COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS' MEETING
June 27, 2025
Cottonwood SWCD Office – 210 10th Street, Windom, MN

CALL TO ORDER and ROLL CALL
AGENDA – Approval
MINUTES of May 22, 2025 Board Meeting

1. FINANCIAL – Annitra Moody •Financial Report •Accounts Payable •CD Renewal 182-day 3.75%
•2nd Quarter Compensation and Expenses •Saving Account – Move Funds for Retirement Payout

2. COMMITTEE REPORTS and ACTION ITEMS
RCRCA – **Clark Lingbeek**
GBERBA – Clark Lingbeek
1W1P DES MOINES – Kay Gross
1W1P COTTONWOOD/LITTLE COTTONWOOD – Kay Gross
•Disbursal Agreement – RCRCA and Cottonwood SWCD
1W1P BLUE EARTH – Kay Gross
SOUTHWEST PRAIRIE JPO – Tom Muller
•Southwest Prairie TSA Vouchers, Financial and Administrative Report
AREA V – Clark Lingbeek – Next Mtg – Thursday, September 18
MASWCD – Clark Lingbeek
NRCS – Karen Boysen, Acting CST Lea
FSA – Rhonda Crowell, County Executive Director
COMMISSIONER REPORT – Tom Appel
•County Update

3. ADMINISTRATIVE – Kay Gross

•GBERBA Cost-Share Contract Approval - FY2024 (2.0) BWSR WBIF-Watonwan Watershed Implementation Grant Agreement (C24-0092)

Bruce & Lisa Turner	17-20(WBIF-WW-24)	Lakeside 4	Grade Stabilization	Cost $16,872.00	C-S $14,341.20

•BWSR Cost-Share Contract Approval – WBIF – FY23-25 Des Moines River Watershed Implementation Grant Agreement (C23-0008) Cost $26,435.00

John & Lori Schaffer	23-DMRW-COT-039	Southbrook 26	Streambank/Shoreline Restoration	C-S	$17,000.00

MAWQCP – GBERBA Contract and Payment Authorization and Additional SWCD Technical Assistance

Cottonwood SWCD	MAWQCP TS-17-5-08	Additional Technical Assistance	Incentive $6,000.00
Tony Dick	MAWQCP 17-5-42	Worksheet Completion	Incentive $100.00

•Cottonwood SWCD – Local Cost-Share Contract Final Payment – County Capacity 2023

Brandon Junker	SWCD-24-01	Selma 34	Windbreak/Shelterbelt Establishment	Cost $7,417.70	C-S $2,500.00
Jacob Samuelson	SWCD-24-02	Selma 3	Windbreak/Shelterbelt Establishment	Cost $5,330.65	C-S $2,500.00
Jerome Stoesz	SWCD-24-03	Midway 25	Windbreak/Shelterbelt Establishment	Cost $3,255.38	C-S $2,500.00
Keith Wolf	SWCD-24-04	Delton 20	Windbreak/Shelterbelt Establishment	Cost $2,675.64	C-S $2,140.51
Robert Schoper	SWCD-24-05	Amboy 6	Windbreak/Shelterbelt Establishment	Cost $1,660.00	C-S $1,328.00
Darren Haugen	SWCD-24-07	Delton 4	Windbreak/Shelterbelt Establishment	Cost $3,920.00	C-S $2,500.00

•BWSR – Cost-Share Contract Final Payment - SWCD Programs & Operations Grant Agreement – FY2025 Conservation Contracts - (P25-0107)

Doug Willaby	25-05	Delton 24	Windbreak/Shelterbelt Establishment	Cost $3,386.04	C-S $2,50.00
Mary Shaner	25-07	Germantown 24	Windbreak/Shelterbelt Establishment	Cost $1,377.52	C-S $1,087.48
Richard Thom	25-08	Selma 8	Windbreak/Shelterbelt Establishment	Cost $3,397.66	C-S $2,473.33

•BWSR – Cost-Share Contract Amendments - WBIF - Des Moines River Watershed Implementation Grant - FY2023-2025 (C23-0008)

David & Beatrice				Increase Cost	$484.27
Muller Trust	23-DMRW-COT-01	Dale 17	Grass Waterways – 1 Bid -Higher Cost	Increase C-S	$411.63
David & Beatrice (Amendment #2)				Increase Cost	$1,969.68
Muller Trust	23-DMRW-COT-03	Dale 17	Grass Waterways – 1 Bid -Higher Cost	Increase C-S	$2,224.29

-OVER-

- **BWSR – Cost-Share Contract Final Payment - WBIF - Des Moines River Watershed Implementation Grant - FY2023-2025 (C23-0008)**

Stan Kingery	23-DMRW-COT-023	Dale 7	Grade Stabilization Structure	Cost $46,647.84	C-S $39,650.66
Tim Ketzenberg	23-DMRW-COT-029	Great Bend 12	Grass Waterway	Cost $4,313.05	C-S $3,666.09
David & Beatrice Muller Trust	23-DMRW-COT-01	Dale 17	Grass Waterways (2) – 550 ft	Cost $3,463.27	C-S $2,943.78
Tom Muller	23-DMRW-COT-02	Dale 20	WASCOB (1)	Cost $13,565.31	C-S $11,530.51
David & Beatrice Muller Trust	23-DMRW-COT-03	Dale 17	Grass Waterways (3) 1,350 ft	Cost $9,034.32	C-S $7,679.17

