



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, July 10, 2025 beginning at 8:30 am in person at the Todd County Historic Courthouse, Commissioner's Board room 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 and new employee | Chairperson |
| 1.4. Act on Approving the Agenda | Chairperson |
| 1.5. Act on Approving Minutes from June 12, 2025 Board Meeting | Secretary |
| 1.6. Act on Approving Program Summary Report—June 2025 | Treasurer |
| 1.7. Call for Conflict of Interest | Chairperson |
| 1.8. Celebrations -- 2025 Summer Conservation Tour | |

2. Reports

- | | | |
|---|----------------|--------|
| 2.1. Commissioners' Report | Byers/Denny | 5 min |
| 2.2. Director | Ossefoort | 5 min |
| 2.3. SWCD Manager Report | Anton | 5 min |
| 2.4. Manager Report on Staff Accomplishments | Anton | 5 min |
| 2.5. Staff Visual Report | S. Katterhagen | 5 min |
| 2.6. NRCS Report | Thoma | 5 min |
| 2.7. FSA Report | Fellbaum | 5 min |
| 2.8. 1W1P – Sauk | Williamson | 2 min |
| 2.9. 1W1P – Red Eye | Wendel | 2 min |
| 2.10. | 1W1P | |
| – Long Prairie | Katterhagen | 2 min |
| 2.10. 1W1P – Crow Wing | Wendel | 2 min |
| 2.11. 1W1P – Mississippi-Brainerd | Bebus | 2 min |
| 2.12. BWSR Report / <u>Powers of a District Board</u> mini-training session | Mayers | 10 min |

3. Decisions needed for encumbering cost share funds

- | | | |
|--|---------|-------|
| 3.1. Derek Wiese - Funding Source TBD - Cover Crop - \$973.50 | Scheve | 5 min |
| 3.2. Jason Zander – Mississippi River Brainerd WBIF – Shoreline Protection - \$20,115.00 | Votruba | 5 min |

4. Decisions needed for cost-share contract amendments

5. Decision needed for payment of cost share funds

- | | | |
|--|---------|-------|
| 5.1. Edna Pampy – C24-0198 Mississippi River Brainerd WBIF – Critical Area Planting - \$4,884 | Votruba | 5 min |
| 5.2. Tentative Partial Payment–Jeremy Arvidson – C22-7830 Red Eye WBIF 2.0 – Pit Closure - \$17,437.50 | Pratt | 5 min |

Staff can be dismissed at this time

6. Decisions needed for operations

6.1. Resolution accepting delegation of the Wetland Conservation Program from Todd County 10 min

7. Discussion items

- 7.1. Update on the RCPP Soil Health Funding
- 7.2. Updates from the AREA II Meeting that was held on June 25, 2025
- 7.3. Board Member or staff attend a Long Prairie Lions Club Meeting for a donation for Enviro Fest next meeting Monday, July 28, 2025 (in the evening)

8. Informational- to be found inside your folders

- 8.1. Project Status Report
- 8.2. 2nd Friday of the month – Radio Show
- 8.3. August 19, 2025 – The Future of Tillage: A Strip-Till Event – Partnership Outreach Event
- 8.4. September 10 & 11, 2025 – SWCD Governance 101 – Holiday Inn, St. Cloud, MN -Registration open
- 8.5. September 18, 2025 – Todd County Enviro Fest

The next scheduled meeting for the Todd SWCD Board of Supervisors will be Thursday, August 14, 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 June 12, 2025 Regular Board Meeting

Chairperson Wendel called the Thursday, June 12, 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, Dylan Pratt, Conservation Technician, Josh Votruba, Conservation Technician, Kasen Christiansen, Conservation Technician, Alyssa Scheve, Conservation Technician, Luke Thoma, NRCS, Bob Byers, County Commissioner, Tim Denny, County Commission and Jackie Bauer, Todd County Coordinator.

Byers joined the meeting at 8:55 a.m.

Bauer 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 June 12, 2025 meeting.

3.5 – Remove Zander encumbering request

8.5 – Move Birchdale Township to a decision item 5.4

8.10 – August 19, 2025 – The Future of Tillage: A Strip Till Event

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

Katterhagen made a motion, seconded by Williamson to approve the minutes as distributed from the May 8, 2025 regular board meeting. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Wendel asked the board to review May 2025 Treasurer's Report. Katterhagen made a motion, seconded by James to accept May's 2025 Treasurer's Report with receipts totaling \$30,837.05 and disbursements totaling \$215,771.39. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Wendel called for conflict of interest. Bebus reported conflict of interest with item 5.4 Birchdale Township encumbering request.

