



## **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 September 11, 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 September 11, 2025, Meeting was called to order by Chairman Larry Muff at 6:32 P.M.

### **Members Present**

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

### **Staff Present**

Mark Schaezke, District Manager  
Cammi Nordmeyer, Soil Health Resource  
Jade Peterson, Administrative Assistant

### **Others Present**

Brad Krause, Waseca County Commissioner

### **Review September Agenda**

- Wayne Cords made a motion to approve the September agenda, Gregg Rosenthal seconded. All – Yes.

### **Consent Agenda**

1. August Minutes
2. Approval of Bills
3. Treasurer's Report
4. Other
  - Wayne Cords made a motion to approve the Consent Agenda, Gregg Rosenthal seconded. All – Yes.

### **Old Business**

1. 2024 Cannon WBIF Contract
  - a. 25-WS-3-001 – Shoreline Planting Application – \$500 Flat Rate – Encumber \$500 – Wayne Cords made a motion to approve, Gregg Rosenthal seconded. All – Yes.
2. Area VI Meeting & Bus Tour – Confirm Who is Attending – \$62/person – Wayne Cords made a motion to amend approving \$30/person. On September 11, 2025, approved registration of \$62/person to whoever wants to attend. Matt Sommers seconded. All – Yes.
3. Deferred Compensation Plan – Matt Sommers made a motion to approve option 2 and fall under the County plan as long as there are no additional fees to the SWCD. Wayne Cords seconded. All – Yes.
4. Other

## New Business

1. 2025 Conservation Contracts
  - a. CC-2025-02 – Well Sealing Application – \$2525 Estimate – 50% Cost Share not to Exceed \$1000 – Encumber \$1000 – Wayne Cords made a motion to approve, Matt Sommers seconded. All – Yes.
  - b. CC-2025-03 – Grassed Waterway – \$12,220 Engineer Estimate – 75% Cost Share – Encumber – \$9,165 – \$8,495.74 from 2025 Conservation Contracts & \$669.26 From 2024 Conservation Contracts – Wayne Cords made a motion to approve \$7,411.75 used from 2025 Conservation Contracts & \$1,753.25 from 2024 Conservation Contract. Matt Sommers seconded. All – Yes.
  
2. 2025 Soil Health Delivery Contract
  - a. SH-2025-05 – Cover Crop – 3-Yr Contract – 48.9 Acres/Year @ \$55/Acre/Yr – Encumber \$8,068.50 – Wayne Cords made a motion to approve, Matt Sommers seconded. All – Yes.
  
3. Riparian Funds Contract Recommendations
  - a. RF-2025-04 – 337.6 Acres – \$40/Acre – \$13,504.00
  - b. RF-2025-05 – 384.1 Acres – \$40/Acre – \$15,364.00
  - c. RF-2025-06 – 87.8 Acres - \$40/Acre - \$3,512.00
  - d. RF-2025-07 – 53.5 Acres – \$40/Acre – \$2,140.00

- Wayne Cords made a motion to approve all Riparian Funds Contracts Recommendations a – d and believed there is minimal risk because of what the weather has been like the past couple of years. Matt Sommers seconded. All – Yes.
  
4. Batching & Ranking RCPP
  - a. BR-1 – 85pts
  - b. BR-2 – 90pts
  - c. BR-3 – 85pts
  - d. BR-4 – 75pts
  - e. BR-5 – 80pts
  - f. BR-6 – 70pts
  - g. BR-7 – 80pts
  - h. BR-8 – 80pts

- Matt Sommers made a motion to approve all Batching & Ranking RCPP a – h, Wayne Cords seconded. All – Yes.
  
