



Waseca Soil and Water Conservation District

300 North State Street

Waseca, MN 56093

507-835-0603

www.wasecaswcd.org

Approved minutes of the Waseca SWCD Board of Supervisors Meeting June 12, 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 June 12, 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 Tech
Jade Peterson, Admin Assist-in transition
Cheri Brummund, Admin Asst

Others Present

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

Chairman Larry Muff introduced Jade Peterson as the newly hired Administrative Assistant. All present introduced themselves and their positions.

Review of the June Agenda

Consent Agenda

1. May Minutes
2. Approval of Bills
3. Treasurer's Report
4. Sales Tax Payment for Trees/Drill Rental approx. \$ 2601.10
5. Payments to Morgan's \$143.91, SROC \$275.00, and Cammi's Voucher \$29.93 for Planting Green Event totaling \$448.84
6. Other

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

Old Business:

1. Debit Card-Account-Policy add to Credit Card Policy description in Personnel Policy or have separate policy? Wayne Cords made a motion to add the presented Policy to the personnel Policy under Credit Cards Policy, also setting pre approval of up to \$500 per person-over that would need approval by board. Monthly limit of \$1500 per person to whomever wanted a card. Matt Sommers seconded. All-Yes.
2. Estimates on running boards, etc. for Truck-Wayne Cords made a motion to approve estimates on running boards and also purchasing a tool box for up to \$600, Matt Sommers seconded. All-Yes.
3. Intern Update-Mark gave an update on the Intern Jayme Sandbeck, that she would be starting Monday, June 16 and working/shadowing 29 hours a week.
4. Other

New Business:

1. Le Sueur WBIF Invoices-May’s approval of check—invoice was incorrect—correct amount is on next line—need to approve cancellation and approve new amount.

Inv Date	Invoice #	Invoice Amount	Direct Grant Charge	Partner/Contractor Landowner
1st Qtr Invoices 2025				
4/17/2025	BIES-01-25	\$ 10,788.01	VOIDED CHECK	Blue Earth SWCD
4/17/2025	BIES-01-25	\$ 6,325.12		Blue Earth SWCD

Gregg Rosenthal made a motion to approve the cancelation of incorrect invoice, Matt Sommers seconded. All-Yes.

Gregg Rosenthal made a motion to approve payment of the new corrected invoice, Matt Sommers seconded. All-Yes.

2. LS WBIF Reconciliation Report-Cheri Brummund explained that the financial part of reconciliation needed explanation of the dates not lining up to the quarter ending timesheets—this was due to invoices being made out for the last day of the month of the quarter and not the timesheet end of the quarter-also there is an adjustment of additional hours not recorded of the first week of October 2024 (see next agenda item #3) Mark Schaetzke explained the corrections that had to be made to the contracts and vouchers and technical items for the reconciliation.
3. Correction made to Le Sueur WBIF on Inv #WasS04-24 \$2261.69. An addition of \$410.64 from timesheet hours not recorded on invoice-first week of Oct 24. Correction Inv#WasS04-24 Add is for the \$410.64 amount. (Total amount of both invoices is \$2672.33—both invoices reflected on elink entry) Need approval on additional amount. Wayne Cords made a motion to approve and Matt Sommers seconded. All-Yes.
4. Le Sueur WBIF Contracts
 - a. LS-24-07-28 CD25-4 alternative side inlets and 3 alternative side inlets with riprap-estimate \$24,633.31-up to 75% cost share-encumber \$18474.98
 - b. LS-24-07-29 Well Sealing-est \$900 50% cost share-encumber \$450.00

Matt Sommers made a motion to approve Contracts 4a. and 4b., Wayne Cords seconded. All-Yes.
5. Le Sueur WBIF Vouchers
 - a. LS-24-81-04 – No-Till/Strip-Till – 1yr contract – 80 acres - \$25/acre - \$2,000.00 – Wayne Cords made a motion to approve, Matt Sommers seconded. All-Yes.
 - b. LS-24-81-06 – No-Till/Strip-Till – 2yr contract – 146.13 acres - \$25/acre - \$7,306.50 – Matt Sommers made a motion to approve, Gregg Rosenthal seconded. All-Yes.
 - c. LS-24-81-07 – No-Till/Strip-Till – 2yr contract – 201.63 acres - \$25/acre - \$10,081.50 – Gregg Rosenthal made a motion to approve, Matt Sommers seconded. All-Yes.
 - d. LS-24-81-08 – No-Till/Strip-Till – 1yr contract – 100.55 acres - \$25/acre - \$2,513.75 – Matt Sommers made a motion to approve, Dan Roemhildt seconded. All-Yes.
6. 2025 Le Sueur CRP Incentive Contracts
 - a. LSCR-25-47-01 – CRP – 10 yr contract – 3.69 acres - \$50/acre - \$1,845.00 - Matt Sommers made a motion to approve, Gregg Rosenthal seconded. All-Yes.
7. 2024 Conservation Contract
 - a. CC-2024-02 Well Sealing-est \$2000-50% cost share up to \$1000 – Gregg Rosenthal made a motion to approve and Matt Sommers seconded. All-Yes.
8. 2025 Soil Health Contract
 - a. SH-2025-04-Cover Crops -1 yr contract – 40 acres - \$35/acre - \$1,400 – Wayne Cords made a motion to approve and Gregg Rosenthal seconded. Vote: 4 Yes – Matt Sommers abstained from vote. 0 Nay. Motion passed.
9. 2025 Soil Health Voucher
 - a. SH-2025-03-Windbreak-\$425.32 – Matt Sommers made a motion to approve, Wayne Cords seconded. All-Yes
10. 2026 Budget-preliminary-due to County August-noted-Meeting with Michael Johnson is September 2, Wayne Cords and Larry Muff will be in attendance.
11. Conservation Farmer- Matt Sommers made a motion to choose Don Huebl and Gary Born as Conservation Farmers of the year, Wayne Cords seconded. All-Yes.

