



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 on Thursday, May 14, 2026, beginning at 8:30 am in person at the Historic Courthouse, Commissioners 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	Chairperson
1.4. Act on Approving the Agenda	Chairperson
1.5. Act on Approving Minutes -April 9, 2026	Secretary
1.6. Act on Approving Program Summary Report—April 2026	Treasurer
1.7. Call for Conflict of Interest	Chairperson
1.8. Celebrations-	
<ul style="list-style-type: none"> • <i>Sold more trees than ever, hitting the 20,000 mark. Team did an excellent job preparing orders and serving customers. Many customers remarked on the overall appearance and size of trees coming from Schumacher’s Nursery as opposed to the DNR. Thank you to Supervisor Bebus for representing the SWCD Board at this event.</i> • <i>Congratulations to Alyssa Scheve on her transfer to the Farm Conservationist- Feedlot Position. She is off to a good start!</i> • <i>Thank you to Laura Kipf, Pheasants Forever, for helping to pack trees and offering customer assistance on conservation easements and other programs during our tree event!</i> • <i>Nice responses regarding the Annual SWCD Report and Conservation ‘Journal’</i> 	
2. Reports –	
2.1. NRCS – Purpose of the Local Work Group	Thoma 10 min
3. Decisions needed for encumbering cost-share funds	
3.1. C24-0198 Mississippi River WBIF funds for Bebejo Ranch LLC, C#20260514-3.1 in the amount of \$1,200 for Forest Stewardship plan	Christiansen 1 min
3.2. Wiese cost-share request, #20260514-3.2, in the amount of \$13,606.16 for livestock pipeline/rotational grazing. Potential funding sources: C25-0310 Crow Wing WBIF, FY26 Riparian, FY P25-0558- Soil Health Delivery	Scheve 3 min
3.3. Tentative: Exclusion Fence/Livestock Crossing- Mississippi- Brainerd- More to come	Moore _ min
3.4. Funding source TBD for Peters, C#20260514-3.4 in the amount of \$16,879.50 for Shoreline Project pending Sauk River steering committee approval	Votruba 2 min
3.5. Funding source TBD Ron and Stacy Host, C#20260514-3.5 in the amount of \$15,285.19 for Shoreline project pending Sauk River steering committee approval	Votruba 2 min

4. Decisions needed for cost-share contract amendments- see information

5. Decision needed for payment of cost-share funds

- 5.1. P23-2945 Long Prairie LCCMR funds for Gregory Mick, C#2026.01.08-3.1 in the amount of \$622.50 for Forest Stewardship Plan Anton 2 min
- 5.2. P23-2945 Long Prairie LCCMR funds for Richard Sobiech, C#2026.03.12-3.7 in the amount of \$1,200 for Forest Stewardship Plan Anton 2 min
- 5.3. P23-2945 Long Prairie LCCMR funds for Wayne Sobiech, C#2026.03.12-3.6 in the amount of \$1,125 for a Forest Stewardship Plan Anton 2 min
- 5.4. P23-2945 Long Prairie LCCMR funds for Gerard Sobiech, C#2026.03.12-3.8 in the amount of \$525 for a Forest Stewardship Plan Anton 2 min
- 5.5. P23-2945 Long Prairie LCCMR funds for Jay Ellsworth, C#2026.04.09-3.1 in the amount of \$825 for a Forest Stewardship Plan Votruba 2 min

Technicians may be excused with the exception of Jessica Moore but are welcome to stay to hear determinations and recommendations on Board Policy.

6. Decisions needed for operations

- 6.1. Accept 2026 Feedlot Meeting donations in the amount of \$3,250 ending 4/30/2026
- 6.2. Accept 2025 Todd SWCD Audit Report
- 6.3. Review and approve revised monitoring Plan for Buffer Compliance Tracking
- 6.4. Review and approve suggested revision of Resolution Authorizing Named Staff to Conduct Spot Checks... Remove Dylan Pratt, add Jessica Moore. (Resolution # 20250508-6.6)
- 6.5. Review of Resolution Establishing Landowner In-kind Contribution Labor Rates (2024.0808-5.3)
Suggested edit to remove 'Hourly' from title as not all rates are based on hours. Some are by the acre or by the rod.
- 6.6 Review and Approve suggested edits to the Cost-share Applicant Assurance Statement attached to Resolution Requiring C/S Applicants to Have No Current Record of Property Taxes In Arrears (2023.06.13-3.3). Suggested edits change the title of Resolution to include the Words Quality Assurance and to update the Quality Assurance Measure as provided in the packet.

7. Discussion items

- 7.1 Public Perception/ SWCD Board: Record Keeping Requirements per request of Chair Moore 10 min
- 7.2 Annual Review of Todd County/SWCD Agreement
- 7.3 Review of guidance policy on Assisting Staff with Per Diem Payout Determinations
- 7.4 Review of Resolution for Roles of Newly Elected Supervisors (20210601)
- 7.5 Review of Local Cooperative Agreement between Todd County and Pheasants Forever.
Todd SWCD supplies payment in lieu of the County from local allocation.

8. Contracts and documents approved by Vice Chair- see Information

9. Informational

- 9.1. 2nd Friday of the month –Radio Show
- 9.2. June 17, 2026—Area II Meeting
- 9.3. June 18, 2026—Local Work Meeting and Tour Updates Anton- 2 min
- 9.4. June 19, 2026—Office Closed
- 9.5. Sauk River Watershed Policy Meeting- May 21 1-3; SRWD Office- Tom
- 9.6. Mississippi- Brainerd Policy Meeting- June 1 1:00-3:00pm Crow Wing Environmental Offices, Brainerd- Larry
- 9.7. **Notice of Amendment:** Vice Chair, Barb James, acted in lieu of Chair due to perceived conflict of interest. Amendment to cost-share contract # 2026.03.12-3.5 to increase the original amount of total amount authorized from \$703.72 to \$969.39, a cost difference of \$265.67 for mulch protection for tree/shrub establishment.
- 9.8. **Notice of Upcoming Amendment** on the Goodwin Water and Control Sediment Basin project in the Long Prairie Watershed. Engineers informed Todd SWCD that they mistakenly omitted 390’ of tile required to outlet the excess water in contracted volumes. Value of omitted material, funding source, and partner review will be provided as soon as full information is received.
- 9.9. Grant agreement with TNC and USFWS signed for \$25,000 to complete wetland restoration projects per allowance by Todd SWCD Supervisor Board in April’s meeting.

The next regularly scheduled meeting for the Todd SWCD Board of Supervisors will be Thursday, June 11, 2026, at 8:30 a.m. at the Historic Courthouse in the Commissioner’s Board Room located at 215 1st Avenue South, Long Prairie, MN 56347.



Minutes from April 9, 2026 Regular Board Meeting

The meeting was held in person at Todd County Historic Courthouse, Commissioner's Board Room, located at 215 1st Ave S, Long Prairie, MN 56347.

Chairperson Katterhagen called the Thursday, April 9, 2026 meeting to order at 8:33 a.m.

The Pledge of Allegiance was recited.

Call for Introductions.

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

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, Alyssa Scheve, Conservation Technician, Luke Thoma, NRCS, Laura Kipf, Pheasants Forever, Bob Byers, Todd County Commissioner and Brett Arne, BWSR.

Virtual Attendance: Shawna Jenson with CliftonLarsonAllen joined at 8:45 a.m.

Katterhagen asked if there were any additions or corrections to the agenda. Wendel made a motion, seconded by Williamson to accept the agenda for the regular April 9, 2026 meeting. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Williamson made a motion, seconded by James to approve the minutes as distributed from the March 12, 2026 regular board meeting.

Discussion: Bebus (absent at the previous meeting) asked for clarification on the Walk Access Program. Anton explained it allows landowners to enroll land for public hunting. Bebus asked if the Ward Springs complaint was resolved; Anton confirmed it was. Bebus clarified which AIS meeting Votruba attended; Votruba confirmed it was the AIS Committee meeting.

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

Katterhagen asked the board to review the March Treasurer's Report. Wendel made a motion, seconded by Bebus to accept March 2026 Treasurer's Report with receipts totaling \$437,893.51 and disbursements totaling \$24,968.34. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Katterhagen called for conflict of interest. None were reported.

Celebration

The 2026 Feedlot Meeting was a success with 130 attendees.



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

2025 Audit Report:

Jenson reported the 2025 SWCD Audit went well. The Audit is prepared on an accrual basis. CLA assisted with financial statement preparation. Jenson reviewed the required communications with the board.

Anton noted that her questions to CLA were answered. Anton noted S. Katterhagen preparation work helps to keep the fee lower. The fees would increase if Todd SWCD had employees.

Shawna Jenson with Clifton Larson Allen left the meeting virtually at 9:00 a.m.

Anton recommendation is to submit bid request for 2026 SWCD Audit.

Commissioner's Report

Commissioner Byers reported the Finance Committee is starting the 2027 budget process. Property tax statements have been mailed. The County is looking at potential opportunities on how to reduce the county fleet of vehicles. Byers also reported Battle Point Park is working with the DNR on a landing project and reviewing the canoe access point on County Road 38. Upcoming meetings include Township Meeting and Todd County Development Meeting. Veteran Services will be moving over to the Health and Human Services building.

Director Report

Ossefoort reported Planning and Zoning Planning Commission is sending the Cannabis Ordinance to Todd County Commissioners for review, the solar panel request was tabled, and the County Comp Plan is now open for public comment.

Board asked Ossefoort about the process of applicants submitting documents at a Planning Commission meeting. Ossefoort will research the process for applicants submitting documents during meetings.

SWCD Manager Report

Anton presented a visual report. The report is available upon request. Highlights included:

- Submitted funding requests for Long Prairie and Sauk River WBIF to Steering Committees
- Annual Report and Newsletter will be published in late April
- Attended Buffer Training
- Met with the new owner of Waterguards
- The Hewitt Dam project is scheduled to start Fall of 2027
- Presented to partners on the pit reduction calculator.

Staff Visual Report

Anton presented Moore's visual report.



Pratt announced to the board that his last day with Todd County will be May 1, 2026. The Board thanked him for his service.

Manager Report on Staff Accomplishments

Anton reported:

- Pratt assisted with the planning of the Feedlot meeting, working on WASCOB and feedlot projects.
- S. Katterhagen calculated 2026 billable rates, completed 1st quarter tax report, and processed tree orders.
- Scheve is working on easements and assisted with the planning of the Feedlot Meeting.
- Christiansen is working on easements and has one potential WCA violation.
- Votruba surveyed a WASCOB project, presented at the Long Prairie Policy meeting, and completed E.A.R.T.H. assessments.

NRCS Report

Thoma discussed the open programs for NRCS. Thoma informed the board the State requested additional funding for the unfunded projects.

Kipf introduced herself. She was the Pheasants Forever Farm Biologist for Aitkin County and now in Todd County.

FSA Report

No report.

1W1P Reports

- **Sauk River Report:** No updates.
- **Red Eye Report:** No updates.
- **Long Prairie Report:** Policy meeting was on March 19, 2026.
- **Crow Wing Report:** No updates.
- **Mississippi Brainerd Report:** Policy meeting will be held on April 20, 2026

BWSR Report

Arne introduced himself. He has been with BWSR for 12 years and is new BWSR Conservationist for this area. Arne reported there is plenty of WBIF funding and competitive grant funding is decreasing.

Decisions needed for encumbering cost share funds



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Wendel made a motion, seconded by Williamson to approve encumbering FY23 Long Prairie LCCMR funds, for Ellsworth, C#20260409-3.1 in the amount of \$825 for a forest stewardship plan. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Bebus made a motion, seconded by James to approve encumbering FY25 Crow Wing WBIF cost share funds for Pipek, C#20250409-3.2 in the amount of \$1,050 for a forest stewardship plan. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

James made a motion, seconded by Williamson to approve encumbering C24-0198 Mississippi Brainerd WBIF cost share funds for Ager, C#20260409-3.3 in the amount of \$1,132.50 for a forest stewardship plan. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Decisions needed for cost share contract amendments

None.

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 for Johnson, C#20260108-3.4 in the amount of \$825 for a forest stewardship plan. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Pratt, Scheve, Christiansen, and Kipf left the meeting at 9:55 a.m.

Decisions needed for operations

Williamson made a motion, seconded by Bebus to approve a resolution of support for Fairy Lake educational walking path in conjunction with Fairy Lakes, USFWS and Sourcewell.

Discussion: Anton reported Fairy Lakes would be responsible for the maintenance of the boardwalk.

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

Williamson made a motion, seconded by Bebus to not participate in the Mississippi-Sartell 1W1P collaboration with the understanding that if Todd SWCD had a project, the project still could be presented to the collaboration for funding. Affirmative: Katterhagen, James, Williamson, Bebus and Wendel. Motion Carried.

Discussion items

Review/Discussion of Buffer policy updates:

Anton highlighted the proposed changes. Discussion was held on the process of completing buffer spot checks. The updates will be brought to May's policy meeting. The State also is reviewing the State waters map.

Votruba left the meeting at 10:30 a.m.



Local Work Group/Tour Date discussion:

Anton informed the board June 17, 2026 will be the next AREA II Meeting On June 18, 2026, S. Katterhagen has a potential training opportunity. Board decided to have the Local Work Group Meeting/Tour on June 18, 2026 and would like to have a similar bus as in 2025. Board recommended checking out other venues for a meeting location.

Contracts and documents approved by the Chair

None.

Informational

Seconded Friday of each month is the radio show.

Tree pick is scheduled for Friday, May 1, 2026.

The next meeting scheduled for the Todd SWCD Board of Supervisors will be Thursday, May, 2026 at 8:30 a.m. The meeting will take place at the Historic Courthouse in the Commissioner’s Board Room located at 215 1st Avenue South, Long Prairie, MN 56347.

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

Sarah Katterhagen, Minute Preparer

Date

Deja Anton, SWCD District Manager

Date

Tom Williamson, Secretary

Date

**TODD SOIL & WATER CONSERVATION DISTRICT
SWCD TREASURER'S MONTHLY REPORT
PROGRAM SUMMARY**

PROGRAM	CASH BALANCE 4/1/2026	RECEIPTS	DISBURSEMENTS	ADJUSTMENTS	CASH BALANCE 4/30/2026
District Savings Account	\$ 281,174.22				\$ 281,174.22
Change Fund	\$ 20.00				\$ 20.00
General/Misc. Revenue/MCIT	\$ 1,335.78	\$ 1,400.00			\$ 2,735.78
Tree Program	\$ 45,329.78	\$ 5,877.79	\$ 5,851.14		\$ 45,356.43
Todd County Allocation	\$ -		\$ 5,000.00		\$ (5,000.00)
District Operations	\$ (22,151.83)	\$ 22,151.83	\$ 3,138.85		\$ (3,138.85)
MPCA Feedlot Program/County Program - FY25	\$ 45,371.59			\$ 2,183.00	\$ 47,554.59
MPCA Feedlot Program/County Program - FY26	\$ 86,090.60		\$ 59,473.45	\$ (2,183.00)	\$ 24,434.15
County Appropriation for Feedlot Program	\$ 43,910.02				\$ 43,910.02
Feedlot Performance funds	\$ 12,368.14				\$ 12,368.14
NRBG Water Plan Funds/County Program - FY26	\$ 14,676.00		\$ 8,332.95		\$ 6,343.05
Water Plan Levy	\$ 1,215.62		\$ 50.00		\$ 1,165.62
NRBG Wetland Program Funds/County Program - FY26	\$ 21,641.00		\$ 21,641.00		\$ -
County Appropriation for Wetland Program	\$ -		\$ 3,029.58		\$ (3,029.58)
Todd County AIS Program/County Program	\$ 74,114.85		\$ 4,362.18		\$ 69,752.67
Todd County Riparian AID Education	\$ 14,603.00		\$ 7,833.25		\$ 6,769.75
Todd County Riparian AID Cost Share Program - 2024	\$ 45,143.22				\$ 45,143.22
Todd County Riparian AID Cost Share Program - 2025	\$ -				\$ -
Todd County Riparian AID Cost Share Program - 2026	\$ 65,789.00				\$ 65,789.00
MN State Grant	\$ 3,619.72		\$ 2,308.50		\$ 1,311.22
Ob Well Program	\$ (3,900.00)				\$ (3,900.00)
C24-0174 Soil Health Practitioner Grant / Staffing	\$ 198,022.73		\$ 25,751.58		\$ 172,271.15
2025 MN Grant SWCD AID	\$ 38,562.63		\$ 31,635.19		\$ 6,927.44
2026 MN Grant SWCD AID	\$ 137,696.12				\$ 137,696.12
FY2026 Buffer Implementation	\$ 20,000.00		\$ 4,164.88		\$ 15,835.12
FY2026 / 2027 Conservation Contracts	\$ 38,768.00				\$ 38,768.00
FY2026 / 2027 Conservation Delivery	\$ 40,108.00		\$ 22,151.83		\$ 17,956.17
P25-0856 - 2026 Soil Health	\$ 20,000.00				\$ 20,000.00
P25-0558 MN Soil Health Delivery Grant C/S	\$ 9,816.33				\$ 9,816.33
P25-0558 MN Soil Health Delivery Grant Project Development	\$ (2,392.57)		\$ 356.49		\$ (2,749.06)
P25-0558 MN Soil Health Delivery Grant Technical Assistance	\$ (1,943.31)				\$ (1,943.31)
P26-0058 2026 RCPP Soil Health Practices Technical Assistance	\$ 25,891.88				\$ 25,891.88
P26-0058 2026 RCPP Soil Health Practices Cost Share	\$ 150,000.00				\$ 150,000.00
C23-3483 Long Prairie Collaborative WBIF 2023 Admin	\$ 17,644.53		\$ 4,256.32		\$ 13,388.21
C23-3483 Long Prairie Collaborative WBIF 2023 PD	\$ 53,683.87		\$ 7,995.90		\$ 45,687.97
C23-3483 Long Prairie Collaborative WBIF 2023 TA	\$ 28,203.09		\$ 2,310.79		\$ 25,892.30
C23-3483 Long Prairie Collaborative WBIF 2023 CS	\$ 218,519.20				\$ 218,519.20
P25-0471 2025 - Long Prairie Watershed CRP Incentive Grant	\$ -				\$ -
C25-0196 Long Prairie Collaborative WBIF 2025 Admin	\$ 78,620.78		\$ 576.16		\$ 78,044.62
C25-0196 Long Prairie Collaborative WBIF 2025 PD	\$ 105,908.41		\$ 247.08		\$ 105,661.33
C25-0196 Long Prairie Collaborative WBIF 2025 TA	\$ 95,347.82				\$ 95,347.82
C25-0196 Long Prairie Collaborative WBIF 2025 CS	\$ 53,870.04				\$ 53,870.04
C25-0169 Big Swan Phosphorus Grant Tier 1	\$ 51,777.11		\$ 1,101.88		\$ 50,675.23
Red Eye One Watershed, One Plan Reimbursement - Grant #2	\$ -				\$ -
C25-0118 Red Eye One Watershed, One Plan Reimbursement - Grant #3	\$ (5,176.80)		\$ 426.53		\$ (5,603.33)
Sauk River One Watershed, One Plan Technical Reimbursement Grant #1	\$ -		\$ 2,065.74		\$ (2,065.74)
Sauk River One Watershed, One Plan CS Reimbursement Grant #1	\$ -				\$ -
C24-0088 Sauk River One Watershed, One Plan - Reimbursement Grant #2	\$ (49,418.92)		\$ 1,738.06		\$ (51,156.98)
P25-0821 CRP Sauk River Watershed Incentive Grant	\$ (24,548.00)				\$ (24,548.00)
C24-0198 Mississippi River One Watershed - Implementation	\$ (43,238.04)	\$ 3,857.25	\$ 7,947.88		\$ (47,328.67)
C25-0310 Crow Wing WBIF Phase #1	\$ (3,848.25)				\$ (3,848.25)
FY2023 Long Prairie Watershed LCCMR Grant	\$ (825.00)		\$ 5,263.63		\$ (6,088.63)
FY2024 Get Out More Hewitt Dam Removal Project	\$ (158.64)				\$ (158.64)
MN Ag Water Program/Partnership- Reimbursement	\$ (750.00)		\$ 3,225.92		\$ (3,975.92)
WCTSA Nutrient Management/Partnership Reimbursement	\$ 674.40	\$ 16,033.52	\$ 16,707.92		\$ 0.00
TOTAL	\$ 1,981,166.12	\$ 49,320.39	\$ 258,944.68	\$ -	\$ 1,771,541.83

