



Minutes from the November 13, 2025 Regular Board Meeting

The meeting was held in person at Horseshoe Ballroom located at 25537 County 62, Browerville, MN 56438.

Chairperson Wendel called the Thursday, November 13, 2025 meeting to order at 8:30 a.m.

The Pledge of Allegiance was recited.

Call for Introductions.

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

Others present in person were: Deja Anton, District Manager, Adam Ossefoort, Division Director, Sarah Katterhagen, Program Coordinator, Dylan Pratt, Conservation Technician, Josh Votruba, Conservation Technician, Kasen Christiansen, Conservation Technician, Alyssa Scheve, Conservation Technician, Jessica Moore, Conservation Technician, Bob Byers, Todd County Commissioner and Darren Mayers, BWSR.

Wendel asked if there were any additions or corrections to the agenda. Katterhagen made a motion, seconded by Williamson to accept the revised agenda for the regular November 13, 2025 meeting.

3.2 Goodwin request was moved from payments to encumbering

5.7 Remove payment request from Birchdale Township

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

Katterhagen made a motion, seconded by Williamson to approve the minutes as distributed from the October 9, 2025 regular board meeting. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Wendel asked the board to review the October 2025 Treasurer's Report. Program Coordinator summarized disbursement and revenues. James made a motion, seconded by Bebus to accept October's 2025 Treasurer's Report with receipts totaling \$20,912.14 and disbursements totaling \$669,554.02. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

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

Reports: No reports.

Decisions needed for encumbering cost share funds:

James made a motion, seconded by Williamson to approve encumbering FY23 Long Prairie LCCMR cost share funds for Brian Grundtner, C#20251113-3.1 in the amount of \$825 for a forest stewardship plan. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County
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SOIL AND WATER CONSERVATION DISTRICT

215 1st Avenue South, Suite 104

Long Prairie, MN 56347

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

Katterhagen made a motion, seconded by Bebus to approve encumbering C23-3483 Long Prairie WBIF cost share funds for Steve Goodwin, C#20251113-3.2 in the amount of \$87,554.62 for Water and Sediment Control Basin project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Decisions needed for cost share contract amendments:

James made a motion, seconded by Katterhagen to approve encumbering additional C25-0118 Red Eye 3.0 cost share funds for Jacob Colby, C#20250930-2 in the amount of \$206.25 for a new cost share total of \$3,511.80 for a cover crop project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Williamson made a motion, seconded by Bebus to approve extension request from Osakis Club, C#2024.07.11-3.2 until November 1, 2026 for wetland restoration project that is encumbered from County Riparian Aid cost share funds. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Decision needed for payment of cost share funds:

Bebus made a motion, seconded by Williamson to approve payment of C25-0169 Big Swan Phosphorus project development funds to Big Swan Lake Improvement Association, C#08.14.2025-3.8 in the amount of \$12,000 for alum treatment project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Katterhagen made a motion, seconded by James to approve payment of C25-0310 Crow Wing WBIF cost share funds to Lyle Ashbaugh, C#2020911-3.13 in the amount of \$806.25 for a well sealing project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Williamson made a motion, seconded by Katterhagen to approve payment of P25-0558 Soil Health Delivery cost share funds to Neil Zimmer, C#20250930-1 in the amount of \$1,415.85 for a cover crop project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Williamson made a motion, seconded by Bebus to approve payment of C24-0198 Mississippi Brainerd WBIF cost share funds to Jim Johnson, C#20250911-3.3 in the amount of \$1,794.75 for a cover crop project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Katterhagen made a motion, seconded by James to approve payment of C25-0118 Red Eye 3.0 cost share funds to Jacob Colby, C#2050930-2 in the amount of \$3,511.80 for a cover crop project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Katterhagen made a motion, seconded by James to approve payment of C25-0118 Red Eye 3.0 WBIF cost share funds to Jacob Colby, C#2050814-3.15 in the amount of \$870 for crop cover project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

Birchdale Township request for payment was removed from the agenda.

James made a motion, seconded by Williamson to approve payment of C25-0196 FY25 Long Prairie WBIF cost share funds to Josh Hauer, C#2024.10.10-3.3 in the amount of \$21,532.50 for a pit closure project. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.



Decisions needed for operations:

Bebus made a motion, seconded by Williamson to approve the amended Crow Wing MOA to include the tribal. Affirmative: Wendel, Katterhagen, James, Williamson and Bebus. Motion Carried.

James made a motion, seconded by Katterhagen to support the EARTH program signs to be developed and purchased by Management.

Discussion: A handout was provided to the Supervisors with design ideas. Discussion included removing the cattails, and adding ag to show crossover between ag and shoreland. Landowners would be presented their signs at Lake Association meetings.

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

Discussion Items:

Paid Family and Medical Leave (PFML) Updates: Formal notice was provided to the Board of Supervisors about PFML. Anton informed the board if a member decides to opt in, they must inform the board chair. Supervisors can opt in they make more than \$3,900 which would include per diems and mileage reimbursements.

Public Facing Agenda vs Informational for the RCPP Program: For the RCPP Soil Health program funds the agendas and minutes will only have contract numbers. Anton reported the Supervisors will be provided information at the meeting, but will need to turn in all the materials.

Contracts and documents approved by the Chair:

Contract #77-1-2 was approved by the Chair on 9/11/2025.

Contract #77-1-5 was approved by the Chair on 10/10/2025.

Informational:

The following information was provided for information purposes:

2nd Friday of the month – Radio Show.

An Audit engagement letter was signed by Management in the amount of \$8,400 with Clifton and Larson.

December 1-3, 2025- MASWCD Annual Convention. Wendel, Williamson, Bebus, Scheve and Pratt will be attending the MASWCD Annual Convention.

P26-0379 -2026/2027 Conservation Contracts Agreement Approved for a total of \$38,768.



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P26-0289 – 2026/2027 Conservation Delivery Agreement Approved for a total of \$40,108.

Vest Requirements: Please make sure you are wearing these for Todd SWCD and related events only. Think about what you say and how you act when you are wearing these vests. You are representing the district, and the County of Todd.

On August 1, 2025, Rick Baum informed Technical Management staff of a potential increase amendment needed from C24-0198 for the soil tests portion of the CNMP. Manager wanted this noted in minutes as she omitted this note from prior agendas due to forgetfulness. No set amount has been requested for amendment at this time and will likely be brought forth before payout in 2026.

A work session followed the regular board meeting to finalize the Plan of Action for 2026.

The next scheduled meeting for the Todd SWCD Board of Supervisors will be Thursday, December 11, 2025 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 Wendel adjourned the meeting at 9:30 a.m.

The Board of Supervisor work session ended at 1:30 p.m.


Sarah Katterhagen, Minute Preparer

12-11-25
Date


Deja Anton, SWCD District Manager

Dec 11/25 (12/11/25)
Date *DA*


Barb James, Secretary

12/11/25
Date