

**Wabasha Soil and Water Conservation
District Regular Board Meeting
May 22, 2025
8:15 am
611 Broadway Ave. Suite 10B**

I. CALL MEETING TO ORDER

II. PLEDGE ALLEGIANCE

III. AGENDA

IV. PUBLIC COMMENTS

Comments limited to 5 minutes per speaker

V. CONSENT AGENDA -Board Action

Items on the Consent Agenda are considered to be routine by the Board and may be enacted through one motion. Any item on the Consent Agenda may be removed by any of the Board members for separate consideration

i. Contracts

- A. Gary Stoning Contract# 25-CC-9 in the amount of \$1,320.00 for Practice# 327 Conservation Cover. Installed by date 7/30/2025.
(Funding source – FY25 Conservation Contracts)

ii. Contract Amendments

iii. Vouchers

- A. Reiter Living Trust Voucher in the amount of \$198.54 for Contract# 24-CC-15. Practices 380 Windbreak/Shelterbelt Establishment and Renovation, Practice 490 Tree/Shrub Site Preparation.
(Funding source – FY24 Conservation Contracts)
- B. Dennis Anderson Voucher in the amount of \$711.00 for Contract# 24-CC-6. Practice 314 Brush Management.
(Funding source – FY24 Conservation Contracts)
- C. Allelu Farms LLC Voucher in the amount of \$331.20 for Contract# 24-CC-16. Practice 380 Windbreak/Shelterbelt Establishment and Renovation
(Funding source – FY24 Conservation Contracts)
- D. Lawrence H & Eileen M Living Trust Voucher in the amount of \$456.00 for Contract# 25-CC-5. Practice 612 Tree/Shrub Establishment.
(Funding source – FY25 Conservation Contracts)
- E. Jerry Bright Voucher in the amount of \$12,754.26 for Contract# 2025WAGZ-WC-01. Practice 412 Grassed Waterway.
(Funding source – FY24-FY25 Greater Zumbro Watershed Based Funding)

iv. Grants

v. AgBMB Loan Applications

- A. Matthew Bertold AgBMP Loan Application in the amount of \$29,000.00 for new Skid Loader. This will help with timely and proper manure handling for the dairy operation.

8:30 am – Mark Goldberg, Principal Consultant, DDA Human Resources, Inc.

David Drown Associates Company

- A. Report of Comp Study. Mark will be attending remotely.**

Join Zoom Meeting

<https://us02web.zoom.us/j/88355556701?pwd=Gd97Xf5To2v8vGi8lY2W55YlZUpXDA.1>

Meeting ID: 883 5555 6701

Passcode: 274707

- B. Terri and Shawn Huth discussion on recommendations.**

VI. SECRETARY'S REPORT

- A. April 24, 2025, Meeting Minutes – **Board Action**

VII. TREASURER'S REPORT – Board Action

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

VIII. PAYMENT OF MONTHLY BILLS

- A. Monthly Bills in the amount of \$76,087.40 - **Board Action**

IX. DISTRICT REPORTS

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

X. OLD BUSINESS

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

XI. NEW BUSINESS

- A. Minnesota Department of Health – Private Well Inventory Grant in the amount of \$120,836.00. Effective July 1, 2025, to June 30, 2027.
- B. Approve Steve Evers Contract# 23-CWF-WIC-07 in the amount of \$17,155.23 for Practice 410 Grade Stabilization Structure, includes multiple practices.
Installed by date 11/30/2025
(Funding source – FY23 West Indian Creek Watershed Restoration and Protection)
- C. Approve 1864 Joseph Roemer Farm LLC Contract# 2025WAGZ-WC-05 in the amount of \$5,301.00 for Practice 410 Grade Stabilization Structure.
Installed by date 11/30/2025
(Funding source – FY24-FY25 Greater Zumbro Watershed Based Funding (WAGZ))
- D. Upcoming Events
 - i. Memorial Day, May 26, 2025 – Offices Closed
 - ii. Juneteenth, June 19, 2025 – Offices Closed
 - iii. Local Work Group – June 26, 2025, 10:00 am (with our Regular Board Meeting)

XII. Board Reports

- A. Whitewater JPB – Lynn
- B. Zumbro 1W1P – Dag
WAGZ May 8 Policy Meeting Report in board packet.
- C. WinLaC 1W1P – Lynn
- D. SE SWCD Technical Support JPB - Dag
- E. County Board Meeting – Sharleen

XIII. Adjourn

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 25-CC-9	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 Gary Stoning	Address 18073 75th St	City/State Plainview, MN	Zip code 55964
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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: Plainview Twp	Township No: 108	Range No.: 11	Section No. 35	1/4, 1/4 SW, SW
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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 5 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:

Conservation Cover (327)

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 7/30/25, 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 5-16-25	Land Occupier Gay Stoney
Date	Landowner, if different from applicant
	Address, if different from applicant information:


Conservation Practice

The primary practice for which cost-share is requested is Conservation Cover (327)

Eligible Component Standard & Name Conservation Cover (327)	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$1,320.00
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

Technical Assessment and Cost Estimate

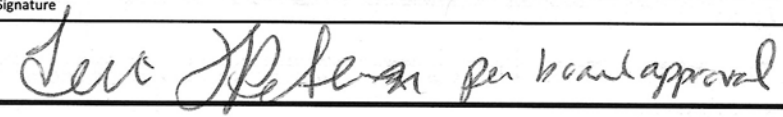
I have the appropriate technical expertise and have reviewed the site where the above-listed practice is to be installed and find it is needed and that the estimated quantities and costs are practical and reasonable.

Date 5/15/2025	Technical Assistance Provider  Amanda Gentry - Winona County SWCD, JAA Level IV
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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: \$300/acre

Amount	Program Name	Fiscal Year
\$1,320.00	Conservation Contracts	2025

Date 5/16/2025	Authorized Signature  Steve Peterson per board approval	Total Amount Authorized \$1,320.00
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FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: **Reiter Living Trust**
Address: **16004 75th St**
City, State, Zip: **Plainview, MN**
Contract No.: **24-CC-15**

55964

Total Amount Authorized: **\$198.54**
(from contract)

Practice	Quantity	Unit	Unit Rate	Total
Windbreak/Shelterbelt Establishment and Renovation (380)	18	18	\$14.18	\$255.24
Tree/Shrub Site Preparation (490)	0.1	1	\$528.80	\$52.88

PAYMENT REQUEST: **198.54**

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


Payee Signature

4/28/2025
Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): **Final**
B. Payment amount requested: **\$198.54**
C. Total Amount Authorized: **\$198.54**
D. Total previous partial payments:
E. Amount available (C - D) **\$198.54**

Amount Approved for This Voucher: **\$198.54**
(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.

JARED HOLM (Affiliate)
Digitally signed by JARED HOLM
(Affiliate)
Date: 2025.05.01 08:38:27 -05'00'

Technical Assistance Provider

5/1/2025

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

5/1/25

Date

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 24-CC-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 Reiter Living Trust <i>William Reiter</i>	Address 16004 75th St	City/State Plainview, MN	Zip code 55964
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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: Plainview Twp	Township No: 108	Range No.: 11	Section No. 33	1/4, 1/4 SW, SW
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Contract Information

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

1. The land occupier is responsible for full establishment, operation, and maintenance of all practices and upland treatment criteria applied under this program to ensure that the conservation objective of the practice is met and the effective life, a minimum of 15 years, is achieved. The specific operation and maintenance requirements for the conservation practice listed are described in the operation and maintenance plan prepared for this contract by the technical assistance provider.
2. Should the land occupier fail to maintain the practice during its effective life, the land occupier is liable to the State of Minnesota for the amount up to 150% of the amount of financial assistance received to install and establish the practice unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.
3. If title to this land is transferred to another party before expiration of the aforementioned life, it shall be the responsibility of the landowner who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.
4. Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

Windbreak/Shelterbelt Establishment and Renovation (380), Tree/Shrub Site Preparation (490)
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 3/4/25	Land Occupier William Bester
Date	Landowner, if different from applicant
	Address, if different from applicant information

Conservation Practice

The primary practice for which cost-share is requested is Windbreak/Shelterbelt Establishment and Renovation (380), Tree/Shrub Site Pr

Eligible Component Standard & Name Windbreak/Shelterbelt Establishment and Renovation (380), Tree/Shrub Site Preparation (490)	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$255.24
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

Technical Assessment and Cost Estimate

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

Date 2/20/25	Technical Assistance Provider JARED HOLM (Affiliate) Digitally signed by JARED HOLM (Affiliate) Date: 2025.02.20 11:23:40 -06'00'
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Amount Authorized for Financial Assistance

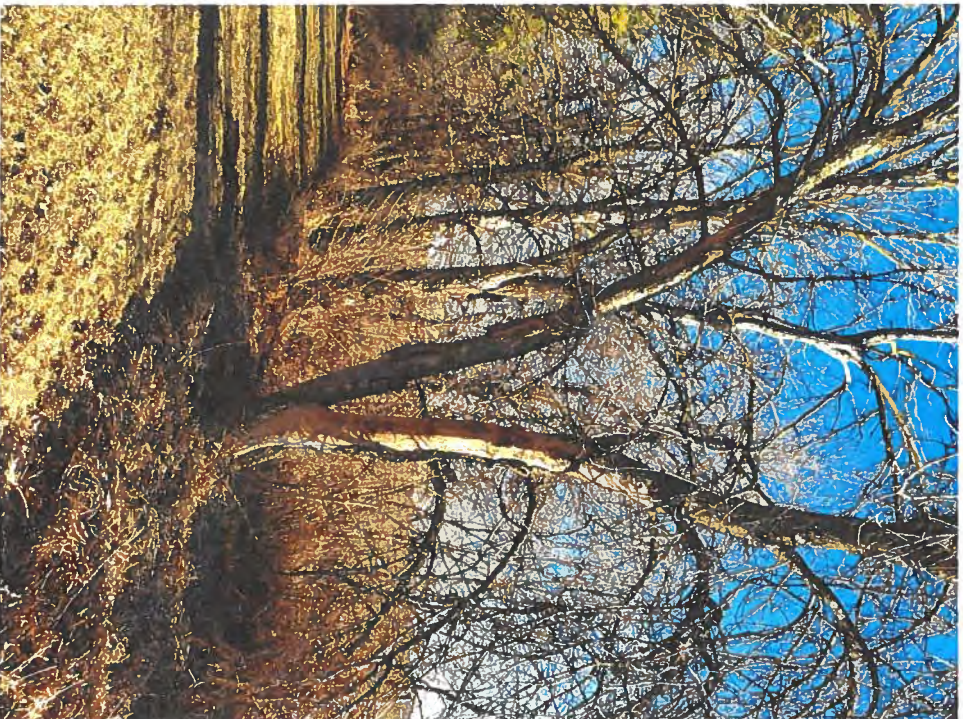
The organization board or council has authorized the following for financial assistance, total not to exceed a rate of: 528.79/acre

Amount	Program Name	Fiscal Year
\$198.54	Conservation Contract	2024

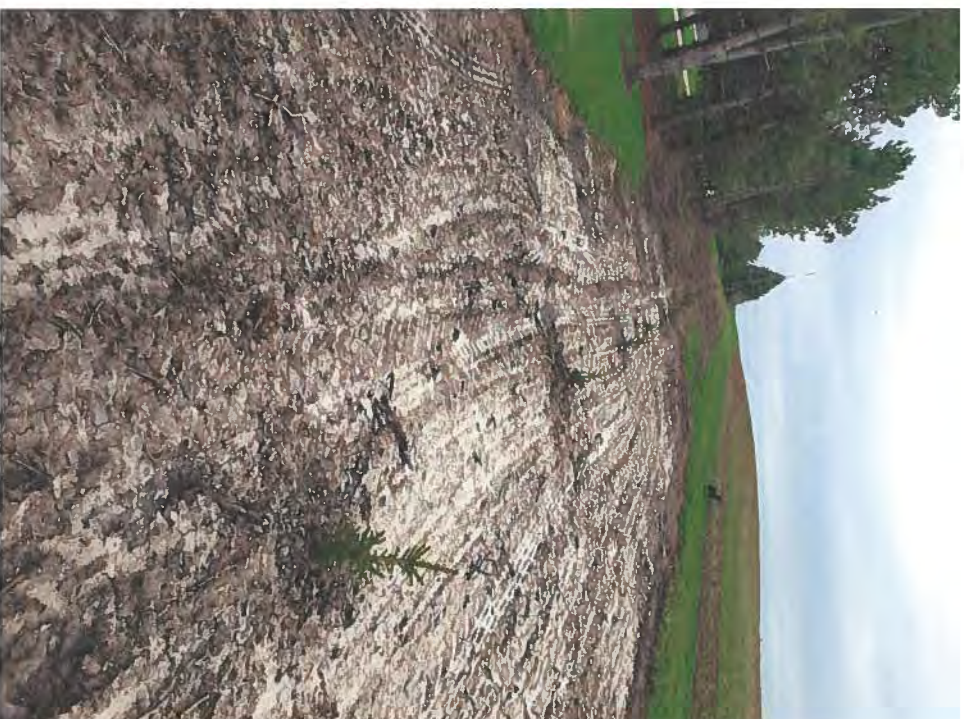
Date 3-10-25	Authorized Signature Jeri Peters per board resolution	Total Amount Authorized \$198.54
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24-CC-15 Reiter Living Trust – Tree & Site Prep, Windbreak Renovation and Establishment

January 30th, 2025



April 28th, 2025



FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: **Dennis Anderson**

Address: **58112 Hwy 63**

City, State, Zip: **Zumbro Falls, MN**

55991

Contract No.: **24-CC-6**

Total Amount Authorized:

\$711.00

(from contract)

Practice	Quantity	Unit	Unit Rate	Total
Brush Management 314	2.37	1	\$300.00	\$711.00

PAYMENT REQUEST:

\$711.00

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

Dennis Anderson

Payee Signature

5-5-25

Date

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final):

Final

B. Payment amount requested:

\$711.00

C. Total Amount Authorized:

\$711.00

D. Total previous partial payments:

E. Amount available (C - D)

\$711.00

Amount Approved for This Voucher:

\$711.00

(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.

