

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS
MINUTES
February 22, 2018**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on February 22, 2018. The meeting was called to order by Chairman Cody Duroe at 8:36 a.m.

Members Present: Chairman, Cody Duroe
Vice Chairman, Clark Lingbeek
Secretary, Daryl Tasler
Treasurer, Tom Muller
PR&I, Jeremy Nerem

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

Absent: None

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

Affirmative: Duroe, Lingbeek, Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

MINUTES: Motion by Lingbeek, second by Muller to approve the January 25, 2018 Board Meeting minutes.

Affirmative: Duroe, Lingbeek, Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

ACCOUNTING REPORT: Kay Gross

FINANCIAL REPORT: Motion by Nerem, second by Lingbeek to receive the February 2018 Financial Report (with correction) and subject to audit.

Affirmative: Duroe, Lingbeek, Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

ACCOUNTS PAYABLE: Motion by Lingbeek, second by Nerem to approve paying the accounts payable as written on the January 2018 Financial Report totaling \$7,417.14.

Affirmative: Duroe, Lingbeek, Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

REVIEW 2017 DISTRICT CAPACITY – GIS POSITION FINANCIAL REPORT

RCRCA: Lingbeek

GBERBA: Lingbeek, Bucklin and Gross

Motion by Lingbeek, second Nerem to approve the posting of the Watonwan Watershed Specialist position as soon as possible.

Affirmative: Duroe, Lingbeek, Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

SOUTHWEST PRAIRIE TSA: Muller and Gross

SOUTHWEST PRAIRIE TSA VOUCHERS and FINANCIAL REPORT:

Motion by Duroe, second by Lingbeek, to approve the Southwest Prairie Vouchers and Monthly Financials for January/February and Administrative Report.

Affirmative: Duroe, Lingbeek, Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

MASWCD: Lingbeek

COTTONWOOD COUNTY COMMISSIONER: Commissioner Tom Appel.

ADMINISTRATOR REPORT: Kay Gross
Muller left meeting at 11:16 a.m.

MAWQCP ADDITIONAL TECHNICAL SUPPORT CONTRACT

Cottonwood SWCD TS-17-5-01 Additional Technical Support Incentive \$6,000.00

Motion by Lingbeek, second by Nerem to approve the MAWQCP Additional Technical Support Contract for Cottonwood SWCD (\$6,000.00).

Affirmative: Duroe, Lingbeek, Tasler and Nerem

Opposed: None.

Motion carried.

NRBG – WELL SEALING COST-SHARE CONTRACT APPROVAL

Michael Hass 2018-2 Rosehill 8 Well Sealing Cost \$1,125.00.00 C-S \$525.00

Motion by Nerem, second by Lingbeek to approve the NRBG Well Sealing contract approval for Hass (\$525.00).

Affirmative: Duroe, Lingbeek, Tasler and Nerem

Opposed: None.

Motion carried.

MEMORANDUM OF AGREEMENT – WATONWAN WATERSHED PROTECTION PLAN

Motion by Nerem, second by Lingbeek to approve the signing of the Memorandum of Agreement – Watonwan Watershed Protection Plan and authorize Dave Bucklin as the District Representative to the Steering Committee.

Affirmative: Duroe, Lingbeek, Tasler and Nerem

Opposed: None.

Motion carried.

FY18 BUFFER COST-SHARE FUNDS

Motion by Duroe, second by Lingbeek to approve the return of up to \$30,000 of undesignated Buffer Cost-Share funds to the Board of Water and Soil Resources as requested.

Affirmative: Duroe, Lingbeek, Tasler and Nerem

Opposed: None.

Motion carried.

RESOURCE TECHNICIAN POSITION

Motion by Tasler, second by Lingbeek to approve the posting of a Resource Technician position in place of Programs Assistant and post in early March.

Affirmative: Duroe, Lingbeek, Tasler and Nerem

Opposed: None.

Motion carried.

WEST FORK DES MOINES RIVER WATERSHED

Citizen Assessment and Values Study and Advisory Committee Members

2018 ANNUAL PLAN OF WORK and 2017 ANNUAL REPORT

Motion by Nerem, second by Lingbeek to approve the submission and posting of the SWCD 2018 Annual Plan of Work and 2017 Annual Report upon completion of 2018 Budget.

Affirmative: Duroe, Lingbeek, Tasler and Nerem

Opposed: None.

Motion carried.

SUPERVISOR MEETINGS

March 9 - GBERBA Policy/Technical Meeting – Mankato; March 12-13 – MASWCD Legislative Day – St. Paul; March 30 – SWCD Board Meeting and EQIP LGU Meeting – Office.

SWCD EMPLOYEE MEETINGS

February 26-March 1 – SSTS Training – Alexandria; February 28-March 1 – SWCD Manager Meeting – St. Cloud; February 28 – Mt. Lake Tree Commission – Mt. Lake; March 7 – Children’s Water Festival – Mankato; March 8 – Seed Drill Training – Ivanhoe; March 9 – GBERBA Policy/Technical Meeting – Mankato; March 12-14 – MN Shade Tree Short Course – St. Paul; March 16 – Soil Health Training – Marshall; March 21 MPCA Meeting – Marshall; March 26-29 – MACFO Conference – St. Cloud; March 30 - SWCD Board Meeting and EQIP LGU Meeting – Office.

Motion by Nerem, second by Lingbeek to approve the Supervisor and Employee meetings and expenses for the month of February/March.

Affirmative: Duroe, Lingbeek, Tasler and Nerem.

Opposed: None.

Motion carried.

- DISTRICT CONSERVATIONIST – Kelly Pfarr – Not in Attendance**
- DISTRICT TECHNICIAN – Dave Bucklin – Written Report**
- FARM BILL ASSISTANT/PROGRAM TECHNICIAN – Becky Alexander – Written Report**
- RESOURCE TECHNICIAN – Hannah Herzfeld – Written Report**
- WATONWAN WATERSHED TECHNICIAN – Dustin Anderson – Written Report**
- 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 – First Meeting Introduction**
- GIS SPECIALIST – Marty Mollenhauer – Written Report**

ADJOURNMENT: Meeting adjourned by the Chairman at 11:41 am.

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

District Supervisor

District Administrator