

Please call office at 651-560-2053 or email susan.cerwinske.wabashaswcd@gmail.com if you have any questions on attending physically or by phone. We have call-in capabilities for up to 10 people. Phone# 651-560-1088 Access code # 0147478#

**Wabasha Soil and Water Conservation District
Regular Board Meeting
December 19, 2024
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

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 -Board Action

- A. Isaac Holst Contract# 2024WAGZ-WC-15 in the amount of \$3,087.00 for Practice 340 Cover Crops. One-year contract. Install by date 11/1/2024. (Funding source – FY2024 Watershed Alliance for the Greater Zumbro (WAGZ))
- B. Isaac Holst Contract# 2024WinLaC-WC-004 in the amount of \$1,450.00 for Practice 340 Cover Crops. One-year contract. Install by date 11/1/2024. (Funding source – FY24 WinLaC Partnership)
- C. Isaac Holst Contract# 2024WinLaC-WC-005 in the amount of \$575.00 for Practice 340 Cover Crops. One-year contract. Install by date 11/1/2024. (Funding source – FY24 WinLaC Partnership)
- D. Isaac Holst Contract# 2024WinLaC-WC-006 in the amount of \$2,975.00 for Practice 340 Cover Crops. One-year contract. Install by date 11-1-2024. (Funding source – FY24 WinLaC Partnership)

ii. Vouchers – Board Action

- A. Dan Wagner Voucher payment for Contract# 2024WAGZ-WC-11 in the amount of \$450.00 for Practice 340 Cover Crops. 1-year contract final payment. (Funding source – FY2024 Watershed Alliance for the Greater Zumbro (WAGZ))

- B. Isaac Holst Voucher payment for Contract# 2024WAGZ-WC-15 in the amount of \$3,087.00 for Practice 340 Cover Crops. 1-year contract final payment.
(Funding source - FY2024 Watershed Alliance for the Greater Zumbro (WAGZ))
- C. Isaac Holst Voucher payment for Contract# 2024WinLaC-WC-004 in the amount of \$1,450.00 for Practice 340 Cover Crops. 1-year contract final payment.
(Funding source - FY24 WinLaC Partnership)
- D. Isaac Holst Voucher payment for Contract# 2024Winlac-WC-005 in the amount of \$575.00 for Practice 340 Cover Crops. 1-year contract final payment.
(Funding source – FY24 WinLaC Partnership)
- E. Isaac Holst Voucher payment for Contract# 2024Winlac-WC-006 in the amount of \$2,860.00 for Practice 340 Cover Crops. 1-year contract final payment.
(Funding source – FY24 WinLaC Partnership)

iii. Contract Amendments

iv. Grants

VI. SECRETARY'S REPORT – Board Action

- A. November 21, 2024 Meeting Minutes

VII. TREASURER'S REPORT – Board Action

- A. November District Financial Statements
Included for your review
- B. Program Record – November
The full spreadsheet was sent to the board in advance

VIII. PAYMENT OF MONTHLY BILLS

- A. Monthly Bills in the amount of \$46,367.73 - **Board Action**
(Waiting for VSP 74.31 statement to pay online- included in total)

IX. DISTRICT REPORTS

- A. Chair Report – Lynn Zabel
- B. County Commissioner – Bob Walkes
- C. District Manager Report – Terri Peters
- D. NRCS Report – Christina Taylor
- E. District Technician Report- Matt Kempinger – In the packet
- F. Conservation Planning and Outreach Technician Report– Jenna Rasmusson
- G. Natural Resources Technician Report– Katelyn Abts – In the packet
- H. Soil Health/Nutrient Management Tech Report – Deanna Pomije – In the packet
- I. Bookkeeper/Administrative Assistant Report -Sue Cerwinske
- J. BWSR Report -
- K. Other agencies –

X. OLD BUSINESS

- A. Conservation Project – Lynn (open to any Supervisor for ideas)
- B. Soil Health Program – **Discussion**
- C. Pond Clean-out Program - **Discussion**

XI. NEW BUSINESS

- A. Approve Warren Craig Beighley Contract# 24-CC-13 in the amount of \$105.50 for Practice# 380 Windbreak/Shelterbelt Establishment and Renovation – **Board Action**
(Funding source – FY24 Conservation Contracts)
- B. Approve Richard Oeckler Contract# 2024WAGZ-WC-14 in the amount of \$500.00 for Woodland Stewardship Plan – **Board Action**
(Funding source – FY24 Watershed based funding (WAGZ))
- C. Approve Michael Tighe Contract# 2024WAGZ-WC-21 in the amount of \$1,547.50 for Practice 351 Well Decommissioning. Install by 5/31/2025. – **Board Action**
(Funding source – FY24 Watershed based funding (WAGZ))
- D. Approve Warren Craig Beighley Contract# 25-SHD-1 in the amount of \$263.75 for Practice 612 Tree and Shrub Establishment. Install by date 5/30/2025.
(Funding source – FY2025 Soil Health Delivery)
- E. Set Meeting Dates/Time for 2025 -**Board Action**
- F. Pre-Discussion on committee election in January.
- G. Dag's position - Appointee consideration for future - **Discussion**
- H. Groundwater/Soil Health Regional Legislative funding request - **Discussion**
- I. Basin/Structure sediment cleanout legislative funding (Drazkowski bill) - **Discussion**

XII. Board Reports

- A. Whitewater JPB – Lynn
- B. Zumbro 1W1P (WAGZ)– Dag
- C. WinLaC 1W1P – Lynn
- D. SE SWCD Technical Support JPB - Dag
- E. County Board Meeting – Sharleen
- F. Upcoming Events:
 - i. December 25, 2024, Christmas Day Holiday – Office Closed
 - ii. January 1, 2025 - New Years Day Holiday – Office Closed
 - iii. Swearing-In Ceremony for all newly elected county officials is
Friday, January 3, 2025 at 8:15 am in Court Room 2
Sharleen, Chet and Dag
 - iv. January 20, 2025- Martin Luther King Jr. Day – Office Closed

XIII. Motion to Recess Regular Meeting and go in to Closed Session -Board Action

XIV. Closed Session – Board Action

A. Personnel Review

- i. Matt Kempinger
- ii. Katelyn Abts
- iii. Deanna Pomije
- iv. Sue Cerwinske

- B. District Manager – Terri Peters personnel review and discussion
- C. Adoption of 2025 Wage Scale

XV. Motion to Reopen Regular Meeting – Board Action

XVI. Approval of the following – Board Action

- A. Adoption of 2025 Wage Scale
- B. Approve Employee Evaluations
- C. Approve 2025 salary recommendations

XVII. Adjourn – Board Action

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 2024WAGZ-WC-15	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 Isaac Holst	Address 50432 590th St	City/State Kellogg, MN	Zip code 55945
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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: Highland	Township No.: 109	Range No.: 11	Section No.: 20	1/4,1/4 NE 1/4
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Contract Information

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

- 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.
- 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.
- 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.
- Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

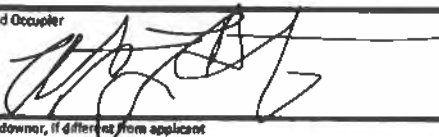
340 Cover Crops

- 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.
- 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 11/1/2024, this contract will be automatically terminated on that date.
- Reimbursement requests must be supported by a completed voucher.

Applicant Signatures

The land occupier's signature indicates agreement to:

- Grant the organization's representative(s) access to the parcel where the conservation practice will be located.
- Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
- 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.
- Not accept any other state or federal funds for this practice.

Date 10/16	Land Occupier 
Date 10-16-24	Landowner, if different from applicant Margaret A. Danning
Address, if different from applicant information: 423 Maywood Rd SW Rochester, MN 55902 # 417	


Conservation Practice

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

Eligible Component Standard & Name	Engineered Practice: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Total Project Cost Estimate
340 Cover Crops	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
		\$3,087.00

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 10/29/2024	Technical Assistance Provider 
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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: \$45/ac

Amount	Program Name	Fiscal Year
\$3,087.00	Watershed Alliance for the Greater Zumbro	2024

Date	Authorized Signature	Total Amount Authorized
10/24/24	 per board resolution	\$3,087.00

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 2024WinLaC-WC-004	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 Isaac Holst	Address 50432 590th St	City/State Kellogg, MN	Zip code 55945
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*If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Greenfield	Township No.: 110	Range No.: 9	Section No.: 31	1/4,1/4 S1/2 SE1/4
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Contract Information

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

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

340 Cover Crops

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by 11/1/2024, 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 10/18/24	Land Occupier <i>But L. Ht</i>
Date 10/18/24	Landowner, if different from applicant <i>Travis Duckworth</i>
Address, if different from applicant information: 16240 162TH KELLOGG MN 55945	

Conservation Practice

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

Eligible Component Standard & Name 340 Cover Crops	Engineered Practice: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Total Project Cost Estimate \$1,450.00
	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 10/24/2024	Technical Assistance Provider <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: \$50/ac

