

SE SWCD TECHNICAL SUPPORT JPB

Wednesday, January 31, 2018

People's Energy Cooperative

Oronoco MN

9:30 A.M.

VOTING MEMBERS PRESENT: Larry Scherger-Dodge, Kathy Tesmer-Fillmore, Paul Heers-Freeborn, John Jaeger-Goodhue, Jim Gebhardt-Mower, Paul Uecker-Olmsted, Jim Purfeerst-Rice, Jerry Welke-Root River, Mark Ihlenfeld-Steele, Tom Gosse-Wabasha

OTHERS PRESENT: Adam King-Dodge, Donna Rasmussen-Fillmore, Mark Schaetzke-Freeborn, Glen Roberson-Goodhue, Chris Wagner-Goodhue, Justin Hanson-Mower, Skip Langer-Olmsted, Steve Pahs-Rice, Dave Walter-Root River, Terri Peters-Wabasha, Daryl Buck, Winona, Kate Bruss-JPB Engineer, Chris Nelson-JPB Engineering Technician, Jason Rochester-JPB Engineering Technician, Adam Beilke-BWSR, Dave Copeland-BWSR, Brad Anderson-Goodhue County Commissioner & SE MN Water Resources Board Chairman, Bridgett Timm-SE MN Water Resources Board

Chairman Scherger called the meeting to order at 9:30 a.m. A quorum was present.

I. AGENDA

Motioned by Tom Gosse seconded by Mark Ihlenfeld to approve the Agenda as printed. Voting affirmative: Gebhardt, Gosse Heers, Ihlenfeld, Jaeger, Purfeerst, Scherger, Tesmer, Uecker, Welke. Opposed: None. Motion passed.

II. INTRODUCTIONS AND BACKGROUND

Those present introduced themselves and shared what County they were representing.

III. ORGANIZE JPB FOR 2018

1. Election of Officers

Motioned by Paul Uecker seconded by Tom Gosse to cast a unanimous ballot to re-elect Larry Scherger for Chairman, Jim Gebhardt for Vice Chairman and John Jaeger for Treasurer. Voting affirmative: Gosse, Heers, Ihlenfeld, Purfeerst, Tesmer, Uecker, Welke. Opposed: None. Motion passed. Abstained: Scherger, Gebhardt, and Jaeger.

2. Appointment of all Committees

Chairman Scherger appointed the Committee members for 2018 as discussed. (See attached for details)

IV. SECRETARY'S REPORT

1. Approve Minutes of July 31, 2017 Regular Meeting

Motioned by Paul Uecker seconded by Tom Gosse to approve the July 31, 2017 Regular Meeting Minutes as printed. Voting affirmative: Gebhardt, Gosse, Heers, Ihlenfeld, Jaeger, Purfeerst, Scherger, Tesmer, Uecker, Welke. Opposed: None. Motion passed.

2. Action to Affirm Executive Committee Action from October 10, 2017

Motioned by Paul Uecker seconded by Paul Heers to affirm the Executive Committees meeting actions from October 10, 2017. Voting affirmative: Gebhardt, Gosse, Heers, Ihlenfeld, Jaeger, Purfeerst, Scherger, Tesmer, Uecker, Welke. Opposed: None. Motion passed.

V. COMMITTEE REPORTS

1. Personnel Committee

Glen Roberson reviewed with those present the Personnel Committee's Report, which was held on January 25, 2018. (See attached for details)

2. Finance Committee

The Finance Committee did not meet prior to this meeting.

3. Executive Committee Meeting

Action on the Executive Committee Meeting held on October 10, 2017 was previously discussed.

4. TSA and Local JPB Reorganization

Glen Roberson updated those present. No action was taken.

5. Supplemental Grants

Glen Roberson reviewed with those present the status and accomplishments of the Enhanced Technical Service Grants, the Nutrient Management Grant, The Nitrogen BMP Grant, the Soil Health Grant, the LCCMR Cover Crop Grant, the MN Ag Water Quality Certification Program and the RCPP Grant. (See attached for details)

Chairman Scherger called for a 15-minute recess to the meeting at 10:45 a.m.

The meeting reconvened at 11:00 a.m.

VI. ACTION ITEMS

1. Personnel Committee

A. Approve 2018 Wage Scale with Cost of Living Increase

B. Action on JPB Staff Salary Step

i. Pete Fryer

ii. Jason Rochester

iii. Kate Bruss

iv. Chris Nelson

C. Health Insurance Recommendations

D. Equipment/Software Recommendations

Motioned by Paul Uecker seconded by Tom Gosse to approve all the Personnel Committee recommendations as discussed. Voting affirmative: Gebhardt, Gosse, Heers, Ihlenfeld, Jaeger, Purfeerst, Scherger, Tesmer, Uecker, Welke. Opposed: None. Motion passed.

2. Action to Approve Fiscal Year 2017 Financial Audit when Complete

Motioned by Tom Gosse seconded by John Jaeger to approve and pay the Fiscal Year 2017 Financial Audit when complete. Voting affirmative: Gebhardt, Gosse, Heers, Ihlenfeld, Jaeger, Purfeerst, Scherger, Tesmer, Uecker, Welke. Opposed: None. Motion passed.

3. Action on Administrative Costs/Dues Recommendations for 2017 to Include Reimbursements Billed From Other Parties

Motioned by Jim Purfeerst seconded by Mark Ihlenfeld to approve payment of Administrative Costs to Goodhue SWCD and include reimbursements billed from other parties. Voting affirmative: Gebhardt, Gosse, Heers, Ihlenfeld, Jaeger, Purfeerst, Scherger, Tesmer, Uecker, Welke. Opposed: None. Motion passed.

4. Action on RCPP Cost Share Policy: Set Policy and Rates for 2018

Motioned by Paul Uecker seconded by John Jaeger to amend the existing RCPP sub agreement "B" between the TSA and each of the 11 SWCD's in the SE region. The amendment will be added to state:

"Each July the SWCD will enter into a general sub agreement (sub agreement B) with the TSA for the amount of \$20,000.00 expiring the following July. Having this sub agreement in place allows the district to do project development intended for an RCPP project. Technical time spent on any of these projects can then be charged to the TSA retroactively up to \$2,500.00 per project at 100% of their billable rate."

Voting affirmative: Gebhardt, Gosse, Heers, Ihlenfeld, Jaeger, Purfeerst, Scherger, Tesmer, Uecker, Welke. Opposed: None. Motion passed.

5. Action to Authorize JPB to Sign RCPP Grant Agreements and Sub Agreements

Motioned by Tom Gosse seconded by Paul Heers authorizing the Host District manager to sign the RCPP Grant Agreements and Sub Agreements when received. Voting affirmative: Gebhardt, Gosse Heers, Ihlenfeld, Jaeger, Purfeerst, Scherger, Tesmer, Uecker, Welke. Opposed: None. Motion passed.

