



Todd County Soil and Water Conservation District Board of Supervisors Agenda

The Todd SWCD Board of Supervisors will be holding a meeting of SWCD Board of Supervisors Thursday, December 12, 2024 beginning at 8:30 am in person at the Todd County Historic Courthouse located at 215 1st Ave S, Long Prairie, MN 56347

Agenda Item

Presenter

1. Routine Business

- | | |
|---|-------------|
| 1.1. Call to Order | Chairperson |
| 1.2. Pledge of Allegiance | Chairperson |
| 1.3. Call for Introductions | Chairperson |
| 1.4. Act on Approving the Agenda | Chairperson |
| 1.5. Act on Approving Minutes from November 14, 2024 Board Meeting | Secretary |
| 1.6. Act on Approving amended Program Summary Report – October 2024 | Treasurer |
| 1.7. Act on Approving Program Summary Report—November 2024 | Treasurer |
| 1.8. Call for Conflict of Interest | Chairperson |

2. Reports

- | | | |
|--|-----------------|--------|
| 2.1. Commissioners' Report | Neumann/Becker | 5 min |
| 2.2. Director Update | Ossefoort | 5 min |
| 2.3. SWCD Manager Report and staff updates | Ossefoort/Anton | 5 min |
| 2.4. Staff Visual Report | Christiansen | 5 min |
| 2.5. NRCS Report | Thoma | 5 min |
| 2.6. 1W1P – Sauk | Williamson | 2 min |
| 2.7. 1W1P – Red Eye | Wendel | 2 min |
| 2.8. 1W1P – Long Prairie | Katterhagen | 2 min |
| 2.9. 1W1P – Crow Wing | Wendel | 2 min |
| 2.10. 1W1P – Mississippi-Brainerd | Buchholz | 2 min |
| 2.11. BWSR Report | Mayers | 10 min |
| 2.12. MASWCD Annual Convention | Supervisors | 10 min |
| 2.13. Celebration: Tree Sales Opened and Staff updates | Staff | 5 min |

3. Decisions needed for encumbering cost share funds

- | | | |
|--|-----------|-------|
| 3.1. LouAnna Mosher –FY23 Long Prairie LCCMR -Forest Stewardship Plan \$562.50 | S. Katter | 2 min |
|--|-----------|-------|

4. Decisions needed for cost-share contract amendments

- | | | |
|---|-------|-------|
| 4.1. Tentative Nate Katterhagen - FY2024 County Riparian Aid - \$1,953.75 –
Pit Closure/Fencing | Ebnet | 2 min |
|---|-------|-------|

5. Decision needed for payment of cost share funds

- | | | |
|--|-----------|-------|
| 5.1. Update source of funding for Kneisl partial payment from September 12, 2024 board meeting
From C22-7830 to: C21-3238 Red Eye WBIF in the amount of \$38,022.71 and
C22-7830 in the amount of \$116,946.04 for a total of \$154,968.75 (total didn't change) | S. Katter | 2 min |
| 5.2. Tentative Nate Katterhagen – FY2024 County Riparian Aid – Fencing - \$1,953.75 | Ebnet | 2 min |
| 5.3. Bryan and Melissa Ritt – P25-0558 Soil Health Delivery – Strip Till - \$1,535.63 | Ebnet | 2 min |

- 5.4. Kenneth and Stephanie Kraemer – P25-0558 Soil Health Delivery – Strip Till - \$3,126.38 Ebnet 2 min
- 5.5. Robert Christensen – P25-0558 Soil Health Delivery - Cover Crop - \$4,691.25 Pratt 2 min
- 5.6. Thomas and Kimberly Egan – C25-0196 Long Prairie WBIF -
Wetland Restoration -\$7,537.50 Christiansen 2 min
- 5.7. Gabe Gieske –FY24 County Riparian Funds – Wetland Restoration - \$4,000 Christiansen 2 min
- 5.8. Paul Pinewski – C24-0198 Mississippi- Brainerd WBIF-Forest Stewardship Plan- \$750 Ossefoort 2 min
- 5.9. Shawn Hollermann – C24-0198 Mississippi – Brainerd WBIF –
Cover Crop Project \$10,989.28 Ossefoort 5 min

6. Decisions needed for operations

- 6.1. 2025 Meeting Schedule 2 min
- 6.2. 2025 Board Order 2 min
- 6.3. Review and approve Scope of Duties 2 min
- 6.4. Review and approve 2025 Plan of Action (POA) 2 min
- 6.5. Review and approve Unfunded Cooperative Agreement with NRCS for Soil Health Position
effective from 10/1/2024 – 9/30/2029 2 min
- 6.6. Review and approve Resolution to Support Adoption of the Crow Wing River Comprehensive
Watershed Management Plan – Resolution #20241214-6.6 2 min
- 6.7. Approve 2025 Todd SWCD Planning Budget 5 min

7. Discussion items

- 7.1. Work Session summary of “Who Does What” and Clicker Responses Ossefoort 5 min
- 7.2. Presentation by Ducks Unlimited on Cover Crop Incentive Program (Liam/Petrehn) 15 min Max

8. Informational

- 8.1. Project Status Update Report
- 8.2. Mack cover crop project –Office received receipt of passing germination test—Payment issued
- 8.3. Review of 2025 Committee assignments will be reviewed in January
- 8.4. Radio Show – December 13, 2024 – Lee Buchholz, Sarah Katterhagen and Adam Ossefoort
- 8.5. Todd SWCD 2024 Audit –February 3rd and 4th
- 8.6. Amish Meeting – TBD
- 8.7. Contractor Meeting –TBD
- 8.8. Annual Feedlot Meeting – Wanted Dead or Alive – Thursday, March 20th at Central Lakes College

After the meeting, there will be a farewell gathering for SWCD Supervisor Lee Buchholz.

The next scheduled meeting for the Todd SWCD Board of Supervisors will be Thursday, January 9, 2025 at 8:30 a.m. at Todd County Historic Courthouse located at 215 1st Ave S, Long Prairie, MN 56347.



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 the November 14, 2024 Regular Board Meeting and Work Session

Vice Chairperson Wendel called the Thursday, November 14, 2024 meeting to order at 8:35 a.m.

The meeting was held in person at Hook and Slice located at 2921 MN 29, Alexandria, MN 56308.

The Pledge of Allegiance was recited.

Call for Introductions.

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

Absent: Leland Buchholz.

Others present in person were: Deja Anton, SWCD Manager, Adam Ossefoort, Division Director, Sarah Katterhagen, Program Coordinator, Tim Ebnet, Conservation Technician, Dylan Pratt, Conservation Technician, Josh Votruba, Conservation Technician, Kasen Christiansen, Conservation Technician, Luke Thoma, NRCS Drayna, NRCS, and Darren Mayers, BWSR.

Mayers joined the meeting at 9:00 a.m.

Wendel asked if there were any additions or corrections to the agenda. Katterhagen made a motion, seconded by Williamson to accept the revised agenda for the regular November 14, 2024 meeting. See changes and additions in red on the agenda.

- 4.4 Add on—Rhode -amendment request for additional funding
- 5.11 Remove —Joe Varner request for payment
- 5.12 Remove—Kneisl request for payment
- 5.13 Remove word tentative for James request for payment
- 5.14 Add on—Dolezal request for payment
- 5.15 Add on—Mack request for payment pending receipt of passing germination

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

Katterhagen made a motion, seconded by James to approve minutes as disbursed from the October 10, 2024 board meeting. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

Wendel asked the board to review October 2024 Treasurer's Report. James made a motion, seconded by Katterhagen to accept October 2024 Treasurer's Report with receipts totaling \$1,628.27 and disbursements totaling \$33,769.13. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

Wendel called for conflict of interest. James reported conflict of interest for item 5.13 —James request for payment for cost share project.

Reports: No Reports



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Celebration: Congratulations to Larry Bebus, District 4 and Wayne Wendel, District 2 for being elected as SWCD Supervisors during the election.

The Board moved into work session portion of the meeting.

Mayers joined the meeting at 9:00 a.m.

The following was discussed during the work session

- Muti-Culturalism in the SWCD – Who are we as a staff and board –Personality Test
- Circles of Distinction – Roles of the County, the SWCD and staff in functionality and in the agreement
- Review of the Plan of Action and goals in the Scope of Duties
- Discussion on Cover Crop Policy
- Touched based on the white letter drafted to change BWSR funding policy regarding animal unit cap of 500 animal units and when feedlot was created. The information will be provided to the board prior to the convention.

Decisions needed for encumbering cost share funds:

Katterhagen made a motion, seconded by Williamson to approve encumbering FY24 Mississippi Brainerd WBIFF cost share funds for Paul Pinewski, C#20241114-3.1 in the amount of \$750 for a forest stewardship plan. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

Decisions needed for cost share contract amendments:

Katterhagen made a motion, seconded by James to approve amendment request for cost share contract extension from Osakis Country Club, C#20240711-3.2 to December 1, 2025. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

James made a motion, seconded by Williamson to approve amendment request for additional C23-3483 Long Prairie WBIFF cost share funds from, Jeff Schmidt, C#20241010-3.1 in the amount of \$524.25 for a new total of \$1,270.50 for a well sealing project. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

Williamson made a motion, seconded by James to approve amendment request for a cost share contract extension from Jeremy Arvidson, C#20240314-3.9, to December 1, 2025. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

James made a motion, seconded by Katterhagen to approve amendment request for additional P25-0558 Soil Health Delivery cost share funds from Jeff and Korinna Rohde, C#20240912-3.7, in the amount of \$935.50 for a new total of \$1,304.25 for a cover crop project. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

Decision needed for payment of cost share funds:



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James made a motion, seconded by Williamson to approve payment request of C23-3483 Long Prairie WBIF cost share funds from Jeff Schmidt, C#20241010-3.1 in the amount of \$1,270.50 for a well sealing project. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

Katterhagen made a motion, seconded by James to approve payment request of P23-1461 Irrigation Partnership Grant agreement funds from Jon Krause, C#20240509-3.2 in the amount of \$28,353.53 for an Advanced Irrigation Water Management project. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

James made a motion, seconded by Katterhagen to approve payment request of P25-0558 Soil Health Delivery cost share funds from Derek Wiese, C# 20240912-3.12 in the amount of \$1,223.33 for a cover crop project. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

Williamson made a motion, seconded by Katterhagen to approve payment request of P25-0558 Soil Health Delivery cost share funds from Paul Cebulla, C#20240912-3.11 in the amount of \$5,575.42 for a cover crop project. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

James made a motion, seconded by James to approve payment request of P25-0558 Soil Health Delivery cost share funds from Joe Asfeld, C#20240912-3.15 in the amount of \$5,113.25 for a cover crop project. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

Katterhagen made a motion, seconded by James to approve payment request of P25-0558 Soil Health Delivery cost share funds from Andy Statema, C#20240912-3.8 in the amount of \$9,833 for a cover crop project. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

James made a motion, seconded by Williamson to approve payment request of P25-0558 Soil Health Delivery cost share funds from Jeff and Korinna Rohde, C#20240912-3.7 in the amount of \$1,304.25 for a cover crop project. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

Katterhagen made a motion, seconded by James to approve payment request of FY24 Mississippi-Brainerd WBIF cost share funds from Kim Davidson, C#20240711-3.7 in the amount of \$750 for forest stewardship plan. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

Katterhagen made a motion, seconded by Williamson to approve payment request of P25-0558 Soil Health Delivery cost share funds in the amount of \$9,176.13 and FY24 Mississippi-Brainerd cost share funds in the amount of \$4,479.20 from Berscheit Farms, C#20240912-3.5 for a total of \$13,655.33 for a cover crop project. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

James made a motion, seconded by Katterhagen to approve payment request of C22-7830 Red Eye WBIF cost share in the amount of \$900 and C25-0118 Red Eye WBIF cost share funds in the amount of \$2,384.06 from Jacob Colby, C#20241010-3.4 for a total of \$3,284.06 for a cover crop project. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

Request for payment from Joe Varner was removed from the agenda.



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Request for payment from Jason Kneisl was removed from the agenda.

Katterhagen made a motion, seconded by Williamson to approve payment request of C23-3483 Long Prairie WBIF cost share funds from Barb James, C#20230914-3.4, in the amount of \$11,025 for ag waste project. Affirmative: Wendel, Katterhagen and Williamson. Abstained: James. Motion Carried.

James made a motion, seconded by Williamson to approve payment request of P25-0558 Soil Health Delivery cost share funds from Pat Dolezal, C#20240912-3.9, in the amount of \$2,348.03 for a cover crop project. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

Williamson made a motion, seconded by Katterhagen to approve payment request of P25-0558 Soil Health Delivery cost share funds from Arlyn Mack, C#20240912-3.10, in the amount of \$899.94 pending receipt of passing germination test for final certification. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

Decisions Needed for Operations:

Katterhagen made a motion, seconded by Williamson to approve District Manager and Division Director to sign Statement of Work (formerly known as the Engagement Letter) to contract with Clifton and Larson for the 2024 Annual Audit. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

James made a motion, seconded by Katterhagen to approve the 2025 Financial Budget (ISF/Audit) budget with receipts totaling \$1,879,234 and disbursements totaling \$1,879,234. Affirmative: Wendel, Katterhagen, James and Williamson. Motion Carried.

Informational:

District Manager reviewed and approved the following contracts per policy and with discussion with Chairperson, Buchholz.

- a. Bryan and Melissa Ritt – FY25 Soil Health Delivery Cost Share –Strip Till -\$1,888.43
- b. Kraemer- FY25 Soil Health Delivery-Residue & Tillage Management- No Till- \$3,512.25
- c. Hollermann- FY25 Mississippi Brainerd- Cover Crops

No project Status report.

P25-0648 Buffer Law Implementation Grant in the amount of \$20,000 grant agreement was executed.

MASWCD Annual Convention will be held at DoubleTree, Bloomington on December 2-4, 2024.

Audit and agendas will show significant increases in journal entry adjustments due to fund year distributions per Fiscal Agent Discretion from other Water-based Implementation Teams. This is out of Todd SWCD control but we are working with partners for a more accepted resolution.



1W1P	Fiscal Agent
Red Eye	East Otter Tail SWCD
Crow Wing	Crow Wing SWCD
Mississippi- Brainerd	Aitkin SWCD
Long Prairie	Todd SWCD
Sauk	Stearns COUNTY

The following amounts under P25-0558 Soil Health Delivery grant were released from encumber as projects came in less than anticipated:

Paul Cebulla \$9,339.07
Andy Statema \$9,951.71
Derek Wiese \$109.20
Arlyn Mack \$211.44

The following amount under P23-1461 Irrigation Partnership agreement were released from encumber as project came in less than anticipated:

Jon Krause \$447.78

The next scheduled meeting for the Todd SWCD Board of Supervisors will be Thursday, December 12, 2024 at 8:30 a.m. at Historic Courthouse at 215 1st Ave S, Long Prairie, MN 56347.