Celebrations: Pratt shared with the board that his family welcomed their first baby.

Reports:



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Commissioner's Report: Commissioner Denny reported that County is starting the budgeting process for 2026. The goal is to keep the local levy down.

Director Report: Ossefoort reported the field season is busy with septic inspections and the Planning Commission has been receiving a lot of request. Ossefoort reported he is involved with the comp plan update and working on developing the budgets for the Division.

SWCD Manager Report: See printed report that was provided at the meeting for more details. Anton highlighted she has been working on feedlot permitting, shoreland visits, multiple landowner contacts, attending Lake Association meetings, and busy with day to day operations.

Byers joined the meeting at 8:55 a.m.

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

Staff Updates:

Byers joined the meeting at 8:55 a.m.

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

Anton reported S. Katterhagen will start prepping 2nd notices for the feedlot registrations, organized tree sale pickup, helping with the planning of the tour. Anton reported Scheve has been busy with outreach events, including the radio show, assisted in the billboard design and helping with the bus tour. Anton reported Christiansen is busy with wetland project requests and site visits. Anton reported Votruba is working on the scorecard for the Earth Program which is targeted for Shoreland owners, trainings and assisting Christiansen with Wetland project requests. Anton reported Pratt has been busy with feedlot permits and a buffer exclusion fencing project.

NRCS Report: Thoma reported the CRP program signup was opened and now closed. Continuous signup for CSP may open up again. The NRCS office is also working on project certifications and project planning for 2026.

1W1P- Sauk River Report: Williamson noted at the last policy meeting they did a review of regulatory requirements and the requirement of landowners needing multiple permits from multiple agencies. Todd SWCD also presented to the policy committee about on a pit closure project that was completed using Sauk River WBIF funds.

1W1P Red Eye Report: No report.

1W1P Long Prairie Report: No report.

1W1P Crow Wing Report: No report, except the Board needs to review and approve the fiscal agent agreement.

1W1P Mississippi Brainerd Report: No report.



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BWSR Report: No report.

Decisions needed for encumbering cost share funds:

Williamson made a motion, seconded by James to approve encumbering C23-3483 Long Prairie WBIF cost share funds for David and Julie Rach, C#20250612-3.1, in the amount of \$618.75 for a well sealing project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Katterhagen made a motion, seconded by Bebus to approve encumbering C25-0310 Crow Wing WBIF cost share funds for Daven Hanson, C#20250612-3.2, in the amount of \$868.50 for a Forest Stewardship plan. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Katterhagen made a motion, seconded by James to approve encumbering C23-3483 Long Prairie WBIF funds or C25-0196 Long Prairie WBIF funds for Neil Zimmer, C#20250612-3.3, the amount of \$6,500 for Engineering Assistance.

Discussion: Anton will have a discussion with Long Prairie Watershed partners to see if willing to share their project development funds with Todd SWCD from C23-3483 Long Prairie WBIF, and if not, funding source will be C25-0196 Long Prairie WBIF funds out of Todd SWCD Technical and Engineering funds.

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 Rick Baum, C#20250612-3.4 in the amount of \$2,812.50 for Nutrient Management Planning project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Zander request for funds was removed from the agenda. The bids have been high on this shoreland project. Anton is requesting a courtesy bid from another contractor. No action was taken.

Decisions needed for cost share contract amendments: No amendment request.

Decision needed for payment of cost share funds:

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

Katterhagen made a motion, seconded by James to approve payment of FY2024 State Conservation Contracts cost share funds to Nick and Jennifer Anderson, C#20250410-3.6 in the amount of \$1,143.36 for a tree establishment project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Katterhagen made a motion, seconded by James to approve encumbering FY2024 and FY2025 State Conservation Contracts cost share funds for Birchdale Township, C#20250612-5.4 in the amount of \$25,124.78 a stabilization project. Affirmative: Wendel, Katterhagen, James and Williamson. Abstained: Bebus. Motion Carried.



