



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 MARCH 14, 2024 REGULAR BOARD MEETING

Chairperson Buchholz called the Public Comment period to open at 8:25 a.m.

Landowners from Long Higgins Lake were present to discuss the funding that was allocated to them to lower the lake.

Bob Floreke spoke on the behalf of the landowners.

Long Higgins Lake is looking at lowering Long Higgins Lake into Sauk Lake. Currently the lake is 35 ft higher than Sauk Lake. They need a Local Government Unit (LGU) to be the fiscal agent for the grant. The concern is they can't start spending the grant, until engineer plan is approved. The piping is proposed to go through eight properties. The funding can pay for the engineering costs, but only when the plan is approved by the appropriate parties. If the engineering plan isn't approved, the funds can't pay for the expense.

The discussion ended with that the Todd SWCD will discuss with Todd County Commissioners.

Public Comment closed at 8:45 a.m.

Chairperson Buchholz called the Thursday, March 14, 2024 meeting to order at 8:45 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.

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 March 14, 2024 meeting.

- Revision: 3.3 – Ebert payment amount changed at the project cost was less than estimated.
- Add: 3.9- Request to encumber FY21 Red Eye WBIF cost share funds for Arvidson
- Add: 3.10-Request to increase FY23 Long Prairie WBIF cost share funds for James.
- Add: 6.7-Grants and Project list for 2024

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



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

Williamson made a motion, seconded by James to approve minutes as disbursed from the January 11, 2024 board meeting. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Katterhagen made a motion, seconded by Williamson to approve the minutes as disbursed from February 20, 2024 Joint Meeting with the Todd County Commissioners with the revision of changing Feedlot meeting location from Clarissa Ballroom to the Hub Supper Club.

Discussion: Commissioner Becker reported the change has been made in the minutes from the Joint meeting. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Buchholz asked the board to review January's 2024 Treasurer's Report. Katterhagen made a motion, seconded by James to accept January's 2024 Treasurer's Report with receipts totaling \$27,445.83 and disbursements totaling \$133,915.82. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Buchholz asked the board to review February's 2024 Treasurer's Report. Katterhagen made a motion, seconded by James to accept February's 2024 Treasurer's Report with receipts totaling \$89,812.32 and disbursements totaling \$3,788.07. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Buchholz called for conflict of interest. James reported conflict of interest with item #3.10.

REPORTS:

Commissioner's Report: Commissioner Becker reported the solid waste project will be starting soon, and the County received bids for the rock wall project. Commissioner Becker also reported the new County Coordinator, Jackie Bauer has started. Also, reported discussions about the Feedlot Ordinance changes have settled down. Commissioner Neumann reported he has received many calls and e-mails from constituents regarding Dairy Ridge's expansion request. Commissioner Neumann also reported the estimates for the rock wall have been \$500,000 less than the estimated cost for the project.

Director Update: Ossefoort reported he is excited to have new County Coordinator. The paperwork for Clean Water Partnership loan for septic replacements have been sent off. Also working on a grant application for section corners and is hoping to submit the application soon. He reported Planning and Zoning is partnering with Health and Human Services on a Drinking Water Protection grant. Also, all grant reporting has been completed. The Planning Commission agenda has been lighter lately and the Board of Adjustment board is seeing a larger agenda. The township meeting will be held on April 4th, 2024.

SWCD Manager's Report: Anton apologized for the delay in submitting her District Manager Report. See handout from District Manager. The AIS Annual Meeting was held on January 22, 2024. The AIS RFP for Inspections was posted and one bid was received for AIS inspections from Waterguards. Currently, Waterguards' bid is higher than the planned budget. If bid stays at current amount, there would be no cost share funding for the lakes according to Anton.

Anton reported she has been receiving weekly and sometimes daily calls and e-mails from concerned individual regarding smells in Long Prairie. Henry Street was of concern, but the smell is not coming from there. Anton reported she spent a lot of time and work on Dairy Ridge's expansion requests with requests from Commissioners requesting information on Dairy Ridge's request. Anton also reported she spent time working



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

on controls for the Dairy Ridge's request. Anton reported Ebnet, Pratt and herself spent time reviewing Dairy Ridge's manure management plan. Anton also reported she lined up the presenters for the feedlot meeting and worked on obtaining donations for the feedlot meeting. Anton also reported she entered data for the feedlot program report.

