



WHERE THE FOREST MEETS THE PRAIRIE

**Todd County**

• MINNESOTA • EST. 1855 •

**SOIL AND WATER CONSERVATION DISTRICT**

215 1<sup>st</sup> Avenue South, Suite 104

Long Prairie, MN 56347

Phone: 320-732-2644 Fax: 320-732-4803

## **MINUTES FROM THE JULY 13, 2023 REGULAR BOARD MEETING**

Chairperson Williamson called the Thursday, July 13, 2023 meeting to order at 8:30 a.m.

The meeting was held in person at the Historic Courthouse located at 215 1<sup>st</sup> Ave S, Long Prairie, MN 56347.

The Pledge of Allegiance was recited.

Call for Introductions.

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

Others present in person were: Adam Ossefoort, Division Director, Sarah Katterhagen, Program Coordinator, Tim Ebnet, Conservation Technician, Dylan Pratt, Conservation Technician, Josh Votruba, Conservation Technician, Luke Thoma, NRCS, Randy Neumann, Commissioner, and Barb Becker, Commissioner.

Williamson asked if there were any additions or corrections to the agenda. Katterhagen made a motion, seconded by Buchholz to accept the agenda for the regular July 13, 2023 meeting. Affirmative: Williamson, Buchholz, Wendel, Katterhagen and James. Motion Carried.

Wendel made a motion, seconded by Buchholz to approve minutes as disbursed from the June 8, 2023 board meeting. Affirmative: Williamson, Buchholz, Wendel, Katterhagen and James. Motion Carried.

Williamson asked the board to review June's 2023 Treasurer's Report. Buchholz made a motion, seconded by Wendel to accept June's 2023 Treasurer's Report with receipts totaling \$105,282.87 and disbursements totaling \$54,851.00. Affirmative: Williamson, Buchholz, Wendel, Katterhagen and James. Motion Carried.

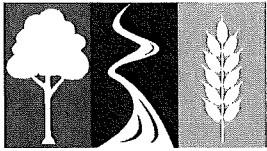
Williamson called for conflict of interest. No conflict of interest reported.

### **REPORTS:**

**Commissioner's Report:** Neumann reported the Auditor's office has received multiple letters from landowners and from Burnhamville Township requesting to be on the Commissioner's agenda regarding Hollermann runoff concerns. Commissioner's unsure why they are receiving the letters, when it should be the SWCD. The Commissioner's would like to have SWCD Board members at the meeting, and are requiring SWCD Managers to be present.

Ossefoort will discuss with Buchholz after the meeting, since issues are located in his area.

Becker reported the County Finance committee is reviewing proposed budgets. With the proposed budgets, there will be areas that need cutting. Becker asked if the Long Prairie WBIF could be used in the Auditor's office. Ossefoort reported the grant budget has administration hours built in for his hours, District Manager's hours and Program Coordinator hours. Becker, asked what about for the Auditor's office for their time cutting



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checks. S. Katterhagen stated, the SWCD is the fiscal agent of the grant, and in the calculated billable rate, overhead is part of the billable rate. If the Auditor's would like to direct bill hours toward the grant, they would need to track hours, know exactly when they are cutting checks for that grant, and would have to keep a daily log of those hours. S. Katterhagen noted, the time it takes to track the log details, probably wouldn't be worth it for the Auditor's office to bill hours.

Neumann reported Long-Higgins lake was awarded 1.4 million to lower the lake. Right now, parties involved are figuring out the logistics of the Bill that was passed.

**Director Update:** No major updates with the Planning and Zoning office. Ossefoort informed the board Planning and Zoning received a septic system replacement grant for income-based landowners. Ossefoort also shared with the board variance criteria questions.

**SWCD Manager Highlights and Project Update:** Ossefoort showed Anton's staff report and project report on the screen.

**NRCS Report:** Thoma reported NRCS is working on payments, one Ag Waste project was approved, and three RCPP projects were approved.

**1W1P SRWD Report:** Todd SWCD is likely to receive an increase in funding in round two, and Williamson reported he likes seeing that Todd SWCD is bringing forth projects and getting them completed.

**1W1P Red Eye Report:** There was a recently TAC meeting, and Todd SWCD has one potential stabilization project in that area on the Wing River.

**1W1P Long Prairie Report:** There is a policy meeting coming up and one well sealing project is moving forward.

**1W1P Crow Wing Report:** There was a policy meeting on June 28, 2023 and moving along with the organization of the plan and agriculture has been added. The Crow Wing watershed map was attached as part of the packet and a bus tour for policy members will be held on July 26, 2023.

