

AREA II

AREA II / RCRCA

December 4, 2025 – Board of Directors Meeting
Redwood County Learning Center, Redwood Falls, MN
In-Person and Virtual*

**Roll Call Votes on all motions*

AREA II Members Present: Jeff Veerkamp, Larry Anderson, Greg Thole*, Tom Andries, Loy Woelber, Luke Johnson, and Rick Wakefield.

RCRCA Members Present: Jeff Veerkamp, Larry Anderson, Clark Lingbeek*, Tom Andries, Allen Deutz*, Loy Woelber, Paul Posthuma, Luke Johnson, Brad Kruisselbrink, Rick Wakefield, and Ed Carter.

Others Present: Kerry Netzke – Executive Director, Courtney Williams – RCRCA Watersheds Coordinator and Joy Bruns – RCRCA Office Manager, Samantha Wocken – Peterson Company Ltd.

The meeting was called to order at 9:03 AM by RCRCA Chairman Johnson and Area II Chairman Anderson. A quorum was present for both organizations. The Pledge of Allegiance was recited.

ADOPT AGENDA. There was an addition to the agenda to schedule a RCRCA Executive Board meeting to approve project payments for the expiring Pell Creek CWF Grant.

RCRCA – Motion by Carter, seconded by Veerkamp, to approve the agenda as amended. Motion carried unanimously. **Area II** - Motion by Wakefield, seconded by Thole, to approve the agenda as amended. Motion carried unanimously.

AREA II AUDIT FY2025. Netzke greeted Samantha Hoskins with Peterson Company Ltd. to review the FY25 Audit for Area II. Hoskins noted that Area II received a clean audit. Like all small organizations, the separation of duties is hard to achieve with limited staff, as is the completion of financial notes as organizations do not have accountants on staff for the notes or the required adjusting entries. In 2026, Paid Leave will become part of the Compensated Absences calculation. Motion by Johnson, seconded by Wakefield, to approve the FY2025 audit as presented. Motion carried unanimously.

AGENCY AND MEETING REPORTS.

MASWCD - Supervisor Lingbeek stated that the annual convention was held this week. A resolution from Cottonwood SWCD for Ash tree replacement assistance was introduced.

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This is Lingbeek's last month as he is retiring after 29 years with the SWCD. The SWCD will be appointing David Bucklin as his replacement. Chairman Anderson received a call regarding Emerald Ash Borer and deadfalls in Highwater Creek. There are currently no funds to replace the trees or to clear the deadfall. A fungus has developed that is promising to kill the borer.

AMC – Chairman Johnson reported that the AMC convention is December 7-10 (Sunday-Wednesday). The Minnesota Rural Counties meeting will be held Sunday night.

APPROVE RCRCA MINUTES of November 2025 Board Meeting. Motion by Anderson, seconded by Woelber, to approve the November 2025 Minutes as presented. Motion carried unanimously.

APPROVE AREA II MINUTES of November 2025 Board Meeting. Motion by Johnson, seconded by Wakefield, to approve the November 2025 Minutes as presented. Motion carried unanimously.

RCRCA TREASURER'S REPORT – November 2025. Financials were reviewed with the board. Motion by Kruisselbrink, seconded by Carter, to approve the November 2025 Treasurer's Report subject to audit and to approve payment of the bill. Motion carried unanimously.

AREA II TREASURER'S REPORT – November 2025. Financials were reviewed with the board. Revenue received: \$ 3,905.67 Contract Services Income, \$4,055.46 Interest Income, \$2,864.62 Technical Assistance, \$12,167.50 Project Reimbursements, \$1,580.00 Bolton & Menk reimbursement for Monroe 17, and \$98.00 Miscellaneous Income (MCIT Dividend). Bill for approval: \$5,595.00 Bolton & Menk. Motion by Veerkamp, seconded by Woelber, to approve the November 2025 Treasurer's Report subject to audit and to approve payment of the bill. Motion carried unanimously.

Revenue as recorded:

Contract Service Income (RCRCA)	\$ 3,905.67	Projects-MMB General Fund	\$ 0.00
Interest Income	\$ 4,055.46	County Levy	\$ 0.00
State of MN-Admin Services	\$ 0.00	Tech Assist/Misc.	\$ 16,710.12
Water Quality & Storage Grants	\$ 0.00	Soil Borings Reimburse	\$ 0.00

Paid bills are summarized below:

Administration	\$ 18,283.34	Office Supplies	\$ 0.00
Bonding Project Funds	\$ 0.00	Other Insurance	\$ 0.00
Capital Outlay	\$ 0.00	Postage	\$ 0.00
Contract Services - RCRCA	\$ 1,104.68	Professional Services	\$ 3,385.00

