

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS  
MINUTES  
March 30, 2018**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on March 30, 2018. The meeting was called to order by Secretary Daryl Tasler at 8:35 a.m.

Members Present: 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  
BWSR, Ed Lenz and Jill Sackett Eberhart

Absent: Chairman, Cody Duroe and Vice Chairman, Clark Lingbeek

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

Affirmative: Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

**MINUTES:** Motion by Nerem, second by Muller to approve the February 22, 2018 Board Meeting minutes.

Affirmative: Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

**ACCOUNTING REPORT:** Kay Gross

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

Affirmative: Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

**ACCOUNTS PAYABLE:** Motion by Nerem, second by Tasler to approve paying the accounts payable as written on the March 2018 Financial Report totaling \$19,857.98.

Affirmative: Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

**SUPERVISOR FIRST QUARTER COMPENSATION AND EXPENSES:**

January 4 – RCRCA/Area II Meeting – Marshall - \$75.00; January 12 – GBERBA Policy Meeting – Mankato - \$75.00; January 20 – Southwest Prairie TSA Reviews and Meeting – Marshall - \$75.00; January 25 – SWCD Board Meeting – Office - \$75.00; January 31 – One Watershed One Plan Meeting – St. James - \$75.00.

February 1 – Area II/RCRCA Meeting – Redwood Falls - \$75.00; February 9 – GBERBA Executive Meeting – Mankato - \$75.00; February 15 - Area V Meeting – Marshall - \$75.00; February 22 – Cottonwood SWCD Meeting – Office - \$75.00; February 26 – SWCD Legal Issues Meeting – Office - \$75.00.

March 1 – RCRCA/Area II Meeting – Marshall - \$75.00; March 9 – GBERBA Policy/Technical Meeting – Mankato - \$75.00; March 12-13 – Legislative Day – St. Paul - \$75.00/day; March 19 – Cottonwood WRAPS Info Mtg – Elected Officials - Lambertson - \$75.00; March 30 - SWCD Board Meeting – Office - \$75.00.

Motion by Muller, second by Nerem to approve the Supervisor First Quarter Compensation and Expenses.

Affirmative: Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

**COTTONWOOD COUNTY ATTORNEY:** Nick Anderson

**RCRCA:** Lingbeek (Not in Attendance)

**GBERBA:** Bucklin and Gross

Motion by Nerem, second Muller to approve the posting of the Watonwan Watershed Specialist position as soon as possible with starting wage posted from \$16.80 to \$20.81.

Affirmative: Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

Motion by Tasler, second Nerem to approve the acceptance of the GBERBA Financial Coordinator – Independent Contractor – Kathy Smith’s resignation effective April 27, 2018.

Affirmative: Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

**SOUTHWEST PRAIRIE TSA:** Muller and Gross

**SOUTHWEST PRAIRIE TSA VOUCHERS:**

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

Affirmative: Tasler, Muller and Nerem.

Opposed: None.

Motion carried.

**MASWCD:** Lingbeek (Not in Attendance)

**COTTONWOOD COUNTY COMMISSIONER:** Commissioner Tom Appel

**BWSR REPRESENTATIVES:** Ed Lenz and Jill Sackett Eberhart

**ADMINISTRATOR REPORT:** Kay Gross

**MAWQCP CONTRACT and PAYMENT AUTHORIZATION**

Ted Enstad	17-5-18	Worksheet Completion	Incentive \$100.00
Randall Pankonin	17-5-19	Worksheet Completion	Incentive \$100.00

Motion by Tasler, second by Nerem to approve the MAWQCP contract and payment authorization for Enstad, Pankonin (\$100.00 each).

Affirmative: Tasler, Muller and Nerem

Opposed: None.

Motion carried.

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

Onken/Suhrhoff	2018-3 Westbrook 18	Well Sealing	Cost \$750.00	C-S \$375.00
Marilla Whitney	2018-4 Great Bend 25	Well Sealing	Cost \$575.00	C-S \$287.50

Motion by Nerem, second by Muller to approve the NRBG Well Sealing contract approval for Onken/Suhrhoff (\$375.00) and Whitney (\$287.50).

Affirmative: Tasler, Muller and Nerem

Opposed: None.

Motion carried.

**RESOURCE TECHNICIAN POSITION – Discussion**

**BIENNIAL BUDGET REQUEST – SWCD and COTTONWOOD COUNTY**

Motion by Nerem, second by Muller to approve the submission of the Biennial Budget Request for the Cottonwood SWCD and Cottonwood County by April 12.

Affirmative: Tasler, Muller and Nerem

Opposed: None.

Motion carried.

**STATE CATTLEMEN TOUR and TRADE SHOW**

Motion by Muller, second by Nerem to approve a booth (\$300) plus registrations for three Ag Certification staff (\$25 each). Funding will be through the MN Ag Water Quality Certification Program and reimbursed.

Affirmative: Tasler, Muller and Nerem

Opposed: None.

Motion carried.

**MAY BOARD MEETING** – Date Change to Friday, May 30 starting at 8:30 a.m.

Motion by Nerem, second by Tasler to approve the of the May Board Meeting to Friday, May 25 starting at 8:30 a.m.

Affirmative: Tasler, Muller and Nerem

Opposed: None.

Motion carried.

**2018 SWCD SUPERVISOR ELECTION** – Filing begins May 22 and closes June 5, 2018

**BUFFER LETTER RECEIVED FROM COTTONWOOD COUNTY LANDOWNER**

Motion by Nerem, second by Muller to approve signing and sending the Buffer reply letter to a Germantown Township landowner dated March 30, 2018.

Affirmative: Tasler, Muller and Nerem

Opposed: None.

Motion carried.

**DELFT SEWER UPDATE**

**AgBMP LOAN PROGRAM AMENDMENT**

**SUPERVISOR MEETINGS**

April 4 – Southwest Prairie TSA Meeting – Marshall; April 5 – RCRCA/Area II Meeting – Redwood Falls; April 13 - GBERBA Executive Board Meeting – Mankato; April 26 – SWCD Board Meeting and EQIP LGU Meeting – Office.

**SWCD EMPLOYEE MEETINGS**

April 2 – RUSLE Training – Marshall; April 2 – Southwest Prairie TSA BBR Meeting – Slayton; April 4 – Southwest Prairie TSA Meeting – Marshall; April 9 – Area V Technical Meeting – Adrian; April 9 - Mt. Lake – Lake Commission and Tree Commission Meetings– Mt. Lake; April 13 – GBERBA Executive Meeting – Mankato; April 25 – GBERBA Technical Meeting – Mankato; April 26 - SWCD Board Meeting and EQIP LGU Meeting – Office; April 30 – CMM – Face-to-Face Meeting – Cities.

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

Affirmative: Tasler, Muller 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 Secretary Daryl Tasler at 12:35 pm.

**Next Meeting will be on THURSDAY, APRIL 26, 2018 at 8:30 a.m. at the District Office.**

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District Supervisor

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District Administrator