Vice Chairperson adjourned the meeting at 1:00 p.m.

Sarah Katterhagen, Minute Prepare

Date

Deja Anton, SWCD District Manager

Date

Dale Katterhagen, Secretary

Date

**TODD SOIL & WATER CONSERVATION DISTRICT
SWCD TREASURER'S MONTHLY REPORT
PROGRAM SUMMARY**

PROGRAM	CASH BALANCE 10/1/2024	RECEIPTS	DISBURSEMENTS	ADJUSTMENTS	CASH BALANCE 10/31/2024
District Savings Account	\$ 276,167.33				\$ 276,167.33
Change Fund	\$ 20.00				\$ 20.00
General/Misc. Revenue	\$ 3,300.12		\$ 1,212.50		\$ 2,087.62
Tree Program	\$ 7,655.88				\$ 7,655.88
Todd County Allocation	\$ 10,000.00				\$ 10,000.00
District Operations	\$ (4,625.62)		\$ 1,076.00		\$ (5,701.62)
MPCA Feedlot Program/County Program - FY24	\$ 70,234.65				\$ 70,234.65
County Appropriation for Feedlot Program	\$ 55,899.19				\$ 55,899.19
Feedlot Performance funds-2022	\$ -				\$ -
Feedlot Performance funds-2023	\$ 13,511.51				\$ 13,511.51
NRBG Water Plan Funds/County Program - FY24	\$ 10,871.70		\$ 835.53		\$ 10,036.17
NRBG Water Plan Funds/County Program - FY25	\$ 20,035.00		\$ -		\$ 20,035.00
Water Plan Levy	\$ 298.18		\$ 298.18		\$ -
NRBG Wetland Program Funds/County Program - FY24	\$ 1,360.74				\$ 1,360.74
NRBG Wetland Program Funds/County Program - FY25	\$ 29,544.00				\$ 29,544.00
County Appropriation for Wetland Program	\$ 29,544.00				\$ 29,544.00
Todd County AIS Program/County Program	\$ 23,027.32		\$ 17,875.50		\$ 5,151.82
Todd County Riparian AID Education -24	\$ 3,628.99				\$ 3,628.99
Todd County Riparian AID Cost Share Program - 24	\$ 59,624.47				\$ 59,624.47
MN State Grant	\$ 700.00				\$ 700.00
Ob Well Program	\$ -				\$ -
FY2025 Conservation Delivery	\$ 20,054.00				\$ 20,054.00
C21-0174 Soil Health Practitioner Grant / Staffing	\$ 114,610.16		\$ 303.36		\$ 114,306.80
2024 MN Grant SWCD AID	\$ 155,978.68		\$ 1,315.10		\$ 154,663.58
2025 MN Grant SWCD AID	\$ 86,060.08				\$ 86,060.08
FY2023 Buffer Compliance	\$ 1,282.98				\$ 1,282.98
FY2024 Buffer Implementation	\$ 20,000.00				\$ 20,000.00
FY2025 Buffer Implementation	\$ 20,000.00	\$ 20,000.00			\$ 20,000.00
FY2023 CWL Local Capacity Staffing/Operations	\$ 2,701.12				\$ 2,701.12
FY2024 Conservation Contracts	\$ 10,393.77				\$ 10,393.77
FY2025 Conservation Contracts	\$ 19,384.00				\$ 19,384.00
P25-0558 MN Soil Health Delivery Grant	\$ 40,000.00		\$ 2,884.23		\$ 37,115.77
C23-3483 Long Prairie Collaborative WBIF 2023 Admin	\$ 73,414.81				\$ 73,414.81
C23-3483 Long Prairie Collaborative WBIF 2023 PD	\$ 84,983.47		\$ 856.77		\$ 84,126.70
C23-3483 Long Prairie Collaborative WBIF 2023 TA	\$ 45,523.34				\$ 45,523.34
C23-3483 Long Prairie Collaborative WBIF 2023 CS	\$ 38,690.48				\$ 38,690.48
P25-0471 2025 - Long Prairie Watershed CRP Incentive Grant	\$ 50,000.00				\$ 50,000.00
C25-0196 Long Prairie Collaborative WBIF 2025 Admin	\$ 85,000.00				\$ 85,000.00
C25-0196 Long Prairie Collaborative WBIF 2025 PD	\$ 162,058.00		\$ 306.95		\$ 161,751.05
C25-0196 Long Prairie Collaborative WBIF 2025 TA	\$ 122,870.00				\$ 122,870.00
C25-0196 Long Prairie Collaborative WBIF 2025 CS	\$ 146,211.00				\$ 146,211.00
Red Eye One Watershed, One Plan Reimbursement - Grant #1	\$ -				\$ -
Red Eye One Watershed, One Plan Reimbursement - Grant #2	\$ (160,503.75)				\$ (160,503.75)
Sauk River One Watershed, One Plan Technical Reimbursement Grant #1	\$ -				\$ -
Sauk River One Watershed, One Plan CS Reimbursement Grant #1	\$ -				\$ -
Mississippi River One Watershed, One Reimbursement	\$ -				\$ -
C24-0198 Mississippi River One Watershed - Implementation	\$ (1,628.27)	\$ 1,628.27	\$ 2,808.76		\$ (2,808.76)
FY2023 Red Eye Watershed LCCMR Grant	\$ -		\$ 1,200.00		\$ (1,200.00)
FY2023 Long Prairie Watershed LCCMR Grant	\$ (13,927.25)		\$ 2,796.25		\$ (16,723.50)
MN Ag Water Program/Partnership- Reimbursement	\$ 750.00				\$ 750.00
WCTSA Nutrient Management/Partnership Reimbursement	\$ -				\$ -
TOTAL	\$ 1,714,704.08	\$ 21,628.27	\$ 33,769.13	\$ -	\$ 1,702,563.22

Prepared by: Sarah Katterhagen, Program Coordinator

Date

Reviewed by: Deja Anton, SWCD District Manager

Date

Barb James, District Treasurer

Date

**TODD SOIL & WATER CONSERVATION DISTRICT
SWCD TREASURER'S MONTHLY REPORT
PROGRAM SUMMARY**

PROGRAM	CASH BALANCE 11/1/2024	RECEIPTS	DISBURSEMENTS	ADJUSTMENTS	CASH BALANCE 11/30/2024
District Savings Account	\$ 276,167.33				\$ 276,167.33
Change Fund	\$ 20.00				\$ 20.00
General/Misc. Revenue	\$ 2,087.62	\$ 1,450.00	\$ 28,689.02		\$ (25,151.40)
Tree Program	\$ 7,655.88		\$ 350.28		\$ 7,305.60
Todd County Allocation	\$ 10,000.00		\$ 5,000.00		\$ 5,000.00
District Operations	\$ (5,701.62)	\$ 4,625.62	\$ 3,054.76		\$ (4,130.76)
MPCA Feedlot Program/County Program - FY24	\$ 70,234.65				\$ 70,234.65
County Appropriation for Feedlot Program	\$ 55,899.19		\$ 41,517.39		\$ 14,381.80
Feedlot Performance funds-2023	\$ 13,511.51				\$ 13,511.51
NRBG Water Plan Funds/County Program - FY24	\$ 10,036.17		\$ 9,251.58		\$ 784.59
NRBG Water Plan Funds/County Program - FY25	\$ 20,035.00				\$ 20,035.00
Water Plan Levy	\$ -				\$ -
NRBG Wetland Program Funds/County Program - FY24	\$ 1,360.74		\$ 1,360.74		\$ -
NRBG Wetland Program Funds/County Program - FY25	\$ 29,544.00		\$ 16,361.68		\$ 13,182.32
County Appropriation for Wetland Program	\$ 29,544.00				\$ 29,544.00
Todd County AIS Program/County Program	\$ 5,151.82		\$ 575.08		\$ 4,576.74
Todd County Riparian AID Education -24	\$ 3,628.99		\$ 3,628.99		\$ -
Todd County Riparian AID Cost Share Program - 24	\$ 59,624.47				\$ 59,624.47
MN State Grant	\$ 700.00		\$ 1,845.00		\$ (1,145.00)
Ob Well Program	\$ -		\$ 2,340.00		\$ (2,340.00)
FY2025 Conservation Delivery	\$ 20,054.00				\$ 20,054.00
C24-0174 Soil Health Practitioner Grant / Staffing	\$ 114,306.80		\$ 21,303.12		\$ 93,003.68
2024 MN Grant SWCD AID	\$ 154,663.58		\$ 52,782.73		\$ 101,880.85
2025 MN Grant SWCD AID	\$ 86,060.08				\$ 86,060.08
FY2023 Buffer Compliance	\$ 1,282.98		\$ 1,282.98		\$ -
FY2024 Buffer Implementation	\$ 20,000.00		\$ 3,343.77		\$ 16,656.23
FY2025 Buffer Implementation	\$ 20,000.00				\$ 20,000.00
FY2023 CWL Local Capacity Staffing/Operations	\$ 2,701.12		\$ 2,701.12		\$ -
FY2024 Conservation Contracts	\$ 10,393.77				\$ 10,393.77
FY2025 Conservation Contracts	\$ 19,384.00				\$ 19,384.00
P25-0558 MN Soil Health Delivery Grant C/S	\$ 37,115.77		\$ 35,473.35		\$ 1,642.42
P25-0558 MN Soil Health Delivery Grant Project Development					\$ -
P25-0558 MN Soil Health Delivery Grant Technical Assistance			\$ 3,851.77		\$ (3,851.77)
C23-3483 Long Prairie Collaborative WBIF 2023 Admin	\$ 73,414.81		\$ 1,824.96		\$ 71,589.85
C23-3483 Long Prairie Collaborative WBIF 2023 PD	\$ 84,126.70		\$ 3,772.57		\$ 80,354.13
C23-3483 Long Prairie Collaborative WBIF 2023 TA	\$ 45,523.34		\$ 19,314.51		\$ 26,208.83
C23-3483 Long Prairie Collaborative WBIF 2023 CS	\$ 38,690.48		\$ 12,295.50		\$ 26,394.98
P25-0471 2025 - Long Prairie Watershed CRP Incentive Grant	\$ 50,000.00				\$ 50,000.00
C25-0196 Long Prairie Collaborative WBIF 2025 Admin	\$ 85,000.00		\$ 429.45		\$ 84,570.55
C25-0196 Long Prairie Collaborative WBIF 2025 PD	\$ 161,751.05		\$ 245.98		\$ 161,505.07
C25-0196 Long Prairie Collaborative WBIF 2025 TA	\$ 122,870.00		\$ 743.03		\$ 122,126.97
C25-0196 Long Prairie Collaborative WBIF 2025 CS	\$ 146,211.00				\$ 146,211.00
Red Eye One Watershed, One Plan Reimbursement - Grant #1	\$ -		\$ 1,534.59		\$ (1,534.59)
Red Eye One Watershed, One Plan Reimbursement - Grant #2	\$ (160,503.75)		\$ 550.68		\$ (161,054.43)
Sauk River One Watershed, One Plan Technical Reimbursement Grant #1	\$ -				\$ -
Sauk River One Watershed, One Plan CS Reimbursement Grant #1	\$ -				\$ -
C24-0088 Sauk River One Watershed, One Plan - Reimbursement Grant #2			\$ 1,145.02		\$ (1,145.02)
Mississippi River One Watershed, One Reimbursement	\$ -				\$ -
C24-0198 Mississippi River One Watershed - Implementation	\$ (2,808.76)	\$ 2,808.76	\$ 8,855.44		\$ (8,855.44)
FY2023 Red Eye Watershed LCCMR Grant	\$ (1,200.00)		\$ 91.67		\$ (1,291.67)
FY2023 Long Prairie Watershed LCCMR Grant	\$ (16,723.50)		\$ 5,523.52		\$ (22,247.02)
MN Ag Water Program/Partnership- Reimbursement	\$ 750.00		\$ 1,578.94		\$ (828.94)
WCTSA Nutrient Management/Partnership Reimbursement	\$ -	\$ 3,129.29	\$ 3,129.29		\$ -
TOTAL	\$ 1,702,563.22	\$ 12,013.67	\$ 295,748.51	\$ -	\$ 1,418,828.38

Prepared by: Sarah Katterhagen, Program Coordinator

Date

Reviewed by: Deja Anton, SWCD District Manager

Date

Barb James, District Treasurer

Date



ACCOUNT ACTIVITY REPORT

Page Break Option: 1 1 - Page Break by FUND
2 - Page Break by DEPT

Print Service Dates: No

Sort:

1st: 2nd 3rd 4th 5th 6th
G D T N M W

F - G/L Object Within Fund Number
G - G/L Account Number
P - G/L Object Within Dept Number
D - Transaction Date
M - G/L Month & Year
N - Vendor/Payer Name
T - Type Of Transaction
W - Receipt/Warrant Number

Range Subtotals:

1 1 - No Subtotals
2 - Detail and Subtotals by OBJECT Range
3 - Subtotals only by OBJECT Range
4 - Account Totals and Subtotals by OBJECT Range
5 - Account Totals and Subtotals by PROGRAM Range

Report Basis:

1 Cash

Only This Basis?: No

Print YTD Totals:

No

Type of Report:

1 1 - DETAIL
2 - ABBREVIATED

Specific Dates:

From: 11/01/2024 Thru: 11/30/2024

Comment:

