

RCRCA
COTTONWOOD – MIDDLE MINNESOTA CWMP
October 17, 2025 – Policy Committee Meeting
Redwood County Learning Center, Redwood Falls, MN

RCRCA Members Present: Jeff Veerkamp, Bill Eckstein, Larry Anderson, Gary Crowley, Loy Woelber, Paul Posthuma, Luke Johnson, Rick Wakefield, Ed Carter and Glen Kack.

Others Present: Kerry Netzke – Executive Director, Courtney Williams – RCRCA Watersheds Coordinator and Joy Bruns – RCRCA Office Manager, Greg Thole – LQP County Commissioner.

The October 2nd meeting was postponed to today as a quorum was not available due to the ongoing harvest season. A quorum was present.

RCRCA Chairman Johnson called the meeting to order at 10:16 AM.

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

CW-MM WBIF - September 2025 Minutes. Netzke stated that during the grant reconciliation on October 7th, BWSR suggested removing the private names of cost-share or incentive payments from the minutes. These names may be shared in the documents presented to the Board for action. Motion by Anderson, seconded by Crowley, to approve the September 2025 Minutes as amended to exclude cost-share recipient names. Motion carried unanimously.

CW-MM WBIF – September 2025 Financial Report. Financials were reviewed with the Board: Interest earned from MAGIC Account, \$3,551.62; and expenditures of \$41,766.26 (Administration \$11,177.39 and Ag Practices \$30,588.87). Netzke noted that financial reports from the start of the grant may be amended depending on the process selected for reporting staff hours and billable rates. Motion by Wakefield, seconded by Woelber, to approve the September 2025 Financial Report subject to audit. Motion carried unanimously.

CW-MM WBIF – Disbursal of Grant Proceeds – Area II & RCRCA. Signed agreements have been received from Area II and RCRCA. This agreement allows RCRCA to pay these entities from the WBIF grant for staff time reimbursements for Project Development and Technical Assistance. Motion by Veerkamp, seconded by Kack, to authorize the chairman's and executive director's signatures. Motion carried unanimously.

Joint Meeting Area II/RCRCA Board of Directors

CWMM GRANT POLICY – Review Technical Committee Recommendation to Policy

Committee. Williams held a Technical Committee meeting on 10/15/25. The Technical Committee recommended a change to partial payment requests for structural projects that will require recommendation by the Technical Committee and approval by the Policy Committee. (#7). A second change affects 1-year non-structural contracts, where only the land occupier signature is needed (#12). Motion by Anderson, seconded by Woelber, to approve these recommendations from the Technical Committee to amend the Grant Policy. Motion carried unanimously.

CW-MM WBIF – Approve/Amend/Pay Cost Share Contracts.

CANCELLATIONS/AMENDMENTS

#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- LYO-007	14,788.69		66,603.33	129,298.24	778.35	638 WASC0B - 3
Total Amendments		14,788.69				778.35	

Williams presented one amendment for 25-CWMM-LYO-007 for \$66,603.33, an increase of \$14,788.69. Motion by Crowley, second by Carter, to approve the amendment to Contract 25-CWMM-LYO-007. Motion carried unanimously.

NEW STRUCTURAL PROJECTS

#C25-0341 CWMM- WBIF Grant	Contract	Amendment	Payment Request	New Contract Funds	Total Project Cost	Slippage	Project Description
FY25-WBIF	25-CWMM- RED-007			68,372.39	80,438.10		600 Terrace – 2
FY25-WBIF	25-CWMM- RED-006			23,277.93	27,385.80		638 WASC0B – 1
FY25-WBIF	25-CWMM- RED-010			19,408.56	22,833.60		638 WASC0B – 2
FY25-WBIF	25-CWMM- RED-012			53,813.16	63,309.60		412 WW – 1
FY25-WBIF	25-CWMM- RED-013			15,551.18	18,295.50		412 WW – 1
FY25-WBIF	25-CCMM- RED-015			62,150.39	73,118.10		638 WASC0B – 4
Totals Approved				242,573.61	285,380.70		

Williams presented six new Agricultural Project cost share contracts totaling \$242,573.61. Motion by Crowley, second by Carter, to approve these contracts as presented and listed above. Motion carried unanimously.

Joint Meeting Area II/RCRCA Board of Directors

STRUCTURAL PROJECT PAYMENTS

#C25-0341 CWMM- WBIF Grant	Contract	Amendment	Payment Request	New Contract Funds	Total Project Cost	Slippage	Project Description
FY25-WBIF	25-CWMM- LYO-007	14,788.69	66,603.33		129,298.24		638 WASCOB – 3 (Payment)
Totals Approved		14,788.69	66,603.33		129,298.24		

Williams presented one Agricultural Project cost share payment totaling \$66,603.33 to be approved pending as-built sign-off from Area II engineer. Motion by Crowley, second by Carter, to approve this payment as presented and listed above. Motion carried unanimously.