Anton also reported she met with the Commissioners on the Soil Health position. Anton reported within a week, she would know if the grant was awarded, and it's looking favorably. There is still a need of a Pheasants Forever position in Todd County.

She reported she also prepared materials for the Joint Meeting with the Commissioners. Anton reported she also met with staff regarding job description revisions for the Gallagher Comp study.

A grant application was submitted to fix the Hewitt Dam and the erosion concerns. It was CPL grant through the DNR. The DOT is planning a roundabout in that location. The DNR wrote the grant, and the SWCD submitted the grant application. The SWCD will be the fiscal agent and will provide technical assistances for a buffer planting if the grant is awarded. The rest of the money in the application is for the project.

Anton reported she has been in contact with Clifton Larson Allen regarding the SWCD Audit. Payments received after 60 days into the new year will have to be flag differently. There is a delay in the Audit due to the new Audit standard called GASB 96 Reporting. GASB 96 reporting is IT program (technology) Audit.

Anton passed around MCIT excellence certificate.

Anton also noted LeeAnn Buck from MASWCD called the office. Buck received a called from a landowner questioning if Wetlands rules are at a County level or State Level.

Anton reported Pratt has started 2024 feedlot inspections for feedlots, attended three trainings and is helping with organizing the feedlot meeting.

Anton reported Votruba is working on the County Riparian shoreland guide, making site visits, and will be sending out buffer non-compliance letters. Wendel asked how many non-compliance letters will be issued. Anton reported two non-compliance letters will be issued. The 2024 buffer aerial reviews will be in Northeastern Todd County.

Anton reported S. Katterhagen is working to get an online tree sale program, provided materials for the 2023 SWCD Audit, and provided information to MDA on the Nitrate clinic that was held in August 2023 from a recent request for more information so MDA can continue to get funding for Nitrate machines. Anton also reported 66% of trees have been sold and 2024 feedlot registrations have been sent out.

Anton reported Ebnet took two days to go through Dairy Ridge's MMP with Pratt. Ebnet also attended an Ag Waste Training, and Ebnet is working on erosion control projects.

D. Katterhagen asked for details on Hewitt Dam project. Anton reported the project consists of removing of the old dam, and to repair of the erosion concerns. The grant application also includes technical and construction



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

funds. James asked who is responsible for keep the dam in place? Anton reported the DNR feels it is the DOT who created the environment issue by installing the dam.

Staff Report: Christiansen presented his visual report. For 2024 he has completed a lot of site visits with Votruba. Also completed the 2023 BWSR Wetland report which included over 100 decision between Votruba and Christiansen. Also completed the SWAG monitoring program in 2023. Christiansen also reported he is working with landowners to resolved their wetland violation; and end of 2023 he worked on the Westbrook and Kreemer conservation projects.

NRCS Report: Thoma reported first round of EQIP funding is going out. Hanson from NRCS also asked for more funding in our area and is hoping to get more. Working on CSP applications. The Ducks Unlimited grazing specialist started last week. Nationally NRCS looking at hiring 1600 people and if you know anyone that may be interested have them reach out to Thoma.

1W1P SRWD Report: Williamson was not able to attend the meeting. Anton and Commissioner Neumann attended the meeting. Items discussed at the meeting, will be on the agenda for action items.

1W1P Red Eye Report: Wendel attended the recent meeting. At the meeting they reviewed projects, the budget and the work plan. Anton reported, there is funding available for Todd SWCD and on the agenda, there is a project request for funding.

1W1P Long Prairie Report: Katterhagen and James both attended the meeting. Katterhagen reported State agencies provided updates, policy reviewed the budget and the work plan for the Long Prairie Watershed grant.

1W1P Crow Wing Report: Wendel attended a recent meeting. There was a lot of discussion about a lake within the Watershed that wants to be lowered.

1W1P Mississippi Brainerd Report: James attended the meeting. The members discussed how the funding should be spent. Anton reported the funding basically is split between the Counties. It would be up to the Counties how they want to spend the money.

BWSR Report: No report. Not in attendance.

DECISIONS:

Katterhagen made a motion, seconded by Williamson to approve encumbering FY23 Long Prairie LCCMR Pilot Tree Planting cost share encumbering request from Pearson, C#2024.03.14-3.1 in the amount of \$1,200 for a Forest Stewardship Plan located in the Long Prairie River Watershed. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Katterhagen asked what does a Forester do to develop a Forest Stewardship Plan? Anton reported the Forester will walk the land to provide recommendations on what to do to make it a healthy forest, recommendations on how to keep things natural and how to create habitat for the wildlife. The Foresters also provide recommendations on when to harvest. The landowners will also inform the Foresters of their goals for the land.