- **BWSR Cost-Share Contract Final Payment - WBIF FY25-27 - Des Moines River Watershed Implementation Grant Agreement (C25-0177)**

Patrick & Andrea Tiede	25-DMRW-COT-001	Great Bend 3	Strip-Till – 3 yrs – 68 ac.	$30/ac.	C-S $6,120.00
(TOTAL PAYMENT $12,600.00)		Springfield 15	Strip-Till – 3 yrs – 72 ac.	$30/ac.	C-S $6,480.00
Tony Dick	25-DMRW-COT-002	Great Bend 1/Dale 23,26,36	No-Till – 3 yrs – 435 ac.	$30/ac	C-S $39,150.00
Clark Lingbeek	25-DMRW-COT-008	Lakeside 30	Septic System	Incentive	$5,000.00

- **GBERBA Cost-Share Contract Final Payment - FY2023 BWSR CWF – Soil Health Grants – GBERBA Soil Health Implementation Grant Agreement (C22-6072)**

Leonard Penner 17-01(CWF-SH-22) Mt Lake 8 No-Till/Strip-Till –165 ac. $35/ac 3-year Contract Incentive $17,325.00

- **GBERBA Cost-Share Contract Final Payment - FY2024 (2.0) BWSR WBIF-Watonwan Watershed Implementation Grant Agreement (C24-0092)**

Tony Dick	17-10(WBIF-WW-24)	Carson 14 & 15	No-Till – 3yrs – 355 ac $35/ac	Incentive $37,275.00
Tim Penner	17-11(WBIF-WW-24)	Midway 14/20 Mt Lake 17/8	No-Till – 3yrs – 400 ac $35/ac	Incentive $42,000.00
City of Mountain Lake	17-17(WBIF-WW-24)	Midway 33	Tree/Shrub Establishment	Cost $3,000.00 C-S $2,550.00
Michael Mueller	17-18(WBIF-WW-24)	Midway 29	SSTS Completion	Incentive $5,000.00

- **Talcot Lake Project** – Joint Powers Agreement - Discussion (Updated Information)
- **String Lake Project** – Stakeholder Meeting – Tuesday, June 3 – 6:30 p.m. – Law Enforcement Center
- **RCPP Soil Health Grant Program – Update**
- **Training** – Conservation Planning Course – July 21-25 – Registration, Lodging, Meals - $993.96 (MAWQCP)
  Stewardship Summit – SWCD Governance & Leadership Essentials – Sept 10 & 11 – St. Cloud
  Registration - $275/person plus lodging and meals – 3 Staff - ? Supervisors
  MASWCD District Manager Professional Development Cohort – 14 day 2025-2026 – MASWCD Office
  Registration - $4,200 plus lodging and meals
- **Retirement** – Effective Monday, June 30, 2025 David Bucklin – 35 years
- **Meetings**

June	30	Southwest Prairie TSA Board Meeting – Marshall	Tom, Kay
July	1	Grass with Purpose – Austin	Breanna
July	2	Interview – Cottonwood 1W1P – Marshall	Kay
July	3	Area II/RCRCA – Marshall	Clark
July	9	Des Moines Tech Meeting – Virtual/Office	Becky, Kay
July	9	Department Head Meeting – Courthouse	Alex
July	10	Plant Training – Sunburg	Breanna
July	11	GBERBA Policy/Technical Meeting – Virtual/Fairmont	Clark, Staff, Tom A.
July	15	Peterson Company – Audits - Office	Annitra, Kay
July	16	High Yield in Your Field – Russel Hedrick – McMullen	Supervisors, Staff
July	17	Des Moines Policy Board – Virtual/Law Enforcement	Tom, Staff
July	17	Windbreak Training – Cottonwood County	Breanna, Nathan
July	21-23	Ag Inspector Short Course – Alexandria	Alex
July	21	Blue Earth Policy Committee Meeting – Blue Earth	Staff
July	22	Environmental Fair Meeting – Virtual/Marshall	Annitra, Breanna
July	22	NRCS/SWCD Monthly Check-In – WebEx	Staff
July	23	CRP Management Training – Litchfield	Breanna
July	24	Cottonwood SWCD Board Meeting – Virtual/Office	Supervisors, Staff, Tom A

4. SENIOR TECHNICIAN – Dave Bucklin
5. SENIOR TECHNICIAN – Becky Buchholz
6. PROGRAM TECHNICIAN – Breanna Wagner
7. PROGRAM TECHNICIAN – Nathan Harder
8. MAWQCP SPECIALIST – Herman Bartsch
9. MAWQCP SPECIALIST – Danielle Evers
10. MN CONSERVATION CORP – Adriene Matthews
11. PLANNING & ZONING TECH – Alex Schultz
12. COTTONWOOD COUNTY DRAINAGE INSPECTOR – Dylan Oeltjenbruns

