



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 April 10, 2025 Regular Board Meeting

Chairperson Wendel called the Thursday, April 10, 2025 meeting to order at 8:30 a.m.

The meeting was held in person at the Historic Courthouse in the Commissioner's Board room located at 215 1st Ave S, STE 104, Long Prairie, MN 56347.

The Pledge of Allegiance was recited.

Call for Introductions.

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

Others present in person were: Adam Ossefoort, Division Director, Deja Anton, District Manager, Sarah Katterhagen, Program Coordinator, Josh Votruba, Conservation Technician, Alyssa Scheve, Conservation Technician, Luke Thoma, NRCS, Bob Byers, County Commissioner, Tim Denny, County Commissioner and Darrin Mayers, BWSR.

Clifton Larson Allen: Shawna Jenson with CLA joined the meeting at 8:40 a.m. over a zoom call.

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 April 10, 2025 meeting.

- 2.4. Add on: WCA PRAP Report
- 2.13. Add on: 2024 Central Sands Nitrogen Test Results
- 6.1. Add on: Approve contract with Waterguards for 2025 watercraft inspection season
- 8.11 Add on: Call for AREA II Resolutions to be approved at May's Board Meeting
- 8.12 Add on: Policy packet for May's Supervisor meeting

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

Katterhagen made a motion, seconded by James to approve the minutes as distributed from the March 13, 2025 regular board meeting with adding Kevin and Margaret's last name Grondahl to project payment approval motion. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Wendel asked the board to review March 2025 Treasurer's Report. Katterhagen made a motion, seconded by Bebus to accept March 2025 Treasurer's Report with receipts totaling \$352,587.34 and disbursements totaling \$78,189.53 Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Wendel called for conflict of interest. Bebus reported conflict of interest in item number 6.1 – Approving contract with Waterguards for 2025 AIS inspection season.

Audit Report: Shawna Jenson with Clifton Laron Allen joined the meeting over zoom. CLA reviewed the 2024 Audit Report with the board. The Audit report was reviewed by OSA which happens every three years. The



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audit opinion was clean. Finding #1: CLA assists with preparing the financial statements. This is normal as it's not cost effective to have CPA on staff. Finding #2: CLA books the material audit adjustments. This is a normal finding. Finding #3 Prior Year Adjustment: This happened due to the new Soil Aid funding that was received in 2023 and coding incorrectly. It effected the starting fund balance. CLA noted the funding was new, and it was put in the wrong bucket in 2023.

Jenson left the zoom call at 8:50 a.m.

Celebrations: Anton thanked the Supervisors for their positivity, support and attendance at the annual Todd County Feedlot meeting and thanked Riley Peterson with Pheasants Forever for taking pictures at the event.

Reports:

Commissioner's Report: Commissioner Denny reported the Commissioners are doing their best to stay informed about the potential cuts in state funding. The Solid Waste project is coming along and will save the County money as the County will be able to do more in house. The project is about 65% completed and the goal is to be completed in August 2025. Byers reported Public Works has a lot of road and bridge projects planned for this summer.

Commissioner Byers left the meeting at 9:00 a.m.

Director Report: Ossefoort discussed rip rap and sand blankets requirements. Ossefoort also showed examples of violations, and informed the board at times it can be a struggle to enforce. He reminded the board of the kick off meeting for the Comp Plan on April 15, 2025 at 6 pm at the Browerville Community Center.

SWCD Manager Report: See Anton's report for more details.

Anton reported she reviewed the AIS RFP's that were submitted and sent out the cost share award letters. Currently the state is looking at cutting the AIS program by 50% for 2026. Anton reported she had a kick off meeting for the Swam Alum grant. Anton reported she submitted a MDA grant for a nitrate machine and the grant application was denied.

Anton reported the farm conservation position will be re-opened. There was a lot of bumps and adjustments, so they decided to reopen the position. Katterhagen would like to see if we could speed up the hiring process. Anton also reported AREA II would like the Nutrient Management position filled soon.

Anton reported she attended the Annual Township meeting, helped with the feedlot meeting and the contractor meeting.

Anton reported the Varner project is moving forward.

Anton reported that she has received multiple calls from landowners upset with the selection of the Conservationist Award recipient. Anton also informed the board that there is a potential buffer violation on a piece of property the landowners rent.



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Staff Updates: Anton reported Scheve has been busy with outreach activities, designed a drinking water billboard, attended Long Prairie High School career day, open mic, soil health site visits and ag water quality site visits.

Anton reported Pratt has been busy with permitting and helped plan the feedlot meeting.

Anton reported Votruba sent out three non-compliance buffer letters, reviewing buffers, went out on five site visits, one walk in access renewal and completed two wetland notices.

Anton reported Christiansen is working on two cost share projects, currently no wetland violations, prepared for the PRAP review and attended the Long Prairie High School career day.

Anton reported S. Katterhagen has been busy with tree sales, reviewing feedlot registrations, provided information for the Red Eye WBIF grant reconciliation and also presented at a Mississippi Brainerd steering committee meeting.

Staff Visual Report: This was part of Division Director's report.