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

Ebnet left the meeting after his project presentation.

Wendel made a motion, seconded by Katterhagen to approve FY22 Riparian AID cost share encumbering request from Gabrelcik, C#2024.03.14-3.2 in the amount of \$139.74 for a shrub planting project located in the Sauk River Watershed. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Katterhagen made a motion, seconded by Williamson to approve FY23 Long Prairie LCCMR Pilot Tree Planting project cost share payment request from Ebert, C2023.11.09-2.1 in the amount of \$581.25 for a Forest Stewardship Plan located in the Long Prairie Watershed.

Discussion: The project came in under bid at \$775; instead of the original estimate of \$850. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Wendel made a motion, seconded by James to approve FY23 Long Prairie LCCMR Pilot Planting project cost share encumbering request from Connie and Jerald James, C#2024.03.14-3.4 in the amount of \$750 for a Forest Stewardship Plan located in the Long Prairie Watershed. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Katterhagen made a motion, seconded by Wendel to approve FY23 Long Prairie LCCMR Pilot Tree Planting Project cost share encumbering request from Novak, C#2024.03.14-3.5 in the amount of \$750 for a Forest Stewardship Plan located in the Long Prairie River Watershed. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Wendel made a motion, seconded by James to approve FY23 Long Prairie LCCMR Pilot Tree Planting Project cost share encumbering request from Brad Perry, C#2024-03.14-3.6 in the amount of \$1,050 for a Forest Stewardship Plan located in the Long Prairie Watershed. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Wendel made a motion, seconded by Katterhagen to approve FY23 Long Prairie LCCMR Pilot Tree Planting cost share encumbering request from Kevin Perry, C#2024.03.14-3.7 in the amount of \$600 for a Forest Stewardship Plan located in the Long Prairie River Watershed. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

James made a motion, seconded by Wendel to approve FY23 Long Prairie WBIF cost share encumbering request from Mark Patnode, C#2024.03.14-3.8 in the amount of \$33,157.77 pending Long Prairie Steering Committee approval for a pit closure project located in the Long Prairie Watershed. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Katterhagen made a motion, seconded by Wendel to approve FY21 Red Eye WBIF cost share encumbering request from Arvidson, C#2024.03.14-3.8 in the amount of \$18,388.05 for a pit closure project located in the Red Eye Watershed. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Katterhagen made a motion, seconded by Wendel to approve FY23 Long Prairie WBIF contract amendment request to increase cost share funds from James, C#2023.09.14-3.14 from \$50,000 to \$61,025 for a total cost share increase of \$11,025.

Discussion. This amendment request was approved by the Long Prairie Steering Committee request on March 1, 2024. Affirmative: Buchholz, Wendel, Katterhagen and Williamson. Abstained: James. Motion Carried.



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

Katterhagen made a motion, seconded by James to approve 2024 AREA 11 Enviro thon sponsorship in the amount of \$150. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Williamson made a motion seconded by James to approve resolution #20240314-4.2 to approve amendment of the Sauk River Watershed Collaborative FY2022-23 Workplan.

**RESOLUTION TO APPROVE AMENDMENT OF
THE SAUK RIVER WATERSHED COLLABORATIVE
FY 2022-23 BIENNIAL WORKPLAN**

WHEREAS, Todd 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.

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 of any modifications or additions to the biennial work plans to collaborative partner's governing boards.

WHEREAS, Todd SWCD has received notice from said Policy Committee that: 1) The FY 2022-23 Workplan Amendment has been reviewed and 2) the Policy Committee recommends approval the same by each collaborative member's governing board.

NOW, THEREFORE, BE IT RESOLVED, Todd SWCD hereby approves the amendment and will begin implementation of the Sauk River Watershed Collaborative FY 2022-23 WBIF Workplan.

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

Williamson made a motion, seconded by Katterhagen to approve resolution #20240314-4.3 to Adopt and Implement the Sauk River Watershed Collaborative FY2022-2023 Supplemental Watershed Based Implementation and Funds workplan.