Next Regular Meeting – Thursday, July 24 at 8:30 a.m. – Cottonwood SWCD Office

JUNE TRANSACTIONS

District Checking Account Balances 5-22-2025 (Bank Midwest)	**$657,008.67**
RECEIPTS: (since last board meeting)	
Interest May - 2025 Bank Midwest (Checking Account $90.24 and Sweep Account $820.92)	$911.16
Tree and Tube Sales/Pruning/Deposits	$43,684.91
Cottonwood County-April Contract $6,513.47, P & Z Mar 23-April 19 $836.60, Tree final payment $124.00	$7,474.07
Cottonwood County-May Contract $8981.58, P & Z 1889.85	$10,871.43
Des Moines River Watershed - May	$992.76
GBERBA- Reimbursement Domain Name-3yrs	$378.00
GBERBA - Coordinator - April Contract	$8,742.38
GBERBA - Coordinator - May Contract	$9,018.88
GBERBA - MAWQCP Area 6 - April	$4,717.13
GBERBA - MAWQCP Area 6 - May	$6,812.67
Watonwan County - WCA - Reimbursement - Jan 2025	$1,290.29
Ratwik, Roszak & Maloney-Overpayment	$102.00
Southwest Prairie TSA - Administrative Contract - May	$3,774.04
TOTAL RECEIPTS	**$98,769.72**

DISBURSEMENTS: (since last board meeting)		
Direct Deposit	Payroll 05-04-25 to 05-17-25 Plus Pera, MN Dept of Rev, Bank Midwest	$18,829.56
Direct Deposit	Payroll 05-18-25 to 05-31-25 Plus Pera, MN Dept of Rev, Bank Midwest	$18,829.55
Direct Deposit	Payroll 06-01-25 to 06-14-25 Plus Pera, MN Dept of Rev, Bank Midwest	$18,829.58
26773	Cigna Health - Accident Ins - June 2025	$9.70
26774	The Hartford - LTD June 2025	$167.68
26775	Met Life - Dental Ins June 2025	$96.12
26776	Sun Life Financial - STD June 2025	$7.40
26777	Schwalbach Hardware-Service A/C, Parts	$255.00
26778	Windom Printing-Rain Fall Simulator Sign copy / Lamination	$16.89
26779	Schwalbach Hardware- Nuts/Bolts/Nails, Pin Hitch for tree planter, screwdriver for tree barn	$50.05
	TOTAL DISBURSEMENTS	**$57,091.53**
	BALANCE BEFORE BOARD MEETING	**$698,686.86**

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ACCOUNTS PAYABLE
6/27/2025
(to be approved at this board meeting)

Payable		**Amount**
26780	Cigna Health - Accident Ins - May 2025	$9.70
26781	VOID	$0.00
26782	Cottonwood County Auditor- Insurance - July 2025	$3,117.36
26783	Cottonwood County Auditor- County Rent - July 2025	$2,180.82
26784	Cottonwood County Recorder - Judy K Holt Conservation Easement #17-03-24-09	$46.00
26785	Met Life - Dental Ins July 2025	$96.12
26786	Elan Financial Services (formally Cardmember Services) - Office Supplies, Postage, Cottonwood Landfill	$166.36
26787	Citizen Publishing Co. - Site Hosts (3) Digital ad ($30), Shopper Ad ($111), AG Edition ($445)	$631.00
26788	Gordon Flesch-Copier	$333.98
26789	Hy-Vee-Misc Office Supplies	$54.95
26790	Indoff Inc. - Copy Paper	$790.00
26791	MN DNR-Public Works Work Permit	$600.00
26792	Murray SWCD - SWPTSA Admin Assistance	$2,840.40
26793	NCPERS - Group Life Insurance - July 2025	$112.00
26794	ODP Business Solutions-Office Supplies	$159.93
26795	Postmaster - Postage	$1,281.00
26796	Ratwik, Roszak & Maloney P.A. - Donation Agreement / National Park Service	$621.00
26797	Staples Enterprises -May 2025	$332.03
26798	Verizon - JetPack - 1 Month	$54.61
26799	Windom Printing-Save the Date/Posters/ Lamination	$100.80
26800	Darren Haugen-Tree Cost Share Contract	$2,500.00
26801	Brandon Junker-Tree Cost Share Contract	$2,500.00
26802	Jacob Samuelson-Tree Cost Share Contract	$2,500.00
26803	Robert Schoper-Tree Cost Share Contract	$1,328.00
26804	Mary Shaner-Tree Cost Share Contract	$1,087.48
26805	Jerome Stoesz-Tree Cost Share Contract	$2,500.00
26806	Richard Thom-Tree Cost Share Contract	$2,500.00
26807	Doug Willaby-Tree Cost Share Contract	$2,500.00
26808	Keith Wolf-Tree Cost Share Contract	$2,140.51
26809	Amo Creamery-Tour	$550.00
26810	Adriene Matthews-Mileage	$93.80
26811	Annitra Moody-Daves Party Expenses	$60.31
26812	Rebecca Buchholz-Cell & Daves Party Expenses	$194.00
26813	Herman Bartsch - Mileage, Meal & Cell	$261.67
26814	Kay Gross - Mileage, Cell, Party Supplies for Dave, Daves Gift	$510.08
26815	Fidelity Security - Vision Ins July 2025	$6.61
	TOTAL ACCOUNTS PAYABLE	**$34,760.52**
	District Checking Account Balance	**$663,926.34**

Balances as of 6-27-2025	
PETTY CASH (Included in District Fund Balance)	**$50.00**
9 Month CD - Bank Midwest - Interest - 2025 ($1,287.44 - Included in Total)	**$54,523.77**
Savings Account - Bank Midwest - Interest - 1st Quarter ($517.38 - Included in Total)	**$56,471.14**
Account Balances: Checking (2)/Savings/Petty Cash/CD:	**$774,971.25**

