

Due to the current CDC guidelines on social distancing, we are limiting the number in attendance to 5 people at the board meeting. We will also have limited call-in capabilities for up to 10 people. Phone# 651-560-1088 Access code # 0147478#

Phone or physical attendance will be allowed on a first come first serve basis following Wabasha SWCD board members receiving priority for phone or physical attendance.

Anyone who is in the at-risk category should consider not attending. If you would like to attend either by call-in or physically, you must notify Sue Cerwinske to hold your place in advance. susan.cerwinske.wabashaswcd@gmail.com or 651-560-2053

**Wabasha Soil and Water Conservation
District Regular Board Meeting
August 27, 2020
8:15 am
County Annex Conference Room
625 Jefferson Ave.**

- I. **CALL MEETING TO ORDER** – *Terry Helbig, Chair called meeting to order at 8:15 am*
Supervisors Present: Terry Helbig, Chair, Lynn Zabel, Co-Chair, Chuck Fick, Treasurer
Staff Present: Terri Peters, District Manager, Matt Kempinger, District Technician and Henry Stelten, Ecological Technician
Called in: Nate Arendt, Board Member, Rich Hall, County Commissioner, Phillis Brey, NRCS and Sue Cerwinske, Bookkeeper/Admin. Asst.
Sharlene Klennert, Citizen
Absent: Larry Theismann, Secretary

- II. **PLEDGE OF ALLEGIANCE**

- III. **AGENDA** –
Motioned by Zabel and seconded by Fick to approve the agenda as presented with updates.
Approved: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried

A. Meeting statement – Terri Peters
Terri Peters made the decision to have call-in and limited number of attendees at the Board Meetings. Consulted with other SWCD's and BWSR on how they were handling meetings because of COVID-19 and State of Emergency Guidelines. Calling in is allowed under the open meeting law. Phone line setup for SWCD meeting by the County. Board was contacted about this suggested change and it was agreed that this was the best solution for the situation, at this time.

- IV. **PUBLIC COMMENTS**
Comments limited to 5 minutes per speaker

V. **CONSENT AGENDA – Board Action**

- A. Winona County Planning and Environmental Services Invoice for FY2019 Southeast Minnesota Well Sealing Program 4/1/2020 – 6/30/2020 for \$1,000.00 (Well Sealing Completed and required documentation provided (Bronk Well Sealing reimbursement)
Motioned by Fick and seconded by Zabel to approve the Winona County Planning and Environmental Services Invoice for \$1,000.00 for FY19 SE MN Well Sealing Program reimbursement
Approved: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried

VI. **SECRETARY'S REPORT**

- A. July 23, 2020 Meeting Minutes-Board Action
Motioned by Fick and seconded by Zabel to approve the Secretary's Report – July 23, 2020 Meeting Minutes
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried

VII. **TREASURER'S REPORT:**

- A. July Program Record--Board Action
Motioned by Zabel and seconded by Fick to approve the July Program Record
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried
- B. July District Financial Statements-Board Action
Motioned by Fick and seconded by Zabel to approve the July District Financial Statements
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried

- C. Program Funding Available for Cost Share – Informational

VIII. **PAYMENT OF MONTHLY BILLS**

- A. Monthly Bills in the amount of \$49,767.22-Board Action
Motioned by Zabel and seconded by Fick to approve payment of the monthly bills in the amount of \$49,767.22
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried

***** Introduction of new employees – Matt Kempinger and Henry Stelten.***

IX. **DISTRICT REPORTS**

- A. Chair Report – Terry Helbig – ***No Report***
- B. County Commissioner – Rich Hall
DNR looking at land by Kellogg. River encroaching property, it floods every year. Trying to get DNR to get it into game program. Was a hot topic. Jen Wahls emails. Haven't heard anything about it for a while.

