



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

SOIL AND WATER CONSERVATION DISTRICT

215 1st Avenue South, Suite 104

Long Prairie, MN 56347

Phone: 320-732-2644 Fax: 320-732-4803

Minutes from April 9, 2026 Regular Board Meeting

The meeting was held in person at Todd County Historic Courthouse, Commissioner's Board Room, located at 215 1st Ave S, Long Prairie, MN 56347.

Chairperson Katterhagen called the Thursday, April 9, 2026 meeting to order at 8:33 a.m.

The Pledge of Allegiance was recited.

Call for Introductions.

Board members present in person were: Dale Katterhagen, Barb James, Tom Williamson, Larry Bebus and Wayne Wendel.

Others present in person were: Adam Ossefoort, Division Director, Deja Anton, District Manager, Sarah Katterhagen, Program Coordinator, Dylan Pratt, Conservation Technician, Josh Votruba, Conservation Technician, Kasen Christiansen, Alyssa Scheve, Conservation Technician, Luke Thoma, NRCS, Laura Kipf, Pheasants Forever, Bob Byers, Todd County Commissioner and Brett Arne, BWSR.

Virtual Attendance: Shawna Jenson with CliftonLarsonAllen joined at 8:45 a.m.

Katterhagen asked if there were any additions or corrections to the agenda. Wendel made a motion, seconded by Williamson to accept the agenda for the regular April 9, 2026 meeting. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Williamson made a motion, seconded by James to approve the minutes as distributed from the March 12, 2026 regular board meeting.

Discussion: Bebus (absent at the previous meeting) asked for clarification on the Walk Access Program. Anton explained it allows landowners to enroll land for public hunting. Bebus asked if the Ward Springs complaint was resolved; Anton confirmed it was. Bebus clarified which AIS meeting Votruba attended; Votruba confirmed it was the AIS Committee meeting.

Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Katterhagen asked the board to review the March Treasurer's Report. Wendel made a motion, seconded by Bebus to accept March 2026 Treasurer's Report with receipts totaling \$437,893.51 and disbursements totaling \$24,968.34. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Katterhagen called for conflict of interest. None were reported.

Celebration

The 2026 Feedlot Meeting was a success with 130 attendees.



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2025 Audit Report:

Jenson reported the 2025 SWCD Audit went well. The Audit is prepared on an accrual basis. CLA assisted with financial statement preparation. Jenson reviewed the required communications with the board.

Anton noted that her questions to CLA were answered. Anton noted S. Katterhagen preparation work helps to keep the fee lower. The fees would increase if Todd SWCD had employees.

Shawna Jenson with Clifton Larson Allen left the meeting virtually at 9:00 a.m.

Anton recommendation is to submit bid request for 2026 SWCD Audit.

Commissioner's Report

Commissioner Byers reported the Finance Committee is starting the 2027 budget process. Property tax statements have been mailed. The County is looking at potential opportunities on how to reduce the county fleet of vehicles. Byers also reported Battle Point Park is working with the DNR on a landing project and reviewing the canoe access point on County Road 38. Upcoming meetings include Township Meeting and Todd County Development Meeting. Veteran Services will be moving over to the Health and Human Services building.

Director Report

Ossefoort reported Planning and Zoning Planning Commission is sending the Cannabis Ordinance to Todd County Commissioners for review, the solar panel request was tabled, and the County Comp Plan is now open for public comment.

Board asked Ossefoort about the process of applicants submitting documents at a Planning Commission meeting. Ossefoort will research the process for applicants submitting documents during meetings.

SWCD Manager Report

Anton presented a visual report. The report is available upon request. Highlights included:

- Submitted funding requests for Long Prairie and Sauk River WBIF to Steering Committees
- Annual Report and Newsletter will be published in late April
- Attended Buffer Training
- Met with the new owner of Waterguards
- The Hewitt Dam project is scheduled to start Fall of 2027
- Presented to partners on the pit reduction calculator.

Staff Visual Report

Anton presented Moore's visual report.



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Pratt announced to the board that his last day with Todd County will be May 1, 2026. The Board thanked him for his service.