Monthly Treasurer's Report
Southwest Prairie Technical Service Area
May 2025

Use of Cash	Beginning Balance 5/1/2025	Receipts	Disbursements	Ending Balance 5/31/2025	EXPIRES
Checking Account	$ 435,577.75	626.33	$ 40,474.61	395,729.47	
Select Business Svg	$ -			-	
Interest Money	$ -			-	
Compensated Absences	$ -			-	
Sweep Account	$ 819,682.00	1,288.86		820,970.86	
CD	$ -			-	
Total	**$ 1,255,259.75**	**1,915.19**	**$ 40,474.61**	**1,216,700.33**	
Program Summary					
JPO Fund Balance	$ 104,122.76	1,915.19		106,037.95	
Technical Services	$ 376,881.83			376,881.83	
GRANTS	$ 688,146.99		$ 40,474.61	647,672.38	
Training	$ 12,108.17			12,108.17	
Education/Outreach	$ 20,000.00			20,000.00	
Compensated Absences	$ 54,000.00			54,000.00	
NACD Grant	$ -			-	
	$ 1,255,259.75	**1,915.19**	**$ 40,474.61**	**1,216,700.33**	
eLINK Grants					
FY21 ESTS Grant	$ -	-		-	12/31/2023
FY21 Local Match	$ -			-	
FY21 Administration	$ -			-	
FY22 ESTS Grant				-	12/31/2024
FY22 Local Match	$ -			-	
FY22 ESTS Administration				-	
FY22 NPEA Grant	$ -			-	12/31/2024
FY22 NPEA Local Match	$ -			-	
FY22 NPEA Administration	$ -			-	
FY23 ESTS Grant	$ 75,675.97		$ 75,675.97	-	12/31/2025
FY23 Local Match				-	
FY23 ESTS Administration	$ 24,095.39		$ 7,283.97	16,811.42	
FY23 NPEA Grant	$ -			-	12/31/2025
FY23 NPEA Local Fund	$ -			-	
FY23 Administration	$ -			-	
FY24 ESTS	$ 205,987.89			205,987.89	12/31/2025
FY24 Local Match	$ 24,250.00		$ 8,039.53	16,210.47	
FY24 Administration	$ 36,512.11			36,512.11	
FY24 NPEA	$ 240,000.00		$ 52,474.87	187,525.13	12/31/2025
FY24 Local Match	$ 622.55		622.55	-	
FY24 Administration	$ 15,000.00			15,000.00	
FY24 NPEA Supplies/Equip	$ 10,582.80		$ 4,808.00	5,774.80	
FY24 Soil Health Staffing Grant	$ 473,578.89		$23,140.45	450,438.44	12/31/2027
FY25 ESTS Grant	$ 204,400.00			204,400.00	12/31/2026
FY25 ESTS Administration	$ 38,100.00			38,100.00	
FY25 ESTS Local Match	$ 24,250.00			24,250.00	
	$ 1,373,055.60		**Total**	**1,201,010.26**	

