



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 May 14, 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, May 14, 2026 meeting to order at 8:30 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. James joined the meeting at 8:35 a.m.

Others present in person were: Deja Anton, District Manager, Sarah Katterhagen, Program Coordinator, Josh Votruba, Conservation Technician, Kasen Christiansen, Conservation Technician, Alyssa Scheve, Conservation Technician, Jessica Moore, Conservation Technician, Luke Thoma, NRCS, Laura Kipf, Pheasants Forever, and Brett Arne, BWSR.

Approval of Agenda: Katterhagen asked if there were any additions or corrections to the agenda. Wendel made a motion, seconded by Williamson, to accept the revised agenda for the regular May 14, 2026 meeting.

- Remove Item: 3.3. Reifer request for cost share funding
- Add Item: 3.6. John request for Sauk River Watershed WBIF funding for a shoreline project
- Add Item: 3.7. Estrada request for Long Prairie WBIF or conservation contracts funding for a pit closure project
- Add Item: 3.8. Zimmer request for Long Prairie WBIF funds, riparian funds, conservation contracts funding for a manure waste transfer scape lane, stacking slab and heavy use protection area
- Remove Item: 5.3. W. Sobiech request for payment
- Remove Item: 5.4. G. Sobiech request for payment
- Add Item: 7.6. Transparency discussion and public perception
- Add Item: 9.10. Press Release about SWCD Elections.

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

James joined the meeting.



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Approval of Minutes: Bebus made a motion, seconded by Williamson to approve the April 9, 2026 regular board meeting minutes as distributed, with minor correction of adding "14th" as the next meeting date.

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

Financial Report: Wendel made a motion, seconded by Williamson to accept April 2026 Treasurer's Report with receipts totaling \$49,320.39 and disbursements totaling \$258,944.68.

Discussion: S. Katterhagen reviewed the revenues, disbursements and the adjustments.

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

Call for Conflict of Interest: Katterhagen declared conflict of interest on item 9.7 – Informational item regarding Katterhagen amendment request for additional funds.

Celebration:

20,000 bareroot trees were sold for 2026 tree sales. Anton reported the team did an excellent job preparing orders and serving customers. Many customers remarked on the overall appearance and size of trees coming from Schumacher's Nursery as opposed to the DNR. Anton thanked Supervisor Bebus for representing the SWCD Board at this event.

Congratulations to Alyssa Scheve on her transfer to the Farm Conservationist- Feedlot Position. She is off to a good start!

Thank you to Laura Kipf, Pheasants Forever, for helping pack trees and offering customer assistance on conservation easements and other programs during our tree event!

The office has received nice responses regarding the Annual SWCD Annual Report.

NRCS Report

Thoma provided handouts regarding the Local Work Meeting. He reminded the board the Local Group Meeting is their meeting and they can run the meeting however they want. Katterhagen would like to have solar gardens discussed at the Local Group Meeting. Thoma advised bringing this topic directly to the upcoming meeting.

Decisions needed for encumbering cost share funds

Williamson made a motion, seconded by Bebus to approve encumbering C24-0198 Mississippi Brained WBIF funds for Bebejo Ranch, LLC, C#20260514-3.1 in the amount of \$1,200 for a forest stewardship plan.

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

James made a motion, seconded by Williamson to approve encumbering C25-0310 Crow Wing WBIF, FY26 County Riparian and P26-0856 Soil Health Delivery as potential sources of funding for Derek Wiese,



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C#20260514-3.2 in the amount of \$13,606.16 for a livestock pipeline and rotational grazing project. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Reifer request for funding was removed from the agenda.

Bebus made a motion, seconded by Williamson to approve encumbering C24-0088 Sauk River WBIF funds for Peters, C#20260514-3.4 in the amount of \$17,779.50 for shoreline project pending Sauk River steering committee approval. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Williamson made a motion, seconded by Wendel to approve encumbering C24-0088 Sauk River WBIF funds for Ron and Stacy Host, C#20260514-3.5 in the amount of \$15,285.19 for a shoreline project pending Sauk River steering committee approval. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

James made a motion, seconded by Bebus to approve encumbering C24-0088 Sauk River WBIF funds for John, C#20260514-3.6 in the amount of \$22,196.25 for a shoreline project pending Sauk River steering committee approval. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

James made a motion, seconded by Bebus to approve encumbering FY26/27 Conservation Contract funds for Estrada, C#20260514-3.7 in the amount of \$28,653.08 for a pit closure project. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Bebus made a motion, seconded by Wendel to approve encumbering C23-3483 Long Prairie WBIF, C25-0196 Long Prairie WBIF, FY24 County Riparian Aid, FY26/27 Conservation Contracts funds for Neil Zimmer, C#20260514-3.8 for manure waste transfer scape lane, stacking slab and heavy use protection in the amount of \$191,111.08 pending Long Prairie WBIF steering committee. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Decisions needed for cost share contract amendments

See informational.

