

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS  
MINUTES  
July 20, 2018**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on July 20, 2018. The meeting was called to order by Vice Chairman Clark Lingbeek at 8:37 a.m.

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

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

Absent: Chairman, Cody Duroe

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

Affirmative: Lingbeek, Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

**MINUTES:** Motion by Muller, second by Tasler to approve the June 28, 2018 Board Meeting minutes.

Affirmative: Lingbeek, Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

**ACCOUNTING REPORT:** Kay Gross

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

Affirmative: Lingbeek, Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

**ACCOUNTS PAYABLE:** Motion by Nerem, second by Muller to approve paying the accounts payable as written on the July 2018 Financial Report totaling \$30,327.60.

Affirmative: Lingbeek, Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

**RCRCA:** Lingbeek.

**GBERBA:** Bucklin and Gross.

**SOUTHWEST PRAIRIE TSA:** Muller and Gross.

**SOUTHWEST PRAIRIE TSA VOUCHERS and MONTHLY FINANCIAL REPORTS:**

Motion by Muller, second by Nerem, to approve the Southwest Prairie Vouchers and Monthly Financials for July.

Affirmative: Lingbeek, Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

**MASWCD:** Lingbeek

**COTTONWOOD COUNTY COMMISSIONER:** Commissioner Tom Appel

**ADMINISTRATOR REPORT:** Kay Gross

**STATE COST-SHARE CONTRACT FINAL PAYMENT**

Bill Pankonin	17-07	Germantown 1	Riparian Forest Buffer	Cost \$7,814.22	C-S \$4,300.00
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Motion by Nerem, second by Tasler to approve the State Cost-Share contract final payment for Pankonin (\$4,300.00).

Affirmative: Lingbeek, Tasler and Nerem

Opposed: None.

Motion carried.

**RESTITUTION and VICTIM IMPACT STATEMENT**

Motion by Nerem, second by Tasler to approve the Cottonwood SWCD Affidavit for Restitution and Victim Impact Statement.

Affirmative: Lingbeek, Tasler and Nerem

Opposed: None.

Motion carried.

**WATONWAN WATERSHED TECHNICIAN**

Motion by Nerem, second by Tasler to approve the hiring of the Watonwan Watershed Technician, candidate Joshua Votruba, starting August 6, 2018 at \$16.80/hour.

Affirmative: Lingbeek, Tasler and Nerem

Opposed: None.

Motion carried.

**EMERALD ASH BORER READINESS GRANT**

Motion by Nerem, second by Tasler to approve a support letter for the Cottonwood County Emerald Ash Borer Readiness Grant application.

Affirmative: Lingbeek, Tasler and Nerem

Opposed: None.

Motion carried.

**PROMOTIONAL GIVEAWAY**

Motion by Nerem, second by Tasler to approve the purchase of promotional wood duck boxes in the amount of \$61.25/box.

Affirmative: Lingbeek, Tasler and Nerem

Opposed: None.

Motion carried.

**BWSR INTERNAL CONTROL MEETING - AUGUST**

**AUGUST and SEPTEMBER BOARD MEETING CHANGES**

Motion by Tasler, second by Nerem to approve the July Meeting date change to Tuesday, August 28 and Tuesday, September 25 starting at 8:30 a.m.

Affirmative: Lingbeek, Tasler and Nerem

Opposed: None.

Motion carried

**SUPERVISOR MEETINGS**

July 31 – Criminal Sentencing – Windom; August 2 - RCRCA/Area II Meeting – Redwood Falls; August 10 - GBERBA Executive Meeting – Mankato; August 15 – 2W2P Meeting – St. James; August 15-18 – Cottonwood County Fair – Windom; August 28 – SWCD Board Meeting – Office.

**SWCD EMPLOYEE MEETINGS**

July 25 – Mid-Year Feedlot Review – Office; July 31 – Criminal Sentencing – Windom; August 7 – Farmfest – Redwood Falls; August 10 - GBERBA Executive Meeting – Mankato; August 15 – 2W2P Meeting – St. James; August 15-18 – Cottonwood County Fair – Windom; August 22 – GBERBA Technical Meeting – Mankato; August 22 – Watonwan WRAPS Meeting – Mankato; August 28 – SWCD Board Meeting – Office.

Motion by Nerem, second by Tasler to approve the Supervisor and Employee meetings and expenses for the month of July/August.

Affirmative: Lingbeek, Tasler and Nerem

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 Vice Chairman Clark Lingbeek at 11:30 a.m.

**Next Meeting will be on TUESDAY, AUGUST 28, 2018 at 8:30 a.m. at the District Office.**

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**District Supervisor**

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**District Administrator**