Amount	Program Name	Fiscal Year
\$1,450.00	WinLaC partnership	2024

Date 10/24/24	Authorized Signature <i>Jen Nelson</i> per board resolution	Total Amount Authorized \$1,450.00
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FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 2024WinLac- WC-005	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 Isaac Holst	Address 50432 590th St	City/State Kellogg, MN	Zip code 55945
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* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: GreenField	Township No: 31	Range No.: 110	Section No. 9	1/4,1/4 S1/2 SE1/4
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Contract Information

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

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2. Should the land occupier fail to maintain the practice during its effective life, the land occupier is liable to the State of Minnesota for the amount up to 150% of the amount of financial assistance received to install and establish the practice unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.
3. If title to this land is transferred to another party before expiration of the aforementioned life, it shall be the responsibility of the landowner who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.
4. Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

340 Cover Crops

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by 11/1/2024, 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 10/18/24	Land Occupier Lt L. H. [Signature]
Date 10/18/24	Landowner, if different from applicant Travis Danckwart [Signature]
Address, if different from applicant information: 16246 627TH KELLOGG MN 55945	

Conservation Practice

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

Eligible Component Standard & Name 340 Cover Crops	Engineered Practice: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Total Project Cost Estimate \$575.00
	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 10/24/2024	Technical Assistance Provider [Signature]
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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: \$50/ac

Amount	Program Name	Fiscal Year
\$575.00	WinLac Partnership	2024

Date 10/24/24	Authorized Signature Sen [Signature] per board resolution	Total Amount Authorized \$575.00
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FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 2024WinLac- WC-006	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 Isaac Holst	Address 50432 590th St	City/State Kellogg, MN	Zip code 55945
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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: Watopa, Minneiska	Township No: 109	Range No.: 10, 9	Section No. 24, 19	1/4, 1/4 SE1/4 and SW1/4
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Contract Information

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

340 Cover Crops

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by 11/1/2024, 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
10/15	<i>[Signature]</i>
Date	Landowner, if different from applicant
	<i>[Signature]</i>
	Address, if different from applicant information:
	19685 Chimo West Wayzata MN 55391

Conservation Practice

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

Eligible Component Standard & Name	Engineered Practice:	Ecological Practice:	Total Project Cost Estimate
340 Cover Crops	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	\$2,975.00

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
10/14/2024	<i>[Signature]</i> JAAZ

Amount Authorized for Financial Assistance

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

Amount	Program Name	Fiscal Year
\$2,975.00	WinLac Partnership	2024

Date	Authorized Signature	Total Amount Authorized
10/21/24	<i>[Signature]</i> per bond registration	\$2,975.00

FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: **Dan Wagner**

Address: **1401 N High St**

City, State, Zip: **Lake City, MN**

55041

Contract No.: **2024WAGZ-WC-11**

Total Amount Authorized:
(from contract)

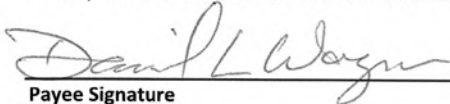
\$4,500.00

Practice	Quantity	Unit	Unit Rate	Total
340 cover crops	10	ac	\$45.00	\$450.00

PAYMENT REQUEST:

\$450.00

I certify that this is an accurate and true summation of the above project.


Payee Signature

12/5/2025
Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final):

Final

B. Payment amount requested:

\$450.00

C. Total Amount Authorized:

\$4,500.00

D. Total previous partial payments:

E. Amount available (C - D)

\$4,500.00

Amount Approved for This Voucher:

\$450.00

(cannot exceed Total Amount Authorized)

Technical Certification

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


Technical Assistance Provider

12-5-25
Date

Administrative Certification

I certify that I have reviewed this voucher and all supporting information and that to the best of my knowledge and belief, the quantities and rates are accurate and are in accordance with terms of the contract identified.


Administrative Sign-off

12/11/2024
Date

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 2024WAGZ-WC-11	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 Dan Wagner	Address 1401 N High St	City/State LAKE CITY, MN	Zip code 55041
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* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Oakwood	Township No: 109	Range No.: 12	Section No. 9, 16	1/4, 1/4 2 OF SW 14, W 1/2 OF S
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Contract Information

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

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

340 Cover Crops, single species

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 11/1/2024, 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
9/5/24	<i>Donal L. Wozniak</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 340 COVER CROPS

Eligible Component Standard & Name	Engineered Practice:	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Total Project Cost Estimate
	Ecological Practice:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
340 COVER CROPS			\$4,500.00

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
9/5/2024	<i>[Signature]</i> SAA 2

Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed a rate of: \$45/ac

Amount	Program Name	Fiscal Year
\$4,500.00	Watershed Alliance for the Greater Zumbro	2024

Date	Authorized Signature	Total Amount Authorized
9/5/2024	<i>Sen J. Peter</i> per board resolution	\$4,500.00

FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: 20432 Isaac Holst

Address: 50432 590th St

City, State, Zip: Kellogg, MN

55945

Contract No.: 2024WAGZ-WC-15

Total Amount Authorized:
(from contract)

\$3,087.00

Practice	Quantity	Unit	Unit Rate	Total
Cover crop 340	68.6	acres	\$45.00	\$3,087.00

PAYMENT REQUEST:

\$3,087.00

I certify that this is an accurate and true summation of the above project.


Payee Signature

12/9/24
Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final):

Final

B. Payment amount requested:

\$3,087.00

C. Total Amount Authorized:

\$3,087.00

D. Total previous partial payments:

E. Amount available (C - D)

\$3,087.00

Amount Approved for This Voucher:

\$3,087.00

(cannot exceed Total Amount Authorized)

Technical Certification

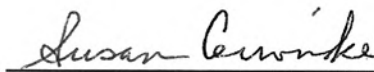
I certify that an inspection has been performed and as-built received and that the items identified under the Practice Information section of this form have been completed and are in accordance with the requested practice standards and specifications.


Technical Assistance Provider

12-9-24
Date

Administrative Certification

I certify that I have reviewed this voucher and all supporting information and that to the best of my knowledge and belief, the quantities and rates are accurate and are in accordance with terms of the contract identified.


Administrative Sign-off

12/11/2024
Date

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 2024WAGZ-WC-15	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 Isaac Holst	Address 20432 50432 590th St	City/State Kellogg, MN	Zip code 55945
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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: Highland	Township No: 109	Range No.: 11	Section No. 20	1/4,1/4 NE 1/4
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Contract Information

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

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


340 Cover Crops

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by 11/1/2024, 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 10/16	Land Occupier 
Date 10-16-24	Landowner, if different from applicant Margaret A. Deming
Address, if different from applicant information: 423 Maywood Rd SW Rochester, MN 55902 # 417	

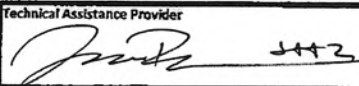
Conservation Practice

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

Eligible Component Standard & Name 340 Cover Crops	Engineered Practice: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Total Project Cost Estimate \$3,087.00
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

Technical Assessment and Cost Estimate

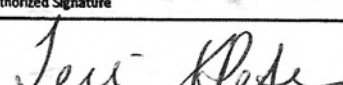
I have the appropriate technical expertise and have reviewed the site where the above-listed practice is to be installed and find it is needed and that the estimated quantities and costs are practical and reasonable.

Date 10/29/2024	Technical Assistance Provider 
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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: \$45/ac

Amount	Program Name	Fiscal Year
\$3,087.00	Watershed Alliance for the Greater Zumbro	2024

Date 10/24/24	Authorized Signature  Per board resolution	Total Amount Authorized \$3,087.00
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FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: 20432 Isaac Holst
Address: 50432 590th St
City, State, Zip: Kellogg, MN 55945
Contract No.: 2024WinLaC-WC-004

Total Amount Authorized: \$1,450.00
(from contract)

Practice	Quantity	Unit	Unit Rate	Total
Cover crop 340	29	acres	\$50.00	\$1,450.00

PAYMENT REQUEST: \$1,450.00

I certify that this is an accurate and true summation of the above project.

Isaac Holst
Payee Signature

12/9/24
Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): Final
B. Payment amount requested: \$1,450.00
C. Total Amount Authorized: \$1,450.00
D. Total previous partial payments:
E. Amount available (C - D) \$1,450.00

Amount Approved for This Voucher: \$1,450.00
(cannot exceed Total Amount Authorized)

Technical Certification

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

[Signature]
Technical Assistance Provider
12-9-24
Date

Administrative Certification

I certify that I have reviewed this voucher and all supporting information and that to the best of my knowledge and belief, the quantities and rates are accurate and are in accordance with terms of the contract identified.