Decision needed for payment of cost share funds

Williamson made a motion, seconded by James to approve payment of P23-2945 Long Prairie LCCMR funds for Gregory Mick, C#2026.01.08-3.1 in the amount of \$622.50 for a forest stewardship plan. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Bebus made a motion, seconded by Williamson to approve payment of P23-2945 Long Prairie LCCMR funds for Richard Sobiech, C#2026.03.12-3.7 in the amount of \$1,200 for a forest stewardship plan. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Wayne Sobiech, C#2026.03.12-3.6 request for payment was removed.

Gerard Sobiech, C#2026.03.12-3.8 request for payment was removed.



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James made a motion, seconded by Wendel to approve payment of P23-2945 Long Prairie LCCMR funds for Jay Ellsworth, C#2026.04.09-3.1 in the amount of \$825 for a forest stewardship plan. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Votruba, Scheve, Christiansen, and Kipf left the meeting at 9:45 a.m.

Decisions needed for operations

Wendel made a motion, seconded by Bebus to accept the 2026 Feedlot meeting donations in the amount of \$3,250 ending April 30, 2026. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Bebus made a motion, seconded by James to accept the 2025 Todd SWCD Audit Report. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

James made a motion, seconded by Williamson to approve the revised monitoring plan for buffer compliance tracking. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Wendel made a motion, seconded by James to approve the suggested revisions to Resolution Authorizing Named staff to conduct spot checks by removing Dylan Pratt and adding Jessica Moore, R#20250508-6.6. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

James made a motion, seconded by Bebus to approve suggested edits to resolution Establishing Landowner In-kind Rates, R#2024.0808-5.3 of removing hourly from the title and in the second whereas clause. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

James made a motion, seconded by Williamson to approve suggested edits to the Cost share applicant assurance statement attached to resolution requiring cost share applicants to have no current record of property taxes in Arrears (2023.06.13-3.6) of changing title of resolution to include the words Quality Assurance and update the Quality Assurance Measure to include statement about prevailing wage. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Anton will make changes to the resolutions and will have the chair sign at the next board meeting.

Discussion items

Public Perception/SWCD Board: Record Keeping Requirements per request of Chair. Moore gave a presentation about manure record tracking and provided example of the office's blue postcard template that landowners can use for manure record keeping.

Moore left the meeting at 10:15 a.m.

Annual Review of Todd County and SWCD Agreement: Board reviewed the agreement and at this time no concerns or changes with the agreement with the County.



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Review of Guidance policy on assisting staff with per diem payment determinations: Board reviewed the guidance policy.

Review of Resolution for Roles of Newly Elected Supervisors (20210601). Board reviewed the resolution.

Review of Local Cooperative Agreement between Todd County Pheasants Forever. Anton informed the board the County Commissioner's will be reviewing and approving the agreement. Anton informed the board the Todd SWCD provides the required match for the grant.

Transparency and Discussion and Public Perception: Anton updated the Board on recent public inquiries and complaints. Key topics included calls regarding Supervisors receiving cost-share funding, supervisor activities on personal properties, and compliance complaints regarding the 2025 Conservationist Farmer Recipient (a formal letter of warning will be sent). Anton also noted that a letter of warning regarding a cost-share contract breach was recently issued to Fairy Lakes.

Contracts and documents approved by the Chair

See informational below.

Informational

Radio Show: Broadcasts continue every second Friday of the month.

Sauk River Watershed Policy Meeting: Scheduled for May 21, 2026.

Mississippi Brainerd Policy Meeting: Scheduled for June 1, 2026.

Area II Meeting: Scheduled for June 17, 2026 (RSVP deadline is May 28, 2026).

Local Work Group Meeting and Tour: Scheduled for June 18, 2026.

Office Closure: The SWCD office will be closed on June 19, 2026.

Contract Amendment (Conflict of Interest Handling): Vice-Chair Barb James presided over and authorized an amendment to cost-share contract #2026.03.12-3.5 due to Chairperson Katterhagen's declared conflict of interest. The amendment approves an increase of \$265.67 (raising the total authorized amount from \$703.72 to \$969.39) to cover mulch protection for tree and shrub establishment.

Grant Execution: D. Anton finalized and signed a \$25,000 grant agreement with The Nature Conservancy (TNC) and the U.S. Fish and Wildlife Service (USFWS) to fund wetland restoration projects, following Board authorization granted at the April meeting.

Elections Press Release: A formal press release regarding the upcoming SWCD Board of Supervisors elections has been submitted to local newspapers.



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The next meeting scheduled for the Todd SWCD Board of Supervisors will be Thursday, June 11, 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 10:55 a.m.

Sarah Katterhagen
Sarah Katterhagen, Minute Preparer

6-11-26

Date

Deja Anton
Deja Anton, SWCD District Manager

6/11/26

Date

Tom Williamson
Tom Williamson, Secretary

6/11/26

Date