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Directors' Expense	\$ 0.00	Project Expenses Paid	\$ 4,740.00
Directors' Insurance	\$ 0.00	Project Permit Fees	\$ 0.00
Employee Expense	\$ 158.03	Rent	\$ 837.00
Field Supplies	\$ 0.00	Telephone	\$ 71.39
Investigating &Testing	\$ 0.00	Utilities-Web Hosting	\$ 0.00
Maintenance & Repair	\$ 211.39	Vehicle Expense	\$ 107.02
Miscellaneous Expense	\$ 13.00	Continuing Education	\$ 0.00
Insurance	\$ 0.00	Investigation& Testing	\$ 0.00
Bill for approval:			
Professional Services	\$ 5,595.00	Maintenance & Repair	\$ 0.00
Project Costs	\$ 0.00	Insurance	\$ 0.00

EXECUTIVE DIRECTOR'S REPORT

AREA II

- **Fortier 8 Collapsed Trash Rack** Engineer Tyler Conley contacted Afinitas (formerly Haala Industries), the trash rack manufacturer, on October 29 about this failure which we believe stemmed from a faulty weld. Afinitas has agreed to replace the trash rack at their cost and desires the broken one to be returned for R&D. Kockelman Construction of Canby has been contacted to provide an estimate of labor for the removal and reinstallation of the trash rack. Once this is arranged, we will coordinate delivery of the new trash rack.
- **Alta Vista 27 WQ&S Grant** The application deadline is December 23, 2025. Staff will update the previous application language, revise the cost estimate, and recalculate needed funds based on 90/10 cost-share.

RCRCA

- **Cottonwood-Middle MN CWMP Update** Staff continue to work with BWSR to reconcile the grant expenditures. Once completed, the final reimbursement of \$25,300 (10% grant) will be made.
- **Redwood CWMP Update** The public hearing was held November 10 at 1:00 PM. No additional comments were received. The Policy Committee met immediately following the hearing to approve the Plan and recommend its submittal to BWSR for approval. Resolutions from all MOA partners (*Lincoln, Lyon, Murray, Pipestone and Redwood Counties; Lincoln, Lyon, Pipestone and Redwood SWCDs; the cities of Marshall, Redwood Falls, and Ghent; Area II and RCRCA*) are being collected prior to submitting the Plan to BWSR. Resolution templates were provided to the partners.
- **Lake Redwood CDF Use Agreement** We await the MMB Assistant Commissioner's approval to allow RCRCA and the City to execute the Use Agreement. RCRCA will return the

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remaining local funds to the city at the time of signing. MMB confirmed that this is in the queue awaiting action.

- **Cottonwood-Middle MN WBIF** A request was made to simplify the monthly financial reports to be presented similar to the Lake Redwood financial reports. A few minor edits were made to the previous financial reports to correct errors spotted by Julie Krebs, BWSR. The Financial Reconciliation Checklist was received December 3.

- **Pell and Plum Creek CWF Grant Expirations** Both grants will expire December 31, 2025. Pell Creek has 2 projects to be completed: Ann 6 WSCBs and North Hero 26 Grade Stabilization Restoration. The grant will be fully expended and the goal has already been exceeded. Plum Creek has funds that will be returned due to Redwood SWCD having federal 319 funds that paid 60%, requiring less CWF grant funds. Returned funds will be \$137,317.83. Goals were surpassed and the returned funds will stay with BWSR to be reallocated.

MINNESOTA PAID LEAVE. Netzke asked the board to clarify the policy regarding intermittent leave while on Paid Leave. Intermittent leave was approved last month; however, the minimum increment of time is required in the policy. Staff recommend a minimum of 4 hours. Discussion followed. **Area II** – Motion by Woelber, seconded by Wakefield, to set the minimum increment of time at 4 hours for intermittent leave. Motion carried unanimously. **RCRCA** – Motion by Carter, seconded by Posthuma, to set the minimum increment of time at 4 hours for intermittent leave. Motion carried unanimously.

Chairman Anderson was at a meeting where invoicing of the employee's portion of health insurance premium (during Paid Leave) was discussed. He suggested that Area II and RCRCA do the same. Following the meeting, Netzke referred to the Minnesota Paid Leave policy – it states that the employer continues to provide health insurance as if the employee was still working. For Area II and RCRCA, the employer provides the full cost health insurance leaving nothing to invoice the employee.

RESOLUTION – WEX FLEX PLAN AMENDMENT. The Resolution allows the plan to follow IRS limits for Dependent Care (\$5,000 increased to \$7,500 for 2026). **Area II:** Motion by Veerkamp, seconded by Johnson, for Area II to follow the IRS limits for the FSA Dependent Care and to authorize the chairman and executive director to sign the amendment. Motion carried unanimously. **RCRCA:** Motion by Carter, seconded by Woelber, for RCRCA to follow the IRS limits for the FSA Dependent Care and to authorize the chairman and executive director to sign the amendment. Motion carried unanimously.

RESOLUTION – REDWOOD RIVER CWMP Submittal to BWSR. **Area II:** Motion by Johnson, seconded by Thole, for Area II to approve the plan and recommend it be submitted to BWSR and to authorize the chairman's signature. Motion carried unanimously. **RCRCA** - Motion by Anderson, seconded by Andries, for RCRCA to approve the plan and recommend it be submitted to BWSR and to authorize the chairman's signature. Motion carried unanimously.

