COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS
MINUTES
June 28, 2018

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on June 28, 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 Attorney, Nick Anderson  
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 May 25, 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 June 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 June 2018 Financial Report totaling $21,762.36.
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 June.
Affirmative:  
Lingbeek, Tasler, Muller and Nerem.
Opposed:  
None.
Motion carried.

MASWCD: Lingbeek
COTTONWOOD COUNTY ATTORNEY: Nick Anderson
CLOSED MEETING - 9:32 a.m. (Attendance Lingbeek, Tasler, Muller, Nerem, Kay Gross and County Attorney Nick Anderson)
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, Vice Chairman Clark Lingbeek 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 Nerem to Close the Meeting at 9:32 a.m.
Affirmative: Lingbeek, Tasler, Muller and Nerem.
Opposed: None.
Motion carried.

Muller left 9:55 a.m.

Motion by Nerem, second by Tasler to Reopen the Meeting at 10:06 a.m.
Affirmative: Lingbeek, Tasler and Nerem.
Opposed: None.
Motion carried.

OPEN MEETING – 10:07 a.m. Commissioner Tom Appel and Dave Bucklin returned to meeting.

RESTITUTION COMMITTEE:
Motion by Nerem, second by Tasler to approve the Restitution Committee as Clark Lingbeek and Daryl Tasler to complete on behalf of the Board.
Affirmative: Lingbeek, Tasler and Nerem.
Opposed: None.
Motion carried.

COTTONWOOD COUNTY COMMISSIONER: Commissioner Tom Appel

ADMINISTRATOR REPORT: Kay Gross
SECOND QUARTER SUPERVISOR COMPENSATION and EXPENSES
April 4 – Southwest Prairie TSA Meeting – Marshall - $75.00; April 5 – RCRCA/Area II Meeting – Redwood Falls - $75.00; Criminal Case Court Hearing – Windom - $75.00; April 12 – Committee Meeting – Criminal Case – Windom - $75.00; April 13 – GBERBA Executive Meeting – Mankato - $75.00; April 26 – SWCD Board Meeting – Office - $75.00.
May 3 – RCRCA/Area II Meeting – Marshall - $75.00; May 11 - GBERBA Policy Board Meeting – Mankato - $75.00; May 25 – SWCD Board Meeting – Office - $75.00.
June 11 – RCRCA/Area II Meeting – Redwood Falls - $75.00; June 12 – Conference Call with Civil Lawyer – Jeffers - $75.00;
June 21 – MASWCD Area V Meeting – Granite Falls - $75.00; June 22 – Forensic Audit Conference Call – Office - $75.00;
June 25 – Interview – Watonwan Watershed Technician – Office - $75.00; June 27 – Southwest Prairie TSA Meeting – Marshall - $75.00; June 27 – GBERBA Executive Meeting – Mankato - $75.00; June 28 – SWCD Board Meeting - $75.00; June 29 – Interviews Watonwan Watershed Technician - Office - $75.00.

Motion by Nerem, second by Tasler to approve the Second Quarter SWCD Supervisors Compensation and Expenses.
Affirmative: Lingbeek, Tasler and Nerem.
Opposed: None.
Motion carried.

STATE COST-SHARE CONTRACT APPROVAL
Steve Halland 18-02 Storden 8 Grass Waterway (412) Cost $12,672.00 C-S $9,300.17
($6,482.17 + $2,818.20) Full 75% C-S $9,504.00

Motion by Nerem, second by Tasler to approve the State Cost-Share contract for Halland ($9,300.17); SWCD Board will be using all remaining 2018 funds and all Technical Assistance funds. If additional funds (through FY19 allocation or slippage) are obtained before construction the contract will be amended for full funding.
Affirmative: Lingbeek, Tasler and Nerem
Opposed: None.
Motion carried.
PROMOTIONAL GIVEAWAYS
Motion by Nerem, second by Tasler to approve the purchase of promotional highlighters in the amount of $800.00 for product and shipping.
Affirmative: Lingbeek, Tasler and Nerem
Opposed: None.
Motion carried.

AWARD SPONSORSHIP 4-H
Motion by Nerem, second by Tasler to approve the Cottonwood County award sponsorship for $21.00.
Affirmative: Lingbeek, Tasler and Nerem
Opposed: None.
Motion carried.

JULY BOARD MEETING CHANGE
Motion by Tasler, second by Nerem to approve the July Meeting date change to Friday, July 20 starting at 9:30 a.m.
Affirmative: Lingbeek, Tasler and Nerem
Opposed: None.
Motion carried.

SUPERVISOR MEETINGS

SWCD EMPLOYEE MEETINGS

Motion by Nerem, second by Tasler to approve the Supervisor and Employee meetings and expenses for the month of July.
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 FRIDAY, JULY 20, 2018 at 9:30 a.m. at the District Office.