6. Authorize Continued Transition to Option B Shared Administration with the SE Water Resources Board

Motioned by Paul Uecker seconded by Paul Heers to continue the transition to Option B shared administration with the SE Water Resources Board as discussed. Voting affirmative: Gebhardt, Gosse Heers, Ihlenfeld, Jaeger, Purfeerst, Scherger, Tesmer, Uecker, Welke. Opposed: None. Motion passed.

7. Other

Those present discussed employees using their personal cell phones for work purposes, which include emails, phone calls and project photos.

Motioned by Mark Ihlenfeld seconded by Tom Gosse to reimburse each SE SWCD Technical Support JPB employee \$50.00 per month for the use of their personal cell phones for work purposes if requested. Voting affirmative: Gebhardt, Gosse, Heers, Ihlenfeld, Jaeger, Purfeerst, Scherger, Tesmer, Uecker, Welke. Opposed: None. Motion passed.

VII. REPORTS

1. Other

Adam Beilke and Dave Copeland from BWSR reviewed with those present, upcoming Technical training opportunities, money available for training purposes, new BWSR employees hired, and other grant updates. No action was taken.

VIII. ADJOURNMENT

Motioned by Tom Gosse seconded by Jim Gebhardt to adjourn the meeting. Voting affirmative: Gebhardt, Gosse, Heers, Ihlenfeld, Jaeger, Purfeerst, Scherger, Tesmer, Uecker, Welke. Opposed: None. Motion passed.

The meeting was adjourned at 12:03 p.m.

Respectfully submitted,



July 31, 2018

Glen Roberson
Secretary

ATTACH: 2018 Committees list
Executive Committee Report
Personnel Committee Report
Supplemental Grants Update

Officers & Committees

Officers:	2018	
Chair	Larry Scherger	Freeborn SWCD
Vice-Chair	Jim Gebhardt	Mower SWCD
Secretary (Not Elected)	Glen Roberson	Goodhue SWCD
Treasurer	John Jaeger	Goodhue SWCD
Committees:		
Personnel	Mark Ihlenfeld	Steele SWCD
	Jim Gebhardt	Mower SWCD
	Jim Purfeerst	Rice SWCD
	Daryl Buck	Winona SWCD
	Glen Roberson	Goodhue SWCD
Finance	John Jaeger	Goodhue SWCD
	Paul Uecker	Olmsted SWCD
	Thomas Gosse	Wabasha SWCD
	Steve Pahs	Rice SWCD
	Glen Roberson	Goodhue SWCD
Prioritization	Bill Rowekamp	Winona SWCD
	Larry Scherger	Dodge SWCD
	Paul Heers Jr	Freeborn SWCD
	Pete Fryer	JPB Engineer
	Jason Rochester	JPB Technician
Executive	Larry Scherger	Chair
	Jim Gebhardt	Vice Chair
	Paul Heers, Jr.	Member At Large (Appointed by Chair)
CTAC COMMITTEE	John Jaeger	Goodhue SWCD
	Jim Gebhardt	Mower SWCD (Alternate)
Organizational	Executive Committee: plus	
	Glen Roberson	JPB Secretary
	Eric Gulbranson	Steele SWCD Manager
	Adam Bielke (Advisor)	BWSR

**SE SWCD Technical Support JPB
Executive Committee / Special Meeting with SE WRB Executive Committee
Tuesday, October 10, 2017
Steele SWCD Conference Room,
Owatonna, MN
9:00 AM**

Voting Members Present: Larry Scherger (JPB Chair & Dodge SWCD Supervisor), Paul Heers, Jr. (Freeborn SWCD Supervisor), Mark Ihlenfeld (Steele SWCD Supervisor filling in for Jim Gebhardt), James Brady (Steele Co. Commissioner), Brad Anderson (Goodhue Co. Commissioner), Rodney Peterson (Dodge Co. Commissioner)

Others Present) Bridgette Timm (SE WRB Executive Director), Adam Bielke (BWSR Board Conservationist), Glen Roberson (SE SWCD Tech Support JPB Host Manager).

Purpose: To clarify group goals and establish a tentative timeline for shared director. Also to authorize a group to meet to work out details.

Background: Both Joint Powers Board have a goal of sharing a director to gain efficiencies and reduce workload on the SE SWCD Tech Support JPB Host District (Goodhue SWCD).

Actions:

The meeting was called to order at 9:10 AM. Introductions were made, and Bridgette Timm and Glen Roberson provided an overview of the items on the Agenda

It was agreed by consensus that the two Joint Powers Boards should work together towards the goal of a shared Director, and try to achieve this within 2 years. Easily transferred programs including the MN Ag Water Quality Certification Program and the Nitrogen BMP Program should be moved by January 1 2018. The RCPP Small Feedlot Fix Program administration should also start its transfer but will need to be shared in the short term.

These actions will need to be approved by each JPB. The next meeting of the SE WRB will by November 13th 2017, and the SE SWCD Tech Support JPB was invited to have representatives there (Glen Roberson and Larry Scherger plan to attend).

The meeting was adjourned at 11:20 AM.

Respectfully submitted,

Glen Roberson
Secretary

SE SWCD TECHNICAL SUPPORT JPB

Personnel Committee Report

January 25, 2018

The meeting was called to order at 9:35 AM at the Olmsted SWCD Conference Room in Rochester MN. Present were: Jim Gebhardt (Mower Supervisor), Mark Ihlenfeld (Steele Supervisor), Jim Purfeerst (Rice Supervisor), Daryl Buck (Winona), Glen Roberson (Goodhue), Jason Rochester, Kate Bruss, Chris Nelson, and Pete Fryer. Dave Copeland (BWSR) attended the 1st part of this meeting.

Glen reviewed the Agenda Packet with the group. The FY2018 budget and proposed 2018 Wage Scale were reviewed, as we are at the half way point of FY2018. This included equipment purchases and use of the Enhanced Shared Technical Service Grants that require 25% match.

Dave Copeland provided an update on the RCPP Small Feedlot Grant and reviewed our current policy on cost share rates. The full JPB will address this at the January 31 2018 meeting for any changes for 2018.

The Committee also reviewed the following items:

- 2017 Project Accomplishment Report that was submitted to BWSR.
- Local JPB Reorganization / Cooperation efforts with the SE Water Resources JPB.
- Health Insurance renewal for JPB staff, and possible use of an alternative plan for next year such as Public Employees Insurance Program (PEIP). New rates are expected in August 2018 and the Personnel Committee will meet then to re-examine this issue.
- With the increase in JPB complexity and funding, that our current schedule of 2 full JPB meetings per year be reviewed. Quarterly meetings may be needed for now. This may change depending on reorganization effort progress.