WCA PRAP Report: Todd SWCD is meeting the requirements of the WCA program. During May's policy meeting there will be some updates to the WCA policy. The updates will help clean up verbiage in the policy.

NRCS Report: Thoma thanked Soil and Water for inviting NRCS to be part of the feedlot meeting. Thoma provided the board a copy of the NRCS 2024 annual report. EQIP and CSP are NRCS's two biggest programs. He reminded the board the NRCS provides technical assistance and plans to landowners. Funded projects need to be addressing a resource concern.

1W1P- Sauk River Report: No meeting.

1W1P Red Eye Report: No meeting.

1W1P Long Prairie Report: The next policy meeting is set for April 17, 2025.

1W1P Crow Wing Report: Wendel reported funding will be coming through soon and the tribe will be signing on.

1W1P Mississippi Brainerd Report: No meeting. The next meeting will be April 28, 2025.

BWSR Report: Mayers reported there is a new contact for the LCCMR grant and the grant received an extension; the grant amendment will be sent over soon for signature. On May 5, 2025 there are some grant RFP's openings and June 30, 2025 some grants will be expiring. Mayers also handed out "The Economic Impact of Conservation Funding" for the board to review.

2024 Central Sands Nitrogen Test Results: Anton provided the board the report. Board would like to know how deep the wells are.



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Decisions needed for encumbering cost share funds:

Katterhagen made a motion, seconded by Williamson to approve encumbering C23-3483 Long Prairie WBIF cost share funds for Mike and Teresa Wagner, C#20250410-3.1 for a well sealing project (4 wells) in the amount of \$2,362.50. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Commissioner Byers entered the meeting at 9:45 am.

Katterhagen made a motion, seconded by James to approve encumbering FY24 State Conservation cost share funds for Brandon Toenyan, C#20250410-3.2 for tree and shrub establishment project in the amount of \$976.98. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Williamson made a motion, seconded by Bebus to approve encumbering C24-0198 Mississippi Brainerd WBIF cost share funds for Lawrence Metter, C#20250410-3.3 for a forest stewardship plan in the amount of \$588.69. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Williamson made a motion, seconded by James to approve encumbering C22-7830 Red Eye WBIF cost share funds for Dale Lovelace, C#20250410-3.4 for a pit closure project in the amount of \$9,825. Discussion: Anton reported \$9,825 will be the max the landowner can receive in cost share funds. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Bebus made a motion, seconded by Williamson to approve encumbering C24-0198 Mississippi Brainerd WBIF cost share funds for James Parent, C#20250410-3.5 for a forest stewardship plan in the amount of \$675. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Katterhagen made a motion, seconded by James to approve encumbering F24 State Conservation cost share funds for Nicholas and Jennifer Anderson, C#20250410-3.6 for a tree and shrub establishment project in the amount of \$1,224.69. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Decisions needed for cost share contract amendments: No actions taken.

Decision needed for payment of cost share funds:

James made a motion, seconded by Bebus to approve payment of C24-0198 Mississippi Brainerd WBIF cost share funds to Lucas and Tania Hendrickson, C#20250313-3.2 for a well sealing project in the amount of \$243.75. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Decisions needed for operations:

Katterhagen made a motion, seconded by James to approve contract with Waterguards for the 2025 watercraft inspection season. Affirmative: Wendel, Katterhagen, James and Williamson. Abstained: Bebus. Motion Carried.

Discussion Items:



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Supervisor suggestions for Conservation Tour: The board suggested providing history of SWCD projects and if possible include some of the older projects on the tour. Board suggested to look back at previous Annual reports.

Policies to be updated at May's Policy meeting: A policy packet was handed out at the meeting.

Informational:

The board reviewed the project status report.

Soil and Water participates in open-mic the 2nd Friday of each month.

On Tuesday, April 15, 2025 there is a legislature meeting with the Todd County Commissioners. Soil and Water will discuss AIS program funding, SWCD AID, current local projects and the support needed for the West Central Area Engineers.

On Tuesday, April 15, 2025 there is a County Comp plan update kick off meeting at the Browerville Community Center at 6:00 pm.

Tree pick up will be Friday, May 2, 2025 at the Todd County Fairgrounds.

The local work group and conservation tour will be Wednesday, June 18, 2025.

Enviro Fest will be held on Thursday, September 18, 2025.

The board received a list of award recipients since 1966.

Board reviewed the handout on NACD updates on recent executive actions.

Board reviewed the handout on status of NRCS programs as of March 21, 2025.

If the board has a resolution that they would like to be brought to the AREA II meeting, the resolution needs to be brought to the SWCD board meeting in May.

The board received proposed policy changes for May's meeting.

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

Chairperson Wendel adjourned the meeting at 10:15 a.m.



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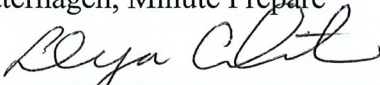
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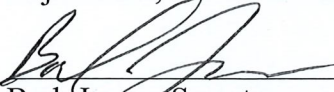
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Sarah Katterhagen, Minute Prepare



Deja Anton, SWCD District Manager



Barb James, Secretary

5-8-25

Date

5-8-25

Date

5-8-25

Date