Susan Grinke
Administrative Sign-off
12/11/2024
Date

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 2024WinLaC- WC-004	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 Isaac Holst	Address 20432 50432 590th St	City/State Kellogg, MN	Zip code 55945
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* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Greenfield	Township No: 110	Range No.: 9	Section No. 31	1/4,1/4 S1/2 SE1/4
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Contract Information

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

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


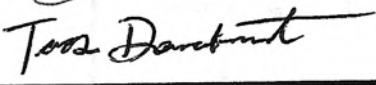
340 Cover Crops

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by 11/1/2024, 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 10/18/24	Land Occupier Cat L. Ht 
Date 10/18/24	Landowner, if different from applicant Travis Duckwart 
	Address, if different from applicant information: 16240 627TH KELLOGG MN 55945

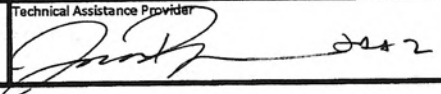
Conservation Practice

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

Eligible Component Standard & Name 340 Cover Crops	Engineered Practice: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Total Project Cost Estimate \$1,450.00
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

Technical Assessment and Cost Estimate

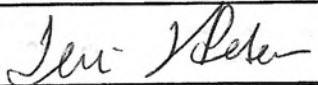
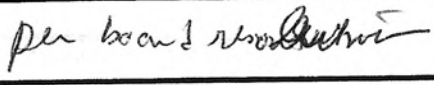
I have the appropriate technical expertise and have reviewed the site where the above-listed practice is to be installed and find it is needed and that the estimated quantities and costs are practical and reasonable.

Date 10/24/2024	Technical Assistance Provider 
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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: \$50/ac

Amount	Program Name	Fiscal Year
\$1,450.00	WinLaC partnership	2024

Date 10/24/24	Authorized Signature  per board resolution 	Total Amount Authorized \$1,450.00
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FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: 20432 Isaac Holst

Address: 50432 590th St

City, State, Zip: Kellogg, MN

55945

Contract No.: 2024WinLac-WC-005

Total Amount Authorized:
(from contract)

\$575.00

Practice	Quantity	Unit	Unit Rate	Total
Cover crops 340	11.5	acres	\$50.00	\$575.00

PAYMENT REQUEST:

\$575.00

I certify that this is an accurate and true summation of the above project.

Isaac Holst
Payee Signature

12/9/24
Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final):

Final

B. Payment amount requested:

\$575.00

C. Total Amount Authorized:

\$575.00

D. Total previous partial payments:

E. Amount available (C - D)

\$575.00

Amount Approved for This Voucher:

\$575.00

(cannot exceed Total Amount Authorized)

Technical Certification

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

[Signature]
Technical Assistance Provider

12-9-24
Date

Administrative Certification

I certify that I have reviewed this voucher and all supporting information and that to the best of my knowledge and belief, the quantities and rates are accurate and are in accordance with terms of the contract identified.

Susan Gerwinster
Administrative Sign-off

12/11/2024
Date

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 2024WinLac- WC-005	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 Isaac Holst	Address 20432 50432 590th St	City/State Kellogg, MN	Zip code 55945
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* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: GreenField	Township No: 31	Range No.: 110	Section No. 9	1/4,1/4 S1/2 SE1/4
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Contract Information

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

- 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.
- 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.
- 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.
- Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

340 Cover Crops

- 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.
- 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 11/1/2024, this contract will be automatically terminated on that date.
- Reimbursement requests must be supported by a completed voucher.

Applicant Signatures

The land occupier's signature indicates agreement to:

- Grant the organization's representative(s) access to the parcel where the conservation practice will be located.
- Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
- 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.
- Not accept any other state or federal funds for this practice.

Date 10/18/24	Land Occupier City of L. Ht. [Signature]
Date 10/18/24	Landowner, if different from applicant Travis Danckwart [Signature]
Address, if different from applicant information: 16246 627TH KELLOGG MN 55945	

Conservation Practice

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

Eligible Component Standard & Name 340 Cover Crops	Engineered Practice: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Total Project Cost Estimate \$575.00
	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 10/24/2024	Technical Assistance Provider [Signature]
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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: \$50/ac

Amount	Program Name	Fiscal Year
\$575.00	WinLac Partnership	2024

Date 10/29/24	Authorized Signature [Signature] per board resolution	Total Amount Authorized \$575.00
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FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: 20432 Isaac Holst

Address: 50432 590th St

City, State, Zip: Kellogg, MN

55945

Contract No.: 2024WinLac-WC-006

Total Amount Authorized:
(from contract)

\$2,975.00

Practice	Quantity	Unit	Unit Rate	Total
Cover crops 340	57.2	acres	\$50.00	\$2,860.00

PAYMENT REQUEST:

\$2,860.00

I certify that this is an accurate and true summation of the above project.


Payee Signature

12/9/24
Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final):

Final

B. Payment amount requested:

\$2,860.00

C. Total Amount Authorized:

\$2,860.00

D. Total previous partial payments:

E. Amount available (C - D)

\$2,860.00

Amount Approved for This Voucher:

\$2,860.00

(cannot exceed Total Amount Authorized)

Technical Certification

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


Technical Assistance Provider

Date

12-9-24

Administrative Certification

I certify that I have reviewed this voucher and all supporting information and that to the best of my knowledge and belief, the quantities and rates are accurate and are in accordance with terms of the contract identified.


Administrative Sign-off

Date

12/16/24

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 2024WinLac- WC-006	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 Isaac Holst	Address 20432 50432 590th St	City/State Kellogg, MN	Zip code 55945
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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: Watopa, Minneiska	Township No: 109	Range No.: 10, 9	Section No. 24, 19	1/4, 1/4 SE1/4 and SW1/4
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Contract Information

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

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

340 Cover Crops

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by 11/1/2024, 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
10/15	<i>[Signature]</i>
Date	Landowner, if different from applicant
	<i>[Signature]</i>
	Address, if different from applicant information:
	19685 Chimo West Wayzata MN 55391

Conservation Practice

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

Eligible Component Standard & Name	Engineered Practice:	Total Project Cost Estimate
340 Cover Crops	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	\$2,975.00
	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	Technical Assistance Provider
10/24/2024	<i>[Signature]</i> JAAZ

Amount Authorized for Financial Assistance

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

Amount	Program Name	Fiscal Year
\$2,975.00	WinLac Partnership	2024

Date	Authorized Signature	Total Amount Authorized
10/24/24	<i>[Signature]</i> per board resolution	\$2,975.00

Please call office at 651-560-2053 or email susan.cerwinske.wabashaswcd@gmail.com if you have any questions on attending physically or by phone. We have call-in capabilities for up to 10 people. Phone# 651-560-1088 Access code # 0147478#

**Wabasha Soil and Water Conservation District
Regular Board Meeting
November 21, 2024
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, Sharleen Klennert

Treasurer, Dag Knudsen, Secretary

Staff Present: Terri Peters, District Manager

Others Present: Bob Walkes, Wabasha County Commissioner, Christina Taylor, NRCS and Frank Klennert, Citizen.

II. PLEDGE ALLEGIANCE

III. AGENDA

Motioned by Klennert and seconded by Knudsen to approve the Agenda as presented.

Affirmative: Ross, Klennert, Knudsen, Zabel

Opposed: None

Motion Carried

IV. PUBLIC COMMENTS

Comments limited to 5 minutes per speaker

V. CONSENT AGENDA

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. Vouchers – Board Action

- A. Warren Craig Beighley Voucher payment for Contract# 23-CS-2 in the amount of \$255.00 for Practice 314 Brush Management.
(Funding source – FY23 State Cost Share)
- B. Gerald VanDewalker Voucher payment for Contract# 24-CC-3 in the amount of \$1,500.00 for Practice 314 Brush Management.
(Funding source – FY24 Conservation Contracts)
- C. Cole and David Packer Voucher payment for Contract# 2024WAGZ-WC-10 in the amount of \$4,500.00 for Practice 340 Cover Crops. 1st payment of a 2- year contract.
(Funding source – FY24 Watershed Alliance for the Greater Zumbro (WAGZ))
- D. Cole and David Packer Voucher payment for Contract# 22-CS-2 in the amount of \$176.00 for Practice 340 Cover Crops. 2nd payment of a 3-year contract.
(Funding source – FY22 State Cost Share)

- E. Scott Sexton Voucher payment for Contract# 2024WAGZ-WC-20 in the amount of \$1,345.00 for Practice 340 Cover Crops. 1-year contract complete.
(Funding source – FY24 Watershed Alliance for the Greater Zumbro (WAGZ))
- F. Scott Sexton Voucher payment for Contract# 2024WAGZ-WC-19 in the amount of \$1,140.00 for Practice 340 Cover Crops. 1-year contract complete.
(Funding source – FY24 Watershed Alliance for the Greater Zumbro (WAGZ))
- G. Meyer's Seeds Voucher payment for Contract# 2024WAGZ-WC-12 in the amount of \$2,110.50 for Practice 340 Cover Crops. 1-year contract complete.
(Funding source – FY24 Watershed Alliance for the Greater Zumbro (WAGZ))
- H. Mark Meyers Voucher payment for Contract# 24-CC-8 in the amount of \$1,089.00 for Practice 340 Cover Crops. 1-year contract complete.
(Funding source – FY24 Conservation Contracts)
- I. Allan Marking Voucher payment for Contract# 21-Capacity-7 in the amount of \$668.00 for Practice 340 Cover Crops. Third and final payment of a 3-year contract.
(Funding source – FY22 Capacity)
- J. Scotch Prairie Farms LLC Voucher payment for Contract# 2024WAGZ-WC-17 in the amount of \$4,500.00 for Practice 340 Cover Crops. 1-year contract complete.
(Funding source – FY24 Watershed Alliance for the Greater Zumbro (WAGZ))
- K. Jon Harvey Voucher payment for Contract# 23-Capacity-5 in the amount of \$4,500.00 for Practice 340 Cover Crops. 1-year contract complete.
(Funding source – FY23 Capacity)
- L. Jeremiah Leonhardt Voucher payment for Contract# 21-Capacity-8 in the amount of \$4,000.00 for Practice 340 Cover Crops. Third and final payment of a 3-year contract.
(Funding source – FY22 Capacity)
- M. Roger Walkes Voucher payment for Contract# 2024WinLaC-WAB-007 in the amount of \$1,440.00 for Practice 340 Cover Crops. 1-year contract complete.
(Funding source – FY24 WinLac Partnership)
- N. Alan Jostock Voucher payment for Contract# 2024WAGZ-WC-02 in the amount of \$1,800.00 for Practice 340 Cover Crops. First payment of a 3-year contract.
(Funding source – FY24 Watershed Alliance for the Greater Zumbro (WAGZ))
- O. Alan Jostock Voucher payment for Contract# 2024WAGZ-WC-03 in the amount of \$800.00 for Practice 340 Cover Crops. First payment of a 3-year contract.
(Funding source – FY24 Watershed Alliance for the Greater Zumbro (WAGZ))