- C. District Manager Report – Terri Peters
Reports in old business, programs working on Staff Training. Out in field – RIM Inspections. Henry/Terri attended grazing workshop at Tom Hunter's held by Sustainable Farming. Agri-Forestry. Flash graze during hot season. JPB Meeting 1W1P Staff interest in writing programs
- D. NRCS Report – Phillis Brey – *Report handed to attendees All but one EQIP obligated, should get on 9-01. Writing CRP Plans. Bill working on surveying, designing and engineering waterways and five wetland determinations completed.*
- E. Keely Hansen – District Technician
Engineering projects with Chris Nelson to get to contract stage. Working on survey. File organization, tracking, project management
- F. Matthew Kempinger – District Technician
Stream Monitoring, feedlot projects, filter strips and wetlands and RIM Inspections
- G. Henry Stelten – Natural Resources Technician
RIM Inspections, help out NRCS and working with Hannah Dar at County
- H. Sue Cerwinske – Bookkeeper/Admin. Asst. – *Report given*

X. OLD BUSINESS

- A. Update on office situation during COVID19 pandemic – Terri Peters
All employees coming into the office. Landowners by appointment. Doors are locked and desks are around 6 foot apart. Set up Zoom for meeting. Ordering sneeze guards for front counter and in front of Sue's desk where everyone passes by. Would like to look in to getting a TV on a cart with computer to take to break room and have zoom meetings. All employees could watch and see each other. Funding for COVID-19 expenses from Federal CARES Act. Get Brian at County a list of expenses.
- B. Letter of Support – Protecting Working Forestlands in the Blufflands: Trout, Turkeys and Timber FY2021 Landscape Scale Restoration Competitive Process Request (Previously Board Approved), Letter for board signature and discussion on current status and plans – **Signature, Board Discussion**
Lynn Zabel attended meeting on this and reported that it was a disappointing discussion. People didn't understand it. Work with individual landowners to make timbers a better place for hunting. Quality timber, landowner manage for timber value. \$245,000 available. Lynn's opinion – "Seems like a good opportunity for our purpose. Make good use of the land." Local decision-options: add staff, train current staff to do plan writing, logger capacity development or maybe informational workshops for outside person that would like to do plan writing, maybe shared services. Decision would be made locally based on participant needs. BWSR staff working on application for us to US Forestry.

Motioned by Zabel and seconded by Fick to approve signing the Letter of Support – Protecting Working Forestlands in the Blufflands; Trout, Turkeys and Timber FY2021 Landscape Scale Restoration Competitive Process Request
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None

Motion Carried

- C. Letter of Support to submit with Conservation Legacy Partners (CLP) Grant application – Mazeppa Creek Stream Restoration – Partnership with NRCS, Trout Unlimited, and SWCD on Dennis Post fishing easement site. – **Signature, Board Discussion**

Partnership, started with landowners contacting our Office. Mazeppa Creek is steep and it is eroding. Fishing easement. Apply for EQIP through Trout Unlimited and they will pay JPB rate for Chris Nelson to survey, design project. Bigger stretch of stream. Stream is changing, moving away from where easement is funded. Pursuing CPL through DNR. Stabilizing project.

Motioned by Fick and seconded by Zabel to approve signing the Letter of Support to submit with Conservation Legacy Partners (CPL) Grant application – Mazeppa Creek Stream Restoration – Partnership with NRCS, Trout Unlimited and SWCD on Dennis Post fishing easement site.

Affirmative: Helbig, Zabel, Fick, Arendt

Opposed: None

Motion Carried

- D. Zumbro 1W1P Update
Planning work group has been meeting and establishing priorities and Capacity. Don Springer, representing Wabasha County Board. Policy committee needs to decide how to go forward as a group and make decisions together to implement. Options were covered
- E. Mississippi River – Winona/La Crescent 1W1P Update
Agreed to participate in. Looks like it will be approved by BWSR to begin planning process at their next meeting. All of Wabasha County will be included in a 1W1P process.
- F. North Fork Zumbro at Mazeppa Status Update **Project engineering phase nearly completed and hope to release RFP for construction phase by the end of the year.**
- G. Gorman Creek Status Update
Fiscal agent and administer. Proposal for engineer services. Bring landowners together to let them know what is going on. Plan for getting RFP out for engineering services going forward
- H. MPCA Stream Monitoring, Mississippi Winona/La Crescent Status Update
All new staff trained. Matt will be primary for this project. 2 more stream monitoring days in September to finish and will start up next season in May. 3-year process of collecting data
- I. 319 Focus Small Watershed (West Indian Creek) Status Update
Previously selected for focus small watershed. Planning has been happening using the Plan 9 Stepping process since the beginning of the year. The Plan should hopefully be done end of this month. Implementation table. Next year will apply for funding. Funding cycle for 16 years. Work plan after funding. Next summer start implementation. Outreach done and educational workshops