12. RCPP Policy and Ranking Form-Cammi Nordmeyer presented a draft the Policy that she has been working on-she will complete and bring Policy and Ranking to next meeting.
13. 2025 Guidelines on Use of SWCD Aid Payments-Wayne Cords made a motion to approve posting and Dan Roemhildt seconded. All-Yes.
14. Data Practices Policy and Release forms-update removing Cheri's name and adding Jade's. – Matt Sommers made a motion to approve and update and Gregg Rosenthal seconded. All-Yes.
15. Shirts for Jade-Wayne Cords made a motion to approve shirts for Jade, Matt Sommers seconded. All-Yes.
16. Area VI Supervisor and Staff Meeting June 24, 8:30 am, SCSC North Mankato. Registration is \$18 per person. Larry Muff mentioned he may attend. Wayne Cords made a motion to approve anyone who would like to attend could, Matt Sommers seconded. All-Yes
17. Fair Parking Pass \$15 each pass – Matt Sommers made a motion to purchase one pass for the fair, Gregg Rosenthal seconded. All-Yes.
18. Official Retirement Date/Last day in the Office – Cheri Brummund went over the letter she gave to the Board on her retirement date as July 25, 2025. Cammi Nordmeyer mentioned to have a lunch or event on that day. Wayne Cords made a motion to have Cammi Nordmeyer and Jade Peterson to take care of and the SWCD will cover the costs, Matt Sommers seconded. All-Yes.
19. Banking and website information for admin transition-Cheri Brummund explained the changes that would be coming for making the transition for the banking, that by July 15, Cheri would request her name be taken off of the account and Jade given the View only account status until after her probation period. That way she would be able to print off the Bank Statements but not able to do transactions until Board approval.

Supervisor Reports:

1. None

Agency Reports:

1. Jill Sackett Eberhart sent a BWSR update to be shared.
2. De Malterer spoke about Letter of Agreement, and Budgets will be coming into discussion this month.

Staff Reports:

1. Joe Edel reported that he is working with Steele County on a LS Watershed Project. He also spoke of the 3 projects he is working on, one involving a waterway also the tree plantings and WASCOB plans he has done.
2. Cammi Nordmeyer explained the contract work she has been doing, algae testing in Clear Lake, the Planting Green Event she organized and the newspaper articles she has done.
3. Cheri Brummund explained that she has sent out RIM and CS Letters Inspection letters, went through the Reconciliation of the LS WBIF with Jill Sackett-Eberhart and Julie Krebs. She has started training Jade Peterson in on the basics of her position..
4. Mark Schaezke spoke about the LS Steering Meeting he attended. He also mentioned RIM CREP and WCA. See Report.

Adjourn: Matt Sommers made a motion to adjourn the meeting and Gregg Rosenthal seconded. All- Yes. Chairman Larry Muff adjourned meeting at 8:55 pm.

Next Board Meeting Thursday, July 10, 2025 at 6:30 pm.

Upcoming Meetings:

- June 16 Local Work Group Meeting, 4-6 pm Community Center, Pemberton, MN
- June 24 Area VI Supervisor & Staff Meeting, SCSC Mankato
- June 25 LS PAC meeting – Waseca County East Annex
- June 26 SCTSA Meeting 10 am Mankato
- July 11 GBERBA Policy/Tech 9:30 am TBD
- Aug 5-7 Farmfest, Morgan, MN
- Aug 6 CRWJPB 9 am Rich County Fair Grounds
- Sept 2 Budget Workshop with Waseca County Commissioners 8-9:30
- Sept 10-11 SWCD Governance 101, Waite Park, MN
- Sept 30 Area VI Bus Tour- Olivia, MN

June Bills:

Keen Bank	Cammi-Joe-Mark-Jade-H S A	(\$300.00 ea)	\$ 1,200.00
Bock's	Truck Gas		\$ 134.22
SCSC	Inv#23743		\$ 3,500.00
Bomgaars	Inv#81800604/166/1016/6391/6437/8526	Auto/trailer supplies/office supplies	\$ 186.77
Innovative	Inv#23743	Office Supplies	\$ 178.70
Audiotronix	Inv#1498	Floor mats Escape/Truck	\$ 279.98
HALO	Inv#828316	Cups for Fair/Mtgs	\$ 281.76
Joe Edel	Voucher #2	Gas	\$ 14.60
			\$ 5,776.03

June 2025 Manager's Report

LS WBIF & Implementation Team

Revising FY 26 budget and reviewed policy. Potential changes from BWSR in terms eligible payments and how non-structural payments can be made. Changes are expected at the August BWSR Board meeting as well as the final WBIF \$ amounts. Discussed potential wetland restoration by Eagle Lake and how WBIF may be able to play a role in getting that implemented. Reconciliation and followup.

RIM/CREP

Two applications submitted for CREP during limited signup. One wetland restoration and one native grasses. Both currently score high enough to be accepted. Farm Bill Biologist Taylor helped put one of them together.

Legislative Session

MASWCD's main priority of maintaining or increasing SWCD Aide did not make it in any passed legislation. Future BWSR grant amounts will be determined now that they know what \$ amounts they are working with.

WCA

Two delineation applications for bridge replacements.
 Followup on existing delineation for additional information and revisions
 Wetland impact application on Elysian Lake for lake access – SWCD Board Decision
 Wetland bank site report meeting and credit release
 Provided information for BWSR WCA decision appeal. Appeal was denied.
 23 hours of effort in April