Staff reviews were completed with Chris Nelson, Jason Rochester, Kate Bruss and Pete Fryer. All staff received favorable reviews.

Equipment needs were reviewed. Jason Rochester's 2007 Ford F150 should be replaced. Chris Nelson requested a 'stand up desk' for his work station (needs to match other equipment, ~\$500). As staff are using their personal cell phones for work (photos of projects, calls, emails) we are requesting a policy for covering a portion of their costs (will no longer need to carry a separate camera). A Plotter is needed for Pete Fryer and possibly one for Chris Nelson (may be able to use Olmsted County's plotter for a fee). Staff Computers (3) were purchased in 2011 and are now in need of new hard drives (estimated cost of ~\$200 each). Pete and Kate will need to attend training in order to renew their Professional Engineering licenses. The upcoming Driftless Area Symposium held this February in La Crosse WI qualifies, and staff plan to attend.

The Personnel Committee noted again that maintaining quality staff is very important to the future of this JPB. Noted that Pete Fryer has added new responsibilities that include Project Prioritization, Staff Management and Training that are not currently in his position description. The following is recommended:

- A. *Approve the 2018 wage scale that includes a 2.5% Cost of living increase over the 2017 scale.*
- B. *Approve the following changes:*
 - i. *Pete Fryer: Change Pay Range from 32 step 15 to Range 34 step 11 due to updated Job Description to include Project Prioritization / Staff Mgmt / Training.*
- C. *Approve the JPB staff Step increases, retroactive to Jan. 1, 2018:*
 - i. *Pete Fryer: Range 34, Step 11 (was Range 32, Step 15)*
 - ii. *Jason Rochester: Range 24, Step 13 (was Range 24, Step 12)*

- iii. *Kate Bruss: Range 30, Step 11 (was Range 30, Step 10)*
- iiii. *Chris Nelson: Range 26, Step 10 (was Range 26, Step 9)*

D. No changes will be made to the Health Insurance JPB Policy until after the new PEIP rates are reviewed in August 2018, and that we provide the BCBS \$2200/\$4400 HSA Policy for 2018.

E. Authorize the purchase of the following equipment:

- i. a stand up workstation accessory for Chris Nelson. Estimated cost of about \$500.*
 - ii. Replace Jason's Truck: offer local dealers to match State Bid of \$24,276 plus tax & license on 2018 GMC Sierra 4WD Double Cab, including a 5.3 liter V-8 engine and underbody shield. The 2007 Ford F150 Supercab will be offered in trade or sold.*
 - iii. a plotter for Pete Fryer, estimated at \$2500.*
 - iiii. computer hard drive updates estimated at \$400 (\$200 each for Pete & Kate's computers, Jason's already fixed).*
- F. Approve a policy for compensation of personal Cell Phone use for work.*

The meeting was adjourned at 4:45 PM
Glen Roberson, Secretary / Host District Manager

P:\SE SWCD JPB\Word Documents\SRF Personnel Committee\2017\Personnel com minutes Jan 25 2018.docx

Salary 2018 2.5%

	A	B	C	D	E	F	G	H	I	J	K
1											
2	Salary Analysis, Calendar 2018 projected based on JPB pay scale										
3	Includes eligible steps and 2.5% Cost of Living Increase										
4	Employee	Step	Wage	Yearly	FICA (6.2%)	PERA (7.50%)	Medicare	Total	Longevity Pay		
5									\$5 Month @ end of scale		
6	Pete	34 - 11	\$51.83	\$108,216.62	\$6,709.43	\$8,116.25	\$1,569.14	\$124,611.43	\$1,220.00		
7	Kate	30 - 11	\$42.64	\$89,030.08	\$5,519.86	\$6,677.26	\$1,290.94	\$102,518.13			
8	Jason	24 - 13	\$33.10	\$69,119.61	\$4,285.42	\$5,183.97	\$1,002.23	\$79,591.23			
9	Chris Nelson	26 - 10	\$34.39	\$71,809.08	\$4,452.16	\$5,385.68	\$1,041.23	\$82,688.16			
10	Totals		\$161.96	\$338,175.39	\$20,966.87	\$25,363.15	\$4,903.54	\$389,408.96			
11											
12	Based on :										
13	3% COLA every year 2004-2009, 2% 2010, 0% 2011, 3% 2012-2013, 1% 2015, 2% 2016-17										
14											
15											
16											
17											
18											
19											
20											

- 5.53% 2005
- 6.00% 2006
- 6.25% 2007
- 6.50% 2008
- 6.75% 2009
- 7.00% 2010
- 7.25% 2011
- 7.5% 2015

1/25/2018: already paid Fryer \$1220 Longevity Pay for 2018. 1220/2088 = \$0.584 / hour. Adjusted will be \$51.83 - .584 = **\$51.25** Pay for 2018.

NI

The SE SWCD Tech Support JPB was formed in 1995 to serve the Engineering needs of the 11 SWCD's in SE MN. It currently employs 4 staff:

- Pete Fryer: Professional Engineer located in the Winona SWCD office in Lewiston.
- Kate Bruss: Professional Engineer located in the Goodhue SWCD office in Goodhue.
- Jason Rochester: Technician located in the Root River SWCD office in Caledonia.
- Chris Nelson: Technician located on the Olmsted SWCD office in Rochester

The Goodhue SWCD serves as the host and fiscal agent for the JPB, which has one voting SWCD Supervisor from each of the 11 SWCDs. The current JPB Chair is Paul Heers, Jr. from Freeborn SWCD.

The Goodhue SWCD tracks its administrative hours for the JPB. The chart below summarizes the past several years. In the 1st 6 months of FY2016 (July – December 2015) the JPB paid Goodhue \$5688 from the various supplemental grants that the JPB administers. An additional \$8,500 was paid in the 2nd half of FY2016 (January – June 2016) for a total of \$14,188. The JPB has acknowledged the need to pay more to cover these costs, and has budgeted a base increase from \$8500 to \$10,000 for FY2017, in addition to administrative funds received from the supplemental grants.