Prepared by: Sarah Katterhagen, Program Coordinator

Date

Reviewed by: Deja Anton, SWCD District Manager

Date

Larry Bebus, District Treasurer

Date

**** Todd County ****



ACCOUNT ACTIVITY REPORT

Page Break Option: 1 1 - Page Break by FUND
2 - Page Break by DEPT

Print Service Dates: No

Sort: 1st: 2nd 3rd 4th 5th 6th
G D T N M W

F - G/L Object Within Fund Number
G - G/L Account Number
P - G/L Object Within Dept Number
D - Transaction Date
M - G/L Month & Year
N - Vendor/Payer Name
T - Type Of Transaction
W - Receipt/Warrant Number

Range Subtotals: 1 1 - No Subtotals
2 - Detail and Subtotals by OBJECT Range
3 - Subtotals only by OBJECT Range
4 - Account Totals and Subtotals by OBJECT Range
5 - Account Totals and Subtotals by PROGRAM Range

Report Basis: 1 Cash Only This Basis?: No

Print YTD Totals: No Type of Report: 1 1 - DETAIL
2 - ABBREVIATED

Specific Dates: From: 04/01/2026 Thru: 04/30/2026

Comment:
FUND Range From 79 Thru 79
DEPT Range From 603 Thru 603



Tran	G/L	Receipt/Warrant	Invoice	Accr								
SC	Type	Vendor	Mont	NUMBER	DATE	Seq	AMOUNT	Description / Service Dates	Number	Cd	Basis	R1R2
DEPT 603 - S&W (FEEDLOT-CO MATCH)												
PROGRAM 000 - PROGRAM												
79-603-000-0000-5530 - FEE - DEPT PRJ SALES												
RE	RE	Todd County Soil & Water	04/2026	150444	04/08/2026	222	590.57 -	275 Trees	Steven Greenwaldt			1
RE	RE	Todd County Soil & Water	04/2026	150444	04/08/2026	222	107.38 -	50 Trees	Tracy Jack			1
RE	RE	Todd County Soil & Water	04/2026	150482	04/13/2026	222	107.38 -	50 Trees-	Barry Hoffman			1
RE	RE	Todd County Soil and Water	04/2026	150560	04/17/2026	222	107.38 -	50 Trees-	Quentin Donabauer			1
RE	RE	Todd County Soil and Water	04/2026	150560	04/17/2026	222	107.38 -	50 Trees-	Sharon Shultz			1
RE	RE	Todd County Soil and Water	04/2026	150560	04/17/2026	222	64.43 -	4 potted	Bob Gustafson			1
RE	RE	Todd County Soil and Water	04/2026	150560	04/17/2026	222	107.38 -	50 Trees	Joe Kaspari			1
RE	RE	Todd County Soil and Water	04/2026	150560	04/17/2026	222	434.87 -	100 Trees	Steve Greenwaldt			1
RE	RE	Todd County Soil and Water	04/2026	150560	04/17/2026	222	161.06 -	75 Trees	Arnie Tenney			1
RE	RE	Todd County Soil and Water	04/2026	150560	04/17/2026	222	161.06 -	10 Potted	Don Wienhold			1
RE	RE	Todd County Soil and Water	04/2026	150560	04/17/2026	222	53.69 -	25 Trees	Krista Strang			1
RE	RE	Todd County Soil and Water	04/2026	150560	04/17/2026	222	241.59 -	15 Potted	Patti Lloyd			1
RE	RE	Todd County Soil and Water	04/2026	150614	04/22/2026	222	214.75 -	100 Trees-	Riley Tabatt			1
RE	RE	Todd County Soil and Water	04/2026	150614	04/22/2026	222	217.43 -	50 Trees-	Daniel Knapp			1
RE	RE	Todd County Soil and Water	04/2026	150614	04/22/2026	222	107.38 -	50 Trees-	Jeff Suerer			1
RE	RE	Todd County Soil and Water	04/2026	150614	04/22/2026	222	161.06 -	75 Trees-	Bryce Matthiesen			1
RE	RE	Todd County Soil and Water	04/2026	150641	04/23/2026	222	107.38 -	50 Trees-	Janel Meyer			1
RE	RE	Todd County Soil and Water	04/2026	150641	04/23/2026	222	107.38 -	50 Trees-	Aaron Wendel			1
RE	RE	Todd County Soil and Water	04/2026	150641	04/23/2026	222	268.44 -	50 Trees, 10 Potted	Laura Borgerding			1
RE	RE	Todd County Soil and Water	04/2026	150641	04/23/2026	222	107.38 -	50 Trees	Richard Gutormson			1
RE	RE	Todd County Soil and Water	04/2026	150652	04/24/2026	222	268.44 -	125 Trees-	Monica Klimek			1
RE	RE	Todd County Soil and Water	04/2026	150652	04/24/2026	222	110.00 -	50 Trees-	Anna Herke			1
RE	RE	Soil & Water	04/2026	150721	04/29/2026	222	201.33 -	Trees- 50 & 25 Tubes				1
RE	RE	Todd County Soil and Water	04/2026	150720	04/29/2026	222	53.69 -	25 Trees	Krista Dillman			1
RE	RE	Todd County Soil and Water	04/2026	150720	04/29/2026	222	107.38 -	50 Trees	Angela Johnson			1
RE	RE	Todd County Soil and Water	04/2026	150720	04/29/2026	222	76.84 -	25 Spiral Guards	Sieben Acres			1
RE	RE	Todd County Soil and Water	04/2026	150720	04/29/2026	222	837.53 -	52 Potted	Marie Katterhagen			1



SC	Tran Type	Vendor	G/L Mont	Receipt/Warrant NUMBER	DATE	Seq	AMOUNT	Description / Service Dates	Invoice Number	Accr Cd	Basis	R1R2
		79-603-000-0000-5530 - FEE - DEPT PRJ SALES										
RE	RE	Todd County Soil and Water	04/2026	150720	04/29/2026	222	526.15 -	50 trees + 26 Potted	Marie Katterhagen			1
RE	RE	Todd County Soil and Water	04/2026	150720	04/29/2026	222	161.06 -	10 Potted	Marie Katterhagen			1
		79-603-000-0000-5530 - FEE - DEPT PRJ SALES Total										
							5,877.79 -					
		79-603-000-0000-5801 - MISCELLANEOUS REVENUE										
RE	RE	Todd County Soil & Water	04/2026	150482	04/13/2026	222	400.00 -	Misc-Feedlot Meeting Sponsorsh	Unity Bank			1
RE	RE	Todd County Soil and Water	04/2026	150652	04/24/2026	222	1,000.00 -	Misc-2026 Feedlot Meeting	MN Ass'n/CO Feedlot			1
RE	RE	Todd County Soil and Water	04/2026	150720	04/29/2026	222	825.00 -	Misc-Reimbursement for FSP	Aitkin SWCD			1
RE	RE	Todd County Soil and Water	04/2026	150720	04/29/2026	222	16,033.52 -	Nutrient Management Position	West Central TSA			1
JE	JE	Q1 2026	04/2026	21474	04/29/2026	901	22,151.83 -	SWCD District Operations				1
		79-603-000-0000-5801 - MISCELLANEOUS REVENUE Total										
							40,410.35 -					
		79-603-000-0000-6103 - PER DIEM										
DI	DI	12811-BEBUS/LARRY	04/2026	246230	04/13/2026	333	125.00	SWCD Board Meeting	4/9/2026			1
DI	DI	17255-JAMES/BARBARA	04/2026	905966	04/13/2026	333	125.00	SWCD Board Meeting	4/9/2026			1
DI	DI	5981-KATTERHAGEN/DALE	04/2026	905967	04/13/2026	333	125.00	SWCD Board Meeting	4/9/2026			1
DI	DI	5981-KATTERHAGEN/DALE	04/2026	905967	04/13/2026	333	125.00	Liason/Personal Mtg	4/6/2026			1
DI	DI	5981-KATTERHAGEN/DALE	04/2026	905967	04/13/2026	333	125.00	LP Policy Meeting	3/19/2026			1
DI	DI	23002-WENDEL/WAYNE	04/2026	246275	04/13/2026	333	125.00	SWCD Board Meeting	4/9/2026			1
DI	DI	9450-WILLIAMSON/THOMAS	04/2026	905976	04/13/2026	333	125.00	SWCD Board Meeting	4/9/2026			1
		79-603-000-0000-6103 - PER DIEM Total										
							875.00					
		79-603-000-0000-6263 - PROFESSIONAL SERVICES										
DI	DI	5605-CLIFTON LARSONALLEN, LLP	04/2026	905951	04/06/2026	333	2,100.00	ProfServ: 2025 Audit Thru 3/19	L261141621			1
		79-603-000-0000-6263 - PROFESSIONAL SERVICES Total										
							2,100.00					
		79-603-000-0000-6331 - TRAVEL AND EXPENSE (MILEAGE)										
DI	DI	12811-BEBUS/LARRY	04/2026	246230	04/13/2026	333	27.55	Mileage	4/9/2026			1
DI	DI	17255-JAMES/BARBARA	04/2026	905966	04/13/2026	333	27.55	Mileage	4/9/2026			1
DI	DI	5981-KATTERHAGEN/DALE	04/2026	905967	04/13/2026	333	20.30	Mileage	4/9/2026			1
DI	DI	5981-KATTERHAGEN/DALE	04/2026	905967	04/13/2026	333	20.30	Mileage	4/6/2026			1
DI	DI	5981-KATTERHAGEN/DALE	04/2026	905967	04/13/2026	333	20.30	Mileage	3/19/2026			1
DI	DI	23002-WENDEL/WAYNE	04/2026	246275	04/13/2026	333	27.55	Mileage	4/9/2026			1
DI	DI	9450-WILLIAMSON/THOMAS	04/2026	905976	04/13/2026	333	20.30	Mileage	4/9/2026			1
		79-603-000-0000-6331 - TRAVEL AND EXPENSE (MILEAGE) Total										
							163.85					



SC	Tran Type	Vendor	G/L Mont	Receipt/Warrant NUMBER DATE	Seq	AMOUNT	Description / Service Dates	Invoice Number	Accr Cd	Basis	R1R2	
		79-603-000-0000-6365 - EXPENSES - DEPT. PROJECTS										
DI	DI	1129-MN DEPT OF REVENUE	04/2026	1313 04/17/2026	333	1,728.00	2026 1st Quarter Sales Tax				1	
JE	JE	Q1 2026	04/2026	21479 04/29/2026	901	4,123.14	SWCD Wage Reimb				1	
		79-603-000-0000-6365 - EXPENSES - DEPT. PROJECTS Total										
		79-603-000-0000-6845 - PROGRAM/PROJECT EXP(GENERAL/AGENCY										
DI	DI	17746-LARSON ABSTRACT COMPANY	04/2026	246251 04/13/2026	333	1,301.50	Owners Insurance Premium	014772			1	
DI	DI	17746-LARSON ABSTRACT COMPANY	04/2026	246251 04/13/2026	333	390.00	Exam Fee	014772			1	
DI	DI	17746-LARSON ABSTRACT COMPANY	04/2026	246251 04/13/2026	333	525.00	Abstract Order	014772			1	
DI	DI	17746-LARSON ABSTRACT COMPANY	04/2026	246251 04/13/2026	333	46.00	Recording Fee - Easement	014772			1	
DI	DI	17746-LARSON ABSTRACT COMPANY	04/2026	246251 04/13/2026	333	46.00	Recording Fee - NoFR	014772			1	
		79-603-000-0000-6845 - PROGRAM/PROJECT EXP Total										
		PROGRAM 000 - PROGRAM Total										
								2,308.50				
								34,989.65 -				
		PROGRAM 517 - FY2023 LCCMR PILOT TREE PLANTING PROJECT										
		79-603-517-0000-6806 - ADMIN EXP-FY23 LCCMR PILOT TREE-LP W.										
JE	JE	Q1 2026	04/2026	21479 04/29/2026	901	515.10	SWCD Wage Reimb				1	
		79-603-517-0000-6806 - ADMIN EXP-FY23 LCCMR PILOT TREE- Total										
								515.10				
		79-603-517-0000-6810 - PROJ DEV EXP-FY23 LCCMR PILOT TREE-LP										
DI	DI	6116-FARM & HOME PUBLISHERS LTD	04/2026	246243 04/13/2026	333	690.70	Printed Ad for Advertisement	Acct#194916			1	
JE	JE	Q1 2026	04/2026	21479 04/29/2026	901	852.30	SWCD Wage Reimb				1	
		79-603-517-0000-6810 - PROJ DEV EXP-FY23 LCCMR PILOT Total										
								1,543.00				
		79-603-517-0000-6849 - TECH ASST EXP-FY23 LCCMR PILOT TREE-L										
JE	JE	Q1 2026	04/2026	21479 04/29/2026	901	3,205.53	SWCD Wage Reimb				1	
		79-603-517-0000-6849 - TECH ASST EXP-FY23 LCCMR PILOT Total										
								3,205.53				
		PROGRAM 517 - FY2023 LCCMR PILOT TREE PLANTING PROJECT Total										
								5,263.63				
		PROGRAM 518 - C23-3483 LP COLLABORATIVE FY23 WBIF										
		79-603-518-0000-6806 - ADMIN EXP-C23-3483 LP COLLABORATIVE										
JE	JE	Q1 2026	04/2026	21479 04/29/2026	901	4,256.32	SWCD Wage Reimb				1	
		79-603-518-0000-6806 - ADMIN EXP-C23-3483 LP Total										
								4,256.32				
		79-603-518-0000-6810 - PRJ DEV EXP-C23-3483 LP COLLABORATIVI										
DI	DI	20400-THE LAMAR COMPANIES	04/2026	246223 04/06/2026	333	300.00	Drinking Water Billboard	118049609			1	



