



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 JANUARY 11, 2024 REGULAR BOARD MEETING

Chairperson Buchholz called the Thursday, January 11, 2024 meeting to order at 8:30 a.m.

The meeting was held in person at the Historic Courthouse at 215 1st Ave, S, Long Prairie, MN 56347.

The Pledge of Allegiance was recited.

Call for Introductions.

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

Others present in person were: Deja Anton, District 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, Barb Becker, Todd County Commissioner, and Randy Neumann, Todd County Commissioner and Darren Mayers, BWSR.

Buchholz asked if there were any additions or corrections to the agenda. Katterhagen made a motion, seconded by Wendel to accept the revised agenda for the regular January 11, 2024 meeting.

Add: 3.9 – Add FY23 Local Capacity payment in the amount of \$6,843.12 for Helle Project

Add: 3.13 – Approve agreement with Stearns County SWCD for the Ag Water Quality program

Add: 5.6 –Area II Meeting – March 6, 2024

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

Williamson made a motion, seconded by Wendel to approve minutes as disbursed from the December 14, 2023 board meeting. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Buchholz asked the board to review December's 2023 Treasurer's Report. Wendel made a motion, seconded by Williamson to accept December's 2023 Treasurer's Report with receipts totaling \$425,914.70 and disbursements totaling \$239,734.62. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Buchholz called for conflict of interest. No conflict of interest was reported.

REPORTS:

Commissioner's Report: Commissioner Becker reported the roofing project is completed, and the County will start working on the Solid Waste project. Commissioner Neumann reported the County received a grant for the rock wall project.



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The Commissioners also reported they have been receiving a lot of calls regarding Dairy Ridge's expansion and land application concerns. Also calls regarding updating the Feedlot Ordinance.

Commissioner's expressed concern, why staff haven't followed up on the land application concerns the County has been receiving.

Anton reported they received one call and the caller didn't release his/her name. Per complaint policy, the caller needs to leave their name for the County to respond.

Becker stated she would like to see the SWCD Planning Commission Liaison sit up with the Planning Commission Board like Commissioner Denny.

Ossefoort reported due to the set up of the meeting, there wasn't any additional room at the table.

James reported the Public needs to know the proposed changes to the County Feedlot Ordinance.

Ossefoort reported he will be attending the County Commissioner work session to discuss the next steps for the Feedlot Ordinance revisions, discussing if there should be informative meetings, discussing if educational events should be held and if a task force committee should be formed.

Katterhagen asked if there is a timeline for updating the Feedlot Ordinance.

Ossefoort reported it depends on the complexity of the changes.

Becker reported the people need to understand they are not changing zoning, just the feedlot ordinance.

Anton reported people are fearing larger setbacks and capping sites.

Buchholz stated when presenting to the public, the terminology used needs to be clear to the general public.

Wendel noted at the Planning Commission meeting, there should have been a discussion on the purpose and intentions of updating the Feedlot Ordinance.

Director Update: Ossefoort reported the recent Planning Commission meeting had a large attendance. He will be bringing the Feedlot Ordinance discussion to a County Commissioner work session and is working on the February Planning Commission agenda. Ossefoort reported he attended a Planning and Zoning Administrator meeting and the application for CWP loan funds was approved.

Katterhagen mentioned that he thought that Jim Pratt ran a good Planning Commission meeting.

SWCD Manager's Report: See handout from District Manager. Forestry and Easement workload has picked up.

Anton reported that the Board of Supervisors nominated Sarah Katterhagen for the BWSR Employee of the Year Award. S. Katterhagen was recognized by District Manager and Board of Supervisors during the meeting.



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Anton discussed the SWCD office submits a monthly article to the newspaper for a free publication. She would like the board to take on (1) article a year. Anton shared the schedule.

Ebnet and Pratt have been collectively working on CNMP's, pit closure projects, a strip till project, and year end reporting.

Votruba and Christiansen had a TEP meeting and working on Notice of Decisions.

S. Katterhagen is working on tree sales and will start preparing for the SWCD Audit.

Staff Report: Votruba presented his visual report to the board.