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Decisions needed for operations:

James made a motion, seconded by Bebus to approve signing Crow Wing River Watershed Fiscal Agent agreement. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

No decision was made on the Board of Commissioners Resolution, #20250520-33 of the Delegation of WCA to SWCD. More information in July if the SWCD needs a formal resolution to accept the delegation of the Wetland Program from the County.

Discussion Items:

The next AREA II Meeting will be Wednesday, June 25, 2025. Bebus and Williamson will attend the AREA II meeting on June 25, 2025.

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

A Prevailing Wage Resolution that was developed by Becker SWCD was shared with Todd SWCD Board. This resolution is proposing that SWCD's to be exempted from the prevailing wage law. With the recent changes to the Prevailing Wage Law, SWCD's are no longer exempted.

Denny left the meeting at 9:50 a.m.

Anton presented the depth of wells located in the Central Sands testing area to the board.

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.

2025 Feedlot meeting expense summary was in the board folder. The total expense for 2025 feedlot meeting was \$6,297.34.

Lake Osakis Alternative Analysis Workshop will be held on July 8, 2025.

The board received a copy of the NACD update.

The Future of Tillage: A Strip Till Event will be held on August 19, 2025.



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The next scheduled meeting for the Todd SWCD Board of Supervisors will be Thursday, July 10, 2025 at 8:30 a.m. at Historic Courthouse at 215 1st Ave S, Long Prairie, MN 56347.

Chairperson Wendel adjourned the meeting at 10:00 a.m.

Sarah Katterhagen, Minute Prepare

Date

Deja Anton, SWCD District Manager

Date

Barb James, Secretary

Date

June Program Summary
Report will be available
at the meeting due to
timing of month end
close out.

MPCA Online Services

Animal type	AU
Dairy cow over 1,000 lbs	1.4
Dairy cow under 1,000 lbs	1.0
Dairy heifer	0.7
Dairy calf	0.2
Beef steer or stock cow	1.0
Beef heifer or backgrounding	0.7
Beef cow calf pair	1.2
Beef calf	0.2
Swine over 300 lbs	0.4
Swine 55 – 300 lbs	0.3
Swine under 55 lbs	0.05
Horse	1.0
Sheep or lamb	0.1
Chicken (liquid manure system)	0.033
Chicken over 5 lbs (dry manure)	0.005
Chicken under 5 lbs (dry manure)	0.003
Turkey over 5 lbs	0.018
Turkey under 5 lbs	0.005



Comment from an attendee from Conservation Tour:

I have only good things to say about the tour. The bus seats and AC were so comfortable and much appreciated. The stops were great, and the people were great. I loved Dale and Marie's barn. For me, it was great that many of the stops and route were in my neighborhood. However, I thought the best part of the whole trip was the information Jeff Lucas provided. Jeff provided interesting information to tie history to the land where people are and having been working so hard to make a living. With all the pieces in place, your team and Jeff connected people, the land, and history to all of us on the tour.