- P. Rachel Walkes Voucher payment for Contract# 23-SHCS-5 in the amount of \$4,470.00 for Practice 340 Cover Crops. 1-year contract complete.
(Funding sources – FY23 Soil Health Cost Share \$2,749.20, FY23 State Cost Share \$1,382.80, FY24 Conservation Contracts \$338.00)
- Q. Bluff Valley Farm LLC Voucher payment for Contract# 24-CC-10 in the amount of \$1,350.00 for Practice 340 Cover Crops. 1 year contract complete.
(Funding source – FY24 Conservation Contracts)
- R. Huneke Dairy Inc. (Paul Huneke) Voucher payment for Contract# 2022WAGZ-WC-9 in the amount of \$1,404.00 for Practice 340 Cover Crops. Third and final payment of a 3-year contract.
(Funding source – FY22 Watershed Alliance for the Greater Zumbro (WAGZ))
- S. Eugene Betcher Voucher payment for Contract# 2022WAGZ-WC-12 in the amount of \$2,000.00 for Practice 340 Cover Crops. Third and final payment of a 3-year contract.
(Funding source – FY22 Watershed Alliance for the Greater Zumbro (WAGZ))
- T. Harborside Club, Inc. (Don Kastella) Voucher payment for Contract# 2024WAGZ-WC-09 in the amount of \$660.00 for Practice 351 Well Decommissioning.
(Funding source – FY24 Watershed Alliance for the Greater Zumbro (WAGZ))
- U. Gary Timm Voucher payment for Contract# 2024WAGZ-WC-07 in the amount of \$500.00 for Woodland Stewardship Plan.
(Funding source - FY24 Watershed Alliance for the Greater Zumbro (WAGZ))
- V. Mehrkens Family Farms Inc. Voucher payment for Contract# 22-CS-2 in the amount of \$7,228.02 for Practices 342 Critical Area Planting, 362 Diversion, 484 Mulching and 460 Land Clearing.
(Funding sources – FY22 State Cost Share \$1,924.00 and FY23 State Cost Share \$5,304.02)
- W. George Tesmer Voucher payment for Contract# 2024WAGZ-WC-04 in the amount of \$2,943.00 for Practice 340 Cover Crops. 1 year contract complete.
(Funding source – FY24 Watershed Alliance for the Greater Zumbro (WAGZ))
- X. George Tesmer Voucher payment for Contract# 2024-WAGZ-WC-05 in the amount of \$1,080.00 for Practice 340 Cover Crops. 1st year payment of a 3-year contract.
(Funding source – FY24 Watershed Alliance for the Greater Zumbro (WAGZ))
- Y. John Eversman Voucher payment for Contract# 23-CWF-WIC-5 in the amount of \$2,011.50 for Practice 340 Cover Crops. 1 year contract complete.
(Funding source – FY23 Clean Water Fund-West Indian Creek)

- Z. John Eversman Voucher payment for Contract# 23-Capacity-4 in the amount of \$1,687.50 for Practice 340 Cover Crops. 1 year contract complete.
(Funding sources – FY23 Soil Health Cost Share \$.80, FY22 SWCD Local Capacity \$268.96, FY23 SWCD Local Capacity \$1,417.74)
- AA. Jary Holst Voucher payment for Contract# 24-CC-11 in the amount of \$925.00 for Practice 340 Cover Crops. 1 year contract complete.
(Funding source – FY24 Conservation Contracts)
- BB. Jeff Wiskow Voucher payment for Contract# 23-Capacity-3 in the amount of \$4,500.00 for Practice 340 Cover Crops. 1 year contract complete.
(Funding source – FY23 Capacity)
- CC. Oak Leaf Farms LLC Voucher payment for Contract# 23-SHCS-1 in the amount of \$2,460.00 for Practice 340 Cover Crops. 2nd year payment of a 3-year contract
(Funding source – FY23 Capacity)
- DD. Kurt Schnell Voucher payment for Contract# 2024WAGZ-WC-16 in the amount of \$3,555.00 for Practice 340 Cover Crops. 1st year payment of 2-year contract.
(Funding source - FY24 Watershed Alliance for the Greater Zumbro (WAGZ))
- EE. Huneke Bros. LLP (Micah Huneke) Voucher payment for Contract# 2022WAGZ-WC-8 in the amount of \$4,000.00 for Practice 340 Cover Crops. Third and final payment of 3-year contract.
(Funding source – FY22 Watershed Alliance for the Greater Zumbro (WAGZ))
- FF. Patrick Judge Voucher payment for Contract# 2022WAGZ-WC-10 in the amount of \$1,280.00 for Practice 340 Cover Crops. Third and final payment of 3-year contract.
(Funding source – FY22 Watershed Alliance for the Greater Zumbro (WAGZ))
- GG. Mark Lehnertz Voucher payment for Contract# 24-CC-7 in the amount of \$4,065.00 for Practice 340 Cover Crops. 1 year contract complete.
(Funding source – FY24 Conservation Contracts)
- HH. Larry Mischke Voucher payment for Contract# 2024WAGZ-WC-18 in the amount of \$2,925.00 for Practice 340 Cover Crops. 1 year contract complete.
(Funding source - FY24 Watershed Alliance for the Greater Zumbro (WAGZ))
- II. Cooks Valley Farm LLC Voucher payment for Contract# 24-CC-9 in the amount of \$1,093.50 for Practice 340 Cover Crops. 1 year contract complete.
(Funding source – FY24 Conservation Contracts)
- JJ. Hyde Park Holsteins Voucher payment for Contract# DWP-26 in the amount of \$1,000.00 for U of MN Nitrogen Fertilizer Recommendation for Corn. 1st payment of 2-year contract.
(Funding source – Drinking Water Protection in the Karst Region)

*Discussion on planting rye as cover crop and terminating with herbicide.
Moteded by Knudsen and seconded by Ross to approve the Consent
Agenda.*

Affirmative: Ross, Klennert, Knudsen, Zabel

Opposed: None

Motion Carried

VI. SECRETARY'S REPORT – Board Action

A. October 24, 2024 Meeting Minutes

Moteded by Ross and seconded by Klennert to approve the Secretary's Report.

Affirmative: Ross, Klennert, Knudsen, Zabel

Opposed: None

Motion Carried

VII. TREASURER'S REPORT – Board Action

A. October District Financial Statements

Included for your review

B. Program Record – October

The full spreadsheet was sent to the board in advance

*Moteded by Ross and seconded by Klennert to approve the Treasurer's Report to the
best of our ability.*

Affirmative: Ross, Klennert, Knudsen, Zabel

Opposed: None

Motion Carried

VIII. PAYMENT OF MONTHLY BILLS

A. Monthly Bills in the amount of \$129,537.58 - Board Action

*Moteded by Klennert and seconded by Ross to approve Payment of the Monthly Bills
in the amount of \$129,537.58.*

Affirmative: Ross, Klennert, Knudsen, Zabel

Opposed: None

Motion Carried

**** Forward to New Business E. PRAP presentation by Shawn Huth.**

IX. DISTRICT REPORTS

A. Chair Report – Lynn Zabel

B. County Commissioner – Bob Walkes

Elections went well. Searching for a new Auditor. Had zoom interviews.

Discussion on the tax base being limited. Wage study is in the budget.

C. District Manager Report – Terri Peters

*Working with Shawn on job descriptions. Workup sheets for each project, make
usable for staff.*

*Met with Chet and Lynn on annual enrollment decisions. Figured SWCD
contribution amount for SWCD for health insurance – up 28.5%. Go ahead with the
County benefits. At the last meeting board voted to go with Personnel Committee
decisions.*

Attended BWSR Academy with staff.