	Hours	Rate	Cost	JPB base operations Admin billable rate x hrs	'extra' match	
FY2018 (1/2 year) GR	135.25	\$103.81	\$14,040.30	\$13,080.08		31 Base 147.25 hrs 53 Nutr + N2 6 hrs 54 Cover Crop/SH 2 hrs 55 MAWQCP 12.75
FY2018 (1/2 year) CW	117	\$71.28	\$8,339.76	\$8,339.76		
FY2017 (1/2 year) GR	375.5	\$95.88	\$36,002.94	\$27,733.29		31 Base 206 hrs 53 Nutr + H2 49.5 hrs 54 Cover Crop/SH 11.5 hrs 55 MAWQCP 30.5 hrs
FY2017 (1/2 year) CW	146	\$69.66	\$10,170.36	\$9,264.78		
FY2017 (2nd 1/2 Year)GR	297.5	\$95.88	\$28,524.30	\$19,751.28		
FY2017 (2nd 1/2 Year)CW	168	\$69.66	\$11,702.88	\$10,257.44		
sub total	987		\$86,400.48	24,321.56	\$24.64	\$42,685.23
FY2016 (1/2 Year) GR	174.25	\$83.02	\$14,466.24		Admin Paid to Goodhue	Return per hour
FY2016 (1/2 Year) CW	122	\$56.69	\$6,916.18			
FY2016 (2nd 1/2 Year)GR	236.75	\$93.32	\$22,093.51			
FY2016 (2nd 1/2 Year)CW	69.5	\$69.37	\$4,821.22			
sub total	602.5		\$48,297.14	14,188	\$23.55	\$34,108.87
FY2015	505.5		\$31,391.05	\$8,500.00		\$16.82
FY2014	459		\$26,448.56	\$8,500.00	\$5688 Admin + \$8500	\$18.52
FY2013	489		\$26,019.21	\$8,500.00		\$17.38
FY2012	421	50	\$21,050.00	\$8,500.00		\$20.19

Active Grants Involving the JPB:

1. **NPEA Base Grant FY2017. P17--2177, \$130,000.** New Grant: no funds spent as of 12/31/2016. As of 6/30/2017: Adjusted spending during grant review with BWSR staff: spent \$19276.34 by 12/31/2016 on staff. From 1/1/17 – 6/30/17 spent \$86,060 on technical staff, leaving \$24,663.67 (adjusted) available. As of 12/31/2017: spent remaining \$32,111.16 plus matched with \$11,980.92 EPA319 small feedlot technical cash plus \$1019.08 local cash. Grant can be closed.

NPEA Base Grant FY2018: Anticipate \$150,000 new grant later this summer, which includes \$20,000 for equipment. 10% match required. As of 12/31/2017: spent \$72,615.40 (grant approved 8/10/17). Remaining grant is \$77,384.60. Match requirement (\$15,000) can be landowner project cash that is not matched to other grants. .

2. **FY2015 Nutrient Management Accelerated Implementation in the SE MN C15-0447 \$205,280.** Approved April 7 2015 thru December 31 2018 on a 50%/40%/10% basis to continue funding of positions in Fillmore & Rice SWCD (0.5 FTE each). Sub agreements approved with Fillmore (\$121,320 total: \$120,000 technical + \$1320 admin.) and Rice (\$81,320 total: \$80,000 technical + \$1320 admin.) plus JPB (\$2640 admin). 25% Match required. Contract started April 7 2015 and runs thru 12/31/2018. Reports due annually on February 1.
Fillmore Report:

Paid Fillmore SWCD 1st 50% (\$60,660). Fillmore SWCD spent \$9,889.78 during this period, and brought in \$5,115 in local match fees. With fees spent first, this leaves \$116,544.97 in Grant funds from Total Sub Agreement. Matching funds total \$8,114.75.
Rice Report: Paid Rice SWCD 1st 50% \$40,660. Rice SWCD spent \$20,181.54 during this period, and brought in \$624.36 in local match fees. Fees will be spent in 2016, this leaves \$61,762.82 in Grant funds from Total Sub Agreement. Matching funds total \$8888.02.
JPB Report: JPB provided \$368.02 in Administrative assistance; remaining Grant funds are \$2271.98.
6/30/2016: No report is due until Feb. 1 2017.
12/31/2016: Transferred \$27,000 from Fillmore to Rice SWCD due to cash flow & workload with sub agreements revised. \$19,000 cash transferred in August of 2016 with remainder to move when next 40% payment arrives.
Fillmore Report: Fillmore SWCD spent \$38,370.96 during this period, and brought in \$2,947.62 in local match fees. With fees spent first, this leaves \$54,101.63 in Grant funds from Total Sub Agreement (\$1,461.63 cash currently remaining). Matching funds total \$11,062.37.
Rice Report: Added \$1511.51 in fees. The FY2015 grant had a balance of \$61,762.82 on January 1st, 2016. Total expenditures for this period were \$34,427.35. \$19,000 was transferred to Rice from Fillmore, resulting in a balance on December 31st, 2016 of \$47,846.51. Total matching funds for this period were \$13,214.35. This included \$1511.51 in fees received, \$11,624.31 in landowner contributions, and \$78.53 in administrative in kind.
JPB Report: JPB provided \$1699.62 (18 total hours) in Administrative assistance; remaining Grant funds are \$572.36 (actual balance is -\$747.64 as only 1st 50% received to date).
6/30/2017: No report is due until Feb. 1 2018. Completed report & received next 40% of funding on 6/12/2017. Future funding for this program will be challenging due to existing grant no longer available.

12/31/2017:

Fillmore Report: Fillmore SWCD spent \$35,241.67 during this period, and brought in \$3,888.50 in local match fees. With fees spent first, this leaves \$2,375.59 in Grant funds from Total Sub Agreement, with the final 10% of \$12,132.00 reimbursed after grant is completed. .

Rice Report: Rice SWCD spent \$28,386 during this period, and brought in \$1705.11 in local match fees. With fees spent first, this leaves \$13,432.11 available, plus another \$8000 from the last 10% of the grant once completed. Once those funds are expended, there is not another state grant to fund this work. Therefore, the counties being served may choose to continue receiving services at the current billable rate for Travis, which is \$44 per hour :

JPB Report: JPB provided \$1216.30 (12.5 hours total) in Administrative assistance. All grant funds for this item are spent, so all in local 'Match').

FY2014 SE MN Soil Health Providing Accelerated Technical Assistance C14-6698:

Fillmore; \$250,000.

