



## **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 November 13, 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 November 13, 2025, Meeting was called to order by Chairman Larry Muff at 6:31 P.M.

### **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

### **Others Present**

Brad Krause, Waseca County Commissioner  
Allison Arndt, Doerhoefer, Miner, Andrist, & Arndt, P.A.

### **Review November Agenda**

- Wayne Cords made a motion to approve the November agenda, Dan Roemhildt seconded. All – Yes.

**Guest Speaker:** New Accountant Option – Allison Arndt – Doerhoefer, Miner, Andrist, & Arndt, P.A.

### **Consent Agenda**

1. October Minutes
2. Approval of Bills
3. Approval of Debit Card Expenses
4. Treasurer's Report
5. Pay Live Plant Dealer Nursery Certificate Renewal - \$280
6. Other
  - Wayne Cords made a motion to approve the consent agenda with the exception of the Treasurer's Report. Matt Sommer seconded. All – Yes.
  - The Treasurer's Report was discussed in-depth. Larry Muff made a motion to approve the Treasurer's Report. Wayne Cords seconded. All – Yes.

### **Old Business**

1. New Accountant Options – Matt Sommers made a motion to approve Doerhoefer, Miner, Andrist, & Arndt P.A. as the new accountant and switching to QuickBooks to process payroll. Dan Roemhildt seconded. All – Yes.
2. Newsletter Final Draft – Matt Sommers made a motion to approve the final draft of the newsletter with a final spell check and wording adjustment to the soil health section. Wayne Cords seconded. All – Yes.
3. Other

## New Business

1. Le Sueur WBIF Contracts:
  - a. LS-24-07-34 – 14 Alternative Side Inlets – \$47,905 Estimated Cost – 90% Cost Share – Encumber \$43,114.50 – Wayne Cords made motion to approve Le Sueur WBIF Contract LS-24-07-34. Matt Sommers seconded. All – Yes.
2. Le Sueur WBIF Contract Amendments:
  - a. LS-24-43-13-SE Original Contract Septic Replacement Est \$23,845.00 – 50% Cost Share Not to Exceed \$10,000 – Encumber \$10,000 – Effective Expiration Date 12/1/2025
    - i. Amend To: Effective Expiration Date 12/31/2026
  - b. LS-24-07-33 Original Contract Grade Stabilization - \$56,005 Estimate – Up to 75% Cost Share – Combined with Blue Earth SWCD Conservation Contracts Grant – Encumber \$19,415.75 – Effective Expiration Date 12/1/2025
    - i. Ament To: Effective Expiration Date 12/31/2026

- Wayne Cords made a motion to approve all contract amendments 2a and 2b for Le Sueur WBIF Contracts. Matt Sommers seconded. All – Yes.

### 3. Le Sueur WBIF Invoice:

| Inv Date        | Invoice #  | Invoice Amount | Direct Grant Charge | Partner/Contractor/Landowner |
|-----------------|------------|----------------|---------------------|------------------------------|
| 3rd Qtr Invoice |            |                |                     |                              |
| 9/30/2025       | BIES-03-25 | \$10,070.06    |                     | Blue Earth SWCD              |

- Wayne Cords made a motion to approve payment to Blue Earth SWCD. Matt Sommers seconded. All – Yes.
4. Le Sueur WBIF Vouchers:
    - a. LS-24-40-01 – Well Sealing – \$1,850 Cost – 50% Cost Share – Payment of \$925
    - b. LS-24-07-31 – Well Sealing – \$925 Cost – 50% Cost Share – Payment of \$462.50
    - c. LS-24-47-04 – Well Sealing – \$2,595 Cost – 50% Cost Share Up to \$1,250 – Payment of \$1,250