FUND Range From 79 Thru 79

DEPT Range From 603 Thru 603

SARAHK

12/4/24 2:47PM

Fund 79 - TODD SOIL & WATER AGENCY FU

**** Todd County ****

ACCOUNT ACTIVITY REPORT

From: 11/01/2024 Thru: 11/30/2024

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Report Basis: 1



Tran		G/L		Receipt/Warrant		Invoice		Accr				
SC	Type	Vendor	Mont	NUMBER	DATE	Seq	AMOUNT	Description / Service Dates	Number	Cd	Basis	R1R2
DEPT 603 - S&W (FEEDLOT - CO MATCH)												
PROGRAM 000 - PROGRAM												
79-603-000-0000-5801 - MISCELLANEOUS REVENUE												
RE	RE	Todd County Soil & Water	11/2024	144221	11/13/2024	222	1,050.00 -	2024 Irrigation Scheduler Prog	Berscheit Farms			1
RE	RE	Todd County Soil & Water	11/2024	144221	11/13/2024	222	200.00 -	2024 Irrigation Scheduler Prog	Steve Berscheit			1
RE	RE	Todd County Soil & Water	11/2024	144221	11/13/2024	222	200.00 -	2024 Irrigation Scheduler Prog	Didier Farms			1
JE	JE	Special J/E Request Q3 2024	11/2024	19235	11/30/2024	901	4,625.62 -	SWCD District Operations				1
79-603-000-0000-5801 - MISCELLANEOUS REVENUE						Total	6,075.62 -					
79-603-000-0000-6103 - PER DIEM												
DI	DI	17255-JAMES/BARBARA	11/2024	904587	11/18/2024	333	125.00	Mississippi-BrainerdPolicyMtg	10-28-24			1
DI	DI	17255-JAMES/BARBARA	11/2024	904587	11/18/2024	333	125.00	SWCD Board Meeting	11-14-2024			1
DI	DI	5981-KATTERHAGEN/DALE	11/2024	904588	11/18/2024	333	125.00	SWCD Board Meeting	11-14-24			1
DI	DI	23002-WENDEL/WAYNE	11/2024	243609	11/18/2024	333	125.00	SWCD Board Meeting	11-14-24			1
DI	DI	9450-WILLIAMSON/THOMAS	11/2024	904594	11/18/2024	333	125.00	SWCD Board Meeting	11-14-2024			1
79-603-000-0000-6103 - PER DIEM						Total	625.00					
79-603-000-0000-6245 - MEMBERSHIP DUES & REGISTRATIONS												
DI	DI	11418-MASWCD	11/2024	243547	11/12/2024	333	400.00	MASWCDAnnualConv.1Supervisor	Todd SWCD			1
DI	DI	11418-MASWCD	11/2024	243547	11/12/2024	333	400.00	MASWCDAnnualConv.1Supervisor	Todd SWCD			1
DI	DI	11418-MASWCD	11/2024	243547	11/12/2024	333	35.00	MASWCDAnnualConvAwardRecipie nt	Todd SWCD			1
DI	DI	11418-MASWCD	11/2024	243547	11/12/2024	333	35.00	MASWCDAnnualConvAwardRecipie nt	Todd SWCD			1
DI	DI	11418-MASWCD	11/2024	243547	11/12/2024	333	35.00	MASWCDAnnualConvAwardRecipie nt	Todd SWCD			1
DI	DI	11418-MASWCD	11/2024	243547	11/12/2024	333	35.00	MASWCDAnnualConvAwardRecipie nt	Todd SWCD			1
DI	DI	11418-MASWCD	11/2024	243547	11/12/2024	333	35.00	MASWCDAnnualConvAwardRecipie nt	Todd SWCD			1
DI	DI	11418-MASWCD	11/2024	243547	11/12/2024	333	400.00	MASWCDAnnualConv.1Supervisor	Todd SWCD			1
DI	DI	11418-MASWCD	11/2024	243547	11/12/2024	333	400.00	MASWCDAnnualConv.1Supervisor	Todd SWCD			1
DI	DI	11418-MASWCD	11/2024	243547	11/12/2024	333	400.00	MASWCDAnnualConv.1Supervisor	Todd SWCD			1
79-603-000-0000-6245 - MEMBERSHIP DUES & REGISTRATIONS						Total	2,210.00					
79-603-000-0000-6331 - TRAVEL AND EXPENSE (MILEAGE)												

SARAHK

12/4/24 2:47PM

Fund 79 - TODD SOIL & WATER AGENCY FU

**** Todd County ****

ACCOUNT ACTIVITY REPORT

From: 11/01/2024 Thru: 11/30/2024

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Report Basis: 1



Tran	SC	Type	Vendor	G/L Mont	Receipt/Warrant NUMBER	DATE	Seq	AMOUNT	Description / Service Dates	Invoice Number	Accr Cd	Basis	R1R2
			79-603-000-0000-6331 - TRAVEL AND EXPENSE (MILEAGE)										
DI	DI		17255-JAMES/BARBARA	11/2024	904587	11/18/2024	333	69.68	Mileage	11-14-2024			1
DI	DI		5981-KATTERHAGEN/DALE	11/2024	904588	11/18/2024	333	67.00	Mileage	11-14-24			1
DI	DI		23002-WENDEL/WAYNE	11/2024	243609	11/18/2024	333	52.26	Mileage	11-14-24			1
DI	DI		9450-WILLIAMSON/THOMAS	11/2024	904594	11/18/2024	333	30.82	Mileage	11-14-2024			1
			79-603-000-0000-6331 - TRAVEL AND EXPENSE (MILEAGE)						Total	219.76			
			79-603-000-0000-6356 - OTHER MISCELLANEOUS CHARGES										
DI	DI		11418-MASWCD	11/2024	243547	11/12/2024	333	70.00	MASWCD Annual Conv. 1 Spouse	Todd SWCD			1
DI	DI		11418-MASWCD	11/2024	243547	11/12/2024	333	70.00	MASWCD Annual Conv. 1 Spouse	Todd SWCD			1
DI	DI		15745-KRAUSE/JON	11/2024	243583	11/18/2024	333	28,353.53	Cost Share Payment				1
JE	JE			11/2024	19238	11/30/2024	901	195.49	SW Wage Reimb Q3 2024				1
			79-603-000-0000-6356 - OTHER MISCELLANEOUS CHARGES						Total	28,689.02			
			79-603-000-0000-6365 - EXPENSES - DEPT. PROJECTS										
DI	DI		14377-MN DEPT OF AGRICULTURE	11/2024	243592	11/18/2024	333	280.00	Nursey Certificate - Tree Sale	Todd SWCD			1
JE	JE			11/2024	19238	11/30/2024	901	70.28	SW Wage Reimb Q3 2024				1
			79-603-000-0000-6365 - EXPENSES - DEPT. PROJECTS						Total	350.28			
			79-603-000-0000-6845 - PROGRAM/PROJECT EXP(GENERAL/AGENCY										
DI	DI		17746-LARSON ABSTRACT COMPANY	11/2024	243585	11/18/2024	333	1,845.00	Owners Ins, Exam,Recording Fee	013392			1
			79-603-000-0000-6845 - PROGRAM/PROJECT EXP						Total	1,845.00			
			PROGRAM 000 -						PROGRAM Total	27,863.44			
			PROGRAM 512 - 1W1P-RED EYE										
			79-603-512-0000-6806 - ADMIN EXP-1W1P-RED EYE										
JE	JE			11/2024	19238	11/30/2024	901	245.40	SW Wage Reimb Q3 2024				1
			79-603-512-0000-6806 - ADMIN EXP-1W1P-RED EYE						Total	245.40			
			79-603-512-0000-6810 - PRJ DEV EXP-1W1P-RED EYE										
JE	JE			11/2024	19238	11/30/2024	901	1,289.19	SW Wage Reimb Q3 2024				1
			79-603-512-0000-6810 - PRJ DEV EXP-1W1P-RED EYE						Total	1,289.19			
			PROGRAM 512 -						1W1P-RED EYE Total	1,534.59			
			PROGRAM 514 - FY2023 SWCD LOCAL CAPACITY										
			79-603-514-0000-6806 - ADMIN EXP-FY2023 SWCD LOCAL CAPACIT										
JE	JE			11/2024	19238	11/30/2024	901	2,701.12	SW Wage Reimb Q3 2024				1
			79-603-514-0000-6806 - ADMIN EXP-FY2023 SWCD LOCAL						Total	2,701.12			

Tran	G/L	Receipt/Warrant							Invoice	Accr	
SC	Type	Vendor	Mont	NUMBER	DATE	Seq	AMOUNT	Description / Service Dates	Number	Cd	Basis R1R2
		PROGRAM 514 -		FY2023 SWCD LOCAL	Total		2,701.12				
		PROGRAM 515 - FY2023 BUFFER LAW									
		79-603-515-0000-6845 - PROG/PROJ EXP-FY2023 BUFFER LAW									
JE	JE	11/2024	19238	11/30/2024	901		1,282.98	SW Wage Reimb Q3 2024			1
		79-603-515-0000-6845 - PROG/PROJ EXP-FY2023 BUFFER LAW			Total		1,282.98				
		PROGRAM 515 -		FY2023 BUFFER LAW	Total		1,282.98				
		PROGRAM 517 - FY2023 LCCMR PILOT TREE PLANTING PROJECT									
		79-603-517-0000-6806 - ADMIN EXP-FY23 LCCMR PILOT TREE-LP W.									
JE	JE	11/2024	19238	11/30/2024	901		1,031.10	SW Wage Reimb Q3 2024			1
		79-603-517-0000-6806 - ADMIN EXP-FY23 LCCMR PILOT TREE-			Total		1,031.10				
		79-603-517-0000-6810 - PROJ DEV EXP-FY23 LCCMR PILOT TREE-LP									
JE	JE	11/2024	19238	11/30/2024	901		1,362.79	SW Wage Reimb Q3 2024			1
		79-603-517-0000-6810 - PROJ DEV EXP-FY23 LCCMR PILOT			Total		1,362.79				
		79-603-517-0000-6849 - TECH ASST EXP-FY23 LCCMR PILOT TREE-L									
JE	JE	11/2024	19238	11/30/2024	901		3,129.63	SW Wage Reimb Q3 2024			1
		79-603-517-0000-6849 - TECH ASST EXP-FY23 LCCMR PILOT			Total		3,129.63				
		PROGRAM 517 -		FY2023 LCCMR PILOT	Total		5,523.52				
		PROJECT									
		PROGRAM 518 - C23-3483 LP COLLABORATIVE									
		FY23 WBIF									
		79-603-518-0000-6806 - ADMIN EXP-C23-3483 LP COLLABORATIVE									
JE	JE	11/2024	19238	11/30/2024	901		1,824.96	SW Wage Reimb Q3 2024			1
		79-603-518-0000-6806 - ADMIN EXP-C23-3483 LP			Total		1,824.96				
		79-603-518-0000-6807 - COST SHARE EXP-C23-3483 LP COLLABOR,									
DI	DI	17742-SCHMIDT/JEFF	11/2024	243601	11/18/2024	333	1,270.50	Cost Share Payment - Well Seal			1
DI	DI	17255-JAMES/BARBARA	11/2024	904598	11/25/2024	333	11,025.00	Cost Share Payment			1
		79-603-518-0000-6807 - COST SHARE EXP-C23-3483 LP			Total		12,295.50				
		79-603-518-0000-6810 - PRJ DEV EXP-C23-3483 LP COLLABORATIVI									
DI	DI	9900-MORRISON SWCD	11/2024	243554	11/12/2024	333	3,772.57	Reimb:MorrisonSWCDforProjDev.	LPWBIF2304		1
		79-603-518-0000-6810 - PRJ DEV EXP-C23-3483 LP			Total		3,772.57				
		79-603-518-0000-6849 - TECH ASSIST EXP-C23-3483 LP COLLABOR,									
DI	DI	11167-WEST CENTRAL TECH SERVICE AREA	11/2024	243635	11/25/2024	333	11,480.98	TechAssist 6/30/24 - 9/21/24	25-03		1

Tran	SC	Type	Vendor	G/L	Receipt/Warrant	Seq	AMOUNT	Description / Service Dates	Invoice	Accr	Basis	R1R2
				Mont	NUMBER	DATE			Number	Cd		
			79-603-518-0000-6849 - TECH ASSIST EXP-C23-3483 LP COLLABOR.									
JE	JE			11/2024	19238	11/30/2024	901	7,833.53	SW Wage Reimb Q3 2024			1
			79-603-518-0000-6849 - TECH ASSIST EXP-C23-3483 LP				Total	19,314.51				
			PROGRAM 518 - C23-3483 LP				Total	37,207.54				
			COLLABORATIVE FY23									
			WBIF									
			PROGRAM 519 - SWCD AID									
			79-603-519-0000-6806 - ADMINISTRATION EXP-SWCD AID									
JE	JE			11/2024	19238	11/30/2024	901	15,889.83	SW Wage Reimb Q3 2024			1
			79-603-519-0000-6806 - ADMINISTRATION EXP-SWCD AID				Total	15,889.83				
			79-603-519-0000-6837 - OPERATIONAL EXP-SWCD AID									
DI	DI		17756-HOOK AND SLICE	11/2024	243581	11/18/2024	333	483.20	SWCD Outreach/Workshop Event			1
JE	JE		Special J/E Request Q3 2024	11/2024	19235	11/30/2024	901	4,625.62	SWCD District Operations			1
			79-603-519-0000-6837 - OPERATIONAL EXP-SWCD AID				Total	5,108.82				
			79-603-519-0000-6849 - TECH ASSIST EXP-SWCD AID									
JE	JE			11/2024	19238	11/30/2024	901	31,784.08	SW Wage Reimb Q3 2024			1
			79-603-519-0000-6849 - TECH ASSIST EXP-SWCD AID				Total	31,784.08				
			PROGRAM 519 - SWCD AID				Total	52,782.73				
			PROGRAM 521 - LCCMR PILOT TREE PLANT									
			PROJECT 2023-REW									
			79-603-521-0000-6849 - TECH EXP: LCCMR PILOT TREE PRJ 2023-RE									
JE	JE			11/2024	19238	11/30/2024	901	91.67	SW Wage Reimb Q3 2024			1
			79-603-521-0000-6849 - TECH EXP: LCCMR PILOT TREE PRJ				Total	91.67				
			PROGRAM 521 - LCCMR PILOT TREE				Total	91.67				
			PLANT PROJECT 2023-REW									
			PROGRAM 522 - P24-0019 2024 BUFFER LAW									
			79-603-522-0000-6845 - PROG/PROJ EXP-P24-0019 2024 BUFFER L/									
JE	JE			11/2024	19238	11/30/2024	901	3,343.77	SW Wage Reimb Q3 2024			1
			79-603-522-0000-6845 - PROG/PROJ EXP-P24-0019 2024				Total	3,343.77				
			PROGRAM 522 - P24-0019 2024				Total	3,343.77				
			BUFFER LAW									
			PROGRAM 523 - C22-7830 RED EYE 1W1P									
			79-603-523-0000-6849 - TECH ASSIST EXP-C22-7830 RED EYE 1W1F									
JE	JE			11/2024	19238	11/30/2024	901	550.68	SW Wage Reimb Q3 2024			1



