

**RCRCA**  
**COTTONWOOD – MIDDLE MINNESOTA CWMP**

**December 4, 2025 – Policy Committee Meeting**  
**Redwood Falls, MN / In-Person and Virtual\***

*\*Roll Call Votes on all motions*

**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, Greg Thole – LQP County.

RCRCA Chairman Johnson called the meeting to order at 10:30 AM.

**ADOPT AGENDA.** There were no additions to the agenda. Motion by Anderson, seconded by Carter, to approve the agenda as presented. Motion carried unanimously.

**CW-MM WBIF - November 2025 Minutes.** Motion by Veerkamp, seconded by Anderson, to approve the minutes as presented. Motion carried unanimously.

**CW-MM WBIF – November 2025 Financial Report.** Financials were reviewed with the Board: expenditures of \$15,714.80 (Administration \$10,714.80 and Ag Practices \$5,000.00). Netzke noted that we have simplified the financial report upon request to include total grant amount, previous expenditures to date, current expenditures, and balance remaining. Motion by Carter, seconded by Woelber, to approve the November 2025 Financials subject to audit. Motion carried unanimously.

**CW-MM WBIF – GRANT POLICY PROCEDURE UPDATES.** Williams reviewed with the board the changes in procedures recommended from the technical committee meeting. The change includes: *Amendments and vouchers will be brought directly to the CW-MM WBIF Policy Committee for approval, working with staff's recommendations instead of requiring local board recommendations.* Website links have been updated. Motion by Posthuma, seconded by Kruisselbrink, to approve the changes to the policy procedures. Motion carried unanimously.

**CW-MM WBIF – GRANT POLICY UPDATES.** Williams reviewed changes in the grant policy that were required due to the grant procedures updates. The changes include: The local board recommendation language was removed; and, all nonstructural single-year

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contracts do not require a landowner signature; only the land occupier would be necessary. Motion by Veerkamp, seconded by Anderson, to approve the grant policy as updated. Motion carried unanimously.

### **CW-MM WBIF – PAYMENT APPROVAL LIST.**

Williams presented the following projects for payment: one SSTS Incentive [25-CWMM-BRO-002], one Non-Structural Project [25-SWMM-BRO-008], and one Well Decommissioning [25-CWMM-MUR-001]. Motion by Anderson, seconded by Deutz, to approve all three projects for payment as presented. Motion carried unanimously.

### **SSTS INCENTIVES - PARTIAL AND COMPLETED PROJECTS**

#C25-0341 CWMM- WBIF Grant	Contract	Amendment	Payment Request	New Contract Funds	Total Project Cost	Slippage	Project Description
FY25-WBIF	25-CWMM- BRO-002		5,000.00		5,000.00		Septic System
Totals			5,000.00		5,000.00		

### **NON-STRUCTURAL MANAGEMENT PROJECTS (Cover Drops/Tillage Management)**

#C25-0341 CWMM-WBIF Grant	Contract	Amendment Increase/ Decrease	Payment Request	New Contract Funds	Total Project Cost	Increase/ Decrease	Project Description
FY25-WBIF	25-CWMM- BRO-008		4,620.00				340 CC (77 ac Single Species)
Totals			4,620.00				

### **WELL DECOMMISSIONINGS**

#C25-0341 CWMM- WBIF Grant	Contract		Payment Request	New Contract Funds	Total Project Cost		Approval Needed Tech/Policy
FY25-WBIF	25-CWMM- MUR-001		1,000.00	1,000.00	2,000.00		Policy
Totals			1,000.00	1,000.00	2,000.00		

Williams presented the Grant Disbursal Agreement Payments for approval: Project Development for Cottonwood SWCD; and Education/Information for Brown SWCD and Cottonwood SWCD. Motion by Carter, seconded by Veerkamp, to approve the vouchers for payment as presented. Motion carried unanimously.

### **PROJECT DEVELOPMENT – PAYMENT – Grant Disbursal Agreement**

#C25-0341 CWMM- WBIF Grant			Payment Request		Project Description	Approval Needed Tech/Policy
Cottonwood SWCD			841.13		Sept 12-Oct 18 Landowner Assistance	Policy
Totals			841.13			

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### EDUCATION/INFORMATION – PAYMENT – Grant Disbursal Agreement

#C25-0341 CWMM- WBIF Grant			Payment Request		Project Description	Approval Needed Tech/Policy
Brown SWCD			950.00		Radio Ads: 09/15/25 to 10/24/25	Policy
Cottonwood SWCD			864.00		Radio Ads: 10/1/25- 10/31/25	Policy
Totals			1,814.00			

### **WATERSHED COORDINATOR REPORT.**

Williams updated the board on her activities for the past month.

a. eLINK reporting – All updated [Administration, Ag Practices, Technical & Engineering, Project Development, Education & Outreach, and SSTS]

- Revamped the CWMM Financial Report
- Attended the Redwood River CWMP Public Hearing on November 10
- Updated the CWMM website/grant page
- Assisted Area II with projects in CWMM 1W1P Area
  - a. North Hero 26 – Stake
  - b. Holly 22 – Survey
  - c. Sodus 9 – Construction Inspection
  - d. Custer 11 – Investigation/Feasibility
- Organized a Technical Committee Meeting – November 19
  - a. Overview of monthly financials
  - b. Discussed and recommended changes to the CWMM Policy & Procedure documents
  - c. Discussed CRP Incentive Payment Timelines and Procedures
- Organized Project Folders
- Assisted Lyon SWCD with construction projects
  - a. Fischer - Lynd 2 & 3 waterways w/tile
  - b. Stake-out, during construction, & check out

**ADJOURNMENT.** With no other business to address, Chairman Johnson declared the meeting adjourned at 10:45 AM.

### **UPCOMING MEETINGS.**

January Board Meeting	<b>Monday, January 5, 2026</b>	Lyon County Government Center
February Board Meeting	Thursday, February 5, 2026	Redwood County Learning Center

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Luke Johnson, RCRCA Chairman

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Date