

SE SWCD TECHNICAL SUPPORT JPB

Wednesday, January 30, 2019

People's Energy Cooperative

Oronoco, MN 930 A.M.

MINUTES

VOTING MEMBERS PRESENT: Kathy Tesmer – Fillmore, John Jaeger – Goodhue, Jim Gebhardt – Mower, Jim Purfeerst – Rice, Mark Ihlenfeld – Steele, Larry Theismann – Wabasha

OTHERS PRESENT: Adam King – Dodge, Donna Rasmussen – Fillmore, Glen Roberson – Goodhue, Chris Wagner – Goodhue, Skip Langer – Olmsted, Steve Pahs – Rice, Eric Gulbransen – Steele, Terri Peters – Wabasha, Kate Bruss – JPB Engineer, Chris Nelson, JPB Engineering Technician, Pete Fryer – JPB Engineer, Adam Beilke – BWSR, Dave Copeland – BWSR, Brad Anderson, Goodhue County Commissioner and SE MN Water Resources Board, Bridgette Timm – SE MN Water Resources Board

The meeting was called to order by Acting Chairman, Gebhardt at 9:41 a.m. A quorum is present,

I. AGENDA

Motioned by John Jaeger seconded by Mark Ihlenfeld to approve the Agenda as printed. Voting affirmative: Gebhardt, Ihlenfeld, Jaeger, Purfeerst, Tesmer, Theismann. Opposed: None. Motion passed.

II. INTRODUCITONS AND BACKGROUND

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

III. ORGANIZE JPB FOR 2019

1. Election of Officers

Acting Chairman Gebhardt turned the meeting over to Glen Roberson, who called for nominations for Chairman.

A. Chairman – Motioned by Mark Ihlenfeld seconded by John Jaeger to cast a unanimous ballot to elect Jim Gebhardt as Chairman of the JPB for 2019. Voting affirmative: Ihlenfeld, Jaeger, Purfeerst, Tesmer, Theismann. Opposed: None. Abstained: Gebhardt. Motion passed.

B. Vice-Chairman – Motioned by Mark Ihlenfeld seconded by Kathy Tesmer to cast a unanimous ballot to elect Jim Purfeerst as Chairman of the JPB for 2019. Voting affirmative: Gebhardt, Ihlenfeld, Jaeger, Tesmer, Theismann. Opposed: None. Abstained: Purfeerst. Motion passed.

The meeting was turned back to Chairman Gebhardt.

C. Treasurer – Motioned by Jim Purfeerst seconded by Kathy Tesmer to cast a unanimous ballot to elect John Jaeger as Treasurer of the JPB for 2019. Voting affirmative:

Gebhardt, Ihlenfled, Purfeerst, Tesmer, Theismann. Opposed: None. Abstained: Jaeger. Motion passed.

D. Secretary – Not elected, Held by Host District Manager.

2. Appointment of all Committees

Chairman Gebhardt appointed the Committee members for 2019 as discussed. (See attached for details)

IV. **SECRETARY'S REPORT**

1. Action on Minutes of July 31, 2018 Regular Meeting

Motioned by Jim Purfeerst seconded by Mark Ihlenfeld to approve the Minutes of the July 31, 2018 Regular Board Meeting as printed. Voting affirmative: Gebhardt, Ihlenfled, Jaeger, Purfeerst, Tesmer, Theismann. Opposed: None. Motion passed.

2. Action on Minutes of August 29, 2018 Special Board Meeting

Motioned by John Jaeger seconded by Mark Ihlenfeld to approve the Minutes of the August 29, 2019 Special Board Meeting. (See attached for details) Voting affirmative: Gebhardt, Ihlenfled, Jaeger, Purfeerst, Tesmer, Theismann. Opposed: None. Motion passed.

3. Action to Affirm Executive Committee Actions from October 18, 2018

Motioned by Mark Ihlenfeld seconded by Jim Purfeerst to approve the Executive Committee actions from October 18, 2018. (See attached for details) Voting affirmative: Gebhardt, Ihlenfled, Jaeger, Purfeerst, Tesmer, Theismann. 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 22, 2019. (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 18, 2018 was previously discussed and approved.

4. TSA and Local JPB Reorganization update

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 Services Grant, the Technical Training and Certification Grant, the Soil Health Grant and the RCPP Grant: Lower Mississippi River Feedlot Management Original \$820,000.00 Grant and the \$520,000.00 Amendment to the Current Grant. No action was taken.