Manager Report on Staff Accomplishments

Anton reported:

- Pratt assisted with the planning of the Feedlot meeting, working on WASCOB and feedlot projects.
- S. Katterhagen calculated 2026 billable rates, completed 1st quarter tax report, and processed tree orders.
- Scheve is working on easements and assisted with the planning of the Feedlot Meeting.
- Christiansen is working on easements and has one potential WCA violation.
- Votruba surveyed a WASCOB project, presented at the Long Prairie Policy meeting, and completed E.A.R.T.H. assessments.

NRCS Report

Thoma discussed the open programs for NRCS. Thoma informed the board the State requested additional funding for the unfunded projects.

Kipf introduced herself. She was the Pheasants Forever Farm Biologist for Aitkin County and now in Todd County.

FSA Report

No report.

1W1P Reports

- **Sauk River Report:** No updates.
- **Red Eye Report:** No updates.
- **Long Prairie Report:** Policy meeting was on March 19, 2026.
- **Crow Wing Report:** No updates.
- **Mississippi Brainerd Report:** Policy meeting will be held on April 20, 2026

BWSR Report

Arne introduced himself. He has been with BWSR for 12 years and is new BWSR Conservationist for this area. Arne reported there is plenty of WBIF funding and competitive grant funding is decreasing.

Decisions needed for encumbering cost share funds



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Wendel made a motion, seconded by Williamson to approve encumbering FY23 Long Prairie LCCMR funds, for Ellsworth, C#20260409-3.1 in the amount of \$825 for a forest stewardship plan. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Bebus made a motion, seconded by James to approve encumbering FY25 Crow Wing WBIF cost share funds for Pipek, C#20250409-3.2 in the amount of \$1,050 for a forest stewardship plan. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

James made a motion, seconded by Williamson to approve encumbering C24-0198 Mississippi Brainerd WBIF cost share funds for Ager, C#20260409-3.3 in the amount of \$1,132.50 for a forest stewardship plan. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Decisions needed for cost share contract amendments

None.

Decision needed for payment of cost share funds

James made a motion, seconded by Bebus to approve payment of C24-0198 Mississippi Brainerd WBIF cost share funds for Johnson, C#20260108-3.4 in the amount of \$825 for a forest stewardship plan. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Pratt, Scheve, Christiansen, and Kipf left the meeting at 9:55 a.m.

Decisions needed for operations

Williamson made a motion, seconded by Bebus to approve a resolution of support for Fairy Lake educational walking path in conjunction with Fairy Lakes, USFWS and Sourcewell.

Discussion: Anton reported Fairy Lakes would be responsible for the maintenance of the boardwalk.

Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Williamson made a motion, seconded by Bebus to not participate in the Mississippi-Sartell 1W1P collaboration with the understanding that if Todd SWCD had a project, the project still could be presented to the collaboration for funding. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Discussion items

Review/Discussion of Buffer policy updates:

Anton highlighted the proposed changes. Discussion was held on the process of completing buffer spot checks. The updates will be brought to May's policy meeting. The State also is reviewing the State waters map.

Votruba left the meeting at 10:30 a.m.



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Local Work Group/Tour Date discussion:

Anton informed the board June 17, 2026 will be the next AREA II Meeting On June 18, 2026, S. Katterhagen has a potential training opportunity. Board decided to have the Local Work Group Meeting/Tour on June 18, 2026 and would like to have a similar bus as in 2025. Board recommended checking out other venues for a meeting location.

Contracts and documents approved by the Chair

None.

Informational

Second Friday of each month is the radio show.


Tree pick is scheduled for Friday, May 1, 2026.

The next meeting scheduled for the Todd SWCD Board of Supervisors will be Thursday, May 14, 2026 at 8:30 a.m. The meeting will take place at the Historic Courthouse in the Commissioner's Board Room located at 215 1st Avenue South, Long Prairie, MN 56347.

Chairperson Katterhagen adjourned the meeting at 10:00 a.m.


Sarah Katterhagen, Minute-Preparer

5-14-26
Date


Deja Anton, SWCD District Manager

5-14-26
Date


Tom Williamson, Secretary

5-14-26
Date