Kathy Olet

Technical Assistance Provider

5/5/25

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.

Susan Grunke

Administrative Sign-off

5/7/2025

Date

FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 24-CC-6	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 Dennis Anderson	Address 58112 Hwy 63	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: Elgin	Township No: 108	Range No : 12	Section No. 5	1/4,1/4 SE, SW
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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:

Brush Mangement 314

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.

6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by 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:

- 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 9/24/24	Land Occupier Dennis Anderson Renee Anderson
Date	Landowner, if different from applicant
	Address, if different from applicant information:

Conservation Practice

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

Eligible Component Standard & Name	Engineered Practice: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Total Project Cost Estimate
Brush Management 314	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	\$711.00

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 10/15/24	Technical Assistance Provider Katelyn MS
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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: \$300/acre

Amount	Program Name	Fiscal Year
\$711.00	Conservation Contract	2024

Date Oct 24, 2024	Authorized Signature Lynn Zabel	Total Amount Authorized \$711.00
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**314 – Brush Management
Implementation Requirements**

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.

Design Installation and Layout Approval

Designed by: Katelyn Abts Date: 10/15/24

Job Approval Authority: II

Approved by: Katelyn Abts Date: 10/15/24

Job Approval Authority: II

Record of Completion and Check Out Certification

Management Unit	Treated Acres	Date Completed by Client	Date Certified	Approver's Initials
1	2.18	4/23/25	5/5/25	KA
2	0.19	2/23/25	5/5/25	KA

- ☐ 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: Katelyn Abts Date: 5/7/25

Title: Natural Resource Technician Job Approval Authority: II

Signature: _____

I visited the site on 5/5/25. I observed that 2.37 acres of Brush Management was completed according to plan within the scheduled area. I confirmed that the Brush Management was completed according to standards.

24-CC-6 Dennis Anderson – Brush Management

September 13th, 2024



May 7th 2025



PERCENT BASED - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: Allelu Farms LLC

Contract No.: 24-CC-16

Address: 36611 Co Rd 15

City, State, Zip: Lake City, MN

Total Amount

Authorized: \$331.20 % Approved: 50% (state) 50% (state & non-state)

(from contract)

Item	Quantity	Unit	Unit Price	Cost
American Arborvitae - 1 gal container 15-18"	29	29	\$10.80	\$313.20
Techny Arborvitae - 1 gal container 15-18"	16	16	\$16.20	\$259.20
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

PROJECT COST: \$572.40

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): Final

B. Total cost of practice to date: \$572.40

C. Eligible amount (total cost x % approved): \$331.20 (state) \$331.20 (state & non-state)

D. Total other state payment amount: \$0.00

E. Total non-state payment amount:

F. Total previous partial payments: \$0.00

G. Pre-Construction Cover payment amount: \$0.00

H. Maximum payment amount: \$331.20

Pre-Con.Cover Ac.	Rate/Ac.

Amount Approved for This Voucher:

\$331.20

(cannot exceed Total Amount Authorized)

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

Duane Kohrs Allelu Farms LLC
Payee Signature

5/15/25
Date

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

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

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

[Signature]
Technical Assistance Provider

5/15/25
Date

[Signature]
Administrative Sign-off

5/20/2025
Date

[Type here]

380 – Windbreak Shelterbelt Establishment and Renovation Implementation Requirements

[Type here]

Practice Specifications Approval and Completion Certification

Provided Practice Cost information

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

Job Class Information (List Practice Job Class)

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

Designed By: Katelyn Abts	Date: 2/25/2025	Designer's Job Approval Authority: II <input type="button" value="v"/>
Approved By: Katelyn Abts	Date: 2/25/2025	Approver's Job Approval Authority: II <input type="button" value="v"/>


Record of Completion and Check Out Certification

Treated Acres	Date Completed by Client	Date Certified	Approver's Initials
0.17	5/13/2025	5/15/2025	KA

- ☐ 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: Katelyn Abts	Date: 5/15/2025
Title: Natural Resource Technician	Certifier's Job Approval Authority (JAA): II <input type="button" value="v"/>
Signature: 	

Notes:

I visited the site on 5/15/25 confirmed that trees were planted according to plan and NRCS standards and specifications for practice code 380.

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 24-CC-16	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 Allelu Farms Inc	Address 36611 Co Rd 15	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: Mt Pleasant Twp	Township No.: 111	Range No.: 13	Section No.: 20	1/4,1/4 NE, N
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Contract Information

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

1. The land occupier is responsible for full establishment, operation, and maintenance of all practices and upland treatment criteria applied under this program to ensure that the conservation objective of the practice is met and the effective life, a minimum of 15 years, is achieved. The specific operation and maintenance requirements for the conservation practice listed are described in the operation and maintenance plan prepared for this contract by the technical assistance provider.
2. Should the land occupier fail to maintain the practice during its effective life, the land occupier is liable to the State of Minnesota for the amount up to 150% of the amount of financial assistance received to install and establish the practice unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.
3. If title to this land is transferred to another party before expiration of the aforementioned life, it shall be the responsibility of the landowner who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.
4. Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

Windbreak/Shelterbelt Establishment and Renovation 380

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by 5/30/25, this contract will be automatically terminated on that date.
7. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization board as practical and reasonable. The invoices must include the name of the vendor; materials, labor or equipment used; the component unit costs and the dates the work was performed. The organization board has the authority to make adjustments to the costs submitted for reimbursement. Pre-Construction Cover is exempt from having the required invoices/receipts.

Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel where the conservation practice will be located.
2. Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
3. Be responsible for the operation and maintenance of conservation practices applied under this program in accordance with an operation and maintenance plan prepared by the technical assistance provider.
4. Not accept cost-share funds, from state sources in excess of 50%, or state and non-state sources that when combined are in excess of 50% of the total cost to establish the conservation practice. Pre-construction Cover is exempt from the percent reimbursement rate limitations when utilizing the flat rate payment option.
5. To provide copies of all forms and contracts pertinent to any other state or non-state programs that are contributing funds toward this project.

Date 2-24-25	Land Occupier Nancy J. Kolb
Date	Landowner, if different from applicant
	Address, if different from applicant information:

Conservation Practice

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

Eligible Component Standards & Names Windbreak/Shelterbelt Establishment and Renovation (380)	Engineered Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$628.07
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

Technical Assessment and Cost Estimate

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

Date 2/27/25	Technical Assistance Provider Kathleen Alt
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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
\$337.60	Conservation Contracts	2024

Date 2-27-25	Authorized Signature Sen. Peters (per board resolution)	Total Amount Authorized \$337.60
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24-CC-16, Allelu Farms Inc – 380 Windbreak Renovation and Establishment

Eastern Windbreak

2/5/25



5/15/25



24-CC-16, Allelu Farms Inc – 380 Windbreak Renovation and Establishment

Western Windbreak

2/5/25



5/15/25



PERCENT BASED - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: Lawrence H & Eileen M Living Trust

Contract No.: 25-CC-5

Address: 41391 670th St

City, State, Zip: Mazeppa, MN

Total Amount

Authorized: \$456.00 % 50% (state) 50% (state & non-state)
(from contract)

Approved: Item	Quantity	Unit	Unit Price	Cost
Norway Spruce, bare root bundles of 25	4	4	\$43.00	\$172.00
Hackberry, bare root bundles of 25	2	2	\$40.00	\$80.00
Bur Oak, bare root bundles of 25	2	2	\$40.00	\$80.00
American Plum, bare root bundles of 25	2	2	\$40.00	\$80.00

PROJECT COST: \$412.00

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): Final

B. Total cost of practice to date: \$532.00

C. Eligible amount (total cost x % approved): \$456.00 (state) \$456.00 (state & non-state)

D. Total other state payment amount: \$0.00

E. Total non-state payment amount: \$0.00

F. Total previous partial payments: \$0.00

G. Pre-Construction Cover payment amount: \$0.00

H. Maximum payment amount \$456.00

Pre-Con.Cover Ac.	Rate/Ac.

Amount Approved for This Voucher:

\$456.00

(cannot exceed Total Amount Authorized)

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

Lawrence M. H.
Payee Signature

5/19/25
Date

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

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

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

Kathleen B.
Technical Assistance Provider

5/19/25
Date

Susan Grwinski
Administrative Sign-off

5/20/25
Date

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 25-CC-5	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 Lawrence H & Eileen M Living Trust	Address 41391 670th St	City/State Mazeppa, MN	Zip Code 55956
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* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Chester Twp	Township No: 110	Range No.: 14	Section No. 9	1/4, 1/4 NE, NE
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Contract Information

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

1. The land occupier is responsible for full establishment, operation, and maintenance of all practices and upland treatment criteria applied under this program to ensure that the conservation objective of the practice is met and the effective life, a minimum of 15 years, is achieved. The specific operation and maintenance requirements for the conservation practice listed are described in the operation and maintenance plan prepared for this contract by the technical assistance provider.
2. Should the land occupier fail to maintain the practice during its effective life, the land occupier is liable to the State of Minnesota for the amount up to 150% of the amount of financial assistance received to install and establish the practice unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.
3. If title to this land is transferred to another party before expiration of the aforementioned life, it shall be the responsibility of the landowner who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.
4. Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

Tree/Shrub Establishment 612

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by 5/30/25, this contract will be automatically terminated on that date.
7. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization board as practical and reasonable. The invoices must include the name of the vendor; materials, labor or equipment used; the component unit costs and the dates the work was performed. The organization board has the authority to make adjustments to the costs submitted for reimbursement. Pre-Construction Cover is exempt from having the required invoices/receipts.

Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel where the conservation practice will be located.
2. Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
3. Be responsible for the operation and maintenance of conservation practices applied under this program in accordance with an operation and maintenance plan prepared by the technical assistance provider.
4. Not accept cost-share funds, from state sources in excess of 50%, or state and non-state sources that when combined are in excess of 50% of the total cost to establish the conservation practice. Pre-construction Cover is exempt from the percent reimbursement rate limitations when utilizing the flat rate payment option.
5. To provide copies of all forms and contracts pertinent to any other state or non-state programs that are contributing funds toward this project.

Date 2/21/25	Land Occupier Lauren H Miller
Date	Landowner, if different from applicant
	Address, if different from applicant information:

Conservation Practice

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

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

Technical Assessment and Cost Estimate

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

Date 2/20/2025	Technical Assistance Provider JARED HOLM (Affiliate)	Digitally signed by JARED HOLM (Affiliate) Date: 2025.02.20 11:24:51 -06'00'
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Pre-Construction Cover

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

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

Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed 50.0% of the total cost to establish the conservation practice plus the pre-construction cover total amount if utilizing the flat rate payment option.