Programs /Events/Outreach

Enviro Fest

Fair Booth

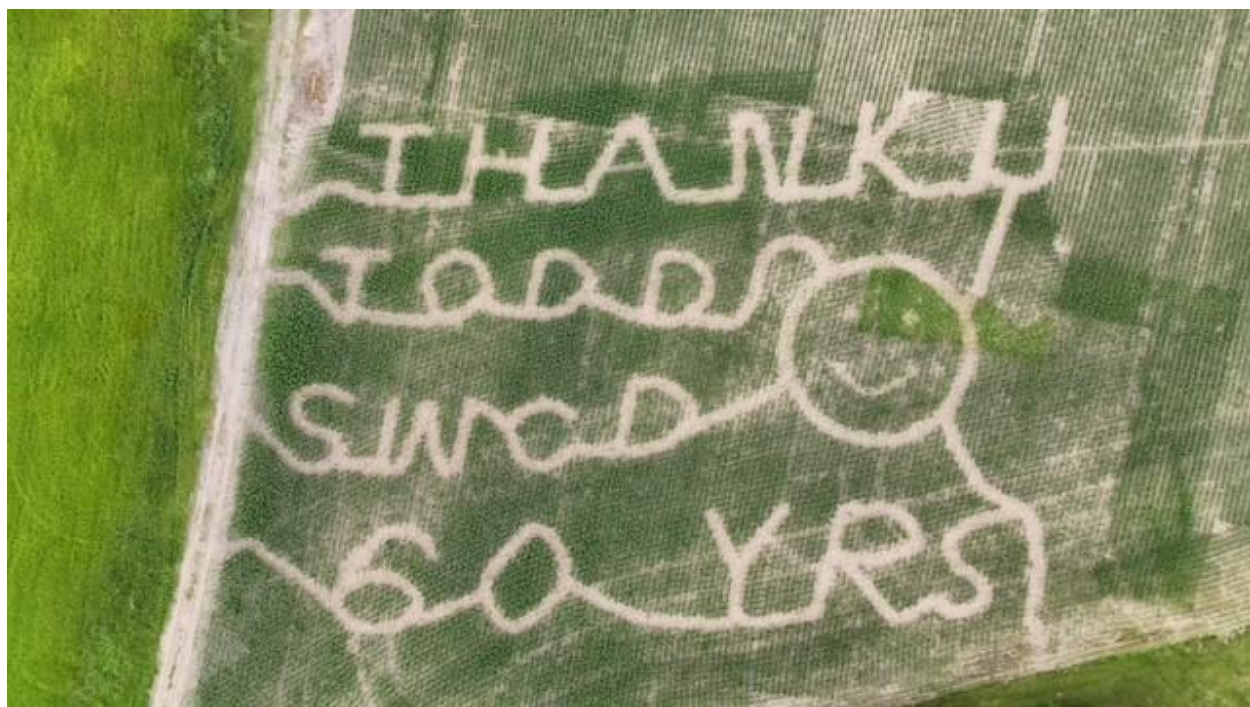
Conservation Bus Tour

Presentation – Well Sealings

Drinking Water Grant – MDA

Septic Loan Program

Septic Cost Share Program





Derek Wiese Cover Crop

Location Information

Parcel Number 09-0001801
Township Name Germania
TWP, Range, Section 132,34,4
Choose an item.
Major Watershed Crow Wing

Project Information

Project Type Ecological
Practice Types Cover Crop
Project Codes 340
Field Technicians Alyssa Scheve
Engineering Assistance enter name

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

Resource Concern and Project Purpose Description

Planting of a winter cereal rye cover crop to prevent water erosion and nutrient loss on 18 acres.

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

High Bid & Contractor Name	Low Bid & Contractor Name	Cost Share %	Funding Amount
\$1298.00	Enter L Bid.	75%	\$973.50

Final Invoice (s)	Enter final Cost.	Cost Share Payment Amount	Enter final Payment.
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Funding Source	FY & Grant Name.	Enter \$\$ Amount
	FY & Grant Name.	FY & Grant Name.

Add notes if needed.

Reductions

	After	Reduction Notes
Nitrogen	47.2 lbs/yr	MPCA Watershed Pollutant Load
Sediment/TSS	.5 ton/yr	Reduction Calculator
Phosphorus	3.0 lbs/yr	

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

Derek Wiese Cover Crop, Encumbering, Submitted by Alyssa Scheve, July 10, 2025



Insert Map of Project



sources

Derek Wiese Cover Crop, Encumbering, Submitted by Alyssa Scheve, July 10, 2025



Before Photos

During Photos

After Photos

Actual Results

These results will be entered into e link .

****Items below are for internal purpose ******

Don't print for Education presentation ****

Date Encumbered

Click or tap to enter a date.

Date Board Approved Payment

Click or tap to enter a date.

Amendment

Yes or No, If Yes – enter notes.

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

Derek Wiese Cover Crop, Encumbering, Submitted by Alyssa Scheve, July 10, 2025

Jason Zander Shoreland Stabilization

Location Information

Parcel Number	06-0068300 & 06-0068400
Township Name	Burnhamville
TWP, Range, Section	128, 32, 20
Major Watershed	Mississippi-Brainerd
Minor Watershed	10133 – Big Swan Lake

Project Information

Project Type	Erosion Control-Riparian
Practice Type	Streambank & Shoreline Protection, Critical Area Planting
Project Code	580, 342
Field Technician	Josh Votruba
Technical Assistance	Ross Reiffenberger

Resource Concern:

Soil erosion into Big Swan Lake. Property appears to be a previously filled wetland making it susceptible to shoreline erosion. A combination of a native buffer planting and rock rip rap will be installed to make shoreline more resistant to erosion, reducing sediment and nutrients entering Big Swan Lake.