Chairman Gebhardt called for a recess at 10: 50 a.m.

Chairman Gebhardt called the meeting back to order at 11:10 a.m.

VI. ACTION ITEMS

1. Personnel Committee

A. Approve 2019 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 Recommendation (None: set on October 18, 2018)

D. Equipment/Software Recommendations

Motioned by John Jaeger seconded by Jim Purfeerst to approve the Personnel Committee recommendations as presented. (See attached for details) Voting affirmative: Gebhardt, Ihlenfled, Jaeger, Purfeerst, Tesmer, Theismann. Opposed: None. Motion passed.

2. Action to Approve and Pay Fiscal Year 2018 Financial Audit when Complete

No action was taken, not needed until after the next Regular Meeting

3. Action on Administrative Cost for RCPP Feedlot Grant: Reimburse Goodhue SWCD for Allowable Expenses

Motioned by Jim Purfeerst seconded by Mark Ihlenfeld to approve payment of Administrative Costs to Goodhue SWCD. Voting affirmative: Gebhardt, Ihlenfled, Jaeger, Purfeerst, Tesmer, Theismann. Opposed: None. Motion passed.

4. Approve 2019 LMR RCPP Feedlot Cost Share Policy

Motioned by Mark Ihlenfeld seconded by John Jaeger to approve the 2019 LMR RCPP Feedlot Cost Share Policy as amended. Voting affirmative: Gebhardt, Ihlenfled, Jaeger, Purfeerst, Tesmer, Theismann. Opposed: None. Motion passed.

5. Action to Authorize JPB Chair to Sign RCPP Grant Agreement Amendment to State of MN BWSR 2017 RCPP P17-4048: Additional \$520,000.00 from General Fund

Motioned by John Jaeger seconded by Jim Purfeerst authorizing the Chairman to sign the RCPP Grant Agreement Amendment to State of MN BWSR 2017 RCPP P17-4048: Additional \$520,000 from the General fund. Voting affirmative: Gebhardt, Ihlenfled, Jaeger, Purfeerst, Tesmer, Theismann. Opposed: None. Motion passed.

6. Action Amendment to RCPP Sub Agreement with Wabasha SWCD: Additional \$78,695.44

Motioned by Larry Theismann seconded by Mark Ihlenfeld to approve the amendment to the RCPP Sub Agreement with Wabasha SWCD for an additional \$78,695.44. Voting affirmative: Gebhardt, Ihlenfled, Jaeger, Purfeerst, Tesmer, Theismann. Opposed: None. Motion passed.

7. Action to Authorized Host Manager to Sign RCPP Feedlot Sub Agreements for Eligible Planning Costs for Producers Applying for 2019 Implementation EQIP RCPP Cost Share
Motioned by John Jaeger seconded by Jim Purfeerst authorizing the Host Manager to sign the RCPP Feedlot Sub Agreements for Eligible Planning Cost for Producers applying for 2019 implementation EQIP RCPP Cost Share when received. Voting affirmative: Gebhardt, Ihlenfled, Jaeger, Purfeerst, Tesmer, Theismann. Opposed: None. Motion passed.

8. Other

There were no other action items at this time.

VII. REPORTS

1. Other

There were no other reports at this time.

VIII. ADJOURNMENT

Motioned by Mark Ihlenfeld seconded by John Jaeger to adjourn the meeting. Voting affirmative: Gebhardt, Ihlenfled, Jaeger, Purfeerst, Tesmer, Theismann. Opposed: None. Motion passed.

The meeting was adjourned at 11:59 a.m.

Respectfully submitted:



Glen Roberson
Secretary

ATTACH: Officers and Committees List

January 22, 2019 Personnel Committee Report

October 18, 2018 Executive Committee Special Meeting Minutes

TSA and Local JPB Reorganization Maps

2019 Budget

2018 JPB Accomplishment Report

2019 LMR RCPP Feedlot Cost Share Policy

Officers & Committees

Officers:	2019	2019
Chair	Jim Gebhardt	Mower SWCD
Vice-Chair	Jim Purfeerst	Rice SWCD
Secretary (Not Elected)	Glen Roberson	Goodhue SWCD
Treasurer	John Jaeger	Goodhue SWCD
Committees:		
Personnel	Mark Ihlenfeld	Steele SWCD
	Kathy Tesmer	Fillmore SWCD
	Jim Purfeerst	Rice SWCD
	Daryl Buck	Winona SWCD
	Glen Roberson	Goodhue SWCD
Finance	John Jaeger	Goodhue SWCD
	Paul Uecker	Olmsted SWCD
	Larry Theismann	Wabasha SWCD
	Terri Peters	Wabasha 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	Jim Gebhardt	Chair
	Jim Purfeerst	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