Grant runs from Approval date (April 3, 2014) thru December 31 2016 2018, with reports due February 1st of each year. Funds provided on a 50%/40%/10% basis. \$248,500 for Fillmore \$6000 for Education & Information, \$242,500 for Technical Assistance), \$1500 to JPB for Administration.
(\$124,250 paid to Fillmore, \$750 paid to JPB in spring 2014). Fillmore spent \$25,525.26 from the grant thru 12/31/2014 and received \$9,650 in local cash; leaving a balance of \$222,974.74 (\$98,423.63 on hand from 1st 50% of grant). The JPB spent \$301.11 on Administration; leaving a balance of \$1,198.89 (\$448.89 on hand from 1st 50% of grant).
No report required on 6/30/2015.
1/1/2015 to 12/31/2015. A 25% local match (\$62,500) is required, with \$29,700 from local cash and \$32,800 from In-Kind sources
Fillmore SWCD spent ~~\$56,060.56~~ \$36,049.83 from this grant from January 1 thru December 31 2015, and \$9,650 in local cash was received and spent. This leaves a balance of ~~\$166,914.18~~
The JPB spent \$518.88 of their \$1500 from this grant from January 1 thru December 31 2015. This leaves a balance of \$680.01.
A 25% local match is required (\$62,500) as noted above. Match provided from 1/1/2015 thru 12/31/2015 totaled \$130,192 (8800+111,670+9722). This leaves a match obligation of \$0.00 match.
No report required on 6/30/2016.
1/1/2016 to 9/30/2016:
The JPB spent \$1388.01 of their \$1500 from this grant from January 1 thru September 30 2016. This leaves a balance of \$-1458. As the JPB did not receive any funds from the 2nd 40% payment, they will receive their final \$750 at the end of this grant (from the final 10%) Completed report showing 1st 50% of grant was spent and requesting 2nd payment of 40%, which was received and paid all \$100,000 to Fillmore in November of 2016.
Fillmore SWCD spent \$46,463.35 from this grant from January 1 thru September 30 2016, and \$5300 in local cash was received and spent.
10/1/2016 - 12/31/2016:
The JPB spent \$762.54 on administration. \$1500 is allowed from the grant, so this results in a total of \$1470.54 local match to date.
Fillmore SWCD spent \$15,396.95 from this grant during this period, and \$0 in local cash was received and spent. This leaves a grant fund remaining balance of \$144,935.39.
1/1/2017 - 6/30/2017: No report required. 2nd payment (250,000 x 40% = \$100,000) received & paid to Fillmore SWCD. Funding for the continuation of this program is not available from current grant source. Will need a decision on future funding.
1/1/17 - 12/31/2017: The JPB spent \$1076.85 on Administration. All of this is local match, as grant funds for this have been exceeded.
Fillmore SWCD spent a total of \$70,449.74. \$4800 was from local cash (fees), \$65,649.74 from the State Grant. Remaining Grant funds are \$15,164.87 plus the final 10% of \$24,250 = \$39,414.87.
Vehicle expenses continue to be paid from the 2017 Enhanced Services Part 2 grant, and will need to be funded from other sources in the near future.

4. MN Department of Agriculture Nitrogen Best Management Practices \$194,912 \$202,562

\$275,748.

Grant is from the MN Department of Ag, with a grant period of 1/1/2015 thru 6/30/2016. Funded on a Reimbursement Basis with quarterly billings. Sub-Agreements to partners to implement. Fund two 50% FTE positions with Fillmore & Rice SWCD (supplement to NMP positions); plus the University of MN Extension Service (UMES). Budget is: \$73,252.50 to Fillmore SWCD; \$59,126.50 to Rice SWCD; \$3420 for JPB Administration; \$48,613 to UMES. An additional \$10,500 is budgeted for 'Advanced Scientific' plots in or near Fillmore SWCD and will be added to their agreement. Grant started in 2015, so no qualifying expenses yet. \$7650 added 3/11/2015 to grant for more Advanced Scientific Plots (amended to Fillmore agreement, now \$91,402.50 including correction.) FY2015 3rd quarter report & billing submitted 4/29/2015 for \$13,894.11 (JPB = \$1065.55; Fillmore = \$6910.94; Rice = \$4976.62; MES = \$946).
FY2015 4th quarter report & billing submitted 7/13/2015 for \$31,089.42 (JPB = \$1176.66; Fillmore = \$20,757.79 ; Rice = \$7,907.38 ; MES = \$1247.60 (see attached report for details).
FY2016 1st quarter report & billing submitted 10/20/2015 for \$31,650.46 (JPB = \$849.82; Fillmore = \$14,974.58 ; Rice = \$7,686.42; MES = \$8,139.64. (see attached report for details).
FY2016 2nd Quarter Report & Billing submitted 1/15/2016 to Dawn Bernau MDA for \$31,296.33 (JPB = \$332.98; Fillmore = \$17,506.70; Rice = \$5,023.84; MES = \$8,432.81. (see attached report for details).

FY2016 3rd Quarter Report & Billing submitted 4/15/2016 to Dawn Bernau MDA for \$29,469.67 (JPB = \$2,526.67; Fillmore = \$13,079.81; Rice = \$1500.85, Wabasha = \$2,438.42; MES = \$9,923.93. (see attached report for details).
FY2016 4th Quarter Report & Billing submitted 7/15/2016 to Dawn Bernau MDA for \$37,102.74 (JPB = \$2799.90; Fillmore = \$19,229.98; Rice = \$0, Wabasha = \$2775.62; MES = \$12,297.24. (see attached report for details).
FY2017 1st Quarter Report & Billing submitted 10/15/2016 to Dawn Bernau MDA for \$26,962.19 (JPB = \$1399.05; Fillmore = \$15,422.06; Rice = \$0, Wabasha = \$2612.65; MES = \$7,528.44. (see attached report for details).
FY2017 2nd Quarter Report & Billing submitted 1/26/2017 to Dawn Bernau MDA for \$43,029.85 (JPB = \$1690.32; Fillmore = \$26,489.43; Rice = \$0, Wabasha = \$6874.26; MES = \$7975.85. (see attached report for details). Amendment #3 approved with MDA for \$147,225 new funding and new expiration date of 12/31/2017.
FY2017 3rd Quarter Report & Billing submitted 4/25/2017 to Dawn Bernau MDA for \$22,988.72. (JPB = \$1852.05; Fillmore = \$13598.05; Rice = \$0, Wabasha = \$2017.60; MES = \$5,521.02. (see attached report for details).
FY2017 4th Quarter Report & Billing will be submitted by 7/25/2017 to Dawn Bernau MDA for \$24,860.67 (JPB = \$884.64; Fillmore = \$13,780.57; Rice = \$0, Wabasha = \$2,974.59; MES = \$7,220.87. (see attached report for details).

FY2018 1st Quarter Report & Billing was submitted in October 2017 for \$25,172.30 (JPB = \$597, Fillmore = \$15,025.31, Wabasha = \$982.22, MES = \$8,567.14 (see attached report for details)

FY2018 2nd Quarter Report & Billing was submitted in December of 2017 (for calendar year end budget purposes) and revised in January 2018 due to omitted expenses (Chipper rental & RSN Sampling). Total billing was \$28,967.69 plus the revised \$2300. See attached report for details. Program was revised & renewed for 2018, with the new State contract set up directly with the SE Water Resources Board: Bridgette Timm administering. On 1/26/2018 received actual invoice from MES for \$9343.87, which is \$1087.23 more than their estimate. MDA advised re-submitting for new amount, processed on 1/29/2018.