Tran	SC	Type	Vendor	G/L	Mont	Receipt/Warrant	NUMBER	DATE	Seq	AMOUNT	Description / Service Dates	Invoice	Accr	Basis	R1R2
			79-603-523-0000-6849 - TECH ASSIST EXP-C22-7830 RED EYE			Total				550.68					
			PROGRAM 523 - C22-7830 RED EYE			Total				550.68					
			1W1P												
			PROGRAM 526 - C24-0198 MISS-BRAINERD												
			CWMP IMPLEMENTATI												
			79-603-526-0000-5801 - MISC REVENUE: MISS-BRAINERD CWMP IMPL												
RE	RE		Todd County Soil & Water		11/2024		144221	11/13/2024	222	2,808.76 -	Reimb - Projects	Aitkin County			1
												SWCD			
			79-603-526-0000-5801 - MISC REVENUE: MISS-BRAINERD CWMP			Total				2,808.76 -					
			79-603-526-0000-6807 - COST SHARE EXP:MISS-BRAINERD CWMP IM												
DI	DI		17749-BERSCHEIT FARMS LLC		11/2024		243569	11/18/2024	333	4,479.20	Cost Share Payment -Cover Crop				1
DI	DI		17757-DAVIDSON/KIM		11/2024		243577	11/18/2024	333	750.00	Cost Share Payment				1
			79-603-526-0000-6807 - COST SHARE EXP:MISS-BRAINERD CWMP			Total				5,229.20					
			79-603-526-0000-6810 - PRJ DEVELOPMENT EXP:MISS-BRAINERD CW												
JE	JE				11/2024		19238	11/30/2024	901	737.94	SW Wage Reimb Q3 2024				1
			79-603-526-0000-6810 - PRJ DEVELOPMENT EXP:MISS-BRAINERD			Total				737.94					
			79-603-526-0000-6849 - TECHNICAL ASSIST.EXP:MISS-BRAINERD CW												
JE	JE				11/2024		19238	11/30/2024	901	2,888.30	SW Wage Reimb Q3 2024				1
			79-603-526-0000-6849 - TECHNICAL ASSIST.EXP:MISS-BRAINERD			Total				2,888.30					
			PROGRAM 526 - C24-0198 MISS-BRAINERD CWMP			Total				6,046.68					
			IMPLEMENTATI												
			PROGRAM 527 - P25-0558 SOIL HEALTH												
			DELIVERY												
			79-603-527-0000-6807 - COST SHARE EXP:P25-0558 SOIL HEALTH D												
DI	DI		16570-ASFELD/JOSEPH		11/2024		243568	11/18/2024	333	5,113.25	Cost Share - Cover Crop				1
DI	DI		17749-BERSCHEIT FARMS LLC		11/2024		243569	11/18/2024	333	9,176.13	Cost Share Payment -Cover Crop				1
DI	DI		14934-CEBULLA/PAUL		11/2024		243570	11/18/2024	333	5,575.42	Cost Share - Cover Crop				1
DI	DI		14794-DOLEZAL/PATRICK & BEVERLY		11/2024		243578	11/18/2024	333	2,348.03	Cost Share - Cover Crop				1
DI	DI		2844-ROHDE/JEFF OR KORINNA		11/2024		243600	11/18/2024	333	1,304.25	Cost Share Payment				1
DI	DI		15644-STATEMA/ANDY		11/2024		243602	11/18/2024	333	9,833.00	Cost Share Payment - CoverCrop				1
DI	DI		17758-WIESE/DEREK		11/2024		243610	11/18/2024	333	1,223.33	Cost Share - Cover Crop				1
DI	DI		17491-MACK/ARLYN & DIANE		11/2024		243627	11/25/2024	333	899.94	Cost Share Payment -Cover Crop				1
			79-603-527-0000-6807 - COST SHARE EXP:P25-0558 SOIL			Total				35,473.35					
			79-603-527-0000-6849 - TECHNICAL ASSIST.EXP:P25-0558 SOIL HLT												
JE	JE				11/2024		19238	11/30/2024	901	3,851.77	SW Wage Reimb Q3 2024				1

Tran	SC	Type	Vendor	G/L	Mont	Receipt/Warrant	Seq	AMOUNT	Description / Service Dates	Invoice	Accr	Basis	R1R2
						NUMBER	DATE			Number	Cd		
			79-603-527-0000-6849 - TECHNICAL ASSIST.EXP:P25-0558 SOIL				Total	3,851.77					
			PROGRAM 527 -			P25-0558 SOIL	Total	39,325.12					
			HEALTH DELIVERY										
			PROGRAM 528 - C25-0196 LONG PRAIRIE										
			COLLABTV FY25 WBIF										
			79-603-528-0000-6806 - ADMINISTRATION EXP-C25-0196 LP COLLA										
JE	JE				11/2024	19238 11/30/2024	901	429.45	SW Wage Reimb Q3 2024				1
			79-603-528-0000-6806 - ADMINISTRATION EXP-C25-0196 LP				Total	429.45					
			79-603-528-0000-6810 - PRJ DEVELOPMENT EXP-C25-0196 LP COLL										
JE	JE				11/2024	19238 11/30/2024	901	245.98	SW Wage Reimb Q3 2024				1
			79-603-528-0000-6810 - PRJ DEVELOPMENT EXP-C25-0196 LP				Total	245.98					
			79-603-528-0000-6849 - TECHNICAL ASSIST.EXP-C25-0196 LP COLL										
JE	JE				11/2024	19238 11/30/2024	901	743.03	SW Wage Reimb Q3 2024				1
			79-603-528-0000-6849 - TECHNICAL ASSIST.EXP-C25-0196 LP				Total	743.03					
			PROGRAM 528 -			C25-0196 LONG	Total	1,418.46					
			PRAIRIE COLLABTV										
			FY25 WBIF										
			PROGRAM 537 - C24-0088 SAUK RIVER										
			WATERSHED WBIF										
			79-603-537-0000-6810 - PRJ DEV EXP-C24-0088 SAUK RIVER WBIF										
JE	JE				11/2024	19238 11/30/2024	901	1,145.02	SW Wage Reimb Q3 2024				1
			79-603-537-0000-6810 - PRJ DEV EXP-C24-0088 SAUK RIVER				Total	1,145.02					
			PROGRAM 537 - C24-0088 SAUK RIVER				Total	1,145.02					
			WATERSHED WBIF										
			PROGRAM 551 - FEEDLOT										
			79-603-551-0000-6845 - PROGRAM EXPENSE (FEEDLOT)										
JE	JE				11/2024	19238 11/30/2024	901	41,517.39	SW Wage Reimb Q3 2024				1
			79-603-551-0000-6845 - PROGRAM EXPENSE (FEEDLOT)				Total	41,517.39					
			PROGRAM 551 -			FEEDLOT	Total	41,517.39					
			PROGRAM 559 - SOIL HEALTH PRACTITIONER										
			PSTN C24-0174										
			79-603-559-0000-6806 - ADMIN EXP-SOIL HEALTH PRACTITIONER										
DI	DI		20289-TODD CO MIS DEPT		11/2024	243525 11/04/2024	333	16.58	Wireless Mouse - Scheve				1
DI	DI		11418-MASWCD		11/2024	243547 11/12/2024	333	400.00	MASWCDAnnualConv1Staff-Grant	Todd SWCD			1
JE	JE				11/2024	19238 11/30/2024	901	1,185.25	SW Wage Reimb Q3 2024				1
			79-603-559-0000-6806 - ADMIN EXP-SOIL HEALTH				Total	1,601.83					
			79-603-559-0000-6849 - TECHNICAL ASSIST.EXP-SOIL HEALTH PRAC										



SC	Tran Type	Vendor	G/L Mont	Receipt/Warrant NUMBER DATE	Seq	AMOUNT	Description / Service Dates	Invoice Number	Accr Cd	Basis	R1R2
		79-603-559-0000-6849 - TECHNICAL ASSIST.EXP-SOIL HEALTH PRAC									
JE	JE		11/2024	19238 11/30/2024	901	19,701.29	SW Wage Reimb Q3 2024				1
		79-603-559-0000-6849 - TECHNICAL ASSIST.EXP-SOIL HEALTH				Total	19,701.29				
		PROGRAM 559 - SOIL HEALTH				Total	21,303.12				
						PRACTITIONER PSTN C24-0174					
		PROGRAM 563 - LOCAL WATER MNG GRANT									
		79-603-563-0000-6845 - PROGRAM EXPENSE (LOCAL WTR MNG)									
JE	JE		11/2024	19238 11/30/2024	901	9,251.58	SW Wage Reimb Q3 2024				1
		79-603-563-0000-6845 - PROGRAM EXPENSE (LOCAL WTR MNG)				Total	9,251.58				
		PROGRAM 563 - LOCAL WATER MNG				Total	9,251.58				
						GRANT					
		PROGRAM 564 - WCA GRANT									
		79-603-564-0000-6845 - PROGRAM EXPENSE (WCA)									
JE	JE		11/2024	19238 11/30/2024	901	17,722.42	SW Wage Reimb Q3 2024				1
		79-603-564-0000-6845 - PROGRAM EXPENSE (WCA)				Total	17,722.42				
		PROGRAM 564 - WCA GRANT				Total	17,722.42				
		PROGRAM 571 - OB WELL MONITORING GRANT									
		79-603-571-0000-6845 - PROGRAM/PROJECT EXP									
JE	JE		11/2024	19238 11/30/2024	901	2,340.00	SW Wage Reimb Q3 2024				1
		79-603-571-0000-6845 - PROGRAM/PROJECT EXP				Total	2,340.00				
		PROGRAM 571 - OB WELL MONITORING				Total	2,340.00				
						GRANT					
		PROGRAM 583 - COUNTY RIPARIAN AID									
		79-603-583-0000-6845 - PROJ/PROG EXP-COUNTY RIPARIAN AID									
JE	JE		11/2024	19238 11/30/2024	901	3,628.99	SW Wage Reimb Q3 2024				1
		79-603-583-0000-6845 - PROJ/PROG EXP-COUNTY RIPARIAN AID				Total	3,628.99				
		PROGRAM 583 - COUNTY RIPARIAN AID				Total	3,628.99				
		PROGRAM 584 - GENERAL COUNTY ALLOCATION									
		79-603-584-0000-6845 - EXPENSE-GENERAL CO ALLOC(FEEDLOTS &									
JE	JE		11/2024	19238 11/30/2024	901	5,000.00	SW Wage Reimb Q3 2024				1
		79-603-584-0000-6845 - EXPENSE-GENERAL CO ALLOC				Total	5,000.00				
		PROGRAM 584 - GENERAL COUNTY				Total	5,000.00				
						ALLOCATION					



SC	Tran Type	Vendor	G/L Mont	Receipt/Warrant NUMBER DATE	Seq	AMOUNT	Description / Service Dates	Invoice Number	Accr Cd	Basis	R1R2
		PROGRAM 586 - AIS PROGRAM									
		79-603-586-0000-6845 - PROGRAM/PROJECT EXP-AIS PROGRAM									
JE	JE		11/2024	19238 11/30/2024	901	575.08	SW Wage Reimb Q3 2024				1
		79-603-586-0000-6845 - PROGRAM/PROJECT EXP-AIS PROGRAM			Total	575.08					
		PROGRAM 586 - AIS PROGRAM			Total	575.08					
		PROGRAM 592 - MAWQCP-AG WATER PROGRAM									
		79-603-592-0000-6845 - PROGRAM/PROJECT EXP-MAWQCP-AG WA1									
JE	JE		11/2024	19238 11/30/2024	901	1,578.94	SW Wage Reimb Q3 2024				1
		79-603-592-0000-6845 - PROGRAM/PROJECT EXP-MAWQCP-AG			Total	1,578.94					
		PROGRAM 592 - MAWQCP-AG WATER PROGRAM			Total	1,578.94					
		PROGRAM 593 - WCTSA-REG NUTRIENT MGMT SPECIALIST									
		79-603-593-0000-5801 - MISC REV-WCTSA-REG NUTR MGMT SPECIA									
RE	RE	Todd County Soil & Water	11/2024	144221 11/13/2024	222	3,129.29 -	Contracted Services Qrt#3	West Central Tech			1
		79-603-593-0000-5801 - MISC REV-WCTSA-REG NUTR MGMT			Total	3,129.29 -					
		79-603-593-0000-6845 - PROGRAM/PROJ EXP-WCTSA-REG NUTR MC									
JE	JE		11/2024	19233 11/30/2024	901	61.64	NutrMgmtWageReimb:Q3 2024				1
JE	JE		11/2024	19233 11/30/2024	901	3,067.65	NutrMgmtWageReimb:Q3 2024				1
		79-603-593-0000-6845 - PROGRAM/PROJ EXP-WCTSA-REG NUTR			Total	3,129.29					
		PROGRAM 593 - WCTSA-REG NUTRIENT MGMT SPECIALIST			Total	0.00					
		DEPT 603 - S&W (FEEDLOT-CO MATCH) Total				283,734.84					
		Fund 79 - TODD SOIL & WATER AGENCY FUND Total				283,734.84					
		84 Transactions 46 Accounts			Final Total	283,734.84					

Kasen Christiansen, December Staff Report



Shrub/Lined Waterway
Cost Share



Gieske Wetland
Restoration



Gieske Wetland
Restoration



Egan Wetland
Restoration

Certified Wetland
Determination

Agency: NRCS
Field Office: Long Prairie
District: Todd SWCD



Tree Plans



Easements

Mosher Forest Stewardship Plan Encumbering Request

Location Information

Parcel Number 05-0001300
Township Name Burleene
TWP, Range, Section 130, 35, 2
Major Watershed Long Prairie
Minor Watershed 14048

Project Information

Project Type Ecological
Practice Types Forest Stewardship Plan
Project Codes 106
Field Technicians Deja Anton
Engineering Assistance Erik Eggen

POA Targeted Initiative: Soil Profiles: Protect Land Productivity with Effective Soil and Nutrient Management

Resource Concern and Project Purpose Description

Develop a Forest Stewardship Plan for 77-acre parcel

Alternative Conservation or Management Practice(s) Considered

Alternative management practices were weighed regarding cost analysis, habitat and wildlife benefits, practicality of practices, long-term sustainability, maintenance requirements, and effective resolution of cause. Alternative options are to not manage the forest, decreasing carbon sequestration opportunities, or to manage for profitability only.

Funding Information

Bid & Contractor Name

Timberlane Forestry \$750.00

Cost Share %

75%

Funding Request

\$562.50

Final Invoice (s)

Enter final Cost.

Cost Share Payment Amount

Enter final Payment.

Funding Source

FY & Grant Name.
FY & Grant Name.

Enter \$\$ Amount
FY & Grant Name.