		SWCD											
		Dodge	Fillmore	Freeborn	Goodhue	Mower	Olmsted	Rice	Root River	Steele	Wabasha	Winona	JPB Staff
Officers	2019												
Chair	Jim Gebhardt	X											
Vice chair	Jim Purfeerst					X							
Treasurer	John Jaeger				X								
Secretary	Glen Roberson				X								
Personnel Committee													
Supervisor	Mark Ihlenfeld									X			
Supervisor	Kathy Tesmer		X										
Supervisor	Jim Purfeerst						X						
	Glen Roberson				X								
	Daryl Buck											X	
Finance Committee													
Supervisor	John Jaeger				X								
Supervisor	Paul Uecker					X							
Supervisor	Larry Theismann										X		
	Glen Roberson				X								
	Terri Peters										X		
Prioritization Committee													
Supervisor	Bill Rowekamp											X	
Supervisor	Larry Scherger	X											
Supervisor	Paul Heers Jr			X									
	Pete Fryer												X
	Jason Rochester												X
Executive Committee													
Supervisor	Jim Gebhardt	X											
Supervisor	Jim Purfeerst					X							
Supervisor (Member @ Large)	Paul Heers, Jr.			X									
CTAC Committee													
Supervisor	John Jaeger				X								
Supervisor	Jim Gebhardt - Alternate					X							
Organizational													
	<i>Executive Committee: plus</i>												
	Glen Roberson				X								
	Eric Gulbranson								X				
	Adam Bielke (Advisor)												

SE SWCD TECHNICAL SUPPORT JPB

Personnel Committee Report

January 22, 2019

The meeting was called to order at 10:35 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), , Kate Bruss, Chris Nelson, and Pete Fryer. Jason Rochester was not in attendance due to a Funeral.

Glen reviewed the Agenda Packet with the group. The FY2019 budget and proposed 2019 Wage Scale were reviewed, as we are at the half way point of FY2019. Also reviewed the TSA workload, Statewide TSA concerns and opportunities, Billable Rate worksheets and Elink reporting status.

The Committee also reviewed the following items:

- Local JPB Reorganization / Cooperation efforts with the SE Water Resources JPB.
- Health Insurance changes were approved at the October 18 2018 Executive / Personnel Committee meeting for JPB staff. A Cafeteria Plan was developed and approved in conjunction with the new insurance plan. New plan savings to the TSA are significant, but employee costs for Single Coverage have increased.

Staff reviews were completed with Chris Nelson, Jason Rochester, Kate Bruss and Pete Fryer. All staff received favorable reviews. It was noted that due to Pete Fryer's health issues he has needed to use significant amounts of his accumulated sick and annual leave. He has delegated much of his project coordination workload to Kate Bruss.

Equipment needs were reviewed. Jason Rochester's 2007 Ford F150 was replaced. Chris Nelson purchased and is using a 'stand up desk' for his work station. Cell phone reimbursement for work use on private phones was determined to not be allowable earlier this year. We will continue to use our existing vehicles until major issues arise and try to allow budget flexibility to replace them at that time (to be reviewed at the July 2019 TSA meeting).

The Personnel Committee noted again that maintaining quality staff is very important to the future of this JPB. Noted that Pete Fryer has temporarily transferred much of his Project Prioritization responsibilities to Kate Bruss. The following is recommended:

- A. *Approve the 2019 wage scale that includes a 3.0% Cost of living increase over the 2018 scale.*
- B. *Approve the following changes:*
 - i. *Kate Bruss: Change Pay Range from 30 step 11 to Range 32 step 9 due to updated Job Description to include temporary Project Prioritization / Staff Mgmt.*
- C. *Approve the JPB staff Step increases, retroactive to Jan. 1, 2019:*
 - i. *Pete Fryer: Range 34, Step 12 (was Range 34, Step 11)*
 - ii. *Jason Rochester: Range 24, Step 14 (was Range 24, Step 13)*
 - iii. *Kate Bruss: Range 32, Step 9 (was Range 30, Step 11)*
 - iiii. *Chris Nelson: Range 26, Step 11 (was Range 26, Step 10)*

The meeting was adjourned at 2:30 PM
Glen Roberson, Secretary / Host District Manager

SE SWCD TECHNICAL SUPPORT JPB
EXECUTIVE COMMITTEE MEETING
SPECIAL MEETING

Thursday, October 18, 2018
Goodhue County SWCD Office
10:00 A.M.