5. Soil Health RCPP Contract Applications
  - a. 81-1-1 – Cover Crop – 3yr contract – 600 acres total @ \$60/acre – encumber \$36,000 – Wayne Cords made a motion to approve a two-year contract for the acres that are in Waseca County, if the program allows skipping a year, otherwise offer a one-year contract and have landowner reapply for program when the time comes. Matt Sommers seconded. All – Yes.
  - b. 81-1-2 – Cover Crop – 3 yr contract – 734.7 acres total @ \$60/ acre - encumber \$44,082 – Wayne Cords made a motion to approve, Gregg Rosenthal seconded. All – Yes.
  - c. 81-1-3 – Cover Crop - 3 yr Contract – 987.5 acres total @ \$60/acre – encumber \$59,250 - Wayne Cords made a motion to approve three-year contract for only the acres that are in Waseca County, Matt Sommers seconded. All – Yes.

6. Soil Health Practices (RCPP)
  - a. Authorize Staff to Request Additional \$120,000 Grant, Approve Workplan, Accept Grant – Wayne Cords made a motion to approve, Matt Sommers seconded. All – Yes.
  - b. Delegate Staff to Approve Batched and Ranked Projects – Wayne Cords made a motion to allow staff to approve batched and ranked projects in Waseca County only, any contract with acres outside of Waseca County must have Board approval. Gregg Rosenthal seconded. All – Yes.
7. Cannon 1W1P Application
  - a. 25-WS-001 – Cover Crop Application – 3yr contract – 110 acres @ \$45/ac/yr – encumber \$14,850 – Gregg Rosenthal made a motion to approve, Wayne Cords seconded. All – Yes.
  - b. 25-WS-002 – No-till/Strip-till Application – 3yr contract – 110 acres @ \$15/ac/yr – encumber \$4,950 – Wayne Cords made a motion to approve, Gregg Rosenthal seconded. All – Yes.

8. 2025 CWF Reeds Lake Invoices:

2025 CWF Reeds Lake Grant Invoices		
Invoice	From	Amount
122271	ISG	\$ 8,137.50

- Wayne Cords made a motion to approve, Gregg Rosenthal seconded. All – Yes.
9. Federal Economic Development Authority Upper Cannon Watershed Flood Resilience and Economic Recovery Initiative Effort – \$1M Application – Wayne Cords made a motion to approve writing a letter of support, supporting the concept and the work, but the Waseca SWCD can not provide any in kind hours or support. Gregg Rosenthal seconded. All – Yes.
  10. MAWQCP Staff Report – Noted. No Motion.
  11. New Policy for Employee Vouchers by/for Larry Muff – Wayne Cords made a motion to approve the following new policy for Employee Vouchers: All staff vouchers will be turned into the Administrative Assistant no later than 4 days before the next scheduled monthly SWCD meeting in which they are incurred. All vouchers should be submitted within 60 days of when the expense occurred. After 60 days a written explanation must be provided to the SWCD Board before the expense is reimbursed. All vouchers should have receipts of expenses included with them. Anything without receipts will not be paid unless approved by the Board. Gregg Rosenthal seconded. All – Yes.
  12. New Policy for Timesheets by/for Larry Muff – Larry Muff made a motion to approve the following new policy for Timesheets: Employees will fill out and turn in their time sheets before they leave work on their last day of work each week. If employee is out of the office on SWCD work and does not make it back in to fill our timesheet, they have until 9:00 A.M. the following scheduled workday to turn it in. Failure to comply with this policy may result in disciplinary action. Wayne Cords seconded. All – Yes.
  13. MASWCD Annual Convention
    - a. December 1-3, Registration Deadline November 7<sup>th</sup>, \$335 + Breakfasts \$50 and Luncheons \$70 – 3 Days Per Person – Registration for the Conservation Farmers & Plus One’s would be \$140 for Awards Banquets Only
      - Approve the Conservation Farmer and their plus one. – Wayne Cords made a motion to approve registration for the event and staff to stay in a hotel, as well as approve the conservation farmer and their plus one to attend the Conservation Farmer Luncheon if they choose to. Matt Sommers seconded. All – Yes.