Southwest Prairie Technical Service
Balance Sheet Detail
As of May 31, 2025

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
ASSETS									
Current Assets									1,499,814.26
Checking/Savings									1,268,182.03
Checking Account									1,255,259.75
Liability Check	05/07/2025		QuickBooks Payroll ...	Created by P...		X	Direct Deposit ...	-7,912.68	435,577.75
Paycheck	05/08/2025	DD1672	Harrison, Jacob L	Direct Deposit	FY20 ESTS	X	-SPLIT-	0.00	427,665.07
Paycheck	05/08/2025	DD1673	Hoogendoorn, Russell	Direct Deposit	FY23 NP...	X	-SPLIT-	0.00	427,665.07
Paycheck	05/08/2025	DD1674	Skoglund, Michael	Direct Deposit	FY23 NP...	X	-SPLIT-	0.00	427,665.07
Liability Check	05/08/2025	auto	EFTPS	41-1811267		X	-SPLIT-	-3,026.12	424,638.95
Liability Check	05/08/2025	auto	MN Revenue	1947844		X	State Withholdi...	-557.00	424,081.95
Liability Check	05/08/2025	auto	MSRS			X	Federal Withho...	-100.00	423,981.95
Liability Check	05/08/2025	auto	PERA			X	-SPLIT-	-1,631.51	422,350.44
Liability Check	05/08/2025	auto	MSRS			X	HCSP-Def C	-475.00	421,875.44
Liability Check	05/08/2025	auto	MSRS			X	HCSP-Def C	-30.00	421,845.44
Bill Pmt -Check	05/09/2025	4252	Elan Finanical Servi...			X	Accounts Paya...	-667.86	421,177.58
Liability Check	05/09/2025	4253	MN PEIP			X	-SPLIT-	-2,919.28	418,258.30
Bill Pmt -Check	05/09/2025	4254	Cottonwood SWCD	admin-April 2...		X	Accounts Paya...	-3,661.92	414,596.38
Bill Pmt -Check	05/13/2025	4255	Chandler Co-op	VOID: gas		X	Accounts Paya...	0.00	414,596.38
Bill Pmt -Check	05/13/2025	4256	Chandler Co-op	gas		X	Accounts Paya...	-255.66	414,340.72
Bill Pmt -Check	05/19/2025	4257	Verizon			X	Accounts Paya...	-192.82	414,147.90
Bill Pmt -Check	05/19/2025	4258	RDO Equipment Co.	Software-Acct...		X	Accounts Paya...	-504.45	413,643.45
Liability Check	05/21/2025		QuickBooks Payroll ...	Created by P...		X	Direct Deposit ...	-7,912.68	405,730.77
Paycheck	05/22/2025	DD1675	Harrison, Jacob L	Direct Deposit	FY20 ESTS	X	-SPLIT-	0.00	405,730.77
Paycheck	05/22/2025	DD1676	Hoogendoorn, Russell	Direct Deposit	FY23 NP...	X	-SPLIT-	0.00	405,730.77
Paycheck	05/22/2025	DD1677	Skoglund, Michael	Direct Deposit	FY23 NP...	X	-SPLIT-	0.00	405,730.77
Liability Check	05/22/2025	auto	EFTPS	41-1811267		X	-SPLIT-	-3,026.12	402,704.65
Liability Check	05/22/2025	auto	MN Revenue	1947844		X	State Withholdi...	-557.00	402,147.65
Liability Check	05/22/2025	auto	MSRS			X	Federal Withho...	-100.00	402,047.65
Liability Check	05/22/2025	auto	PERA			X	-SPLIT-	-1,631.51	400,416.14
Liability Check	05/22/2025	auto	MSRS			X	HCSP-Def C	-475.00	399,941.14
Liability Check	05/22/2025	auto	MSRS			X	HCSP-Def C	-30.00	399,911.14
Bill Pmt -Check	05/30/2025	4259	The Computer Man, ...	Hp Zbook Mo...			Accounts Paya...	-4,808.00	395,103.14
Deposit	05/30/2025			Deposit		X	Interest on Che...	626.33	395,729.47
Total Checking Account								-39,848.28	395,729.47
Savings Interest Account									0.00
Total Savings Interest Account									0.00
Select Business Savings									0.00
Total Select Business Savings									0.00
Sweep Account									819,682.00
Deposit	05/30/2025			Deposit			Interest on Che...	1,288.86	820,970.86
Total Sweep Account								1,288.86	820,970.86
Total Checking/Savings								-38,559.42	1,216,700.33

SECOND QUARTER MEETINGS
2025

APRIL

April 3	Area II/RCRCA Meetings – Redwood	- $125.00
April 4	Talcot Lake Meeting – Office	- $125.00
April 7	Soil Health Mentor Meeting – WebEx/Office	- $125.00
April 11	GBERBA Executive Board Meeting – WebEx/Office	- $125.00
April 17	Des Moines Policy Committee – Windom	- $125.00
April 24	SWCD Board Meeting – Office	- $125.00

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MAY

May 1	Area II/RCRCA Meetings – Marshall	- $125.00
May 6	Cottonwood County Commissioner Meeting – Windom	- $125.00
May 8	Talcot Lake – Watershed District Meeting – Virtual/Office	- $125.00
May 15	Des Moines Exec Committee – Windom	- $125.00
May 22	SWCD Board Meeting – Windom – WebEx/Office	-$125.00
May 30	GBERBA Policy Board Meeting – WebEx/Office	- $125.00

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JUNE

June 3	String Lake Public Meeting – Windom	- $125.00
June 3	EQIP Local Work Group Meeting – Lakefield	- $125.00
June 5	Area II/RCRCA Meetings – Redwood	- $125.00
June 13	GBERBA Executive Boarding Meeting - WebEx/Office	- $125.00
June 18	Cottonwood 1W1P Policy Meeting – Springfield	- $125.00
June 20	Des Moines Exec Committee – WebEx/Office	- $125.00
June 26	MASWCD Area V Meeting – Windom	- $125.00
June 27	SWCD Board Meeting – Windom – WebEx/Office	- $125.00
June 30	Southwest Prairie TSA Board Meeting – Marshall	- $125.00
June 30(2)	Dave Bucklin's Retirement Party – Office	- $125.00

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SOUTHWEST PRAIRIE TECHNICAL SERVICE AREA

210 10th Street, Windom, MN 56101 Phone: 507-832-8287

DATE: **JUNE 2025**

TO: **SOUTHWEST PRAIRIE TECHNICAL SERVICE AREA MEMBERS**

FROM: **KAY GROSS, ADMINSTRATIVE COORDINATOR**

SUBJECT: **COORDINATOR REPORT**

Soil Health/Training Contract Position
During the past month Dawn has been working with Green Garden Place her greenhouse in Worthington, MN. Ongoing work with District staff in gaining Job Approval Authority and also working with the Administration to help report and assist with our quarterly meetings for the Soil Health Staffing Grant. And also assisting with area trainings, soil health events, and working with the Soil Health Staffing quarterly meetings and reporting.

Looking forward to our big event in July with Russell Hedrick entitled 'High Yields in your Fields' being held
Cottonwood County – July 16 – Dale McMullen, Comfrey
Pipestone County – July 17 - Eugene Halbur, Jasper
Lac Qui Parle County – July 18 – Adam Miller, Dawson

MAWQCP Technical Assistance
Continued work with local landowners to receive worksheet and ulimately certification through MAWQCP.
Danielle also has JAA for Ecological Services and Non-Structural practices if that service is needed by your office.
Danielle is working with SWCD staff to understand and help local landowners with the MAWQCP additional cost-share available for practices ($5,000 per project).