Funding Information

High Bid	Low Bid	Cost Share	
\$55,010.00	\$26,820.00	75%	\$20,115.00
Dozer Excavating	Mid-Minn Excavation		

Final Invoice (s)	N/A	Cost Share Payment Amount	N/A
Funding Source	Miss. Brainerd WBIF FY 24	\$20,115.00	
	FY & Grant Name.	FY & Grant Name.	

Reductions

Phosphorus	6.73 lbs/yr	BWSR Stream and Ditch Bank Stabilization Estimator
Soil	7.92 T/yr	
Sediment/TSS	7.92 T/yr	



Project area above circled in yellow



Engineered Design Plan – Approximately 130ft of shoreline will have rock rip rap installed, and approximately 4370 square feet of native buffer will be installed behind the rip rap. The native buffer will be composed of a native seed mix and native grass and wildflower plugs. Hydromulch will be used to apply the native seed mix to the soil in the buffer area. A 25-foot-wide access area will be excluded from buffer planting to allow for landowner access to lake.

Edna Pampy Shoreland Buffer Planting

Location Information		Project Information	
Parcel Number	24-0046800	Project Type	Erosion Control-Riparian
Township Name	Turtle Creek	Practice Type	Critical Area Planting & Tree & Shrub Establishment
TWP, Range, Section	T131, R32W, Section 23	Project Code	342 & 612
Major Watershed	Mississippi-Brainerd	Field Technician	Josh Votruba
Minor Watershed	1051 – Elk River	Technical Assistance	Josh Votruba

Resource Concern:

Soil erosion into Big Lake. Landowner recently installed rip rap on their eroding shoreline in 2024 and is looking to further stabilize their shoreline with a native buffer planting behind the rock rip rap. The native buffer will be composed of native plant plugs, a native seed mix, and native shrubs. In addition, Virgins Bower vine will be planted into the rip rap to soften the look of the rock while also providing further stabilization.

Funding Information

High Bid	Low Bid	Cost Share
\$12,920.00	\$6,512.00	75%
Ryan Twardowski	Eagles View Landscaping	\$4884.00

Final Invoice (s)	\$6,512.00	Cost Share Payment Amount	\$4884.00
Funding Source	Miss. Brainerd WBIF FY 24	\$4884.00	
	FY & Grant Name.	FY & Grant Name.	

Reductions

		BWSR Stream and Ditch Bank Stabilization Estimator
Phosphorus	11.57 lbs/yr	
Soil	13.61 T/yr	
Sediment/TSS	13.61 T/yr	





Edna Pampy Shoreland Buffer Planting, Submitted by Josh Votruba 6/25/25



Before Construction 6-17-25





Before Construction 6-17-25





After Construction 6-20-25





After Construction 6/20/25



In total 15 shrubs, 425 native plant plugs, and 4.25lbs of a native grass seed mix were planted into a 1680 (84x20) square foot native buffer. A 20x15 feet access area was excluded. The shrubs planted include Silky Dogwood, Elderberry, and Chokeberry. The plug species planted include Butterfly Milkweed, White Prairie Clover, Golden Alexander, Whorled Milkweed, Black-eyed Susan, Purple Prairie Clover, Yarrow, Prairie Cinquefoil, Northern Bedstraw, Upland Goldenrod, Stiff Goldenrod, Narrow-Leaved Coneflower, and New England Aster.

Edna Pampy Shoreland Buffer Planting, Submitted by Josh Votruba 6/25/25

Arvidson Pit Closure Payout

Location Information

Parcel Number	28-0027200
Township Name	Wykeham
TWP, Range, Section	131, 35, 30
Major Watershed	Red Eye
Minor Watershed	Annalaide L Ditch

Project Information

Project Type	Engineered
Practice Types	Waste Facility Closure
Project Codes	360
Field Technicians	Pratt
Engineering Assistance	Pratt

Resource Concern and Project Purpose Description

Closing of an unused earthen liquid manure storage area (LMSA) that is located in soil types that typically have a perched water table at 1-3 ft from November to July.

Funding Information

High Bid	Low Bid	Cost Share
\$26,662.40	\$24,517.40	75%
Chad Twardowski Excavating Inc	Korblick Excavating	\$18,388.05

Invoice (s)	\$23,250	Cost Share Payment Amount	\$17,437.50
Funding Source	Redeye C22-7830 2.0		

Partial payment, seeding has not yet been completed. Landowner used different contractor than the contractor that submitted the low bid.