Amount	Program Name	Fiscal Year
\$706.00	Conservation Contracts	2025

Date 2-24-25	Authorized Signature Jared Peters (per board resolution)	Total Amount Authorized \$706.00
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[Type here]

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


[Type here]

Practice Specifications Approval and Completion Certification


Provided Practice Cost information

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

Job Class Information (List Practice Job Class)

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

Designed By: Katelyn Abts	Date: 2/19/2025	Designer's Job Approval Authority:
Approved By: Jared Holm	Date: 2/20/2025	Approver's Job Approval Authority: II 


Record of Completion and Check Out Certification

Treated Acres	Date Completed by Client	Date Certified	Approver's Initials
1.5	5/15/2025	5/19/2025	KA

- ☐ 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: Katelyn Abts	Date: 5/19/2025
Title: Natural Resource Technician	Certifier's Job Approval Authority (JAA): II 
Signature:	

Notes:

I visited the 1.5 acre site on 5/19/2025 and confirmed that all 250 trees were planted according to NRCS standards.

25-CC-5, Lawrence H & Eileen M Living Trust – 612 Tree/Shrub Establishment

2/19/25



5/19/25



PERCENT BASED - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: Jerry Bright Contract No.: 2025WAGZ-WC-01

Address: 9682 Upper 205th St W

City, State, Zip: Lakeville, MN

Total Amount Authorized: \$14,550.00 % Approved: 75% (state) 75% (state & non-state)

(from contract)

Item	Quantity	Unit	Unit Price	Cost
Tom Herbst Excavating - Waterway Construction	1	Total	\$15,187.50	\$15,187.50
Albert Lea Seed - Waterway Mix	2	Bags	\$125.00	\$250.00
Albert Lea Seed - Oats	1	Bag	\$26.00	\$26.00
Millville Feed Inc - Oats	163	Lbs	\$0.1375	\$22.41
Millville Feed Inc - Oats Bags	3	Each	\$1.0000	\$3.00
Jerry Bright - Square Bales for Mulching	11	Each	\$100.00	\$1,100.00
Jerry Bright - Seed spread and roll labor	6	Hours	\$22.00	\$132.00
Ag Partners Fertilizer	11	Bags	\$24.11	\$265.21
Ag Partners Fertilizer tax	1	Total	\$19.56	\$19.56

PROJECT COST: \$17,005.68

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): Final

B. Total cost of practice to date: \$17,005.68

C. Eligible amount (total cost x % approved): \$12,754.26 (state) \$12,754.26 (state & non-state)

D. Total other state payment amount: \$0.00

E. Total non-state payment amount: \$0.00

F. Total previous partial payments: \$0.00

G. Pre-Construction Cover payment amount: \$0.00

H. Maximum payment amount: \$12,754.26

Pre-Con.Cover Ac.	Rate/Ac.

Amount Approved for This Voucher:

\$12,754.26

(cannot exceed Total Amount Authorized)

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

Jerry D. Bright
Payee Signature

5/21/2025
Date

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

NRCS engineered project with appropriately signed and documented plans available upon request. A signed asbuilt can be used as the Technical Certification on the "Voucher and Certification"

Matt Kempinger
Technical Assistance Provider

5-21-25
Date

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

Susan Cerwinke
Administrative Sign-off

5/21/2025
Date

Contract Amendment Form

Organization: <div style="text-align: center;">Wabasha SWCD</div>	Contract Number: <div style="text-align: center;">2025WAGZ-WC-01</div>	Amendment Number: <div style="text-align: center;">1</div>	Amendment Type Date <input type="checkbox"/> Amount <input checked="" type="checkbox"/> Land Occupier <input type="checkbox"/> Practice <input type="checkbox"/> Other <input type="checkbox"/>
Board Meeting Date: <div style="text-align: center;">3/27/2025</div>			

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

State Grant Agreement Expiration Date: 12/31/2026 Original Contract Install Date: 11/30/2025

Amended Contract Install Date (If applicable): _____

Original Total Amount Authorized: \$11,475.00 Amended Total Amount Authorized: \$14,550.00

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

The amount authorized is being increased by \$3,075 to maintain 75% cost share based on the increased cost estimate from the final plans compared to the preliminary plans. No other changes are being made.

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

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

Date <div style="text-align: center;"><i>3/13/2025</i></div>	Land Occupier <div style="text-align: center;"><i>Derry D. Bright</i></div>
Date	Landowner, if different from applicant

Technical Assessment and Cost Estimate

I have viewed the site where the above listed are to be installed and find that they are needed, and that the amended estimated quantities, costs, or completion date described above are practical and reasonable.

Date <div style="text-align: center;"><i>3-12-2025</i></div>	Technical Assistance Provider <div style="text-align: center;"><i>Matt Kempinger</i></div>	NRCS engineered project with appropriately signed and documented plans available upon request. A signed asbuilt can be used as the Technical Certification on the "Voucher and Certification"
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Organizational Approval

Date <div style="text-align: center;"><i>March 27, 2025</i></div>	Authorized Signature <div style="text-align: center;"><i>Lynn Zachel</i></div>
--	---

*Attach this form to the Conservation Practice Assistance Contract

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 2025WAGZ-WC-01	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 Jerry Bright	Address 9682 Upper 205th St W	City/State Lakeville, MN	Zip Code 55044
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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: Gillford	Township No: 110	Range No.: 13	Section No. 36	1/4,1/4 NW 1/4 of SW 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 **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:

NRCS Field Office Technical Guide

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

Applicant Signatures

The land occupier's signature indicates agreement to:

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

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

Conservation Practice

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

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

Technical Assessment and Cost Estimate

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

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

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

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

Amount Authorized for Financial Assistance

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

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

Date Feb 27, 2025	Authorized Signature Lynn Zickel	Total Amount Authorized \$11,475.00
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Jerry Bright Before and After Photos 2025 Waterway





**DEPARTMENT OF AGRICULTURE**Minnesota Department of Agriculture
625 Robert St. N., St. Paul, MN 55155-6120www.mda.state.mn.us/agbmploansAgricultural Best Management Practices Loan Program 651-201-6618 Fax: 651-201-6109 email: AgBMP.Loans@state.mn.us**AgBMP LOAN APPLICATION****County:** Wabasha(Required for all applications) (One)
Borrower Information: First Name: Matthew(One)
Last Name: BerktoId(optional)
Company:

Street Address: 70604 360th Ave

City: Lake City

State: MN

Zip: 55041

Telephone: (651) 380-2702

Project Information: On a Farm: ☒ Non-Farm: ☐If using PLS, write in T/R/S and mark where the project or practice in on the Section Map.
Or fill in a Latitude and Longitude of a point on the property near the project or practice.
(Please get us within a few acres of where the project or practice resides if you can.)

Brief description of what will be purchased or constructed and how it helps water quality:

Purchasing a new skid loader. This will help with timely and proper manure handling for the dairy operation.

Well EligibilityDoes this project implement Drinking Water Standards? ☐
Does this project eliminate Groundwater Pollution? ☐☐ Is this application for a city, town, or other municipality?
☐ Is this application for a facility with an Industrial Waste Permit?**PLS**

Township #: 111

Range: 13

Section: 16

Latitude: Longitude:

OR

Pin or Parcel #: 110.013.400

LOCAL GOVERNMENT APPROVAL

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

Approved Loan Amount	\$ 29,000.00		
Estimated Total Project Cost (all sources)	\$ 29,000.00		
Animal Units (Feedlot improvements or manure handling equipment for facilities > 1000 AU that are not in the Mississippi watershed are ineligible)	Beginning: 725	Ending: 725	
Primary Livestock	<input checked="" type="checkbox"/> Dairy <input type="checkbox"/> Beef <input type="checkbox"/> Swine <input type="checkbox"/> Other:		
Primary Crops: Corn Forage	Conservation Tillage Acres AFTER Project: 0	Total Acres Farmed: 1,355	
Approval Expiration and Other Restrictions	Process loan by June 30, 2025		

Project Approved by: **TERRI PETERS (Affiliate)**

Date:

Digitally signed by TERRI PETERS (Affiliate)

Date: 2025.04.21 17:27:45 -05'00'

Project Completion Certified by (OPTIONAL):

Date:

(LGU's please email this fillable PDF form to the borrowers chosen lender.)

(Most lender contact e-mails address can be found on the AgBMP mapping tool; click LENDER CONTACTS LIST to find your lender email)

LENDER INFORMATION & LOAN TERMS

AgBMP Loan Request	\$	Check if Local Revolving Funds are used: <input type="checkbox"/> <i>Funds will not be disbursed if checked.</i>	
(Optional) Additional Request #	\$	Initials:	Date:
Number of payments per year:			
Total Number of Payments:			
Interest rate (if other 3%):	%	(Optional) Balloon Payment Date:	
Lender Organization Name	Foresight Bank		
Lender Address			
Lender Signature:	Date:		

Attach copies of the invoices provided by the borrower that support the request for disbursement.

Please Email fillable PDF and Attachments to: AgBMP.Loans@state.mn.us

**Wabasha Soil and Water Conservation
District Regular Board Meeting
April 24, 2025
8:15 am
611 Broadway Ave. Suite 10B**

I. CALL MEETING TO ORDER

II. PLEDGE ALLEGIANCE

III. AGENDA

Motioned by Klennert and seconded by Knudsen to approve the Agenda with the adjustment of moving Old Business letter D. to District Reports Letter F.

Affirmative: Ross, Klennert, Tentis, Knudsen, Zabel

Opposed: None

Motion Carried

IV. PUBLIC COMMENTS

Comments limited to 5 minutes per speaker

V. CONSENT AGENDA -Board Action

Items on the Consent Agenda are considered to be routine by the Board and may be enacted through one motion. Any item on the Consent Agenda may be removed by any of the Board members for separate consideration

i. Contracts

- A. Kenneth Heise Contract# 25-CC-8 in the amount of \$1,743.61 for Practice 380 Windbreak/Shelterbelt Establishment and Renovation, Practice 490 Tree/Shrub Site Preparation.
(Funding sources – FY24 Conservation Contract \$150.99 and FY25 Conservation Contracts \$1,592.62)

ii. Contract Amendments

- A. Contract Amendment# 2 for Contract# WS-08 to change the Land Occupier from Dan Baker to Diane Baker.

iii. Vouchers

- A. Nancy Kuklinski Voucher payment for Contract# 24-SWCDAid-2 in the amount of \$570.00 for Practice 314 Brush Management.
(Funding source – SWCD Aid)

iv. Grants

v. AgBMB Loan Applications

- A. Jary Holst AgBMP loan application in the amount of \$17,000.00 for John Deere 1770, 12-row planter that allows for no-till planting. This will help with erosion and nutrient runoff.
- B. Isaac Holst AgBMP loan application in the amount of \$40,000.00 for a Self-propelled Sprayer to apply side dressing on corn and soybeans. Will limit drift since application can be made at the correct time and weather. Less product may be used.

Motioned by Ross and seconded by Klennert to approve the Consent Agenda.

Affirmative: Ross, Klennert, Tentis, Knudsen, Zabel

Opposed: None

Motion Carried

VI. SECRETARY'S REPORT

- A. March 27, 2025, Meeting Minutes – **Board Action**

Motioned by Klennert and seconded by Ross to approve the Secretary's Report as presented.

Affirmative: Ross, Klennert, Tentis, Knudsen, Zabel

Opposed: None

Motion Carried

VII. TREASURER'S REPORT – Board Action

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

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

Affirmative: Ross, Klennert, Tentis, Knudsen, Zabel

Opposed: None

Motion Carried

VIII. PAYMENT OF MONTHLY BILLS

- A. Monthly Bills in the amount of \$64,185.05 - **Board Action**

Motioned by Klennert and seconded by Ross to approve Payment of the Monthly Bills in the amount of \$64,185.05.

Affirmative: Ross, Klennert, Tentis, Knudsen, Zabel

Opposed: None

Motion Carried

IX. DISTRICT REPORTS

- A. Chair Report – Lynn Zabel

Attended Executive Board Meeting in Rochester for SE MN Area 7. Discussed planning for the summer meeting and agenda. Thinking of topics for a resolution. June 23, 2025, Resolution Meeting at the Legion in Stewartville.

