



# Waseca Soil and Water Conservation District

300 North State Street  
Waseca, MN 56093  
507-835-0603  
[www.wasecaswcd.org](http://www.wasecaswcd.org)

Unapproved minutes of the Waseca SWCD Board of Supervisors Meeting January 8, 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 January 8, 2026 Meeting was called to order by Chairman Larry Muff at 6:35 pm.

### Members Present

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

### Staff Present

Mark Schaezke, District Manager  
Cammi Phelps, Soil Health Resource Tech  
Joe Edel, District Technician

### Others Present

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

### **Review January Agenda**

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

### **Consent Agenda**

1. December Minutes
2. Approval of Bills
3. Treasurer's Report

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

### **Old Business:**

1. Finance and Administrative Specialist Position – **Update-** Personnel committee updated board of process being taken to fill Finance and Administrative Specialist Position. Personnel Committee revised job description, and plan on posting position on Tuesday, January 13<sup>th</sup> with the help of South-Central Service Cooperative (SCSC)
2. Other

### **New Business:**

1. Reorganization of Board of Supervisors:

2026 Reorganization Chart		
2025	Position	2026
Larry Muff	Chairman	Wayne Cords

Gregg Rosenthal	Vice Chairman	<b>Gregg Rosenthal</b>
Wayne Cords	Treasurer	<b>Matt Sommers</b>
Matt Sommers	Secretary	<b>Dan Roemhildt</b>
Dan Roemhildt	Member	<b>Larry Muff</b>
	<b>Check Signing Authority</b>	
Wayne Cords	Check Signing Authority	<b>Wayne Cords</b>
Dan Roemhildt	Check Signing Authority	<b>Dan Roemhildt</b>
Larry Muff	Check Signing Authority	<b>Larry Muff</b>
Matt Sommers	Check Signing Authority	<b>Matt Sommers</b>
Gregg Rosenthal	Check Signing Authority	<b>Gregg Rosenthal</b>
Staff - open	Check Signing Authority	<b>Mark Schaetzke</b>
	<b>Online Banking Authority</b>	
Wayne Cords	Online Banking Authority	<b>Wayne Cords</b>
Mark Schaetzke	Online Banking Authority	<b>Mark Schaetzke</b>
Matt Sommers	Online Banking Authority	<b>Matt Sommers</b>

	<b>Committees &amp; Appointments</b>	
Gregg Rosenthal	Personnel	<b>Gregg Rosenthal</b>
Larry Muff	Personnel	<b>Larry Muff</b>
Larry Muff	Budget & Finance	<b>Matt Sommers</b>
Wayne Cords	Budget & Finance	<b>Wayne Cords</b>
Wayne Cords & Gregg Rosenthal	GBERBA	<b>Wayne Cords &amp; Gregg Rosenthal</b>
Larry Muff	SCTSA	<b>Larry Muff</b>
Gregg Rosenthal	Waseca Lakes Assoc	<b>Gregg Rosenthal</b>
Wayne Cords	Lake Elysian Assoc	<b>Wayne Cords</b>
Matt Sommers	Commissioner Contact	<b>Matt Sommers</b>
Dan Roemhildt	Clean Rivers Partners (CRP)	<b>Dan Roemhildt</b>
Dan Roemhildt	Cannon-1W1P	<b>Dan Roemhildt</b>
Larry Muff	LRWN	<b>Larry Muff</b>
Larry Muff & Matt Sommers	Le Sueur-1W1P	<b>Larry Muff &amp; Matt Sommers</b>
	<b>Annual Approvals</b>	
2 <sup>nd</sup> Thursday 6:30	Meeting Date & Time	2 <sup>nd</sup> Thursday 6:30
\$75/\$90 .70/mi-IRS	Compensation	\$75/\$90 .725/mi-IRS
Keen	Financial Institution	Keen
Waseca Pioneer	Newspaper	Waseca Pioneer
KOWZ	Radio Station	KOWZ

**Section 1 Positions :** Matt Sommers nominated Wayne Cords for Chairman; Gregg Rosenthal seconded. All – Yes

Larry Muff nominated Gregg Rosenthal for Vice Chairman; Matt Sommers seconded. All – Yes

Larry Muff nominated Matt Sommers for Treasurer; Gregg Rosenthal seconded. All – Yes

Larry Muff nominated Dan Roemhildt for Secretary; Matt Sommers seconded. All – Yes

Wayne Cords nominated Larry Muff for Member; Gregg Rosenthal seconded. All Yes

**Section 2 Check Authorizations:** Matt Sommers to approve Wayne Cords, Gregg Rosenthal, Matt Sommers, Dan Roemhildt, Larry Muff, and Mark Schaetzke to have signing authority; Larry Muff seconded. All – Yes

**Section 3 Online Banking Authorizations:** Wayne Cords made a motion to add treasurer Matt Sommers to online banking authorizations and Wayne Cords and Mark Schaetzke. Matt Somers seconded. All – Yes

**Section 4 Committees & Appointments:** Matt Sommers made a motion that all appointments remain the same with the corrections of removing Larry Muff from Budget & Finance and adding Matt Sommers to that position. Gregg Rosenthal seconded. All – Yes

**Section 5 Annual Approvals:** Matt Sommers made a motion to keep annual approvals as it; Gregg Rosenthal seconded. All – Yes

2. Meeting Dates for 2026 - Noted
3. SWCD Elections options – at large or by district – Matt Sommers made a motion for the elections to be at large; Gregg Rosenthal seconded. All - Yes
4. Agreement for Services with Steele SWCD – Matt Sommers made a motion to approve temporarily agreement with Steele SWCD. Gregg Rosenthal seconded. All - Yes
5. LeSueur FY24 WBIF Quarterly/Year end Invoices: Matt Sommers made a motion to approve; Gregg Rosenthal seconded. All – Yes