MINUTES

ATTENDED BY: Jeff Beckman-Goodhue SWCD, Mark Ihlefeld – Steele SWCD, John Jaeger-Goodhue SWCD, Larry Scherger-Dodge SWCD, Kate Bruss- JPB Engineer, Daryl Buck-Winona SWCD, Chris Fritz-Goodhue SWCD, Pete Fryer-JPB Engineer, Chris Nelson-JPB Engineering Technician, Glen Roberson-Goodhue SWCD, Jason Rochester-JPB Engineering Technician, Chris Wagner-Goodhue SWCD

I. CALL MEETING TO ORDER

The meeting was called to order at 10:00 a.m. by Chairman Scherger. A quorum of the Executive Committee is present.

Jim Gebhardt had called in prior to the meeting and delegated his Executive Committee authority to John Jaeger for this meeting as he could not attend.

Those present gathered to discuss current the current Health Insurance policies and possible changes to the SE SWCD Technical Support JPB's Health Insurance plan.

II. AGENDA

Motioned by Mark Ihlenfeld seconded by John Jaeger to approve the Agenda as printed. Voting affirmative: Ihlenfeld, Jaeger, Scherger. Opposed: None. Motion passed.

III. DISCUSSION AND ACTION ON SWCD & TSA HEALTH INSURANCE

1. Review Renewal Options with Musty Barnhart Agency

Glen Roberson reviewed with those present the SE SWCD Technical Support JPB's current health care policy with the Musty Barnhart Agency out of Red Wing, MN. Discussion took place concerning renewal rates and coverage.

2. Review PEIP Options

Those present reviewed and discussed information concerning the PEIP Health Insurance plan and coverage.

3. Review Need for Flexible Benefits Plan

Those present reviewed the need for a Flexible Benefits plan for the JPB.

4. Review Current Policy Health Insurance Contribution Formulas

Glen Roberson review with those present the current employee/employer Health Insurance contribution formulas. Discussion took place concerning how the employee contribution rate could possibly be changed and the benefits and savings it would have to the JPB.

5. Action on TSA Health Insurance Plan for 2019

Motioned by mark Ihlenfeld seconded by John Jaeger to change the SE SWCD Technical Support JPB's Health Insurance coverage to the PEIP Flexible Benefits plans. The Employee will be allowed to choose between the three different options of coverage offered by the plan. Voting affirmative: Ihlenfeld, Jaeger, Scherger. Opposed: None. Motion passed.

6. Action on TSA Flexible Benefits Plan Development

Motioned by John Jaeger seconded by Mark Ihlenfeld authorizing the development of a Flexible Benefits Plan contracting with the firm of Hitesman and Wold, P.A. to develop the plan and pay the \$750.00 fee and authorize Glen Roberson to sign the sign the plan when completed. Voting affirmative: Ihlenfeld, Jaeger, Scherger. Opposed: None. Motion passed.

7. Action on TSA Employer Contributions to Health Insurance Coverage

Motioned by John Jaeger seconded by Mark Ihlenfeld to change the formulas for the employer's contributions to health insurance coverage as discussed using Winona County SWCD's employer premium formulas with the exception of the employers contribution to the employees HSA accounts in the amounts of \$3,000.00 for single plan coverage and \$4,500.00 for family coverage should the employee choose the HSA plan for their health insurance coverage for 2019. Voting affirmative: Ihlenfeld, Jaeger, Scherger. Opposed: None. Motion passed.

8. Action on SWCD Health Insurance

No action was taken at this time.

