does not include fund balance</b>	<b>Total Budget 2024</b>	<b>\$2,395,004.51</b>	
<b>District Operations: Anticipated Expenses</b>				
	Capital Expenses		\$30,000.00	
		Variability accounting for program timing	\$13,275.40	
		Advertising, Newsletter, Promo, and Posting Expense	\$8,000.00	
		Building Rent	\$19,800.00	
		Conferences and Conventions	\$7,000.00	
		Education and Information	\$7,000.00	
		Employee Education and Training	\$15,000.00	
	May be charged to specific programs	Employee Expenses	\$3,000.00	
	May be charged to specific programs	Employee Mileage	\$3,000.00	
		Equipment Maintenance and storage	\$5,000.00	
		Fees and Dues	\$13,000.00	
		Insurance Expenses (MCIT)	\$6,000.00	
		Internet Expenses	\$1,200.00	
		Field and Office Supplies	\$10,000.00	
		Postage	\$1,000.00	
		Professional Expenses	\$3,000.00	
		Contracted Services/Other Services	\$8,000.00	
		Audit	\$8,000.00	
		Subs & Pubs	\$3,000.00	
		Supervisors Expenses	\$1,500.00	
		Supervisors Mileage	\$3,000.00	
		Technology/Equipment	\$15,000.00	
		Unemployment Payment Budget item	\$2,000.00	
		Vehicle Expense	\$5,000.00	

		IT upgrades - potential plan for independent server	\$30,000.00	
		Additional Personnel Expenses (Intern, staff expense changes, etc.)	\$20,000.00	
		Other Services and Charges	\$3,650.00	
	Personnel Services	<b>TOTAL</b>		\$244,425.40
		Employee Salary Permanent	\$344,520.00	
		Employer Health, Dental, Life	\$105,604.80	
	6.20%	Employer Share FICA	\$21,360.24	
	1.45%	Employer Share Medicare	\$4,995.54	
	7.50%	Employer Share PERA	\$25,839.00	
		Supervisors Compensation	\$14,000.00	
		Hire 1 staff person estimate	\$114,400.00	
		<b>TOTAL</b>		\$630,719.58
<b>Program Expenditures:</b>				
	<b>District</b>			
		Roller Crimper Storage and Trailer fee	\$350.00	
		Tree Expense	\$9,900.00	
	<b>State</b>			
		FY2023 State Cost Share	\$2,930.00	
		FY2024 Conservation Contracts	\$3,753.13	
		FY2025 Conservation Contracts	\$18,190.00	
		FY2023 Local Capacity Services	\$4,746.00	
	Replaces Capacity (will be reduced in 2025)	FY2025 Dept. of Rev. SWCD Allocation	\$20,000.00	
		2025 Buffer and Soil Loss Initiative	\$5,000.00	
		FY2025 Soil Health Cost Share	\$15,000.00	
	Requested \$180,000 total, not processed.	2025 Soil Health RCPP	\$70,000.00	
	Total 2023-2024 4266.68 for equipment, mileage, supplies, meals	Zumbro SWAG	\$1,500.00	
	agreements/payments to regional partners for anticipated renewal	MAWQCP Grant Admin. - Costs Paid to other districts as reimbursable.	\$324,000.00	
		2022-23 WAGZ watershed based		
		2024-25WAGZ watershed based	\$245,000.00	
		BWSR Feedlot Funds - TSA	\$100,000.00	
	estimate based on current earmark for Wabasha for biennium	2023-24 WinLac watershed based	\$36,500.00	
	estimate based on current earmark for Wabasha for biennium	2025-26 WinLac watershed based	\$85,000.00	
		WinLac WRAPS work fiscal agent	\$24,900.00	
	Will commence 2025, 2026, 2027 (\$5,000/yr. reimbursable)	TU contract placeholder-Gorman Maintenance		
	projects and outreach	FY2023 West Indian Creek Watershed Restoration and Protection Grant (CWF Competitive Grant)	\$70,000.00	

		<b>2024 Safe Drinking Water Phase-Olmsted</b>	\$5,050.22	
	Pass through outreach-Jen Wahls, \$5,000 for admin 2 years	<b>DNR LFT Grant</b>	\$117,500.00	
	\$295,000 reimburseable, U.S. Forestry Grant	<b>Turkey Trout Timber</b>	\$100,000.00	
	204-26 total \$10,000 (\$1,000 total to SWCD)	<b>SE Landscape Committee Fiscal Agent</b>	\$2,298.26	
	MDH Accelerated Implementation Grant - expenses for mailings/materials	<b>Wabasha County Well Inventory</b>	\$3,000.00	
	Need work plan, 120,836 funds available to use through June 30, 2027	<b>MDH Funds for expanded well inventory</b>	\$1,000.00	
	<b>Federal</b>			
	covers multiple years-need 40% match from non-federal sources - expenditures estimate for 1st year	<b>319 Focus Small Watershed-West Indian</b>	\$100,000.00	
	Outreach and LO survey cost	<b>Lower Zumbro Outreach-FEMA</b>	\$1,500.00	
	<b>Other Partners</b>			
		<b>NFWF Conservation Partners</b>	\$15,000.00	
		<b>Total Program Expenses</b>		\$1,367,117.61
		<b>Total Expenditures 2024</b>	<b>\$2,242,262.59</b>	\$2,242,262.59
		<b>Total Revenues 2024</b>	<b>\$2,395,004.51</b>	
		Difference	\$152,741.92	