Fillmore:

From January 27 to March 31 2015, six demonstration plots were signed up. A total of 18 NMI plots are signed up as of submitting this report (8 high/low rates, 6 side dressing variable rates, 1 different rates in alfalfa ground, 1 different rates in manured ground, and 1 stabilizer, and one to be determined).

From April 1 to June 30, 2015, 19 plots were put in; most were done successfully. A few had some minor problems but will still be able to use. All crop management information was gathered and submitted by June 30, 2015

July 1 to September 30 2015: Fillmore staff continued to gather information from other producer plots and also provided assistance retrieving information from the Advanced Scientific plots. Of my 20 NMI Plots, 18 plot visits were conducted on 18 plots to obtain SPAD data from 14 assessment plots and 4 advanced plots. 4 more plots visits were taken to collect BSNT, Whole Plant, and SNT samples from the 4 advanced plots. Samples were packaged and sent to MTVL for testing.

U of M: Maintained advanced nitrogen BMP research plots in Grand Meadow (Mower Co.) and Greenleafon (Fillmore Co.).

October 1 to December 31 2015: Fillmore staff continued to gather information from the producer plots and also provided assistance retrieving information from the Advanced Scientific plots.

U of M: Maintained advanced nitrogen BMP research plots in Grand Meadow (Mower Co.) and Greenleafon (Fillmore Co.).

Jan. 1 to March 31 2016: (See attached Report 'Nitrogen BMP #1')

4/1/2016 to 6/30/2016: (See attached Report 'Nitrogen BMP #2')

7/1/2016 to 9/30/2016: See attached Report 'Nitrogen BMP #3'

10/1/2016 to 12/31/2016: See attached Report 'Nitrogen BMP #4'

1/1/2017 – 3/30/2017: See attached Report 'Nitrogen BMP #5'

4/1/2017 – 6/30/2017: See attached Report 'Nitrogen BMP #6'

JPB:

Coordinated Contract from MN Dept. of Ag to JPB; sub contracts with Fillmore SWCD, Rice SWCD, Mn Extension Service. Grant amendment approved adding \$7650 for additional Advanced Scientific Plots. All signatures completed with SE SWCD Tech Support JPB approval.

From April 1 to June 30 2015: 15.5 hours Roberson plus 1 hour Wagner. Coordinated with MES, Fillmore SWCD and Rice SWCD on contract reporting for FY2015 3rd Quarter reporting. MES submitted reports late, requiring resubmitting of report to Dawn Bernau. Amended Fillmore SWCD grant for additional Advanced Scientific Plot. Received and Distributed \$13894.11 reimbursement to JPB, Fillmore, Rice & MES (will hold MES \$ until 4th qtr report as requested by MES).

From July 1 to September 30 2015: 11 hours Roberson plus 1 hour Wagner. Reporting for previous quarter to MDA and full JPB. Received 4th quarter funds & distributed \$31,089.42 to Partners.

From October 1 to December 31 2015: 11 hours Roberson plus 1 hour Wagner, but only charged \$332.98 as that was the amount remaining. *An additional \$636.93 was spent, and can be considered 'Match'.* Reporting for previous quarter to MDA. Received 1st quarter funds & distributed \$31,650.46 to Partners.

From Jan. 1 to March 31 2016: (See attached Report 'Nitrogen BMP #1').

Grant with MDA amended & approved on May 9 2016 extending completion date to 12/31/2016 and adding \$ 73,186 for a new total of \$275,748. Amended sub agreements created & approved. (see report 'Nitrogen BMP Amendment').

From April 1 to June 30 2016: 29.25 hours Roberson plus 1 hour Wagner = \$2730.48. Reduced by \$1377.93 due to exceeding budget of \$1421.97 allowed. Unless new funds become available, JPB will not receive additional Administrative reimbursement for the remainder of 2017. (See attached report 'Nitrogen BMP #2')

From July 1 to September 30 2016: 13.5 hours Roberson plus 2 hour Wagner = \$1399.05. (See attached report 'Nitrogen BMP #3')

From October 1 to December 30 2016: 15.25 hours Roberson plus 1 hour Wagner = \$1690.32. Increased by \$158.49 (\$2.53 GR & \$0.25 CW per hour for 1st 3 quarters of 2016) due to BWSR billing rate correction. (See attached report 'Nitrogen BMP #4')

1/1/2017 – 3/30/2017: See attached Report 'Nitrogen BMP #5'

4/1/2017 – 6/30/2017: See attached Report 'Nitrogen BMP #6'

Rice SWCD has decided to redirect their staff and have a very limited participation in this program as of 1/1/2016. Will need to amend their sub agreement and create a new sub agreement with another local partner (JPB).

Rice: 6 demonstration plots (1 rate following alfalfa, 1 rate with manure, 1 timing, 3 rate). One assessment plot is signed up (cover crop plot).

April 1 to June 30 2015: Installed and geo-referenced 6 plots. Additionally, 2 plots were geo-referenced that are being managed by CCAs. Performed site visits on 5 of 6 plots, as well as 7 plots being managed by CCAs. Each plot was visited once during this quarter.

July 1 to September 30 2015: Among my 22 NMI plots, 14 site visits were performed on 12 plots to obtain SPAD data (2 plots were visited twice). Data was entered on site visit sheets that were submitted to MDA. Additionally, basal stalk nitrate samples were obtained from 4 plots (additional plots will be sampled in the next quarter). These samples were packaged with the appropriate documentation and were handed off to MVTL for analysis.

October 1 to December 31 2015: Among my 22 NMI plots, 2 site visits were performed to obtain basal stalks for nitrate testing. Travis also assisted with the harvest of six plots to ensure correct data collection. The NMI harvest info forms were completed and delivered to MDA.
Jan. 1 to March 31 2016: (See attached Report 'Nitrogen BMP #1')

Wabasha:

January 1 to March 31 2016: (See attached Report 'Nitrogen BMP #1')
4/1/2016 to 6/30/2016: (See attached Report 'Nitrogen BMP #2')
7/1/2016 to 9/30/2016: (See attached Report 'Nitrogen BMP #3')
10/1/2016 to 12/31/2016: (See attached Report 'Nitrogen BMP #4')

1/1/2017 – 3/30/2017: See attached Report 'Nitrogen BMP #5'

4/1/2017 – 6/30/2017: See attached Report 'Nitrogen BMP #6'

MES:

Worked with MDA staff to create fact sheet.
Recruited 3 cooperating farmers and participating agronomists.
Trained staff on plot setup and basal stalk nitrate test.

April 1 to June 30 2015: Developed layout and install plan of five trials for four farmers. Georeferenced trial sites. Trained staff on data collection and field scouting. Collected in-season data on five plots, assisted in collection of data on additional plots. Collected field management information for five trials.