- J. Whitewater JPB Cover Crop Grant Update
Signed agreement last month. Updated on phone with partners. \$5,000.00 available for technical services and Whitewater JPB has further funds for contracting for cover crops with landowners available to participating counties as requested. Keely did newspaper article. Jen planning to work with Keely on weekend to go over cover crop contracts. Get connected with some landowners. Need to have plans for planting, deadlines. Another part of grant is for updating septic systems that are failing, non-compliant. More for County to do. They need to be really failing and for low income.
- K. SE Well Sealing Grant Update
Jen had most of this money obligated for cover crops. \$1,324 cover crop money left.
- L. Fillmore Drinking Water Protection Grant Update
Nutrient management. Change sub-agreement to Sara West, for shared services. Sent list of who they worked with in Wabasha County.
- M. Cost Share Waiting List Update
Landowner projects didn't make it into EQIP. SWCD has list of projects waiting for funding, approximately \$60,000 currently. We are tracking. Piggy-back funding on some projects currently and looking for more opportunities for that. Little bit of Capacity left if Work Plan stays the same. Going into 2021 there will be opportunities for others that we can help.
- N. Conservation Farmer of the Year - Board Discussion
Discussed Charles Schmit for Conservation Farmer of the Year. Land in CRP and contour strips. Proud of his maintenance of conservation practices. Motioned by Arendt and seconded by Fick to approve Charles Schmit as Conservation Farmer of the Year for Wabasha County. Affirmative: Helbig, Zabel, Fick, Arendt Opposed: None Motion Carried
- O. Woodland Manager of the Year – Board Discussion
Discussed Ed Bauman for Woodland Manager of the Year. Sets guidelines for renter to keep conversation practices that have been done. Recognize at Forestry Days. Motioned by Arendt and seconded by Fick to approve Ed Bauman as Woodland Manager of the Year for Wabasha County. Affirmative: Helbig, Zabel, Fick, Arendt Opposed: None Motion Carried

Note: Interviews need to be done for Newspaper articles recognizing our suggestion for these farmers doing outstanding jobs in conservation. Will need to find a way of recognizing them on our own because there will be no in-person format for the State Convention this year.

XI. NEW BUSINESS

- A. Approve Dan Young Contract 19-Capacity-10 for \$4,388.93 for Travel Lanes & Livestock Watering System – **Board Action**
(Practice Standards – Heavy Use Protection (561) Trails & Walkways (575) Critical Area Planting (342) Watering Facility (614))
Motioned by Fick and seconded by Zabel to approve Dan Young Contract 19-Capacity-10 for \$4,288.93 for Travel Lanes & Livestock Watering System.
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried
- B. Approve Rollie Schumacher Contract 18-Capacity-6 for \$10,725.00 for 412 Grassed Waterway (NRCS Practice Standard) – **Board Action**
Motioned by Zabel and seconded by Fick to approve Rollie Schumacher Contract 18-Capacity-6 for \$10,725.00 for 412 Grassed Waterway (NRCS Practice Standard)
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried
- C. Approve Fred Keller Contract 20-Capacity-3 for \$15,211.50 for 412 Grassed Waterway (NRCS Practice Standard) – **Board Action**
Motioned by Fick and seconded by Zabel to approve Fred Keller Contract 20-Capacity-3 for \$15,211.50 for 412 Grassed Waterway (NRCS Practice Standard)
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried
- D. Approve Payment Voucher for Tom Miller Contract 20-CS-3 in the amount of \$1,093.44 for 412 Grassed Waterway – **Board Action**
Motioned by Fick and seconded by Arendt to approve Payment Voucher for Tom Miller Contract 20-CS-3 in the amount of \$1,093.44 for 412 Grassed Waterway
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried
- E. Staff Assignments and Training Plans – **Discussion**
Henry – NFWF, overall planning with landowners, RIM Mgmt check
Matt – Wetland Conservation, Small feedlots. Sites to look at with BWSR.
Keely – Technical Survey Design, Organize Projects, Cover Crops, Drone FAA Test Friday
All interested in survey design. Not on Federal System yet.
- F. Approval for Terri to have authority to sign any New Cover Crops or Well Sealing Contracts coming in – **Board Action**
Time sensitive programs. Flexibility to get contracts done.

