

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS
MINUTES
OCTOBER 25, 2018**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on October 25, 2018. The meeting was called to order by Chairman Cody Duroe at 8:40 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
District Farm Bill Assistant/Program Technician, Becky Alexander
Kari Clouse

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 Muller, second by Lingbeek to approve the September 25, 2018 Board Meeting minutes as presented.

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 October 2018 Financial Report and submit for audit.

Affirmative: Duroe, Lingbeek, Tasler, Muller and Nerem

Opposed: None

Motion carried.

ACCOUNTS PAYABLE: Motion by Muller, second by Lingbeek to approve paying the accounts payable as written on the October 2018 Financial Report totaling \$17,678.59.

Affirmative: Duroe, Lingbeek, Tasler, Muller and Nerem

Opposed: None

Motion carried.

UNEMPLOYMENT – Determination of Benefits - Update

ADMINISTRATIVE PROGRAM ASSISTANT POSITION

Motion by Muller, second by Nerem to approve advertising of the position (if necessary – post internally if possible) for an Administrative Program Assistant position starting at \$15.40-Top End Based on Experience.

Affirmative: Duroe, Lingbeek, Tasler, Muller and Nerem

Opposed: None

Motion carried.

RCRCA: Lingbeek

GBERBA: Bucklin and Gross

2W2P: Lingbeek

SOUTHWEST PRAIRIE TSA: Muller and Gross

SOUTHWEST PRAIRIE TSA VOUCHERS and MONTHLY FINANCIAL REPORTS:

Motion by Tasler, second by Lingbeek to approve the Southwest Prairie Vouchers and Monthly Financials for September - October.

Affirmative: Duroe, Lingbeek, Tasler, Muller and Nerem

Opposed: None

Motion carried.

MASWCD: Lingbeek

COTTONWOOD COUNTY COMMISSIONER: Commissioner Tom Appel – Not in Attendance.

Cody Duroe left at 9:35 a.m.

ADMINISTRATOR REPORT: Kay Gross
STATE COST-SHARE CONTRACT CANCELLATION

Judith Junker 17-06 Selma 32 Filter Strip C-S \$225.00

Motion by Lingbeek, second by Muller to approve the State Cost-Share contract cancellation for Judith Junker (\$225.00).

Affirmative: Lingbeek, Tasler, Muller and Nerem

Opposed: None.

Motion carried.

GBERBA MAWQCP CONTRACT and INCENTIVE APPROVAL

Jack Elness 17-5-21 Lakeside 32 Worksheet Completion Incentive \$100.00

Motion by Lingbeek, second by Muller to approve the GBERBA MAWQCP Contract and Incentive payment for Elness (\$100.00).

Affirmative: Lingbeek, Tasler, Muller and Nerem

Opposed: None.

Motion carried.

WELL SEALING COST-SHARE CONTRACT APPROVAL and PAYMENT AUTHORIZATION

Robert & Donna Mielke 2018-10 Great Bend 26 Well Sealing Cost \$575.00 C-S \$287.50

Motion by Nerem, second by Tasler to approve the Well Sealing Contract and authorize payment for Mielke (\$287.50).

Affirmative: Lingbeek, Tasler, Muller and Nerem

Opposed: None

Motion carried.

MASWCD RESOLUTION BALLOT

BWSR – WORK ORDER CONTRACTS (3) – Signed and Executed.

MONITORING PLAN FOR BUFFER COMPLIANCE TRACKING

Motion by Nerem, second by Muller to approve the Cottonwood SWCD Monitoring Plan for Buffer Compliance Tracking and publish on the District website.

Affirmative: Lingbeek, Tasler, Muller and Nerem

Opposed: None

Motion carried.

HURRICANE LAKE - Update

FORENSIC AUDIT - Update

CIVIL CASE – Update

BWSR – REQUEST FOR GRANT RECONCILIATION and INTERNAL CONTROLS - Update

DECEMBER BOARD MEETING

Motion by Nerem, second by Lingbeek to approve Thursday, December 27 (9:30 a.m.) as the date for the December Board Meeting.

Affirmative: Lingbeek, Tasler, Muller and Nerem

Opposed: None.

Motion carried.

SUPERVISOR MEETINGS

November 1 – RCRCA/Area II Meeting Legislative Briefing – Redwood Falls; November 8 – MN River Congress Meeting – New Ulm; November 9 - GBERBA Policy Board/Technical Meeting – Mankato; November 14 - 2W2P Policy Committee Meeting – St. James; November 15 – Area V MASWCD Meeting – Marshall; November 27 – SWCD Board Meeting – Office; December 9-11 – MASWCD State Convention – Bloomington.

SWCD EMPLOYEE MEETINGS

October 28-31 - BWSR Academy – Breezy Point; November 2 – Building Plan Meeting – Office; November 6 – Middle MN Meeting – New Ulm; November 7 – Children’s Water Festival Meeting – Nicollet; November 8 – MPCA CE Training – Mankato; November 9 – GBERBA Policy Board/Technical Committee Meeting – Mankato; November 13 – Cottonwood County Planning Commission Meeting – Windom; November 14 – 2W2P Policy Board and Steering Committee Meetings – St. James; November 15 – Area V Meeting – Marshall; November 27 – SWCD Board Meeting – Office; November 27 – Area V MACDE Meeting – Marshall; December 9 – 11 – MASWCD State Convention – Bloomington – Registration plus Lodging; December 11-12 – SSTS Continuing Education Training – Mankato – Registration and Lodging.

Motion by Muller, second by Nerem to approve the Supervisor and Employee meetings and expenses for the month of October-November-December.

Affirmative: Lingbeek, Tasler, Muller and Nerem

Opposed: None.

Motion carried.

OTHER: None

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 – Josh Votruba – 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 – Written Report

GIS SPECIALIST – Marty Mollenhauer – Written Report

ADJOURNMENT: Meeting adjourned by the Vice Chairman Clark Lingbeek at 11:35 a.m.

Next Meetings will be on Tuesday, November 27, 2018 at 8:30 a.m. at the District Office.

District Supervisor

District Administrator