- D. NRCS Report – Christina Taylor – ***Attended meeting to give report. Focusing on gathering documentation from different programs/contracts, CSP. Checking to see if practices were done by standards, so that people can get paid. Checking CRP fields for establishment. Asking permission to go on property. New EQUIP contracts, ranking Jan. Get Conservation Plans together.***
- E. District Technician Report- Matt Kempinger – In the packet
- F. Conservation Planning and Outreach Technician Report– Jenna Rasmusson – In the packet.
Jenna came into the meeting and talked about the number of acres in cover crops. Kept track of acres from callers, more people getting into cover crops from word of mouth, neighbors and friends. Discussion on planting rye and terminating.
- G. Natural Resources Technician Report– Katelyn Abts – In the packet
- H. Soil Health/Nutrient Management Tech Report – Deanna Pomije – In the packet
- I. Bookkeeper/Administrative Assistant Report -Sue Cerwinske – In the packet
- J. BWSR Report -
- K. Other agencies –

X. OLD BUSINESS

- A. Conservation Project – Lynn (open to any Supervisor for ideas)
- B. Donations for Envirothon Raffle at the MASWCD Convention
Have Karen Zabel get a wine donation from Whitewater and Sharleen wine donation from Zumbro Falls winery. Bring to MASWCD convention.

XI. NEW BUSINESS

- A. Sue Cerwinske employee recognition for 5 years of service, \$120.00 annual payment on anniversary date. (September 16th)
- B. Approve Nancy Kuklinski Contract# 24-SWCDAid-2 in the amount of \$570.00 for Practice 314 Brush Management. Install date by 6/30/2025 – **Board Action**
(Funding source – SWCD Aid)
Motioned by Klennert and seconded by Ross to approve Nancy Kuklinski Contract# 24-SWCDAid-2 in the amount of \$570.00 for Practice 314 Brush Management. Install by date 6/30/2025
Affirmative: Ross, Klennert, Knudsen, Zabel
Opposed: None
Motion Carried
- C. Approve Ernest Walters Contract# 24-SWCDAid-1 in the amount of \$1,500.00 for Practice 314 Brush Management. Install by date 8/31/2025 – **Board Action**
(Funding source -- SWCD Aid)
Motioned by Klennert and seconded by Ross to approve Ernest Walters Contract# 24-SWCDAid-1 in the amount of \$1,500.00 for Practice 314 Brush Management. Install by date 8/31/2025
Affirmative: Ross, Klennert, Knudsen, Zabel
Opposed: None
Motion Carried

- D. Approve Dan Baker Amendment to Contract# WS-08 to change install date to 10/31/2025 for Practice 351 Well Decommissioning – **Board Action**
(Funding source – SWCD Aid)

Motioned by Ross and seconded by Knudsen to approve Dan Baker Amendment to Contract# WS-08 to change install date to 10/31/2025 for Practice 351 Well Decommissioning.

Affirmative: Ross, Klennert, Knudsen, Zabel

Opposed: None

Motion Carried

**** Shawn Huth Presentation 8:45 am**

Terri had talked to Shawn about redoing the job descriptions and promotional ladders. Shawn is reformatting to submit on to DDA for job classification. Terri has submitted the application to BSWR for a PRAP grant. It is not a competitive grant. Shawn went over who DDA (David Drown Associates, Inc.) is, which is an organization that works with cities, counties and SWCD organizations across the state. They offer policy review, setting up performance plans, head hunting and compensation and wage studies. They will talk to staff and go back to compare. They will look at job description and look at pay scale. They will send recommendations to be competitive, see how comparable we are with other SWCD's. When the study comes back it will have 2-3 options to go forward with. They will make suggestions and how to implement changes.

The cost will be \$2,500.00 a year. Shawn also suggested talking to Mark Goldberg as a 3rd party to see what his thoughts are.

Discussion by all followed the presentation.

E. PRAP

i. PRAP Grant

Approve PRAP Grant once it has been approved by BWSR.

ii. Full Classification and Compensation Study – Board Action

Approve Full Classification and Compensation Study contingent on PRAP Grant approval.

iii. Ongoing Maintenance. – Discussion

This doesn't need to be approved until the plan is in place.

Motioned by Klennert and seconded by Knudsen to approve the decisions on i, ii, iii

Affirmative: Ross, Klennert, Knudsen, Zabel

Opposed: None

Motion Carried.

F. Accept Jenna Rasmusson's Resignation – Board Action

Motioned by Ross and seconded by Klennert to accept Jenna Rasmusson's Resignation.

Affirmative: Ross, Klennert, Knudsen, Zabel

Opposed: None

Motion Carried

- G. Approve Katie M. Jacobson, CPA Engagement Letter for Auditing 2024 Financial Statements. The quote is on last page of Engagement Letter. Email from Katie attached fee will be around the \$6,000.00 range- **Board Action and Signature**
Motioned by Knudsen and seconded by Klennert to approve Katie M. Jacobson, CPA Engagement Letter for Auditing 2024 Financial Statements. With quote amount around the \$6,000.00 range.
Affirmative: Ross, Klennert, Knudsen, Zabel
Opposed: None
Motion Carried

XII. Board Reports

- A. Whitewater JPB – Lynn
The next meeting is December 20, 2024 at 2:00 pm.
- B. Zumbro 1W1P (WAGZ)– Dag
Dag summary of November 7th meeting in the packet.
Correction to report summary – 2nd paragraph Partner Project Showcase - Cost share for farmer (owner) is 25% and SWCD pays 75%.
- C. WinLaC 1W1P – Lynn
Planning/Work Group Meeting, Tuesday 11/26. Policy Committee Meeting coming up.
- D. SE SWCD Technical Support JPB - Dag
- E. County Board Meeting – Sharleen
- F. Upcoming Events:
- i. Thursday, November 28, 2024 Thanksgiving Day – Office Closed
 - ii. Tree Order Forms will be included with the Nov/Dec Newsletter.
 - iii. MASWCD Annual Convention December 2-4, 2024.
 - iv. Thursday, December 19th, Regular Board Meeting
 - v. **Swearing-In Ceremony for all newly elected county officials is Friday, January 3, 2025 at 8:15 am in Court Room 2**
Sharleen, Chet and Dag

*** Ella from AmeriCorps is working with Pheasants Forever in Lake City and along with the Winona Chapter they are interested in acquiring land to convert to pheasant habitat.

XIII. Adjourn – Board Action

Motioned by Ross and seconded by Klennert to adjourn the meeting at 10:55am.
Affirmative: Ross, Klennert, Knudsen, Zabel
Opposed: None
Motion Carried

Respectively Submitted By:

Dag Knudsen, Secretary

Wabasha Soil and Water Conservation District

Balance Sheet

As of November 30, 2024

	Nov 30, 24
ASSETS	
Current Assets	
Checking/Savings	
Money Market- Bank of Alma	59,804.70
Money Market WNB Financial	7,454.85
Peoples State Bank Money Market	331,439.10
Petty Cash	95.57
WNB Financial	21,847.04
Total Checking/Savings	420,641.26
Accounts Receivable	
11000 · Accounts Receivable	27,427.85
Total Accounts Receivable	27,427.85
Other Current Assets	
12000 · Undeposited Funds	386.25
Total Other Current Assets	386.25
Total Current Assets	448,455.36
Fixed Assets	
15000 · Furniture and Equipment	
Computer	7,523.00
Laptops for Distrcit 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
Total 15000 · Furniture and Equipment	253,951.45
17000 · Accumulated Depreciation	
Accum. Amortization-Building	-34,547.00
17000 · Accumulated Depreciation - Other	-117,761.78
Total 17000 · Accumulated Depreciation	-152,308.78
Total Fixed Assets	101,642.67
Other Assets	
Prepaid Items	
Prepaid Rent	920.43
Prepaid Items - Other	831.25
Total Prepaid Items	1,751.68
Total Other Assets	1,751.68
TOTAL ASSETS	551,849.71
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	520.74
Total Accounts Payable	520.74
Other Current Liabilities	
Compensated Absences Payable	21,653.68
Deferred Revenue	
FY22 Capacity	6,741.52
FY22 State Cost Share	2,116.00
FY23 Buffer Law Implementation	47.53
FY23 Capacity	6,223.41
FY23 CWF - WIC	58,153.83
FY23 Soil Health-Cost Share	4,821.51
FY23 State Cost Share	10,408.30

11:40 AM

12/17/24

Accrual Basis

Wabasha Soil and Water Conservation District

Balance Sheet

As of November 30, 2024

	Nov 30, 24
FY24 Buffer Law Implementation	20,000.00
FY24 BWSR Soil Health Staffing	90,100.12
FY24 Conservation Contracts	13,182.39
FY24 Dept of Rev SWCD Allocatio	26,419.69
FY24 Easement Delivery	-777.29
FY24 LWM	-6,839.98
FY24 WCA	-1,547.03
FY25 Buffer Law Implementation	20,000.00
FY25 BWSR Soil Health Delivery	30,000.00
FY25 Conservation Contracts	18,190.00
FY25 Conservation Delivery	19,619.00
FY25 LWM	19,354.00
FY25 WCA	16,543.00
Total Deferred Revenue	352,756.00
Deposit on Tree Sales	1,206.56
25500 · Sales Tax Payable	748.44
Total Other Current Liabilities	376,364.68
Total Current Liabilities	376,885.42
Long Term Liabilities	
Long Term Liability	
Right of Use Asset-Lease Liabil	62,828.00
Total Long Term Liability	62,828.00
Total Long Term Liabilities	62,828.00
Total Liabilities	439,713.42
Equity	
Fund Balance- Unrestricted	201,395.71
Investment in Capital Assets	38,814.67
32000 · Owners Equity	142,198.10
Net Income	-270,272.19
Total Equity	112,136.29
TOTAL LIABILITIES & EQUITY	551,849.71