State TSA Managers Meeting
Next meeting is set for September 4.

BWSR Soil Health Staffing Grant
The first round reporting has been completed for 2024. With the start of the grant in April 2024 here are our 2024 numbers.

April – September 2024		October – December 2024		January – March 2025	
Admin	68 hrs - $4,602.53	Admin	32.25 hrs - $2,414.84	Admin	51.75 hrs - $4,257.49
	12 Mentors		11 Mentors		13 Mentors
	115 Contacts		86 Contacts		38 Contacts
	19 Meetings		25 Meetings		32 Meetings
	334.75 Hours		222.25 Hours		252.25 Hours
	$27,121.25		$17,898.75		$20,376.25
	18,582 acres		23,406 acres		28,184 acres

We will be working to bring together the second quarter numbers during the month of July. Estimations were tallied for the BWSR survey monkey in addition to the updated Elink information for the June 30th deadline.

The Cottonwood SWCD will also be hiring a SWPTSA – Soil Health Team Lead, starting in early October.

TSA Manager Meeting
Will work towards having a TSA Manager's meeting in July.
Eduction/Outreach Committee Members: Doug Bos, Anita Borg and Shannon Bootsma.

TSA Board Meeting
The next schedule TSA Board meeting will be held in during the month of Monday, June 30, 2025 at 10:00 a.m. Lyon County Government Center, Marshall, MN.

210 10th St
Windom, MN 56101

Phone: 507-832-8287

COTTONWOOD
SOIL AND WATER CONSERVATION DISTRICT

Date: June 20, 2025

Name: Becky Buchholz (Senior Technician)

Topics: Past Events, Upcoming Events, Farm Bill Assistance, SSTS, AgBMP Loans, WCA

Past Events:

- May 22, 2025 – SWCD Board meeting
- June 3, 2025 – Local Work Group Meeting, Lakefield, MN
- June 3, 2025 – String Lake Informational Meeting, Windom, MN

Upcoming Events:

- June 18, 2025 – Cottonwood 1W1P Tech and Policy meeting, Springfield, MN
- June 25, 2025 – GBERBA Tech, virtual
- June 26, 2025 – Area V meeting, Windom, MN
- June 27, 2025 – Cottonwood SWCD board meeting, Windom, MN
- July 9, 2025 – Des Moines Tech, Windom, MN

Farm Bill Assistance:

- Current RIM programs available: RIM Wellhead, RIM Wetland, RIM Grasslands, RIM 1W1P (only for finished 1W1P areas), RIM Riparian & Floodplain.
    - Most of the RIM programs are out of funding until after July 1 when they will receive more appropriations: RIM Wetland, RIM Grassland, RIM 1W1P
    - RIM Grasslands did not receive additional funding starting July 1, 2026.
    - RIM 1W1P will only have one batching period July 25, 2025 and may be the only batching period until July 2026.
- Submitted documentation to receive Level 3 Conservation Planner to ARC, Dave Voigt and I had a meeting, a few more AgLearn courses to do because requirements changed from when I submitted my request until now. Then we will reevaluate.
    - I have received my Level 2 Conservation Planner status.
- One CREP batching period was open until June 6th with the CCRP sign up. BWSR is unsure if there will be another CREP batching period, there was a high volume of applications that came in and minimal State appropriations set for July 1. There has not been another CCRP sign up announced yet.
    - BWSR did finalize an amendment to the current CREP agreement:
        - Deadline extended from 9/30/2026 to 9/30/2029
        - Acreage cap from 60,000 to 75,000
        - Expanded eligible counties (54 to 66)
        - Expanded CP2 practice outside of Wellhead Protection Areas (details coming)
- Assisting landowners with RIM and other programs on their lands.

SSTS:

- Continuing to send out letters as septic disclosure forms come in and as property transfers occur. I continue to forward any non-compliance with the property transfer clause in the ordinance to the county attorney.
- The Watonwan Watershed has a $5,000 incentive for IPHT and FTPGW (in DWSMA and shoreland only) for SSTS replacements that use other financial assistance (low interest loans, grants, etc). There is one incentive left.
- The Des Moines Watershed has a $5,000 incentive for IPHT, FTPGW (in DWSMA and shoreland only), and low-income for SSTS replacements that use other financial assistance (low interest loans, grants, etc).
- The Cottonwood-Middle Minnesota has a $5,000 incentive for IPHT and FTPGW (shoreland and DWSMA only) for SSTS replacements that use other financial assistance
- The county received a $750,000 loan for SSTS loans and is ready for disbursement now. We used up approximately half of the funds in 2024.

AgBMP Loan Program

- Interest in the loan program has increased this year, due to the low interest rate in comparison to traditional lenders.
- As of today, we have limited funds that were added to our loan funds and I will be continuing a waitlist.
- Main uses: septic system replacement, ag waste, conservation tillage, replacement wells
- The loan program will now online based application process.

WCA

- I will be working closely with Devin Ryan (BWSR) as I administer WCA and learn how the program is run.