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AREA II ENGINEER'S REPORT.

Sodus 9 Water & Sediment Control Basins, Lyon County. Quotes were received on April 17, 2025. The low bid from Ryan West Excavating was \$129,298.24; Engineer's Estimate was \$113,505.70. This project has been constructed, and as-built information has been submitted to NRCS for review. Funding was provided by Cottonwood-Middle Minnesota WBIF in addition to federal EQIP funds. **Sodus 9 Grade Stabilization Repair, Lyon County.**

This grade stabilization repair project proposes reestablishing the berm elevation and reconstructing the failing outlet structure. Final plans and specifications have been completed. A meeting with the landowner is forthcoming. **Custer 3 Grade Stabilization, Lyon County.**

This proposed grade stabilization project would include two structures: one upstream WSCB for smaller storm events, and a larger grade stabilization structure downstream for larger storm events and peak flow reduction purposes. A preliminary design and cost estimate have been completed for coordination with the landowner.

Monroe 17 WSCBs, Lyon County. This project was constructed late in 2023 and was determined to be out of compliance with NRCS design standards as-built. As a result, the project was ineligible for payment with NRCS funds. In late October 2025, retrofits were made to this project to bring it into compliance. As-built information submitted to NRCS has been reviewed and is being approved for payment. **Holly 22 Road Retention, Murray County.**

This proposed road retention involves downstream channel realignment. A preliminary design had been completed years prior that is being updated with the current existing condition survey. A meeting with the township will be forthcoming to review the design prior to submitting permit applications. The project is funded by a BWSR Water Quality and Storage Grant.

AREA II – RESOLUTION for Local Match – Springdale 30 Road Retention – Redwood.

Netzke requested approval of the resolution to allow Area II to upfront the local match for this project as required by MMB. Motion by Wakefield, seconded by Veerkamp, to approve the local match of \$24,585.25 for the Springdale 30 Road Retention – Redwood County. Motion carried unanimously. Netzke will seek county signatures on December 16.

AREA II – FORTIER 8 TRASH RACK REMOVAL/REINSTALLATION. Netzke described the issue with the failed trash rack. The manufacturer was contacted and agreed to furnish a new trash rack and desires the failed rack for research and development. Netzke has received a quote from Noomen Excavating, not to exceed \$1,500 to remove the trash rack and install the replacement. Area II County funds will be used to pay for this work as this happened within one year of project completion. Motion by Johnson, seconded by Veerkamp, to approve the quote from Noomen Excavating. Motion carried unanimously. Netzke intends to request \$1,500 from the manufacturer to reimburse the installation cost, however this request will not be made until the trash rack is delivered.

AREA II – JOINT POWERS AGREEMENT RENEWAL. Netzke emailed the renewal language (self-renewal language and withdrawal procedure) to the counties to review and approve.

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Signatures were obtained from the directors at the meeting. Netzke will arrange for signatures before year-end from those directors who were not in attendance.

AREA II – LQP FLOODWAY CONTRACT. Last month, Area II awarded the contract to Barr Engineering for the Conceptual Design of the LQP Floodway. Netzke met virtually with Barr Engineering and feels they have a solid understanding of the project and timeline. Barr has provided a standard contract at the awarded contract amount of \$163,500. Motion by Wakefield, seconded by Thole, to approve the contract with Barr Engineering and to authorize signatures. Motion carried unanimously.

AREA II – YELLOW MEDICINE 1W1P RENEWAL (2026). Netzke informed the board that this watershed is in the process of revising the plan for the second 10-year timeframe. With Area II not being a member of the Cottonwood-Middle Minnesota CWMP, nor the upcoming Redwood CWMP as Area II is already represented by the member counties, it was discussed whether Area II should withdraw from the Yellow Medicine's MOA. Quorum for meetings has sometimes been difficult and reducing the MOA membership would help with quorum issues. Netzke referred to the current MOA which expires December 31, 2026: Withdrawal is not necessary at this time. Consensus of the board is to revisit this issue closer to expiration of the existing MOA.

RCRCA – FY26 DRAFT BUDGET. A revised draft of the FY26 budget was presented by Netzke. Discussion followed. Motion by Posthuma, seconded by Veerkamp, to approve the FY26 budget as presented. Motion carried unanimously.

RCRCA EXECUTIVE BOARD MEETING via Zoom. Netzke requested a date for a virtual Executive Board Meeting to approve projects that need to be paid before the year end. Monday, December 22 was suggested by Netzke. The RCRCA Executive Board includes Johnson, Lingbeek, Posthuma, Deutz, Crowley and Drietz. Consensus was to hold the meeting at 8:30 AM on December 22 via Zoom. Netzke will send out the meeting link, agenda and other documents the week prior.

ADJOURNMENT. With no other business, Chairman Anderson and Chairman Johnson declared the meeting adjourned at 10:29 AM.

UPCOMING MEETINGS:

January Board Meeting	Monday, January 5, 2026	Lyon County Government Center
February Board Meeting	Thursday, February 5, 2026	Redwood County Learning Center

Larry Anderson, Area II Chairman Date