

AUGUST TRANSACTIONS

District Checking Account Balance 7-20-18 **\$255,177.11**

RECEIPTS: (since last board meeting)

Bank of the West - July - Interest - Checking Account	\$2.72
PERA - Rate Increase Aide	\$223.50
Trees and Planting	\$286.55
Cottonwood County - June Contract for Services	\$5,619.11
GBERBA - Coordinators, Area 6 Specialist, WW Technician	\$11,538.02
DNR - Observation Well Readings 2017-2018	\$720.00
BWSR - Farm Bill Assistance - 4th Quarter	\$7,454.00
District Court General Fund - Restitution	\$33,954.70
BWSR - FY19 - Conservation Delivery and State Cost-Share Funds	\$33,038.00
State of MN - Department of Ag - Reimbursement for Nitrate Well Testing	\$2,920.71
TOTAL RECEIPTS	\$95,757.31

DISBURSEMENTS: (since last board meeting)

EFT	MN Department of Revenue - 2nd Quarter Sales Tax	\$1,309.00
23843-847	Payroll 7-22-18 to 8-4-18 Including PERA, MN Dept of Revenue and FICA/MC (EFT's)	\$10,811.49
23848	The Hartford - Long Term Disability	\$124.06
23849	Sun Life Financial - Critical Illness	\$3.45
23850	Sun Life Financial - Short Term Disability	\$64.00
23851	Fidelity Security Life - Vision	\$21.06
23852	Cottonwood County Auditor - Treasurer	\$2,780.30
23853	Hwy 71 Storage	\$45.00
23854-859	Payroll - 8-5-18 to 8-18-18 Including PERA, MN Dept of Revenue and FICA/MC (EFT's)	\$12,529.19
23860	Mankato National Guard Armory - GBERBA Technical Meeting and Training 8-22-18	\$60.00
TOTAL DISBURSEMENTS		\$27,747.55

BALANCE BEFORE BOARD MEETING **\$323,186.87**

ACCOUNTS PAYABLE

8/28/2018

(to be approved at this board meeting)

<u>Check#</u>	<u>Payable</u>	<u>Amount</u>
23861	Delta Dental - Dental Insurance - September	\$160.10
23862	Fidelity Security Life - Vision - September	\$21.06
23863	Sun Life Financial - Critical Illness - August	\$3.45
23864	VOID	\$0.00
23865	Sun Life Financial - Short Term Disability - September	\$64.00
23866	NCPERS - Life Insurance - July	\$80.00
23867	Minn-Kota Properties - Rent	\$2,491.85
23868	City of Windom - Internet Serices	\$82.00
23869	Office Depot - Office Supplies	\$785.70
23870	Expressway Windom - Gas	\$294.51
23871	Citizen Publishing - Website Host	\$30.00
23872	Office of MN.IT Services - June and July - Fax Service	\$55.40
23873	Card Member Services - GBERBA Joint July Meeting - Coffee	\$16.03
23874	Hy-Vee - GBERBA Joint July Meeting - Supplies	\$140.46
23875	Marco - Contract (7-31-18 to 10-30-18) and Overage Charges (4-30-18 to 7-30-18)	\$520.77
23876	Postmaster - Postage	\$271.00
23877	Petty Cash Custodian - Recording Notary Registration - Becky Alexander	\$20.00
23878	Windom Quick Print - Posters for Fair Display	\$123.39
23879	Inhoff Incorporated - Promotional Highlighters (1350)	\$800.00
23880	Redwing Business Systems - Customer Care - Turning Point and Payroll - 10-1-18 to 10-1-19	\$949.00
23881	Peterson Company LTD - GBERBA Audit - Additional Charge relating to Fraud	\$1,000.00
23882	Southwest Prairie TSA - NACD Technical Assistance Grant Allocation	\$20,000.00
23883	Ratwik, Roszak and Maloney - Attorneys - Investigation of Financial Issues	\$695.23
23884	Rebecca Alexander - Cell Phone Expense	\$30.00
23885	Herman Bartsch - Mileage, Meals, Cell Phone and Training Registration	\$484.50
23886	VOID	\$0.00
23887	Kay Gross - Cell Phone, CrashPro, District Cell Phone	\$64.43
TOTAL ACCOUNTS PAYABLE		\$29,182.88

District Checking Account Balance 8-28-18 **\$294,003.99**

Balances as of 8-28-18:

PETTY CASH (Included in District Fund Balance) **\$50.00**

Balance Sheet Detail

As of July 31, 2018

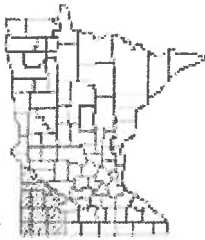
ASSETS	Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Current Assets										
Checking/Savings										
Liability Check		07/02/2018	auto	Preferred One-Heal...			X	Health Insuran...	-1,118.11	869,475.61
Liability Check		07/03/2018	auto	Sun Life Insurance			X	Life Insurance ...	-31.03	748,546.69
Liability Check		07/06/2018	auto	Sun Life Insurance			X	Life Insurance ...	-41.80	23,544.23
Liability Check		07/10/2018	auto	MN UI Fund			X	FUTA/SUTA P...	-55.00	22,426.12
Liability Check		07/11/2018	2796	QuickBooks Payroll ...	Created by P ...		X	Federal Withh...	-55.00	22,353.29
Bill Pmt -Check		07/11/2018	2797	Cardmember Service			X	Direct Deposit ...	-6,898.39	22,298.29
Bill Pmt -Check		07/11/2018	2798	Chandler Co-op			X	Accounts Paya...	-4,468.30	15,344.80
Bill Pmt -Check		07/11/2018	2799	Control			X	Accounts Paya...	-202.29	10,876.60
Paycheck		07/11/2018	2800	Green Garden Place...	MACD Grant ...		X	Accounts Paya...	-5,430.00	5,244.31
Paycheck		07/12/2018	DD1053	Cottonwood SWCD			X	Accounts Paya...	-3,235.60	2,008.71
Paycheck		07/12/2018	DD1054	Foerster, Thomas			X	Accounts Paya...	-9,023.00	-7,014.29
Paycheck		07/12/2018	DD1055	Hoogendoorn, Russel			X	-SPLIT-	0.00	-7,014.29
Paycheck		07/12/2018	DD1056	Matthys, Benjamin			X	-SPLIT-	0.00	-7,014.29
Liability Check		07/12/2018	auto	Skoglund, Michael			X	-SPLIT-	0.00	-7,014.29
Liability Check		07/12/2018	auto	EFTPS			X	-SPLIT-	0.00	-7,014.29
Liability Check		07/12/2018	auto	MN Revenue			X	State Withholdi...	-2,177.46	-9,191.75
Liability Check		07/12/2018	auto	MSRS			X	HCSP-Def C	-368.00	-9,559.75
Liability Check		07/12/2018	auto	PERA			X	-SPLT-	-200.00	-9,759.75
Liability Check		07/12/2018	auto	MSRS			X	Accounts Paya...	-1,345.60	-11,105.35
Bill Pmt -Check		07/12/2018	2801	Murray SWCD			X	HCSP-Def C	-40.00	-11,145.35
Transfer		07/12/2018			Rent April-Jul...		X	Accounts Paya...	-1,250.00	-12,395.35
Deposit		07/20/2018			Funds Transfer	NPEA	X	Select Busines...	15,000.00	-2,604.65
Liability Check		07/25/2018			Funds Transfer	NPEA	X	Select Busines...	10,102.02	17,604.65
Paycheck		07/26/2018	DD1057	QuickBooks Payroll ...	Created by P...		X	-SPLT-	-6,898.36	27,706.67
Paycheck		07/26/2018	DD1058	Foerster, Thomas			X	Direct Deposit ...	0.00	20,808.31
Paycheck		07/26/2018	DD1059	Hoogendoorn, Russel			X	-SPLT-	0.00	20,808.31
Paycheck		07/26/2018	DD1060	Matthys, Benjamin			X	-SPLT-	0.00	20,808.31
Liability Check		07/26/2018	auto	Skoglund, Michael			X	-SPLT-	0.00	20,808.31
Liability Check		07/26/2018	auto	EFTPS			X	-SPLT-	0.00	20,808.31
Liability Check		07/26/2018	auto	MN Revenue			X	State Withholdi...	-2,177.50	18,630.81
Liability Check		07/26/2018	auto	MSRS			X	HCSP-Def C	-368.00	18,262.81
Liability Check		07/26/2018	auto	PERA			X	-SPLT-	-200.00	18,062.81
Liability Check		07/26/2018	auto	MSRS			X	HCSP-Def C	-1,345.60	16,717.21
Bill Pmt -Check		07/30/2018	2802	Lincoln SWCD			X	Accounts Paya...	-40.00	16,677.21
Deposit		07/31/2018			Deposit		X	Undeposited F...	-1,690.56	14,986.65
									8,713.91	23,700.56
Total Checking Account										
Savings Interest Account										
Total Savings Interest Account										
Select Business Savings										
Transfer		07/12/2018			Funds Transfer			Checking Acco...	-15,000.00	669,707.90
Transfer		07/20/2018			Funds Transfer			Checking Acco...	-15,000.00	654,707.90
Total Select Business Savings										
Total Checking/Savings										
Accounts Receivable										
Invoice		07/01/2018	6	Nobles SWCD				TSA-Technical...	-29,843.67	710,530.82
Accounts Receivable										
Invoice										
TSA-Technical...										