***Discussion: Randy Smith had heard that Illinois pays \$275.00/acre for land that is taken out of ag production. This goes to the SWCD for funding. Up to \$10 million in total. Lynn reported that the Executive Board discussed other topics, solar panels, contracts. Mark Ihlenfeld, Steele County mentioned something put on property tax – farmland to development – solar panels
Discussion followed on solar panels, clean-up.***

B. County Commissioner – Bob Walke

Lynn had a call about 110 acres by Mazeppa that someone wants to build houses on. 10 lots, shared wells. Bob said that the street doesn't meet city specs and that this has been going on for 2-3 years. The County Board tabled the request. Bob reported that there is a solar field planned on 1800 acres in Olmsted County.. Quiet neighborhood, people are upset. The county requires a \$250,000.00 bond for solar clean-up. Also, since then, one has been one planned in the Plainview area. Hoping that the bond stays with the land, not the developer. Assessor's Office, utilities properties challenged state for valuations. Not recorded in time for 2025 payable. Special meeting 4-25 to change valuations for utilities properties.

C. District Manager Report – Terri Peters

Make Your Own Rain Barrell Day had 23 people. Afterwards we had a request for 2 more. Probably will do again next year. Letter of Support for Olmsted Soil Health Bill, going through regional. Lynn signed and Bob brought it to the County, and they did a letter of support as well. Hearing in the House Ag Committee a few weeks ago. Worked with Shawn on the Wage Study. No major changes. Presentation at the May meeting. Will be working on possibly using a promotional ladder. Quarterly billing. Quarterly financial. Need answers on the Federal Regional Soil Health Program. We don't have the funds. NRCS - back for review. Ella has been very helpful with different things since Jenna left. She was going to continue for another year, but Ameri-Corp cut that program. She is interested if we open Jenna's position. Replacing Jenna, will need to use other funding programs, and continue well inventory. NFWF federal grant funding approved to move ahead. We can't use staff time for soil health, since we already have soil funding. Check if Matt can use it for structural projects.

D. NRCS Report – Christina Taylor – (In the Packet)

Christina was at the meeting and gave her report. Personnel changes, hiring freeze until 7/15/2025. Need 2 Soil Conservationists. John Benjamin, Teddy Moreno-Santos and Christina will be handling Goodhue, Wabasha and Olmsted Counties. Teddy's team lead 120-day term has run out and he has been extended indefinitely.

E. District Technician Report- Matt Kempinger – (In the Packet)

- F. Natural Resources Technician Report– Katelyn Abts – (In the Packet)

Well Inventory Update

Sent out 2,709 well inventory letters on 4/14/2025. Letter was like Olmsted's, just changed a bit for Wabasha. Options - can call if they have no idea where well is. Google form to fill out. Need coordinates of where the well is located. Google map, zoom into the location and hold your finger down and you can pin the coordinates. We have 108 responses so far. The goal is to get the wells in the MDH database. 1900 wells are not in the MDH database. We can keep doing outreach education, mapping, and identifying wells through 2027. Have funding for well-sealing cost share.

MDH has free well test kits and if tests come back with high nitrates of 10 milligram's/per liter, owners can get a free reverse osmosis system.

Ella is making a list of abandoned wells to send letters to.

- G. Soil Health/Nutrient Management Tech Report – Deanna Pomije – (In the Packet)

- H. Bookkeeper/Administrative Assistant Report -Sue Cerwinske -

- I. BWSR Report – Dave Copeland

Dave gave kudos to the Wabasha SWCD staff. Conversations and interactions have been positive and professional.

Feedlot funding - last year's legislative session bill for \$850,000.00 statewide in general funds. Money to BWSR is partly in response to the EPA petition. Not specific to 8 counties in petition. Financial assistance for Nutrient Management, Manure Management plans and Ag Waste System. Probably come out this fall.

Pause of Federal funds, RCPP- Regional Conservation Partner Program. Soil Health. \$21 million Federal funds are paused for water storage efforts. BWSR is doing an RFP, a water storage application with state money, that was set aside.

Will be matched with Federal RCPP.

Regional Soil Health Bill - Skip Langer, Olmsted SWCD presented to Clean Water Council on Monday 4/22. Hoping this effort will gain Clean Water funds.

Also submitted LCCMR proposal for \$9 million for Regional Soil Health.

Bob Walkes commented that the County Board talked about funding shifts and how it will affect the budget. Frustrating for planning and for projects.

2026 - \$300,000 cut and 2027 \$900,000 cut. \$170,000 levy. Most cuts will affect programs, such as Public Health, that are state-required programs. Change source of money shifted to County. Most likely tax bills will be higher. Unfunded mandates, taking funded mandate money away.

- J. Other agencies –

X. OLD BUSINESS

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

- B. Wage Study – Terri Update (Presentation at May meeting)
Working with David Drown Associates & Shawn. The study showed we are not paying more and aren't out of line. Talked about implementation, assessment and performance review Method to move forward. Goal to set up employees for retention & take care of HR issues. New hire placement on our scale. May 22nd meeting, Shawn & Mark will give a presentation.
- C. Federal Funds – Terri Update -- *Talked about earlier*
- D. Well Inventory – Katelyn Update (*Moved to District Reports Letter F*)
- E. Well Mitigation Program – Terri Update
Meeting with Dept. of Health. Summary report given by the MPCA on nitrogen reduction strategy. Completed report on results from 10 years. Work plan for the next 10 years. A local group contributing to nitrate issues is led through MPCA. Group coming up with suggestions and recommendations. Discuss what can be implemented.
The Dept of Health laid off 120 employees. Lost \$220 million of Federal funding. Request for \$6 million Clean Water fund. \$2.8 million available now through 6/30/2027. Use for Well inventory.
425 water samples received, 523 water samples were analyzed through Olmsted Tap-In program. 164 Reverse Osmosis Systems were installed.
Test results: 11% over nitrate level, 11% exceeded bacteria, 19% arsenic, 42% lead (old pipes, run the water for 10 seconds), 8% manganese.
Private well focus group. Private well owners to participate.
Outreach – articles, KTTC spots. Olmsted had more test kits requested.
MDH has a quarterly report on their website.
MDA has more funding, \$450,000 that will be coming through Olmsted SWCD.
Use for new wells, rebuild wells. Survey out to see what practices and how much to cost-share.

XI. NEW BUSINESS

- A. MASWCD Memo - Call for Resolutions – 2025 Resolution Process - **Informational**
 - i. 2025 Resolutions Process Guidelines.
Ideas from the Board for resolutions.
Terri messaged Margaret Martin, Drazkowski's Assistant. She helped to bring the Bill for Pond Clean Out to the house. We might need to do that again. We aren't sure what this legislative session will do.
Discussion on Pond Clean Outs.
Terri will bring a resolution to the meeting, to run by the board.
- B. Selecting the Conservation Farmer of the Year – **Discussion**
Talk to staff. Terri mentioned, possibly Stacy Miller.
- C. Selecting the Woodland Manager of the year – **Discussion**
Check with Katelyn on some people she has worked with.

- D. Approve Val Adler Contract# 2025WAGZ-WC-02 in the amount of \$53,599.50 for Practice 410 Grade Stabilization Structure including multiple practices – **Board Action**
(Funding source -FY24 Greater Zumbro Watershed Based Funding (WAGZ)
Group addendum agreement that named Val Adler to receive the funding. 90% Cost-Share, based on ranking tool to assign points.
Motioned by Klennert and seconded by Knudsen to approve the Val Adler Contract# 2025WAGZ-WC-02 in the amount of \$53,599.50 for Practice 410 Grade Stabilization Structure, including multiple practices.
Affirmative: Ross, Klennert, Tentis, Knudsen, Zabel
Opposed: None
Motion Carried
- E. Upcoming Events
- i. Tree Pick up Day, Friday April 25, 9:00 am – 3:00 pm.
 - ii. 5th Grade Conservation Field Day, May 14, 2025
 - iii. May 22, 2025, Regular Board Meeting
 - iv. Local Work Group – June 26th, 10:00 am (with our Regular Board Meeting)

XII. Board Reports

- A. Whitewater JPB – Lynn
- B. Zumbro 1W1P – Dag **The next Policy Committee meeting is Thurs. May 8th.**
- C. WinLaC 1W1P – Lynn **The next meeting is Mon. May 12th.**
- D. SE SWCD Technical Support JPB – Dag **Next meeting will be the end of July.**
- E. County Board Meeting – Sharleen

XIII. Adjourn

Motioned by Klennert and seconded by Ross to Adjourn the meeting at 10:30 am.
Affirmative: Ross, Klennert, Tentis, Knudsen, Zabel
Opposed: None
Motion Carried

Respectively Submitted By:

Seth Tentis, Secretary

Wabasha Soil and Water Conservation District
Cash Balances
As of April 30, 2025

	Apr 30, 25
ASSETS	
Current Assets	
Checking/Savings	
Money Market- Bank of Alma	118,972.34
Money Market WNB Financial	7,469.48
Peoples State Bank Money Market	334,190.50
Petty Cash	130.68
WNB Financial	22,687.55
Total Checking/Savings	483,450.55
Total Current Assets	483,450.55
TOTAL ASSETS	483,450.55
LIABILITIES & EQUITY	0.00

Wabasha Soil and Water Conservation District

Balance Sheet

As of April 30, 2025

	Apr 30, 25
ASSETS	
Current Assets	
Checking/Savings	
Money Market- Bank of Alma	118,972.34
Money Market WNB Financial	7,469.48
Peoples State Bank Money Market	334,190.50
Petty Cash	130.68
WNB Financial	22,687.55
Total Checking/Savings	483,450.55
Accounts Receivable	
11000 · Accounts Receivable	97,340.07
Total Accounts Receivable	97,340.07
Other Current Assets	
12000 · Undeposited Funds	108.06
Total Other Current Assets	108.06
Total Current Assets	580,898.68
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	684,293.03
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	24,227.12
Total Accounts Payable	24,227.12
Other Current Liabilities	
Compensated Absences Payable	21,653.68
Deferred Revenue	
FY23 Capacity	4,746.00
FY23 CWF - WIC	52,482.31
FY23 State Cost Share	2,930.00
FY24 Buffer Law Implementation	1,440.84
FY24 BWSR Soil Health Staffing	158,735.49
FY24 Conservation Contracts	1,013.26
FY24 Dept of Rev SWCD Allocatio	33,111.76

Wabasha Soil and Water Conservation District

Balance Sheet

As of April 30, 2025

	Apr 30, 25
FY25 Buffer Law Implementation	20,000.00
FY25 BWSR Soil Health Delivery	30,000.00
FY25 Conservation Contracts	16,804.67
FY25 Easement Delivery (RIM)	1,179.15
FY25 LWM	9,760.54
FY25 WCA	5,369.66
Total Deferred Revenue	337,573.68
Deposit on Tree Sales	23,011.88
25500 · Sales Tax Payable	130.58
Total Other Current Liabilities	382,369.82
Total Current Liabilities	406,596.94
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	469,424.94
Equity	
Fund Balance- Unrestricted	201,395.71
Investment in Capital Assets	38,814.67
32000 · Owners Equity	89,270.83
Net Income	-114,613.12
Total Equity	214,868.09
TOTAL LIABILITIES & EQUITY	684,293.03

11:13 AM

05/21/25

Cash Basis

Wabasha Soil and Water Conservation District
Profit & Loss
April 2025

	Apr 25
Ordinary Income/Expense	
Income	
Charges for Services	
Plat Book Sales	35.00
Tree Sales	17.78
Truax No-Till Drill Rental	298.00
Total Charges for Services	350.78
Intergovernmental Revenues	
Federal	
FY25 TTT LSR Project - MN DNR	2,250.00
Total Federal	2,250.00
State	
FY23 CWF - WIC	499.29
FY23 WinLaC	
Urban · Urban Stormwater	
Make Your Own Rain Barrel	480.00
Total Urban · Urban Stormwater	480.00
FY23 WinLaC - Other	0.00
Total FY23 WinLaC	480.00
FY24-FY25 WAGZ	0.00
FY24 Conservation Contracts	769.63
FY24 Buffer Law Implementation	3,629.75
FY24 BWSR Soil Health Staffing	8,504.06
FY24 Dept of Rev SWCD Allocatio	5,838.66
FY24 Nutrient Management Staff	9,062.11
FY25 Easement Delivery (RIM)	470.85
FY25 LWM	3,118.95
FY25 WCA	3,657.75
FY25 WinLaC	0.00
MAWQCP	28,205.75
Total State	64,236.80
Total Intergovernmental Revenues	66,486.80
Total Income	66,837.58
Gross Profit	66,837.58
Expense	
District Operations	
Other Services and Charges	