Todd SWCD Mission Statement: Conservation, Protection, and Enhancement of Todd County's Natural Resources

Mosher Forest Stewardship Plan. Encumbering Request for 12/12/2024

Kneisl Feedlot Fix/Roof Over Structure Partial Payment

Location Information		Project Information	
Parcel Number	23-0008600	Project Type	Engineered
Township Name	Stowe Prairie	Practice Types	Roof Over & Waste Storage Facility
TWP, Range, Section	133,35,10	Project Codes	367,313,362,561, 620,etc.
Major Watershed	Red Eye	Field Technicians	Anton/ Ebnet
Minor Watershed	13003 Wing R.	Engineering Assistance	Pesta

Resource Concern and Project Purpose Description

Larger feedlot on slope with drainage to wetlands and ditch to the Wing River. This will place the feedlot under roof instead of an open lot. Manure storage will be added via a roofed stacking slab. Other components include 561 Heavy Use Area Protection; 620 Underground Outlet, Livestock Pipeline, Critical Area Planting, Access Road to armor up preventing erosion, and the earthwork needed to get the project foundation in order. Some of this project did receive EQIP funding, so the SWCD will piggyback on components covered under EQIP when less than 75% of the component is funded.

Funding Information

Overall Project Component Costs without 75% funding through EQIP

\$349,529.75

Enter L Bid.

Cost Share

60%

\$211,086.31

Final Invoice (s) 206,625

Cost Share Payment Amount

154,968.75

Funding Source C21-3238 Red Eye WBIF \$38,022.71
C22-7830 Red Eye WBIF \$116,946.04



Picture on left shows cattle lots in summer. Picture on right shows a spring aerial and runoff to the wetland, ditch, and river. Redline points to culvert under the road leading to the river. Dark blue line is the surrounding wetland.



Bryan & Melissa Ritt Strip Till

Location Information

Parcel Number 27-0016600, 27-0015600,
27-0006401, 27-0014200
Township Name West Union
TWP, Range, Section T127N R35W Sec8, 17,20,21
Major Watershed Sauk River
Minor Watershed 16068

Project Information

Project Type Ecological
Practice Types Residue & Tillage
Management, No Till
Project Codes 329
Field Technicians Tim Ebnet

Resource Concern and Project Purpose Description

West Union Lake and close proximity to intermittent streams less than 300' away. Utilizing strip till instead of full width tillage to prevent soil erosion and increase soil health on 149.9 97.5 acres. A reduction in acres due to full width tillage of headlands.

Funding Information

Bid
\$2,517.90

Cost Share
75% \$1,888.43

Final Invoice (s)
Funding Source

\$2,047.50

Cost Share Payment Amount

\$1,535.63

FY25 Soil Health Delivery \$1,535.63

Reductions

After
Nitrogen 206.3 lbs/ac/yr
Phosphorus 22.2 lbs/ac/yr
TSS 2.0 tons/ac/yr

Reduction Notes
MPCA Watershed Pollutant Load
Reduction Calculator



Ritt Strip Till, submitted by Tim Ebnet, 12/2/2024



Ritt Strip Till, submitted by Tim Ebnet, 12/2/2024

Kraemer Strip Tillage Project

Location Information		Project Information	
Parcel Number	27-0016600, 27-0015600, 27-0014200, 27-0006401	Project Type	Ecological
Township Name	West Union	Practice Types	Residue & Tillage Management, No Till
TWP, Range, Section	T127, R35, Sec 20 & 29	Project Codes	329
Major Watershed	Sauk River	Field Technicians	Tim Ebnet
Minor Watershed	16068 & 16001		
Soil Profiles: Protect Land Productivity with Effective Soil and Nutrient Management			
POA Targeted Initiative:			

Resource Concern and Project Purpose Description

Increase soil health by limiting tillage on 223 198.5 acres. Strip till will be the practice of choice on these acres versus full width chisel plowing in the fall and field cultivation pass in the spring. Producer is very hesitant of trying no till due to soil conditions and hopes that strip till will be the happy medium. Erosion due to wind is a concern along with multiple perennial streams and ditches close to field edges.

Alternative Conservation or Management Practice(s) Considered

Alternative solutions were weighed regarding cost analysis, practicality of install, material availability, longevity, maintenance requirements, and effective resolution of cause.

Funding Information

Low Bid & Contractor Name	Cost Share %	Funding Amount
\$4,683.00	75%	\$3,512.25

Final Invoice (s)	\$4,168.50	Cost Share Payment Amount	\$3,126.38
Funding Source	FY25 Soil Health Delivery	\$3,126.38	
Reductions			

	After	Reduction Notes
Nitrogen	418.9 lbs/yr	MPCA Watershed Pollutant
Sediment/TSS	4.1 tons/yr	Load Reduction Calculator
Phosphorus	45.1 lbs/yr	



Todd SWCD Mission Statement: Conservation, Protection, and Enhancement of Todd County's Natural Resources

Robert Christensen Cover Crop

Location Information

Parcel Number	28-0029300
Township Name	Wykeham
TWP, Range, Section	131,35,33
Major Watershed	Long Prairie
Minor Watershed	Huc 12-Headwaters Eagle Creek

Project Information

Project Type	Ecological
Practice Types	Cover Crop
Project Codes	340
Field Technicians	Pratt
Engineering Assistance	N/A

Resource Concern and Project Purpose Description

Planting of a Winter Cereal Rye cover crop on 80 acres to reduce soil erosion and build soil health. Seed will be spread with an airmax floater and renter will follow with a high-speed disc to incorporate the seed.

Funding Information

Bid	Cost Share
\$6,255.00	75% \$4,691.25

Final Invoice (s)	\$10,126.27	Cost Share Payment Amount	\$4,691.25
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Funding Source	FY24 Soil Health	\$4,691.25
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Funding Notes

Seeding took place on 10/14/24 and pictures of growth were taken on 11/22/24. Final cost is higher than bid due to the renter electing to put on additional fertilizer than what was needed to complete the project. Coop needed 150 lbs per acre of product to apply the accurate rate, this would be the seed plus 67.5 lbs of pell lime. The renter elected to apply 200 lbs of Pell Lime and 100 lbs Potash per acre, this extra will not be covered by cost-share. Cost-share amount equals **46.33%**.

Reductions

Nitrogen	140.2 lbs/yr
Sediment/TSS	.8773 tons/yr
Phosphorus	8.182 lbs/yr

Reduction Notes

MPCA Watershed Pollutant Load
Reduction Calculator used.



Robert Christensen Cover Crop Payout, Submitted by Dylan Pratt, 2024.12.03



Robert Christensen Cover Crop Payout, Submitted by Dylan Pratt, 2024.12.03



Todd SWCD Mission Statement: Conservation, Protection, and Enhancement of Todd County's Natural Resources

USFW Wetland Restoration – Egan

Location Information

Parcel Number	28-0027300
Township Name	Wykeham
TWP, Range, Section	131N, 35W, 30
Major Watershed	Long Prairie
Minor Watershed	14045 - Unknown

Project Information

Project Type	Ecological/Engineered
Practice Types	Wetland Restoration
Project Codes	657
Field Technicians	Kasen Christiansen
Engineering Assistance	John Riens

Resource Concern and Project Purpose Description

Background: This wetland complex is located on private land owned by Thomas and Kimberly Egan within Wykeham Township, 1.2 miles south of Grace Lake, 1.5 miles West of Eagle Creek, and within close proximity to intermittent streams. The Long Prairie One Watershed, One Plan (LPR1W1P), focuses the location as “tier 1” regarding prioritization of work areas based on plan goals. Within the LPR1W1P, the Todd SWCD/partners are responsible for actions such as Storage Practices (i.e. wetland restoration, floodplain restoration, and cover crops) as a primary goal through the entire implementation timeline. Through the 10yr duration, the output is estimated to be 555 acre-feet with an estimation of \$32,918 annual cost.

Proposal: This project will restore approximately 7.5 acres of drained seasonal wetland habitat located on private land in Todd County, Minnesota. The project will provide wetland habitat for “Federal Trust” resources and native fauna. The project will contribute towards the restoration goals in the Upper Mississippi River/Great Lakes Joint Venture and Minnesota’s Comprehensive Wildlife Conservation Strategy Action Plan. Additionally, this project will provide improved water quality, floodwater retention, groundwater recharge, carbon sequestration, and other biological services important to the public and USFWS’s mission in the Partners for Fish and Wildlife priority landscape, “The Mississippi Headwaters.”

Objectives:

- Install two ditch plugs to updated standards;
- Conduct sediment scrapes where directed; and
- Manage the habitat following installation.

Funding Information

Total	Marcy's Excavating	Cost Share
\$10,050		75% \$7,537.50

Final Invoice (s)	N/A	Cost Share Payment Amount
Funding Source	1W1P, Long Prairie	\$7,537.50

Reductions

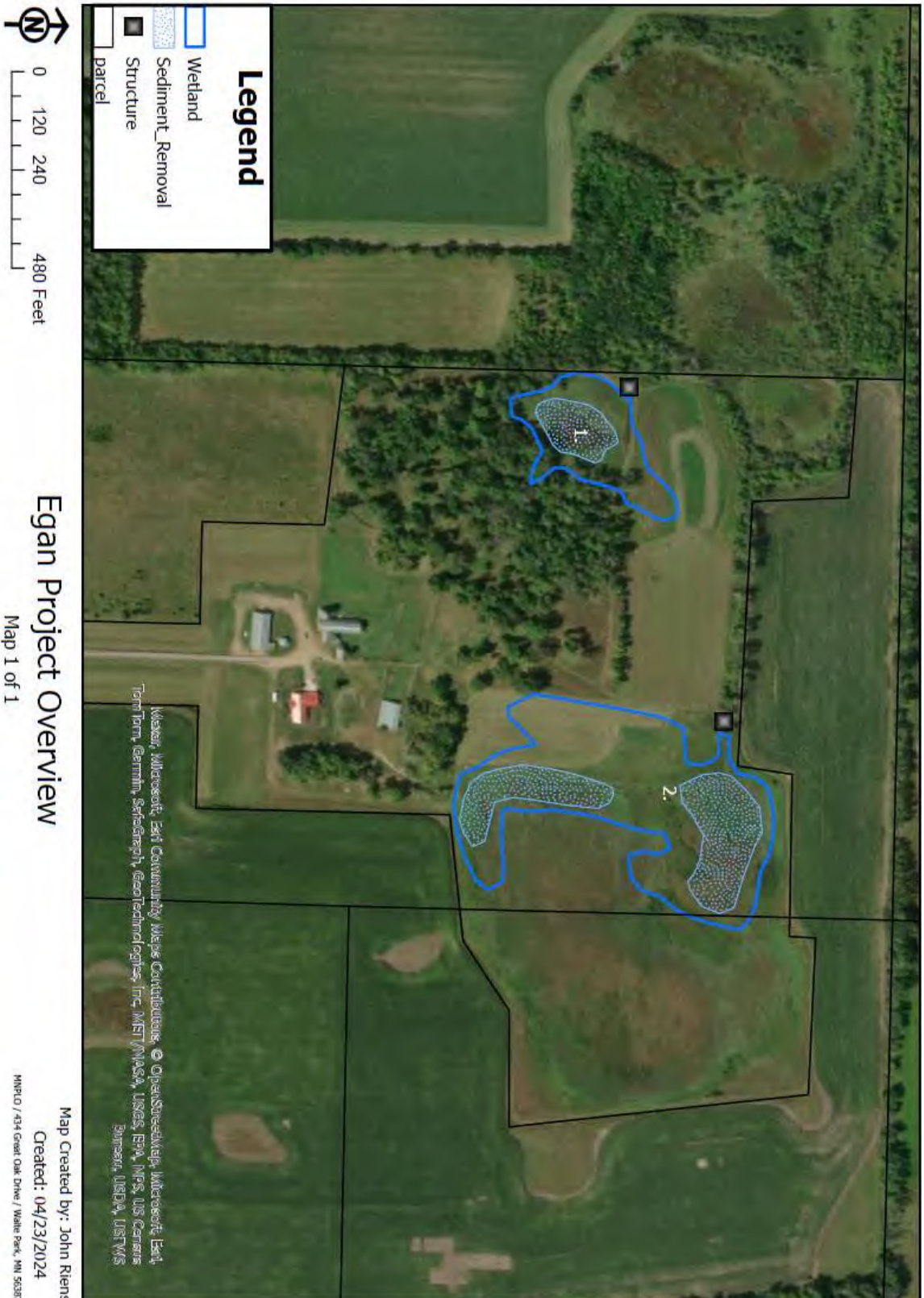
Carbon Storage	151 tons/acre	USFWS Wetland Restoration Toolbar
Nitrogen	107.9 lbs	
Phosphorus	9.56 lbs	30 acre-feet



USFW Wetland Restoration – Thomas Egan, submitted by Kasen Christiansen, 2024.12.12



U.S Fish and Wildlife Service's Partners For Fish and Wildlife Program



USFW Wetland Restoration - Gieske

Location Information

Parcel Number	14-0007800
Township Name	Kandota
TWP, Range, Section	127N, 34W, 9
Major Watershed	Sauk River
Minor Watershed	Fairy Lake

Project Information

Project Type	Ecological/Engineered
Practice Types	Wetland Restoration
Project Codes	657
Field Technicians	Kasen Christiansen
Engineering Assistance	John Riens

Resource Concern and Project Purpose Description

Background: This wetland complex is located on private land within Kandota township, 4 miles South West of Little Sauk. The parcel is near the Sauk River, Long Lake, Sauk Lake, Little Sauk Lake and Cedar Lake. Gabriel Gieske reached out to the SWCD regarding potential wetland improvements for water quality and wildlife. The 11.5 acres proposed for restoration are a water retention area that will further improve downstream water quality before it enters the Long Prairie River. The landowner's goal is to improve the wetlands while maintaining the agricultural use. Gabriel has previously completed wetland restorations on this property working with the U.S. Fish and Wildlife Service.

