



## **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 July 10, 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 July 10, 2025 Meeting was called to order by Chairman Larry Muff 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, Admin Assist-in transition  
Cheri Brummund, Admin Asst  
Jayme Sandbeck, Summer Intern

### **Others Present**

Brad Krause, Waseca County Commissioner

### **Review of the July Agenda**

Wayne Cords made a motion to approve the Agenda and Matt Sommers seconded. All-Yes.

### **Consent Agenda**

1. June Minutes
2. Approval of Bills
3. Treasurer's Report
4. Other

Matt Sommers made a motion to approve the Consent Agenda, Wayne Cords seconded. All – Yes

### **Old Business:**

1. 2026 Budget – Continue to work on and present at next meeting.
2. RCPP Policy and Ranking Form – Wayne Cords made a motion to approve the policy with changes, Matt Sommers seconded. All – Yes. Matt Sommers made a motion to approve the Ranking Form, Gregg Rosenthal seconded. All – Yes
3. LS Reconciliation Response-due Aug 9 – Larry Muff must sign the response. Wayne Cords made a motion to approve the response letter after a few updates have been made. Matt Sommers seconded. All- Yes.
4. Retirement Expense – Wayne Cords made a motion to approve retirement expenses up to \$400.00. Gregg Rosenthal seconded. All – Yes.
5. Other

Chairman Larry Muff introduced Jayme Sandbeck as the new summer intern. All present introduced themselves and their positions.

**New Business:**

1. Le Sueur WBIF Contracts:
  - a. LS-24-07-30 Cover Crop- 1yr – 104.5 ac \$35/ac encumber \$3,657.50 – Wayne Cords made a motion to approve contract, Matt Sommers seconded. All – Yes
  - b. LS-24-81-14 WASCOSBS & Waterway
    - i. Option 1 – 4 Grassed WASCOSBS & 1 Waterway - \$43,763.40
    - ii. ~~Option 2 – 3 Grassed WASCOSBS, 1 Farmable WASCOSB, and 1 Waterway – \$46,068.30~~  
Wayne Cords made a motion to approve Option 1 only and Matt Sommers seconded. All – Yes.
2. Le Sueur WBIF Contract Amendments:
  - a. LS-24-81-10 Original contract No Till/Strip Till – 2yr-142.3 ac \$25/Ac = \$7,136.50
    - i. Amend to: No Till/Strip Till – 1yr-140.4 ac \$25/ac = \$3,510.00 – Wayne Cords made a motion to approve, Matt Sommers seconded. All – Yes.
3. Le Sueur WBIF Vouchers:
  - a. LS-24-81-10 No Till/Strip Till – 1yr – 140.4 acres - \$25/acres - \$3,510.00 – Wayne Cords made a motion to approve, Matt Sommers seconded. All- Yes.

4. Le Sueur WBIF Invoices:

Inv Date	Invoice #	Invoice Amount	Direct Grant Charge	Partner/Contractor/Landowner
2nd Qtr Invoices				
6/30/2025	BIES-02-25	\$ 4,746.66		Blue Earth SWCD
6/30/2025	FreS-02-25	\$ 841.46		Freeborn SWCD
6/30/2025	WasC-02-25	\$ 1,922.36		Waseca County
6/30/2025	WasS-02-25	\$ 8,024.54	X	Waseca SWCD

Wayne Cords made a motion to approve each invoice; Matt Sommers seconded each invoice. All – Yes.

5. Le Sueur WBIF Reconciliation Clarification Amendment
  - a. LS-24-07-18 – Well Sealing amending authorized amount from 0% to 50%. – Matt Sommers made a motion to approve amending percentage amount, Gregg Rosenthal seconded. All - Yes
6. Approve Waseca SWCD applying for Le Sueur Watershed Based Implementation Funding FY26 grant – pending LS PAC approval – Matt Sommers made a motion to approve, Dan Roemhildt seconded. All – Yes
7. 2024 Soil Health Delivery Contract Amendment:
  - a. SH-2024-01 Original Contract No Till/Strip Till – 1yr – 57.08 acres - \$20/acre - \$1,141.60
    - i. Amend to: No Till/Strip Till – 1 yr – 69.12 acres - \$20/acre - \$1,382.40 – Matt Sommers made a motion to approve amendment, Wayne Cords seconded. All – Yes.
8. Riparian Cover Crop Contracts
  - a. RF-2025-01 – 60.1 acres - \$40/acre - \$2,404.00
  - b. RF-2025-02 – 156.6 acres - \$40/acre - \$6,264.00
 Wayne Cords made a motion to approve Contracts 8a and 8b, Matt Sommers seconded. All – Yes.

9. 2024 Conservation Contract Cancellation
  - a. CC-2024-02 Well Sealing \$1000 – Wayne Cords made a motion to approve the cancellation of the contract due to work was done prior to contract approval date, Matt Sommers seconded. All – Yes.
10. Consider cancelling CC-2024-02 Well Sealing for a Riparian Fund Project – Wayne Cords made a motion stating the SWCD would not make a recommendation due to it is a non-Riparian Project and that it would be up to the County to make the decision on to consider it or not, Matt Sommers seconded. All – Yes.
11. 2024 Conservation Contract
  - a. CC-2024-03 Well Sealing Application - \$1090 estimate – 50% cost share – encumber \$545 – Wayne Cords made a motion to approve, Dan Roemhildt seconded. All – Yes.
12. 2025 Conservation Contract
  - a. CC-2025-01 Well Sealing Application - \$2500 estimate – 50% cost share up to \$1000 – encumber \$1000 – Wayne Cords made a motion to approve, Matt Sommers seconded. All – Yes.