11:13 AM

05/21/25

Cash Basis

Wabasha Soil and Water Conservation District
Profit & Loss
April 2025

	Apr 25
Advertising Expense	100.00
Building Rent	1,650.00
Education and Information	22.30
Employee Education and Training	238.34
Employee Mileage	48.58
Internet Expense	111.71
Postage	33.09
Professional Expenses	1,050.00
Subs. and Pubs.	2,253.81
Supervisor's Mileage	427.00
Vehicle Expenses	
Chevrolet Silverado Vehicle Exp	66.34
Hyundia Tucson Vehicle Expense	83.31
Total Vehicle Expenses	149.65
Total Other Services and Charges	6,084.48
Personnel Services	
Employee Salary Permanent	26,400.01
Employer Health Insur (Opt Out)	3,840.76
Employer HSA contributions	625.00
Employer Life and Health	
66000 - Payroll Expenses	1,520.58
Employer Life and Health - Other	7,800.40
Total Employer Life and Health	9,320.98
Employer Share FICA	1,920.41
Employer Share Medicare	449.14
Employer Share PERA	1,980.00
Supervisor's Compensation	1,625.00
Total Personnel Services	46,161.30
Rental Equipment Expenses	
Truax No-Till Drill	61.40
Total Rental Equipment Expenses	61.40
Supplies	
Office Supplies	391.47
Total Supplies	391.47
Total District Operations	52,698.65
Project Expenditures	
District	

11:13 AM

05/21/25

Cash Basis

Wabasha Soil and Water Conservation District
Profit & Loss
April 2025

	Apr 25
Tree Expense	2,600.70
Total District	2,600.70
Federal	
FY25 TTT LSR Project - MN DNR	2,250.00
Total Federal	2,250.00
State	
FY23 WinLaC	
Urban Stormwater	
Make Your Own Rain Barrel	598.93
Total Urban Stormwater	598.93
Total FY23 WinLaC	598.93
FY24-FY26 DNR Forestry	22,231.23
FY24 Dept of Reve SWCD Allocati	570.00
FY24 MDA - Well Inventory	1,771.28
FY24 MDH - Well Inventory	549.93
FY24 Nutrient Management Staff	190.53
FY24 WinLaC WRAPS Proj-MPCA	4,422.20
MAWQCP Administration	17,799.32
RIM / CREP Expenses	4.08
Total State	48,137.50
Total Project Expenditures	52,988.20
Total Expense	105,686.85
Net Ordinary Income	-38,849.27
Other Income/Expense	
Other Income	
Interest Income	
Interest Earnings MM's	822.04
Total Interest Income	822.04
Total Other Income	822.04
Net Other Income	822.04
Net Income	-38,027.23

Wabasha Soil and Water Conservation District

Monthly Bills Listing

May 22, 2025

Type	Date	Num	Name	Memo	Account	Paid Amount
May 22, 25						
Liability Check	05/22/2025	12339	QuickBooks Payroll Service	Created by Payroll Service on 05/21/2025	WNB Financial	-8,877.65
Liability Check	05/22/2025	EFT	Auditor/Treasurer of Wabasha County	May Insurance	WNB Financial	-8,877.65
Bill Pmt -Check	05/22/2025	12340	VSP Vision Care	June 1/15 on Insurance	WNB Financial	-74.31
Bill Pmt -Check	05/22/2025	12341	Allelu Farms LLC	24-CC-16 Conservation Cover	WNB Financial	-331.20
Bill Pmt -Check	05/22/2025	12342	Chimney Rock Forestry LLC	SE Watershed PFM Stewardship Plan - 1	WNB Financial	-350.00
Bill Pmt -Check	05/22/2025	12343	Deanna Pomije	Expenses - Personal Car-Events mileage, lunches	WNB Financial	-387.10
Bill Pmt -Check	05/22/2025	12344	Dennis James Anderson	24-CC-6 314 Brush Management	WNB Financial	-711.00
Bill Pmt -Check	05/22/2025	12345	HBC	Internet 5/02 - 6/01/2025	WNB Financial	-105.04
Bill Pmt -Check	05/22/2025	12346	Jennifer Wahls-C	24-CC-5 314 Brush Management	WNB Financial	-8,200.00
Bill Pmt -Check	05/22/2025	12347	Katelyn Abts-b	Personal car to Envirothon in Byron	WNB Financial	-77.00
Bill Pmt -Check	05/22/2025	12348	Kevin O'Brien	1 - Stewardship Plan	WNB Financial	-350.00
Bill Pmt -Check	05/22/2025	12349	Lawrence H & Eileen M Living Trust	25-CC-5 Tree/Shrub Establishment	WNB Financial	-456.00
Bill Pmt -Check	05/22/2025	12350	Matthew Kempinger-c	Mileage/Lunch MWPCP WCA Training, Maple Lake, MN	WNB Financial	-195.20
Bill Pmt -Check	05/22/2025	12351	MCIT	Deductible for Cyber Attack Claim	WNB Financial	-5,000.00
Bill Pmt -Check	05/22/2025	12352	Mittel Schule, Inc.	June 2025 Rent	WNB Financial	-1,650.00
Bill Pmt -Check	05/22/2025	12353	Office Depot	24-CC-15 Windbreak/Shelterbelt, Tree/Shrub Site Prep	WNB Financial	-172.71
Bill Pmt -Check	05/22/2025	12354	Olmsted County Public Works	Oil Change for Silverado 48508 miles	WNB Financial	-11,024.28
Bill Pmt -Check	05/22/2025	12355	Paul Busch Auto Center, Inc.	Busing 5th Grade Conservation Field Day	WNB Financial	-87.28
Bill Pmt -Check	05/22/2025	12356	PEM Transportation	24-CC-15 Windbreak/Shelterbelt, Tree/Shrub Site Prep	WNB Financial	-493.11
Bill Pmt -Check	05/22/2025	12357	Reiter Living Trust-a	Trees & Delivery Charge	WNB Financial	-198.54
Bill Pmt -Check	05/22/2025	12358	Schumachers	April & May Mileage meetings/lunch	WNB Financial	-16,722.65
Bill Pmt -Check	05/22/2025	12359	Terri Peters (Expenses)	April gas for Hyundai & Silverado	WNB Financial	-167.64
Bill Pmt -Check	05/22/2025	12360	Wabasha County Highway Department	4-1 to 4-30-25 Winalac WRAPS hours, printing/mailling	WNB Financial	-210.89
Bill Pmt -Check	05/22/2025	12361	Winona City Planning & Environmental S...	Technical Assistance & PFM Stewardship	WNB Financial	-5,295.39
Bill Pmt -Check	05/22/2025	12362	Chimney Rock Forestry LLC	2025WAGZ-WC-01 412-Grassed Waterway	WNB Financial	-950.00
Bill Pmt -Check	05/22/2025	12362	Jerry Bright-a	Refund 1 tree container	WNB Financial	-12,754.26
May 22, 25						
Liability Check	5/22/25	12337	Allelu Farms LLC	Refund 250 Tree Tubes	WNB Financial	-83,699.16
Liability Check	5/22/25	12338	Larry Miller		WNB Financial	11,59
May 22, 25						
						1,073.50
						<u>75,926.34</u>

5/22/2025

Christina Taylor Soil Conservationist

CSP (Conservation Stewardship Program)-No Changes this month

- No new applications for CSP 2025 were submitted
- Currently taking new applications and beginning the planning process, but there isn't a sign-up deadline yet

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

- 25 Active EQIP contracts worth \$1,125,042.00 with over \$695,995.00 already paid
- 17 Applications are pending status for FY 25
- 2 applications are in various stages of completion and approval
- 9 of the 2025 applications have been obligated, potentially worth a total of \$210,043 over the course of the next 5 years if all work is completed to standard

RCPP-EQIP (Regional Conservation Partnership Program- EQIP)

- no applications submitted.

CRP

- CRP Sign up is May 12-June 6, 2025
- Acceptance/Rejection date is June 27
- Continuous Max payment is \$300/Ac; CLEAR incentives are authorized
- General is \$240/Ac, climate smart practices not authorized

Other Notes

Most requested technical assistance topic continues to be soil erosion control and prevention on HEL fields. Producers are trying to find better ways to mitigate soil erosion both from wind and from heavy rain events. We have also provided technical assistance on seed plans both for cover crops and for CRP maintenance.

NRCS has conducted construction inspections for two SWCD funded projects

No personnel changes occurred this month

Monthly Report – May 2025

Matt Kempinger

Projects

- Construction inspections and monitoring for 1 multi-practice structural project
- Prepare contract for 1 multi-practice structural project
- Prepare contract for 1 grade stabilization structure project
- Soil borings for 1 waterway project
- Urban watershed analysis for one waterway project near Plainview
- Cost share planning for upcoming 2025 and 2026 projects

Others

- Equipment Rental Program management and drill deliveries
- Buffer monitoring and flagging
- 1 WCA TEP meeting
- Investigate 1 potential WCA violation
- Notice and review 1 WCA application
- WCA Hydric Soils Training
- WIC outreach mapping
- Office GIS assistance
- General project and contract management
- Answered general resource questions from the public and assisted where possible



Katelyn Abts – April 2025 Board Report

Programs

Conservation Contracts

- 2 Windbreak payment vouchers ready for board approval
- 1 Brush Management payment voucher ready for board approval
- 1 Tree/Shrub Establishment payment voucher ready for board approval
- 1 Conservation Cover project ready for board approval
- 1 Brush Management project in planning stages

MN Department of Health Wabasha County Well Inventory

- 197 wells inventoried
- Answered phone calls and emails from landowners with questions

Buffer Law

- 2 on site buffer visits

RIM – Blufflands Program

- Dave Hager RIM – working on attaining title insurance
- Working with Dave Copeland to plan a site visit to the Hager RIM with BWSR staff members

May/June Newsletter – not mailed yet

- Cover Crop
- Well Inventory
- CRP Sign-up

Training

Tree/Shrub Site Preparation and Establishment – Cannon Falls

Other

Envirothon

5th Grade Conservation Day

Report to the Wabasha SWCD Board – May 22, 2025

Deanna Pomije, Soil Health Nutrient Management Specialist

Nutrient Management Work:

- Continue work on Adam Graner's 2026 manure management plan (1,200 acres) – using MPCAs new online planner. Consulting with partners on how to best use this new tool and how to present the results to clients for actual implementation.
 - Developed a spreadsheet to more efficiently run fields through the Phosphorus Index tool. This tool is a numerical assessment per field of the phosphorus runoff risk. The results determine the necessary steps needed to reduce the risk of Phosphorus moving off the field.
- Working through revisions on the Comprehensive Nutrient Management Plan (CNMP) 390 acres for Ted Mehrkens for EQIP, collaborating with Kate Bruss, TSA and reviewer Aaron Janz, NRCS. I plan to also complete a Manure Management Plan for them as required by MPCA & their annual 2026 manure management plan.
 - Remapped the field's sensitive area for manure application to include all the required features and not to overload any one map, visually. Resent these up for review.
 - NRCS staff completed reviewing ½ of the plan, with additional revisions requested. Now working through these revisions.

Soil Health Work:

- Cover crop biomass sampling:
 - Completed sampling all 8 cover crop fields (3 producers)
 - Followed sampling protocol from U of MN Extension, including photos, measurements, mapped location and vegetation cuttings
 - Delivered samples to Rochester for the lab pick-up
- Lysimeter Water Testing – continue to aid Ella in rebooting this sampling. We plan to gather farmland operation data from 2 landowners & looking into added sample locations in the WIC area
- No-till Drill rental season continues now into the warm season grass seeding time frame. Matt provided me some training on driving the drill around, as I transition into delivering the drill to the renters. Seth may be working on some drill maintenance; a broken spring and replacing worn bearings. Aiding client's in working through the rental process. Two currently on the list to rent the drill.
- Tree Sale – help as needed sorting, prepping, selling and clean up with the sale; Katelyn led.

Cover Crops:

- We have 16 continuing cover crop / no-till contracts from last year.
- To date – 12 potential interests in cover crops for 2025, many from last year

- Preliminary planning of cover crops with interested growers

Outreach & Client Contacts:

- Mailed out a targeted outreach letter to the high nitrate townships in Wabasha and Goodhue Counties and Elgin, 260 total distributed. Thanks to help from Sue and Ella, who previously developed the mailing list.
- May/June newsletter – wrote a cover crop article on the results of the latest nationwide crop advisor cover crop survey and an update on the cover crop sampling.