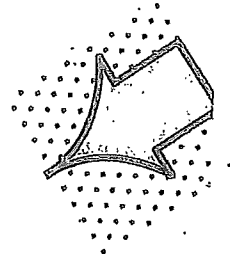
IV. ADJOURNMENT

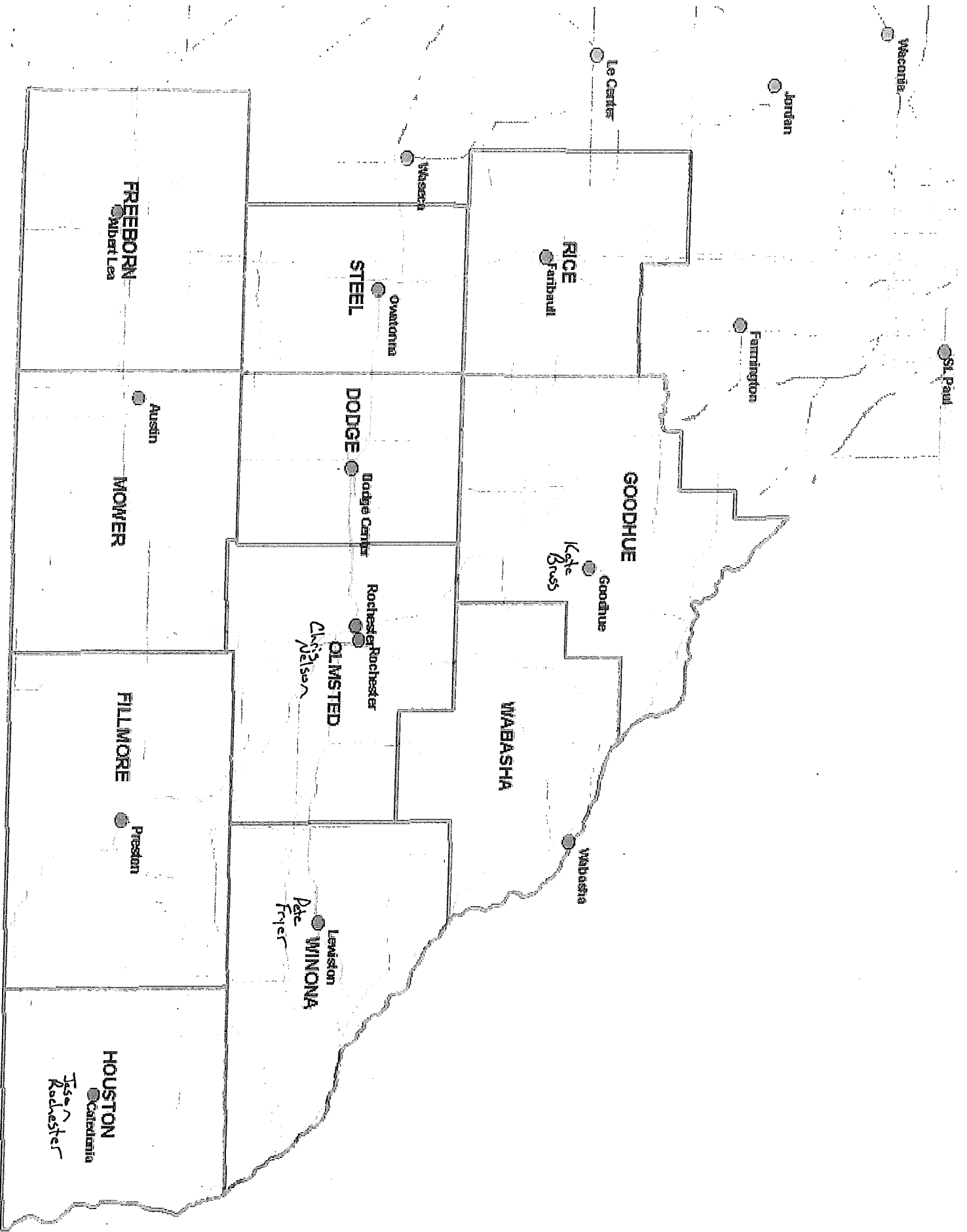
Motioned by Mark Ihlenfeld seconded by John Jaeger to adjourn the meeting. Voting affirmative: Ihlenfeld, Jaeger, Scherger. Opposed: None. Motion passed.

The meeting was adjourned at 12:05 p.m.