13. 2025 CWF Reeds Lake Invoices:

2025 CWF Reeds Lake Grant Invoices		
Invoice	From	Amount
119308	ISG	\$ 6,799.00
119625	ISG	\$ 26,458.50

Wayne Cords made a motion to approve both invoices to be paid to ISG, Gregg Rosenthal seconded. All – Yes.

14. Rim Work Order 81-25-W001 for \$5,000 approval – replaces existing RIM work order 81-24-W001 for \$4,000 – Matt Sommers made a motion to approve, Gregg Rosenthal seconded. All – Yes.
15. WCA – Replacement Plan Application – Noted.
16. Wetland Banking Easement Joint Powers Agreement – Getting estimates to get amounts to add to this agreement.
17. MN Paid Leave Law and Consideration of Employer and Employee Contributions – Matt Sommers made a motion to have the SWCD pay for the total contribution for employees, Larry Muff seconded. All – Yes.
18. Office Chair for Jade \$539.36 – Wayne Cords made a motion to approve, Matt Sommers seconded. All – Yes.
19. Consider Jayme Sandbeck Drive SWCD Vehicles – Matt Sommers made a motion to approve, Gregg Rosenthal seconded. All – Yes.
20. Bank Transition – To take Cheri Brummund’s name off of account and adding Jade Peterson’s name and also Debit card account opening. Matt Sommers made a motion that beginning July 16, Cheri Brummund’s named would be taken off the checking account and Jade Peterson’s name would be added as a view only participant for online banking and would be able to make deposits on both accounts (Checking Account and Debit Account) until her probationary period ended and status will be reviewed at that time. Wayne Cords seconded. All – Yes. A Debit Card account will also be added as of July 16 with Chairman Larry Muff and Vice Chairman Gregg Rosenthal opening it with \$3,000.00 with Mark Schaetzke and Cammi Nordmeyer receiving a debit card at this time. Any other staff wishing for a card may receive one upon request and approval of the Board.
21. NACD Contribution – No motion.
22. Other

**Supervisor Reports:** None

**Agency Reports:** Brad Kruse briefly touched on upcoming budget meetings and discussions coming up in the next commissioner’s meeting.

**Staff Reports:**

1. Cheri Brummund reported she is continuing to train Jade Peterson.
2. Cammi Nordmeyer reported she has been working on contracts, amendments, fair prep, and status reviews
3. Jayme Sandbeck reported she has been updating GIS/RIM maps, attending some trainings and meetings, and shadowing Mark and Cammi.
4. Jade Peterson reported she has been training with Cheri and working on fair prep with Cammi.
5. Joe Edel reported he has been working on different projects, landowner coordination’s, truck and trailer repairs, and RIM inspections.
6. Mark Schaezke reported he has been working on contracts extensions, and WCA application and attended NRCS work groups, Area IV meeting.

**Adjourn:** Wayne Cords made a motion to adjourn the meeting Matt Sommers seconded. All – Yes. Chairman Larry Muff adjourned the meeting at 9:21 p.m.

**Next Board Meeting Thursday, August 14, 2025 at 6:30 pm.**

**Upcoming Meetings:**

- July 11<sup>th</sup> – GERBA Policy/Tech – 9:30, Fairmont – Best Western
- July 15<sup>th</sup> – MASWCD Board Meeting – 9:30 St.Paul
- July 25<sup>th</sup> – LS PAC – 9:00 am, Waseca East Annex
- July 25<sup>th</sup> – Cheri Brummund’s Retirement Party – 11:30 – 2:30, Waseca East Annex
- Aug 6<sup>th</sup> – CRWJPB – 9:00 am, Rice County Fairgrounds
- Sept 10-11 SWCD Governance 101, Waite Park, MN
- Sept 30 Area VI Bus Tour- Olivia, MN

**July Bills:**

Keen Bank	Cammi-Jade-Joe-Mark H S A	(\$300.00 ea)	\$ 1,200.00
Bock's	Truck Gas	Fuel & Tire	\$ 243.68
Rasmsey County	Inv#COR-003748	Wildflower	\$ 867.00
Bomgaars	Inv#81816490,6491,6520,81821280	Tire/jack/toolbox/Off	\$ 547.96
Innovative Office	Inv#IN4867900	Office Supplies	\$ 61.13
Waseca County Prop	Cell Phones		\$ 248.34
Waseca County HR	Insurance		\$ 14,351.01
4-Seasons	Inv #000035	Shirts	\$ 165.00
Supervisors			\$ 1,730.21
NR Star	Inv #5376	Renewal	\$ 57.00
Joe Edel	JE Voucher #3		\$ 16.81
			\$ 19,488.14