Proposal: The U.S. Fish and Wildlife Service, Partners for Fish and Wildlife Program seeks to assist Mr. Gabriel Gieske to restore/enhance 13 wetland basin/habitats totaling approximately 12 acres. These wetlands are seasonal in nature. All wetland basins have become altered in some way. Most wetland basins have been altered to maintain premature drainage through ditching or tiling efforts. Restoration techniques for these basins will include the use of a bulldozer, backhoe, and skid-steer to plug manmade ditches, and re-grade basin perimeters to better represent their former topography which includes sediment removal. Elevations were determined based on historic delineated wetland boundaries. These restorations are being proposed to improve wildlife habitat in the area, and further improve the downstream water quality before it enters into the Long Prairie River

Funding Information

Total	Cost Share Requested	Cost Share
\$18,711.15	\$4,000	21.4% \$4,000

Final Invoice (s)	N/A	Cost Share Payment Amount
Funding Source	FY24 Riparian Aid	\$4,000

Reductions

	After
Carbon Storage	70 tons/acre
Nitrogen	628.63 lbs
Phosphorus	55.74 lbs
Watershed Treated	134.4 Acres







Pinewski –Forest Stewardship Plan Request

Location Information

Parcel Number	16-0008800
Township Name	Little Elk
TWP, Range, Section	130-32-10
Minor Watershed	Mississippi-Brainerd

Project Information

Project Type	Ecological
Practice Types	Forest Stewardship Plan
Project Codes	103
Field Technicians	Deja Anton
Engineering Assistance	Stanley Musielwicz

POA Targeted Initiative: **Soil Profiles: Protect Land Productivity with Effective Soil and Nutrient Management**

Resource Concern and Project Purpose Description

Little Elk River sub-watershed. This 80-acre forested parcel lies riparian to the Little Elk River and associated wetland complex. By good stewardship planning, this forest can remain sustainable for habitat, soil health and overall water quality as growing forests are the primary ingredient to the clean water recipe acting as purifiers of overland runoff.

Alternative Conservation or Management Practice(s) Considered

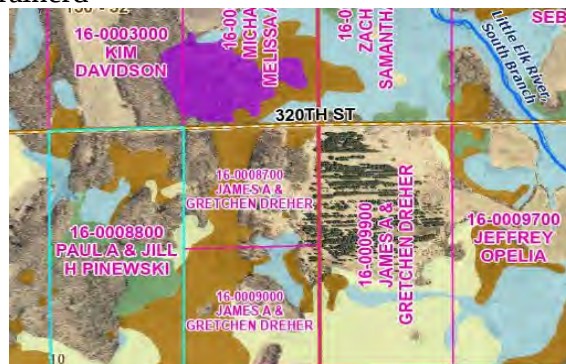
Alternative management practices were weighed regarding cost analysis, habitat and wildlife benefits, practicality of practices, long-term sustainability, maintenance requirements, and effective resolution of cause. Alternative options are to not manage the forest, decreasing carbon sequestration opportunities, or to manage for profitability only.

Funding Information

Bid & Contractor Name	Cost Share %	Funding Amount
Wolf Tree	75%	\$750

Final Invoice (s)	\$1000	Cost Share Payment Amount	\$750
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Funding Source	FY24 Mississippi-Brainerd	\$750
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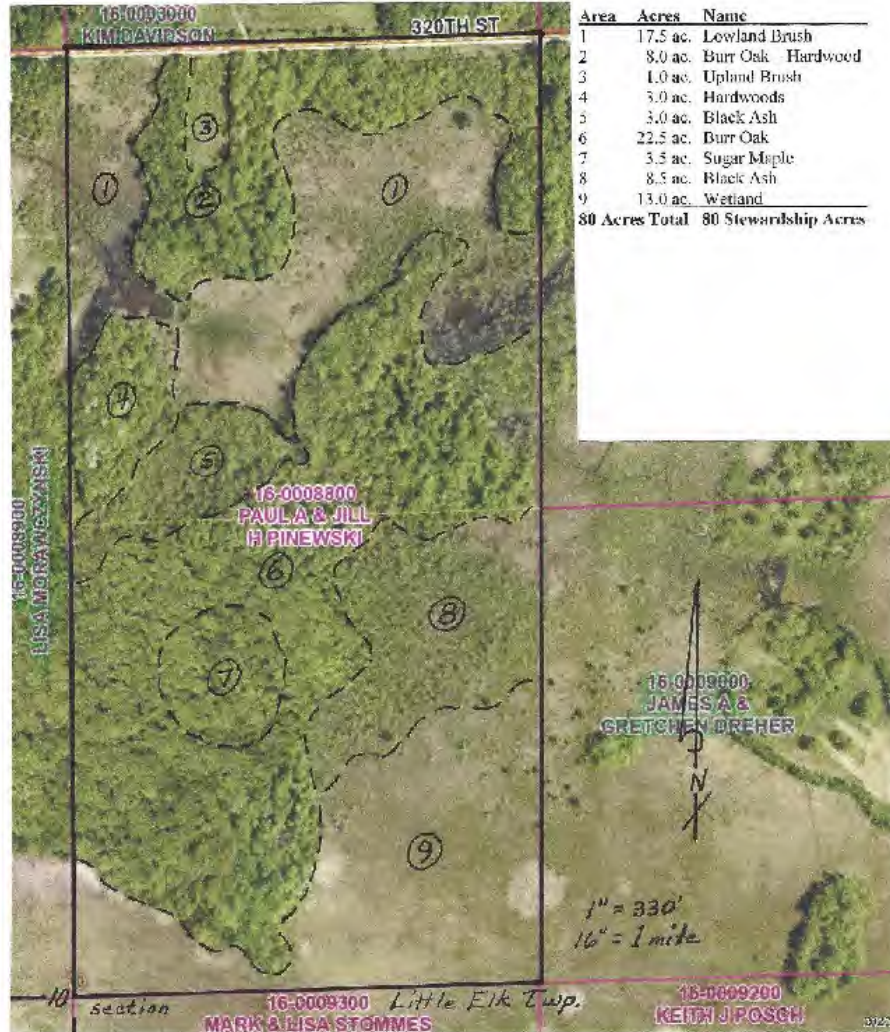


Todd SWCD Mission Statement: Conservation, Protection, and Enhancement of Todd County's Natural Resources

Pinewski Cost-Share Request, Submitted by Adam Ossefoort 12/12/2024



**Paul Pinewski
Woodland Type Map**



Todd SWCD Mission Statement: Conservation, Protection, and Enhancement of Todd County's Natural Resources

Pinewski Cost-Share Request, Submitted by Adam Ossefoort 12/12/2024



Hollermann Family Cover Crop Project

Location Information

Parcel Number	Multiple- see below
Township Name	Burnhamville
TWP, Range, Section	T128; R32; Sect. 16
	Mississippi-Brainerd
Minor Watershed	10133 Big Swan Lake

Project Information

Project Type	Ecological
Practice Types	Cover Crop
Project Codes	340
Field Technicians	Mae Petrehn, Ducks, Un.; Ebnet (JAA); Anton (SWCD)
Engineering Assistance	NA

POA Targeted Initiative: **Soil Profiles: Protect Land Productivity with Effective Soil and Nutrient Management**

Resource Concern and Project Purpose Description

Big Swan Lake is impaired for phosphorous sensitivity and sedimentation. The land that Hollermann Family Dairy farms lies in areas surrounding Big Swan Lake, adjacent to Long Lake that drains to Swan, and adjacent to Bass Lake. The Hollermanns became concerned during windstorms after tillage when they witnessed tons of dust particulate blowing off their fields. After research, they approached Todd SWCD and NRCS who also introduced them to a program led by Ducks Unlimited. Todd SWCD through the Mississippi-Brainerd One Watershed, One Plan, and Ducks Unlimited were able to offer cost-share and financial incentives to install 736.3 acres of cover crops. The Hollermanns purchased their own drill, and were able to plant the cover crops in mid- October, successfully. The species is a 4 –way mix of Purple Top Turnip (15%), Radish (20%), rye (50%), and rape seed (15%). A secondary benefit is the cattle will graze several of the fields as forage distributing manure across the acreage. The Hollermanns have offered to share the success of their cover crops with BWSR and/or BWSR media specialists. 66.8 acres were found to be in the Sauk River Watershed District. Cost-share for these acres was adjusted to come from the FY25 Soil Health Delivery. 669.5 acres are located in the Mississippi_ Brainerd Watershed.

After discussion with the landowner, Todd SWCD believes that the intent of the Ducks Unlimited Program is to gain the rights to willing farmer's carbon credits for a period of 5 years in exchange for incentives to install positive conservation measures. In turn, Ducks Unlimited has the ability to “sell/exchange” carbon credits to businesses requiring carbon credits to compliment business exercises, not excluding impacts to the environment, expansion or profitability. For this reason, the farmer requested discussion of the Board to re-evaluate any consideration of the incentive-based program when it came to the percent cost-shared by SWCD. In his view, he is “selling” his carbon credits” to Ducks Unlimited” for the incentive amount, and therefore should still receive consideration of 75% cost-share from the SWCD. He feels a discussion would be valuable in the presence of a Ducks Unlimited Rep and the Board, as this is a new program. His suggestion is to get the “kinks” worked out in the new partnership before the new year. Currently, Todd SWCD is only cover the cost of In-kind seeding, and not the cost of the seed.

Todd SWCD Mission Statement: Conservation, Protection, and Enhancement of Todd County's Natural Resources

Hollermann Family Dairy Cover Crops; Submitted by Anton. 12.05.2024

**Alternative Conservation or Management Practice(s) Considered**

Alternative solutions were weighed regarding cost analysis, practicality of installation, material availability, longevity, timing, maintenance requirements, and effective cause resolution. Single species cover crop was considered as well as no cover crop. Viability of a more complex mix was ruled out.

Funding Information

	In-kind bid	Cost Share %	Funding Amount
Enter H Bid.	\$14,652.37 drilling only	75%	\$10,989.28

Final Invoice (s)	\$14,652.37 (Iowa Custom rate- 736.3 acres)	Cost Share Payment Amount	\$10,989.28
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Funding Sources	FY24 Mississippi_ Brainerd WBIF	\$13,323.05 (669.5 acres)
	FY25 Soil Health Delivery	\$ 1,329.32 (66.8 acres)

After discussion with Chair Buchholz, and Division Director Adam Ossefoort, Manager signed contract to ensure cover crops could be planted in a timely manner. Refer to Board Resolution # 20230511-3.9.

Reductions

	After	Reduction Notes
Nitrogen	1,484.4 lbs. (Burnhamville) and 107.9 lbs., (Birchdale)	MPCA Watershed Pollution Reduction Calculator
Sediment/TSS	1.1 Tons (Burnhamville) and .4 Tons (Birchdale)	
Phosphorus	10.4 lbs. (Burnhamville) and 4.8 lbs. (Birchdale)	

Parcels Involved:

06-0046000		
06-0047500	06-0022400	06-0032900
06-0046300	06-0022600	06-0037701
06-0037000		
06-0036900	06-0022700	
06-0045300	06-0022800	03-0010200
06-0020500		
06-0020300	06-0022900	03-0010201
06-0021500		
06-0022300	06-0030200	

Todd SWCD Mission Statement: Conservation, Protection, and Enhancement of Todd County's Natural Resources

Hollermann Family Dairy Cover Crops; Submitted by Anton. 12.05.2024



2025 Todd SWCD Board Meeting Schedule

Todd Soil and Water Board of Supervisors meet the second Thursday of each month at 8:30 a.m.

Agenda items due 1 week before meeting day

Month	Day	Location
January	9	Historic Courthouse
February	TBD	Joint Meeting with Commissioners
March	13	Historic Courthouse
April	10	Historic Courthouse
May	8	Historic Courthouse- Policy Review Meeting
June	12	Historic Courthouse
July	10	Historic Courthouse
August	14	Historic Courthouse
September	11	Historic Courthouse
October	9	Historic Courthouse, subject to change – Awards Luncheon Program
November	13	Historic Courthouse, subject to change – Work Session Meeting
December	11	Historic Courthouse

Approved by Todd SWCD Board of Supervisors on: _____

Todd County Soil and Water Board Order

Title:	2023	2024	2025
Chairman	Tom Williamson	Lee Buchholz	
Vice Chairman	Leland Buchholz	Wayne Wendel	
Secretary	Wayne Wendel	Dale Katterhagen	
Treasurer/Budget Committee	Dale Katterhagen	Barb James	
Member/Budget Committee	Barb James	Tom Williamson	



2025 Plan of Action

2025 Objective: Continue building natural resource and land use resiliency through community outreach and connection

Scope of Duties

Through what means will the initiative be achieved?

(Assigned to....)

Target Initiative:

Provide Conservation leadership through Public Outreach

Goal 1-2 All People, All Spaces. The people in Todd County are as diverse as its resources; different generations, cultures, politics, socio-economic stats, and origins. Todd SWCD will build connections between the citizens and the natural spaces in which they live, work, and recreate. Work will include steps to present media in alternate languages; reaching out to absentee landowners, classroom and youth education, and conducting site visits for any size property from lawns to farms to forests.
(Todd SWCD Staff & Mgmt.)

Protect surface waters through cost-shared practices

Goal 2-7 Hard Surfaces Equal More Water.... Somewhere. All land uses impact water infiltration from stormwater. From roads, driveways, and parking lots, to roof tops, stairs, parks, cemeteries, ballfields and lawns; to shoreline riprap, construction sites, heavy equipment use, feedlots, tiles, and over tillage. Todd SWCD is committed to providing information to the people of Todd County on these impacts and alternative practices. Land use guides, videography, newsletters, talk shows, partnering with Planning and Zoning, presentations, and one on one site visits will occur throughout the seasons to those who desire to learn how to best protect our natural resources.
(SWCD Staff and Supervisors)

Offer high customer service on natural resource concerns

Goal 1-5 Droughts and Floods. Fire and Ice. Life and Death. Changes in weather and climate impact all life: bacteria, microscopic lifeforms, bugs, mollusks, animals, plants, invasive species, algae, humans, grasslands and forests. However, people have a tendency to blame their neighbors or others for these impacts, while the cause and most practical solution is often right below your feet. Todd SWCD wants to help remedy problems landowners are facing due to climatic interference by offering solutions and cost-share on their property, not on other peoples' lands. Blame does not lead to resolution.
(SWCD Staff and Supervisors)

Protect land productivity with effective soil and nutrient mgmt.