Coffee ‘n Conservation:

- On 4/24 the Bear Valley Watershed District hosted our Coffee ‘n Conservation event near Bellechester around the topic ‘erosion’. We had 3 new producers attend, 4 total. The conversation lasted about 2.5 hours discussing topics from soybeans, manure injection, nitrates in groundwater, cover crops, erosion, drainage, ag. retailers, no-till and farm subsidies.
 - 18 total to-date producers / landowners in attendance
 - Great conversation around a variety of conservation topics: erosion, nutrient management, cover crops, tillage, weed control
 - Flyer prep., email – call – text producers for attendance
- Plan to skip the month of May due to the busy planting season
- For June I plan a return to Plainview on the requested topic of compost.

5th Grade Conservation Day:

- Will present with Stuart V., NRCS soil scientist at the soils station. Collected soil samples with Stuart and Ella at Seth’s farm. Preparations for the event; Ella leading the charge.

Training:

- Listen in to periodic 1-hour webinars on updates on nutrient management and cover crops

Minnesota Department of Health

Grant Agreement Cover Sheet

You have received a grant agreement from the Minnesota Department of Health (MDH). Information about the grant agreement, including funding details, are included below. Contact your MDH Grant Manager if you have questions about this cover sheet.

Attachment: Grant Agreement

Contact for MDH: Sophia Walsh, Grant Manager, 507-206-2735, sophia.walsh@state.mn.us

Grantee SWIFT Information	Grant Agreement Information	Program & Funding Information
Name of MDH Grantee (as it appears in SWIFT): Wabasha Soil & Water	SWIFT Contract Number: FM will insert grant number	MDH Program Name: Water Policy Center
SWIFT Vendor Number: 0000205683 SWIFT Vendor Location Code: 001	Effective Date: July 1, 2025, OR the date all signatures are collected, and the agreement is fully executed, whichever is later. Expiration Date: June 30, 2027	Total State Grant Funds: \$120,836.00 Total Federal Grant Funds: \$0 Total Grant Funds (all funds): \$120,836.00

Minnesota Department of Health

Grant Agreement

This grant agreement is between the State of Minnesota, acting through its Commissioner of the Department of Health (“MDH”) and Wabasha Soil & Water Conservation District (“Grantee”). Grantee’s address is 611 Broadway #10, Wabasha, MN 55981.

Recitals

1. MDH is empowered to enter into this grant agreement under Minn. Stat. §§ [144.05](#), [144.0742](#) and [Minnesota Session Laws 2024, Chapter 106, Article 2, Section 7](#).
2. MDH is in need of collaborating with local partners to conduct well inventories to identify private wells that are not in the [Minnesota Well Index \(MWI\)](#).
3. The vision of MDH is for health equity in Minnesota, where all communities are thriving and all people have what they need to be healthy. Health equity is achieved when every person has the opportunity to attain their health potential. Grantee agrees, where applicable, to perform its work with advancing health equity as a goal.
4. Grantee represents that it is duly qualified and will perform all the activities according to the terms of this grant agreement. Grantee agrees to minimize administrative costs as a condition of this grant agreement pursuant to [Minn. Stat. § 16B.98](#), subd 1.

Grant Agreement

1. Term of Agreement

1.1. **Effective Date**

July 1, 2025, or the date MDH obtains all required signatures under [Minn. Stat. § 16B.98](#), subd. 5, whichever is later. Per [Minn. Stat. § 16B.98](#), subd 7, no payments will be made to the Grantee until this grant agreement is fully executed. Grantee must not begin work until this grant agreement is fully executed and MDH’s Authorized Representative has notified Grantee that work may commence. No costs may be incurred prior to the grant agreement being fully executed.

1.2. **Expiration Date**

June 30, 2027, or until all obligations have been fulfilled to the satisfaction of MDH, whichever occurs first.

1.3. **Survival of Terms**

The following clauses survive the expiration or cancellation of this grant agreement:
Liability; Financial Examinations; Government Data Practices; Tax Compliance Verification;

Ownership of Equipment and Supplies; Intellectual Property; Publicity and Endorsement; and Governing Law, Jurisdiction, and Venue.

2. Activities

2.1. ***MDH's Activities***

MDH activities, in accordance with the Minnesota Department of Administration's Office of Grants Management's policies and federal regulations, may include but are not limited to financial reconciliations, site visits, programmatic monitoring of activities performed, and grant activity evaluation.

2.2. ***Grantee's Activities***

Grantee, who is not a state employee, shall conduct the activities specified in Exhibit A, which is attached and incorporated into this grant agreement.

3. Time

Grantee is required to perform all of the activities stated in this grant agreement, and any incorporated exhibits, within the grant agreement period. MDH is not obligated to extend the grant agreement period. Failure to meet a deadline may be a basis for a determination by MDH's Authorized Representative that Grantee has not complied with the terms of the grant agreement.

4. Award and Payment

MDH will award funds to Grantee for all activities performed in accordance with this grant agreement.

4.1. ***Grant Award***

Reimbursement will be in accordance with the agreed upon budget contained in Exhibit B, which is attached and incorporated into this grant agreement.

4.2. ***Travel Expenses***

Grantee will be reimbursed for mileage at the current IRS rate in effect at the time the travel occurred; meals and lodging expenses will be reimbursed in the same manner and in no greater amount than provided in the current "[Commissioner's Plan](#)" promulgated by the Commissioner of Minnesota Management and Budget ("MMB"); or, at the Grantee's established rate (for all travel related costs), whichever is lower, at the time travel occurred. Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless Grantee has received MDH's prior written approval for out-of-state travel. Minnesota will be considered the home state for determining whether travel is out-of-state.

4.3. ***Budget Modifications***

Grantee may modify any line item in the most recently agreed-upon budget by up to 10 percent without prior written approval from MDH. Grantee must notify MDH of any modifications up to 10 percent in writing no later than the next invoice. Grantee must obtain prior written approval from MDH for line-item modifications greater than 10 percent. Grantee's failure to obtain MDH's prior approval may result in denial of

modification request, loss of funds, or both. The total obligation of MDH for all compensation and reimbursements to Grantee shall not exceed the total obligation listed under “Total Obligation.”

4.4. Total Obligation

The total obligation of MDH for all compensation and reimbursements to Grantee under this grant agreement will not exceed \$120,836.00.

4.5. Terms of Payment

4.5.1. Invoices

MDH will promptly pay Grantee after Grantee presents an itemized invoice for the activities actually performed and MDH’s Authorized Representative accepts the invoiced activities. Invoices must be submitted at least quarterly or according to a schedule agreed upon by the Parties. The final invoice is due 30 calendar days after the expiration date of the grant agreement.

4.6. Contracting and Bidding Requirements

4.6.1. Municipalities

A grantee that is a municipality, as defined in [Minn. Stat. § 471.345](#), subd. 1, is subject to the contracting requirements set forth under [Minn. Stat. § 471.345](#). Projects that involve construction work are subject to the applicable prevailing wage laws, including those under [Minn. Stat. § 177.41](#), et. seq.

4.6.2. Non-municipalities

Grantees that are not municipalities must adhere to the following standards in the event that activities assigned to Grantee are to be subcontracted out to a third party:

- i. Any services or materials that are expected to cost \$100,000 or more must undergo a formal notice and bidding process.
- ii. Services or materials that are expected to cost between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three verbal quotes or bids.
- iii. Services or materials that are expected to cost between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two verbal quotes or bids or awarded to a targeted vendor.
- iv. Grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through the following entities are used when possible:
 - 1) Minnesota Department of Administration’s Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List (<https://mn.gov/admin/osp/government/procuregoodsandgeneralservices/tgedvo-directory/>);
 - 2) Metropolitan Council’s Targeted Vendor list: Minnesota Unified Certification Program (<https://mnucp.metc.state.mn.us/>); or

- 3) Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: Central Certification Program (<https://cert.smwbe.com/>).
- v. Grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, awarding and administration of contracts.
- vi. Grantee must maintain support documentation of the purchasing or bidding process utilized to contract services in their financial records, including support documentation justifying a single/sole source bid, if applicable.
- vii. Notwithstanding parts (i) through (iv) above, MDH may waive the formal bidding process requirements when:
- Vendors included in response to a competitive grant request for proposal process were approved and incorporated as an approved work plan for the grant agreement or
 - There is only one legitimate or practical source for such materials or services and Grantee has established that the vendor is charging a fair and reasonable price.
- viii. Projects that involve construction work of \$25,000 or more, are subject to applicable prevailing wage laws, including those under [Minn. Stat. §§ 177.41 through 177.44](#).
- ix. Grantee must not contract with vendors who are suspended or debarred in Minnesota or by the federal government. The list of debarred vendors in Minnesota is available at: <https://mn.gov/admin/osp/government/suspended-debarred/index2.jsp>. The list of suspended and debarred entities by the federal government is available at www.sam.gov.

5. Conditions of Payment

All activities performed by Grantee pursuant to this grant agreement must be performed in accordance with the terms of this grant agreement, as determined in the sole discretion of MDH's Authorized Representative. Furthermore, all activities performed by Grantee must be in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. Applicable state laws include, but are not limited to, the Minnesota Human Rights Act ([Minn. Stat. ch. 363A](#)) which prohibits discrimination on the basis of race, color, creed, religion, national origin, sex, gender, identity, sexual orientation, age, marital status, public assistance status, familial status, and disability. MDH will not pay Grantee for work that MDH determines is noncompliant with the terms and conditions of this grant agreement or performed in violation of federal, state, or local law, ordinance, rule, or regulation.

6. Authorized Representatives

6.1. MDH's Authorized Representative

MDH's Authorized Representative for purposes of administering this grant agreement is Sophia Walsh, Water Policy Environmental Consultant, 3425 40th Avenue NW, Suite 115, Rochester, MN 55901, 507-206-2735, and e-mail, sophia.walsh@state.mn.us, or their successor, and has the responsibility to monitor Grantee's performance and the final

authority to accept the activities performed under this grant agreement. If the activities performed are satisfactory, MDH's Authorized Representative will certify acceptance on each invoice submitted for payment.

6.2. *Grantee's Authorized Representative*

Grantee's Authorized Representative is Terri Peters, District Manager, 611 Broadway #10, Wabasha, MN 55981, 651-560-2044, terri.peters@mn.nacdnet.net, or their successor. Grantee's Authorized Representative has full authority to represent Grantee in fulfillment of the terms, conditions, and requirements of this grant agreement. If Grantee selects a new Authorized Representative at any time during this grant agreement, Grantee must immediately notify MDH's Authorized Representative in writing, via e-mail or letter.

7. Assignment, Amendments, Waiver, and Grant Agreement Complete

7.1. *Assignment*

Grantee shall neither assign nor transfer any rights or obligations under this grant agreement.

7.2. *Amendments*

If there are any amendments to this grant agreement, they must be in writing. Amendments will not be effective until they have been executed and approved by MDH and Grantee.

7.3. *Waiver*

If MDH fails to enforce any provision of this grant agreement, that failure does not waive the provision or MDH's right to enforce it.

7.4. *Grant Agreement Complete*

This grant agreement, and any incorporated exhibits, contains all the negotiations and agreements between MDH and Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

8. Liability

Grantee must indemnify and hold harmless MDH, its agents, and employees from all claims or causes of action, including attorneys' fees incurred by MDH, arising from the performance of this grant agreement by Grantee or Grantee's agents or employees. This clause will not be construed to bar any legal remedies Grantee may have for MDH's failure to fulfill its obligations under this grant agreement. Nothing in this clause may be construed as a waiver by Grantee of any immunities or limitations of liability to which Grantee may be entitled pursuant to [Minn. Stat. ch. 466](#), or any other statute or law.

9. Financial Examinations

The relevant books, records, documents, and accounting procedures and practices of Grantee and any entity with which Grantee has engaged in carrying out the purpose of this grant agreement are subject to examination under [Minn. Stat. § 16B.98](#), subd. 8. Examinations may be conducted by MDH, the Minnesota Commissioner of Administration, the Minnesota State Auditor, or and the

Minnesota Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10. Government Data Practices

MDH, Grantee, and any other entity that the Grantee has contracted with to fulfill the purpose of this grant agreement, must comply with the Minnesota Government Data Practices Act, [Minn. Stat. ch. 13](#), as it applies to all data provided by MDH under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Grantee under this grant agreement pursuant to [Minn. Stat. § 13.05](#), subd. 11(a). The civil remedies of [Minn. Stat. § 13.08](#) apply to the release of the data referred to in this clause by either Grantee or MDH. If Grantee receives a request to release the data referred to in this clause, Grantee must immediately notify MDH. MDH will give Grantee instructions concerning the release of the data to the requesting party before any data is released. Grantee's response to the request must comply with the applicable law.