SC	Tran Type	Vendor	G/L Mont	Receipt/Warrant NUMBER DATE	Seq	AMOUNT	Description / Service Dates	Invoice Number	Accr Cd	Basis	R1R2	
79-603-518-0000-6810 - PRJ DEV EXP-C23-3483 LP COLLABORATIVI												
DI	DI	17767-OSSEFOORT/ADAM	04/2026	404443 04/10/2026	333	21.48	Reimb: LP Policy Mtg Supplies	3/19/2026			1	
DI	DI	12016-LONG PRAIRIE LEADER	04/2026	246253 04/13/2026	333	3,500.00	Translation Svc - LP 1W1P Plan		20034		1	
DI	DI	17502-EAST OTTER TAIL SOIL & WATER CONS DIST	04/2026	246314 04/27/2026	333	3,694.31	2025ProjDevelopGrantC23-3483		14730		1	
DI	DI	14447-WADENA SWCD	04/2026	246329 04/27/2026	333	226.01	2025 Q4 Staff Time/Proj Devel		3673		1	
DI	DI	14447-WADENA SWCD	04/2026	246329 04/27/2026	333	254.10	2026 Q1 Staff Time/Proj Devel		3668		1	
79-603-518-0000-6810 - PRJ DEV EXP-C23-3483 LP Total						7,995.90						
79-603-518-0000-6849 - TECH ASSIST EXP-C23-3483 LP COLLABOR												
JE	JE	Q1 2026	04/2026	21479 04/29/2026	901	2,310.79	SWCD Wage Reimb				1	
79-603-518-0000-6849 - TECH ASSIST EXP-C23-3483 LP Total						2,310.79						
PROGRAM 518 - C23-3483 LP Total						14,563.01						
							COLLABORATIVE FY23 WBIF					
PROGRAM 519 - SWCD AID												
79-603-519-0000-6806 - ADMINISTRATION EXP-SWCD AID												
JE	JE	Q1 2026	04/2026	21479 04/29/2026	901	18,011.77	SWCD Wage Reimb				1	
79-603-519-0000-6806 - ADMINISTRATION EXP-SWCD AID Total						18,011.77						
79-603-519-0000-6849 - TECH ASSIST EXP-SWCD AID												
JE	JE	Q1 2026	04/2026	21479 04/29/2026	901	13,623.42	SWCD Wage Reimb				1	
79-603-519-0000-6849 - TECH ASSIST EXP-SWCD AID Total						13,623.42						
PROGRAM 519 - SWCD AID Total						31,635.19						
PROGRAM 526 - C24-0198 MISS-BRAINERD CWMP IMPLEMENTATI												
79-603-526-0000-5801 - MISC REVENUE: MISS-BRAINERD CWMP IMPL												
RE	RE	Todd County Soil & Water	04/2026	150444 04/08/2026	222	712.50	Reimbursement for FSP		Aitkin SWCD		1	
RE	RE	Todd County Soil & Water	04/2026	150444 04/08/2026	222	525.00	Reimbursement for FSP		Aitkin SWCD		1	
RE	RE	Todd County Soil and Water	04/2026	150560 04/17/2026	222	1,794.75	2025 CS Project Reimbursement				1	
79-603-526-0000-5801 - MISC REVENUE: MISS-BRAINERD CWMP Total						3,032.25						
79-603-526-0000-6806 - ADMINISTRATION EXP-MISS-BRAINERD CWI												
JE	JE	Q1 2026	04/2026	21479 04/29/2026	901	442.92	SWCD Wage Reimb				1	
79-603-526-0000-6806 - ADMINISTRATION EXP-MISS-BRAINERD Total						442.92						
79-603-526-0000-6807 - COST SHARE EXP:MISS-BRAINERD CWMP IM												
DI	DI	17761-JOHNSON/TERRY OR LINDA	04/2026	246248 04/13/2026	333	825.00	Cost Share Payment - FSP				1	
79-603-526-0000-6807 - COST SHARE EXP:MISS-BRAINERD CWMP Total						825.00						



Tran	G/L	Receipt/Warrant	Invoice	Accr								
SC	Type	Vendor	Mont	NUMBER	DATE	Seq	AMOUNT	Description / Service Dates	Number	Cd	Basis	R1R2
		79-603-526-0000-6810 - PRJ DEVELOPMENT EXP:MISS-BRAINERD CW										
JE	JE	Q1 2026	04/2026	21479	04/29/2026	901	1,446.08	SWCD Wage Reimb				1
		79-603-526-0000-6810 - PRJ DEVELOPMENT EXP:MISS-BRAINERD		Total			1,446.08					
		79-603-526-0000-6849 - TECHNICAL ASSIST.EXP:MISS-BRAINERD CW										
JE	JE	Q1 2026	04/2026	21479	04/29/2026	901	5,233.88	SWCD Wage Reimb				1
		79-603-526-0000-6849 - TECHNICAL ASSIST.EXP:MISS-BRAINERD		Total			5,233.88					
		PROGRAM 526 - C24-0198 MISS-BRAINERD CWMP IMPLEMENTATI		Total			4,915.63					
		PROGRAM 527 - P25-0558 SOIL HEALTH DELIVERY										
		79-603-527-0000-6810 - PRJ DEVELOPMENT EXP:P25-0558SOIL HLTI										
JE	JE	Q1 2026	04/2026	21479	04/29/2026	901	356.49	SWCD Wage Reimb				1
		79-603-527-0000-6810 - PRJ DEVELOPMENT EXP:P25-0558SOIL		Total			356.49					
		PROGRAM 527 - P25-0558 SOIL HEALTH DELIVERY		Total			356.49					
		PROGRAM 528 - C25-0196 LONG PRAIRIE COLLABTV FY25 WBIF										
		79-603-528-0000-6806 - ADMINISTRATION EXP-C25-0196 LP COLLA										
JE	JE	Q1 2026	04/2026	21479	04/29/2026	901	576.16	SWCD Wage Reimb				1
		79-603-528-0000-6806 - ADMINISTRATION EXP-C25-0196 LP		Total			576.16					
		79-603-528-0000-6810 - PRJ DEVELOPMENT EXP-C25-0196 LP COLL										
DI	DI	17475-WEST OTTER TAIL SOIL & WATER CONSERV	04/2026	246330	04/27/2026	333	247.08	2026 Q1 Proj Dev Reimb		2627		1
		79-603-528-0000-6810 - PRJ DEVELOPMENT EXP-C25-0196 LP		Total			247.08					
		PROGRAM 528 - C25-0196 LONG PRAIRIE COLLABTV FY25 WBIF		Total			823.24					
		PROGRAM 537 - C24-0088 SAUK RIVER WATERSHED WBIF										
		79-603-537-0000-6810 - PRJ DEV EXP-C24-0088 SAUK RIVER WBIF										
JE	JE	Q1 2026	04/2026	21479	04/29/2026	901	1,738.06	SWCD Wage Reimb				1
		79-603-537-0000-6810 - PRJ DEV EXP-C24-0088 SAUK RIVER		Total			1,738.06					
		PROGRAM 537 - C24-0088 SAUK RIVER WATERSHED WBIF		Total			1,738.06					
		PROGRAM 538 - C25-0118 RED EYE WATERSHED IMLEM GRANT										
		79-603-538-0000-6849 - TECH ASSIST.EXP-C25-0118 RED EYE WTR										
JE	JE	Q1 2026	04/2026	21479	04/29/2026	901	426.53	SWCD Wage Reimb				1



Tran	G/L	Receipt/Warrant	Invoice	Accr								
SC	Type	Vendor	Mont	NUMBER	DATE	Seq	AMOUNT	Description / Service Dates	Number	Cd	Basis	R1R2
		79-603-538-0000-6849 - TECH ASSIST.EXP-C25-0118 RED EYE				Total	426.53					
		PROGRAM 538 - C25-0118 RED EYE				Total	426.53					
		WATERSHED IMPLEM GRANT										
		PROGRAM 541 - C25-0169 TIER ONE: BIG SWAN LAKE PHOS RE										
		79-603-541-0000-6806 - ADMIN EXP-C25-0169 T1:BIG SWAN LAKE F										
JE	JE	Q1 2026	04/2026	21479	04/29/2026	901	1,022.66	SWCD Wage Reimb				1
		79-603-541-0000-6806 - ADMIN EXP-C25-0169 T1:BIG SWAN				Total	1,022.66					
		79-603-541-0000-6810 - PRJ DEV EXP-C25-0169 T1:BIG SWAN PHOS										
JE	JE	Q1 2026	04/2026	21479	04/29/2026	901	79.22	SWCD Wage Reimb				1
		79-603-541-0000-6810 - PRJ DEV EXP-C25-0169 T1:BIG SWAN				Total	79.22					
		PROGRAM 541 - C25-0169 TIER ONE: BIG SWAN LAKE PHOS RE				Total	1,101.88					
		PROGRAM 544 - P26-0150 2026 BUFFER LAW										
		79-603-544-0000-6845 - PROGRAM/PROJECT EXP-P26-0150 BUFFER										
JE	JE	Q1 2026	04/2026	21479	04/29/2026	901	4,164.88	SWCD Wage Reimb				1
		79-603-544-0000-6845 - PROGRAM/PROJECT EXP-P26-0150				Total	4,164.88					
		PROGRAM 544 - P26-0150 2026 BUFFER LAW				Total	4,164.88					
		PROGRAM 551 - FEEDLOT										
		79-603-551-0000-6845 - PROGRAM EXPENSE (FEEDLOT)										
DI	DI	13350-BENNING PRINTING & PUBLISHING	04/2026	246231	04/13/2026	333	318.00	AnnualFeedlotMthAdvertisement				1
DI	DI	9594-US BANK	04/2026	1299	04/22/2026	333	51.54	DollarGeneral-FeedlotSupplies				1
DI	DI	9594-US BANK	04/2026	1299	04/22/2026	333	339.00	HolidayInn-StaffTraining2Night				1
DI	DI	9594-US BANK	04/2026	1299	04/22/2026	333	339.00	HolidayInn-StaffTraining2Night				1
JE	JE	Q1 2026	04/2026	21479	04/29/2026	901	58,425.91	SWCD Wage Reimb				1
		79-603-551-0000-6845 - PROGRAM EXPENSE (FEEDLOT)				Total	59,473.45					
		PROGRAM 551 - FEEDLOT				Total	59,473.45					
		PROGRAM 559 - SOIL HEALTH PRACTITIONER PSTN C24-0174										
		79-603-559-0000-6806 - ADMIN EXP-SOIL HEALTH PRACTITIONER										
JE	JE	Q1 2026	04/2026	21475	04/29/2026	901	115.23	GrantAllowedDirectChgsSoilHlth				1
		79-603-559-0000-6806 - ADMIN EXP-SOIL HEALTH				Total	115.23					
		79-603-559-0000-6849 - TECHNICAL ASSIST.EXP-SOIL HEALTH PRAC										



SC	Tran Type	Vendor	G/L Mont	Receipt/Warrant NUMBER DATE	Seq	AMOUNT	Description / Service Dates	Invoice Number	Accr Cd	Basis	R1R2
		79-603-559-0000-6849 - TECHNICAL ASSIST.EXP-SOIL HEALTH PRAC									
JE	JE	Q1 2026	04/2026	21479 04/29/2026	901	25,636.35	SWCD Wage Reimb				1
		79-603-559-0000-6849 - TECHNICAL ASSIST.EXP-SOIL HEALTH									
					Total	25,636.35					
		PROGRAM 559 - SOIL HEALTH PRACTITIONER PSTN C24-0174									
		PROGRAM 563 - LOCAL WATER MNG GRANT									
		79-603-563-0000-6845 - PROGRAM EXPENSE (LOCAL WTR MNG)									
DI	DI	10240-TODD COUNTY AG SOCIETY	04/2026	246269 04/13/2026	333	50.00	Todd County Fair Booth Registr	SWCD Booth			1
JE	JE	Q1 2026	04/2026	21479 04/29/2026	901	4,425.54	SWCD Wage Reimb				1
JE	JE	Q1 2026	04/2026	21479 04/29/2026	901	3,907.41	SWCD Wage Reimb				1
		79-603-563-0000-6845 - PROGRAM EXPENSE (LOCAL WTR MNG) Total									
					Total	8,382.95					
		PROGRAM 563 - LOCAL WATER MNG GRANT Total									
					Total	8,382.95					
		PROGRAM 564 - WCA GRANT									
		79-603-564-0000-6845 - PROGRAM EXPENSE (WCA)									
JE	JE	Q1 2026	04/2026	21479 04/29/2026	901	24,670.58	SWCD Wage Reimb				1
		79-603-564-0000-6845 - PROGRAM EXPENSE (WCA) Total									
					Total	24,670.58					
		PROGRAM 564 - WCA GRANT Total									
					Total	24,670.58					
		PROGRAM 567 - BWSR COST SHARE GRANT									
		79-603-567-0000-6801 - MISC EXPENSES-OPERATIONS									
JE	JE	Q1 2026	04/2026	21474 04/29/2026	901	22,151.83	SWCD District Operations				1
		79-603-567-0000-6801 - MISC EXPENSES-OPERATIONS Total									
					Total	22,151.83					
		PROGRAM 567 - BWSR COST SHARE GRANT Total									
					Total	22,151.83					
		PROGRAM 583 - COUNTY RIPARIAN AID									
		79-603-583-0000-6845 - PROJ/PROG EXP-COUNTY RIPARIAN AID									
JE	JE	Q1 2026	04/2026	21479 04/29/2026	901	7,833.25	SWCD Wage Reimb				1
		79-603-583-0000-6845 - PROJ/PROG EXP-COUNTY RIPARIAN AID Total									
					Total	7,833.25					
		PROGRAM 583 - COUNTY RIPARIAN AID Total									
					Total	7,833.25					
		PROGRAM 584 - GENERAL COUNTY ALLOCATION									
		79-603-584-0000-6845 - EXPENSE-GENERAL CO ALLOC(FEEDLOTS &									
JE	JE	Q1 2026	04/2026	21479 04/29/2026	901	5,000.00	SWCD Wage Reimb				1



Tran	G/L	Receipt/Warrant	Invoice	Accr								
SC	Type	Vendor	Mont	NUMBER	DATE	Seq	AMOUNT	Description / Service Dates	Number	Cd	Basis	R1R2
		79-603-584-0000-6845 - EXPENSE-GENERAL CO ALLOC				Total	5,000.00					
		PROGRAM 584 - GENERAL COUNTY ALLOCATION				Total	5,000.00					
		PROGRAM 586 - AIS PROGRAM										
		79-603-586-0000-6845 - PROGRAM/PROJECT EXP-AIS PROGRAM										
JE	JE	Q1 2026	04/2026	21479	04/29/2026	901	4,362.18	SWCD Wage Reimb				1
		79-603-586-0000-6845 - PROGRAM/PROJECT EXP-AIS PROGRAM				Total	4,362.18					
		PROGRAM 586 - AIS PROGRAM				Total	4,362.18					
		PROGRAM 592 - MAWQCP-AG WATER PROGRAM										
		79-603-592-0000-6845 - PROGRAM/PROJECT EXP-MAWQCP-AG WAT										
JE	JE	Q1 2026	04/2026	21479	04/29/2026	901	3,225.92	SWCD Wage Reimb				1
		79-603-592-0000-6845 - PROGRAM/PROJECT EXP-MAWQCP-AG				Total	3,225.92					
		PROGRAM 592 - MAWQCP-AG WATER PROGRAM				Total	3,225.92					
		PROGRAM 593 - WCTSA-REG NUTRIENT MGMT SPECIALIST										
		79-603-593-0000-6845 - PROGRAM/PROJ EXP-WCTSA-REG NUTR MC										
JE	JE	Q1 2026	04/2026	21478	04/29/2026	901	40.00	Wage Reimb: Nutrient Mgmnt				1
JE	JE	Q1 2026	04/2026	21478	04/29/2026	901	15,993.52	Wage Reimb: Nutrient Mgmnt				1
JE	JE	Q4 2025	04/2026	21476	04/29/2026	901	674.40	Wage Reimb: Nutrient Mgmnt				1
		79-603-593-0000-6845 - PROGRAM/PROJ EXP-WCTSA-REG NUTR				Total	16,707.92					
		PROGRAM 593 - WCTSA-REG NUTRIENT MGMT SPECIALIST				Total	16,707.92					
		PROGRAM 599 - SAUK RIVER 1W1P										
		79-603-599-0000-6849 - TECH ASSIST EXP-SAUK RIVER 1W1P										
JE	JE	Q1 2026	04/2026	21479	04/29/2026	901	2,065.74	SWCD Wage Reimb				1
		79-603-599-0000-6849 - TECH ASSIST EXP-SAUK RIVER 1W1P				Total	2,065.74					
		PROGRAM 599 - SAUK RIVER 1W1P				Total	2,065.74					
		DEPT 603 - S&W (FEEDLOT-CO MATCH)				Total	209,624.29					
		Fund 79 - TODD SOIL & WATER AGENCY FUND				Total	209,624.29					
		105 Transactions				40 Accounts						
						Final Total	209,624.29					



Bebejo Ranch LLC Forest Stewardship Plan Encumbering

Location Information

Project Information

Parcel Number	06-0114600 & 06-006500	Project Type	Ecological
Township Name	Burnhamville	Practice Types	Forest Stewardship Plan
TWP, Range, Section	130, 35, 10	Project Codes	106
Major Watershed	Mississippi-Brainerd	Field Technicians	Christiansen
Minor Watershed	10132 – Swan R	Forester:	Bob Perleberg (Forestry First LLC)
Project Coordinates:	45.921514, -94.721018		

POA Targeted Initiative: Water Quality, Safety & Protection

Resource Concern and Project Purpose Description

202 acers (2 parcels), located adjacent to Mons Lake are eligible for stewardship acres. Wetlands and an intermittent stream on property have direct connectivity to Mons Lake. By remaining forested, the parcel acts as a water quality buffer for Mons Lake. The landowner has a previous FSP expiring in July 2026 and is seeking the creation of a new plan to continue forest management practices.

