# *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 September 10, 2026. 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 10, 2026 Meeting was called to order by Chairman Wayne Cords at 6:30pm.

**Members Present**
Wayne Cords, Chairman
Gregg Rosenthal, Vice Chairman
Matt Sommers, Treasurer
Dan Roemhildt, Secretary - Absent
Larry Muff, Member

**Staff Present**
Mark Schaetzke, District Manager
Joe Edel, District Technician
Aidan Schlaak, Summer Intern
Nancy Dolter, Finance/Admin Specialist
Cammi Phelps – Soil Health Resource Tech

**Others Present:**
Brad Krause, Waseca County Commissioner
DeAnne Malterer, Waseca County Commissioner

**Review and Approve August Agenda**
Matt Sommers made a motion to approve the August Agenda and Gregg Rosenthal seconded. All - Yes

**Consent Agenda**
1. September Minutes
2. Approval of Bills
3. Treasurer's Report
4. 2026 Soil Health Practices (RCPP) Contracts Approved
   a. 81-1-6 – Cover Crop – 2 yr Contract – 461.3 acres total - @ $45/acre - $20,758.50 encumbered – Approved 8/14/26
   b. 81-3-3 – Cover Crop – 3 yr Contract – 632.9 acres total - @ $60/acre - $37,974 encumbered – Approved 8/25/26

5. BWSR Academy Oct 20-22 Cragun's, Brainerd MN
   a. Registration – $285/person -$1,140 due to BWSR for Registration. Payment needed by October 7th
   b.$110.00 & Tax Per Bedroom Per Night, Room & Meals Will Be Up to Individual to do a Voucher for Reimbursement

Larry Muff noted he had questions on the Treasurer's Report. Motion made by Matt Sommers to approve the Consent Agenda without the Treasurer's Report. Gregg Rosenthal seconded the motion. All – Yes.

Treasurer's report discussed. Motion made to accept the Treasurer's Report by Larry Muff. Matt Sommers seconded. All - Yes

**Old Business:**

1. Accountant search update- Proposal/Quote by Zen Advising presented by Nancy Dolter. Discussion.
   Larry Muff made a motion to hire Zen Advising for a 1 yr contract at $710/month or month by month if preferred by accountant. Possible transition of some tasks to Nancy as she gets more comfortable. Matt Sommers seconded the motion. All - Yes

2. MDA Soil Health Equipment Grant Application – Truax drill – So Noted
   Mark submitted the application and we should know the decision by 1/1/27. Handout by Larry Muff regarding Buffer funds for new drill. Discussion. Will wait to see if the application is accepted and revisit topic at end of year.

3. LS FY 24 WBIF Workplan update – So Noted
4. Reeds Lake Consultant contract approval –
   Matt Sommers made a motion to approve consultant contract with clarification of work timeline by Mark. Gregg Rosenthal seconded the motion. All - Yes

**New Business:**

1.Le Sueur FY26 WBIF Contract

a. LS-26-47-02-SE - Septic System Replacement – Cost Estimate of $28,966.18 – 50% cost share NTE $10,000 – encumber $10,000.
   Matt Sommers made a motion to approve. Gregg Rosenthal seconded. All - Yes

b. LS-26-43-02-SE – Septic System Replacement – Cost Estimate of $24,090 – 50% cost share NTE $10,000 – encumber $10,000.
   Matt Sommers made a motion to approve. Gregg Rosenthal seconded. All - Yes

2. 2026 Soil Health Delivery Contract

a. SH-2026-01 – Windbreak – Cost Estimate of $18,674.98 – 75% cost share – encumber $14,006.24.
   Matt Sommers made a motion to approve. Gregg Rosenthal seconded. All - Yes

3. 2026 Soil Health Practices (RCPP) Contract Amendment

a. 81-4-4 – Original Contract: Cover Crop – 3 yr Contract – 959.7 acres total - @ $60/acre - $57,582 encumbered.
   Amend to: Cover Crop – 3 yr Contract – 929.7 acres total - @ $60/acre - $55,782 encumbered.
   Matt Sommers made a motion to approve the amended contract. Gregg Rosenthal seconded. All - Yes

4. 2025 Soil Health Delivery Contract

a. SH-2025-11 – Cover Crop – 3 yr Contract – 124.8 acres total - @ $27.50/acre – encumber $3,432
   Matt Sommers made a motion to approve. Gregg Rosenthal seconded. All - Yes

5. Le Sueur FY24 WBIF Contracts

a. LS-24-81-19 – Cover Crop – 1 yr Contract – 160 acres - @ $35/acre – encumber $5,600

Larry Muff made a motion to approve. Matt Sommers seconded. All - Yes

b. LS-24-81-20 – Cover Crop – 1 yr Contract – 125 acres - @ $35/acre – encumber $4,375
Matt Sommers made a motion to approve. Gregg Rosenthal seconded. All - Yes

c. LS-24-07-38 - Well Sealing – Cost Estimate of $2077.65 – 50% cost share – encumber $1038.82.
Matt Sommers made a motion to approve. Gregg Rosenthal seconded. All - Yes

d. LS-24-43-15 Cover Crop – 1 yr Contract – 155 acres - @35/acre – encumber $5425
Matt Sommers made a motion to approve. Gregg Rosenthal seconded. All - Yes

6. Le Sueur FY 24 WBIF payments:

a. LS-24-07-32 Grade stabilization - $61,545.50 total cost – up to 90% cost share – payment of $43,573.06 (less than 90% due to federal payment)
Matt Sommers made a motion to approve. Gregg Rosenthal seconded. All - Yes

7. Riparian Fund Contract Recommendations

a. RF-2026-03 – Cover Crop – 1 yr – 217.8 acres - $40/acre - $8,712
b. RF-2026-04 – Cover Crop – 1 yr – 35.5 acres - $40/acre - $1,420
c. RF-2026-05 – Cover Crop – 1 yr – 218.4 acres - $40/acre - $8,736
Matt Sommers made a motion to approve a-c to be sent to the County for approval. Gregg Rosenthal seconded. All - Yes

8. 2027 Soil Health Delivery Request for Interest expected 9/14/26 – Consider authorizing staff to request maximum amount if due before next board meeting.