## Contract Amendment Form

<b>Organization:</b>  <p style="text-align: center;"><b>Wabasha SWCD</b></p>	<b>Contract Number:</b>  <p style="text-align: center;"><b>24-CC-5</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>Amendment Number:</b></td> <td style="width: 50%;"><b>Amendment Type</b></td> </tr> <tr> <td style="text-align: center;">1</td> <td><b>Date</b> <input checked="" type="checkbox"/></td> </tr> <tr> <td><b>Board Meeting Date:</b></td> <td><b>Amount</b> <input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">2/27/2025</td> <td><b>Land Occupier</b> <input type="checkbox"/></td> </tr> <tr> <td></td> <td><b>Practice</b> <input type="checkbox"/></td> </tr> <tr> <td></td> <td><b>Other</b> <input type="checkbox"/></td> </tr> </table>	<b>Amendment Number:</b>	<b>Amendment Type</b>	1	<b>Date</b> <input checked="" type="checkbox"/>	<b>Board Meeting Date:</b>	<b>Amount</b> <input type="checkbox"/>	2/27/2025	<b>Land Occupier</b> <input type="checkbox"/>		<b>Practice</b> <input type="checkbox"/>		<b>Other</b> <input type="checkbox"/>
<b>Amendment Number:</b>	<b>Amendment Type</b>													
1	<b>Date</b> <input checked="" type="checkbox"/>													
<b>Board Meeting Date:</b>	<b>Amount</b> <input type="checkbox"/>													
2/27/2025	<b>Land Occupier</b> <input type="checkbox"/>													
	<b>Practice</b> <input type="checkbox"/>													
	<b>Other</b> <input type="checkbox"/>													

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

State Grant Agreement Expiration Date: \_\_\_\_\_ Original Contract Install Date: 3/31/25

Amended Contract Install Date (If applicable): 7/31/2025

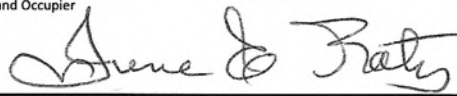
Original Total Amount Authorized: \$423.00 Amended Total Amount Authorized: \_\_\_\_\_

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

The contraction expiration date has been changed from 3/31/25 to 7/31/25.

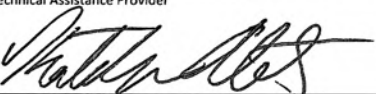
The original contract, as numbered, shall remain in full force and effect, except for those changes made necessary by the amendment.

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

<b>Date</b>	<b>Land Occupier</b>
2/24/25	
<b>Date</b>	<b>Landowner, if different from applicant</b>

**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.

<b>Date</b>	<b>Technical Assistance Provider</b>
2/24/25	

**Organizational Approval**

<b>Date</b>	<b>Authorized Signature</b>

\*Attach this form to the Conservation Practice Assistance Contract

## FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

### General Information

Organization: <b>Wabasha SWCD</b>	Contract Number: <b>24-CC-5</b>	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 a contract amended, attach amendment form(s) to this contract.

### Applicant

Land Occupier Name <b>June E Ratz Trust</b>	Address <b>57571 130th Ave</b>	City/State <b>Altura, MN</b>	Zip code <b>55910</b>
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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: <b>Minneiska</b>	Township No. <b>109</b>	Range No.: <b>9</b>	Section No. <b>29</b>	1/4, 1/4 <b>SW, SW</b>
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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 here, 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:
 

Brush Management 314
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 3/31/25, this contract will be automatically terminated on that date.
7. Reimbursement requests must be supported by a completed voucher.

### Applicant Signatures

The land occupier's signature indicates agreement to:

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

Date	Land Occupier
10/3	Anne & Patz
Date	Landowner, if different from applicant
	Address, if different from applicant information

**Conservation Practice**

The primary practice for which cost-share is requested is **Brush Management 314**

Eligible Component Standard & Name  <b>Brush Management 314</b>	Engineered Practice	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Total Project Cost Estimate  <b>\$423.00</b>
	Ecological Practice	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

**Technical Assessment and Cost Estimate**

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

Date	Technical Assistance Provider
10/15/24	<i>Katelyn</i>

**Amount Authorized for Financial Assistance**

The organization board or council has authorized the following for financial assistance, total not to exceed a rate of \$300/acre

Amount	Program Name	Fiscal Year
\$432.00	State Cost Share	2023

Date	Authorized Signature	Total Amount Authorized
Oct 24, 2024	<i>Lynn Zabel</i>	<b>\$423.00</b>



# Make Your Own Rain Barrel Day!

April 12th, 2025

9:00am-11:00am

Join us at Coffee Mill's Ski Chalet  
99 Coulee Way, Wabasha, MN 55981

\$20 Per Barrel-1 Barrel Per Person

Register by April 7th!

Cash or Check

Make Checks Out to Wabasha SWCD

**Mail or Drop-Off Registration at :**

Wabasha SWCD

611 Broadway Ave 10B

Wabasha, MN 55981

Please note that supplies are limited. Therefore Registration will be limited based on supply availability. For now we will be allowing one barrel per person, if more barrels become available an option for two may open up