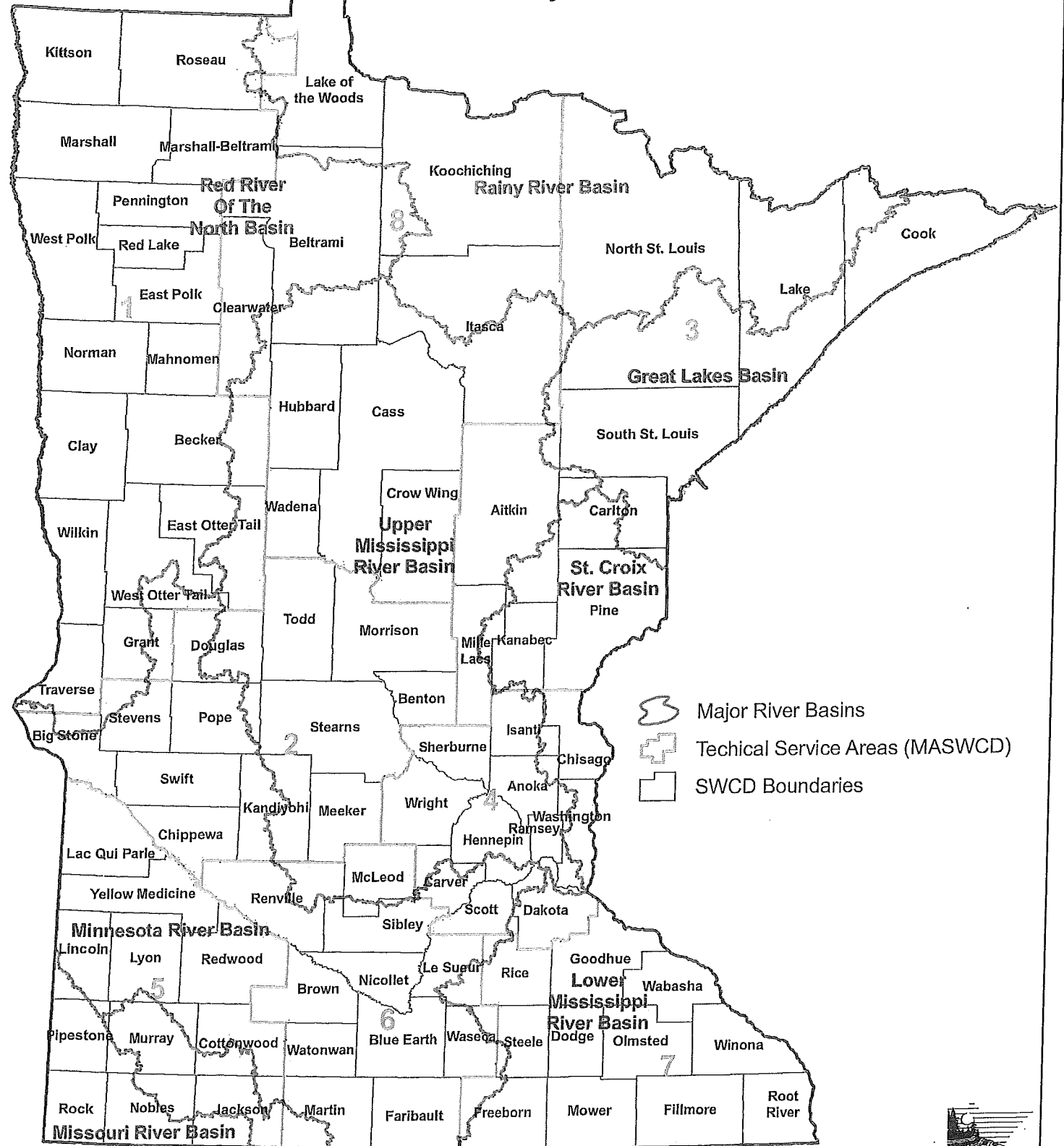
Respectfully submitted,




Glen Roberson
Secretary





Minnesota SWCD, Technical Service Areas and Major River Basin Boundaries



-  Major River Basins
-  Technical Service Areas (MASWCD)
-  SWCD Boundaries



0 10 20 30 40 50 Miles

11

	A	X	Y	Z	AA	AB
1	Base Grant Budget, Fiscal Year Basis	7/1/17 - 6/30/18	7/1/17 - 12/31/2017	7/1/18 - 6/30/19		
2	Revised 1/17/2019	2 PE + Tech	Actual	2 PE + Tech		
3	(July 1 - June 30)	FY2018	FY2018	FY2019 Draft		
4		3 FTE BGT		3 FTE BGT		
5	Available New Revenue	806,695	717,942	767,338		
6	Interest Earnings (local cash)	500	1,379.89	500		
7	BWSR FY(current) Supplemental Grant 1	125,000	240,000.00	240,000		
8	Remaining BWSR Suppl. Grant from prev. year	\$0.00	72,175.56	\$0.00		10% of Part 1 & 2 Grants, In-Kind or Cash
9	BWSR FY(current) Supplemental Grant 2	\$115,000	0.00	\$0		
10	Match for State Grants (10% In Kind or Cash)	\$24,000	21,380.97	\$24,000		
11	Remaining BWSR Suppl. Grant 2 from prev. year	\$58,078.30				
12	Match for Suppl. Grant 2 (25%, 10% Cash) prev. year	\$17,239.05				
13	Grants (State)	150,000	150,000.00	130,000		
14	Remaining State Grants from Previous Year	96,839		0		
15	FY2017 RCPP Small Feedlot Grant TA	0	0	328,000		
16	Remaining BWSR CWF13-61 Accel. / RCPP \$	203,538	203,538.06	30,338		
17	FY2013 CWF13-61 Admin (\$2832)	0	0	0		
18	FY2013 CWF13-61 Accelerated NPEA Eng. SE MN	0	0	0		
19	Remaining Earned but not spent Admin \$					
20	Other Misc. Revenue: Other (pass thru)					
21	Other Misc. Revenue (local cash contribution)	15,000	11,000.00	13,000		
22	Other Misc. Revenue (State origination)	1,500	18,467.75	1,500		\$440 Misc. Rev + Grant Admin from Ag Cert, Nitrogen, Nutr. Mgmt (see cell Y54)
23	local JPB funds (from previous years)	0	0	0		
24	Expenses					
25	Personnel Services	432,983	430,049.80	447,659		
26	Employee Salary	\$331,778	329,916.60	\$348,034		
27	JPB Share FICA 6.2%	20,570	19,614.49	21,578		
28	JPB Share Medicare 1.45%	4,811	4,587.26	5,046		