COTTONWOOD
SOIL AND WATER CONSERVATION DISTRICT

Program Technician Report for June 20, 2025

Past Priorities:

- TREE SEASON has come to a close!
- Riverfest & PowWow Parades (Outreach)
- Brome Conversion Training: May 2025

Current Priorities:

- **Projects:**
  - RIM Spotchecks this Summer!
  - Potential cost-share project site visits for landowners in the Des Moines & Cottonwood River Watersheds
  - Cost-share projects for Windbreak/Shelterbelts throughout Cottonwood County.
  - Keep up with Social Media accounts for Cottonwood SWCD (Facebook & Instagram)
  - Step 2 towards Pollinator Steward Certification: Complete Habitat and Outreach Events by Aug 2025.
- **Trainings:**
  - Level 1 Conservation Planner Webinars.
  - JAA for Vegetative BMP's such as Conservation Cover and Critical Area Planting.
- **Meetings/Events:**
  - Attend Quarterly Tree Commission Meetings for Windom.
  - Tree Site Visits with landowners throughout Cottonwood County.

Future Priorities:

- **Outreach & Education:**
  - Cottonwood County Fair: August 6th-9th
  - Elementary Field Days Pollinator Jeopardy: September
  - Environmental Fair Glaciers Presentation: September 23rd-24th (monthly meetings)
- **Trainings:**
  - July 1st: Grass with a Purpose – Austin, MN
  - July 10th: Native Plant ID – Ordway Prairie
  - July 23rd: CRP Management & Conservation Equipment – Litchfield, MN
  - August 11th: Native Plant ID Training in Montevideo, MN
  - Urban Practices/Small Scale Ag Webinars and Trainings
  - Winter Tree ID
- **Meetings/Events:**
  - Russell Hedrick Day (currently planning and on Cottonwood/outreach committee): July 16th, 2025
  - Cover Crop Field School: August 19th, 2025 (currently planning)
  - Host Windbreak Training: July 17th 2025
  - Tree Care Workshop: November 2025

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COTTONWOOD
SOIL AND WATER CONSERVATION DISTRICT

Program Technician Report for June 27, 2025

Completed Activities from Previous Month:

- **Trainings/Meetings attended**
  - NRCS monthly call-in meeting
  - RCPP update meeting
- **Tree Program**
  - Completed remaining tree & shrub plantings for 6 landowners
  - Completed reporting for DNR ReLeaf grant
  - Working on getting cost-share reimbursement vouchers signed and approved
  - Working on planning for tree windbreak training
- **Soil Health**
  - 1 meeting with Herman and Kim on GBERBA soil health project coordination
  - Working on getting GBERBA soil health project emails sent to SWCDs
  - Updated the Cottonwood soil health mailing list and sent out mailings for summer field days
  - Working with Dale McMullen to get cover crop test plot set up along Hwy 71
- **Other Activities**
  - Shalom Hills Farm tour group at office
  - Participated in parades in Windom and Mt Lake
  - Obtained certification checks for 4 ST/NT contracts
  -

Priorities for Month Ahead:

- **Trainings/Meetings planned**
  -
- **Tree Program**
  - Site visits
- **Soil Health**
  - Start working with field signs for soil health.
  - Work on the summer field days site – seeding cover crop plots. Also need to work on advertising for this event, and logistics for the event.
- **Other Activities**
  - Work on setting up Tree Windbreak training for July

Minnesota Agricultural Water Quality Certification Program

South Central MAWQCP Certification Specialist

Serving the Counties of: Blue Earth, Brown, Faribault, LeSueur, Martin, McLeod, Nicollet, Renville, Sibley, Waseca, Watonwan

GBERBA Greater Blue Earth River Basin Alliance

MINNESOTA DEPARTMENT OF AGRICULTURE

CLEAN WATER LAND & LEGACY AMENDMENT

Herman Bartsch
AREA 6 MAWQCP CERTIFICATION SPECIALIST
June 11th, 2025

Workload:

- GBERBA soil health interviews, video descriptions, and farmer profile creation
- Martin County Certification
- No-till and cover crop plans and grants
- MAWQCP Reviews
- Ag Education Day at Children's Museum – MAWQCP booth, rainfall simulator demonstration, and worm dig
- Faribault County Assessments

AREA 6	Applications	Assessments	Certifications
Blue Earth SWCD	**18**	**16**	**10**
Brown SWCD	**20**	**15**	**6**
Faribault SWCD	**44**	**36**	**28**
LeSueur SWCD	**23**	**16**	9
Martin SWCD	**37**	**27**	**21**
McLeod SWCD	**18**	**13**	**7**
Nicollet SWCD	**3**	2	1
Renville SWCD	**34**	**29**	**18**
Sibley SWCD	**5**	**5**	**3**
Waseca SWCD	**20**	**19**	12
Watonwan SWCD	**16**	**13**	**9**
Total	**238**	**191**	**124**

MAWQCP Numbers as of 6-2-25

- 1,645 producers certified
- 1,124,859 acres certified
- 7,787 new practices installed or planned to be installed
- Sediment delivery to surface waters reduced by 56,240 tons per year
- Soil loss reduced by 167,010 tons per year
- Phosphorus loss reduced by 71,906 lbs. of P per year
- 148 Soil Health Endorsements
- 109 IPM Endorsements
- 91 Wildlife Endorsements
- 200 Climate Smart Endorsements
- 15 Irrigation Endorsements