Wabasha Soil and Water Conservation District

Profit & Loss

November 2024

	Nov 24
Ordinary Income/Expense	
Income	
Charges for Services	
Wetlands	200.00
Total Charges for Services	200.00
Intergovernmental Revenues	
State	
FY22-23 WAGZ	8,502.16
FY23-FY24 MPCA Zumbro SWAG	2,072.06
FY23 SE Landscape - MN DNR	1,186.47
FY24-FY25 SDW - Phase 2	2,345.61
FY24-FY25 WAGZ	13,792.66
FY24-FY26 DNR Forestry	23,328.42
FY24 Nutrient Management Staff	2,744.91
FY24 Private Well Mitigatin-MDA	666.08
Volunteer Nitrate Monitoring Ne	354.22
Total State	54,992.59
Total Intergovernmental Revenues	54,992.59
Miscellaneous	
Other Misc. Revenue	502.00
Total Miscellaneous	502.00
Total Income	55,694.59
Gross Profit	55,694.59
Expense	
District Operations	
Other Services and Charges	
Building Rent	1,650.00
Conferences and Conventions	979.92
Education and Information	375.04
Employee Education and Training	25.00
Employee Expenses	14.59
Fees and Dues	156.94
Internet Expense	91.81
Postage	73.00
Professional Expenses	
Audit Fees	5,484.39
Total Professional Expenses	5,484.39
Subs. and Pubs.	100.00
Vehicle Expenses	
Chevrolet Silverado Vehicle Exp	45.48
Hyundia Tucson Vehicle Expense	194.65
Total Vehicle Expenses	240.13
Total Other Services and Charges	9,190.82
Personnel Services	
Employee Salary Permanent	29,176.04
Employer HSA contributions	750.00
Employer Life and Health	
66000 - Payroll Expenses	5.47
Employer Life and Health - Other	7,958.64
Total Employer Life and Health	7,964.11
Employer Share FICA	1,750.29
Employer Share Medicare	409.33
Employer Share PERA	2,188.20

11:43 AM

12/17/24

Cash Basis

Wabasha Soil and Water Conservation District

Profit & Loss

November 2024

	Nov 24
Total Personnel Services	42,237.97
Supplies	
Office Supplies	104.10
Total Supplies	104.10
Total District Operations	51,532.89
Project Expenditures	
Federal	
319 Focus Small Wtrshd-W.Indian	117.91
Total Federal	117.91
State	
FY22-23 WAGZ	8,684.00
FY22 Capacity	4,936.96
FY23 Capacity	10,417.74
FY23 CWF - WIC	2,011.50
FY23 Soil Health-Cost Share	5,210.00
FY23 WinLaC	1,440.00
FY24-FY25 DWP Karst (TKR)	1,000.00
FY24-FY25 WAGZ	27,930.52
FY24-FY26 DNR Forestry	3,300.00
FY24 BWSR Soil Health Staffing	56.75
FY24 Conservation Contracts	10,360.50
FY24 Nutrient Management Staff	14.50
FY24 TNC - Prairie Strips	8,500.00
FY24 WinLaC WRAPS Proj-MPCA	7,300.00
MAWQCP Administration	11,268.85
State Cost Share Proj. Expense	
FY22 State Cost Share	2,100.00
FY23 State Cost Share	6,941.82
Total State Cost Share Proj. Expense	9,041.82
Total State	111,473.14
Total Project Expenditures	111,591.05
Total Expense	163,123.94
Net Ordinary Income	-107,429.35
Other Income/Expense	
Other Income	
Interest Income	
Interest Earnings MM's	789.58
Total Interest Income	789.58
Total Other Income	789.58
Net Other Income	789.58
Net Income	-106,639.77

Wabasha Soil and Water Conservation District
Monthly Bills Listing
December 19, 2024

Type	Date	Num	Name	Memo	Account	Paid Amount
Dec 19, 24						
Liability Check	12/19/2024	12221	QuickBooks Payroll Service	Created by Payroll Service on 12/19/2024	WNB Financial	6,667.69
Bill Pmt -Check	12/19/2024	12222	Auditor/Treasurer of Wabasha County	December Insurance	WNB Financial	-9,928.98
Bill Pmt -Check	12/19/2024	12223	Acer Forest and Tree, LLC-1	PFM Stewardship Plan credit / Gary Timm 80 acres	WNB Financial	-350.00
Bill Pmt -Check	12/19/2024	12224	Ag Week	1 year subscription to Ag Week for 2025	WNB Financial	-64.00
Bill Pmt -Check	12/19/2024	12225	Daniel L. Lee Wagner	2024WAGZ-WC-11 Cover crops 1 year contract	WNB Financial	-450.00
Bill Pmt -Check	12/19/2024	12226	Deanna Pomije	Mileage to Trainings & Lunches Oct/Nov	WNB Financial	-461.80
Bill Pmt -Check	12/19/2024	12227	Donald J. Edgar	PFM Stewardship Plan credit / Mike Kraszewski / 40 acres	WNB Financial	-350.00
Bill Pmt -Check	12/19/2024	12228	HBC	Internet 12/02/2024 - 01/01/2025	WNB Financial	-91.87
Bill Pmt -Check	12/19/2024	12229	Insty-Prints of Winona	November / December Newsletter with Tree Order sheet.	WNB Financial	-1,802.22
Bill Pmt -Check	12/19/2024	12230	Isaac Hotel	2024WAGZ-WC-11 Cover crops 1 year contract	WNB Financial	-7,972.00
Bill Pmt -Check	12/19/2024	12231	Jennifer Wahls-C	PFM 600.00 Dividends 3,825.00	WNB Financial	-4,425.00
Bill Pmt -Check	12/19/2024	12232	Kanati Land Management LLC	PFM 4-7A Invasive/Forestry Plans	WNB Financial	-3,600.00
Bill Pmt -Check	12/19/2024	12233	Liam Krause	PFM Stewardship Plan credit (<201 acres)	WNB Financial	-350.00
Bill Pmt -Check	12/19/2024	12234	Matthew Kempinger-c	Meal training & MASWCD, meals & mileage convention	WNB Financial	-236.22
Bill Pmt -Check	12/19/2024	12235	Mittel Schule, Inc.	January 2025 Building Rent	WNB Financial	-1,650.00
Bill Pmt -Check	12/19/2024	12236	Northland Habitat LLC	PFM Stewardship Plan Credit /Walter Barnes 78 acres	WNB Financial	-350.00
Bill Pmt -Check	12/19/2024	12237	Office Depot	HP61 Black Ink	WNB Financial	-58.94
Bill Pmt -Check	12/19/2024	12238	Olmsted County Public Works	Nov 2024 Klinger MAWQCP Expenses	WNB Financial	-12,198.95
Bill Pmt -Check	12/19/2024	12239	Terri Peters (Expenses)	Oct/Nov Lunch/meetings, Mileage MASWCD,BALMM	WNB Financial	-215.16
Bill Pmt -Check	12/19/2024	12240	Timber Cat Forestry LLC	FY25 Qtr 2 Technical Assistance-2 and PFM Stewardship	WNB Financial	-1,550.00
Bill Pmt -Check	12/19/2024		Wabasha County Highway Department	November Gas for Hyundai & Silverado	WNB Financial	-190.28

Dec 19, 24

-46,293.42

* VSP/Division - 74.31
Jan.

-46,367.73

Monthly Report – December 2024

Matt Kempinger

Projects

- Design work on many grade stabilization structures
- Construction monitoring and inspection for 1 grade stabilization structure
- As Built for 1 grade stabilization structure
- Survey for 1 grade stabilization structure
- Initiation of 1 new waterway project
- Initiation of 1 new WASCOD project
- Site investigation for several new structural projects
- Prepare voucher for 1 grade stabilization structure project

Others

- Compile project information for JAA request
- MASWCD convention
 - Courses on leadership
 - Personal relationships
 - New conservation technology
 - WCA rule changes
- 1 WCA enforcement case
- Reviewed 3 new WCA applications
- Assist a developer with WCA considerations for proposed project in Lake city
- General project & contract management
- Answered general resource questions from public and assisted where possible

Katelyn Abts - December Board Report

Programs

WAGZ

- 1 well sealing contract ready for approval
- 1 Stewardship plan cost-share ready for approval

WinLaC

- 1 tree/shrub planting ready for approval
- 1 windbreak plan ready for approval
- Working on 1 windbreak
- Working on 1 herbaceous weed management project

West Indian Creek Watershed

- Working on 1 windbreak project

Buffer Law

- Contact with landowners
- Checked buffers using aerial imagery

Well Inventory

- Mailing list completed
- Draft of well inventory letter and form

Other

Tree Sale

- Tree orders rolling in, Flame Willow is very popular

Envirothon

- Trying to contact schools to garner interest

2024 MASWC Convention

Report to the Wabasha SWCD Board – December 19, 2024

Deanna Pomije, Soil Health Nutrient Management Specialist

Nutrient Management Work:

- Started intently on the Comprehensive Nutrient Management Plan (CNMP) for Ted Mehrkens with the EQIP deadline of 1/10 for completion, collaborating with Kate Bruss, TSA (consultants Sara W., Fillmore SWCD and Jeff King, NRCS)
- A CNMP is a bit like a whole farm plan; addressing any farmstead concerns such as manure storage and milkhouse waste while also listing out the nutrient needs of the crop fields and how to adequately apply the manure to the fields to be in compliance with nutrient management best management practices.
- Borrowed 3 manure spreader calibration scales from Goodhue along with getting 2 of our own working
- Calibrated 2 manure spreader, 1 additional planned before the end of the year
- Two producers lined up for manure management plans due March 15

Work Coordination & Meetings:

- Worked on a few more cover crop practice verifications with Jenna, site visits, photo documentation & process payment vouchers, etc. – met with 4 new producers
- Meeting with Sara, Fillmore SWCD 11/26 for on-the-job training on the MPCA's manure management spreadsheet and collaboration on getting started on a CNMP.
- Matt created an ArcGIS Pro tool for me to run the percent soil types for each common land unit field. This is a very helpful tool for me in conservation planning.
- ArcGIS Pro training in Farmington 11/22

Outreach & Client Contacts:

- Preparation for our 3rd monthly 'Coffee and Conservation' soil health, 12/17
 - 7 producers at the Dec. meeting, 5 at the Oct. meeting, 4 at Nov. the meeting
 - Great conversation around a variety of conservation topics: erosion, nutrient management, cover crops, tillage, weed control
 - Flyer prep., email list created and sent out
 - Dec. meeting topic was 2024 a conservation year in review – compiled a summary of SWCD completed projects, NRCS also ran a report of their planned and obligated practices for the year

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization:	Contract Number:	Other state or non-state funds?	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
Wabasha SWCD	24-CC-13	YES NO		

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

Applicant

Land Occupier Name	Address	City/State	Zip code
Warren Craig Beighley	50166 290th Ave	Elgin, MN	55932

* 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:	Township No:	Range No.:	Section No.	1/4, 1/4
Elgin	108	12	34	SW, SE

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:

380 Windbreak/Shelterbelt Establishment and Renovation

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 5/31/25, 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 11/21/24	Land Occupier Warren Craig Beighley Wm G Byler
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 Renovation/Establishment

Eligible Component Standard & Name 380 Windbreak/Shelterbelt Establishment and Renovation	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$105.50
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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 11/21/24	Technical Assistance Provider Katie Abbott
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Amount Authorized for Financial Assistance

The organization board or council has authorized the following \$2.11/bareroot for financial assistance, total not to exceed a rate of:

Amount	Program Name	Fiscal Year
\$105.50	Conservation Contract	2024

Date	Authorized Signature	Total Amount Authorized
		\$105.50



United States
Department of
Agriculture

380 – Windbreak-Shelterbelt Establishment and
Renovation
Implementation Requirements

Producer: Warren Craig Beighley

Project or
Contract: 24-CC-24

Location: Elgin 34

County: Wabasha (27157)

Farm Name: 3786

Tract Number: 4131



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 two rows, the inner row consisting of alternating Norway Spruce and White Spruce and the outer row consisting of Flame Willow.

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380 – Windbreak/Shelterbelt Establishment and Renovation Implementation Requirements

Location and Layout

Width (feet, including width of maintenance area around perimeter): 20

Length (feet): 876.6

Total Area of windbreak/shelterbelt (acres): 0.31

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 ¹	Distance between plants within row (ft):	Distance between adjacent rows: (ft) ²	Total number of plants for row:
1. Norway Spruce	7-15"	BR	20	20	20
2. White Spruce	7-15"	BR	20	20	19
3. Flame Willow	12-18"	BR	5	20	11
4.					
5.					
6.					
7.					
8.					
9.					
10.					

¹ Bare-root, Container (includes potted, and B&B), Cutting (including whips, poles and stakes) Plug, Potted; include size, caliper, height, and age as applicable.

² 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 - $\geq 65\%$, NTE 80%
<input checked="" type="checkbox"/> Protection of structures, livestock & people - $\geq 65\%$, NTE 80%
<input type="checkbox"/> Noise screens - $\geq 65\%$, 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 $\geq 50\%$, NTE 65% |
|---|--|

25-50% density:

- ☐ 1-row - deciduous shrubs
- ☐ 2-row - deciduous trees and deciduous shrubs

50-65% density:

- ☐ Twin-row - deciduous shrubs
- ☐ 1-row - non-deciduous conifer trees
- ☒ 2-row - non-deciduous conifer trees and deciduous trees
- ☐ 3-row - combination of deciduous trees and deciduous shrubs

65+% density (NTE 80%):

- ☐ Twin-row - medium to tall non-deciduous conifer trees
- ☐ 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.

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:

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 2024WAGZ-WC-14	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 Richard Oeckler	Address 56727 395th Ave	City/State Zumbro Falls, MN	Zip code 55991
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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: Zumbro	Township No: 109	Range No.: 14	Section No. 35	1/4,1/4 NW, NW
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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 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:

Plan must be prepared by a Department of Natural Resources (DNR) Certified Plan Writer and registered with the DNR.

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 6/30/25, 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
11/25/2024	Richard Oeckler 
Date	Landowner, if different from applicant
	Address, if different from applicant information:

Conservation Practice

The primary practice for which cost-share is requested is

Eligible Component Standard & Name	Engineered Practice: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Total Project Cost Estimate
Woodland Stewardship Plan	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	\$500.00

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

Amount Authorized for Financial Assistance

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

Amount	Program Name	Fiscal Year
\$500.00	WAGZ (watershed based funding)	2024

Date	Authorized Signature	Total Amount Authorized
		\$500.00

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 2024WAGZ-WC-21	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 Michael Tighe	Address 60529 Co Rd 6	City/State Zumbro Falls, MN	Zip Code 55991
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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: Hyde Park	Township No: 109	Range No.: 13	Section No. 9	1/4,1/4 E, E
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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:

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

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board 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 5/31/25, 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 11-29-24	Land Occupier Michael Tighe
Date	Landowner, if different from applicant
	Address, if different from applicant information:

Conservation Practice

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

Eligible Component Standards & Names See attached installation standards and requirements	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$3,095.00
	Ecological Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	

Technical Assessment and Cost Estimate

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

Date 12/5/24	Technical Assistance Provider Kathy Alt cost estimate provided by licensed well contractor
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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
\$1,547.50	WAGZ (watershed based funding)	2024

Date	Authorized Signature	Total Amount Authorized \$1,547.50
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DC Well Drilling

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



Mike Tighe
60529 County Rd 6
Zumbro Falls, MN 55991

3119
10/30/2024

DRILLING WELL
Est 400' deep

Wabasha Well Construction Permit	1	300.00	300.00
Pre Grout Water Test	1	75.00	75.00
8" Liner Pipe Installed to bedrock IF 8" LINER CANNOT BE REMOVED ADD ADDITIONAL \$20 PER FOOT EST. 100'	100	15.00	1,500.00
Bentonite 50# Bags	5	20.00	100.00
8" x 4" Well Drilled And Cased With U.S.A. Pipe	400	36.00	14,400.00
Yards Neat cement Grout.	7	450.00	3,150.00
Yards 3/8 Pea Rock	4	60.00	240.00
Labor to Pump Neat Cement Grout	1	1,050.00	1,050.00

Subtotal: 20,815.00

Est water level 210'

Well sealing

Wabasha Sealing Permit	1	30.00	30.00
Yards Neat cement Grout.	4	450.00	1,800.00
Yards 3/8 Pea Rock	2	60.00	120.00
Labor to Pump Neat Cement Grout	1	1,050.00	1,050.00
Paperwork and Filing Fees	1	95.00	95.00

Subtotal: 3,095.00

\$23,910.00

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 25-SHD-1	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 a contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name Warren Craig Beighley	Address 50166 290th Ave	City/State Elgin, MN	Zip code 55932
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* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Elgin	Township No.: 108	Range No.: 12	Section No.: 34	1/4, 1/4 SW, SE
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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 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:

612 Tree and Shrub Establishment

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. 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 12/6/24	Land Occupier Wann Craig Beighly
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

Eligible Component Standard & Name 612 Tree/Shrub Establishment	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$263.75
	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 JARED HOLM (Affiliate) Digitally signed by JARED HOLM (Affiliate) Date: 2024.12.05 14:35:11 -06'00'
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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: \$2.11/Bareroot

Amount	Program Name	Fiscal Year
\$263.75	Soil Health Delivery	2025

Date	Authorized Signature	Total Amount Authorized \$263.75



United States
Department of
Agriculture

612 – Tree/Shrub Establishment Implementation Requirements

Producer: Warren Craig Beighley

Location: Elgin 34

Farm Name: 3786

Project or
Contract: 25-SHD-1

County: Wabasha

Tract Number: 4131



Tree/shrub establishment can be applied on any site capable of growing woody plants. Select one or more species that are suited to soil and site conditions, and appropriate for the planned purpose(s). Use tree/shrub planting to accomplish or supplement forest stand regeneration in locations where natural regeneration of desired species is not possible or will not meet objectives.

