

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS  
MINUTES  
April 26, 2018**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on April 26, 2018. The meeting was called to order by Secretary Daryl Tasler at 8:35 a.m.

Members Present: Chairman, Cody Duroe  
Vice Chairman, Clark Lingbeek  
Secretary, Daryl Tasler  
Treasurer, Tom Muller

Others Present: District Administrator, Kay Gross  
District Technician, Dave Bucklin  
District Program Technician, Becky Alexander  
County Commissioner, Tom Appel  
County Attorney, Nick Anderson

Absent: PR&I, Jeremy Nerem

**AGENDA:** Motion by Muller, second by Lingbeek to approve the agenda as presented.

Affirmative: Duroe, Lingbeek, Tasler and Muller.

Opposed: None.

Motion carried.

**MINUTES:** Motion by Muller, second by Tasler to approve the March 30, 2018 Board Meeting minutes.

Affirmative: Duroe, Lingbeek, Tasler and Muller.

Opposed: None.

Motion carried.

**ACCOUNTING REPORT:** Kay Gross

**FINANCIAL REPORT:** Motion by Lingbeek, second by Muller to receive the April 2018 Financial Report and submit for audit.

Affirmative: Duroe, Lingbeek, Tasler and Muller.

Opposed: None.

Motion carried.

**ACCOUNTS PAYABLE:** Motion by Lingbeek, second by Muller to approve paying the accounts payable as written on the March 2018 Financial Report totaling \$14,377.21.

Affirmative: Duroe, Lingbeek, Tasler and Muller.

Opposed: None.

Motion carried.

**RCRCA:** Lingbeek

**GBERBA:** Bucklin and Gross

**SOUTHWEST PRAIRIE TSA:** Muller and Gross

**NACD TECHNICAL ASSISTANCE GRANT and INITIAL TRANSACTION:**

Motion by Lingbeek, second by Tasler to approve the NACD Technical Assistance Grant and Initial Transaction as signed by Tom Muller on April 18, 2018.

Affirmative: Duroe, Lingbeek, Tasler and Muller.

Opposed: None.

Motion carried.

**INDEPENDENT CONTRACTOR CONTRACT**

Motion by Lingbeek, second by Muller to approve the Independent Contractor Contract with Centrol Crop Consulting for work being completed using the NACD Technical Assistance Grant funding. Estimated hours total 1,000 at \$60/hr from May 1, 2018 to May 1, 2019.

Affirmative: Duroe, Lingbeek, Tasler and Muller.

Opposed: None.

Motion carried.

**MASWCD:** Lingbeek

**COTTONWOOD COUNTY COMMISSIONER:** Commissioner Tom Appel

Commissioner Tom Appel left meeting along with District Technician Dave Bucklin.

**COTTONWOOD COUNTY ATTORNEY:** Nick Anderson

**CLOSED MEETING - 9:35 a.m. (Attendance Duroe, Lingbeek, Tasler, Muller, Gross, Anderson and Nathan Shepard)**

The Minnesota Open Meeting Law, Minnesota Statutes, Section 13D.05, subdivision 3(b), allows the District to close a meeting to engage in attorney-client privileged discussions. The District seeks to meet with its attorney to obtain advice regarding ongoing litigation against Renee and Tom Harnack. It would be detrimental to the District's interest for the Board to hold a public discussion with its attorney where any adverse parties or their attorneys could listen to or be made aware of the District's positions. It is in the District's best interest for the Board to obtain legal advice in a confidential setting to maintain the attorney-client privilege. Accordingly, Chairman Cody Duroe will hereby entertain a motion that this meeting be closed pursuant to the attorney-client privilege for the reasons cited.

Motion by Muller, second by Lingbeek to Close the Meeting at 9:35 a.m.

Affirmative: Duroe, Lingbeek, Tasler and Muller.

Opposed: None.

Motion carried.

**OPEN MEETING – 10:00 a.m.** Commissioner Tom Appel and Dave Bucklin returned to meeting.

Motion by Lingbeek, second by Muller to Reopen the Meeting at 10:00 a.m.

Affirmative: Duroe, Lingbeek, Tasler and Muller.

Opposed: None.

Motion carried.

**ADMINISTRATOR REPORT:** Kay Gross

**STATE COST-SHARE CONTRACT APPROVAL**

LeRoy Harnack	18-01	Ann 4	Terrace and WASC OB	Cost \$15,758.00	C-S \$2,282.50
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Motion by Lingbeek, second by Muller to approve the State Cost-Share contract for Harnack (\$2,282.50).

Affirmative: Duroe, Lingbeek, Tasler and Muller.