Goal 4-3 Soil Profiles. Natural resource protection and the resiliency of communities tie back to the soil upon which we build our lives. For long term protection and resiliency of Todd County, Todd SWCD will focus on building healthy farms, healthy forests, healthy yards, and healthy landscapes. Productivity can be enhanced through increasing diversity in riparian forests, pastures, microbiology, reducing soil compaction, restoring water storage and water holding capacities, and better nutrient management. Todd SWCD offers assistance in native plantings, cover crops, reduced tillage, forest stewardship plans, grazing, tree plantings, Lawns to Legumes and other programs – all to improve the soil profile.
(SWCD Staff)

New Initiative in 2025

Initiative #7 Begin public and staff development and evaluation on the Natural Resource impacts of Solar, Wind and other Climate Related Technology Use including Staging, Construction, Demolition and Waste Management

Unfunded Cooperative Agreement Face Sheet

Agreement Number N2725UCA0002383		Amendment No.	Period of Performance 10/1/2024 - 9/30/2029	DUNS:
				EIN:
Natural Resources Conservation Service (NRCS) (Name and Address) Natural Resources Conservation Service 375 Jackson Street, Suite 600 St. Paul, MN 55101			Partner Organization (Name and Address) Todd County Soil and Water Conservation District 215 1st Avenue South, Suite 104 Long Prairie, MN 56347	
NRCS Program Contact Steve Cole		FPAC - BC Administrative Contact: Shynika Loften	Partner Program Contact: Leland Buchholz Chairperson	Partner Administrative Contact: Deja Anton SWCD Manager
CFDA Number 10.902	Authority 16 U.S.C. 590 a-f		Type of Action i. New Agreement	Instrument type Unfunded Cooperative Agreement
Location: Long Prairie Field Office				
Details: The Parties will jointly address opportunities, concerns, and problems related to the use of natural resources that help keep land healthy. Benefits of these activities include sustained and improved agricultural productivity; cleaner, safer, and more dependable water supplies; clean air; abundant wildlife; enhanced recreational opportunities; tranquil and scenic landscapes; reduced damages caused by flood, fires, and other natural disasters; and an enhanced natural resource base to support continued economic development and strengthen quality of life. A complete agreement includes this Face Sheet, Continuation Face Sheet(s)(if applicable), the Statement of Work, and the Unfunded Cooperative Agreement Initial Estimate and Annual Usage Report, attached hereto and incorporated herein. This agreement is subject to applicable USDA NRCS statutory provisions and regulations. In accepting this agreement or amendment, the undersigned represents that he or she is duly authorized to act on behalf of the Partner organization and agrees to comply with agreement terms and conditions, including all attachments.				
Name and Title of Authorized Agency Representative Troy Daniell State Conservationist		Signature		Date
Name and Title of Authorized Partner Representative Leland Buchholz Todd County SWCD Chairperson		Signature		Date

NONDISCRIMINATION STATEMENT - The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW., Washington, DC 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider, employer, and lender.

PRIVACY ACT STATEMENT - The above statements are made in accordance with the Privacy Act of 1974 (5 U.S.C. Section 522a).

Statement of Work

I. Purpose

The purpose of this agreement is to accelerate delivery of Farm Bill programs and enhance conservation delivery through a partnership with the Todd County SWCD. The Natural Resources Conservation Service (NRCS) and Todd County SWCD (Partner) (together, Parties) have a mutual interest in delivering timely and effective assistance to customers participating in USDA programs and addressing natural resource concerns.

This agreement supplements the Memorandum of Agreement between the Parties Number N2722MOU0012377 and documents areas of common interest and clarifies the roles of federal, state, and local partners in providing conservation leadership and technical and financial assistance to customers in order to help them conserve and enhance natural resources through a voluntary cooperative approach. The agreement will specify the transfer of resources between NRCS and the Partner to accomplish delivery of NRCS programs and mutual conservation priorities.

II. Objectives

The Parties will jointly address opportunities, concerns, and problems related to the use of natural resources that help keep land healthy. Benefits of these activities include sustained and improved agricultural productivity; cleaner, safer, and more dependable water supplies; clean air; abundant wildlife; enhanced recreational opportunities; tranquil and scenic landscapes; reduced damages caused by flood, fires, and other natural disasters; and an enhanced natural resource base to support continued economic development and strengthen quality of life.

III. Budget Narrative

The Parties intend to share resources as identified in the “Resources Required” section of this agreement. Because the level of support offered by each party may vary from year to year, at the beginning of each fiscal year the Parties must cooperate to plan and document the specific resources allocated for that year’s performance using the Unfunded Cooperative Agreement Initial Estimate and Annual Usage Report.

IV. Responsibilities of the Parties

A. NRCS will:

1. In accordance with Section VI below, provide access to NRCS vehicles, equipment, technology, and technical tools to the maximum extent possible to facilitate mission delivery and enable mutually beneficial program outcomes.
2. In accordance with Section VI below, provide access to shared office spaces, where parties can better collaborate to achieve mutually beneficial outcomes and provide improved access and services to customers within the local community.
3. Employees of NRCS shall participate in efforts under this agreement solely as representatives of the United States. To this end, they shall not participate as directors, officers, employees, or otherwise serve or hold

themselves out as representatives of Partner or any member of Partner. They also shall not assist the Partner or any member of the Partner with efforts to lobby Congress, or to raise money through fundraising efforts. Further, NRCS employees shall report to their immediate supervisor any negotiations with Partner, or any member of Partner, concerning future employment and shall refrain from participation in work regarding the Partner until approved by the Agency.

B. Partner will:

1. In accordance with Section VI below, provide access to shared office spaces on an intermittent, non-exclusive basis, where the parties can better collaborate to achieve mutually beneficial outcomes and provide improved access and services to customers within the local community.
2. Utilize and report vehicle usage in accordance with Section VI, below.
3. Provide an annual report of activities and accomplishments to NRCS Joshua Hanson District Conservationist – CST leader by the end of each fiscal year.
4. By entering into this agreement, the undersigned attests that the Partner:
 - a. Has not been convicted of a felony criminal violation under Federal or State law in the past 24 months preceding the date of signature, nor has any officer or agent of the Partner been convicted of a felony criminal violation under Federal or State law in the 24 months preceding the date of signature.
 - b. Does not have any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.
5. Ensure that the program or activities provided for under this agreement will be conducted in compliance with all applicable Federal civil rights laws, rules, regulations, and policies. In addition, Partner agrees to comply with FPAC and NRCS requirements related to access to Government owned or controlled information systems as may be amended from time to time and communicated to the Partner.

V. Expected Accomplishments and Deliverables

See the attached Memorandum of Agreement (MOA) Number N2722MOU0012377, which documents the mutually agreed-to responsibilities of the parties and is incorporated herein.

VI. Resources Required

NRCS and the Partner may share resources such as office space, vehicles, equipment, and supplies to carry out program activities. For details see the Unfunded Cooperative Agreement Initial Estimate and Annual Usage Report. All resources provided by NRCS are subject to availability of funds. In the event of a lapse in appropriations and Government shutdown, the Partner will not be permitted to use NRCS resources.

A. Vehicles

NRCS vehicles may be utilized for official business only as it relates to the work specified in this agreement and attachments, if available and needed.

1. Partner may request use of a government vehicle (GOV) to facilitate delivery of conservation technical assistance to landowners in support of the NRCS mission. Use of the vehicle will significantly increase the efficiency of the delivery of conservation programs.
2. Vehicle operators may only use GOVs for NRCS official business specified under this agreement. Operators must avoid, when possible, any situation that may convey an impression to the public that the vehicle operator is using the assigned vehicle for an unofficial purpose.
3. Vehicle operators must immediately report any safety or mechanical deficiencies to local NRCS representative and must not operate the vehicle with known mechanical problems or safety deficiencies. NRCS is responsible for correcting deficiencies.
4. The NRCS will share a GOV with the Partner for official NRCS business. GOVs shall not be used to support any revenue-generating activity for the Partner.
5. The Partner will obtain prior written approval from NRCS for using vehicles at irregular hours or when using motor vehicles may create an unfavorable public reaction (for example, during Federal holiday or after business hours).
6. NRCS will bear the cost of maintenance of vehicles used by the Partner. Except in the case of an accident caused by a Partner driver (see vehicle accident provisions below), the NRCS will make repairs as necessary for safety and as needed to keep vehicle in safe operating condition.
7. NRCS will ensure placement of Federal Motor Vehicle Registration System (FMVRS) registration card in every GOV, which serves as the registration and proof of insurance documentation to be provided to law enforcement.
8. The NRCS technical contact for the agreement will work closely with the Partner in fulfilling the terms and conditions of this attachment at the local level.
9. Home-to-work transportation by Partner employees is prohibited.
10. The Partner will ensure that each vehicle operator has a valid state driver's license and instruct operators to carry a valid state driver's license while operating a GOV.
11. The Partner will ensure vehicle operators use all safety devices and follow appropriate motor vehicle manufacturer safety guidelines when operating GOVs. Seat belts must be used when operating or riding in a GOVs.
12. The Partner will ban all vehicle operators from text messaging and using tobacco (smoke and smokeless) while using GOVs.
13. The Partner will utilize the NRCS-provided fleet card to pay for all fuel and repairs, with the exception of accident repairs for which the Partner is paying an auto repair facility directly (see accident provisions below). The Partner must comply with all NRCS fleet card policies, to include but not limited to the use of unique driver PINs, receipt retention requirements, fleet card training requirements, and prohibitions against using the card for unofficial purposes. Partner drivers must safeguard the fleet card at all times to prevent it from potential unauthorized use.
14. The Partner will immediately report all vehicle accidents and traffic violations to NRCS and complete all required documents to report accidents. The Partner will reimburse NRCS or pay an auto repair Company

directly for all repairs to the GOV as a result of an accident caused by the Partner operator and pay all traffic violation citations.

15. The Partner will assume responsibility for claims arising from accidents caused by Partner Drivers. The Partner will be responsible for receiving, processing, and paying tort claims that are submitted due to an accident caused by a Partner driver.
16. The Partner will notify the NRCS immediately of any loss, theft, or damage to a GOV, GOV license plates, or fleet cards.
17. It is prohibited for individuals other than federal employees or Partner employees performing official NRCS business under this agreement to ride as passengers in GOVs. Any other passengers must be approved through the passenger approval process described in NRCS vehicle policy.
18. The technical contact for the Partner will work with NRCS with fulfilling the terms and conditions of this attachment at the local level.
19. The use of GOVs may be suspended or revoked by NRCS, if it determines that corrective action is needed to meet the provisions of this attachment.
20. The furnishing of vehicles is contingent upon the availability of vehicles and appropriations.
21. The vehicle use policies outlined in this agreement do not contain all Federal, Departmental, and NRCS policies regarding the use of motor vehicles. This document is not intended to provide complete details, and the NRCS and the Partner must abide by all other appropriate policies governing GOV use.

B. Office Space

1. Shared work and office spaces are needed to more effectively carry out program activities and provide quality service to our mutual customers.
2. Todd County SWCD may have reserved workspaces in NRCS offices or spaces on a full-time basis, as well as access to common spaces such as conference rooms, kitchens, etc. NRCS and Todd county will pay separately for any office space used.

C. Equipment and Technology

1. NRCS will provide the Partner access to USDA computers, software, and the technical information needed to perform the work outlined in this agreement. NRCS and the Partner will pay separately for their portion of the office space being used.
2. NRCS will provide access to technologies and applications to ensure consistent technical standards and documentation.

VII. Milestones

On a yearly basis the Parties shall jointly complete the Unfunded Cooperative Agreement Initial Estimate and Annual Usage Report.

VIII. Special Provisions

- A. This agreement may be extended or amended upon written request of either NRCS or the Partner and the subsequent written concurrence of the other. Either the NRCS or the Partner may terminate this agreement with a 60-day written notice to the other.
- B. The Partner assures and certifies that it will comply with the minimum-wage and maximum- hour provisions of the Federal Fair Labor Standards Act.
- C. Employees of the Partner shall remain its employees while carrying out their duties under this agreement and will not be considered Federal employees or agents of the United States for any purposes under this agreement.
- D. Employees of NRCS will participate in efforts under this agreement solely as representatives of the United States. They may not participate as directors, officers, employees, or otherwise serve or hold themselves out as representatives of the recipient. They also may not assist the recipient with efforts to lobby Congress or to raise money through fundraising efforts. Further, FPAC employees must report to their immediate supervisor any negotiations with the recipient concerning future employment and must refrain from participation in projects or agreements with such recipients.
- E. Each party assumes responsibility for the actions of its own officials and employees acting within the scope of their employment to the extent provided by Federal, tribal, state, or local laws, including liability for injury to persons or damage to property resulting from the conduct of its own operations. The Government's liability shall be governed by the provisions of the Federal Tort Claims Act (28 U.S.C. 2671-80).
- F. Privacy Act and Prohibition Against Certain Internal Confidentiality Agreements
 - 1. Activities performed under this agreement may involve access to confidential and potentially sensitive information about governmental and landowner issues. The term "confidential information" means proprietary information or data of a personal nature about an individual, or information or data submitted by or pertaining to an organization. This information must not be disclosed without the prior written consent of NRCS.
 - 2. The Partner's personnel will follow the rules and procedures of disclosure set forth in the Privacy Act of 1974, 5 U.S.C. Section 552a, and implementing regulations and policies with respect to systems of records determined to be subject to the Privacy Act. The Partner's personnel must also comply with privacy of personal information relating to natural resources conservation programs in accordance with 7 USC 8791 (Section 1619 of PL 110-234, the Food, Conservation, and Energy Act of 2008).
 - 3. The Partner agrees to comply with the "Prohibition Against Certain Internal Confidentiality Agreements:"
 - a. You may not require your employees or contractors seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting them from lawfully reporting that waste, fraud, or abuse to a designated investigative or law enforcement representative of a federal department or agency authorized to receive such information.
 - b. You must notify your employees or contractors that the prohibitions and restrictions of any internal confidentiality agreements inconsistent with paragraph (1) of this agreement provision are no longer in effect.
 - c. The prohibition in paragraph (1) of this agreement provision does not contravene requirements applicable to any other form issued by a federal department or agency governing the nondisclosure of classified information.

- d. If NRCS determines that you are not in compliance with this agreement provision, NRCS:
 - i. Will prohibit your use of funds under this agreement, in accordance with sections 743 and 744 of Division E of the Consolidated Appropriations Act, 2016, (Pub. L. 114-113) or any successor provision of law.
 - ii. May pursue other remedies available for your material failure to comply with agreement terms and conditions.

G. Acknowledgment of Section 1619 Compliance

The Partner agrees to comply with NRCS guidelines and requirements regarding the disclosure of information protected under Section 1619 of the Food, Conservation, and Energy Act of 2008 (PL 110-246), 7 U.S.C. 8791 as described below.