- Wayne Cords made a motion to approve Le Sueur WBIF Vouchers 4a, 4b, and 4c. Matt Sommers seconded. All – Yes.
  5. Le Sueur WBIF Reserving Funds:
    - a. Bass Lake Feasibility Study – Reserve \$10,000 of WBIF Funds – \$17,500 Bid – Informational – Noted. No Motion.
  6. Le Sueur F26 WBIF – Policy and Workplan – Informational – Noted. No Motion.
  7. Cannon 1W1P Contract Application
    - a. 25-WS-003 – Rotational No-Till/Strip-Till – 3 Yr Contract – 575.2 Acres Total @ \$13/Acre – Encumber \$7,477.60 – Wayne Cords made a motion to approve Cannon 1W1P Contract Application. Matt Sommers seconded. All – Yes.
  8. 2024 Conservation Contract Vouchers:
    - a. CC-2024-03 – \$1,090 Well Sealing Project Cost – 50% Cost Share – Payment of \$545
    - b. CC-2024-04 – Grassed Waterway – Cost of \$4,103.80 – Payment of \$3,077.85

- Wayne Cords made a motion to approve 2024 Conservation Contract payments 8a and 8b. Gregg Rosenthal seconded. All – Yes.

9. 2025 Conservation Contract Amendment:

- a. CC-2025-03 Original Contract – Grassed Waterway – Eng. Estimate \$12,220 – 75% Cost Share – Encumber \$9,165.00 – \$8,495.74 From 2025 Conservation Contracts & \$669.26 From 2024 Conservation Contracts – Total Amount Authorized
  - i. Amend To: \$9,768.75 Total Amount Authorized – \$8,495.74 From 2025 Conservation Contracts & \$1,273.01 from 2024 Conservation Contracts
- Wayne Cords made a motion to approve 2025 Conservation Contract Amendment. Matt Sommers seconded. All – Yes.

10. 2025 Conservation Contract Voucher:

- a. CC-2025-03 – Grassed Waterway - \$13,025.00 Grassed Waterway Project Cost – 75% Cost Share – Payment \$9,768.75 – Matt Sommers made a motion to approve 2025 Conservation Contract Voucher. Dan Roemhildt seconded. All – Yes.

11. 2025 Soil Health Delivery Voucher

- a. SH-2025-04 – Cover Crops – 1yr Contract – 40 acres – \$35/acre – Final payment - \$1,400 – Wayne Cords made a motion to approve 2025 Soil Health Delivery Voucher. Gregg Rosenthal seconded. Vote: 4 Yes – Matt Sommer abstained from vote. 0 Nay. Motion Passed.

12. CWF Reeds Lake Invoices:

| 2025 CWF Reeds Lake Grant Invoices |      |             |
|------------------------------------|------|-------------|
| Invoice                            | From | Amount      |
| 124840                             | ISG  | \$ 6,170.00 |

- Wayne Cords made a motion to approve payment to ISG. Matt Sommers seconded. All – Yes.

13. Riparian Funds – Cover Crop Voucher Recommendation for Payment:

- a. RF-2025-04 – 337.6 Acres – \$27.70/Acres – \$9,351.52 – Wayne Cords made a motion to approve Cover Crop Voucher Recommendation for Payment. Matt Sommers seconded. Vote: 4 Yes – Dan Roemhildt abstained from vote. 0 Nay. Motion Passed.

14. Approval to Accept FY26/27 Conservation Delivery Grant (\$37,972 for both years – Same as FY24/25) – Matt Sommers made a motion to accept FY26/27 Conservation Delivery Grant. Dan Roemhildt seconded. All – Yes.

- a. Approval of workplan for FY26/27 Conservation Delivery – Noted. There is no work plan for this grant. No Motion.

15. Approval to Accept FY26/27 Conservation Contract Grants (\$26,682 for both years – Same as FY24/25)

- a. Approval of workplan for FY26/27 Conservation Contract
  - Matt Sommers made a motion to accept FY26/27 Conservation Contract Grants and approval of workplan for FY26/27 Conservation Contract with 25% for Technical Assistant and 75% for projects. Dan Roemhildt seconded. All – Yes.

16. Consideration of FY26 Buffer Grant Request for Interest – Apply for up to \$20,000 – Wayne Cords made a motion to apply for FY26 Buffer Grant Request and see if Waseca SWCD can purchase a new drill with the grant. Dan Roemhildt seconded. All – Yes.