**RESOLUTION TO ADOPT AND IMPLEMENT
THE SAUK RIVER Watershed Collaborative
FY 2022-2023 Supplemental Watershed Based Implementation Funds (WBIF) Workplan**

WHEREAS, Todd County adopted the Sauk River Comprehensive Watershed Management Plan (CWMP) for the area of the county identified within the Sauk River Watershed.



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

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.

WHEREAS, Todd County 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 of any modifications or additions to the biennial work plans to collaborative partner's governing boards.

WHEREAS, Todd SWCD has received notice from said Policy Committee that: 1) The FY 2022-23 Supplemental WBIF Workplan 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 County hereby adopts and will begin implementation of the Sauk River Watershed Collaborative FY 2022-23 Supplemental WBIF Workplan.

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

Williamson made a motion, seconded by Katterhagen to approve resolution #20240314-4.4 to adopt and implement the Sauk River Watershed Collaborative Conservation Reserve Program (CRP) Incentive Pilot Program Work Plan.

**RESOLUTION TO ADOPT AND IMPLEMENT
THE SAUK RIVER Watershed Collaborative
Conservation Reserve Program (CRP) Incentives Pilot Program Workplan**

WHEREAS, Todd 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.

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.

WHEREAS, Todd SWCD has received notice from said Policy Committee that: 1) CRP Incentives Pilot Program Workplan 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 Watershed Collaborative CRP Incentives Pilot Program Workplan.

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



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

Wendel made a motion, seconded by Katterhagen to approve resolution #2024.03.14-4.5 to approve John Riens for Technical Authority to sign off on USFWS partnered projects.

A RESOLUTION ASSIGNING TECHNICAL APPROVAL AUTHORITY TO UNITED STATES FISH AND WILDLIFE SERVICES (USFWS) EMPLOYEE, JOHN RIENS

WHEREAS, Todd SWCD does enter into partnering cost-share contracts with the United States Fish and Wildlife Services for wetland restoration projects;

WHEREAS, USFWS employee, John Riens, serves as the engineer/ technical designer for all Partners for Fish and Wildlife projects; and

WHEREAS, Todd SWCD technicians do not have technical expertise in federal design specs and engineering;

NOW, THEREFORE BE IT RESOLVED, that Todd County Soil and Water Board of Supervisors recognizes and approves John Riens as the technical authority certifier on landowner cost-share contracts and plans held in partnership with USFWS.

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

Katterhagen made a motion, seconded by James to approve the MOU for the Mississippi Brainerd 1W1P Implementation. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Commissioner Neumann left the meeting at 9:55 a.m.

Katterhagen made a motion, seconded by Wendel to approve Candidate #7 as the 2024 Land Stewardship of the Year recipient Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Williamson made a motion, seconded by James to approve Candidate #1 as the 2024 Conservationist of the Year recipient. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

Anton reviewed the 2023 Annual report. Wendel made a motion, seconded by James to approve the 2023 Annual Report for Publication. Affirmative: Buchholz, Wendel, Katterhagen, James and Williamson. Motion Carried.

DISCUSSION:

The upcoming Annual Feedlot meeting will be held on Thursday, March 21, 2024 at the Hub Supper Club.

The next AREA II Meeting will be on June 12, 2024, which currently is the same date as the Local Work Group tour. Board consensus to keep the date the same for the Local Work Group Tour. If the board has any resolution that they would like brought forth to AREA II, please present those ideas to District Manager Anton.



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

The SWCD Supervisors received a copy of the PowerPoint presentation from the Supervisor Training that was held in Brainerd in February.

If the board has specific policies they would like to be reviewed at May's policy meeting, please inform District Manager, Anton.

INFORMATIONAL:

Project status report was included in the board folders.

The next Supervisor article is due June 19, 2024 and is assigned to Katterhagen.

Supervisors received a letter from Chuck Rau regarding MASWCD payments and also received a copy of Todd SWCD's payment history.

Local Work Group tour and meeting is scheduled for June 12, 2024.

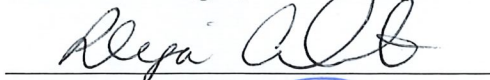
The Board received a copy of the 2024 SWCD Plan of Action.

Anton would like a picture of the board following the meeting for the Annual Report.

The board received a copy of grants and project lists for 2024.

Chairperson Buchholz adjourned the meeting at 10:40 a.m.


Sarah Katterhagen, Minute Prepare


Deja Anton, SWCD District Manager


Dale Katterhagen, Secretary

4-11-2024
Date

4-11-2024
Date

4-11-2024
Date