Resolution beginning of 2021 for Terri to sign cover crop and well sealing contracts

Motioned by Fick and seconded by Zabel to approve authority for District Manager to sign any new Cover Crops or Well Sealing Contracts coming in through the end of the year 2020.

Affirmative: Helbig, Zabel, Fick, Arendt

Opposed: None

Motion Carried

- G. Approve Contract Amendment #2 for Steve McNallan for 17-CAP-WS-13
Expiration date from 8/30/2020 to 11/30/2020 with original amount staying at \$1,000.00 – Board Action
Motioned by Zabel and seconded by Fick to approve Contract Amendment #2 for Steve McNallan for 17-CAP-WS-13. Expiration date from 8/30/2020 to 11/30/20 with original amount staying at \$1,000.00
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried
- H. Approve Frank Brand Contract 19-319FL-1 in the amount of \$15,000.00
Feedlot VII Cost Share Assistance (Cost Share 50% up to \$15,000.00) – Board Action
Motioned by Fick and seconded by Zabel to approve Frank Brand Contract 19-319FL-1 in the amount of \$15,000.00 Feedlot VII Cost Share Assistance (Cost Share 50% up to \$15,000.00)
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried
- I. Approve Diane McNallan Contract Amendment for 18-CS-2. Updated Contract number from 18-CS-2, & 19-CS-1 to 18-CS-2 Expiration Date from 11/30/2019 to 10/31/2020 with amount change from \$11,971.88 to \$14,171.88 -Board Action
Cost more than anticipated
Motioned by Zabel and seconded by Fick to approve Diane McNallan Amendment for 18-CS-2. Updated Contract number from 18-CS-2 & 19-CS-1 to 18-CS-2. Expiration date from 11/30/2019 to 10/31/2020 with amount changed from \$11,971.88 to \$14,171.88
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried
- J. Approve Payment Voucher for Diane McNallan Contract 18-CS-2 in the amount of \$14,171.88 – Board Action
Motioned by Fick and seconded by Zabel to approve Payment Voucher for Diane McNallan, Contract 18-CS-2 in the amount of \$14,171.88
Affirmative: Helbig, Zabel, Fick, Arendt
Opposed: None
Motion Carried

XII. Upcoming Events:

A.

XIII. Board Reports

A. WW – Lynn Zabel

Using same auditor.

B. Zumbro 1W1P- Larry Theismann

C. SE SWCD Technical Support JPB – Larry Theismann

Glen Roberson administering the grant. Meeting mostly on JPB funding shortfall and resolving that. Raising dues to districts participating. Meeting with area engineers to go over projects we can help with. NACD grant we have and will be administering. \$100,000 for JPB staff and to use for EQIP and CSP Technical Assistance. Pay for some of Sue's time to work with Phillis on CSP. Meeting with NRCS engineer and JPB staff to go over what we will need to report. Other projects that can be funded.

D. County Board Meeting – Terry Helbig

**** Darrin Thompson came into meeting to discuss a well sealing situation.**

Well is not easy one. Going back and forth with state. Concrete already poured in the well. Equipment problem getting up to the well. Investigation to see if poured enough and sealed. Need contractor to come in and see what we can or can't do. Find somebody that can do this project. Is it sealed correctly or does it need to be drilled-out. Drill to see how deep the concrete is or excavator to dig trench and see how deep. Expensive, not a smooth project. Program SWCD has would only cover \$1,000.00 and expires 11/30/2020 and we would need records from Well-Sealers and Dept of Health. Landowner will need to make a decision.

XIV. Adjourn –Board Action

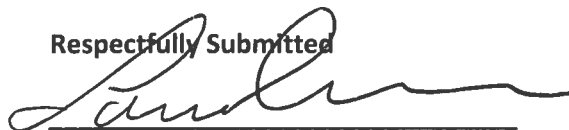
Motioned by Fick and seconded by Zabel to adjourn meeting at 10:06 AM

Affirmative: Helbig, Zabel, Fick, Arendt

Opposed: None

Motion Carried

Respectfully Submitted



Larry Theismann, Secretary