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:

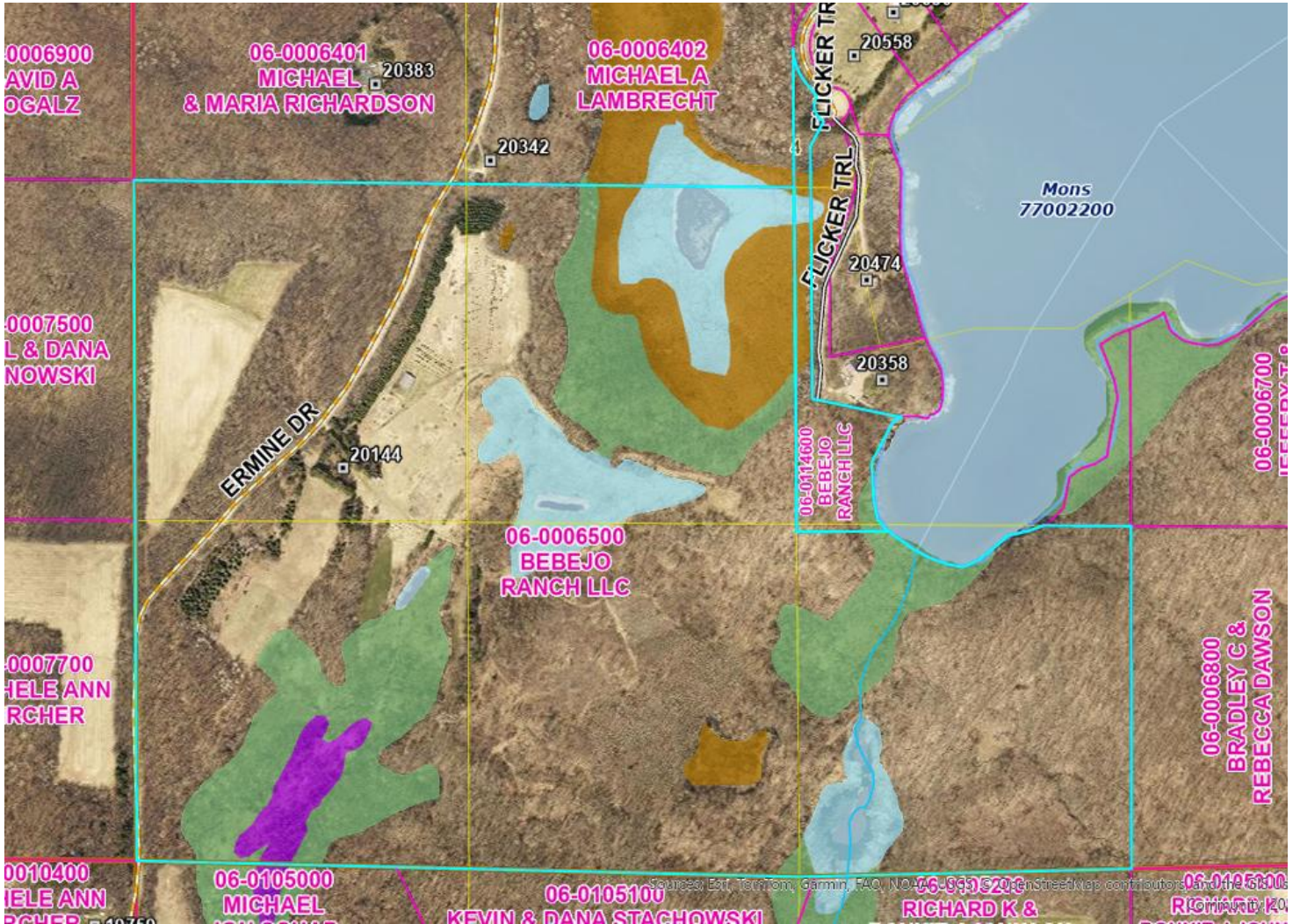
Contractor	Low Estimate:	% C/S	Encumber Amount
Bob Perleberg (Forestry First LLC)	\$2,320	51.7%	\$1,200 (max)
Final Invoice (s)	TBD	Cost Share Payment Amount	TBD
Funding Source	C24 Miss.-Brainerd Landowner Amount	WBIF	\$1,200 (max) TBD

Add notes if needed.

	After	Reduction Notes
COD	NA	Forestry Estimator for Runoff and
Nitrogen	11.6 lbs/yr	Nutrients (FERN)
Sediment/TSS	1.64 tons/yr	

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

Bebejo Ranch LLC Forest Stewardship Plan, Encumbering, submitted by Kasen Christiansen, 2026.05.14



Phosphorus 0.82 lbs/yr

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

Bebejo Ranch LLC Forest Stewardship Plan, Encumbering, submitted by Kasen Christiansen, 2026.05.14



Wiese Livestock Pipeline/Watering Facility/HUAP

Location Information

Project Information

Parcel Number	01-0034200, 01-0034100, 09-0001801	Project Type	Engineered
Township Name	Bartlett & Germania	Practice Types	Livestock Pipeline, Watering Facility, Heavy Use Area Protection
TWP, Range, Section	132/34/9	Project Codes	516, 614, 561
Major Watershed	Crow Wing	Field Technicians	Alyssa Scheve
Minor Watershed	12047, 12048 – Partridge River	Engineer:	Ross Reiffenberger, P.E. WCTSA
Project Coordinates:	46.280623 94.965417		

POA Targeted Initiative: Water Quality, Safety & Protection

Resource Concern and Project Purpose Description

This project is to provide cattle access to water in the rotational grazing system for landowners. The watering system will allow cattle to access fresh water without creating resource concerns in low-lying freshwater shrub and emergent wetland ground.

3,702 linear feet of pipeline will be installed creating better management practices for the producer.

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:

Contractor	Low Estimate:	% C/S	Encumber Amount
Landowner	\$18,141.55	75%	\$13,606.16
Final Invoice (s)	TBD	Cost Share Payment Amount	TBD
Funding Source	C250310 – Crow Wing Watershed	TBD	
	Landowner Amount	TBD	

Add notes if needed.

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

Wiese Livestock Pipeline/Watering Facility/Heavy Use Area Protection Encumbering 5/6/2026



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

Wiese Livestock Pipeline/Watering Facility/Heavy Use Area Protection Encumbering 5/6/2026



Peters (Braunschweig, Botner) Shoreline Stabilization Encumbering

Location Information

Parcel Number	10-0015200
Township Name	Gordon
TWP, Range, Section	128, 35, 20
Major Watershed	Sauk River
Minor Watershed	16060 – Lake Osakis
Project Coordinates:	45.883272, -95.10674

Project Information

Project Type	Ecological/Engineered
Practice Types	Streambank & Shoreline Protection
Project Codes	580
Field Technicians	Josh Votruba
Engineer:	Ross Reiffenberger

POA Targeted Initiative: Water Quality, Safety & Protection

Resource Concern and Project Purpose Description

Sediment and nutrients entering Lake Osakis as a result of soil erosion from a collapsed bank. As a result from a windstorm a few years ago, a large tree fell over and ripped up a large chunk of the bank that fell into the lake. This completed cost share project will stabilize this exposed area of bank.

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:

Contractor	Low Estimate:	% C/S	Encumber Amount
Doug’s Excavating	\$22,506.00	75%	\$16,879.50

Final Invoice (s)	TBD	Cost Share Payment Amount	TBD
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Funding Source	Sauk River WBIF	\$16,879.50
	Landowner Amount	\$5,626.50

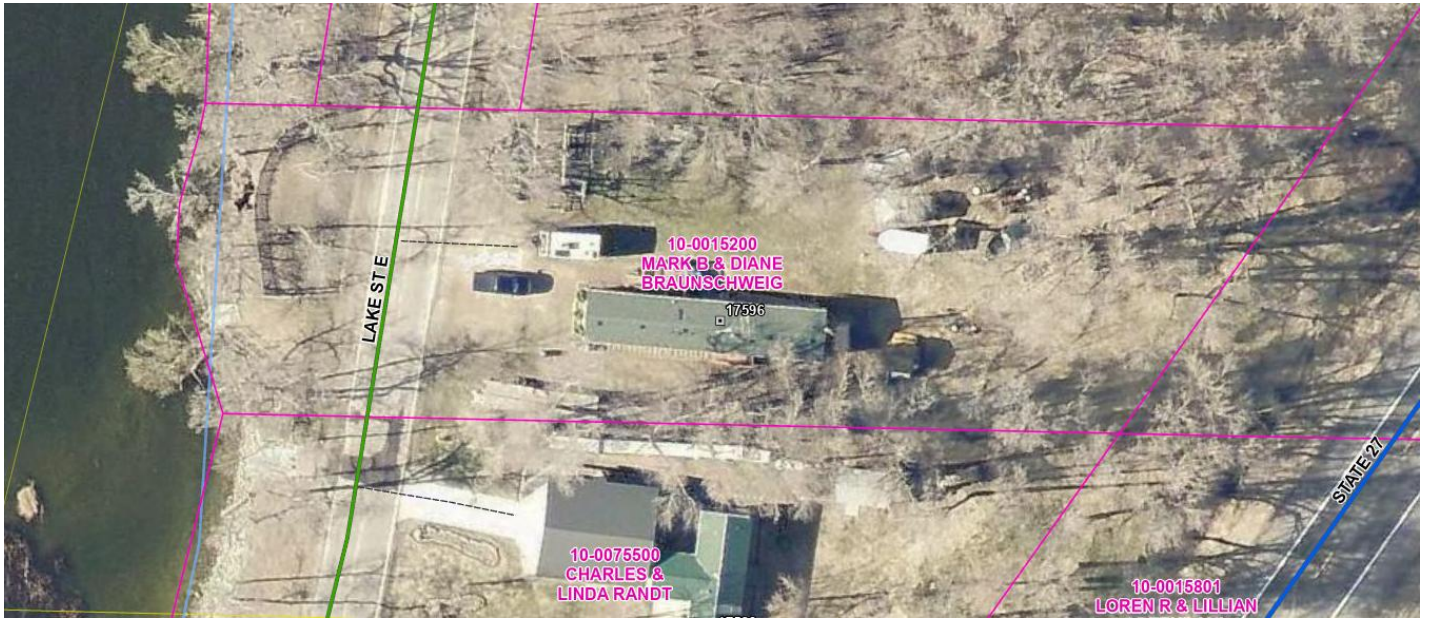
Original low bid received from contractor was \$20,460. A 10% Contingency was added to bid raising low estimate to \$22,506.00.

Pollution Reductions

		Reduction Notes
Soil	84 T/yr	BWSR Stream & Ditch Bank
Sediment/TSS	84 T/yr	Stabilization Estimator
Phosphorus	96.60 lbs/yr	

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

Peters (Braunschweig, Botner) Shoreline Stabilization, Encumbering, Submitted by Josh Votruba 5/14/26



Project location circled above in red

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

Peters (Braunschweig, Botner) Shoreline Stabilization, Encumbering, Submitted by Josh Votruba 5/14/26



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

Peters (Braunschweig, Botner) Shoreline Stabilization, Encumbering, Submitted by Josh Votruba 5/14/26



Final Engineering Design Plan Above – Rock armor along with native vegetation will be used to stabilize this destabilized section of bank.

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

Peters (Braunschweig, Botner) Shoreline Stabilization, Encumbering, Submitted by Josh Votruba 5/14/26



Ron & Stacy Host Lined Waterway & Slope Stabilization - Encumbering

Location Information		Project Information	
Parcel Number	15-0051400	Project Type	Ecological/Engineered
Township Name	Leslie	Practice Types	Lined Waterway, Subsurface Drain, Underground Outlet, Critical Area Planting
TWP, Range, Section	129, 35, 33	Project Codes	468, 606, 620, 342
Major Watershed	Sauk River	Field Technicians	Josh Votruba
Minor Watershed	16060 – Lake Osakis	Engineer:	Ross Reiffenberger
Project Coordinates:	45.935681, -95.086454		

POA Targeted Initiative: Water Quality, Safety & Protection

Resource Concern and Project Purpose Description

Sediment and nutrients entering Lake Osakis as a result of soil erosion. This proposed project will be stabilizing an actively eroding hillside as well as a gully that outlets into Lake Osakis. The gully will be stabilized with rock rip rap, and the hillside will be stabilized with erosion blanket and a native seed mix. Three tile inlets on top of hill connected to underground will be installed to capture runoff and prevent it from running down steep hillside. This tile will outlet down at lake.

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:

Contractor	Low Estimate:	% C/S	Encumber Amount
Doug’s Excavating	\$20,380.25	75%	\$15,285.19

Final Invoice (s)	TBD	Cost Share Payment Amount	TBD
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Funding Source	Sauk River WBIF	\$15,285.19
	Landowner Amount	\$5,095.06

Original low bid received from contractor was \$18,527.50. A 10% Contingency was added on raising low estimate to \$20,380.25.

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

Host Lined Waterway & Slope Stabilization, Encumbering, Submitted by Josh Votruba 5/14/26



Pollution Reductions

Soil	33 T/yr
Sediment/TSS	33 T/yr
Phosphorus	28.05 lbs/yr

Reduction Notes

BWSR Gully Stabilization Estimator

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

Host Lined Waterway & Slope Stabilization, Encumbering, Submitted by Josh Votruba 5/14/26



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

Host Lined Waterway & Slope Stabilization, Encumbering, Submitted by Josh Votruba 5/14/26

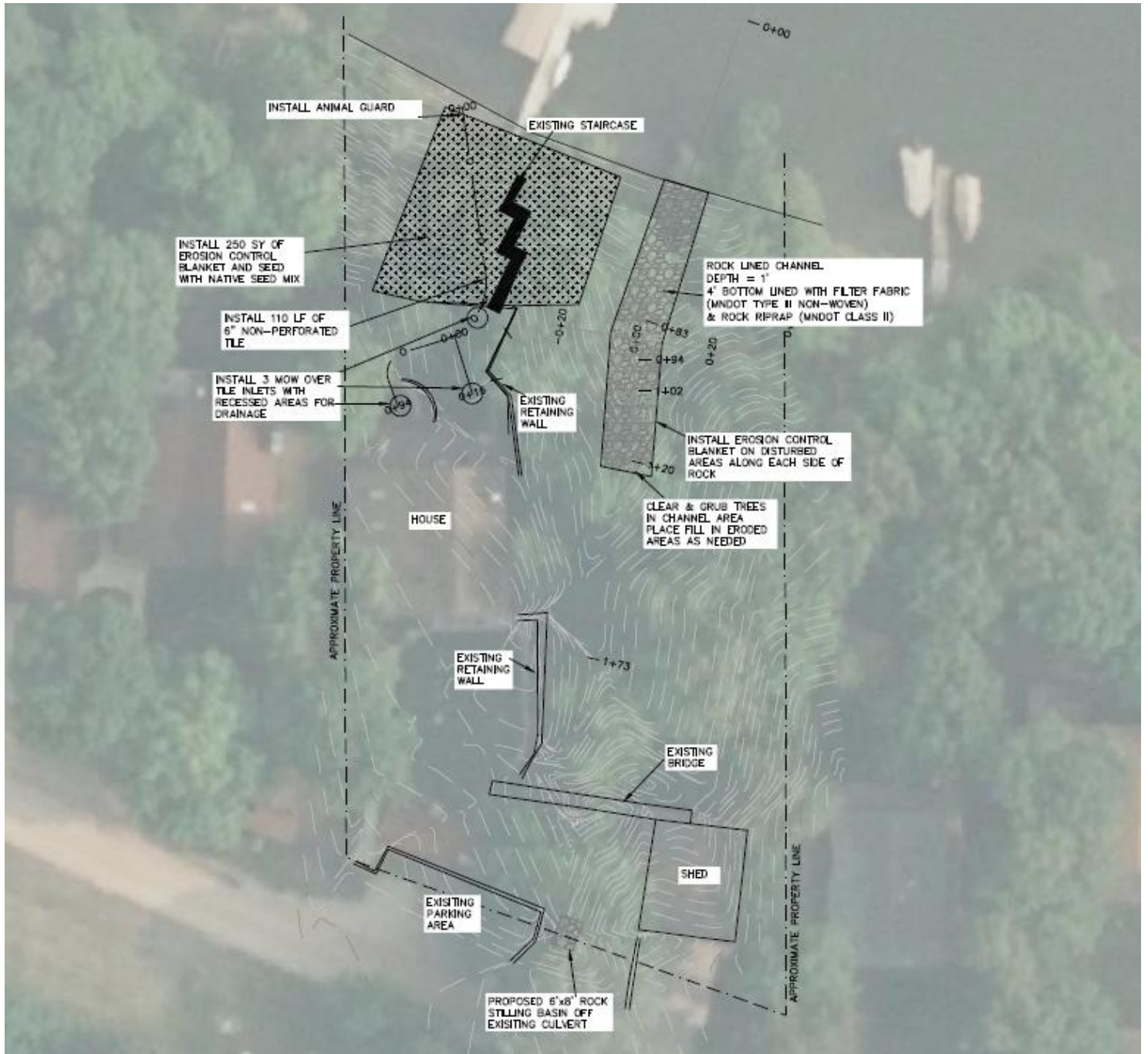


Steep eroded hillside. Project will stabilize using native seed and erosion blanket.