NRCS Report: Thoma reported there is a CSP deadline coming up, CSP payment rate has increased. NRCS has been receiving applications for forestry, grazing, high tunnels and cover crops. NRCS is accepting applications for the ACT NOW funding that is available.

1W1P SRWD Report: A policy meeting will be held on February 25, 2024. Partners are working on the budget for the next round of funding. The group also submitted a Supplemental Request for additional funding.

1W1P Red Eye Report: A policy meeting will be held on March 11, 2024 and will be getting a 3rd rounding of funding.

1W1P Long Prairie Report: The next policy meeting will be on January 18, 2024 and the group submitted the Supplemental Request application for additional funding.

1W1P Crow Wing Report: The Crow Wing Watershed partners are working on determining priority regions.

1W1P Mississippi Brainerd Report: BWSR approved the Watershed Plan and will be having a policy meeting on January 23, 2024.

BWSR Report: Mayers did a quick PowerPoint presentation overview on what the SWCD Supervisor training will be about on February 13, 2024.

DECISIONS:

Katterhagen made a motion, seconded by Wendel to approve JAA for Dylan Pratt in the following: 340- Cover Crops, 360 Waste Facility Closure, 442 Sprinkler System, and 449 Irrigation Water Management. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Katterhagen made a motion, seconded by James to approve paying 2024 MASWCD Dues in the amount of \$7,077.92.

Discussion: The board would like to see a table of the costs over the last five years and to have that table to be part of their folders, and would also like to know what other SWCD's are paying for dues. Affirmative: Buchholz, Katterhagen, James and Williamson. Abstained: Wendel. Motion Carried.



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James made a motion, seconded by Katterhagen to approve Resolution to Adopt and Implement the Sauk River Comprehensive Watershed Management Plan for 2024-25 biennial work plan.

**RESOLUTION TO ADOPT AND IMPLEMENT
THE SAUK RIVER COMPREHENSIVE WATERSHED MANAGEMENT
PLAN 2024-25 BIENNIAL WORKPLAN**

WHEREAS, Todd Soil and Water Conservation District (SWCD) adopted the Sauk River Comprehensive Watershed Management Plan (CWMP) for the area of the county identified within the Sauk River Watershed

WHEREAS, the Sauk River CWMP called for the development and adoption of biennial work plans, to be completed by a Policy Committee established via the execution of a joint powers collaborative agreement amongst partnering entities implementing the Sauk River CWMP, and

WHEREAS, Todd SWCD entered into a joint powers collaborative agreement with partnering entities to implement the Sauk River CWMP, and under this agreement a Policy Committee was established to, amongst other duties, review and recommend approval biennial work plans to collaborative partner's governing boards, and

WHEREAS, Todd SWCD has received notice from said Policy Committee that: 1) the 2024-25 Biennial Work Plan has been reviewed and 2) the Policy Committee recommends approval of the same by each collaborative member's governing board.

NOW, THEREFORE, BE IT RESOLVED, Todd SWCD hereby adopts and will begin implementation of the Sauk River CWMP 2024-25 Biennial Work Plan.

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

Katterhagen made a motion, seconded by Williamson to approve to follow Todd County 2024 Official Newspaper Designation. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Katterhagen made a motion, seconded by Williamson to approve MN Soil Health Coalition Membership for one year in the amount of \$25.00. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Commissioner Neumann left the meeting at 10:00 a.m.

Wendel made a motion, seconded by Katterhagen to approve 2024 Irrigation Schedule Program Fee Schedule as \$200/field or \$175/field if two or more fields are enrolled in the program.

Discussion: More technology is becoming available for the landowners. Staff have a few new landowners they would like to reach out to.

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



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Katterhagen made a motion, seconded by Williamson to approve payment of FY23 Soil Health cost share funds to Bryan and Melissa Ritt, C#2023.08.10-3.9, in the amount of \$474.83 for strip till practice located in the Sauk River Watershed. (project cost less than encumbered due to less acres). Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Wendel made a motion, seconded by Katterhagen to approve payment of FY21 Red Eye Watershed cost share funds to Nick French, C#20230608-3.7, in the amount of \$26,451 for a pit closure project located in the Red Eye Watershed.

