



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 May 8, 2025 Regular Board Meeting

Chairperson Wendel called the Thursday, May 8, 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, Kasen Christiansen, Conservation Technician, Alyssa Scheve, Conservation Technician, Darrin Mayers, BWSR, Don Bajumpaa, BWSR and Jackie Bauer, Todd County Coordinator.

Absent: Tim Denny, County Commissioner and Bob Byers, County Commissioner.

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 May 8, 2025 meeting.

- 3.4 Add on: Pampy – Encumbering request for a critical area planting project
- 3.5 Add on: Peter Ploof – Encumbering request forest stewardship plan
- 3.6 Add on: Denise Middendorf – Encumbering request for a well sealing project
- 6.10 Add on: Approve the FY25 Crow Wing Watershed WBIF Agreement for Services
- 7.3 Add on: Discussion on amendment draft resolution between the County and the SWCD allocating the WCA program to Todd SWCD
- 8.9 Add on: NACD update

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

Katterhagen made a motion, seconded by James to approve the minutes as distributed from the April 10, 2025 regular board meeting. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Wendel asked the board to review April 2025 Treasurer's Report. Katterhagen made a motion, seconded by James to accept April's 2025 Treasurer's Report with receipts totaling \$8,903.03 and disbursements totaling \$21,627.15 Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

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

Bauer joined the meeting at 8:50 a.m.



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Special Guest Don Bajumpaa from BWSR: Bajumpaa completed Organization Assessment for Todd Soil and Water Conservation District and for Todd County Planning and Zoning. Bajumpaa provided an overview of the draft report. The board was mailed a copy of the draft report after the meeting. See the report for more details.

Bajumpaa informed the board that BWSR has grants available if the SWCD would like to do a workload analysis.

Reports:

Commissioner's Report: On behalf of the Commissioner's Bauer reminded the board the Todd County Comp Plan is being updated and encouraged the board to completed the survey if they haven't already.

Director Report: Ossefoort reported Todd County hosted three kick off meetings for the Todd County Comp plan, looking at incorporating the Watershed plans into the County Comp plan and will be starting budgeting process for 2026. Ossefoort informed the SWCD board Commissioner Denny wanted the board to know the Commissioners' are continuing to watch for budget updates from the State.

SWCD Manager Report: No report.

Staff Updates: No updates.

Christiansen Celebration: Christiansen shared with the board that his family welcomed their first baby.

Bauer left the meeting at 9:45 a.m.

NRCS Report: No report.

1W1P- Sauk River Report: There will be a policy meeting on May 15, 2025.

1W1P Red Eye Report: No report.

1W1P Long Prairie Report: Katterhagen reported he attended the policy and technical advisory committee meeting on April 17, 2025. Katterhagen found it interesting that 48% of the Watershed is located in the Todd County.

1W1P Crow Wing Report: No report.

1W1P Mississippi Brainerd Report: James reported Todd SWCD will be attending a kick off meeting with partners for the Swan Lake Phosphorus grant.

BWSR Report: Mayers reported the NRCS RCPP Soil Health funding is still pending approval. Competitive grant applications may go to every other year in the future. Mayers reminded the board to check if they have any grants expiring.

Decisions needed for encumbering cost share funds:



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James made a motion, seconded by Williamson to approve encumbering C24-0198 Mississippi Brainerd WBIF cost share funds for Tom Ploof, C#20250508-3.1, in the amount of \$712.50 for a forest stewardship plan. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

James made a motion, seconded by Katterhagen to approve encumbering C23-3483 Long Prairie WBIF in the amount of \$47,768.90 and C25-0196 Long Prairie WBIF in the amount of \$18,968.28 cost share funds for Jason Lamusga, C#20250508-3.2, for a cost share total of \$66,737.18 for a feedlot fix project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Katterhagen made a motion, seconded by James to approve encumbering C23-3483 Long Prairie WBIF cost share funds for Mark and Lou Thielen, C#20250508-3.3, in the amount of \$13,837.31 for a pit closure project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

James made a motion, seconded by Williamson to approve encumbering C24-0198 Mississippi Brainerd WBIF cost share funds for Edna Pampy, C#20250508-3.4, in the amount of \$4,884 for critical area planting and tree/shrub establishment project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Katterhagen made a motion, seconded by Williamson to approve encumbering C24-0198 Mississippi Brainerd WBIF cost share funds for Peter Ploof, C#20250508-3.5 in the amount of \$637.50 for a forest stewardship plan. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

James made a motion, seconded by Bebus to approve encumbering P24-0299 2024 Conservation Contracts cost share funds for Denise Middendorf, C#20250508-3.6 in the amount of \$731.25 for a well sealing project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Decisions needed for cost share contract amendments:

Anton asked Scheve to provide the board with an update on the Brandon and Amber Toenyan cost share contract.