14. BWSR Academy Oct 21-25 Cragun's, Brainerd MN
  - a. Registration – \$255/person \$1,020 pd to BWSR for Registration. Registration Closes September 26<sup>th</sup>, payment needed by October 8<sup>th</sup>
  - b. \$106.30 & Tax Per Bedroom Per Night, Room & Meals Will Be Up to Individual to do a Voucher for Reimbursement
  - Wayne Cords made a motion to approve registration for staff to attend BWSR Academy. Matt Sommers seconded. All – Yes.
15. Order Coloring Books for Schools in Waseca County – 300 Books Approximately \$210 + Tax – Wayne Cords made a motion to approve, Matt Sommers seconded. All – Yes.
16. Newsletter Mailing Estimate of Printing \$1,008.00 + Postage. (Last Yrs Total \$2,184.19 for 4,753 Newsletters) – Wayne Cords made a motion to approve, Matt Sommers seconded. All – Yes.
17. New Accountant Options – Board would like more information. No Motion.
18. Minnesota Lakes & Rivers Organization 2025 Membership – Noted. No Motion.
19. FYI-2025 MCIT WC Dividend will be \$211 Coming in Mid-November – Noted. No Motion.
20. FYI-Estimated 2026 MCIT Prop/Casualty \$4,834 and WC \$3,335, Total \$8,169 (Last yr was \$4,785) – Noted. No Motion.
21. Other

**Supervisor Reports:** None

**Agency Reports:**

1. Brad Krause briefly touched on the Law Enforcement Center, County Commissioners attending the AMC Fall Policy Conference, and further discussed the Riparian Funds Contract Recommendations.

**Staff Reports:**

1. Cammi Nordmeyer reported her experience working at the soil health booth at the state fair, the soil health drainage event (planning and co-hosting), RCPP soil health contracts, and the batching and ranking for the RCPP contracts.
2. Jade Peterson reported continued training for the new paid leave law, searching and communicating with potential new accountants, gathering more information about deferred compensation options, looking into MCIT insurance, coloring book project, and newsletter.
3. Joe Edel was unable to attend this meeting and did not provide a report.
4. Mark Schaezke reported working on RIM Easements, update from the Cannon watershed meeting, 1W1P getting plans for wetlands, update on WCA wetland expansion, update on wetland bank guidelines, and a possible violation request on storm water pond that needs to be reviewed.

**Adjourn:** Wayne Cords made a motion to adjourn the meeting. Gregg Rosenthal seconded. All – Yes. Larry Muff adjourned the meeting at 8:53 P.M.

**Next Board Meeting Thursday, October 9, 2025, at 6:30 pm.**

**Upcoming Meetings:**

Sept 18<sup>th</sup> – SCTSA – Mankato SWCD Office – 10 A.M.

Sept 19<sup>th</sup> – GBERBA Policy – location TBD – 1 P.M.

Sept 24-25<sup>th</sup> – Fall Manager’s Meeting – St. Cloud, MN

Sept 30 – Area VI Meeting & Bus Tour- Olivia, MN – 9:00 A.M.

Oct 21-23 – BWSR Academy – Brainerd, MN

Oct 24<sup>th</sup> Le Sueur PAC – Waseca East Annex – 9 A.M.

**September Bills:**

Keen Bank	Cammi-Joe-Mark-Jade-H S A	(\$300.00 each)	\$ 1,200.00
Bock's	Truck Gas		\$ 230.32
Bomgaars	Inv#81832326,81835398	Easement Signs/Soil Health Class	\$ 60.63
D & M Body Shop		Toolbox/Running Boards/Mud flaps	\$ 1,214.56
Peterson Company LTD	Inv# 31779	2024 Audit	\$ 5,600.00
Cammi Nordmeyer	Voucher #4	Work State Fair Booth (Mileage)	\$ 109.06
Waseca County Prop/Elect	Cell Phones	3rd Qtr. 2025	\$ 230.12
			\$ 8,644.69