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

Host Lined Waterway & Slope Stabilization, Encumbering, Submitted by Josh Votruba 5/14/26



Final Engineer Design Plan Above



Reduction Notes:

COD	NA	BWSR FERN Estimator
Nitrogen	115.3 lbs./yr	
Fecal Coliform	NA	
BOD	NA	
Sediment/TSS	.52 Tons/yr	
Phosphorus	6.41 lbs./yr	



***Technical Service Provider requests anonymity and protection of proprietor information. All information is copyrighted.**

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

Enter Project Name, Encumbering or Payment, submitted by, Board Meeting Date 2024.10.10.



R Sobiech FSP

Location Information

Parcel Number 01-00008;00118;00116;0012
 Township Name Bartlett
 TWP, Range, Section 133-34-12
 Major Watershed Long Prairie
 Minor Watershed 14031 Moran Creek

Project Information

Project Type Ecological
 Practice Types FSP
 Project Codes 106
 Field Technicians Anton
 Forester: Stanley Musielwicz, Wolfree

Project Coordinates:
46.34889 -94.909287

POA Targeted Initiative: Water Quality, Safety & Protection

Resource Concern and Project Purpose Description

This 203-acre parcel borders CD7./Moran Creek. This parcel serves as a cleansing sponge for nutrients. The forest islands on this 120-ac parcel are critical for water storage and nutrient uptake and the most southeastern portion is actually part of the Moran Creek FEMA Flood Zone.

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:

Contractor	Low Estimate:	% C/S	Encumber Amount
Wolfree Enterprises	\$2400	75%	\$1200 MAX

Final Invoice (s)	\$2400	Cost Share Payment Amount	\$1200
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Funding Source	FY23 LCCMR- P23-2945	\$1200
	Landowner Amount	\$1200

Add notes if needed.

	After	Reduction Notes
Nitrogen	203.2 lbs	FERN
Sediment/TSS	.23 Tons	
Phosphorus	13.03 lbs	

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

Enter Project Name, Encumbering or Payment, submitted by, Board Meeting Date 2024.10.10.



Database for this property indicates a rare species animal:

Cygnus Buccinator (Trumpeter Swan)

This species is listed as a species in Greatest Conservation Need in the MN Wildlife Action Plan.

Other conservation concerns:

Due to the presence of numerous ponds and wetlands, this area provides a barrier to fire and due to that more mature woodlands are featured. Concerns for this area are lake development and water quality issues. The presence of protected wetlands and forests are particularly important to maintaining water quality.

There were several observations of deer browsing on oak sapling (called hedging) which will not allow the saplings to grow into mature trees. Other tree species may need to be planted that are less appetizing to wildlife. Otherwise, regeneration of oak may need to be enabled through protective fencing /deer guards.

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

Enter Project Name, Encumbering or Payment, submitted by, Board Meeting Date 2024.10.10.



W Sobiech FSP

Location Information

Parcel Number 25-00314;-0032;-00326
 Township Name Villard
 TWP, Range, Section 133-32-30
 Major Watershed Long Prairie
 Minor Watershed 14034 Long Prairie R.

Project Information

Project Type Ecological
 Practice Types FSP
 Project Codes 106
 Field Technicians Anton
 Forester: Stanley Musielwicz,
 Wolftree

Project Coordinates:

46.298117 -94.765962

POA Targeted Initiative:

Water Quality, Safety & Protection

Resource Concern and Project Purpose Description

CD 16 is the primary public ditch between Lawrence Lake in Staples and the Long Prairie River. This parcel serves as a cleansing sponge for nutrients. The forests on this 120-ac parcel are critical for water storage and nutrient uptake and the southeastern quarter is actually part of the Long Prairie River FEMA Flood Zone.

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:

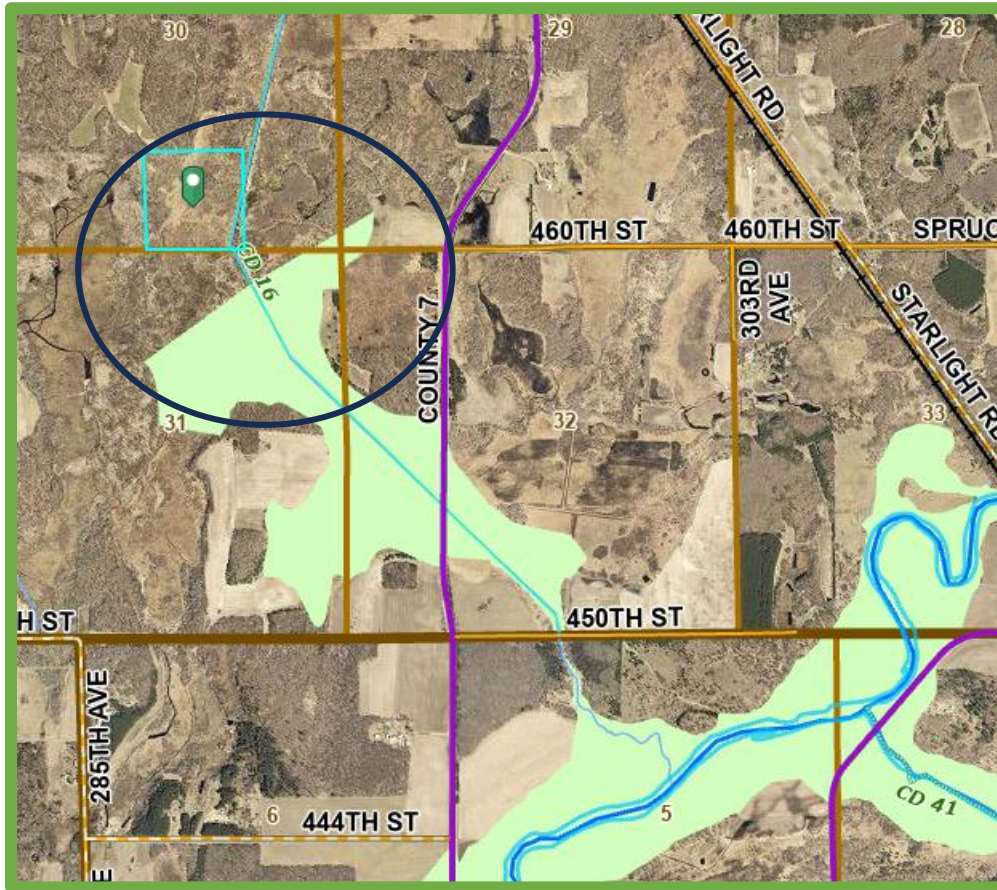
Contractor	Low Estimate:	% C/S	Encumber Amount
	\$1500	75%	\$1125
Final Invoice (s)	\$1500	Cost Share Payment Amount	\$1125
Funding Source	FY23 LCCMR- P23-2945	\$1125	
	Landowner Amount	\$375	

Add notes if needed.

	After	Reduction Notes
Nitrogen	101.1 lbs	FERN
Sediment/TSS	.09 Tons	
Phosphorus	6.86 lbs	

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

Enter Project Name, Encumbering or Payment, submitted by, Board Meeting Date 2024.10.10.



Issue of conservation concern for this area includes retaining and restoring the original native species of Red and Jack pine once abundant here. In the past 150 years, these species have been reduced to ¼ of its original population stand. Regenerating the native pines in this area is important to the resiliency and stability of the landscape of the Fish Trap Creek area.

Benefits of planting Jack Pine in Todd County

Can grow in limiting soils such as sand, gravel, soils shallow to bedrock or shallow water table. Jack pine are resilient to fire and often are the first to regenerate after a fire. Due to this, they are important for stabilizing the sandy soils on which they are often found and reducing erosion.

Benefits of Planting Red Pine in Todd County

Red Pine also grow well on sandy soils unlike its cousin, the White pine. It is considered valuable timber- growing tall and straight and is self-pruning with few branches found on the ground beneath.

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

Enter Project Name, Encumbering or Payment, submitted by, Board Meeting Date 2024.10.10.



G Sobiech FSP

Location Information

Parcel Number 08-0016200
 Township Name Faw Lake
 TWP, Range, Section 132-32-16
 Major Watershed Long Prairie
 Minor Watershed 14028 Fish Trap Creek

Project Information

Project Type Ecological
 Practice Types FSP
 Project Codes 106
 Field Technicians Anton
 Forester: Stanley Musielwicz, Wolftree

Project Coordinates:
 46.243468 -94.712708

POA Targeted Initiative: Water Quality, Safety & Protection

Resource Concern and Project Purpose Description

This 40-acre parcel is divided by Fish Trap Creek, one of the county’s most eroded and impaired creeks due to sediment loading by erosion. Fish Trap Creek dumps in the Long Prairie River. This true riparian forest is critical for water storage, nutrient uptake and cleansing water quality. The soils in this area are very unstable sands, so the tree roots help maintain structure along the creek banks. The Moran Creek FEMA Flood Zone nearly encircles the wooded peninsula.

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:

Contractor	Low Estimate:	% C/S	Encumber Amount
Wolfree Enterprises	\$700	75%	\$525

Final Invoice (s)	\$700	Cost Share Payment	\$525
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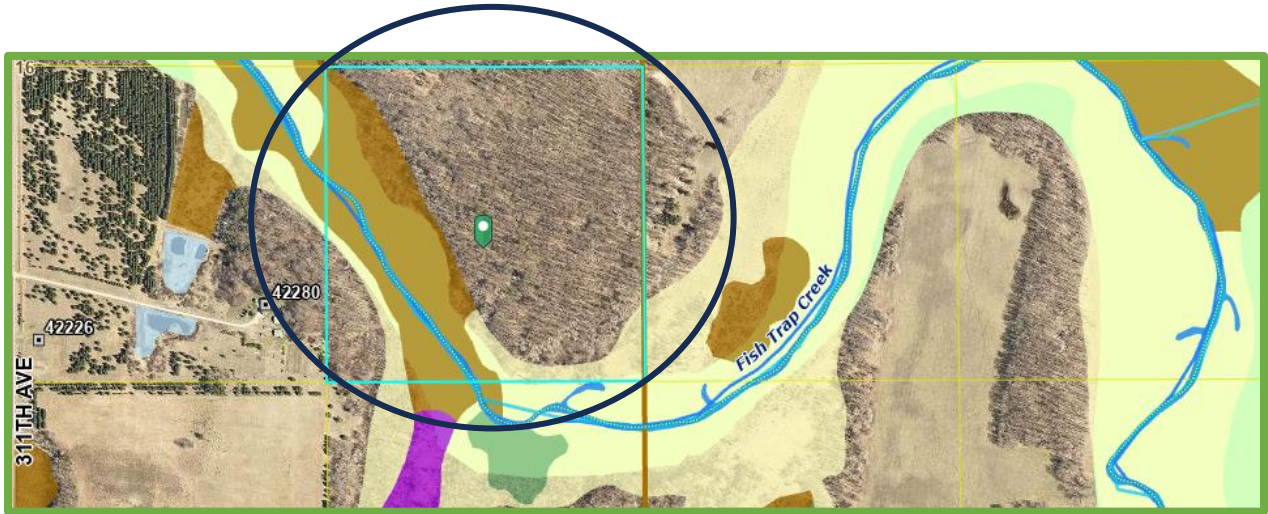
Funding Source	Amount
FY23 LCCMR- P23-2945	\$525
Landowner Amount	\$175

After	Reduction Notes
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Nitrogen	32.51bs	FERN
Sediment/TSS	.06 Tons	
Phosphorus	1.67 lbs.	

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

Enter Project Name, Encumbering or Payment, submitted by, Board Meeting Date 2024.10.10.



Native trees to this area for future stocking consideration:

- Jack Pine
- Northern Pin Oak
- Aspen
- Birch
- Red Pine
- White Pine
- Red Oak
- Basswood

Current Main Tree Cover:

- Red Oak
- Burr Oak
- Aspen

Understory:

- Hazel
- Ironwood
- Chokecherry

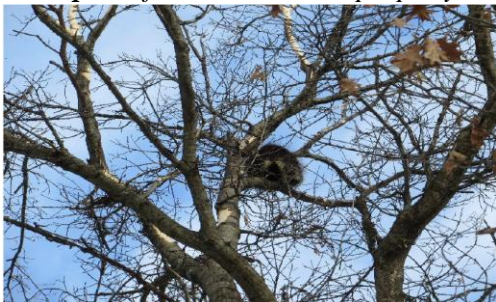
Mixed Hardwood Saplings

Landowner urged to release, encourage, and protect pine regeneration.

“Releasing” for hardwoods D+6rule: space needed clear for good growth= diameter of the tree plus 6 feet. However, do not clear out trees within this area with bigger diameters.

Porcupines found on Sobiech property.

This area of MN is most important for Red Tailed Hawks.



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

Enter Project Name, Encumbering or Payment, submitted by, Board Meeting Date 2024.10.10.

Ellsworth Forest Stewardship Plan Payout

Location Information		Project Information	
Parcel Number	05-0006701	Project Type	Ecological
Township Name	Burleene	Practice Types	Forest Stewardship Plan
TWP, Range, Section	130, 35, 10	Project Codes	106
Major Watershed	Long Prairie	Field Technicians	Josh Votruba
Minor Watershed	14015 - Eagle Cr	Forester:	Kevin Behrens
Project Coordinates:	46.081175, -95.076032		

POA Targeted Initiative: Water Quality, Safety & Protection

Resource Concern and Project Purpose Description

This 80-acre parcel has wetlands with direct connectivity to an unnamed stream that drains into Eagle Creek to the north. Parcel is located within a Tier 2 priority area for the Long Prairie River One Watershed One Plan.

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:

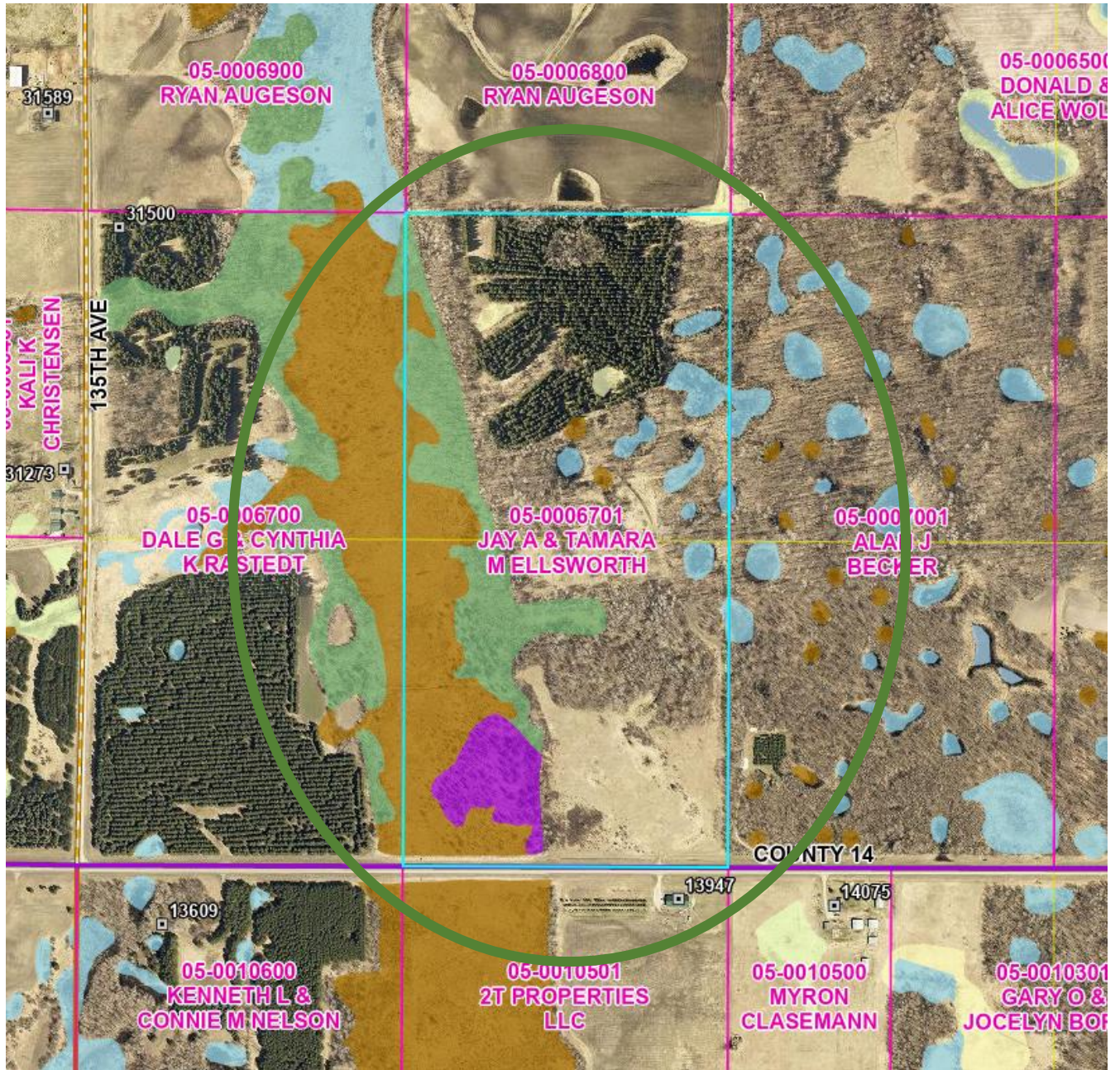
Contractor	Low Estimate:	% C/S	Encumber Amount
Kevin Behrens	\$1100	75%	\$825
Final Invoice (s)	\$1100	Cost Share Payment Amount	\$825
Funding Source	FY23 LCCMR- P23-2945	\$825	
	Landowner Amount	\$275	

Add notes if needed.

