



11360 Highway 212 STE 6
Cologne, MN 55322

(952) 466-5230 | carverswcd.org

Carver SWCD Board Meeting Minutes – September 18, 2025

Held in conference room 1 at the Carver County Public Works facility in Cologne, MN

Board Members Present:

Chair, Mark Zabel
Vice Chair, Marcus Zbinden
Secretary/Treasurer, Jeffrey Sons
Member, Michael Lynch
Member, Karli Wittner

Others Present:

Carver Co. Public Services Deputy Director, Paul Moline (*arrived at 8:37 AM*)
NRCS Soil Conservationist, Cindy Hoffmann
FSA PA, Andrea Kerber

SWCD Staff Present:

District Manager, Mike Wanous
Administrative & Finance Specialist, Felicia Brockoff
Resource Conservationist, Terry Meiller (*arrived at 8:15 AM*)

1. Call to Order.

Chair Zabel called the meeting to order at 8:00 AM.

2. Public Comments – None.

3. Agenda Review and Adoption.

Resolution 046-2025: Zbinden moved, Wittner seconded, to approve the September 18, 2025, Board Meeting Agenda with the addition of the MASWCD resolutions packet being received. Roll call vote: Lynch-aye; Sons-aye; Wittner-aye; Zabel-aye; Zbinden-aye. Motion carried.

4. Agency Reports

- a. FSA report – Andrea Kerber reported on FSA's supplemental disaster assistance programs. She also reported on the County Committee election candidates, and that ballots will be due on December 5, 2025. Administrator physical loss notification has been requested for Carver County. If approved, it will open up emergency loans to repair or replace damaged physical property due to flooding. CRP management activities are due to FSA by September 30, 2025. She also reported that producers must report fall seeded crops by November 11, 2025.
- b. NRCS report – Cindy stated EQIP signup applications were due August 1, with a ranking deadline of January 9. Nineteen applications were received in Carver County. Staff are currently working through CSP practice certifications for existing contracts. Payments should start to be made after October 1. The CSP application deadline is October 31. She reported that all CRP plans are due back to FSA by tomorrow. There is only 1 Carver County contract that hasn't been submitted yet, but she will be meeting with that landowner later today. Staff are also completing status reviews for CRP.

Mike reported that we will bring the CRP incentive contracts back to the board next month for approval.

- c. Carver County Report – Paul reported the County Board passed the preliminary levy on September 2, 2025. There will be a 0% increase to the SWCD in 2026 for both the WMO and general levies. Paul reported that all the “dotted line” agencies—the SWCD, Extension Service, and the Historical Society will be receiving a 0% increase to their budgets in 2026. Zbinden stated the 2027 budget talks are most likely with cuts. Paul and Mike have had discussions on how to get more funds to the SWCD, which may include County WBIF grant funds being used for SWCD billable hours. The SWCD has also been spending a lot more time on the Carver County public ditch systems, which should be compensated accordingly.

Mike also reported that the RPBCWD agreement will be renewing in April. Currently, the SWCD is receiving \$55 per hour for technical assistance in the RPBCWD. That rate needs to be increased, to keep up with actual SWCD costs. Paul and Mike will continue to discuss other funding options for the SWCD.

Paul also mentioned Mike will be giving an overview of what the SWCD does at the next WMO advisory committee meeting on September 30.

5. Consent Agenda Items

Resolution 047-2025: Zbinden moved, Lynch seconded to approve the following consent agenda items:

- a. Approval of August 21, 2025, Board Meeting Minutes
 - b. Acceptance of the August 2025 Treasurer’s Report
 - c. Approve payment of \$5,000 to Peterson Company Ltd. for preparing the 2024 Audit
- Roll call vote: Lynch-aye; Sons-aye; Wittner-aye; Zabel-aye; Zbinden-aye. Motion carried.

6. Regular Agenda Items

- a. Terrain Holdings LLC (Alex Young) is requesting cost-share assistance to address several eroded gullies in Laketown Township, by installing a series of sediment control basins, and a single grassed waterway. The total cost estimate for the project was \$39,500. Terry is recommending 90% cost-share for Terrain Holdings LLC, which would be \$35,550, and will utilize all remaining FY23-25 state cost-share funds, that need to be spent by the end of the year.

Resolution 048-2025: Zbinden moved, Sons seconded to approve Terrain Holdings LLC cost-share contract, with a total cost of \$39,500, cost-sharing not to exceed 90% of the total project cost, or \$35,500, utilizing FY23-25 state cost-share funds. Roll call vote: Lynch-aye; Sons-aye; Wittner-aye; Zabel-aye; Zbinden-aye. Motion carried.