17. Approval to Accept RIM Work Orders

- a. RIM Work Order 81-25-W002 – \$10,000 for Easement Acquisition for 4 RIM Easements – Wayne Cords made a motion to approve RIM Work Order 81-25-W002. Matt Sommers Seconded. All – Yes.
- b. RIM Work Order 81-25-W099 – \$6,350 Easement Stewardship for all Existing RIM Easements – Matt Sommers made a motion to approve RIM Work Order 81-25-W099. Gregg Rosenthal seconded. All – Yes.
- c. RIM Work Order 81-25-W801 - \$4,000 Easement Acquisition and TA for One New Easement – Matt Sommers made a motion to approve RIM Work Order 81-25-W801. Dan Roemhildt seconded. All – Yes.

18. Minnesota Soil Health Coalition Membership – \$25 Membership Fee for 2026 – Wayne Cords made a motion to approve Minnesota Soil Health Coalition Membership. Matt Sommers seconded. All – Yes.

19. Region 9 – Strengthen Southern MN Resilience in Response to Extreme Weather Events – Letter of Support – Due November 13, 2025 – Matt Sommers made a motion to approve the Letter of Support for Region 9. Wayne Cords seconded. All – Yes.

20. Wounded Warrior Project Contribution – Noted. No Motion.

21. Pheasants Forever Contribution – Noted. No Motion.

22. FYI – CD Renewal Due November 18, 2025 – Wayne Cords made a motion for Chairman Larry Muff and Vice Chairman Gregg Rosenthal to renew CD for the best term, that is no longer than one year, at the best possible rate of more than 2.9%. Dan Roemhildt seconded. All – Yes.

23. Chairman Larry Muff – Issues – Question about the legal process for WCA of being sued on water laws and if the County would provide assistant in the matter. Noted. No Motion.

24. Other

**Supervisor Reports:**

- Dan Roemhildt attended the Cannon River Watershed meeting.
- Wayne Cords handled personal items.

**Agency Reports:**

- None

**Staff Reports:**

- Cammi Nordmeyer reported she finished RIM inspections, finished algae sampling, attended BWSR academy, got married, working on new contracts for cover crops, handling cover crop seed tags, and outreach items.
- Jade Peterson reported she has been working with the current accountant and new accountant, attended BWSR academy, delivered coloring books to the schools, RIM inspections paperwork, and finished the SAFES reporting to the state and BWSR.
- Joe Edel reported he attended BWSR academy, surveyed potential new sites for projects, RIM related items/projects, worked with engineers, and drill deliveries.

- Mark Schaetzke reported he attended BWSR academy, some paid leave, LS 1W1P items, assisted Gregg with a grant and workplan, attended Waseca County Hazard Planning, Reeds Lake updates, attended Cannon Watershed, and WCA.

**Adjourn:** Gregg Rosenthal made a motion to adjourn the meeting. Matt Sommers seconded. All – Yes. Chairman Larry Muff adjourned the meeting at 8:32 P.M.

**Next Board Meeting Thursday, December 11, 2025, at 6:30 pm.**

**Upcoming Meetings:**

Nov 14<sup>th</sup> – GBERBA Policy/Tech Joint Meeting – Mankato Marriot – 9:00 A.M.

Dec 1<sup>st</sup> – 3<sup>rd</sup> – MASWCD Annual Convention – Bloomington

**November Bills:**

|                 |                           |               |             |
|-----------------|---------------------------|---------------|-------------|
| Keen Bank       | Cammi-Joe-Mark-Jade-H S A | (\$300.00 ea) | \$ 1,200.00 |
| Bock's          | Truck Gas                 |               | \$ 152.51   |
| Joe Edel        | Voucher #4                | BWSR Academy  | \$ 258.74   |
| Jade Peterson   | Voucher #1                | BWSR Academy  | \$ 246.96   |
| Cammi Nordmeyer | Voucher #5                | BWSR Academy  | \$ 237.62   |
| Mark Schaetzke  | Voucher #7                | BWSR Academy  | \$ 212.60   |
| Halo            | Coloring Books            | Inv# 8577761  | \$ 267.52   |
|                 |                           |               | \$ 2,575.95 |

**November Debit Card Expenses:**

|                 |                   |              |          |
|-----------------|-------------------|--------------|----------|
| Cammi Nordmeyer | Debit Card Log #1 | BWSR Academy | \$ 21.97 |
| Mark Schaetzke  | Debit Card Log #1 | BWSR Academy | \$ 76.02 |
|                 |                   |              | \$ 97.99 |