	Before	After	Reduction Notes
COD	NA	NA	FERN
Nitrogen	109.1 lbs/yr	103.6 lbs/yr	
Fecal Coliform	NA	NA	
BOD	NA	NA	
Sediment/TSS	0.14 tons/yr	0.04 tons/yr	
Phosphorus	8.28 lbs/yr	7.87	

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

Ellsworth Forest Stewardship Plan, Payout, submitted by Josh Votruba, 2026.05.14



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

Ellsworth Forest Stewardship Plan, Payout, submitted by Josh Votruba, 2026.05.14



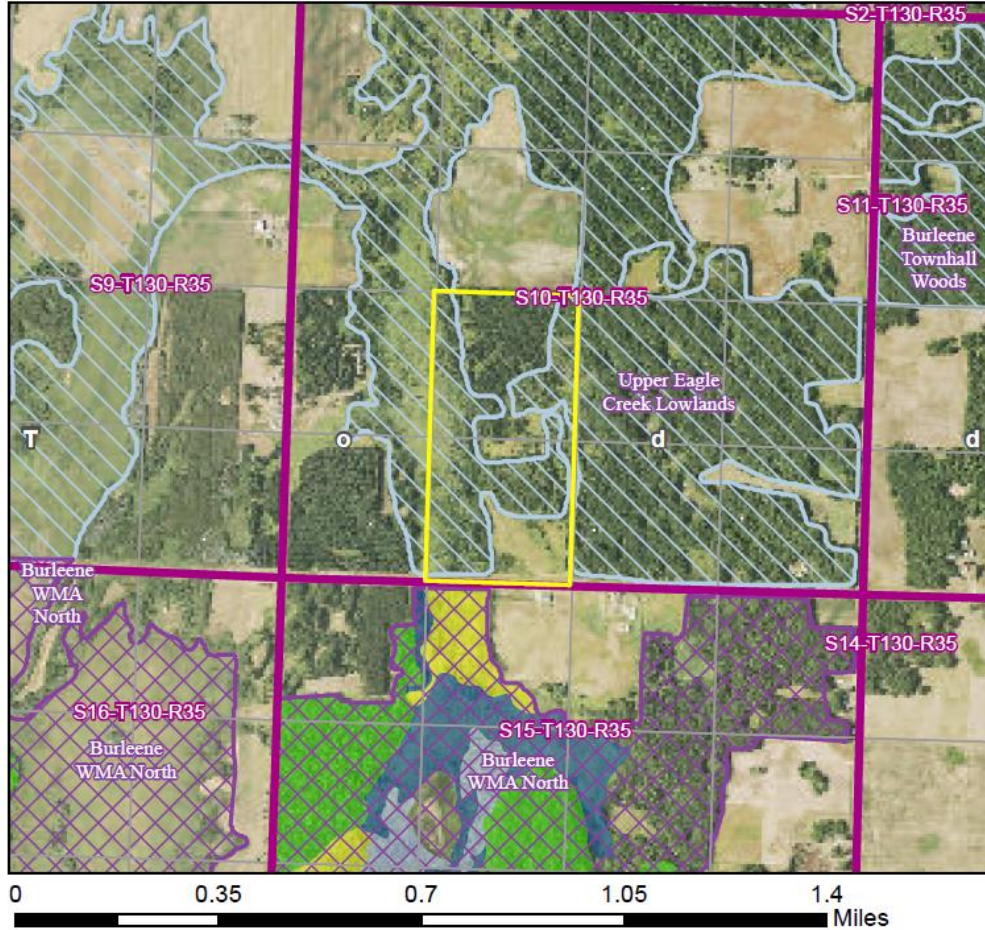
Todd SWCD Mission Statement: Conservation, Protection, and Enhancement of Todd County's Natural Resources

Ellsworth Forest Stewardship Plan, Payout, submitted by Josh Votruba, 2026.05.14



**Biodiversity Significance and Native Plant Community Map for:
Forest Stewardship Plan by Kevin Behrens
for Jay Ellsworth
E1/2SW1/4 10-130-35
Todd County**

GIS shapefiles of Sites of Biodiversity Significance and Native Plant Communities can be downloaded from the MN Geospatial Commons at gisdata.mn.gov.



- Legend**
- Property Line
 - Counties
 - PLS Sections
 - PLS 40s
- Sites of Biodiversity Significance**
- Outstanding
 - High
 - Moderate
 - Below
- Mapped Native Plant Communities near or on property**
- FPs63a - Tamarack Swamp (Southern)
 - Mhc37 - Central Mesic Hardwood Forest (Western)
 - WFn74 - Northern Wet Alder Swamp
 - WMn82a - Willow - Dogwood Shrub Swamp

Copyright 2018, State of Minnesota, DNR Rare Feature, Prairie Railroad Survey, Native Plant Community, and Sites of Biodiversity Significance data are from the Natural Heritage Information System. The absence of rare features for a particular location should not be construed to mean that the DNR is confident rare features are absent from that location.

**2026 Feedlot Meeting Donations
Ending April 30, 2026**

Vendor	Amount Received
MACFO	\$ 1,000.00
Magnifi	\$ 500.00
Todd County Corn & Soybean Growers	\$ 500.00
Unity Bank	\$ 400.00
American Heritage	\$ 250.00
Centra Sota	\$ 250.00
Farm Bureau	\$ 250.00
MN National Bank	\$ 100.00

2026 Cash Donations \$ 3,250.00

*Doesn't include Other SWCD Program Support

*In kind donations

*Milk Donation

Summary of Feedlot Cash Donations		
2026	\$	3,250.00
2025	\$	4,068.66
2024	\$	3,500.00
2023	\$	2,575.00



Todd County SWCD Monitoring Plan for Buffer Compliance Tracking

103F.48 Riparian Protection and Water Quality Practices

1. Compliance Tracking of Parcels Subject to the Buffer Law

All parcels in the county are to be reviewed within a three year time frame. To keep this process achievable, orderly and manageable for staff, Todd SWCD has created a map to divide the county into three review areas.

See attached map.

One area per year will be reviewed. Compliance review will be done one of three ways: (1) remotely when current aerial imagery is available, (2) on-site when access is granted by the landowner, or (3) from a road or adjacent property if entire buffer is clearly visible.

If compliance is questionable, the landowner will be notified, and an on-site visit will be scheduled to confirm site conditions before any further action is taken.

2. Random Spot Checks

The SWCD will conduct a minimum of 25 random on site spot checks each year on parcels subject to the Buffer Law.

3. Complaint Process:

See attached flow chart.

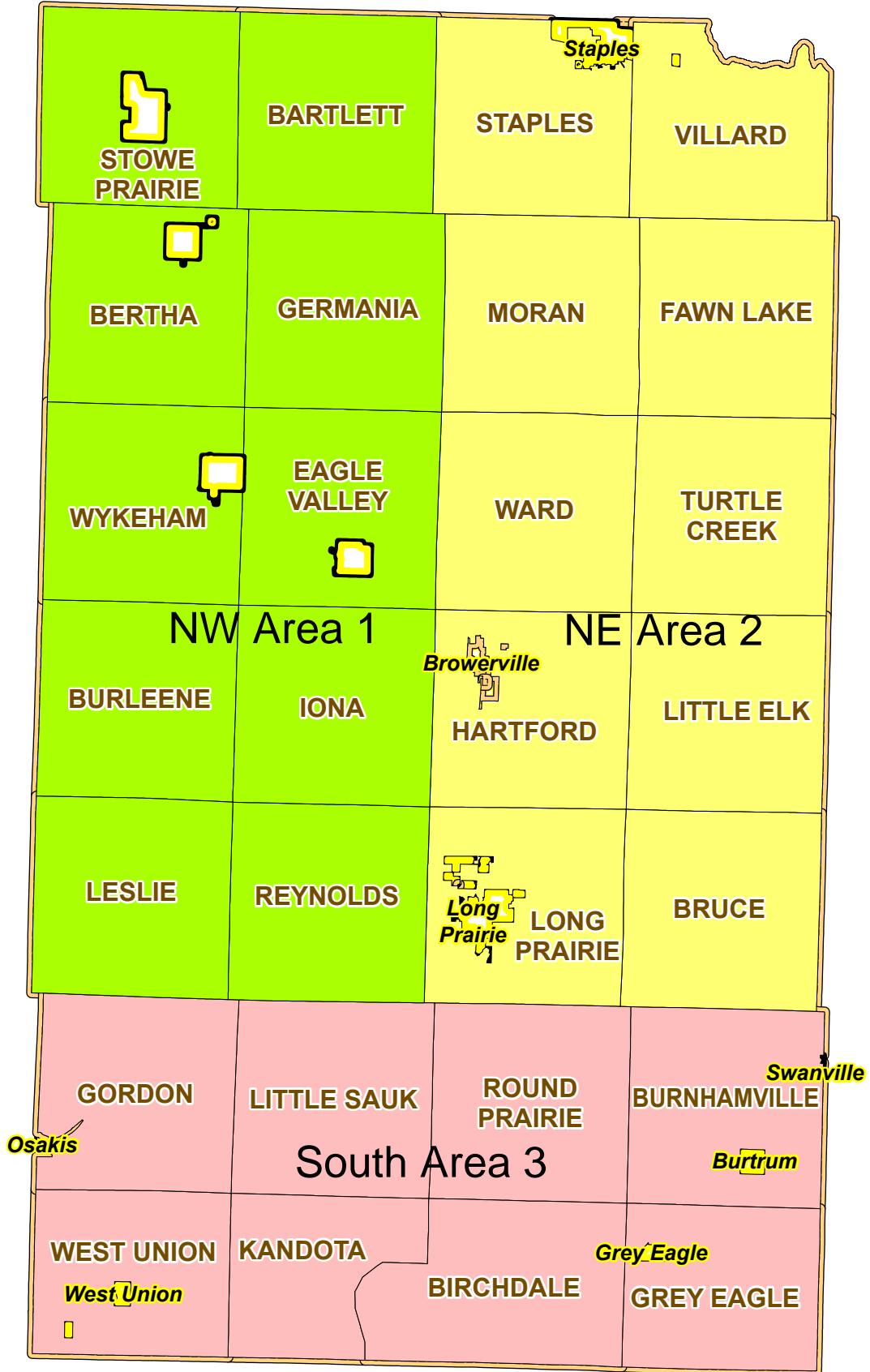
See attached resolution in accordance with *Todd County Resolution Establishing a Policy Regarding Acceptance of Complaints and Reports of Violations of Land Use and Conservation Ordinances and Law under the Jurisdiction of the County (20120312-03, Todd County)*

This document will act as the policy framework in SWCD operations related to State Buffer Program until subject to revision per Todd SWCD Supervisors and/or as changes occur to state and county requirements.

(SWCD Board Chair)

(Date)

Todd County Buffer Monitoring Regions



TODD COUNTY SOIL AND WATER BOARD OF SUPERVISORS

A RESOLUTION AUTHORIZING NAMED STAFF TO CONDUCT SPOT CHECKS ON COST-SHARED PRACTICES


WHEREAS, the District Board and staff have the responsibility to ensure that cost-share funds are spent according to state and federal rules;

WHEREAS, state cost-share protocols require regularly scheduled spot checks for quality assurances purposes; and

WHEREAS, spot checks must be conducted by technicians with the proper trainings and Job Approval Authorities (JAA) and/or Board approved technical authority (TA) credentials;

NOW, THEREFORE BE IT RESOLVED that the Todd County Soil and Water Conservation District Board of Supervisors authorize the following staff to complete spot checks to the full limit of their technical expertise:

Deja Anton, Adam Ossefoort, Dylan Pratt, Joshua Votruba, Kasen Christiansen, and Alyssa Scheve.


District Manager

5-8-25
Date


Chairperson

5-8-25
Date

TODD COUNTY SOIL AND WATER BOARD OF SUPERVISORS

A RESOLUTION ESTABLISHING LANDOWNER INKIND CONTRIBUTION HOURLY LABOR RATE

WHEREAS, landowners may opt to perform some of the labor requirements in installing a cost-sharable practice under direction of the project engineer or technical staff.

WHEREAS, no landowner in kind contribution hourly rate for manual labor has been established by BWSR Grant Administration Manual

WHEREAS, BWSR recommends state Custom Surveys to determine other pay rates for specific install duties, machinery rental, and equipment use;


WHEREAS, the IOWA Custom Rate Survey has no longer publishes rates for some farm related labor such as fencing.

WHEREAS, the Nebraska Farm Custom Rate Survey does list a rate, updated annually, for a full gamut of farm labor practices and wages for equipment operation, including fencing.

WHEREAS, equipment operation may be defined to include tools, implements, or machinery directly related to and necessitated by the practice standard for installation

BE IT RESOLVED, Todd SWCD District Board approves a rate matching that listed in the most current published Nebraska Farm Custom Rate Survey for line items relating to farm labor rates/ equipment operation, and fencing. In the event that a labor practice is not found in the Nebraska Farm Custom Survey, reference can be made to the Iowa Custom survey or second, to another mid-western state survey with similar practices, in that order.

BE IT FURTHER RESOLVED, as the Nebraska Farm Custom Rate Survey is broken down by regional costs and after technical review, staff has determined that the Northeast region of Nebraska most closely resembles that of Todd County in land use practices and livestock production. The regional rates to be used will be those printed under the Northeast region of Nebraska.



District Manager

8/8/24

Date



Chairperson

8/8/24

Date

TODD COUNTY SOIL AND WATER BOARD OF SUPERVISORS

A RESOLUTION REQUIRING COST-SHARE APPLICANTS TO HAVE NO CURRENT RECORD OF PROPERTY TAX ARREARS

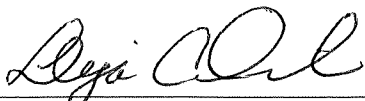
WHEREAS, Todd SWCD, through agreement with Todd County, is a department of Todd County, Minnesota; and

WHEREAS, cost-share programs can financially assist property owners to employ beneficial structural practices on their properties; and

WHEREAS, cost-share programs are primarily funded through BWSR, which receives Legislative appropriations from our tax dollars; and

WHEREAS, Todd SWCD asserts that it has a fiduciary duty to ensure that cost-share program applicants have paid their fair share of property taxes and assessments before agreeing to partner with these landowners on cost-share improvements.

THEREFORE, BE IT RESOLVED THAT: Todd County Soil and Water will obtain customer assurances that no back taxes are owed to the County for the property on which a proposed structural practice will be installed before approving any cost-share agreement with that property's owner.



District Manager

6-8-23

Date



Chairperson

6-8-23

Date



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

Cost-Share Applicant Assurance Statement

I, _____ (the applicant, aka land Occupier), do acknowledge that Todd SWCD has a fiduciary responsibility to the tax payers of Todd County to assure that cost-share recipients are in good standing with local rules, programs and ordinance. In my application for cost-share, I do attest the following:

Initial:

_____ I have no unresolved violations with Todd County Ordinance and County Programs such as the Wetland Conservation Act, the County Feedlot Program, and the Buffer Act for riparian protection.

_____ My septic system is NOT an Imminent Threat to Public Health or Safety or in a violation status requiring an immediate upgrade.

_____ I do not owe Todd County back taxes on this property.

_____ I understand my obligation to uphold the operation and maintenance agreement associated with any cost-share practice I install.

_____ In the event of property transfer, I understand my obligation to disclose this contract, the associated operation and maintenance plan, and the contract end date with any and all recipients of the property transaction.

Signed:

(Applicant/ Land Occupier)

Date: _____



Cost-Share Applicant Assurance Statement

I, _____ (the applicant, aka land Occupier), do acknowledge that Todd SWCD has a fiduciary responsibility to the tax payers of Todd County to assure that cost-share recipients are in good standing with local rules, programs and ordinance. In my application for cost-share, I do attest the following:

Initial:

_____ I have no unresolved violations with Todd County Ordinance and County Programs such as the Wetland Conservation Act, the County Feedlot Program, and the Buffer Act for riparian protection.

_____ My septic system is NOT an Imminent Threat to Public Health or Safety or in a violation status requiring an immediate upgrade.

_____ I do not owe Todd County back taxes on this property.

AND regarding cost-share contracts:

_____ In the event of property transfer, I do fully understand it is my obligation to disclose this contract, the associated operation and maintenance plan, and the contract end date with any and all recipients of the property transaction when the contract is still active.

_____ I acknowledge that it is my responsibility to choose the contractor/consultant to carry out the work outlined in the Cost-share Contract. I am obligated to pay the contractor's invoice in full, and any billing disputes are to be resolved solely between myself and the chosen contractor/consultant. SWCD payment is contingent upon the prompt receipt of accurate invoices formatted as per the program requirements from which the cost-share is funded.