Herman Bartsch:
Area 6 Certification Specialist
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Minnesota Agricultural Water Quality Certification Program

Agriculture and Water Outreach Corpsmember
Conservation Corps of MN and IA
Adriene Matthews

June 11th, 2025

Workload:

- Inputting landowner's data and mapping farms that have been assessed by Herman Bartsch and Danielle Evers into ArcGIS mapping tool.
- Attend farm verification site visits with Danielle and Herman.
- Speak with landowners regarding replacing their tree groves.
- Attend Soil health Meetings with the SWCD technicians.
- Attend cover crops trainings.
- Complete MAWQCP interviews by myself.
- Tree planting

Projects:

- Assist Breanna Wagner and Nathan Hader with documenting well locations in ArcGIS Pro.
- Creating outreach opportunities for MAWQCP and landowners.
- Map landowners fields for MAWQCP
- Interview conservation workers for CCMI blog (Becky)

Upcoming Events:

- HWY 14 meeting (6/12)
- Riverfest (6/14)
- Pow Wow (6/16)
- MAWQCP Facilitated training (6/17 – 6/18)
- Manure 101 Training (6/25)
- Area V Meeting (6/26)

Adriene Matthews
Agriculture and Water Outreach Corpsmember
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GBERBA

Greater Blue Earth River Basin

June 2, 2025

DANIELLE EVERS

AREA 5 MAWQCP CERTIFICATION SPECIALIST

Serving the Counties of: Cottonwood, Jackson, Lac Qui Parle, Lincoln, Lyon, Murray, Nobles, Pipestone, Redwood, Rock, & Yellow Medicine

Projects and Workload:

- Continuing to meet with producers for assessments, mapping, & uploading documents for state verification
- Working on reviews for 2025, currently **22/27** completed, I am training Adriene to assist as well
- Completed **3** field verifications in May
- Working on co-organizing 3 field days for MAWQCP and soil health promotion in Area 5
- Filling out cost-share applications with producers
- Working on getting Certified Planner Status

Events/Dates:

- 6/12/25 – Hwy 14 Speaker Brainstorm - Zoom
- 6/16/25- Russell Hedrick Meeting - Marshall
- 6/17-18/25 – MAWQCP Facilitated Training – Windom

Program Updates and Information:

- 2025 Grant applications ready! **$5,000 75%** cost-share through the MDA for producers, however **NEW THIS YEAR** we have incentive payments available for cover crops, reduced till, & winter out feeding
- MAWQCP has certified over **1,645 farms**, including over **1,124,859 current acres** with **7,787 new practices, 1,609 new BMP's**
- Estimated benefits include**: 56,240 tons** of TSS reduced per year, **167,010 tons** soil reduced per year, **71,906 lbs** Phosphorous reduced per year
- Endorsements: **148** Soil Health, **109** Integrated Pest Management (IPM), **91** Wildlife, **200** Climate Smart, **15** Irrigation

TO DATE NUMBERS *Numbers in bold have changed from the last report

Area 5	Apps.	Assessments Completed	Certifications	Endorsements			
				IPM	Soil Health	Wildlife	Climate
Cottonwood	55	54	**25**	0	0	1	4
Jackson	38	37	24	3	3	1	4
Lac Qui Parle	18	18	11	1	1	1	4
Lincoln	36	35	18	1	1	1	1
Lyon	42	40	19	1	2	0	2
Murray	30	29	20	2	0	1	4
Nobles	21	21	14	0	1	0	3
Pipestone	**70**	**67**	37	3	1	0	1
Redwood	56	46	27	3	3	0	3
Rock	**66**	**62**	37	1	1	1	3
Yellow Med.	38	38	19	1	0	0	0
Totals	**470**	**447**	**251**	16	13	6	29

DANIELLE EVERS:
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Alex Schultz
Planning and Zoning Technician

210 10th Street
Windom, MN 56101

Phone: 507-832-8287

COTTONWOOD
SOIL AND WATER CONSERVATION DISTRICT

Date: June 27, 2025
Name: Alex Schultz

Topics: Past Events, Upcoming Events, Planning and Zoning, and Ag. Inspecting

Past Events:

- **June 2- Planning Commission meeting**
- **June 5 – 6- MACPZA Spring Conference**
- **June 23- Planning Commission meeting**

Upcoming Events:

- **June 21 – 23- MACAI short course**

Planning and Zoning:

- **Planning Commission Meeting- 3 new Hot mix plants have been approved. Planning Commission recommended denial, but the Board of Commissioners approved the expansion of the Sioux Rock Quarry**
- **Board of Adjustments- none**
- **Permits**
  - Setback Permits, 8 Issued
  - CUP, 4 Issued
  - Variances, 0 Issued
  - 911 addresses, 1 Issued

Feedlots

None

Cottonwood County Drainage

Dylan Oeltjenbruns-Drainage Inspector

Date: June 25, 2025

Past Events

- June 3rd- Hearing on DOT Petition
- June 12th-Preconstruction meeting with DNR at String Lake WMA

Upcoming Events

- JD18CM Landowner Meeting-Date TBD
- July 1st-Joint meeting with Murray, on Murray County Redeterminations
- July 9th- Landowner Meeting Second Group Redeterminations

Summary Report

Projects still in full swing.