



## **Waseca Soil and Water Conservation District**

300 North State Street

Waseca, MN 56093

507-835-0603

[www.wasecaswcd.org](http://www.wasecaswcd.org)

Approved minutes of the Waseca SWCD Board of Supervisors Meeting August 14, 2025. The Meeting of the Waseca County Board of Supervisors was held at the Waseca County SWCD Office Area, 300 North State Street, Door 4, Waseca.

The August 14, 2025 Meeting was called to order by Vice Chairman Gregg Rosenthal at 6:30 pm.

### **Members Present**

Larry Muff, Chairman  
Gregg Rosenthal, Vice Chairman  
Wayne Cords, Treasurer  
Matt Sommers, Secretary  
Dan Roemhildt, Member

### **Staff Present**

Mark Schaetzke, District Manager  
Joe Edel, District Technician  
Cammi Nordmeyer, Soil Health Resource  
Jade Peterson, Administrative Assistant  
Jayme Sandbeck, Summer Intern

### **Others Present**

De Malterer, Waseca County Commissioner  
Brad Krause, Waseca County Commissioner

### **Review August Agenda**

- Wayne Cords made a motion to approve the August agenda and Dan Roemhildt seconded. All- Yes.

### **Consent Agenda**

1. July Minutes
  2. Approval of Bills
  3. Treasurer's Report
- Wayne Cords made a motion to approve the Consent Agenda, Matt Sommers seconded. All – Yes.

### **Old Business:**

1. 2026 Budget – Wayne Cords made a motion to approve the 2026 budget with the county allocation being the same as 2025 amount and make up the remaining amount from the SWCD reserve. Matt Sommers seconded. All – Yes.
2. WCA Replacement – Update and Extension – Noted. No Motion.
3. Wetland Banking Easement Joint Powers Agreement with BWSR – Wayne Cords made a motion to join in the Wetland Banking Easement Joint Powers Agreement with BWSR. Matt Sommers seconded. All – Yes.
4. 2026 Soil Health Practices Grant (RCPP) – Accepting Grant & Approving Workplan – Matt Sommers Made a motion to accept the grant and Dan Roemhildt seconded. All – Yes. Wayne Cords made a motion to approve the workplan and Matt Sommers seconded. All – Yes.
5. Other

## New Business:

### 1. 2024 LS WBIF Contracts

- a. LS-24-07-31 Well Sealing Application - \$1100 Estimate – 50% Cost Share – Encumber \$550 – Wayne Cords made a motion to approve, Matt Sommers seconded. All – Yes.
- b. LS-24-07-32 Grade Stabilization - \$59,505 Estimate – up to 90% Cost Share Not to Exceed 100% Cost Share When Combined with EQIP Funding – Encumber \$44,505 – Wayne Cords made a motion to approve, Matt Sommers seconded. All – Yes.
- c. LS-24-07-33 Grade Stabilization - \$56,005 Estimate – Up to 75% Cost Share – Combined with Blue Earth SWCD Conservation Contracts Grant – Encumber \$19,415.75 – Wayne Cords made a motion to approve, Matt Sommers seconded. All - Yes.

\*\*Board Chairman Larry Muff arrived late to the Board meeting. Larry Muff led the meeting from this point on.

### 2. Le Sueur WBIF Voucher

- a. LS-24-07-18 Well Sealing \$400 – Wayne Cords made a motion to approve. Gregg Rosenthal seconded. All – Yes.

### 3. 2025 Conservation Contract Voucher

- a. CC-2025-01 Well Sealing - \$1,000 – Gregg Rosenthal made a motion to approve. Matt Sommers seconded. All – Yes.

### 4. Riparian Cover Crops Contract

- a. RF-2025-03 – 39.1 acres – \$40/acre – \$1,564.00 – Wayne Cords made a motion to approve. Matt Sommers seconded. All- Yes.

### 5. Pheasants Forever Farm Bill Match \$1500.00 – Wayne Cords made a motion to approve. Gregg Rosenthal seconded. All – Yes.

### 6. 2025 CWF Reeds Lake Invoices:

2025 CWF Reeds Lake Grant Invoices		
Invoice	From	Amount
121126	ISG	\$ 7,922.50

- Wayne Cords made a motion to approve. Gregg Rosenthal seconded. All – Yes.

### 7. 2024 Annual Audit Draft – (Letter Needs Signatures) – Matt Sommers made a motion to approve the 2024 Annual Audit Draft. Wayne Cords seconded. All – Yes.

### 8. MDA Equipment Grants – Noted. No motion.

### 9. Fall Manager's Meeting – Request for Mark Schaezke to Attend – Wayne Cords made a motion to approve. Gregg Rosenthal seconded. All – Yes.

### 10. Area VI Bus Tour Registration Costs – Wayne Cords made a motion to approve cost no more than \$30 per person. Dan Roemhildt seconded. All – Yes.

### 11. State Fair – Request for Cammi Nordmeyer to Work and Cover Additional Expenses to Attend (Parking, Travel, Etc.) – Matt Sommers made a motion to approve travel expenses. Gregg Rosenthal seconded. All – Yes.