_____ Currently, **I am** or **I am not** (circle one) receiving additional funding assistance from the following:

- A Federal Agency
- A State Agency
- Local Group, Club, or Organization such as a Lake Association, Wildlife or Farm organization, or community club

Signed:

Date: _____

(Applicant/ Land Occupier)

**SERVICE AGREEMENT BETWEEN:
THE COUNTY OF TODD AND THE TODD SOIL AND WATER CONSERVATION
DISTRICT**

THIS AGREEMENT, made and entered into this 7th day of September, 2021, by and between the COUNTY of TODD (hereinafter "County"), a political subdivision of the State of Minnesota, and the TODD SOIL AND WATER CONSERVATION DISTRICT, a political subdivision of the State of Minnesota (hereinafter "SWCD"), the effective date of this Agreement shall be September 7, 2021, WITNESSETH:

WHEREAS, The County is a duly organized and existing political subdivision of the State of Minnesota, and,

WHEREAS, SWCD is a Soil and Water Conservation District organized and operating in accordance with Minnesota Statutes Chapter 103C, and,

WHEREAS, The parties hereto are authorized and empowered by M.S. 375.18 and M.S. 103C.231 to enter into cooperative agreements for the purpose of the powers of each of the parties hereto, and,

WHEREAS, SWCD desires to concentrate its time, energy and effort on the establishment and management of conservation practices and on stewardship promotion and conservation education, and,

WHEREAS, The County has, or will have, available the personnel such as Auditor/Treasurer and Human Resources, office space and equipment necessary to provide all administrative, personnel, financial management and other operational functions necessary to carry out the duties and programs of the SWCD;

NOW THEREFORE, It is agreed by and between the parties hereto as follows:

1. DIVISION NAME: The SWCD will be part of the Division referred to as Soil, Water Conservation and Development with two separate departments maintaining their identity: Todd Soil Water Conservation District and Todd County Planning and Zoning.
2. RECITALS: The recitals set forth in the whereas clauses are incorporated by reference as if fully set forth herein.
3. DUTIES OF COUNTY: That the County shall provide to the SWCD without cost to the District:
 - a. All office space, equipment, vehicles, and supplies;
 - b. All other office services such as telephone, copying and similar services, and;
 - c. A Division Director to administer and operate the programs and projects of the SWCD.
 - d. All personnel shall be and remain employees of the County and under its direction and control.
 - e. That the County shall retain ownership of all such equipment, supplies, and furniture acquired for the purpose of complying with this paragraph.
4. DUTIES OF SWCD: That the SWCD shall retain authority and shall be responsible for the development of natural resources conservation policy, a comprehensive natural resources conservation plan, and the approval, development, and management of conservation projects and all other powers

generally enumerated in M.S. 103C.331, except as otherwise herein specifically designated and allocated to the County.

The County hereby designates the SWCD responsibility for developing policy, writing an annual plan of work, and administering the following:

- a. Provide conservation practice technical assistance to landowners in cooperation with partnering agencies and organizations, public and private.
- b. Education programs related to land stewardship, water quality, and resource conservation;
- c. Provide factual findings to the Soil, Water, Conservation and Development Division;
- d. Administer and oversee state grants related to natural resources conservation;
- e. Appoint one (1) SWCD supervisor advisor to the Board of Adjustment and Planning Commission.

5. EQUIPMENT: All equipment, vehicles and property of the SWCD shall become the property of Todd County.

6. SWCD BUDGET

- a. Project/Grant Funds: The SWCD shall retain the control, management and approval authority for all funds for conservation projects and practices including, by example, the receipt and disbursement of State grant funds, the receipt, disbursement and collection of loan funds, and any other funds specifically and directly related to a conservation practice. The SWCD shall maintain SWCD administrative and project funds in segregated accounts.
- b. Administrative Funds. The SWCD shall retain the control, management and approval authority for all general, discretionary and administrative funds received by it.
- c. Operating Budget: No later than October 31 of each year, the authorized representatives of the SWCD Board shall meet with the Todd County Board of Commissioners with a proposed budget for the following year.

7 LIABILITY: Nothing in the agreement shall obligate or cause either party to incur any liability as the result of the actions of the other party as to any specific duty or responsibility assumed or retained hereunder. The County shall not incur any liability by reason of any action taken by SWCD under the authority retained under Section 3. SWCD shall not incur any liability by reason of any action taken by the County under Sections 2 and 3.

The County Attorney shall represent SWCD in matters brought against SWCD. If Todd SWCD takes legal action against the county or county board they must use outside legal counsel since the County Attorney also represents the county.

8. LIAISON COMMITTEE AND ANNUAL MEETING: That there shall be established a natural resources and land use liaison committee consisting of two members of the County Board of Commissioners and two members of the Soil and Water Conservation District Board of Supervisors. The County Coordinator and/or Administrator, Soil, Water, Conservation and Development Director, and Soil and Water Conservation District Manager shall serve as non-voting advisory members. This committee shall serve as the liaison and personnel committee for the SWCD. Said committee shall meet upon the request of its members for purposes of program and policy review and to assist the Director and/or Manager with personnel decisions and matters of concern affecting the agreement. At least annually, prior to June 1 of each year, said committee shall meet for the purpose of reviewing the

effectiveness of this agreement, discussing budgets, and making a recommendation to their respective Boards as to the desirability of continuing the agreement. At least once per year, preferably in February, the entire Todd County Board of Commissioners and the Soil and Water Conservation District Board will meet in joint session to discuss SWCD's accomplishments for the past year and its work plan for the coming year. Other agenda items for the meeting may also be submitted one week prior to the meeting to allow proper public notice and preparation of board members for the meeting.

9. EMPLOYEES:

a. Hiring

i. the Director of the Soil, Water, Conservation and Development Division and the Manager of the Soil and Water Conservation District shall be appointed by the Todd County Board of Commissioners, in accordance with Todd County Personnel Policy with the agreement of the SWCD Board of Supervisors. The liaison committee shall serve as the interview and recommendation committee for the hire of the Director and Manager

ii. staff positions shall be appointed in accordance with the Todd County Personnel Policy at the recommendation of the liaison committee. If the County Coordinator and/or Administrator refuses to appoint a position at the recommendation of the liaison committee, the matter is immediately forwarded to the County Board of Commissioners for potential overturn.

b. Management of Division Director and SWCD Manager

i. will be under the day to day management and control of the Todd County Board of Commissioners and/or their designee. This includes all performance management, discipline or other management activities. Termination of the Director and Manager requires agreement by both Boards.

c. Performance evaluation

i. performance evaluations will be conducted in accordance with Todd County Policy. The SWCD Board shall be offered the opportunity to comment on the performance evaluation of staff. The SWCD Board shall be allowed the opportunity to hold an independent evaluation of the Director and Manager, the said performance evaluation will be included in the employees personnel file.

10. CHAIN OF COMMAND: The SWCD Board and the Todd County Board of Commissioners recognizes that there is potential for miscommunication given the relationship between two elected Boards and the accountability of the Director and Manager. In recognition of that, both Boards agree to abide by a strict chain of command for all performance and management issues, which goes through the liaison committee in the absence of a County Coordinator and/or Administrator. Adherence to this chain of command will help to ensure a positive and smooth operation and collaboration.

11. EFFECTIVE DATE: CONTINUING EFFECT: This agreement shall be effective on the date set forth in the first paragraph of this Agreement and shall continue thereafter, from year to year, unless specifically terminated by either of the parties to this agreement to the other.

12. ALTERNATIVE DISPUTE RESOLUTION: In the event there is a dispute that arises from this agreement and the collaborative operation of the departments, before engaging in termination, the parties agree to engage in alternative dispute resolution in accordance with county personnel policy.

13. TERMINATION: This agreement shall terminate with either party giving 60 days written notice to the other party of their desire to terminate the agreement prior to July 1 of any year of this agreement or of any extension thereof.

14. AMENDMENTS: Any amendments, deletions, or waivers of the provisions of this agreement shall be valid only when reduced to writing and signed by the parties.

15. SWCD FUNDS: When the SWCD has balanced all of its accounts payable and receivable the SWCD will provide the remaining funds to the County to be held in a trustee fund. The SWCD Board of Supervisors shall have authority over said funds.

16. ENTIRE AGREEMENT: This agreement shall constitute the entire agreement of the parties and shall supersede all oral and any prior agreements and negotiation between the parties relating to the subject matter herein.

COUNTY OF TODD

BY Barbara Becker
Chairperson, Todd County Board of Commissioners

ATTEST Renise Lude
Todd County Auditor - Treasurer

DATE 9-7-2021

TODD COUNTY SOIL AND WATER CONSERVATION DISTRICT

BY Dale Kallio
Chairperson, Todd Soil and Water Conservation District Board

ATTEST Tom Williamson
Secretary, Todd County SWCD

DATE 10/14/21

TODD COUNTY SOIL AND WATER BOARD OF SUPERVISORS

A GUIDANCE POLICY ASSISTING STAFF ON PER DIEM PAYOUT DETERMINATIONS

From 2026 BWSR Guidance: *Meetings and other activities must be deemed necessary to the conduct of SWCD business to be eligible for compensation and expenses. All meetings and events, other than regular SWCD board meetings, need to be authorized by the SWCD board and recorded in the minutes of the meeting at which authorization is given. When possible, such authorization should be prior to the event or meeting.*

- 1) For the Purpose of Conducting Business: All Todd SWCD Board of Supervisors' Monthly meetings, assigned Committee Meetings, AREA 2 Meetings, Annual MASWCD Meetings, Meetings when Called to Present or Preside *over a soil and water related topic* (such as County board meetings or township meetings), or Meetings to Accept Recognition by another agency or partner are automatically recognized by the Board of Supervisors and staff to be paid without question.
- 2) It is expected that one paid Supervisor representing the Board will be present at each SWCD sponsored events and that full per Diem will be paid. If any other Supervisor is assigned a duty at the event by the Board of Supervisors or Chair in absence of the Board, per Diem will be paid. Other Supervisors attending in support or interest will be considered "Volunteer", unless otherwise voted upon by the Board or Board Chair in absence of the full board.
Events include, but are not limited to include future developed SWCD events, the:
 - *Annual SWCD Feedlot Meeting*
 - *Local Work Group Day*
 - *Bus Tours*
 - *Field Events/ Soil Health Days*
 - *Envirofest*
- 3) Supervisors attending required trainings will be paid per Diem without question.
- 4) 1st round Supervisors wishing to attend trainings not required by their position for the purpose of enhancing their knowledge or understanding of programs or duties may receive per Diem with permission from the full Board or the Chair, in absence of the full board.
- 5) Other Supervisors attending trainings or invitational events not required by their position will need to obtain permission from the full board or Chair, in absence of the full Board, if per Diem is expected. It is also expected that the Supervisor attending this training, which per Diem is expected will report back to the full Board on what they learned and how the SWCD will be impacted by the event or training outcomes. Per Diem will follow the Board presentation.
- 6) Events such as city celebrations, local fairs, the annual township meeting, parades, etc., will be considered "volunteer" unless assigned a specific duty or requested to act as an SWCD representative by the full board or the Chair, in absence of the full board.

Todd Soil & Water Conservation District Board of Supervisors

Resolution for Roles of Newly Elected Supervisors

WHEREAS, Supervisors' terms extend four years following appointment,

WHEREAS, when a Supervisor position is up for election, a new Supervisor can be elected,

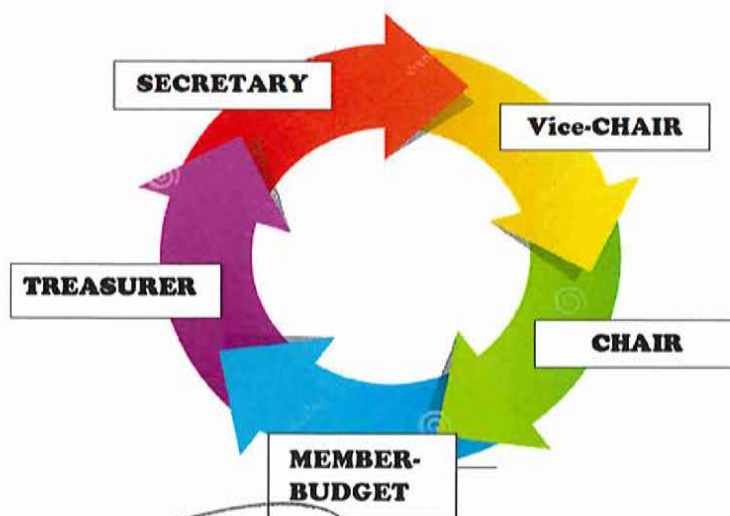
WHEREAS, Todd SWCD has followed a specific rotation and Board Order for supervisory roles (below),

WHEREAS, new Supervisors are less familiar with the roles and responsibilities of their position than seasoned Supervisors,

WHEREAS, the Member role exposes new Supervisors to the budget and financial matters of the SWCD and other supervisor responsibilities before taking on the active role of Treasurer the following year,

BE IT NOW RESOLVED, that any newly elected Supervisor to the Board will be appointed the role of Member for the first year serving on the Board.

BE IT FURTHER RESOLVED, that in the event that two New Supervisors are re-elected in the same year, and for no reason other than being judicious in protocol, the Supervisor with the larger District number (be it District 1,2,3,4,or 5) will take the Member/Budget Committee Role while the Supervisor with the smaller District number will take on an *Apprentice* Treasurer/Budget Committee role under the guidance of the former Treasurer and either the Program Coordinator or District Manager, (in the event the Program Coordinator Position is vacant or new) or Division Director (in the event that both the Program Coordinator and Manager are vacant or new).



Chair: *Dale Halliday*

Date: 6/10/2021

Quarterly Snapshot

Half of the quarter was....different. October was a month full of brainstorming and endless Tech Talks. I expanded my skills on Canva and thought up some opportunities for outreach within the next year, and thought about where the most noticeable gaps in information are between us and our landowners. With that I attempted to figure out how to make some printable infographics for landowners to take home.

Once we re-opened it was a full week of scheduling, organization and settling back in. a lot of time was spent creating maps and preparing for the looming status reviews I needed to finish for my county. I had previously been advised to wait until October to do them, but we all know how October went. So my entire month of December was back to back calling landowners and site visits for status reviews in rain, snow and blizzards. Identifying vegetation this time of year presented a challenge of its own, other than the inability to access plots without getting the government truck stuck.

Despite the uncertainty this fall brought, I was able to complete the status reviews I had left (barely) and managed not to get lost in the snow banks. On another note, I had gone through my first non-compliance issue, as I had a landowner quite literally landscape his CP3. Mulch and all. I also had to amend a contract where I used the wrong component code for a cost share item... not fun. I am working with my ARC and regional supervisor to get my conservation planner levels and JAA.

Personally, my life was quite full. I had 5 thanksgivings, and 6 Christmas's. I'm very blessed but it was in fact, very exhausting. So the in-laws and I are going to Mexico the first week of February to decompress from the end of year stress. I am very excited, it will be my first time out of the country!

Highlights

- 100 Status Reviews
- Working on Webinar for CRP Q's
- Worked on infographics for the office
- Working with SWCD for CRP presentation at their annual Feedlot meeting
- First component code amendment



Me in the field conducting status reviews in December

Quarterly Snapshot

This quarter was my first experience with creating conservation plans. It presented a very steep learning curve, and I struggled to become efficient in CD. I also really struggled with time management but despite the odds the plans were completed on time! All of the plans were signed and also made it through my first last minute plan change. We were able to increase contract numbers from the 15 expiring to 20 going in despite the extreme change in rental rates. Things have been quite slow in the office, and I have started digging into my large pile of status reviews and finished my certifications for this summer. Todd also carried out its first CRP incentive fund round with the SWCD, awarding 5 landowners for the hard work of maintaining and converting land into CRP.

I was able to attend a day of my first PF state meeting this year! I was able to discuss and learn about the future missions and goals of PF, as well as how they operate and what we can do to continue their growth. We planted hundreds of plugs on a large plot of restored habitat, and got to know our PF siblings better.

Todd has a history of not being PF's biggest fans, so I was asked to give a presentation to the Board of Commissioners before my annual agreement was signed. I was able to convince them PF had value in Todd which was a huge relief.

Highlights

- 20 conservation plans
- 10 certifications
- started discussing my JAA next steps
- Presented to 5th graders in Frazee
- Rolled out a SWCD incentive
- Learned more about CD
- annual report
- presented to the Board of Comissioners



Photo of a mowing certification I did in September



MN state PF meeting plug adventure!

Outreach and Education

While there seems to be a lull in CRP interest in, there is still a need for wildlife education! I had the opportunity to be a presenter at an event hosted by Becker SWCD to educate some 5th graders on Birding! We presented to several groups throughout the day, and they each brought something special to the day.

In terms of future outreach, I am excited to be learning and studying up to present at the 2026 Women in Ag conference! It was such a privilege to attend last year, and to return as a presenter will be such a treat.





Minnesota Pheasants Forever Quarterly Report

Riley Trantina– Todd County

April– June 2025

Quarterly Snapshot

This quarter marked some new beginnings for me in both my personal life and in my life as FBB. I worked with Jason Andersen to get a fire trailer in Todd county, and we just heard back that we have the green light! I also got to attend New Hire orientation which was amazing I got to connect with so many incredible people.