Matt Sommers made a motion to authorize Mark to request maximum amount if due before next board meeting. Gregg Rosenthal seconded. All - Yes

9. 2025 Audit by Peterson Company Ltd. is complete and no violations were found. Mark/Larry to sign representation letter. – So Noted

Larry Muff made a motion to accept the 2025 audit results. Matt Sommers seconded. All - Yes

10. Coloring Books for Schools in Waseca County – 300 books – approx. $210 + tax

Matt Sommers made a motion to approve. Larry Muff seconded. All - Yes

11. Newsletter (2026: 4642 pieces)- Estimate of Printing $1080.00 + Postage. (Last Yrs Total $2,153.37 for 4,373 Newsletters- 420 not mailed due (2) routes not showing up on USPS.)

Matt Sommers made a motion to approve. Gregg Rosenthal seconded. All - Yes

12. Estimated 2027 MCIT Prop/Casualty $4974 and $3708 = $8682- So Noted
(Last year Prop/Casualty $4,834 and WC $3,335 = $8169)

**Supervisor Reports:**
**Dan Roemhildt – Absent**
**Gregg Rosenthal – Attended Commissioners budget meeting with Mark, Attended Soil Health Advisory meeting.**
**Wayne Cords – None**
**Matt Sommers – None**
**Larry Muff – None**

**Agency Reports:**
Brad Krause, Commissioner: None

DeAnne Malterer, Commissioner: Continued work on Budget, Levy proposal of 3.5%, Justice Center construction update, explanation of 65K appropriation approved for SWCD.

**Staff Reports:**

**September 2026 Manager's Report**

**Budget workshop** with Waseca County Commissioners – Sept 1. Gregg and I provided an update of year-to-date activities, accomplishments, and budget status. The commissioners asked some engaging questions and wanted to discuss our request further at a future budget workshop.
**RIM** – 5 applications are being reviewed. No decision yet but at least one of them is not going to make the cutoff score. Yokiels wetland restoration is complete. Seeing additional scrutiny for cultural resources that will have an impact on future earthwork activities.
**GAM training** with BWSR BC Jill. Went over document changes and new requirements for contracting.
**Cannon 1W1P** – spending down FY23 grant (extended for 1 year), creating workplan for FY27 grant request. Similar projects expected and trying to plan for any large projects accordingly. Working on shoreland ordinance discussion and shoreland cost share revisions.
**Le Sueur 1W1P** – spending down FY24 grant and working to complete encumbered projects before the end of the year.
**WCA**
Decision on ag drainage maintenance application
Bridge delineation application
Wildlife excavation and fill application
City of Waseca no-loss
Statutory Notice
22 hours effort in August

Joe Edel – District Technician
- Windbreak Project Logistics
- RIM Tile Construction
- BWSR GAM meeting with Jill
- CRP Status Review Paperwork
- Project Coordination – Contractor and Engineers – Looking at 6 different contracts, with a total of 10 embankments and 4 waterways on those sites
- Area 6 Meeting and Tour hosted by Martin SWCD
- Visited a gentleman about a windbreak, won't be applicable for cost share but got him on the right path for what he needs.
- Agroforestry Institute

Cammi Phelps – Resource Technician

- New cover crop contracts, producer meetings, seeding info
- RIM inspections and paperwork
- Soil health even planning with Freeborn Area Soil Health Team
- Area meeting
- BWSR GAM Training
- Soil Health Equipment Grant Assistance and letters

Staff Update-Nancy Dolter
Finance & Administrative Specialist
September 10, 2026

- Accountant Search follow up
- BWSR Training on GAM with Jill.
- Area VI Meeting and Tour in Fairmont by Martin SWCD
- Webinar on Sales and Use Tax in Government

**Adjourn:**
**Larry Muff made a motion to adjourn. Matt Sommers seconded. Meeting adjourned at 7:37pm by Chairman Wayne Cords.**

**Upcoming Meetings:**

**Sept 16 – Interseeding Field Day – Owatonna- 9:30am**
**Sept 17 – SCTSA – Mankato SWCD office – 10am**
**Sept 25 – GBERBA Policy Board – Cottonwood SWCD/virtual – 1pm**
**Sept 29-30 – Fall Manager's Meeting – St. Cloud, MN**
**Oct. 20-22 BWSR Academy – Brainerd MN**
**Oct 23 – Le Sueur PAC – Waseca Annex – 9am**

**September Bills:**

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|---|---|---|---|
| Keen Bank | Cammi-Joe-Nancy-Mark H S A | $300.00 ea | $ 1200.00 |
| Bock's | Vehicle Gas | Stmt 8/31/26 | $ 175.21 |
| Halo | Inv #9426375 | Pen Order | $ 295.29 |
| MACDE | Managers Mtg – St. Cloud | Approved at 8/13/26 mtg. | $ 25.00 |
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| | | **Total Bills:** | $ 1695.50 |