July 1 to September 30 2015: Made site visits and filled out monitoring forms for 5 five sites. Developed GPS sampling points for 4 advanced plots. Collected soil and tissue samples at 4 advanced scientific nitrogen fertilizer BMP trial sites. Collected basal stalk nitrate samples for 4 fields.

October 1 to December 31 2015: Completed all field activities related to nitrogen BMP research plots in Grand Meadow (Mower Co.) and Greenleafon (Fillmore Co.).

Collected samples for whole plant analysis from 7 plots. Collected basal stalk nitrate samples from 4 plots (26 total samples). Assisted with harvest/data recording on 2 plots. Analyzed yield monitor data for 2 plots. Prepared and submitted harvest reports for 5 fields.

Jan. 1 to March 31 2016: (See attached Report 'Nitrogen BMP #1')
4/1/2016 to 6/30/2016: (See attached Report 'Nitrogen BMP #2')
7/1/2016 to 9/30/2016: (See attached Report 'Nitrogen BMP #3')
10/1/2016 to 12/31/2016: (See attached Report 'Nitrogen BMP #4')

1/1/2017 – 3/30/2017: See attached Report 'Nitrogen BMP #5'

4/1/2017 – 6/30/2017: See attached Report 'Nitrogen BMP #6'

5. **LCCMR Cover Crop Project:** SE MN Cover Crop & Soil Health Initiative \$100,000.

Provide technical training, education, outreach and demonstration sites on use of cover crops in SE MN. Paid on a 90% / 10% basis; \$0 Administrative funds. Runs July 1 2015 thru June 30 2018. Reports due semi-annually on the following dates: 11/15/2015 (done), 5/15/2016, 11/15/2016, 5/15/2017, 11/15/2017, 7/15/2018. Cost share for 700 acres, plus 6 winter workshops and 9 field days.

1/1/2016 to 6/30/2016: Matt Drewitz (BWSR) submitted report to State. Dean Thomas set up 16 cost share contracts covering 1049 acres for 2 years with producers in 7 local SWCDs. Sub agreements developed between the JPB and the 7 SWCDs for a total of \$99,809.65.

7/1/2016 to 12/31/2016: The first year's cost share was complete with producers in the 7 local SWCDs, with \$49,904.85 paid on 16 Contracts to 13 landowners. Funds were paid by the local host SWCD and reimbursed by BWSR via the JPB. Process went well, except some confusion on required contracts, vouchers, and timely submission of vouchers. 2nd half of these contracts will be completed in the fall of 2017.

1/1/2017 – 6/30/2017: Met with Technical Team on May 23, 2017 at BWSR office in Rochester. Discuss: winter workshops, spring field days, Rainfall simulator policy, Economic Analysis work, LCCMR Reporting (Matt Drewitz completed by 6/1/17). Working on 2nd half of the cover crop contracts; will be implemented and paid this fall.

7/1/2017 – 12/31/2017: All contracts completed and paid by 12/31/2017. Program is now complete.

6. **MN Ag Water Quality Certification Program.** \$197,400 Grant runs from September 15 2015 thru June 30 2016. Payments are on reimbursement based on quarterly reports that are due 30 days after the end of each quarter 9/30/2015, 12/31/2015, 3/31/2016, 6/30/2016. Sub contracted with Winona SWCD for \$86,000 for Employment & Supervision of a full time qualified Area Certification Specialist (currently Mark Root). Sub contracted with the Whitewater Watershed JPB for \$32,300 for promotion through open house events, advertising, assist Area Certification Specialist with ongoing coordination for training local staff on assessment tool, and assistance to local SWCD staff in coordination / support. JPB Administration budget is for \$6000. \$50,000 is earmarked for 2 part time SWCD Planners (Wabasha SWCD: Matt Kruger and the other position yet to be determined). \$23,100 is budgeted for SWCD Engineering / Technical work on conservation practices tied to certification. Spent \$829.71 on JPB Administration from 9/15/2015 to 12/31/2015. No other expenses as partners have been using up their previous Pilot Grant. Set up Sub Agreement with Wabasha SWCD, needs Chair approval
1/1/2016 to 3/31/2016: (see attached Reports 'Ag Certainty #1')

3/31/2016 to 6/30/2016: Amendment with MDA to extend program 6 months to 12/31/2016. Sub agreements set up with local partners. (see attached Reports 'Ag Certainty #2').

7/1/2016 to 9/30/2016:

10/1/2016 to 12/31/2016: Amendment approved with MDA for additional \$261,262 with new expiration date of 12/31/2017. Includes \$55,000 for local SWCD promotion & technical assistance, which will need to be set up soon. Sub agreements approved with local partners: Whitewater JPB \$29,500; Olmsted County \$5394.40; Winona SWCD \$123,605.60; Wabasha SWCD \$43,462; JPB Administration \$4300. (see attached Reports 'Ag Certainty')

1/1/2017 – 6/30/2017: Submitted reports and invoices for \$62,571.01 in April and \$47,63.10 in July for quarterly reports. See attached reports 'Ag Certainty' for details.

Worked with Bridgette Timm (SE MN Water Resource Board) to set up agreement to take over administration of this program after 6/30/2017; and have permission from MDA to re-allocate funds within our budget to allow reimbursement of Bridgette's work for the last 6 months of 2017 at an anticipated cost of \$4,000.

Received funding for administration for reports ending 12/31/16 (\$2059.17) and 3/30/2017 (\$2115.14), and will bill for the current report ending 6/30/2017 (\$1457.67).

SWCDs have worked on their local promotion & technical assistance: to date 5 SWCDs (Freeborn, Goodhue, Root River, Winona) have requested reimbursement for a total of \$4,614.45. Adjustments and Amendments need to be approved to best use the remaining funds from the \$55,000 allocation.

7/1/2017 – 12/31/2017: Submitted reports and invoiced for \$40,047.92 in October 2017 and \$52,042.02 in January 2018 for quarterly reports. Bridgette Timm, SE WRB, is assisting with reporting and will take over the 2018 Grant for this program. TSA administration reimbursement

was \$1579.77 for the October report and will be \$802.62 for the January 2018 report. SWCDs have worked on their local promotion & technical assistance: for the October 2017 report 3 SWCDs (Freeborn, Root River, Winona) have requested reimbursement for a total of \$2069.91. For the January 2018 report, 6 SWCDs (Goodhue, Mower, Olmsted, Rice, Root River, Winona) have requested reimbursement for a total of \$12,531.48.