Inv Date	Invoice #	Invoice Amount	Direct Charge	Partner
4th qtr/year end invoices				
1-8-26	Free 04 25	\$ 306.68		Freeborn SWCD

6. Closing of 2022 Buffer Grant - Noted
7. Closing of 2023 Buffer Grant and return of unspent funds of \$13,158.76 - Noted
8. Closing of 2023 Soil Health Delivery Grant - Noted
9. Closing of 2024 Conservation Contracts - Noted
10. 2024 Le Sueur WBIF vouchers
  - a. LS-24-07-33 – Grade stabilization project - \$50,075.35 total cost – 75% cost share from all grant sources – LS WBIF payment of \$14,968.51 – Matt Sommers made a motion to approve; Gregg Rosenthal seconded. All - Yes
  - b. LS-24-07-11-SE – Septic completed - \$22,865 – 50% cost share up to \$10,000 – payment of \$10,000 – Matt Sommers made a motion to approve; Larry Muff seconded. All - Yes
  - c. LS-24-47-03 – well sealing – 50% cost share up to \$1250 – pending paperwork - Tabled
11. 2025 Le Sueur CRP Incentive voucher
  - a. LSCR-25-47-01 – Le Sueur CRP incentive – complete – payment of \$1845 – Matt Sommers made a motion to approve; Gregg Rosenthal seconded. All – Yes
12. 2025 Conservation Contracts vouchers
  - a. CC-2025-02 well sealing – payment up to of \$1000 – Matt Sommers made a motion to approve; Gregg Rosenthal seconded. All - Yes
13. Closing 2025 Conservation Contracts grant pending final contract payment. - Noted

14. 2023 Cannon WBIF contract cancellation
  - a. 23-WS-001 no-till 250 acres for 3 years - \$7500 – Larry Muff made a motion to approve; Gregg Rosenthal seconded. All- Yes
15. Employee reviews and personnel committee recommendations – Personnel made recommendations that Joe Edel and Cammi Phelps receive a 2 step increase and Mark Schaetzke receive a 2.5% cost of living. Larry Muff made a motion to approve; Gregg Rosenthal seconded. All - Yes
16. Recommendation to SCTSA of soil health mentor contract – Matt Sommers made a motion to approve Dan Roemhildt as soil health mentor; Gregg Rosenthal seconded. All - Yes
17. 2026 Buffer Law Grant - \$20,000
  - a. Accept grant – Gregg Rosenthal made a motion to approve grant; Matt Sommers seconded. All- Yes
  - b. Work plan items – staff time, equipment, other – Tabled, Joe Edel is instructed to look into the potential for a new grass/grain drill options.
18. Cannon Dues \$1500.00 – Gregg Rosenthal made a motion to accept; Matt Sommers seconded. Gregg Rosenthal, Matt Sommers, Wayne Cords – Yes, Larry Muff – No. Passed
19. **REMINDER:** All Supervisors MUST register with the Minnesota Campaign Finance Board before January 30, 2026(?) - Noted
20. Other

**Supervisor Reports:** Gregg Rosenthal – Nothing, Wayne Cords – Nothing, Larry Muff – CD re-enrolled at 7 month term, Matt Sommers - Nothing

**Agency Reports:** De Malterer – 1W1P meeting upcoming, Chair of the Waseca County Commissioners, End and Beginning of the year meetings.

**Staff Reports:** Joe Edel’s report attached below. Cammi Phelps has been working on various cover crop, strip and no till contracts. Also, has been doing some review of buffer parcels preparing to go over alternative practices with Joe. **Mark Schaetzke attached below**

**Adjourn:** Greg Rosenthal made a motion to adjourn; Matt Sommers seconded. Meeting adjourned at 8:01 pm by Chairman, Wayne Cords.

**Next Board Meeting Thursday, February 12, 2026 at 6:30 pm.**

**Upcoming Meetings:**

- January 28 GBERBA Policy 1 pm Virtual
- January 30 LS PAC – Waseca Annex - 9 am
- February 3 Area VI Chairs meeting – SCSC Mankato – 9:30 am
- February 4 Cannon River Joint Powers Board, location TBD - 9 am
- February 4 I-90 Soil Health Tour – Wells – 10am-3pm
- February 17 Hwy 14 Soil Health Winter Workshop, Torreys, Owatonna 8:30 am – 2 pm

**January Bills:**

Keen Bank	Cammi-Joe-Mark H S A (\$300.00 ea)		\$ 900.00
Church Offset Printing	Newsletters (4373)	Inv#144537	\$ 2153.37
MASWCD	2026 Dues	Inv#3789	\$ 7,654.59
Waseca County Trea/Aud	Insurance Benefits	2025 4th Qtr	\$ 13,987.17
Waseca County Prop/Elect	Cell Phones	2025 4th Qtr	\$ 230.46
Supervisor Vouchers	4th qtr 2024	2025 4 <sup>th</sup> Qtr	\$ 2095.43
MCIT	PC-\$4834.00 WC-\$3335.00	21330R	\$ 8169
Area VI	2026 Dues-MASWCD Area VI	2026-10	\$ 400

\$

## Joe Edel's Report - January Meeting

- BWSR Training Meeting for JAA
- Sent in JAA App
- Tree Orders= #16 Total =\$3482.18
- Buffers – 23 County Wide that will be worked on in 26'
- Compiling mailing information
- RIM/CREP Outreach Letter drafting With Taylor
- 2 potential windbreak projects