11. Tax Compliance Verification

Grantee, and any other entity that the Grantee has contracted with to fulfill the purpose of this grant agreement, consents to disclosure of its Social Security Number (SSN), Individual Tax Identification Number (ITIN), Employer Identification Number (EIN), or Minnesota Tax Identification Number (TIN)--which may have already been provided to MDH--to federal and state tax agencies and state personnel involved in the payment of state obligations pursuant to [Minn. Stat. § 270C.65](#), subd. 3, and all other applicable laws. These identification numbers may be used in the enforcement of federal and state tax laws, which could result in action requiring Grantee to file tax returns and pay delinquent tax liabilities, if any, or pay other state liabilities.

12. Ownership of Equipment and Supplies

12.1. Equipment

"Equipment" is defined as tangible personal property having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds \$10,000. MDH shall have the right to require transfer of all Equipment purchased with grant funds (including title) to MDH or to an eligible non-State party named by MDH. MDH may require the transfer of Equipment if the grant program is transferred to another grantee. At the end of this grant agreement, grantee must contact MDH's Authorized Representative for further instruction regarding the disposition of Equipment.

12.2. Supplies

"Supplies" is defined as all tangible personal property other than those described in the definition of Equipment. Grantee must notify MDH's Authorized Representative regarding any remaining Supplies with an aggregate market value of \$10,000 or more for further instruction regarding the disposition of those Supplies. For the purpose of this section, Supplies includes but is not limited to computers and incentives.

13. Ownership of Materials and Intellectual Property Rights

13.1. Ownership of Materials

Private Well Inventory

REQ: **Insert REQ ID**

“Materials” is defined as any inventions, reports, studies, designs, drawings, specifications, notes, documents, software, computer-based training modules, and other recorded materials in whatever form. Grantee shall own all rights, title, and interest in all of the materials conceived, created, or otherwise arising out of the performance of this grant agreement by it, its employees, or subgrantees, either individually or jointly with others.

Grantee hereby grants to MDH a perpetual, irrevocable, no-fee license and right to reproduce, modify, distribute, perform, make, have made, and otherwise use the Materials for any and all purposes, in all forms and manners that MDH, in its sole discretion, deems appropriate. Grantee shall, upon the request of MDH, execute all papers and perform all other acts necessary to document and secure this right and license to the Materials by MDH. At the request of MDH, Grantee shall permit MDH to inspect the original Materials and provide a copy of any of the Materials to MDH, without cost, for use by MDH in any manner MDH, in its sole discretion, deems appropriate.

13.2. *Intellectual Property Rights*

Grantee represents and warrants that Materials produced or used under this grant agreement do not and will not infringe upon any intellectual property rights of another including but not limited to patents, copyrights, trade secrets, trade names, and service marks and names. Grantee shall indemnify and defend MDH, at Grantee’s expense, from any action or claim brought against MDH to the extent that it is based on a claim that all or parts of the materials infringe upon the intellectual property rights of another. Grantee shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to, reasonable attorney fees arising out of this grant agreement, amendments and supplements thereto, which are attributable to such claims or actions. If such a claim or action arises or in Grantee’s or MDH’s opinion is likely to arise, Grantee shall at MDH’s discretion either procure for MDH the right or license to continue using the materials at issue or replace or modify the allegedly infringing materials. This remedy shall be in addition to and shall not be exclusive of other remedies provided by law.

14. Workers’ Compensation

Grantee certifies that it is in compliance with [Minn. Stat. § 176.181](#), subd. 2, which pertains to workers’ compensation insurance coverage. Grantee’s employees and agents, and any contractor hired by Grantee to perform the work required by this grant agreement and its employees, will not be considered State employees. Any claims that may arise under the Minnesota Workers’ Compensation Act on behalf of these employees, and any claims made by any third party as a consequence of any act or omission on the part of these employees, are in no way MDH’s obligation or responsibility.

15. Publicity and Endorsement

15.1. *Publicity*

Any publicity given to the program, publications, or activities performed resulting from this grant agreement, including but not limited to, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for Grantee or

its employees individually or jointly with others, or any subgrantees, must identify MDH as the sponsoring agency. If publicity is not specifically authorized under this grant agreement, Grantee must obtain prior written approval from MDH's Authorized Representative. If federal funding is being used for this grant agreement, the federal program must also be recognized.

15.2. Endorsement

Grantee must not claim that MDH endorses its products, services, or activities.

16. Governing Law, Jurisdiction, and Venue

This grant agreement, amendments and supplements to it, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this grant agreement, or for breach thereof, shall be in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.

17. Clerical Error

Notwithstanding Clause "Assignment, Amendments, Waiver, and Grant Agreement Complete" of this grant agreement, MDH reserves the right to unilaterally fix clerical errors, defined as misspellings, minor grammatical or typographical mistakes or omissions, that do not have a substantive impact on the terms of the Grant Agreement without executing an amendment. MDH must inform Grantee of clerical errors that have been fixed pursuant to this paragraph within a reasonable period of time.

18. Lobbying

- 18.1. Grantee must ensure that grant funds are not used for lobbying, which includes paying or compensating any person for influencing or attempting to influence legislators or other public officials on behalf or against proposed legislation, in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- 18.2. In accordance with the provisions of [31 USC § 1352](#), if Grantee uses any funds other than federal funds from MDH to conduct any of the aforementioned activities, Grantee must complete and submit to MDH the disclosure form specified by MDH. Further, Grantee must include the language of this section in all contracts and subcontracts, and all contractors and subcontractors must comply accordingly.
- 18.3. Providing education about the importance of policies as a public health strategy, however, is allowed. Education includes providing facts, assessment of data, reports, program descriptions, and information about budget issues and population impacts, but stopping short of making a recommendation on a specific piece of legislation. Education may be provided to legislators, public policy makers, other decision makers, specific stakeholders, and the general community.
- 18.4. By signing this grant agreement, Grantee certifies that it will not use any funds received from MDH to employ, contract with, or otherwise coordinate the efforts of a lobbyist, as defined in [Minn. Stat. § 10A.01](#), subd. 21. This requirement also applies to any

subcontractors or subgrantees that Grantee may engage for any activities pertinent to this grant agreement.

19. Voter Registration Requirement

Grantee will comply with [Minn. Stat. § 201.162](#), by providing voter registration services for its employees and for the public served by Grantee.

20. Debarment, Suspension and Responsibility Certification

Federal regulation [2 CFR § 200.214](#) prohibits MDH from purchasing goods or services with federal money from any party that has been suspended or debarred by the federal government. Similarly, [Minn. Stat. §§ 16C.03](#), subd. 2, and [16B.97](#), subd. 3, provides the Commissioner of Administration with the authority to debar and suspend any party that seeks to contract with MDH.

Anyone may be suspended or debarred when it is determined, through a duly authorized hearing process, that they have abused the public trust in a serious manner. In particular, the federal government expects MDH to have a process in place for determining whether a vendor has been suspended or debarred, and to prevent such vendors from receiving federal funds.

By signing this grant agreement, Grantee certifies that it and its principals:

- a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transacting business by or with any federal, state or local governmental department or agency;
- b) Have not within a three-year period preceding this grant agreement: a) been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction or contract; b) violated any federal or state antitrust statutes; or c) committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
- c) Are not presently indicted or otherwise criminally or civilly charged by a governmental entity for: a) commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction; b) violating any federal or state antitrust statutes; or c) committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement or receiving stolen property; and
- d) Are not aware of any information and possess no knowledge that any subcontractor(s) that will perform work pursuant to this grant agreement are in violation of any of the certifications set forth above.

1. Incentives

When included in the approved Work Plan or Budget, the following language applies.

20.1. *Handling of Incentives*

Grantee is required to have policies and procedures in place addressing the purchasing, security, distribution, and asset tracking of incentives. All grantee staff involved in the purchase, distribution, security, and reconciling of incentives must be trained on the

grantee's policies and procedures prior to the grantee placing any order for incentives. Those policies and procedures must, at a minimum, include the provisions outlined in this section.

20.2. *Separation of duties*

More than one Grantee staff person must be involved in the management and handling of the incentives. The Grantee staff who authorizes the purchase of incentives must not have sole physical access to the incentives. The Grantee staff who will have physical access to the incentives cannot have sole access to modify the incentives records. Handoff of incentive from one person to another must be documented.

20.3. *Distribution of Incentives*

Incentives may only be used for approved purposes by MDH.

- a) Only one incentive can be given to an individual per occurrence/event.
- b) Undistributed incentives must always be kept in a secure location. Incentive instruments must never be stored in any personal homes, they must always be securely stored in the grantee's business space.
- c) Grantee will purchase and have on hand no more than three months' worth of incentives at any given time. The three months' worth must be based off the most currently approved workplan. All incentives must be distributed prior to grantee purchasing additional incentives.
- d) Grantee will be responsible for the costs of any incentives that remain undistributed at the end of the grant agreement.
- e) If MDH provided the grantee with the incentives, the return of undistributed incentives to MDH must occur in person with the State's Authorized Representative within 30 calendar days of the grant expiration date. If in-person return is not possible, the grantee must return undistributed incentives via courier or via US Mail that requires signatures and a tracking number within 30 calendar days of the grant expiration date.
- f) The tracking log must be returned separately from the physical cards. Electronic return is the preferred method for the tracking log.

20.4. *Incentive tracking documentation*

The tracking documentation the Grantee is required to maintain must not contain any private data. The tracking system must record the following:

- a) Number of incentives on hand, including starting balance and any additional incentives purchased;
- b) description of the incentives;
- c) quantity of incentive(s) distributed to each participant;
- d) the last four digits of any pre-paid card number;
- e) value/amount;
- f) a unique non-identifiable data point for each participant (e.g. case number, file number);
- g) date participant received incentive(s); and

h) signature of Grantee staff member providing incentive(s) to participant(s).

20.5. *Reconciliation*

At least two different Grantee staff must reconcile the incentives at least quarterly. The Grantee staff conducting the reconciliation must not also be the handlers of the incentives. The reconciliation must include the dates and signature of the two people who perform the reconciliation. Grantee must submit the reconciliation documentation to the State's Authorized Representative no less than two weeks after each reconciliation.

20.6. *Subcontracting/Subgranting*

The Grantee must communicate and verify that their subcontracts/subgrants will only use incentives for MDH approved purposes. The Grantee will be responsible for monitoring, oversight, and reconciliation of any incentives that its subcontractors or subgrantees purchase and distribute and will include this same language in any of its subgrants or subcontracts that it enters as part of its work for MDH.

20.7. *Lost or stolen incentives*

The Grantee bears all financial responsibility for any unaccounted for, lost, or stolen incentives.

20.8. *Invoicing*

If the Grantee purchased the incentives themselves, the Grantee must only invoice MDH for the incentives after they've been distributed.

20.9. *Failure to Comply*

For grantees who do not have effective written policies and procedures in place before purchasing incentives, MDH reserves the right to withhold payment and or request reimbursement in the amount equal to the unallowable costs. Withheld payments will be released when the grantee provides documentation to MDH that it has written effective policies and procedures in place. Grantees who do not comply with this requirement may be subject to increased monitoring and will be offered technical assistance. MDH also reserves the right to terminate a grant agreement for failure to comply with these requirements.

21. Conflict of Interest

Grantee will notify MDH's Authorized Representative when they become aware of any potential, perceived, or actual conflict of interests as it relates to this grant agreement.

22. Mandatory Disclosures

An applicant, recipient, or subrecipient of funding under this grant agreement must promptly disclose whenever, in connection with this grant agreement (including any activities or subawards thereunder), it has credible evidence of the commission of a violation of criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in Title 18 of the United States Code or [Minn. Stat., ch. 609](#), or a violation of the civil False Claims Act ([31 U.S.C. 329–3733](#)) or [Minn. Stat. § 609.465](#) (prohibiting the presentation of false claims to a public officer or body). The disclosure must be made in writing to the Federal agency (if applicable), the Federal agency's Office of

Inspector General (if applicable), and MDH. Applicants, recipients, and subrecipients are also required to report matters related to recipient integrity and performance in accordance with Appendix XII of [2 CFR § 200](#). Failure to make required disclosures can result in any of the remedies described in [2 CFR § 200.339](#). (See also [2 CFR § 180](#), [31 U.S.C. 3321](#), and [41 U.S.C. 2313](#).)