Opposed: None.

Motion carried.

**NRBG – WELL SEALING COST-SHARE CONTRACT APPROVAL**

Janet Maras	2018-5	Great Bend 25	Well Sealing	Cost \$675.00	C-S \$337.50
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Motion by Lingbeek, second by Muller to approve the NRBG Well Sealing contract approval for Maras (\$337.50).

Affirmative: Duroe, Lingbeek, Tasler and Muller

Opposed: None.

Motion carried.

Becky Alexander joined meeting.

**COUNTY BUFFER COST-SHARE POLICY**

Cottonwood County has approved the use of \$5,000 of County Buffer Funds for Buffer Cost-Share in Cottonwood County.

Motion by Muller, second by Lingbeek to approve the County Buffer Cost-Share Policy as presented.

Affirmative: Duroe, Lingbeek, Tasler and Muller

Opposed: None.

Motion carried.

**COUNTY BUFFER COST-SHARE CONTRACT APPROVAL**

George Olsem	CB-18-01	Southbrook 10	Filter Strip	Cost \$345.00	C-S \$258.75
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Motion by Lingbeek, second by Muller to approve the County Buffer Cost-Share Contract for Olsem (\$258.75).

Affirmative: Duroe, Lingbeek, Tasler and Muller

Opposed: None.

Motion carried.

**BWSR PRAP and TRAINING ASSISTANCE GRANT AGREEMENT AMENDMENT**

Motion by Muller, second by Lingbeek to approve the BWSR PRAP and Training Grant Agreement Amendment extending the completion date from June 30, 2018 to June 30, 2019..

Affirmative: Duroe, Lingbeek, Tasler and Muller

Opposed: None.

Motion carried.

**DELFT SEWER UPGRADE - Update**

**MPCA GRANT AGREEMENT – SSTS ADVANCED INSPECTOR ASSISTANCE**

Motion by Muller, second by Lingbeek to approve the MPCA SSTS Advanced Inspector Assistance Grant totaling \$1,950.00 start date of May 4, 2018 and completion date of December 31, 2021.

Affirmative: Duroe, Lingbeek, Tasler and Muller

Opposed: None.

Motion carried.

**EAW RESOLUTION REQUEST - Discussion**

**SUPERVISOR MEETINGS**

May 3 – RCRCA/Area II Meeting – Marshall; May 11- GBERBA Policy Board Meeting – Mankato; May 25 – SWCD Board Meeting – Office.

**SWCD EMPLOYEE MEETINGS**

April 27 – Tree Handout Day – Office/Tree Barn; April 30 – May 4 – SSTS Training – Mankato; May 1-2 – Conservation Corp Retreat – Outstate; May 9 – Tree Conference – Marshall; May 11 – GBERBA Policy Board Meeting – Mankato; May 16 – Faribault Environmental Day – Blue Earth; May 21-25 – Conservation Corps in Cottonwood County; May 23 – GBERBA Technical Meeting – Mankato; May 25 – SWCD Board Meeting – Office; June 6-7 SSTS On-Site Training Registration and Lodging– Alexandria; June 12-14 – SSTS Soils Training Registration and Lodging – Faribault.

Motion by Muller, second by Lingbeek to approve the Supervisor and Employee meetings and expenses for the month of April and June.

Affirmative: Duroe, Lingbeek, Tasler and Muller

Opposed: None.

Motion carried.

**DISTRICT CONSERVATIONIST – Kelly Pfarr**

**DISTRICT TECHNICIAN – Dave Bucklin – Written Report**

**FARM BILL ASSISTANT/PROGRAM TECHNICIAN – Becky Alexander – Written Report**

**RESOURCE TECHNICIAN – Hannah Herzfeld – Written Report**

**WATONWAN WATERSHED TECHNICIAN – Vacant**

**AREA 6 CERTIFICATION SPECIALIST – Herman Bartsch – Written Report**

**AREA 5 CERTIFICATION SPECIALIST – Danielle Evers – Written Report**

**MN CONSERVATION CORP MEMBER – Matt Remer – Written Report**

**PLANNING and ZONING TECHNICIAN – Alex Schultz – Written Report**

**GIS SPECIALIST – Marty Mollenhauer – Written Report**

**ADJOURNMENT:** Meeting adjourned by the Chairman Cody Duroe at 11:10 am.

**Next Meeting will be on FRIDAY, MAY 25, 2018 at 8:30 a.m. at the District Office.**

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District Supervisor

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District Administrator

**After completion of meeting Cottonwood County Local Listening Session was called to order at 11:15 a.m. by Chairman Cody Duroe.**