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

Practice Purpose (check all that apply)

- ☒ Maintain or improve desirable plant diversity, productivity, and health by establishing woody plants.
- ☒ Create or improve habitat for desired wildlife species compatible with ecological characteristics of the site.
- ☒ Control erosion.
- ☒ Improve water quality. Reduce excess nutrients and other pollutants in runoff and groundwater.
- ☒ Sequester and store carbon.
- ☒ Restore or maintain native plant communities.
- ☐ Develop renewable energy systems.
- ☐ Conserve energy.
- ☒ Provide habitat for beneficial organisms and pollinators.

Description of Work

Post-buckthorn removal, bur oak, serviceberry and red-osier dogwood are planted to suppress invasive species regrowth.

Save Form

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Clear Form

612 – Tree/Shrub Establishment
Implementation Requirements

Specifications

See Specifications document for Tree/Shrub Establishment, Code 612

Current Conditions

Summarize the current conditions that are negatively impacting the priority resource concern(s), include biosolids, if appropriate. Attach any maps, models, calculations, and other supporting information, as appropriate, to support the summary:

Project area of 0.9 acres has been cleared of understory that previously consisted of buckthorn and non-native honeysuckle. With a high risk of woody invasive regrowth, high density tree and shrub planting is needed to restore and maintain a native ecosystem. Current density of trees is 15 to 20%, species include Bur Oak and Big-tooth Apsen.

Future Desired Conditions

Summarize the future desired conditions that the recommended practices will create:

The trees and shrubs have established a native understory that supports wildlife, prevents erosion and supresses invasive species.

Soils Information (Soil Map Units (SMU); Conservation Tree/Shrub Group (CTSG))

SMU: N518C2	SMU: N509F	SMU:	SMU:
CTSG: 3	CTSG: 7k	CTSG:	CTSG:

Save Form

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612 – Tree/Shrub Establishment Implementation Requirements

Species, Stock Type and Planting Rates

Planting Rates

Tree and shrub spacing and densities vary depending on the purpose of the planting and the type of stock being planted. Typical ranges are listed below.

Seedlings (bare root or plugs and cuttings):

- Timber production:
 - Hardwoods – 545-900/ac
 - Conifers – 600-1000/ac
- Wildlife Plantings: 302-1200/ac. Certain Wildlife plantings may require densities outside this range. Contact the NRCS State Forester or Biologist for guidance.
- Christmas trees: 726 – 1200/ac
- Supplemental underplanting: 200-300/ac, evenly distributed over the area needing treatment.
- Erosion Control: 1000-1200/ac
- For other applications or approval of planting densities outside these listed ranges, contact the NRCS State Forester or Biologist.

Larger Stock, including air-root pruned, containerized, and balled and burlap stock:

- 20+ per acre if natural regeneration is expected.
- 50+ per acre if natural regeneration is not expected.

Table 1 – Common Tree/Shrub Spacings

Spacing (feet)	Plants/Acre
6x6	1210
6x8	907
5x10	871
6x10	726
7x7	889
7x10	622
8x8	681
8x10	544
8x12	453
9x9	538
10x10	436
10x12	363
12x12	302

Planting Stock

Bare-root Stock

Conifers: Minimum height 9 inches with a minimum root length of 8 inches OR minimum caliper 3/16 inch.

Hardwoods: Minimum height of 12 inches with a minimum root length of 8 inches OR minimum caliper* of ¼ inch. Exceptions: hickory species may have a minimum height of 6 inches and root length of 8 inches OR ¼ inch caliper*.

Containerized Stock: One year old plug container seedlings must have root volumes of at least 7 cubic inches.

Potted Stock: Minimums for potted stock, including air-root pruned: height 3 feet, container size 1 gallon, caliper* 3/8 inches.

Cuttings: (Hybrid Aspen, Willow, Cottonwood, etc.) Minimum 10 in. in length with 3/8 in. caliper*.

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612 – Tree/Shrub Establishment Implementation Requirements

Balled and Burlapped Stock

Conifers:

Tree Height	Minimum Diameter Ball
18-24 in.	10 in.
2-3 ft.	12 in.
3-5 ft.	14 in.
5-6 ft.	20 in.

Hardwoods:

Tree Height	Minimum Diameter Ball	Caliper*
5-6 ft.	12 in.	1/2 in.
6-8 ft.	14 in.	3/4 in.
8-10 ft.	16 in.	1 in.

*Caliper (diameter at ground level) should be measured at the root collar.

Species

Document the origin of the seed/seedling source from the tag attached to the plant or seed bag. _____

☐ Used MN-ECS-002, or

CTSG/WS

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 ¹	Distance between plants within row (ft):	Distance between adjacent rows: (ft) ²	Total number of plants:
1. Serviceberry	18-24"	Bareroot	5	5	50
2. Bur Oak	6-12"	Bareroot	5	5	25
3. Red-osier Dogwood	12-18"	Bareroot	5	5	50
4.					
5.					
6.					
7.					
8.					
9.					
10.				Total	125

¹ Bare-root, Container (includes potted, and B&B), Cutting (including whips, poles and stakes) Plug, Potted; include size, caliper, height, and age as applicable.

² Adjusted for width of maintenance equipment for mature plants.

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**612 – Tree/Shrub Establishment
Implementation Requirements**

Seeds for Direct Seeding and Aerial Seeding

<input type="checkbox"/> Direct Seeding (use lbs/Ac or bu/Ac) <input type="checkbox"/> Aerial Seeding (use oz/Ac)	
Species	lbs/Ac, bu/Ac or oz/Ac

Natural Regeneration – Afforestation Regeneration

List seed bearing trees

Riparian Areas (w/in 200 feet upwind of site)	Non-floodplain Areas (w/in 300 feet on at least 2 sides)

Natural Regeneration - Reforestation

By suckering	By stump sprouting	By prescribed fire
Species:	Species:	Species:

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**612 – Tree/Shrub Establishment
Implementation Requirements**

Additional Specifications

Document additional specifications as necessary including: Temporary storage, site preparation, temporary/permanent conservation cover, adjustments from the spacing guidelines, and supplemental moisture. Attach additional pages or maps as needed.

Trees should be spaced at an average of 5' x 5' throughout both planting areas. Spacing can be changed up within the areas to a maximum of 12' x 12' spacing when in proximity to current trees and shrubs. Species can be planted randomly or strategically to maximize wildlife benefit, however, it is best not to plant large monocultures or large areas comprised of just one species.

Based on the CTSG soil group ratings, Bur Oak and Red-osier Dogwood can be planted across the whole project area. Serviceberry should be planted in the north half.

Operation and Maintenance

- ☒ Inspect tree/shrub planting periodically and at least monthly during the 3-year establishment period. Document storm damage or symptoms of insect or disease injury. Treat or prune as necessary to protect the planting.
- ☒ Replace dead or dying tree/shrub seedlings as necessary. Refer to Table 5 for survival specifications based on planting design.
- ☒ Control competing or invasive herbaceous vegetation for at least 3 years after planting to allow adequate establishment so that the trees/shrubs attain free-to-grow" status.
- ☐ The tree/shrub planting will be protected from livestock and wildlife damage by use of fencing, repellents, bud caps, shelters/tubes and/or other protective devices.
- ☐ Weed control fabric, if used, will be properly installed and maintained, including the removal of the fabric if it starts to girdle the tree/shrub stems. This could be several years, up to 20 years after planting.
- ☐ Prune the windbreak/shelterbelt plantings as necessary to maintain density/porosity functionality. Use the conservation practice Windbreak/Shelterbelt Renovation, Code 650 or Tree/Shrub Pruning, Code 660 as appropriate.
- ☒ As the tree/shrub seedlings grow into saplings, poles and older sizes, maintain health of the planting using the conservation practice standard Forest Stand Improvement, Code 666 as necessary over the life of the practice.

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**612 – Tree-Shrub Establishment
Implementation Requirements**

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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)

612 ESJAA Fact Sheet	Job Class:
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Design Installation and Layout Approval

Designed By: Katelyn Abts	Date:	Designer's Job Approval Authority:
Approved By: Jared Holm	Date: 12/4/2024	Approver's Job Approval Authority: II

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:

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2025 TENTATIVE MEETING DATES ON THE FOURTH THURSDAY OF THE MONTH – WITH EXCEPTION OF THURSDAYS THAT CONFLICT WITH A HOLIDAY

TIME: 8:15 AM

JANUARY 23, 2025

FEBRUARY 27, 2025

MARCH 27, 2025

APRIL 24, 2025

MAY 22, 2025

JUNE 26, 2025

JULY 24, 2025

AUGUST 28, 2025

SEPTEMBER 25, 2025

OCTOBER 23, 2025

NOVEMBER 20, 2025 - (NOVEMBER 27, 2025 - Thanksgiving)

DECEMBER 18, 2025 - (DECEMBER 25, 2025 - Christmas Day)