Central Minnesota River Watershed Partnership
Joint Powers Board Meeting

Tuesday, March 31, 2026, 1:30 PM

Kandiyohi County Health & Human Services Building, 2nd Floor, 2200 23rd St NE, Willmar, MN 56201

Members:

Member Organization	Committee Member	Alternate Member
Chippewa SWCD	Jerry Schwitters, Secretary	Michelle Overholser
Chippewa County	Kurt Stranberg, Chair	Matt Gilbertson
Renville SWCD	Phil Smith	Kevin Kokesch
Renville County	David Hamre, Vice Chair	John Robinson
Kandiyohi SWCD	Brandon Smith, Secretary	Jane Youngkrantz
Kandiyohi County	Corky Berg	Duane Anderson

Staff:

Chippewa SWCD	Zach Bothun
Chippewa County	JoAnn Blomme
Renville SWCD	Kyle Richter
Renville County	Kelly O'Neill
Kandiyohi SWCD	Margaret Johnson
Kandiyohi County	Eric Van Dyken
BWSR	Luke Olson, Board Conservationist
BWSR	Mark Hiles, Clean Water Specialist

Agenda

1. **Welcome / Introductions**
2. **Additions / Approval of the Agenda**
3. **Approval of Minutes from March 2nd, 2026 CMRWP Special Meeting**
4. **Program Budget Update**
5. **Cost Share Contract(s)**
6. **CMRWP Administration & Coordination Proposal(s)**
7. **Banking & CDS Signatory Updates**
8. **Future Meetings & Location**
9. **Other Business**
10. **Adjourn**

Minutes

Central Minnesota River Watershed Partnership
Joint Powers Board Special Meeting
March 2, 2026
Kandiyohi County Health and Human Services Building

Joint Powers Board Members Present:

Commissioner Kurt Stranberg (Chippewa County), Chair
Commissioner Corky Berg (Kandiyohi County)
Commissioner David Hamre (Renville County)
Supervisor Brandon Smith (Kandiyohi County Soil and Water Conservation District)
Supervisor Phil Smith (Renville County Soil and Water Conservation District)
Supervisor Jerry Schwitters (Chippewa Soil and Water Conservation District), Secretary

Others present:

BWSR Board Conservationist Luke Olson
BWSR Clean Water Specialist Mark Hiles

- Meeting called to order at 2:32 p.m. on March 2, 2026.

- Agenda
  - Dave Hamre moved to accept, Brandon Smith second. Motion carried.
- Approval of HCWP discontinuation of services. Verbage stated the contract was in effect at time of signature for up to 90 days.
  - Brandon Smith moved for resignation of coordinator and retraction of services. Corky second. All vote yes by individual responses.
- CMRWP coordinator position:
  - Discussed possible options including who is interested. Dave Hamre didn't like a SWCD being a fiscal agent especially when paying themselves. Discussed different scenarios:
    - All checks to each SWCDs have to come before JP Board.
    - SWCDs do admin and coordinator roles and have CDS the fiscal.
    - Brandon Smith moved to have the SWCDs convene together and give proposal(s) to the full board on March 31 @ 1:30 pm and have a RFP emailed on Friday, March 27 to all JP Board members. Jerry Schwitters second. Motion carried.
    - Dave-if using CDS, each SWCD is to get checks to CDS as soon as possible.
    - If using SWCDs-specify to CDS where dollars go.
- Other business:
  - Brandon Smith moved to add Kurt Stranberg to signatory. Dave Hamre second. Motion carried.
  - Brandon Smith moved to have Heidi Rauenhorst removed as signatory. Dave Hamre second. Motion carried.
  - Kurt will make sure signatory items are done.
- Meeting adjourned 3:44 p.m.

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization	Contract Number	Amendment ☐ Date(s):	Canceled ☐ Date:
CMRWP	CMRWP-065		

*If contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name	Address	City/State	Zip code
[redacted]	[redacted]	[redacted]	[redacted]

* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name	Township	Range	Section	1/4,1/4
Crooks Township	116	36	6	

Contract Information

I (we), the undersigned, do hereby request assistance to help defray the cost of installing the following practice(s) listed on the second page of this contract. It is understood that:

1. The land occupier is responsible for full establishment, operation, and maintenance of practice(s) and upland treatment criteria applied under this program to ensure that the conservation objectives are met and the effective life, a **minimum of 10 years**, is achieved. The specific operation and maintenance requirements for the conservation practice(s) listed are described in the Operation and Maintenance Plan prepared for this contract by the technical assistance provider.
2. Should the land occupier fail to maintain the practice(s) during the effective life, the land occupier is liable to the organization for up to **150**% of the amount of financial assistance received to install and establish the practice(s) unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.
3. If title to this land is transferred to another party before expiration of the aforementioned effective life, it shall be the responsibility of the landowner who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.
4. Practice(s) must be planned and installed in accordance with technical standards and specifications of the: **NRCS FOTG**
5. Increases in the practice(s) units or cost must be approved by the organization through amendment of this contract as a condition to increase the financial assistance payments.
6. This contract, when approved by the organization, will remain in effect unless canceled or amended by mutual agreement. If the practice(s) covered by this contract have not been installed by **12/31/2026** (date), this contract will be automatically terminated on that date.
7. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization as practical and reasonable. The invoices/receipts must include: the name of the vendor; the materials, labor or equipment used; the component unit costs; and the date(s) the work was performed. The organization has the authority to make adjustments to the costs submitted for reimbursement. Reimbursement requests must also be supported by a completed Percent Based Voucher Form.

Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel(s) where the conservation practice(s) will be located.

2. Obtain any permits required in conjunction with the installation and establishment of the practice(s) prior to starting construction of the practice(s).
3. Be responsible for the operation and maintenance of the conservation practice(s) applied under this program in accordance with an Operation and Maintenance Plan prepared by the technical assistance provider.
4. Not accept financial assistance funds, from state sources in excess of **75** percent, or state and non-state sources that when combined are in excess of **100** percent of the total cost to establish the conservation practice(s).
5. Provide copies of all forms and contracts pertinent to any other state or non-state programs that are contributing funds toward this project.

Date	Land Occupier
03/26/2026	[redacted]
Date	Landowner, if different from applicant Address, if different from applicant information:

Conservation Practice

The primary practice for which assistance is requested is 410- Grade Stabilization

Practice standard(s) or eligible component(s)	Total Project Cost Estimate
620 Underground Outlet	$ 167232.83

Technical Assessment and Cost Estimate

I have the appropriate technical expertise and have reviewed the site where the above-listed practice(s) will be installed and deem the practice(s) needed and that the estimated quantities and costs are practical and reasonable.

Date	Technical Assistance Provider
03/26/2026	Jordan Bengtson, PE Jordan Bengtson, PE (Mar 26, 2026 12:45:05 CDT)

Amount Authorized for Financial Assistance

The organization has authorized the following for financial assistance: total not to exceed **75** percent of the total cost to establish the conservation practice.

Approval Date	Authorized Signature	Total Amount Authorized
		$ 125,424.62