29	JPB Share PERA	24,883	24,235.75	26,103		
30	Payroll Expenses					
31	Health Insurance	50,541	51,435.70	46,498		
32	Unemployment Insurance	400	260.00	400		
33	Contract / Hire Feedlot Technician	0	0	0		
34						
35	Other Services and Charges	40,242	31,113	43,914		
36	Employee Expense / Mileage	600	501.51	600		
37	Employee Training	2,000	1,702.77	2,000		
38	Hiring Expense					
39	Rent	10,041	7,906.86	10,041		Est. Received 8/20/18 Prop/Cas = \$5415 Work Comp \$5945
40	Telephone	1,840	1,785.12	1,840		
41	Postage Utilities, Network, Printer use.	860	860	860		
42	Vehicle Expense	12,188	8,347.89	12,188		
43	Equipment Repair	1,000	382.03	1,000		
44	Office Insurance	8,113	8,287.00	11,360		
45						
46	Audit Fee	2,200	2,200.00	2,625		
47	Misc. Other Services & Chg.	1,400	0.00	1,400		Trimble Access software \$2700 2018 Chevy JR \$25906.16 Truck Box \$1339.99
48	Clean Water Legacy Projects					
49	Supplies	2,600	2,668.42	2,000		Laptop Jason R. \$2939 bgt for truck?
50	Pass Thru Grants					
51	Capital Outlay	33,500	29,946.15	33,500		TSA Admin \$10,000 Nitrogen Admin \$5976.06 Nutr. Mgmt Admin \$1056 MAWQCP Admin \$10995.69
52	RCPP Grant Expenses: SWGD, JPB new, Consultants,...	162,543	80,077.96	104,018		
53						
54	Other Administration	20,000	28,027.75	20,000		
55						
56	TOTAL JPB OPERATIONS EXPENSE	691,868	601,883	651,091		
57	Difference (Rev. less Expenses)	114,826	116,059	116,247		
58	Remaining BWSR CWF TA Grant Funds					
59	Remaining Base Grant Funds	0	0	0		
60	Remaining CWF2013 C13-3790 Funds					
61	Remaining RCPP Funds	30,338	123,460	185,138		
62	Designated Funds Needed (from fund balance)	-114,826		-116,247		
63	Remaining Non-Grant Funds	107,681		107,681		
64	Remaining Earned but not spent Admin \$					
65	Total Remaining Funds (Grants + Non-Grant + RCPP)	138,019		292,819		
66	Liability for Compensated Absences, Year End	20,000		20,000		
67	Net Funds Available after Liabilities	224,784		96,247		
68						
69	Total	15,500		13,500		
70	Grant funds					
71	BWSR FY					
72	NPEA B					