Scheve reported Toenyan's requested to cancel their cost share contract for a field windbreak project. Scheve received a text message from Brandon Toenyan requesting his cost share contract to be cancelled.

James made a motion, seconded by Bebus to approve request from Brandon and Amber Toenyan, C#20250510-3.2 to cancel their cost share contract in the amount of \$976.98 for a field windbreak project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Decision needed for payment of cost share funds:

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



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Votruba, Christiansen and Scheve left the meeting at 10:10 a.m.

Decisions needed for operations:

Katterhagen made a motion, seconded by James to accept the 2025 feedlot meeting donations in the amount of \$4,068.66. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Katterhagen made a motion, seconded by Williamson to approve the 2024 Todd County Soil and Conservation District financial audit as presented at the April 10, 2025 board meeting. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Katterhagen made a motion, seconded by Bebus to approve Resolution to Update the Policy on Sealing Irrigation Wells, resolution #20250508-6.3, and to nullify resolution #20120117.

Discussion: The scorecard has been updated and will be completed for any irrigation well sealing requests that may come in. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

James made a motion, seconded by Williamson to approve revisions to the Todd Soil and Water Board of Supervisors Cost Share policy for Cover Crop practices, policy #20250508-6.4 and to nullify policy #20220512-01.

Discussion: Verbiage updated to reflect in-kind policy utilizing the Nebraska's Custom Rate Survey. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Katterhagen made a motion, seconded by James to approve revisions to the Resolution Establishing Practice Cost Share Rates for All Fund Sources, resolution #20250508-6.5 and to nullify resolution #20220908-01.

Discussion: To include notes about Irrigation Resolution scorecard.

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

James made a motion, seconded by Williamson to approve revisions made to the Resolution Authorizing Named Staff to Conduct Spot Checks on Cost Shared Practices, resolution #20250508-6.6, and to nullify resolution #20221110-3.2.

Discussion: Staff names were updated.

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

Katterhagen made a motion, seconded by James to approve revisions made to the Resolution for Non-Compliance of Cost Share Contracts, resolution #20250508-6.7, and to nullify resolution #20230511-3.9.

Discussion: Changed 150% to 100% as recommended by County Attorney's office.

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

James made a motion, seconded by Williamson to approve to nullify A Resolution Establishing Policy to Identify Practices Standards to be used for Design, Construction and Operation and Maintenance, Resolution number #20150108-03. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Katterhagen made a motion, seconded by Williamson to approve to nullify A Resolution to Support for reclassifying Todd County SWCD Division Planning and Zoning Unit Coordinator position to a Resource Conservationist, resolution #20120508. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.



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Williamson made a motion, seconded by James to approve FY25 Crow Wing Watershed WBIF Agreement for Services. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Discussion Items:

Anton asked the board if there is a need or desire to review the Todd SWCD and Todd County Service agreement in 2025. No comment or action was taken by board.

Anton asked the board if there is any desire change to the board packet or to the meeting procedures for 2025. Board consensus the board packets are good, and that it is okay for staff to be dismiss from the meetings.

Discussion on the amended draft resolution between the County and SWCD allocating the WCA program to the Todd SWCD. This resolution will be brought to a future meeting and the County will continue the enforcement.

Informational:

The project status report will be provided at June's meeting.

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

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

SWCD Governance 101 training will be held September 10 & 11, 2025 at the Holiday Inn, St. Cloud, MN.

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

The depths of well located in the Central Sand Testing area will be shared at June's meeting.

Lake Osakis Alternative Analysis Workshop will be held on July 6, 2025.

LCCMR What a Match! Forestry Grant has been extended to May 1, 2028.

The board received the NACD update from LeAnn Buck update includes the President's FY 2026 budget proposal and information pertaining to USDA and EPA.

The next scheduled meeting for the Todd SWCD Board of Supervisors will be Thursday, June 12, 2025 at 8:30 a.m. at Historic Courthouse at 215 1st Ave S, Long Prairie, MN 56347.

Chairperson Wendel adjourned the meeting at 10:41 a.m.



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Sarah Katterhagen
Sarah Katterhagen, Minute Prepare

Deja Anton
Deja Anton, SWCD District Manager

Barb James
Barb James, Secretary

6-12-25

Date

6-12-25

Date

6-12-25

Date