After April, things slowed down for march. I had a couple of site visits and some phone calls checking in to prepare for a potential sign up. People were debating in our office if we would even have one but soon enough while I was waist deep in wedding planning, the 2025 CRP signup was announced.

It was a challenge fighting through my first signup, especially in such an uncertain year on the federal level. The lack of higher level payments in SU63&64 turned some people away, but Todd county was still able to not only match the number of expiring contracts but added 7 more for a total of 22 contracts for 2026. I learned a lot about time management and how the sign ups actually look start to finish. I took a brief break to attend the Todd SWCD's local work group tour showcasing ag waste systems, pit closures and restored prairies where I connected with tons of landowners and neighboring county staff.

Once I got all of my offers completed and given to FSA, I was off to get married! The weather was perfect, and all of the storms somehow went right around us. I am a Trantina now so if Riley Trantina emails you its not a scam its just me!



My Wedding June 28th 2025

Highlights

- Status reviews and my first CRP certifications
- Navigating my first CRP sign up
- GETTING MARRIED
- Fire trailer for Todd
- SWCD work group tour



LOCAL COOPERATIVE AGREEMENT (2026-2027)

Todd County and Pheasants Forever, Inc.

THIS AGREEMENT is made this _____ day of _____ 2026 (“Effective Date”), by and between Todd County, a political subdivision of the State of Minnesota, and Pheasants Forever, Inc. (“PF”), a Minnesota non-profit organization. In consideration of the mutual promises and covenants hereunder, the parties hereto agree as follows:

1. Term. Notwithstanding the date of the signatures of the parties to this Agreement, the term of this Agreement shall commence on the Effective Date and, unless earlier terminated pursuant to this Agreement, shall terminate on June 30, 2026, or on the date all funds have been expended whichever occurs earlier.
2. Representations by PF. PF makes the following representations to Todd County for the purpose of this Agreement:
 - a) PF is competent to perform the services contemplated under this Agreement.
 - b) PF is under no legal impediment that would preclude PF from performing the services contemplated under this Agreement.
 - c) PF has not been the subject of any claims or allegations of negligent or intentional acts or omissions that relate to the type and scope of services to be provided by PF to Todd County under this Agreement.
3. Duties of PF. To add staff capacity in Todd County to increase landowner participation in State and Local conservation programs as well as the conservation provisions of the Federal Farm Bill which increase the amount of native grasses and wetlands on the landscape and projects that enhance water quality, soil health, and increase fish and wildlife habitat.

Specifically, the following conservation programs are to be the focus of this Agreement: Conservation Reserve Program (CRP), Continuous Conservation Reserve Program (CCRP), Conservation Reserve Enhancement Program (CREP), Agriculture Conservation Easement Program (ACEP), Re-Invest in Minnesota (RIM), Environmental Quality Incentive Program (EQIP), US Fish and Wildlife Programs, Prairie Bank, Clean Water Fund projects, and any other programs that enhance the quality of soil health, water quality and wildlife habitat are part of the scope of work.

The primary focus shall be to provide quality customer service and enroll farmers/landowners into voluntary conservation programs. Under no circumstance is PF to work on anything related to violations or enforcement of Federal, State or Local laws. PF shall not be involved in any actions taken regarding conservation violations. Neither will this agreement prohibit Todd County from taking any necessary enforcement actions for conservation violations that may occur against any landowner with whom PF has worked.

Personnel. All work PF is to perform shall be performed by competent and qualified personnel. As soon as known, PF will inform Todd County who will have primary responsibility for performing the work under this Agreement on behalf of PF and will serve as PF's primary contact with Todd County. Should PF change the person primarily responsible for performing the work under this Agreement it must notify Todd County's Authorized Representative in writing seven days prior to the change.

Final Documents. PF shall provide all documentation of the work to be performed under this Agreement. The documents shall be furnished in a format acceptable to Todd County. Upon completion of the work, PF shall also deliver to Todd County copies of all correspondence, drawings, reports and all other documents either generated by or received by PF in the performance of the work and services required by this Agreement.

Standard of Care and Liability for Work. In performing the work under this Agreement, PF will use that degree of care, knowledge and skill ordinarily exercised by other reputable professionals in the field under like circumstances within the State of Minnesota.

4. No Authority to Bind Todd County. PF acknowledges that PF has no authority to bind Todd County to any contract, agreement, or arrangement, nor shall PF state or imply that PF has authority to do such acts. Use of the name or logo of Todd County by PF is prohibited without the consent of Todd County's Authorized Representative or his/her designee.
5. Compensation. Todd County shall pay PF for services satisfactorily completed in accordance with this Agreement. The total compensation payable to PF for services and expenses under this Agreement shall not exceed \$3,750.00 (the "Contract Maximum"). In the event Todd County requests services that would require payment in excess of the Contract Maximum, PF shall not proceed until such time as Todd County has approved such modification or addition by written amendment to this Agreement.
 - a. Billing by PF. The amounts to be paid under this Agreement shall be paid only if work has been satisfactorily performed as determined by Todd County's Authorized Representative and consistent with the Contract

Maximum. PF shall submit a monthly report outlining PF's progress in a form acceptable to Todd County's Authorized Representative.

- b. **Payment by Todd County.** Within thirty days (30) days of the date of termination as outlined in Section 1 of this Agreement PF shall submit a final invoice to Todd County's Authorized Representative. Todd County shall not be required to compensate PF for services or to reimburse PF for expenses without adequate documentation by PF supporting the request for compensation or reimbursement. Within thirty-five (35) days of the approval of the invoice by Todd County, Todd County shall mail payment of the approved amount to PF for all services satisfactorily performed or make reasonable arrangements for payment acceptable to PF. No claim for expenses or services not specifically provided for herein shall be honored by Todd County. Amounts disputed need not be paid until the dispute is resolved. Final payment due to PF will be made by Todd County when all work and services have been satisfactorily performed and all documents have been delivered to Todd County in accordance with this Agreement. All payments shall be issued to:

Pheasants Forever, Inc.
1783 Buerkle Circle
St. Paul, MN 55110

6. **Compliance with Todd County Policies.** PF agrees to comply with Todd County policies regarding personal and professional conduct and conflicts of interest as may be presented to PF by Todd County from time to time.
7. **Authorized Representative.** The Todd County Soil and Water Conservation Development Division (SWCDD) Director shall serve as the Authorized Representative of Todd County and as the liaison with PF. Todd County shall have the right to change its Authorized Representative from time to time and shall inform PF of any such change. The Authorized Representative shall have the express authority to make all contacts with PF on behalf of Todd County and to instruct PF to perform the various services described in this Agreement. PF shall submit reports, invoices and other materials prepared pursuant to this Agreement to Todd County's Authorized Representative, by mailing or delivering them to:

Director
Todd County SWCD
215 1st Ave, S, Suite 104
Long Prairie, MN 56347

8. **Intellectual Property Rights.** PF acknowledges that any original copyrightable work created within the scope of his/her engagement is and shall remain Todd County's sole property as a "work for hire" under copyright law and PF irrevocably assigns any and all rights and interests in such work to Todd County. PF further

agrees to promptly disclose in writing all inventions, discoveries, improvements, formulas, techniques, and know-how (whether or not patentable and/or reduced to practice), made, conceived or learned of during the period of his/her employment which relate to or result from the actual or anticipated business of Todd County or from the use of Todd County's premises or property (the "Technology"). PF hereby irrevocably assigns to Todd County all rights and interest in such Technology and agrees to assist Todd County in every way at Todd County's expense, but without further compensation to protect said Technology, and to execute all documents which Todd County reasonably determines as necessary or convenient for the protection of said Technology. PF agrees to keep complete, accurate and authentic accounts, notes, data and records of all such Technology in the manner and form requested by Todd County. Such documentation shall be the property of Todd County and PF shall promptly deliver to Todd County such documentation upon his/her termination or upon Todd County's request at any time.

9. Items provided by Todd County. Todd County will furnish any data or materials in its possession relating to the Duties in Section 3 of this Agreement that may be of use to PF in performing the work. PF shall make an analysis of all data and information furnished by Todd County. All data or materials provided to PF will remain the property of Todd County and must promptly be returned to Todd County upon expiration or termination of this Agreement.
10. Minnesota PF Relationship. PF and Todd County agree that the relationship created by this Agreement is that of the Minnesota PFs. PF is responsible for the payment of any taxes, including, without limitation, all federal, state and local personal and business income taxes, sales and use taxes, other business taxes, and license fees arising out of PF's activities. PF will also keep in force all necessary public liability insurance and vehicle insurance with carriers that are satisfactory to Todd County and shall hold Todd County harmless from all claims, demands and suits arising from the acts of PF.
11. Indemnification. Each party shall be liable for its own acts and the acts of its representatives to the extent provided by law and hereby agrees to indemnify, hold harmless, and defend each other, its officers, employees and volunteers against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers, employees and volunteers may hereinafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its agents, servants, employees or volunteers, in the execution, performance, or failure to adequately perform its obligation pursuant to this Agreement.
12. Insurance. PF shall procure and maintain for the duration of the Agreement, insurance coverage for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by PF.

Minimum Scope of Insurance: Coverage shall be at least as broad as follows:

- a. General Liability coverage (occurrence form CG 00 01 or a substitute form providing equivalent coverage), and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury, advertising, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract). Todd County **must be named as additional insured**. An excess or umbrella liability policy may be used in conjunction with primary coverages to meet the minimum limit requirements. Todd County must also be named as additional insured on the excess or umbrella policy.
- b. Automobile Liability coverage shall be written on ISO form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or substitute for providing equivalent liability coverage. Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos). Todd County **must be named as additional insured**. An excess or umbrella liability policy may be used in conjunction with primary coverages to meet the minimum limit requirements. Todd County must also be named as additional insured on the excess or umbrella policy.
- c. Workers' Compensation as required by the State of Minnesota, and Employer's Liability insurance. If PF's employment is an excluded employment under Minn. Stat. § 176.041 and PF elects not to purchase workers' compensation coverage, PF shall provide Todd County with a written waiver of workers' compensation coverage in a form acceptable to Todd County. PF agrees that under no circumstances shall Todd County be responsible for workers' compensation for injuries suffered in connection with this Agreement.

Minimum Limits of Insurance: PF shall maintain **no less than** the following limits of insurance:

- d. General Liability Insurance, and if necessary, Umbrella Liability:
 - \$1,000,000 per occurrence
 - \$2,000,000 annual aggregate
 - \$2,000,000 products and completed operations aggregate
- e. Business Automobile Liability and if necessary, Umbrella Liability:
 - \$1,000,000 per occurrence
- f. Worker's Compensation:
 - as required by the State of Minnesota
- g. Employer's liability coverage with minimum limits of:
 - Bodily injury by accident: \$500,000 each employee
 - Bodily injury by accident: \$1,000,000 each incident

- Bodily injury by disease: \$500,000 each employee

Deductibles and Self-Insurance:

- h. Any deductibles will be the sole responsibility of PF and may not exceed \$50,000 without the written consent of Todd County. Any request for a higher deductible must first be approved by Todd County after PF provides Todd County with financial documentation sufficient for Todd County to determine whether PF has the financial resources to cover the requested deductible.

Additional Insurance Conditions:

- i. PF's insurance shall apply as primary insurance with respect to any other insurance or self-insurance program maintained by Todd County. Todd County's insurance or self-insurance program shall be excess of PF's insurance and shall not contribute to it.
- j. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to Todd County or its officers, officials, employees or volunteers.

Verification of Coverage:

- k. PF shall provide Todd County with certificates of insurance and original endorsements showing that PF has each type of insurance coverage and limits required under this Agreement. A Certificate of Insurance for each policy must be on file with Todd County within 10 days of execution of this Agreement and prior to commencement of any work under this Agreement. Each certificate must include a 10-day notice of cancellation, nonrenewal, or material change to all named and additional insureds. If insurance expires during the term of this Agreement a new Certificate of Insurance must be provided to Todd County at least 10 days prior to the expiration date. The new insurance must meet all the same terms as outlined in this Section 13. Todd County reserves the right to rescind any contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against PF.

13. Termination. This Agreement shall automatically terminate upon the expiration of the term of this Agreement. This Agreement may be terminated by written agreement of the parties or by either party, without cause, by giving written notice of termination to the other party. Termination shall be effective on the date of such written agreement between the parties; or, if terminated by one party, 30 days after the written notice of termination is given. In the event of a breach of any term and condition of this Agreement, the Agreement may be terminated by the aggrieved party, if the other party has failed to cure the default within five business days after receiving written notice specifying the nature of the default, with such termination becoming effective upon expiration of the cure period. Upon termination of this Agreement prior to the expiration of the term, the compensation payable to PF

shall be the pro-rata portion of the total compensation payable in the same ratio as the percentage of services actually performed prior to termination in relation to the total services which would have been performed had the Agreement not been prematurely terminated.

14. Data Practices. PF must comply with the Minnesota Government Data Practices Act (Minnesota Statutes Chapter 13) as it applies to all data provided to PF by the Todd County under this Agreement and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by PF pursuant to this Agreement. If PF receives a request to release data pursuant to this Section 8.2, PF shall notify Todd County immediately and consult Todd County as to how PF should respond to the request. PF's response shall comply with applicable law.
15. Arbitration. The parties agree to submit to binding arbitration all monetary disputes arising under this Agreement for claims of \$25,000 or less.
16. Audit. PF shall maintain complete and accurate records with respect to costs incurred and services performed under this Agreement for a period of at least six (6) years after the termination of this Agreement. Pursuant to Minn. Stat. § 16C.05, Subd. 5, PF shall allow Todd County or other persons or agencies authorized by Todd County, including the Legislative or State Auditor, access to the records of PF at reasonable hours, including all books, records, documents, and accounting procedures and practices of PF relevant to the subject matter of the Agreement, for purposes of audit.
17. Notice. Any notices required or permitted to be given under this Agreement: (i) shall be in writing signed by or on behalf of the party making the same; (ii) shall be deemed given or delivered (a) if delivered personally, when received, (b) if sent from within the United States by registered or certified mail, postage prepaid, return receipt requested, on the third business day after mailing, or (c) if sent by messenger or reputable overnight courier service, on the next business day after mailing; and (iii) shall be addressed to each party at its address set forth in this Agreement, or at such other address as the parties shall designate in writing by personal delivery, certified mail, or overnight courier service.
18. Miscellaneous. If any clause or provision herein shall be adjudged invalid or unenforceable by a court of competent jurisdiction by operation of any applicable law, it shall not affect the validity of any other clause or provision, which shall remain in full force and effect. This Agreement shall be governed by laws of the State of Minnesota, and the courts of the State of Minnesota shall have jurisdiction over any dispute which arises under this Agreement, and each of the parties shall submit and hereby consent to such court's exercise of jurisdiction, except to the extent that the parties have agreed to submit any dispute to binding arbitration. In any action to enforce rights under this agreement, the prevailing party shall be entitled to recover its attorney's fees and expenses incurred in such action. This Agreement supersedes all prior agreements and understandings between PF and

Todd County, and may not be modified, changed or altered except as specifically set forth in writing and signed by both parties.

19. Compliance with Applicable Law. PF agrees to comply with applicable federal, state and local laws or ordinances, and applicable rules, regulations, and standards established by any agency of such governmental units, which are now or hereafter promulgated insofar as they relate to PF's performance of the provisions of this Agreement. It shall be the obligation of PF to maintain, pay for and obtain all licenses required by any governmental agency for the provision of those services contemplated herein.
20. Debarment. PF certifies that it is not prohibited from doing business with either the federal government or the State of Minnesota as a result of any debarment or suspension proceedings. PF's certification is a material representation upon which Todd County's approval of this Agreement is based. PF shall provide immediate written notice to Todd County's authorized representative if at any time PF learns that this certification is erroneous or becomes erroneous due to changed circumstances.
21. Conflict of Interest. PF affirms that, to the best of PF's knowledge, PF's involvement in this Agreement does not result in a conflict of interest with any party or entity, which may be affected by the terms of this Agreement. PF agrees that, should any conflict or potential conflict of interest become known to PF, it will immediately notify Todd County of the conflict or potential conflict, specifying the part of this Agreement giving rise to the conflict or potential conflict, and will advise Todd County whether PF will or will not resign from the other engagement or representation.
22. Assignment and Delegation. Neither party shall assign its rights or delegate its duties under this Agreement without receiving the prior written consent of the other party.
23. Successors in Interest. The provisions of this Agreement shall be binding upon and inure to the benefit of the parties and their permitted successors and assigns.
24. Execution. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and to constitute one and the same instrument. Electronic copies of this Agreement, including without limitation, those transmitted by facsimile or scanned to an image file, shall be considered originals.

IN WITNESS THEREOF, Todd County and Pheasants Forever, Inc. have executed this Agreement as of the day and year first written above:

Pheasants Forever, Inc., having signed this Agreement, and Todd County Board of Commissioners having duly approved this Agreement, and pursuant to such approval and the proper County officials having signed this Agreement, the parties hereto agree to be bound by the provisions herein set forth.

COUNTY OF TODD

PHEASANTS FOREVER, INC.

BY: _____

Adam Ossefoort, Director
Todd County SWCDD

BY: _____

_____, President
Pheasants Forever, Inc.

DATED: _____

DATED: _____

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APPROVED AS TO FORM AND EXECUTION

BY: _____

John Lindemann, Todd County Attorney