SOUTHEAST SOIL AND WATER CONSERVATION DISTRICT TECHNICAL SUPPORT JOINT POWERS BOARD

Conservation Cost Share Policy

Minnesota Board of Water and Soil Resources Funding within the Regional Conservation Partners
Program: Lower Mississippi River Feedlot Management in Minnesota 2019

Purpose:

The Regional Conservation Partners Program (RCPP): Lower Mississippi River Feedlot Management in Minnesota is a special allocation of Natural Resources Conservation Service (NRCS) Environmental Quality Incentives Program (EQIP) funding matched by State funding through the Minnesota Board of Water and Soil Resources (BWSR) to provide financial assistance for feedlot related projects in an eleven county area of southeastern Minnesota. The project will help fill a funding gap need for livestock waste management, help meet local and State water quality objectives and promote strong local partnerships in southeastern Minnesota.

Cost Share Eligibility:

Producers must be eligible for EQIP, in compliance with Farm Bill requirements and must meet all USDA-NRCS and BWSR programmatic rules to be eligible for funding through the Lower Mississippi River Feedlot Management RCPP.

Practices eligible for Lower Mississippi River Feedlot RCPP cost share funding are listed on attachment A1, this list is subject to change in future funding years. Eligible practices must be installed within one of the eleven Soil and Water Conservation Districts (SWCD) in the Southeast SWCD Technical Support JPB (TSA).

Technical assistance provided during both the planning and design phase and the construction phase of any eligible practice is also eligible for cost share funding through BWSR. Technical assistance may be provided by the local SWCD, TSA staff or a private business or individual. Technical assistance provided by SWCD or TSA staff should be done by or under the supervision of an individual with the appropriate level of technical approval authority for that practice. A private business or individual hired for technical assistance through this program must be an NRCS certified Technical Service Provider (TSP).

There are some restrictions on the use of BWSR funding.

1. Animal Unit Restriction: ~~BWSR cost share funds as a part of General Fund dollars cannot be applied to planning or installation of practices on feedlots registered for more than 300 animal units. BWSR cost share funds as a part of Clean Water Fund dollars cannot be applied to planning or installation of practices on feedlots registered for more than 500 animal units.~~ State cost share funds can only be applied to planning or installation of practices on feedlots registered for a limited number of animal units. Please refer to General Fund and Clean Water Legacy Fund Policy.

2. Expansion Restriction: BWSR cost share funds cannot be used for expansion; defined as an increase in animal numbers over what the feedlot is currently registered for. If a practice is designed with a planned expansion, a

technical work to get potential projects rolling (Project Development). No funds are transferred from this Sub Agreement until invoiced by the local SWCD as reimbursed expenses.

The following conditions apply to the \$20,000 sub agreements that are in place:

1. Only SWCD and TSA Staff technical work is eligible, Administrative time is not eligible for these funds.
2. 100% of Technical time spent on Project Development is eligible, regardless if project moves forward or not.
3. No more than \$2,500 can be spent on each 'Project Development' project. This limit does not apply once a Conservation Cost Share Contract with the landowner is approved.
4. Invoices for technical work completed by the SWCD can be submitted to the JPB quarterly, but may be submitted as often as monthly. Use approved BWSR billing rate procedure.

Payment:

In order to receive payment from BWSR the producer must submit copies of bills or receipts for any eligible items as well as documentation of EQIP payment approval and amount to the SWCD. The SWCD will use this information to determine the payment that the producer will receive from BWSR funds. The contract amount will be reviewed and payment will be authorized by the SWCD board. The SWCD will use the Lower Mississippi River Feedlot RCPP State Cost Share Report Form (attachment A-4) and the Lower Mississippi River Feedlot RCPP Payment Voucher (attachment A-5) to summarize the funding allocated with actual dollars spent instead of estimates, submit the form and proof of payment to the TSA. Any unused funding will be returned to the TSA within 60 days of district board payment authorization.