Monthly Treasurer's Report
Southwest Prairie Technical Service Area
July 2018

Use of Cash	Beginning Balance 7/1/2018	Receipts	Disbursements	Ending Balance 7/31/2018
Checking	23,509.19	\$ 48,815.93	\$ 48,624.56	\$ 23,700.56
Select Business Svg	669,707.90	-	32,893.89	636,814.01
Interest Money	47,122.36	2,893.89	-	50,016.25
Investments	-	-	-	-
Petty Cash	25.00	-	-	25.00
Total	\$ 740,364.45	\$ 51,709.82	\$ 81,518.45	\$ 710,555.82

Program Summary

JPO Fund Balance	\$ 47,122.36	\$ 2,893.89	\$ -	\$ 50,016.25
FY18 NPEA Grant	-	-	-	-
FY18 NPEA Local Share	-	-	-	-
Technical Services	248,949.56	15,770.48	19,668.15	245,051.89
TSA 5 Sub Watershed grant	-	-	-	-
Local Cash TSA 5	-	-	-	-
TSA Shared Technician	59,046.31	-	6,154.61	52,891.70
FY17 ESTS Part 1 (Lincoln)	32,034.90	-	9,866.19	22,168.71
FY17 ESTS Part 2(equipment)	71,202.36	-	7,354.05	63,848.31
FY17 ESTS Part 2-Local Share	8,017.96	-	-	8,017.96
FY18 ESTS Local Share	23,991.00	-	-	23,991.00
FY18 ESTS NPEA	240,000.00	-	-	240,000.00
NACD Technical Assistance Grant	10,000.00	-	5,430.00	4,570.00
Total	\$ 740,364.45	\$ 18,664.37	\$ 48,473.00	\$ 710,555.82



SOUTHWEST PRAIRIE TECHNICAL SERVICE AREA

339 9th Avenue
Phone: 507-831-1153 Ext. 3

Windom, MN 56101
Fax: 507-831-2928

DATE: AUGUST 28, 2018
TO: SOUTHWEST PRAIRIE TSA MEMBERS
FROM: KAY GROSS, ADMINSTRATIVE COORDINATOR
SUBJECT: COORDINATOR REPORT

Update of the Southwest Prairie TSA Personnel and Operational Policies

Policy Committee will be meeting on August 30 to review the policy and will present the document to the in September.

NACD Grant – Technical Assistant Grant

Grant has been approved with the TSA receiving \$125,000 with \$25,000 of match. Centrol has been working in three counties (Rock, Nobles and Murray); additional counties will be added as the program progresses. The TSA Engineering Staff has also been working through grant funds assisting with EQIP projects.

NACD Grant – Collaboration

The Collaboration Grant is moving forward with the development of a Work Plan and Agreement through NRCS. Shelly Lewis and Kay Gross participated in a webinar as an introduction to ezfedgrants program. eAuthorization is required for staff working with the program – Kay Gross has enrolled with Shelly Lewis to complete in the following week. We will work to meet with Dawn Madison in August to prep for the work on the grant – focus is on acquiring Cover Crop contracts and the completion of 6 Soil Health Field Days (2019-2010).

Meeting with Soil Health Specialist, TSA staff, Doug Bos and Shelly Lewis to review the Work Plan, review the Policy document and prepare for roll-out of information to SWCD staff.