James made a motion, seconded by Williamson to approve payment of FY22 Partridge River Phase II in the amount of \$54,071.76 and payment of FY23 Local Capacity funds in the amount of \$6,843.12 to Mike Helle, C#20230914-3.10, for total of \$60,914.88 for a partial payment for a livestock crossing project located in the Crow Wing Watershed. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Katterhagen made a motion, seconded by Williamson to approve encumbering FY23 Riparian AID cost share funds for Stephan Rapatz, C#2024.01.11-3.10, in the amount of \$10,336.50 for a critical area planting and tree/shrub establishment project located in the Mississippi-Brainerd Watershed. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

James made a motion, seconded by Wendel to approve encumbering FY23 Riparian AID cost share funds for Jim Benson, C#2023.01.11-3.11, in the amount of \$9,345 for a critical area planting project located in the Sauk River Watershed. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Katterhagen made a motion, seconded by James to approve payment of FY23 Red Eye LCCMR Pilot Tree Planting project to Ron and Denise Hansch, C#2023.12.14-3.1, in the amount of \$525 for a DNR approved Forest Stewardship Plan located in the Red Eye Watershed. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

James made a motion, seconded by Williamson to approve agreement with Stearns County SWCD for the Ag Water Quality program effective January 1, 2024-December 31, 2025.

Discussion: 2024 = \$5,000; 2025 = \$5,200.

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

DISCUSSION:

District Manager, Anton handed out the updated Chain of Command. Anton reported that she has directed staff, if they get a call or e-mail from a Commissioner, to direct them to Ossefoort, the Division Director to set up a three way discussion..

Board received a list of nominees for 2024 Conservationist of the Year and Land Stewardship of the Year Award. Recipients of the Awards will be approved at March's meeting. If you have additional nominees, submit them to the District Manager.



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The District Manager prefers the Joint Meeting with the Commissioners to held on February 20, 2024 due to the development of the Annual Report. Items for discussion will be discussed at the liaison meeting following the board meeting. Buchholz will not be able attend, and Wendel will be the acting chair.

INFORMATIONAL:

See handout regarding project status update.

The 2024 mileage rate is \$0.67.

Reminder to Supervisors to complete the Campaign finance board paperwork.

The 2023 Audit will be February 12-16, 2024. The Auditors will be onsite the 12th and 13th.

Supervisors are encouraged to attend the SWCD Supervisor Training put on by BWSR on February 13, 2024 in Brainerd.

There will be an AREA II Meeting on March 6, 2024. The meeting will be hosted by Benton SWCD. More information to come.

There will be a joint meeting with the Todd County Commissioners on Tuesday, February 20, 2024.

The next regular Todd Soil and Water Board of Supervisors meeting will be held on Thursday, March 14, 2024 at the Historic Courthouse in Long Prairie. The meeting will start at 8:30 a.m.

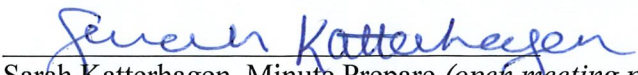
Chairperson Buchholz adjourned the meeting at 10:45 a.m.

Buchholz called the closed meeting to order at 11:04 a.m. The closed meeting was held for the performance evaluation of District Manager, Deja Anton.

Present at the closed meeting was Leland Buchholz, Wayne Wendel, Dale Katterhagen, Barb James, Tom Williamson, Deja Anton and Adam Ossefoort.

The meeting concluded with a positive finding on the District Manager's performance.

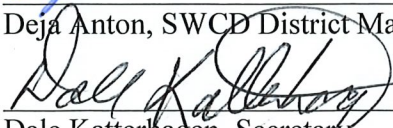
Motion by James, seconded by Katterhagen to adjourn the closed meeting at 12:02 p.m.


Sarah Katterhagen, Minute Prepare (*open meeting portion*)

3-14-2024
Date


Deja Anton, SWCD District Manager

3-15-2024
Date


Dale Katterhagen, Secretary

3-14-2024
Date