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-005			8,645.00			Strip-Till (247 ac - 1 year)
FY25-WBIF	25-CWMM- BRO-006			7,420.00			Strip-Till (212 ac – 1 year)
FY25-WBIF	25-CWMM- BRP-007			2,625.00			Strip-Till (75 ac – 1 year)
FY25-WBIF	25-CWMM- BRO-008			4,620.00			340 CC (77 ac – Single Species)
Total				23,310.00			

Williams presented four new cost share contracts: three Strip-Till contracts and one Cover Crop contract, totaling \$23,310.00. These are only 1-year contracts as the federal RCCP funds are not available at this time due to the government shut-down. The SWCD's intent is to continue with RCCP funds next year. Motion by Woelber, second by Wakefield, to approve these contracts as presented and listed above. 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- COT-001		5,000.00		5,000.00		Septic System
FY25-WBIF	25-CWMM- BRO-001		5,000.00		5,000.00		Septic System
Totals			10,000.00		10,000.00		

Williams presented two SSTS Incentive contracts for payment in the amount of \$5,000.00 each, total payment of \$10,000.00. Motion by Carter, second by Veerkamp, to approve these payments as presented. Motion carried unanimously.

WELL DECOMMISSIONINGS

#C25-0341 CWMM-WBIF Grant	Contract	New Contract Funds	Total Project Cost
---------------------------------	----------	--------------------	--------------------

Joint Meeting Area II/RCRCA Board of Directors

FY25-WBIF	25-CWMM-RED-014	1,000.00	2,000.00
FY25-WBIF	25-CWMM-BRO-004	600.00	1,200.00
Totals		1,600.00	3,200.00

Williams presented two well decommissioning contracts for approval in the amount of \$1,600.00.

Motion by Posthuma, seconded by Veerkamp, to approve the cost share contracts as presented.

Motion carried unanimously.

PROJECT DEVELOPMENT – PAYMENT – Grant Disbursal Agreement

#C25-0341 CWMM-WBIF Grant		Payment Request	Slippage	Project Description
FY25-WBIF	Cottonwood SWCD	962.46		Aug-Sept 2025 Landowner Assistance
FY25-WBIF	Brown SWCD	1,033.47		July-Sept 2025 Landowner Assistance
Totals		1,995.93		

Williams presented two payment requests for Project Development with landowners, in the amount of \$1,995.93. Motion by Eckstein, seconded by Veerkamp, to approve the payments as presented.

Motion carried unanimously.

TECHNICAL/ENGINEERING ASSISTANCE – PAYMENT – Grant Disbursal Agreement

#C25-0341 CWMM- WBIF Grant		Payment Request	Slippage	Project Description
FY25-WBIF	Area II	1,925.00		Amiret 20 Engineering
Totals		1,925.00		

Williams presented one payment request for Technical/Engineering Assistance. Motion by Eckstein, second by Veerkamp, to approve the payment as presented. Motion carried unanimously.

EDUCATION/INFORMATION – PAYMENT – Grant Disbursal Agreement

#C25-0341 CWMM-WBIF Grant		Payment Request	Slippage	Project Description
FY25-WBIF	Cottonwood SWCD	576.00		Radio Ads: 09/15/25 to 09/30/25
Totals		576.00		

Williams presented one payment request for Education/Information activities. Motion by Eckstein, second by Veerkamp, to approve the payment as presented. Motion carried unanimously.

APPROVE & SIGN LETTER OF INTENT – City of Springfield Industrial Park Improvements.

Williams presented a Letter of Intent for the City of Springfield Industrial Park Improvements to support the project with up to \$50,000.00 for professional engineering. The project is included in the Plan as a Capital Improvement, provides floodwater storage for the Plan goal, and addresses the Urban Stormwater priority issue. This funding is contingent upon the City receiving the federal EDA grant. Discussion followed. Motion by Veerkamp, second by Anderson, to approve the Letter of Intent and for signature by the RCRCA Chairman.

Watersheds Coordinator Report.

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

Joint Meeting Area II/RCRCA Board of Directors

- Entered all the approved projects in MS4Front. MS4Front will be utilized for all document submissions to RCRCA starting in November for consistency.
- Organized a Technical Committee meeting on Sept. 17th to discuss how implementation is going so far. No major concerns and a few recommendations were brought up.
- Organized a subcommittee meeting for October 3rd to discuss potentially offering technical assistance cost-share for a stormwater retention pond in the City of Springfield.
- Visited multiple landowners with Area II to provide information on the CWMM funding for agricultural practices.
- Met virtually with Brian from HEI to discuss and resolve issues with the MS4Front Program.
- Visited the Environmental Fair – roughly 1,550 5th and 6th grade students over the two days. Assisted SWCD staff as needed.
- Attended MASWCD Area V meeting and gave brief updates on the Cottonwood-Middle Minnesota and Redwood Watershed Plans.
- Organized another Technical Committee (TC) meeting on October 15th to discuss funding potential projects and running through any issues the TC has encountered so far. Recommendations to the grant policy were discussed.
- Designed county-specific retractable posters for Educational Outreach Purposes.
- Organized a meeting with Jared House, BWSR to determine the best practice for entering federally-funded projects involving RCCP funds and usage. Federal funds have strict privacy procedures.
- WBIF Grant Reconciliation with Julie Krebs, BWSR on October 7th – Only minor concerns were brought to our attention. Different calculation methods for billable hours were demonstrated, and adjusting entries to move grant funds into RCRCA's general fund were discussed. Once staff establish this process, the monthly financial reports from the start of the grant will be revised to reflect the billable hours.
- Prepared project files for the Policy Meeting.

Adjournment. With no other business to address, Chairman Johnson declared the meeting adjourned at 10:58 AM.

UPCOMING MEETINGS:

November Board Meeting	Thursday, Nov. 6, 2025	Lyon County Government Center
December Board Meeting	Thursday, Dec. 4, 2025	Redwood County Learning Center

Luke Johnson, RCRCA Chairman Date