Reductions

E. Coli	2.73E+15 CFU
Nitrogen	11 mg/L
Phosphorus	7 mg/L

Reduction Notes

E. Coli Reduction Scoresheet used





Arvidson Pit Closure, submitted by Dylan Pratt 2025.07.02



Arvidson Pit Closure, submitted by Dylan Pratt 2025.07.02



Arvidson Pit Closure, submitted by Dylan Pratt 2025.07.02



Earthwork completed by Didier Excavating.



A RESOLUTION REGARDING THE ADMINISTRATION OF THE MINNESOTA WETLAND CONSERVATION ACT

Todd Soil and Water Conservation District
{*Resolution #*}

WHEREAS, the Minnesota Wetland Conservation Act of 1991 (WCA) requires local government units (LGUs) to implement the rules and regulations promulgated by the Board of Water and Soil Resources (BWSR) pertaining to wetland draining, filling and excavation; and

WHEREAS, Minnesota Rules chapter 8420 have been adopted by BWSR in accordance with the rulemaking provisions of Minnesota Statutes, chapter 14, for the purpose of implementing WCA; and

WHEREAS, Minnesota Rules 8420.0200, Subpart 1, Item E allows a county, city, or town to delegate implementation of chapter 8420 and the act to another governmental entity by the passage of resolutions by both parties; and

WHEREAS, both parties must provide notice to BWSR, the Department of Natural Resources, and the Soil and Water Conservation District of the delegation, including a copy of the resolution and a description of the applicable geographic area, within 15 business days of adoption of the resolution; and

WHEREAS, Todd County has passed a resolution delegating the implementation of Minnesota Rules chapter 8420 to Todd Soil and Water Conservation District.

THEREFORE, BE IT RESOLVED that the authority of Todd Soil and Water Conservation District shall include but limited too Notice of Applications, Notice of Decisions, replacement plans, banking decisions, and restoration and replacement plans.

THEREFORE, BE IT FURTHER RESOLVED that authority to pursue enforcement of MN Rules 8420 shall be the responsibility of Todd County.

THEREFORE, BE IT FURTHER RESOLVED that the Todd Soil and Water Conservation District hereby accepts the authority and administrative responsibility to implement WCA as the LGU within the legal boundaries of Todd County as of July 10th, 2025 in accordance with Minnesota Rules, Chapter 8420 and as described in this Resolution.

Stewardship Summit: SWCD Governance & Leadership Essentials



MASWCD

Minnesota Association of Soil and Water Conservation Districts

Sept. 10 & 11, 2025

Why Attend?

Governance is a leadership process. To function effectively, SWCD members should have a clear understanding of their governance roles and responsibilities as well as how to apply them practically and correctly within their districts.

Join us for an engaging and practical conference designed to equip supervisors and staff with the essential knowledge and skills needed for effective SWCD governance and leadership. This event will provide foundational instruction that strengthens leadership capabilities, enhances decision-making, and reinforces your district's mission.

Whether you're new to SWCD leadership or looking to refine your expertise, this conference offers valuable insights to drive success in your role.

Training Highlights

- **Social Trust in Local Government:** *William J. Doherty, Ph.D., Co-Founder, Braver Angels*
- SWCD Statutory & Funding Authorities
- Enhancing Board-Staff Relationships
- Data Security & Records Management
- Open Meeting Law
- Creating Collaborative Meetings
- Establishing Collaborative Arrangements with Local Government
- Advocacy in Action
- SWCD Essential Services
- Fostering Deliberations in Your SWCD
- Parliamentary Procedure 101
- *and more!*

For More Information:

e: events@maswcd.org | p: 651.690.9028

Deadline: Aug. 22



Holiday Inn & Suites
75 South 37th Avenue, St. Cloud, MN 56301

\$275 per person

*Includes meals, trainings
and materials*



Stewardship Summit: SWCD Governance & Leadership Essentials

September 10 & 11, 2025

Holiday Inn, 75 South 37th Avenue, St. Cloud, MN

Join us for an engaging and practical conference designed to equip supervisors and staff with the essential knowledge and skills needed for effective SWCD governance and leadership. This event will provide foundational instruction that strengthens leadership capabilities, enhances decision-making and reinforces your district's mission.

