

## **COTTONWOOD – MIDDLE MINNESOTA CWMP POLICY COMMITTEE (RCRCA)**

**RCRCA Members Present:** Jeff Veerkamp, Bill Eckstein, Larry Anderson, Clark Lingbeek, Joe Drietz, Ron Bunjer, Gary Crowley, Allen Deutz, Paul Posthuma, Luke Johnson, Brad Kruisselbrink, Rick Wakefield, Ed Carter and Glen Kack.

**Others Present:** Kerry Netzke – Executive Director, and Joy Bruns – RCRCA Office Manager.

Chairman Johnson called the meeting to order at 10:15 AM.

**CW-MM WBIF - May 2025 Minutes.** Motion by Drietz, seconded by Carter, to approve May 2025 Minutes as corrected. Motion carried unanimously.

**Watershed Coordinator Position Update.** Netzke reported that the hiring subcommittee met and developed the job description. The position had been posted with the application cutoff date of June 16. The subcommittee will review the applications and choose the applicants to interview, date to interview, etc. on June 23. Netzke, Commissioner Johnson, Commissioner Anderson and the SWCD managers of Brown and Cottonwood SWCDs will be the interview committee.

**CW-MM WBIF – Grant Policy (Grant #C25-0341).** This document governs the use of this specific grant and cost-share limits. Motion by Anderson, seconded by Eckstein, to approve the WBIF Grant Policy (Grant #C25-0341) and associated budget. Motion carried unanimously.

**CW-MM WBIF – Grant Procedures for Acquiring Cost-Share Funding.** Netzke presented the procedures document for acquiring cost-share funding. The document is intended to be a resource for SWCD and county staff to ensure that the process is consistent across the Plan partners and the appropriate information is provided to RCRCA to act upon requests. Discussion followed. Motion by Lingbeek, seconded by Drietz, to approve the CW-MM WBIF Grant procedures for Acquiring Cost Share Funding. Motion carried unanimously.

**CW-MM WBIF – Agreement for Disbursal of Grant Proceeds.** Netzke presented the Agreement drafted by the law firm of Ratwik, Roszak & Maloney. Discussion followed explaining that this document allows RCRCA to reimburse SWCDs and counties for staff time used for Project Development or Technical Assistance. Motion by Posthuma, seconded by Kack, to approve the Disbursal of Grant Proceeds Agreement. Motion carried

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unanimously. Netzke will request Plan partners to sign the agreements with their respective boards and to submit to RCRCA for signature.

**CW-MM WBIF - APPROVAL OF EXPENDITURES.** A quote for a laptop, two monitors, and docking station has been received for the new employee/Watersheds Coordinator. This expense is grant reimbursed. Motion by Deutz, seconded by Posthuma, to approve the purchase of the laptop as quoted. Motion carried unanimously.

A quote from Innovative Solutions of approximately \$3,600 was received for wall dividers to make cubicles for the Watershed Coordinator and RCRCA engineer, Bill Moldestad. The grant will purchase one set and RCRCA will purchase the second set. Supervisor Carter added that these dividers can be found at thrift locations or Facebook Marketplace, and it may be worthwhile looking prior to placing the order. Discussion followed. Motion by Anderson, seconded by Crowley, to approve up to \$4,000 to purchase the dividers. Motion carried unanimously.

Other office furniture for the Watersheds Coordinator has been acquired at no cost including an unused desk from Lyon SWCD, and three 5-drawer file cabinets from USDA Rural Development who could donate their items to a non-profit. RCRCA acquired three more 5-drawer file cabinets and one 4-drawer horizontal file cabinet.

**Adjournment.** With no other business to address, Chairman Johnson adjourned the meeting at 10:44 AM.

### **UPCOMING MEETINGS:**

July Board Meeting	Thursday, July 3, 2025	Lyon County Govt. Center 9 AM
August Board Meeting	Thursday, August 7, 2025	Redwood Co. Learning Center 9 AM

 7-3-25  
Luke Johnson, RCRCA Chairman      Date