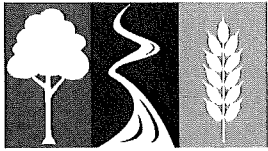
**1W1P Mississippi Brainerd Report:** The plan is open for public comment and a Public Hearing for the plan will be held on September 26, 2023.

**BWSR Report:** No Report.

**Celebrations:** Successful Local Work Group meeting and tour.

## **DECISIONS:**

Buchholz made a motion, seconded by Wendel to approve encumbering FY2023 LP WBIF cost share funds in the amount of \$412.50, not to exceed 50%, for Neil Dvorak, C#T-LPWBIF-23-01, for a well sealing project located in the Long Prairie River Watershed. Affirmative: Williamson, Buchholz, Wendel, Katterhagen and James. Motion Carried.



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Wendel made a motion, seconded by Katterhagen to approve encumbering FY20 MPCA Partridge River II cost share funds in the amount of \$17,953.66 and FY20 BWSR Partridge River cost share funds in the amount of \$3,661.34 for a total of \$21,615, not to exceed 75%, for Devona Hlatky, C#2023.07.13-3.2, for a pit closure project located in the Crow Wing Watershed. Affirmative: Williamson, Buchholz, Wendel, Katterhagen and James. Motion Carried.

Buchholz made a motion, seconded by James to approve encumbering FY2023 Soil Health cost share funds in the amount of \$4,257.38, not to exceed 75%, for John Wettstein, C#2023-07.13-3.3, for a cover crop project located in the Long Prairie River Watershed. Affirmative: Williamson, Buchholz, Wendel, Katterhagen and James. Motion Carried.

Katterhagen made a motion, seconded by James to approve encumbering FY2023 Soil Health cost share funds in the amount of \$461.81, not to exceed 75%, for Nathan Paulzine, C#2023.07.13-3.4 for a cover crop project located in the Long Prairie River Watershed. Affirmative: Williamson, Buchholz, Wendel, Katterhagen and James. Motion Carried.

Ebnet left the meeting at 9:11 a.m.

Buchholz made a motion, seconded by James to approve encumbering FY2023 Riparian cost share funds in the amount of \$5,113.50, not to exceed 75%, for Rick Jones, C#2023.07.13-3.5, for Lakeshore Buffer Planting located in the Mississippi-Brainerd Watershed.

Discussion: Votruba informed the board, the landowner was only able to get one bid. Contractors are booked for the year, and landowner would like to do project in August. Board consensus not to make getting one bid a practice. Discussed core logs versus using rocks. Board discussed using a different cost share rate, because of one bid, but consensus, that could cause issues in the future. Affirmative: Williamson, Buchholz, Wendel, Katterhagen and James. Motion Carried.

James made a motion, seconded by Katterhagen to approve A Resolution Containing Guidelines of Use of SWCD AID Payments, resolution #20230713-3.6.

Discussion: Ossefoort, asked S. Katterhagen to explain SWCD AID to the board. S. Katterhagen reported, the AID is replacing the Local Capacity funding. The District will receive around \$170,000 each year for the next two years and it will decrease after that. Payments will be split between July and December. This funding currently requires no e link reporting and has no required grant audit. In order to spend the funding, the SWCD must have a written resolution how they are going to utilize the funding. A resolution template was provided by MASWCD and Anton made a few minor changes in the wording.

### **A RESOLUTION CONTAINING GUIDELINES OF USE OF SWCD AID PAYMENTS**

**Minn. Stat. § 477A.23, subd. 4(b)**  
*(effective July 20, 2023)*

**State SWCD Aid payments will be used by the district board and staff to carry out the following duties as outlined in Minn. Stat. § 103C.332, subd. 1:**



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- (1) respond to and provide technical and financial assistance to landowners to maintain and improve the quality, quantity, distribution, and sustainability of natural resources, including surface water, groundwater, soil, and ecological resources;
- (2) provide technical assistance in implementing the soil erosion law under sections 103F.401 to 103F.48;
- (3) arrange for employees to serve on technical evaluation panels to implement the wetland laws as required under section 103G.2242;
- (4) locally administer the reinvest in Minnesota reserve program under section 103F.515 and rules adopted thereunder, using knowledge of local resources to manage each easement to maximize environmental benefits;
- (5) participate in administering the Wetland Conservation Act as provided under sections 103G.221 to 103G.2375, either in an advisory capacity or as the designated local government unit administering the program;
- (6) participate in the local water management program under chapter 103B, either in an advisory capacity or as the designated local government unit administering the program;
- (7) participate, as appropriate, in the comprehensive watershed management planning program under section 103B.801;
- (8) participate in disaster response efforts as provided in chapter 12A;
- (9) provide technical recommendations to the Department of Natural Resources on general permit applications under section 103G.301;
- (10) provide technical assistance and local administration of the agricultural water quality certification program under sections 17.9891 to 17.993;
- (11) provide technical assistance for the agricultural land preservation program under chapter 40A, where applicable;
- (12) maintain compliance with section 15.99 for deadlines for agency action;
- (13) coordinate with appropriate county officials on matters related to electing soil and water conservation district supervisors; and
- (14) cooperate to the extent possible with federal, state, and local agencies and with private organizations to avoid duplicating and to enhance implementing public and private conservation initiatives within the jurisdiction of the district.