Wednesday, September 10

8:30 – 9:00 am **Check In - Registration**

9:00 – 9:10 am **Welcome**

9:10 – 10:00 am **SWCDs: Our Origins, Milestones, and the Mission of Locally Led Conservation – LeAnn Buck, Executive Director, MASWCD.** The history of the Soil and Water Conservation District (SWCD) movement has shaped the core values and culture of local conservation efforts. This session will explore the evolution of the SWCDs, tracing their origins, key milestones, and the impact of locally led conservation. We'll highlight Minnesota's conservation delivery partnership and discuss how collaborative efforts continue to strengthen conservation stewardship. By reflecting on the legacy of SWCDs and understanding the principles that have driven past conservation milestones, participants will gain insight that will inspire effective conservation strategies for the future.

Defining the Essential Services of a Modern Soil and Water Conservation District – LeAnn Buck, Executive Director, MASWCD. The MASWCD defines "local district capacity" as the readiness of SWCDs to plan, identify, and successfully implement district statutory obligations and private lands conservation. This session will provide a holistic and integrated essential services approach to execute the SWCD mission.

10:00 – 10:30 am **Break**

10:30 am – Noon **Social Trust in Local Government – William Doherty, Ph.D., Co-Founder, Braver Angels.** When all voices are heard, civic renewal grows. This session explores the causes of political polarization and its impact at the local level. It will also focus on the skills necessary to build trust and collaborate effectively with individuals who hold opposing views. SWCD participants will learn strategies for fostering constructive dialogue, understanding differing perspectives, and bridging divides to strengthen community cohesion and trust in local government.

12:00 – 1:00 pm Lunch

1:00 – 2:30 pm **Breakout Sessions (please select one)**

SWCD Statutory and Funding Authorities – Sheila Vanney, Assistant Director, MASWCD. This session will focus on SWCD governance and authorities as outlined in Minnesota State Statutes. Participants will deepen their understanding of SWCD law, supervisor compensation, elections, reporting requirements, and the district conservation contract program. In addition to district authorities, we will also explore current state funding mechanisms for SWCDs, providing a comprehensive overview that supports district’s conservation work.

Enhancing Your Board-Staff Relationship – Lisa Hinz and Jody Horntvedt, Extension Educators, University of Minnesota Extension. Good district board-staff relationships don’t just happen – they get created and sustained through effort. In this session, we will explore public board-staff roles and share tools to build good relationships for a more effective public organization and support for local conservation outcomes.

Data Security: How SWCD Records Management Plays a Key Role – Richard Mieke, Risk Management Consultant, and Karen Clayton Ebert, Senior Staff Council for Risk Control, MN Counties

Intergovernmental Trust (MCIT): The enormous volume of data that SWCDs collect to conduct their mission means their data security threat landscape is just as large. This session:

- provides an overview of the laws related to a public entity’s data management, including the Minnesota Official Records Act, Records Retention Act and Minnesota Government Data Practices Act;
- explains how deliberately managing SWCD’s data can help reduce the potential adverse consequences from a data security incident; and

- explores best practices tips for reducing the amount of information the SWCD maintains and how to ensure the information they need to keep is secure.

2:30 – 3:00 pm **Break**

3:00 - 4:30 pm **Breakout Sessions (please select one)**

Minnesota’s Open Meeting Law – Sonya Guggemos, Senior Staff Counsel for Risk Control, MN Counties Intergovernmental Trust (MCIT). The Minnesota Open Meeting Law is a key component for transparency in government operations. A violation of the law can affect the credibility of the SWCD and its leaders, as well as expose them to litigation and fines. This session will review aspects of the Open Meeting Law including:

- What constitutes a “meeting” under the law;
- When the SWCD governing body can legally close a meeting;
- How to properly notice, close and record meetings;
- Provisions that allow elected officials to participate through a virtual, remote connection; and
- How MCIT coverage responds to claims that allege a violation of the Open Meeting law.

Beyond the Agenda; Creating Collaborative Meetings – Lisa Hinz and Jody Horntvedt, Extension Educators, University of Minnesota Extension. Meetings don’t have to feel like routine reports! In this interactive workshop, you’ll discover strategies to enhance engagement and encourage active participation – ensuring that meetings are a space for meaningful discussion and collaborative problem solving. Whether you’re leading the conversation or simply attending, you’ll learn techniques on how to foster a more inclusive environment where individuals feel comfortable sharing their ideas and contributing to meaningful discussions.