- b. Kim Kunz is requesting cost-share assistance to construct two grassed waterways in Watertown Township. The total cost estimate for the project is \$11,500. Since this project is in the South Fork Crow River Watershed planning area, he is receiving 75% cost share (\$8,625 total) from their WBIF. Terry is requesting an additional cost-share amount from our state cost-share funds for \$1,565, which will utilize our remaining FY23 state cost-share grant funds, and will get Kim closer to the 90% cost-share rate.

Resolution 049-2025: Sons moved, Lynch seconded to approve Kim Kunz’s cost-share contract, for 2 waterways with a total cost of \$11,500, cost-sharing not to exceed \$1,565, utilizing FY23 state cost-share funds. Roll call vote: Lynch-aye; Sons-aye; Wittner-aye; Zabel-aye; Zbinden-aye. Motion carried.

- c. Terry reported that Zellmann Farms has also been approved to receive funding from the South Fork Crow River WBIF for 3 water and sediment control basins and 1 grassed waterway. No official action is needed from the Carver SWCD Board, but Chair Zabel prefers that the SWCD Board approves these projects, and then submits them to Renville SWCD, the WBIF host. The total cost for all the projects to be installed \$49,500, and they will be receiving \$44,550, or 90% of the funding from the South Fork Crow River WBIF.

Resolution 050-2025: Sons moved, Lynch seconded to approve Zellman Farms cost-share project requests for 3 water and sediment control basins, and 1 waterway to be submitted to the South Fork Crow River WBIF for funding, total cost estimate of \$49,500, with \$44,550 in cost-share assistance. Roll call vote: Lynch-aye; Sons-aye; Wittner-aye; Zabel-aye; Zbinden-aye. Motion carried.

- d. The MASWCD Area 4 fall meeting will be held September 25 at Cabela's. Zbinden would like to attend, but if he is unable to, Lynch will try to attend.
- e. MASWCD is accepting registration for their annual convention that will be held December 2-3. Registration closes November 7.
- f. MASWCD has sent the 2025 resolutions packet. Copies were distributed to the SWCD Board members at this time. Votes are due November 1, and Supervisors have the option of voting online by themselves, or having staff submit their votes for them.

7. SWCD Board Committee & SWCD Staff Monthly Reports

- a. Personnel Committee (Zabel, Zbinden) – Ben Datres has been with the SWCD for 9 years (August 29), while Tom Genelin has been with the SWCD for 5 years (September 14).
- b. Metro Conservation District's (MCD) Committee (Zbinden; Lynch alt.) – Zbinden reported on the August 27 Board meeting. The draft budget and 3-year work plan were presented. The next round of BWSR grants for ETA was also discussed.
- c. Education & Outreach Committee (Sons, Lynch) – did not meet.
- d. Budget Committee (Sons, Zbinden) – The committee will need to meet and develop a final 2026 budget. Mike will send out some possible dates.
- e. WMO Advisory Committee (Zbinden; Sons alt.) – the next meeting will be held September 30.
- f. South Fork Crow River 1W1P (Zabel; Lynch alt.) – the next meeting will be in 2026.
- g. The SWCD staff monthly progress report was presented and discussed.

8. Board of Supervisors Announcements

- a. Supervisors' compensation forms are due today.
- b. Upcoming meetings/events –
 - October 16 – SWCD Board meeting 8:00 AM
 - November 11 – Veteran's Day, SWCD office closed
 - November 20 – SWCD Board Meeting 8:00 AM

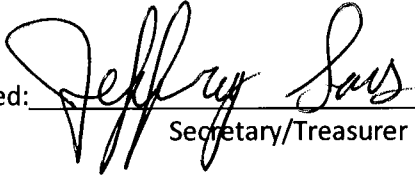
- December 2-3 – MASWCD Convention

9. Adjourn

Resolution 051-2025: Sons moved, Lynch seconded to adjourn the meeting at 9:16 AM Roll call vote: Lynch-aye; Sons-aye; Wittner-aye; Zabel-aye; Zbinden-aye. Motion carried. Motion carried.

Next Board Meeting: Thursday, October 16, 2025, at 8:00 AM
Location: Public Works Headquarters, Conference Room 1
11360 Highway 212, Cologne, MN 55322

Approved: _____



Secretary/Treasurer

Date signed: October 16, 2025