1. Responsibilities.

- a. Signature on this agreement indicates acknowledgment and understanding that the Partner is legally bound by Federal statute to comply with the provisions of Section 1619 and that the Partner will not subsequently disclose information protected by section 1619 to any individual or organization that is not directly covered by this agreement. Any such subsequent disclosure of the protected information (except as permitted under Section 1619) will be considered a violation of Section 1619. The Partner will be held responsible should disclosure of the protected information occur.
- b. Acceptance of this agreement legally binds every owner, manager, supervisor, employee, contractor, agent, and representative of the Partner to comply with the provisions in Section 1619. The Partner must consult with NRCS prior to providing protected information to an entity or individual outside of the Partner and as necessary to implement the program to ensure that such release is permissible.
- c. The Partner will use the protected information only to perform work that is directly connected to this agreement. Use of the protected information to perform work that is not directly connected to this agreement is expressly prohibited.
- d. The Partner must internally restrict access to the protected information to only those individuals who have a demonstrated need to know the protected information to perform work under this agreement.
- e. The provisions in Section 1619 are continuing obligations. Even when the Partner is no longer a Partner, or when individuals currently affiliated with the Partner become no longer so affiliated, every person having been provided access to the protected information will continue to be legally bound to comply with these provisions.
- f. The Partner must notify all managers, supervisors, employees, contractors, agents, and representatives about this provision and the requirements of Section 1619. Notifications about the existence of this provision must be made to those individuals who are new to the organization and periodic notifications must be sent throughout the organization (as well as to all contractors and agents) to remind all about the ongoing and continuing requirements.
- g. When the Partner is unsure whether information is covered or protected by Section 1619, the Partner must consult with NRCS to determine whether the information must be withheld.
- h. Use of the protected information for any purpose is expressly prohibited after the period of performance end date of this agreement. Upon the agreement end date, any protected information provided under this agreement must be immediately destroyed or returned to NRCS. The Partner must provide to NRCS written certification that the protected information (paper copy, electronic copy, or

both) has been properly destroyed, removed from any electronic storage media, or both.

- i. Any State's "sunshine law," "open records act" or other version of the Freedom of Information Act is superseded by section 1619 under the Supremacy Clause of the U.S. Constitution. Accordingly, information protected from disclosure by section 1619 must not be released under such State laws.

2. Protected Information.

- a. Examples of the types of information prohibited by disclosure under Section 1619 include, but are not limited to, the following:
 - i. State identification and county number (where reported and where located).
 - ii. Producer or landowner name, business full address, phone number, Social Security Number, and similar personal identifying information.
 - iii. Farm, tract, field, and contract numbers.
 - iv. Production shares and share of acres for each Farm Serial Number (FSN) field.
 - v. Acreage information, including crop codes.
 - vi. All attributes for Common Land Units (CLUs) in USDA's Geospatial Information System
 - vii. Any photographic, map, or geospatial data that, when combined with other maps, can be used to identify a landowner.
 - viii. Location of conservation practices.
 - b. Section 1619 allows disclosure of "payment information (including payment information and the names and addresses of Partners of payments) under any Department program *that is otherwise authorized by law*" (emphasis added). The names and payment information of producers generally may be provided to the public; however, the Partner shall consult with NRCS if there is any uncertainty as to the provision of such information.
 - c. Section 1619 also allows disclosure of otherwise protected information if "the information has been transformed into a statistical or aggregate form without naming any—(i) individual owner, operator, or producer; or (ii) specific data gathering cite." The Partner must consult with NRCS as to whether specific information falls within this exception prior to relying on this exception.
3. Violations. The Partner will be held responsible for violations of this provision and Section 1619. A violation of this provision by the Partner may result in action by NRCS, including termination of the underlying Federal agreement.
 4. Effective Period. The requirement of this provision is effective on the date of the final signature and will continue until NRCS notifies the Partner that it is no longer required based on changes in applicable Federal law.

H. Records

1. Comply with state and federal legal requirements and limitations for access and use of relevant records. Confidential and personal information is for official use only and under no circumstances will it be used for personal gain. Adequate safeguards will be in place to protect confidential and personal information and appropriate training will be conducted to ensure all staff members and Board supervisors are advised of record policies and procedures and that NRCS records and District records are to be maintained in separate file cabinets at all times.
2. The Partner Records are subject to the MN Data Practices Act – Open Records Law.

3. Any Partner personnel with access to USDA facilities and computer systems shall be subject to the security background checks as required by USDA. Any cost associated with NRCS required background checks of Partner personnel will be paid by the NRCS.
4. In the event of a lapse in appropriations and government shutdown, the Partner will not be permitted access to any NRCS records.

I. Technical Standards

Partner personnel must use the NRCS Field Office Technical Guide (FOTG) and/or other science-based technical standards if assisting with NRCS programs or activities.

J. Training

1. The Parties will provide appropriate leadership in administrative and technical training as determined by program needs and required by USDA, NRCS and Partner policy.
2. Training also includes the orientation of all employees and officials in organizational philosophies, programs, authorities, roles, and responsibilities of the parties.
3. As applicable and as resources allow, training sponsored by either Party can be made available to each Party's personnel without cost to the other party, including timely notice to the other of any impending training opportunities.

K. Civil Rights

All activities and programs conducted under this Agreement shall be in compliance with the nondiscrimination provisions contained in Titles VI and VII of the Civil Rights Act of 1964, as amended; Civil Rights Restoration Act of 1987 (Public Law 100-250); and other nondiscrimination statutes; namely, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendment of 1972, and the Age Discrimination Act of 1975. Also, they will be in accordance with regulations of the Secretary of Agriculture (7 CFR Part 15, subpart A), which provide that no person in the United State shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of an applicant or recipient receiving Federal financial assistance from the Department of Agriculture or any Agency thereof.

Unfunded Cooperative Agreement Initial Estimate and Annual Usage Report

Agreement Number	N2725UCA0002383	Partner Name	Todd County Soil and Water Conservation District
Period of report	Annual	Date	10/04/2024

Service	Quantity	Provided by	
		NRCS	Partner
Space Provided	Square Footage 80	☒	☐
Vehicle Usage	Mileage As needed to complete conservation planning.	☒	☐
Equipment usage	Details 1 computer seat	☒	☐
Personnel	Hours provided and position title 120 hours of conservation planning that lead to 10 conservation plans in Conservation Desktop, Soil Health Specialist. This position is to be located at the Long Prairie Field Office but will cover the Areas of East Ottertail SWCD, Todd SWCD and Wadena SWCD.	☐	☒

TODD COUNTY SOIL AND WATER BOARD OF SUPERVISORS

Resolution to Support Adoption of the Crow Wing River Comprehensive Watershed Management Plan

WHEREAS the Crow Wing River Comprehensive Watershed Management Plan (CWMP) includes a boundary map and

WHEREAS the Crow Wing River CWMP identifies the areas within the County where surface water, groundwater, natural resources, and other related water quality issues and concerns and

WHEREAS the Crow Wing River CWMP identifies high-priority erosion, sedimentation, water quality issues, priority areas and implementation actions in accordance with Board of Water and Soil Resources (BWSR) policy and

WHEREAS the Crow Wing River CWMP replaces the Todd County Comprehensive Local Water Management Plan for Todd County purposes for the area of the county identified within the Plan and

WHEREAS the Todd Soil and Water Conservation District supports sending the Crow Wing River CWMP final draft plan to the BWSR for review and

WHEREAS BWSR will review and approve the Crow Wing River CWMP according to Minnesota Statutes §103B.101, Subdivision 14.

NOW THEREFORE, BE IT RESOLVED the Todd Soil and Water Conservation District adopts the Crow Wing River CWMP as its Comprehensive Local Water Management Plan within the Crow Wing River Watershed from 2025 to 2035 upon approval from the BWSR.

Resolution No. 2024.12.12 as adopted by majority vote: December 12, 2024

District Manager

Date

Chairperson

Date

WHO DOES WHAT? Board, Staff, County Roles and Responsibilities- Answer Key

Using the code below, work with your partners to determine who is accountable for the duties.

S= Staff Responsibility

B= SWCD Board Responsibility/ Committee

C= County Player Responsibility (the County in generic, Commissioners, or other County departments)

J = more than one of the entities above

Areas of Confusion or Clarity is needed

DUTIES:

CREATION OF A SWCD BOARD

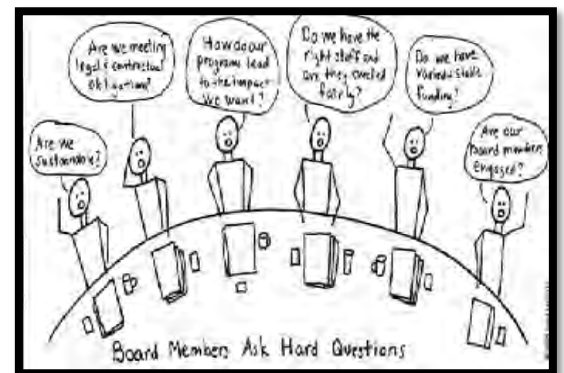
1. J Recruits new Board Members.
2. B **Board Professional Development/Training/ Commitment**
3. B Creates SWCD Board Bylaws and Policies
4. B Appoints Committee members and Watershed Policy Representatives
5. B Promotes Board attendance at meetings and events
6. J Plans agenda for Board Meetings (**Board Chair and Manager**)
7. B Takes Minutes at Board Meetings (**Board Secretary-many districts do assign to staff**)
8. S Prepares materials for Board/Committee meetings (**Manager/ Coordinator/Staff**)
9. J Signs Legal documents (**Typically Board unless Board authorizes Mgmt through resolution**)
10. J Ensures follow-up to board decisions- (**Manager with follow up by Board Chair**)
11. J Settles disagreements/ find solutions between and for Boards (**County/ Board/ ATTY**)
12. C Represents the SWCD in the Court of Law (**County Attorney**)

PLANNING EFFORTS

1. J Directs the process of planning (**Board/Manager**)
2. J Provides input for long-term goals (**ALL**)
3. B Approves long-range goals
4. J Develops Annual Objectives (**Board w/input**)
5. B Approves Annual Objectives
6. S Monitors achievement of objectives (**MGMT**)
7. J Provides Reports at Board/ Committee Meetings
8. S Provides Annual Reports (**Manager**)

FINANCE

1. S Prepares preliminary SWCD budgets (**Mgmt.**)
2. J Reviews SWCD Budgets (**County and SWCD Board**)
3. J Finalizes and approve budgets (**SWCD Board= Fund 79; County= 605**)
4. J Insures that expenditures align with budgets and grants (**Mgmt., Treasurer- relies on Coordinator**)



5. J Solicits contributions, financial and in-kind (**Board- i.e. Lion's Club, SWCD Staff**)
6. B Approves expenditures outside the authorized budgets
7. J Oversees fiscal grant operations of the SWCD (**Staff oversees and Board approves**)
8. B Exercises authority over any excess funds after the SWCD has balanced all accounts payable and receivable.
9. J Provides input and review annual audit by an independent auditor (**SWCD Board elected member and staff - working with County A/T department**)
10. S Prepares grant applications and other funding requests
11. C Covers cost of equipment, furniture, and office supplies
12. J Pays costs of physical operations, telephones, electricity, photocopying, etc. (**County/SWCD through 15% billable reimbursement**)
13. J Owns and maintains operational equipment (**On County, financially-However, staff do assist in maintenance follow through**)

PERSONNEL

1. C Employs staff
2. J Interviews and hires staff (**County and Mgmt with participation from SWCD Board**)
3. S Settles problems among staff (**Mgmt. , but if there is a problem between staff and Mgmt, then County HR) Not SWCD Board**)
4. B Decides the need in capacity for further paid positions
5. C Approves salary adjustments and compensations
6. C Sets wages, steps, and grades for positions
7. C Ultimately controls and directs employees- Not SWCD Board
8. S Evaluates technical and administrative employee performance (**Manager**)- Not Board
9. J Performs performance evals on management within SWCD (**County- Director**)
10. B Provides outside commentary on management performance
11. J Can terminate management positions- (**County/SWCD Board by mutual agreement**)

PROGRAMS

1. J Assesses the conservation needs in the County- **ALL**
2. J Helps develop County Comprehensive Plans regarding Natural Resources- **ALL**
3. J Implements conservation programs (**County, SWCD Board, and Staff**)
4. S Administers & Oversees State Programs (related to conservation: Feedlot; AIS WCA)
5. J Enforces Regulatory Programs (**County but SWCD staff do the work up until County Atty involvement-calling spades**)
6. S Manages Projects
7. S Inspects and certifies technical installation of projects (**Technical staff and Manager**)
8. S Advises the Board of Adjustment on impacts to conservation
9. J Provides conservation & program-related findings of facts for land use decisions (**SWCD appointed Board Member & Staff**)
10. J Educates the public- **ALL**
11. J Evaluates program effectivity (**Staff and Boards**)
12. J Initiates new programs (**County and Board**)

13. J Establishes program priorities (**Boards and Mgmt**)
14. S Trains new staff and volunteers
15. S Maintains program records and prepares reports

COMMUNITY RELATIONS

1. J Meets and communicates with community leaders and legislatures (**SWCD Board, Mgmt., County**)
2. J Writes news stories (**SWCD Board and Staff**)
3. J Represents the organization- **ALL – The County are the employers; the County also has a share in our representation; SWCD Board are certainlt the faces of the SWCD as or Staff**

Call Outs from Circles of Distinction Activity

COUNTY

Represents the SWCD in the Court of Law (Unless County vs. SWCD)

Determines Salaries and Wages

Employs Staff

Owns Equipment

SWCD Board

Appoints Committee Members

Finalizes/Approve 79 Budget

Approves Long-term Goals

Provides Outside Commentary

on Mgmt. positions

Joint County/ SWCD Board Roles

Terminates Management Position by Mutual Consent of Boards

Staff

Manages Projects

Monitors Achievements

County and Staff

Maintenance of Equipment

SWCD Board and Staff

Establishes Program Priorities

Todd County Soil and Water Board Order 2024

Chairman	Lee Buchholz
Vice Chairman	Wayne Wendel
Secretary	Dale Katterhagen
Treasurer/Budget Committee	Barb James
Member/Budget Committee	Tom Williamson

Last Updated: 12/14/2023

Todd Soil and Water Board Supervisor Committee Assignments for 2024

Liaison/Interview Committee	Wayne Wendel and Leland Buchholz	
PC & BOA Liaison	Barb James	Alternate: Dale Katterhagen
WCTSA Committee	Tom Williamson	Alternate: Wayne Wendel
Water Plan Committee	Dale Katterhagen	
Local Work Group	Dale Katterhagen	
1W1P for SRWD	Tom Williamson	Alternate: Leland Buchholz
1W1P for Red Eye	Wayne Wendel	Alternate: Barb James
1W1P for Long Prairie	Dale Katterhagen	Alternate: Barb James
1W1P for Brainerd-Mississippi	Leland Buchholz	Alternate: Barb James
1W1P for Crow Wing	Wayne Wendel	Alternate: Barb James
Finance Committee	Barb James and Tom Williamson	

Per motion at 12/14/2023 SWCD Board Meeting- any Supervisor can be a 3rd alternate to any committee