7. RCPP Grant: Lower Mississippi River Feedlot Management in MN

Pre-proposal submitted July 6 2015 by Matt Drewitz (BWSR) for our JPB area. Anticipate news in September 2015 if we are selected for a full proposal. Selected for full proposal, expect final decision early February 2016. Grant is being finalized. Dave Copeland is our local BWSR Contact. Budget is being developed for use of \$850,000 in technical & administrative funding thru 2021. Also developing policy for local SWCD cost share on approved projects. Grant approved from BWSR for \$820,000; first 50% received in January 2017 (\$410,000).

From 1/1/2017 – 6/30/2017: Held Special JPB meeting on 3/23/2017 to authorize sub agreements with local SWCDs for \$20,000 each thru 6/30/2017. Held joint Prioritization and Executive JPB Committee meeting on 6/15/2017 to approve sub agreements Dodge, Goodhue, Mower, Olmsted, Rice, Wabasha, Winona SWCDs on 9 specific projects. Checks issued for \$206,461.94, with a remaining project (Rice SWCD) not paid yet due to a need for an amendment (to be acted on at the 7/31/2017 JPB meeting).

Worked with Bridgette Timm (SE MN Water Resources Board) to set up an agreement to assist with the administration of this program (see 7/31/2017 Agenda for details)

From 7/1/2017 – 12/31/2017: Total funds sent out in 2017 with Rice update is \$212,199.10. Received expense reports from project SWCDs and animal unit numbers (see handout). Spent \$1966.50 on cost share with landowner and \$6572.94 on local SWCD technical assistance, all based on 90% of expenses. New EQIP signup deadline of March 2 2018, after which we will set up additional agreements with local SWCDs where projects are approved.

8. 2016 Enhanced Shared Technical Services Part 1, P16-9659, \$125,000. No match required. Use to fully fund existing JPB engineering staff. Completed workplan in elink.

From 1/1/2016 – 6/30/2016: Grant Agreement approved in late spring, spent \$8,865.81, leaving a balance of \$116,134.19.

From 7/1/2016 – 12/31/2016: spent \$107,284.17 on Personnel & related expenses not covered by \$130,000 base grants. Remaining grant balance of 8,850.02.

From 1/1/2017 - 6/30/2017: worked with BWSR staff (Julie Krebs) and changed reports to show all funds spent. Grant now closed.

9. 2016 Enhanced Shared Technical Services Part 2, P16-8844, \$115,000. 25% local match required, with 10% being local cash match. JPB voted in January 2016 to hire an Engineer to locate in the Mower SWCD & Cedar River Watershed District office due to their high engineering workload on flood prevention projects over the next 4 years.

From 1/1/2016 – 6/30/2016: no funds spent. As no bonding projects were approved (yet) this year, no new funding became available this project (also no local match). Hiring has been stopped for now. SWCD Managers met on July 12 2016 to explore options. Recommendations include: A. Purchase new truck for the Soil Health Position (Dean Thomas in Fillmore); B: Hire JPB Technician to be located on the western side (Mower, Dodge or Olmsted) with equipment to work on expected workload; C: Provide funding for a shared Wetland Conservation Act position (Fillmore, Wabasha, Winona area). Local match recommended to be increased SWCD dues.

From 7/1/2016 – 12/31/2016: Hired new technician (Chris Nelson) with office at Olmsted SWCD. Spent \$61,808.64 on equipment (\$17,357.95 for GIS Survey equipment, \$7,333.85 for AutoCAD Civil 3D, \$31,717.52 for Soil Health Dean Thomas truck, \$3299.32 for laptop computer, \$2100 for internal radio for GIS survey equipment). Paid \$23,160.58 Personnel Services for new tech position. 25% match required of \$11,500 local cash (dues) plus \$17,250 local landowner match to projects not yet received. Remaining grant funds = \$32,130.78.

From 1/1/2017 – 6/30/2017: Worked with BWSR staff to adjust spending: Remaining grant funds on 12/31/2016 were \$31,350.22. Spent remaining grant funds on new tech (Chris Nelson) by 6/30/2017. Still need to collect and spend \$9400 local cash plus \$17,250 in-kind match to meet grant requirements.

From 7/1/2017 – 12/31/2017: spent final \$9400 local cash match on Capital Equipment, funded from a 1-time member contribution. \$17,250 local project match provided (Clear Crest Farms: remaining \$12,577.96 matched part of the FY17 Part 2 project match). Grant can now be closed.

10. 2017 Enhanced Shared Technical Services Part 1, P17-3536, \$125,000. No match required. Use to fully fund existing JPB engineering staff.

From 7/1/2016 – 12/31/2016: Completed work plan in elink. Grant executed on 10/19/2016. No funds spent from this grant as of 12/31/2016.

From 1/1/2017 – 6/30/2017: worked with BWSR staff to adjust spending to show \$3907.54 spent on technical staff as of 12/31/2017. As of 6/30/2017, spent \$106,995.20 on technical staff, leaving a grant balance of \$14,097.26.

From 7/1/2017 – 12/31/2017: spent final grant funds, including \$2700 on AutoCAD Roads software package for Fryer & Rochester. Grant can now be closed.

11. 2017 Enhanced Shared Technical Services Part 2, P16-0680, \$115,000. 25% local match required, with 10% being local cash match.

From 7/1/2016 – 12/31/2016: Completed work plan in elink. Grant executed on 10/19/2016. Spent \$50,753.12 on capital equipment (\$24,344.17 truck for new tech Chris Nelson, \$26,408.95 for Total Survey Station replacement for Kate Bruss). \$71,500 remain unspent from this grant as of 12/31/2016. . 25% match required of \$11,500 local cash (dues) plus \$17,250 local landowner match to projects not yet received.

From 1/1/2017 – 6/30/2017: Worked with BWSR staff to adjust cash match spending as of 12/31/2017: spent \$7253.12 on Survey equipment from local cash, leaving a needed cash match of \$4246.88 plus \$17,250 in-kind match to meet grant requirements. As of 6/30/2017 spent \$13,421.70 on technical staff, leaving a grant balance of \$58,078.30.

From 7/1/2017 – 12/31/2017: spent \$39,684.32 on Chris Nelson's position plus \$2826.65 on the budgeted Soil Health vehicle expenses. Remaining Grant funding is \$15,567.33. Cash match of \$4246.88 provided & spent. \$12,577.96 local project match provided (Clear Crest Farms matched the FY16 Part 2 project match plus this amount): remaining project match required is \$4672.04. .

12. 2018 Enhanced Shared Technical Services Part 1 & 2: P18-3011 \$240,000. 10% match required (\$24,000).

From 8/10/2017 (Grant signed & active) to 12/31/2017: Spent \$79,626.74 on Personnel Services for TSA Staff (Bruss & Rochester). Match requirements changed this year to 10% on entire grant, but can be unmatched landowner cash expenses on assisted projects.