

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS  
MINUTES  
May 29, 2009**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on May 29, 2009. The meeting was called to order by Clark Lingbeek at 8:00 p.m.

Members Present: Chairman, Clark Lingbeek  
Vice Chairman, Ron Tibodeau  
Secretary, Verlyn Nickel  
Treasurer, Tom Muller  
PR & I, Jim Bloch

Others Present: District Administrator, Kay Clark  
District Technician, Dave Bucklin  
NRCS District Conservationist, April Sullivan

Members Absent: None

**MINUTES:** Motion by Muller, second by Bloch to approve the minutes from the April 23, 2009 Meeting.

Affirmative: Lingbeek, Tibodeau, Nickel, Muller and Bloch.

Opposed: None.

Motion carried.

**FINANCIAL REPORT:** Motion by Nickel, second by Muller, to approve the Treasurer's Report and pay the May bills totaling \$21,258.31 and file for audit.

Affirmative: Lingbeek, Tibodeau, Nickel, Muller and Bloch.

Opposed: None.

Motion carried.

**RCRCA:** Lingbeek.

**GBERBA:** Clark and Bucklin

**SOUTHWEST PRAIRIE JPO:** No Meeting.

**RC&D:** No Meeting.

**MASWCD:** Lingbeek.

**COMMISSIONER:** Not in Attendance.

**ADMINISTRATOR REPORT: Kay Clark**

**STATE COST-SHARE CONTRACT FINAL PAYMENT**

Larry Nelson	09-07	Lakeside 29	Field Windbreak	Cost	\$1,013.13	C-S	\$722.50
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Motion by Bloch, second by Tibodeau to approve the final payment for State C-S contract 09-07 - Nelson.

Affirmative: Lingbeek, Tibodeau, Nickel, Muller and Bloch.

Opposed: None.

Motion carried.

**GBERBA COST-SHARE CONTRACT FINAL PAYMENT**

City of Mt. Lake	17-03	Midway 33	Diversion/Sediment Basin	Cost	\$18,137.00	C-S	\$13,602.75
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Motion by Tibodeau, second by Muller to approve the final payment for GBERBA C-S contract 17-03 – City of Mountain Lake.

Affirmative: Lingbeek, Tibodeau, Nickel, Muller and Bloch.

Opposed: None.

Motion carried.

**RCRCA ADDENDUM NO. 1**

Motion by Bloch, second by Nickel to approve the RCRCA Addendum No. 1 to extend the effective period of said joint powers agreement to September 30, 2009 and authorize our representative to sign on behalf of the Cottonwood SWCD.

Affirmative: Lingbeek, Tibodeau, Nickel, Muller and Bloch.

Opposed: None.

Motion carried.

**SOUTHWEST PRAIRIE TSA – PERFORMANCE EVALUATION**

Motion by Muller, second by Bloch to approve the Staff Performance Evaluation of Mike Skoglund as completed by Dave Bucklin, Cottonwood SWCD Technician.

Affirmative: Lingbeek, Tibodeau, Nickel, Muller and Bloch.

Opposed: None.

Motion carried.

**ANNUAL LEAVE**

Motion by Muller, second by Bloch to approve the payment of lost 2008 annual leave (61.25 hours) to the District Administrator at 2008 wages.

Affirmative: Lingbeek, Tibodeau, Nickel, Muller and Bloch.

Opposed: None.

Motion carried.

**SUPERVISOR MEETINGS:** June 15 – RCRCA Meeting – Redwood Falls; June 18 – Area V Meeting – Pipestone; June 25 - SWCD Board Meeting – Office; July 15 – Farm/City Tour.

**SWCD EMPLOYEE MEETINGS:** June 2 – Schoper-Bush Inspection; June 8 – WQT Technical Meeting - Mankato; June 18 – Area V Meeting – Pipestone; June 24 - GBERBA Technical Meeting – Mankato; June 25 – SWCD Board Meeting – Windom; June 26 – GBERBA Executive Meeting - Mankato.

Motion by Nickel, second by Tibodeau to approve the Supervisor and Employee meetings and expenses for the month of June.

Affirmative: Lingbeek, Tibodeau, Nickel, Muller and Bloch.

Opposed: None.

Motion carried.

**EDUCATION REPORT: Lori Mickelson – Written Report**  
**TECHNICIAN REPORT: Dave Bucklin – Written Report**  
**NUTRIENT MGMT SPECIALIST REPORT: Annalie Plaetz – Written Report**

**NRCS REPORT: April Sullivan, DC – Written Report**  
**FREEDOM OF INFORMATION ACT and PRIVACY ACT: April Sullivan**

NRCS District Conservationist April Sullivan reviewed the Federal Freedom of Information and Privacy Acts. The District Conservationist explained the penalties that the Cottonwood SWCD Board of Supervisors and Staff could be subject to if the policies are not followed.

**ADJOURNMENT:** Meeting was declared adjourned at 10:00 p.m.

**Next Meeting will be on June 25, 2009 at 8:00 p.m. at the District Office.**