

**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

July 9 - RCRC/CA/Area II Meeting – Marshall; July 13- GBERBA Policy/Technical Meeting – Mankato; July 20 – SWCD Board Meeting – Office; July 31 – Criminal Sentencing – Windom.

SWCD EMPLOYEE MEETINGS

July 2 – Conference Call – Gary Watson – Office; July 3 – 1W1P Meeting – St. James; July 9 and 10 – Forensic Audit – Office; July 11 – Buffer Meeting – Marshall; July 13 GBERBA Policy/Technical Meeting – Mankato; July 16-18 – AID Conference – St. Cloud; July 17-18 – MCIT Training – St. Cloud (Registration and Lodging); July 20 – SWCD Board Meeting – Office; July 25 – Mid Year Review Feedlots – Office; July 31 – Criminal Sentencing – Windom.

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.

District Supervisor

District Administrator