**In carrying out the above duties, the district board and staff will use state aid payments to deliver the following services as outlined in Minn. Stat. § 103C.332, subd. 2:**

- (1) performing administrative services, including comprehensive and annual work planning, administering grants, leveraging outside funding, establishing fiscal accountability measures, reporting accomplishments, and staff and supervisor development;
- (2) entering into cooperative agreements with the United States Department of Agriculture, Natural Resources Conservation Service, and other United States Department of Agriculture agencies to leverage federal technical and financial assistance;



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(3) providing technical expertise, including knowledge of local resources, performing technical evaluations and certifications, assessing concerns, and providing oversight in surveying, designing, and constructing conservation practices;

(4) providing information and education outreach, including increasing landowner awareness and knowledge of soil and water conservation program opportunities to protect soil and water resources and publicizing the benefits of soil and water conservation to the general public;

(5) facilitating and explaining regulatory processes for impacted landowners and providing technical review and comment on regulatory permits and development plans for regulations relating to soil and water conservation;

(6) administering projects and programs, including but not limited to the nonpoint source pollution abatement program; reinvest in Minnesota reserve conservation easements program; disaster response; local water management and comprehensive watershed management planning programs; and projects related to floodplains, lakes, streams and ditches, wetlands, upland resources, and groundwater resources, to maintain and improve the quality, quantity, distribution, and sustainability of natural resources, including surface water, groundwater, soil, and ecological resources;

(7) monitoring, collecting, and inventorying data that provide a baseline understanding of resource conditions and changes to the resources over time and analyzing and interpreting the data to support program implementation; and

(8) Working collaboratively under Todd County to obtain and operate modern technology infrastructure that facilitates planning and projects, including geographic information systems, modeling software, mobile workstations, survey and design equipment and software, and other technology for linking landowners with conservation plans.

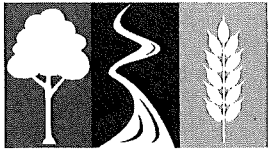
Affirmative: Williamson, Buchholz, Wendel, Katterhagen and James. Motion Carried.

## **DISCUSSION:**

Ossefort asked the SWCD Board if the Liaison would like to be present when the draft SWCD Budget is presented to the County Finance Committee. Board consensus is they would like to be present, but need to know date and time of the meeting. No discussion or review of the budget was held.

Votruba explained out on the Stocco-Magnan project site the Stocco's had a separate project from the cost share project that turned into a violation. The landowner is currently working with the SWCD office and DNR to resolve the violation. Staff wanted to make sure the board was informed on what happened out near the cost share project area.

Board consensus to host the AREA II meeting at Diamond Point on Sauk Lake.



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## INFORMATIONAL:

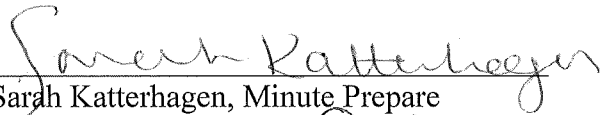
The Annual Enviro Fest will be on September 21, 2023.

Joe Eischeid rescinds his use of Feedlot Performance Credit funds in the amount of \$2,557.50, C#2023.01.12. The use of the funds was for soil borings, and WCTSA completed them at no cost.

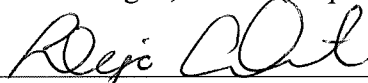
Chairperson will be signing letter for Teacher of the Year nomination.

The next regular Todd Soil and Water board supervisor meeting will be held on Thursday, August 10, 2023 at the Historic Courthouse in the Commissioner's Board room. The meeting will start at 8:30 a.m.

Chairperson Williamson adjourned the meeting at 9:43 a.m.

  
\_\_\_\_\_  
Sarah Katterhagen, Minute Prepare

8-10-2023  
Date

  
\_\_\_\_\_  
Deja Anton, SWCD District Manager

8-14-2023  
Date

  
\_\_\_\_\_  
Wayne Wendel, Secretary

8-10-2023  
Date