23. Whistleblower Protections

An employee of a recipient or subrecipient must not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a representative of MDH or a person or body described in [paragraph \(a\)\(2\) of 41 U.S.C. 4712](#) information that the employee reasonably believes is evidence of gross mismanagement of a Federal or state contract or grant, a gross waste of Federal or state funds, an abuse of authority relating to a Federal or state contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal or state contract (including the competition for or negotiation of a contract) or grant. The recipient and subrecipient must inform their employees in writing of employee whistleblower rights and protections under [41 U.S.C. 4712](#) and Minn. Stat. §§ [15C.145](#) and [181.932](#) - .935. See statutory requirements for whistleblower protections at [10 U.S.C. 4701](#), [41 U.S.C. 4712](#), [41 U.S.C. 4304](#), and [10 U.S.C. 4310](#).

24. Termination

24.1. Termination by MDH or Grantee

MDH or Grantee may terminate this grant agreement without cause, with at least 21 calendar days' written notice (i.e., by mail, email, or both) to the other party. Upon termination, Grantee will be entitled to payment, determined on a pro rata basis, for activities satisfactorily performed.

24.2. Termination for Cause

MDH may immediately terminate this grant agreement if MDH finds there has been a failure to comply with the provisions of this grant agreement, that timely progress has not been made, or that the purposes for which the funds were granted have not been or will not be fulfilled. MDH may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

24.3. Termination for Insufficient Funding

MDH may immediately terminate this grant agreement if it does not obtain funding from the Minnesota Legislature or other funding sources; or if funding cannot be continued at a level sufficient to allow for the payment of the work scope covered in this grant agreement. Termination must be by written notice to Grantee; i.e., mail, email, or both. MDH is not obligated to pay for any work performed after notice and effective date of the termination. However, Grantee will be entitled to payment, determined on a pro rata basis, for activities satisfactorily performed to the extent that funds are available. MDH will not be assessed any penalty if this grant agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. MDH must provide Grantee notice of the lack of funding within a reasonable time of MDH receiving notice of the same.

24.4. *Termination by Commissioner of Administration*

The Commissioner of Administration may immediately and unilaterally cancel this grant agreement if further performance under the agreement would not serve MDH's purposes or is not in the best interests of the State of Minnesota.

[Signatures on following page]

APPROVED:

1. State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ [16A.15](#) and [16C.05](#).

Signature: _____

SWIFT Contract & Initial PO: _____

25. Grantee

Grantee certifies that the appropriate persons(s) have executed the grant agreement on behalf of Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signature: _____

Title: _____

Date: _____

Signature: _____

Title: _____

Date: _____

Signature: _____

Title: _____

Date: _____

Signature: _____

Title: _____

Date: _____

26. Minnesota Department of Health

Grant agreement approval and certification that State funds have been encumbered as required by Minn. Stat. §§ [16A.15](#) and [16C.05](#).

Signature:
(with delegated authority) _____

Title: _____

Date: _____

Private Well Inventory

REQ: **Insert REQ ID**

Distribution:

All parties on the DocuSign envelope will receive a copy of the fully executed grant agreement.

Exhibit A – Grantee’s Activities / Scope of Work

Grantee is expected to perform the following activities. Modifications to Exhibit A must be discussed with MDH. MDH will communicate, in writing, with Grantee as to whether modifications are approved or require a formal grant amendment.

Activity/Work Plan	Responsible Party	Completion Date
1. Grantee will identify all private wells supplying drinking water for a home in Wabasha County, Minnesota.	Grantee	6/30/2027
2. Grantee will provide Minnesota Geological Survey with information to update the County Well Index (CWI) which informs the Minnesota Well Index (MWI) with well locations and status and any well information	Grantee	6/30/2027

Timeline	
Follow up on completed Desktop GIS Analysis (mailing sent) to determine wells in county and generate a follow- up plan mailing list for the program. Field calls. For homeowners that don’t respond, Grantee will try to reach the homeowner. If they cannot reach the homeowner Grantee will try to determine if there is a well on the property by other means.	October 2025
Create media campaign and work with Townsquare media on sharing via radio, Facebook, YouTube.	October 2025
Receive and record data from returned surveys. Map into GIS system and coordinate data with MDH and regional partners.	March 2026
For homeowners that don’t respond, staff will make an attempt to reach the homeowner. If they cannot reach the homeowner Grantee will try to determine if there is a well on the property by other means.	August 2026

Grantee is subject to a variety of compliance activities, as outlined below.

Report Type	Reporting Period / Frequency	Due to MDH
Quarterly Report(s)	July 1 st through September 30 th , 2025 October 1 st through December 31 st , 2025 January 1 st through March 31 st , 2026 April 1 st through June 30 th , 2026 July 1 st through September 30 th , 2026 October 1 st through December 31 st , 2026 January 1 st through March 30 th , 2027 April 1 st through June 30 th , 2027	30 calendar days after the end of the reporting period
Final Report	June 2027	
Invoice(s)	July 1 st through September 30 th , 2025 October 1 st through December 31 st , 2025 January 1 st through March 31 st , 2026 April 1 st through June 30 th , 2026 July 1 st through September 30 th , 2026 October 1 st through December 31 st , 2026 January 1 st through March 30 th , 2027 April 1 st through June 30 th , 2027	30 calendar days after the end of the reporting period
Monitoring/On-Site Visit(s)	MDH will contact Grantee to schedule	MDH will contact Grantee with additional information.
Financial Reconciliation(s)	MDH will contact Grantee	MDH will contact Grantee with additional information

Exhibit B – Grantee’s Budget

The budget shown below is for reference only and is non-binding.

Category	July 1, 2025 – June 30, 2027	Total
Salary/Fringe	\$104,756.00	\$104,756.00
Equipment	\$2,500.00	\$2,500.00
Supplies	\$6,380.00	\$6,380.00
Travel	\$	\$
Contractual	\$	\$
Other (Media Campaigns)	\$7,200.00	\$7,200.00
Subtotal	\$120,836.00	\$120,836.00
Indirect (if allowed)	\$	\$
Total	\$120,836.00	\$120,836.00

Grantee’s Indirect Cost Rate for this Grant Agreement is as follows.

☒ Grantee not requesting any indirect costs

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 23-CWF-WIC-07	Other state or non-State funds? <input checked="" 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 Steven Evers	Address 24943 624TH ST	City/State Theilman, 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: Glasgow	Township No: 110	Range No.: 11	Section No. 32	1/4,1/4 SW 1/4,SW/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 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.
- 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:

NRCS Field Office Technical Guide (FOTG)

- 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 11/30/2025, this contract will be automatically terminated on that date.
- 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:

- 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 cost-share funds, from state sources in excess of 90.%, or state and non-state sources that when combined are in excess of 90.% 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.
- 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 5-15-25	Land Occupier Steven Evers
Date	Landowner, if different from applicant
	Address, if different from applicant information:

Conservation Practice

The primary practice for which cost-share is requested is: 410 - Grade Stabilization Structure

Eligible Component Standards & Names 362 - Diversion, 460 - Land Clearing, 342 - Critical Area Planting	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$45,994.70
	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 5-15-25	Technical Assistance Provider Mark Koenigsmeyer	NRCS engineered project with appropriately signed and documented plans available upon request. NRCS CPA-1245 (Practice Approval and Payment Worksheet) can be utilized as the certification of practice completion. An attached completed, and signed NRCS CPA-1245 and the asbuilt can be used as the Technical Certification on the "Voucher and Certification"
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Pre-Construction Cover

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

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

Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed 90.0% 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
\$17,155.23	2023 West Indian Creek Watershed Restoration and Protection	2023

Date	Authorized Signature	Total Amount Authorized \$17,155.23
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PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Wabasha SWCD	Contract Number: 2025WAGZ-WC-05	Other state or non-State funds? <input checked="" 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 1864 Joseph Roemer Farm LLC	Address 68656 County Road 20	City/State Wabasha, MN	Zip Code 55981
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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: Pepin	Township No: 111	Range No.: 11	Section No. 27	1/4, 1/4 SE 1/4, SW 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 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.
- 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:

NRCS Field Office Technical Guide (FOTG)

- 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 11/30/2025, this contract will be automatically terminated on that date.
- 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:

- 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 cost-share funds, from state sources in excess of 90.%, or state and non-state sources that when combined are in excess of 90.% 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 5/21/25	Land Occupier Judy Leckler manager for 1864 Joseph. Poerner Farm LLC
Date	Landowner, if different from applicant
	Address, if different from applicant information:

Conservation Practice

The primary practice for which cost-share is requested is: 410 - Grade Stabilization Structure

Eligible Component Standards & Names	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate
362 - Diversion, 460 - Land Clearing, 342 - Critical Area Planting	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	\$13,700.00

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 5-21-2025	Technical Assistance Provider Matti Kemperman	NRCS engineered project with appropriately signed and documented plans available upon request. NRCS CPA-1245 (Practice Approval and Payment Worksheet) can be utilized as the certification of practice completion. An attached completed, and signed NRCS CPA-1245 and the asbuilt can be used as the Technical Certification on the "Voucher and Certification"
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Pre-Construction Cover

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

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

Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed 90.0% 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
\$5,301.00	Greater Zumbro Watershed Based Funding	2024-2025

Date	Authorized Signature	Total Amount Authorized \$5,301.00
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May 8, 2025

TO: WSWCD board and staff

FROM: Dag Knudsen

SUBJECT: Watershed Alliance for the Greater Zumbro (WAGZ) May 8 Policy meeting report.

Mark Comstock and John Allen were re-elected to the positions of Chair and Vice Chair.

The Watershed Based Implementation (WBIF) Financial Summary was presented and reviewed.

WAGZ 2024-2025 WBIF Work Plan Tracking

Work Plan Category	WAGZ Cost-Share Projects								Project Development	Technical and Engineering Assistance	Education/Outreach	Grant Fiscal & Day-to-day Administration
	Ag. Practices	Non-Structural	Livestock	Groundwater	Septics	Streams	Forestry	Urban StormW2	Proj. Dev.	Tech/Eng. Asst.	Education/Info	Admin/Coordination
Amount Budgeted	\$614,010.83	\$246,757.17	\$450,000.00	\$43,000.00	\$12,000.00	\$45,000.00	\$5,000.00	\$29,000.00	\$44,000.00	\$284,000.00	\$50,000.00	\$75,000.00
Dodge SWCD/County	\$73,707.40	\$15,742.50		\$3,000.00					\$105.57	\$36,734.63		
Goodhue SWCD/County	\$53,382.01	\$37,863.00		\$6,026.25						\$69,969.82	\$2,150.00	
Olmsted SWCD/County										\$45,392.50	\$428.22	
Rice SWCD/County												
Steele SWCD/County												
Wabasha SWCD/County	\$7,886.42	\$34,735.50		\$2,267.50			\$500.00			\$43,999.99		
Bear Valley Watershed Dist.												
City of Rochester												
TSA7/Contracts/Etc.										\$24,783.28		
Total Spent	\$134,975.83	\$88,341.00	\$0.00	\$11,293.75	\$0.00	\$0.00	\$500.00	\$0.00	\$105.57	\$220,880.22	\$2,578.22	\$0.00
Balance	\$479,035.00	\$158,416.17	\$450,000.00	\$31,706.25	\$12,000.00	\$45,000.00	\$4,500.00	\$29,000.00	\$43,894.43	\$63,119.78	\$47,421.78	\$75,000.00

\$1,897,768.00 2024-2025 WBIF T
\$458,674.59 Total Spent
\$1,439,093.41 Unspent
\$189,776.80 Required Match

\$1,439,093.41 \$1,897,768.00 24/25 WBIF Grant
\$948,768.00 1st BWSR Payment (2/28/24)
\$0.00 2nd BWSR Payment (Date)
\$0.00 3rd BWSR Payment (Date)
\$490,093.41 \$ on-hand Balance

A Joint Powers Agreement was requested by the Zumbro River Regional Water Trail project. After a presentation and discussion the agreement was approved subject to further definitions and scope. Water recreation is part of the WAGZ master plan. This would provide an avenue to address this goal. WAGZ board or a subcommittee would be in advisory capacity only and this satisfies the funding agency's requirement for an oversight organization.

Jen Wahls, the SE Local Forestry Team's coordinator, gave a status report on the Local Forestry Team.

Troy Erickson and Rachel Strauss of the City of Rochester Planning Work Group presented their approach to City-wide integrated Surface Water Management Plan.

Olmsted SWCD presented results from a grassed water way project and the approach and results of the Soil Health program. Both with excellent results.

Caitlin Meyer of Olmsted SWCD summarized the results from the Education and Outreach program provided by sub contractors.

Next meeting is Thursday August 21 or TBD, as a potential field tour.
Following meeting will be November 13th.