The ABC’s of Establishing Successful Collaborative Arrangements with other Local Units of Government - Karen Clayton Ebert, Senior Staff Counsel for Risk Control, MN Counties Intergovernmental Trust (MCIT) Collaborative arrangements can be a useful way to address operational needs or for watershed management activities that cross multiple jurisdictional boundaries. A sound collaboration is built on a solid foundation. This session explains the building blocks of a successful arrangement, whether it is a collaborative agreement or a standalone joint powers entity (JPE).

4:30 – 5:30 pm ***Reception & Cash Bar ~ an opportunity for SWCD officials and resource professionals to network with peers and partners.***

5:30 pm ***Casual Dinner***

Thursday, September 11 (DAY 2)

7:00 – 8:00 am ***Breakfast***

8:00 – 9:30 am ***Breakout Sessions (please select one)***

SWCD Advocacy in Action: Understanding the State Legislative Process – Sheila Vanney, Assistant Director, MASWCD. SWCDs rely on state laws and funding to support conservation programs and provided technical assistance across Minnesota. This session covers a comprehensive range of topics, from understanding the legislative and executive branch processes to engaging with decision-makers. SWCD members will enhance their skills and knowledge to effectively advocate for district programs and policy.

Fostering Deliberation in Your SWCD – Lisa Hinz and Jody Horntvedt, Extension Educators, University of Minnesota Extension. Fostering deliberation involves creating spaces for thoughtful discussion, open-minded engagement, and collaborative decision-making. This workshop will focus on strategic questioning that encourages people to consider different perspectives, weigh options, and work together to find common solutions. Attendees will also learn techniques and tools for building understanding that encourage disagreement without being disagreeable which will strengthen your SWCD's ability to make a difference in conservation.

'I Move That'... Parliamentary Procedure 101 – Kevin Dahlman, Parliamentarian. Parliamentary procedure is a useful tool for conducting meetings, assuring fairness, and completing business in an orderly manner. Through this engaging session, you'll gain the skills to navigate parliamentary procedure and how to confidently make motions, handle nominations, and conduct voting. Don't miss this opportunity to boost your governance expertise!

9:30 – 9:45 am **Break**

9:45 – 10:45 am **General Sessions**

Minnesota's Conservation Delivery Partnership – Troy Daniell, State Conservationist, NRCS, and John Jaschke, Executive Director, BWSR.

Minnesota SWCDs have a rich history of partnering to help people and communities address their conservation goals. This session will focus on how and why SWCDs, the USDA's Natural Resources Conservation Service (NRCS), and the Minnesota Board of Water and Soil Resources (BWSR) work together to conserve natural resources on private lands. We will discuss the partnership's unique roles and collective work including:

- NRCS Farm Bill Conservation Programs
- BWSR/SWCD Grants, Programs & Initiatives
- Conservation Practice Standards & the Field Office Technical Guide
- Local Working Groups & the SWCD Role
- Economics of Locally Led Conservation

10:45 – 11:00 **Break**

Clean Water Fund, Comprehensive Watershed Management and the SWCDs Role – Jen Kader, Administrator, MN Clean Water Council and LeAnn Buck, Executive Director, MASWCD.

Minnesotans value their drinking water, streams, and groundwater. On November 4, 2008, voters approved the Clean Water, Land and Legacy Amendment to the state constitution. The Clean Water Fund (CWF), supported by the Amendment, plays a crucial role in protecting and restoring the state's water resources. Participants will

- discover the history and drivers for the creation of the Clean Water Legacy Act;
- learn about the Clean Water Council and their role in developing budget recommendations to the legislature on CWF spending, current budget priorities and goals;
- review the critical role of SWCDs through collaborative and collective watershed implementation efforts; and
- look ahead to the current and future challenges to ensure water is safe and healthy for future generations.

11:45 am–12:30 pm **MASWCD Essential Services and Closing Remarks LeAnn Buck, Executive Director, MASWCD** - MASWCD provides leadership and a common voice for Minnesota's SWCDs. Hear how MASWCD members collaborate with the legislative and executive branches to support Minnesota's SWCDs through policy analysis and advocacy. We will also explore the Association's educational and professional development

training resources to help district resource professionals and officials better serve their communities.

MASWCD is a nonprofit organization providing leadership, educational opportunities, and a common voice for Minnesota's Soil and Water Conservation Districts.
www.maswcd.org