### 12. MCCC Cover Crops Essentials Course – Request to cover costs related to course for Cammi Nordmeyer – Matt Sommers made a motion to cover costs related to MCCC Cover Crops Essentials Course. Dan Roemhildt seconded. All – Yes.

13. Wording Change to Vacation Policy – Section 10.1 Eligibility & Allowance by/for Larry Muff – Wayne Cords made a motion to approve the following wording change and addition to the Vacation Policy – Section 10.1 - The SWCD may grant an employee years of service outside of service of the Waseca SWCD with the recommendation of the personnel committee. Employment with another SWCD may be credited up to 1 year seniority per year worked. Other employment may be credited and prorated based on how closely those job duties resemble the SWCD job duties and skill level related to the SWCD position. \*Current staff may request evaluation of previous experience under new leave policy to determine leave accrual rate. Staff will have to make a written request to their personnel committee for review and approval. Matt Sommers seconded. All – Yes.

14. Debit Card Policy Addition – Wayne Cords made a motion to approve the following Debit Card Policy Addition – Receipts are priority and mandatory expense verification are needed for audit purposes. In exceptional cases where a receipt is unavailable for expenses incurred using a district – issued debt card, employees may submit an affidavit for reimbursement. This process is subject to the following conditions:

- However, an employee will only be allowed to fill out 2 affidavits in a 12-month period.
- If an employee requests a third affidavit, they may be denied, and may be required to repay the charges themselves, and lose their debt card privileges.
- All affidavits and receipts must have Board approval before the account will be replenished. If not approved, the employee will be responsible for all unapproved charges to be paid the day after Board disapproval in full to account.

Matt Sommers seconded. All – Yes.

15. Deferred Compensation Plan – Wayne Cords made a motion to keep looking into and report back with more information. Matt Sommers seconded. All – Yes.

16. Dufault Notice – Wayne Cords made a motion to start looking at local or surrounding area options or in house. Matt Sommers seconded. All – Yes.

17. State Aid Funding Decrease – Noted. No motion.

18. Pheasants Forever Contribution (State) – Noted. No motion.

19. Other

### **Supervisor Reports:**

1. Larry Muff reported he attended Le Sueur One Watershed One Plan meeting. Waseca SWCD was selected to continue as Fiscal agent for next two years.
2. Dan Roemhildt reported he attended a urea melting demonstration and Cannon River Watershed dues are staying the same for 2026.

### **Agency Reports:**

1. Brad Krause briefly touched on budget work, work sessions with Board of commissioners, and highway projects/grants.
2. De Malterer briefly touched on LSRW 1W1P Pac special meeting with possible policy updates.

## Staff Reports:

1. Cammi Nordmeyer reported she has been working on CRP, status reviews, RCPP, contract reviews and is also planning the Drainage Field Day event for Sept 9. She also attended Steele County Soil Health event at the fair.
2. Jayme Sandbeck reported she has been updating GIS/RIM maps in arc pro, shadowing Cammi, and went on a field day with Lee Nachreiner from NRCS.
3. Jade Peterson reported she continued to train with Cheri Brummund until she retired, paid leave training, working on the coloring book project, and attended Farm Fest.
4. Joe Edel reported he was working on projects, RIM inspections, constructing a waterway for Steele County, and attended the soil health event at the Steele County fair.
5. Mark Schaezke reported the SWCD computers have been updated, update on Le Sueur grant spending, update on Madison Lake project, staff policy changes, budgeting questions with other SWCD's reserve policy, WCA updates, and attended the GBERBA meeting and the Areas IV manager meeting.

**Adjourn:** Gregg Rosenthal made a motion to adjourn the meeting. Wayne Cords seconded. All – Yes. Larry Muff adjourned the meeting at 8:46 p.m.

**Next Board Meeting Thursday, September 11 at 6:30 pm.**

## Upcoming Meetings:

Aug 16<sup>th</sup> – Hofmann Apiaries – 11 A.M. – 4 P.M.  
Sept 2<sup>nd</sup> – Commissioners Budget Workshop – East Annex – 8 A.M.  
Sept 9<sup>th</sup> – Drainage Field Day – Near Wells, MN – 9:30  
Sept 10-11 – SWCD Governance 101, Waite Park, MN  
Sept 24-25<sup>th</sup> – Fall Manager's Meeting – St. Cloud  
Sept 30 – Area VI Bus Tour- Olivia, MN  
Oct 21-23 – BWSR Academy – Brainerd, MN

## August Bills:

Keen Bank	Cammi-Joe-Mark-Jade-H S A	(\$300.00 ea)	\$ 1,200.00
Bock's	Truck Gas		\$ 270.28
Cammi Nordmeyer	Voucher #3	Retirement Expense	\$ 118.44
Bomgaars	Inv# 81827876	Drill Expenses	\$ 16.98
Morgan's Meat Market	Retirement Party	Sandwiches & Chips	\$ 289.99
Nancy Jane's Bakery	Retirement Party	Sheet Cake	\$ 65.00
Innovative Office	Inv# IN4895877	Office Supplies	\$ 96.15
Mark Schaezke	Voucher #5		\$ 75.30
			\$ 2,132.14