COTTONWOOD

SOIL AND WATER CONSERVATION DISTRICT

339 9th Street
Windom, MN 56101

Phone: 507-831-1153 Ext. #3
Fax: 507-831-2928

Cottonwood SWCD Technician Report for August 28, 2018.

1) Minnesota Wetlands Conservation Act update.

There is ongoing work in Cottonwood and Watonwan Counties.

2) GBERBA.

The Watonwan One Watershed One Plan effort is moving along very well. The work plan is now approved by BWSR, the first Policy meeting was held and the RFQ for consultants is out.

New GBERBA grant opportunities are needed. Continuing the managed drainage initiative is a priority. The Clean Water Fund Grant application period is open until August 30, 2018. GBERBA will apply for a MDM Drainage grant and a Watonwan Watershed Resource Specialist Position grant.

3) Tree Program.

Several projects are in the planning stages. The County has been selected in the pre-application process to submit a full Emerald Ash Borer Management application through the DNR. Nick Klisch Public Works Director is spearheading the effort. I assisted with the final grant application. The county will be notified by Sept. 14, 2018. The city of Windom is looking into a Toro grant to install a riparian buffer tree planting along the Des Moines River and several rain gardens in Tegels Park on the Cottonwood Lake shore. I have been asked to design the tree planting.

4) Township Well testing Program

We are participating in the Township Well testing Program in 2018. The nitrate testing kits have been sent to residents in Germantown, Amboy, Dale, and Southbrook Townships.

5) Watershed Restoration And Protection Strategies

The WRAPS report is a jumping off place for the One Watershed One Plan Process. Staff is involved in the Watonwan, Des Moines, Little Cottonwood or Middle Minnesota, and the Cottonwood Watershed WRAPS process all at the same time. Part of the work is to establish pollution/impairment reduction goals, which BMP's will work and then and how long will it take to achieve the goals.



COTTONWOOD
SOIL AND WATER CONSERVATION DISTRICT

339 9th Street
Windom, MN 56101

Phone: 507-831-1153 Ext. #3
Fax: 507-831-2928

Date: August 14, 2018

Name: Becky Alexander (Farm Bill Assistant/Program Technician)

Topics: Past Events, Upcoming Events, Farm Bill Assistance, SSTS, Buffers, Feedlots, Planning and Zoning

Past Events:

- August 6, 2018 – WHPA meeting for RRRW in Jeffers, MN
- August 13, 2018 – CREP webinar

Upcoming Events:

- August 22, 2018 – Pollinator workshop in Marshall MN
- August 28, 2018 – SWCD board meeting in Windom, MN

Farm Bill Assistance:

- CRP opened up on June 4, 2018. It will remain open for offers until August 17, 2018.
 - Working on CRP plans for FSA,
- Submitted two applications for CREP for July ranking.
- CREP application from July and August 1st ranking was accepted. We are at a total of 11 CREP offers accepted. We are set to finish out the first one this month.

SSTS:

- Continuing to send out letters as septic disclosure forms come in and as property transfers occur.
- SSTS installation is behind compared to other years due to the weather.



COTTONWOOD
SOIL AND WATER CONSERVATION DISTRICT

339 9th Street
Windom, MN 56101

Phone: 507-831-1153
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Date: August 28, 2018

Name: Hannah Herzfeld (Cottonwood Resource Technician)

Topics: Past Events, Upcoming Events, Project Updates, Working on

Past Events:

- August 15-18th - County Fair
- August 22nd -Pollinator Training

Upcoming Events:

- September 28th - RIM spot-check deadline

Project Updates:

Another Buffer letter will be sent out to landowners who have signed waiver A as a reminder that the deadline is November 1st 2018. The RIM spot-checks are still in progress.

Working on:

- Developing an alternative practices list, and making site visits to determine alternative practices for individual landowners.
- Working with Becky Alexander and occasionally going into the field to correct maps made in the office or working on individual buffer maps for landowners.
- Tracking buffer compliance using the BWSR BuffCAT tool is a continual process.
- Continuing SSTS mentoring
- Working on cost-share database
- Working on Bee Atlas



Minnesota Agricultural Water Quality Certification Program

South Central MAWQCP Certification Specialist

Serving the Counties of: Blue Earth, Brown, Faribault, LeSueur, Martin, McLeod, Nicollet, Renville, Sibley, Waseca, Watonwan



Greater Blue Earth River Basin Alliance



Herman Bartsch
AREA 6 MAWQCP CERTIFICATION SPECIALIST
August 22nd, 2018

Workload:

- Working with producers and SWCDs to complete assessments and certifications
- Assisting producers with MDA Grant Applications
- Practice design
- Cover Crop Plans
- PFI – Small Grains Workshop - Mankato 7/30

AREA 6	Applications	Assessments	Certifications
Blue Earth SWCD	13	12	7
Brown SWCD	9	6	3
Faribault SWCD	19	13	6
LeSueur SWCD	3	2	2
Martin SWCD	8	5	5
McLeod SWCD	7	5	3
Nicollet SWCD	0	0	0
Renville SWCD	7	6	4
Sibley SWCD	3	3	2
Waseca SWCD	8	7	2
Watonwan SWCD	10	6	5
Total	87	65	39

Waseca SWCD assisted in designing a diversion for a certified producer. The producer is planning to use the \$5,000 MDA grant to get the practice implemented.

A McLeod County producer is using the \$5,000 MDA grant on top of EQIP funding to install a Water and Sediment Control Basin.

MAWQCP Numbers as of 8-20-18

- 618 producers certified
- 387,449 acres certified
- 1,183 new practices installed or planned to be installed
- Sediment delivery to surface waters reduced by 21,341 tons per year (42,681,220 lbs.)
- Soil loss reduced by 57,514 tons per year (114,830,713 lbs.)
- Phosphorus loss reduced by 25,048 lbs. of P per year

Herman Bartsch:
Area 6 Certification Specialist
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E-MAIL:
hermanbartsch@outlook.com



Greater Blue Earth River Basin Alliance

www.GBERBA.org

DATE: August 28
NAME: Josh Votruba
RE: Watonwan Watershed Resource Specialist Report

Upcoming Events:

Sept 4 – Watonwan County Commissioners Meeting, St. James, MN
Sept 6 – Watonwan WRAPS Meeting, Mankato, MN
Sept 17 – Watonwan SWCD Board Meeting, St. James, MN
Sept 19 – GBERBA Policy Meeting, Mankato, MN
Sept 19 - GBERBA Tech Meeting, Mankato, MN
Sept 19 – Watonwan 1W1P Meeting, Mankato, MN

Projects

I have been working with Hannah Herzfeld putting together a cover crop cost-share mass mailing letter to send out to landowners in the Cottonwood County portion of the Watonwan Watershed. The letter explains the positive impact cover crops can have on the watershed and how installing cover crops would benefit the farmer/landowner. This letter explains to landowners the conditions of the cost-share such as max amount of acres it can be used on (80 acres), the maximum amount per acre they can spend (\$50), and the amount the cost share covers (75% of \$50 which is \$37.50). These letters will be sent off to landowners in the Watonwan Watershed this week.

Miscellaneous

During my first 3 weeks I have gone out into the field with Dave Bucklin on a few of his field visits and as a result I have been meeting landowners within the Watonwan Watershed. With these field visits, I am starting to become more familiar with the rivers and landscape of the Watonwan Watershed. In addition, with these landowner meetings I am becoming more aware of the various environmental issues I will be facing in the watershed.



Alex Schultz
Planning and Zoning Technician

339 9th Street
Windom, MN 56101

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COTTONWOOD

SOIL AND WATER CONSERVATION DISTRICT

Date: august 28, 2018

Name: Alex Schultz

Topics: Past Events, Upcoming Events, Planning and Zoning, and Ag. Inspecting

Past Events:

- July 25th- Mid year feedlot review
- August 14th – 18th- County Fair
- August 17th MACPZA meeting

Upcoming Events:

- September 7th- County Modernization Workshop
- September 15th- Pheasants Forever banquet

Planning and Zoning:

- **Planning Commission Meeting**
 - Glen Anderson, Scott Hesse, and Dane Nielson all were approved pending recording fees
- **Board of Adjustments**
 - None
- **Permits**
 - Setback Permits, 18 Issued
 - CUP, 3 Issued
 - Variance, Issued 0

Feedlots

- Construction has started on the Elmendorf Swine Expansion
- Heinhold Expansion is under review



**COTTONWOOD
SOIL AND WATER
CONSERVATION
DISTRICT**



**Cottonwood
County
Information
Svstems**

Date: August 27, 2018

Name: Marty Mollenhauer, GIS Specialist / IT Assistant

Subject: SWCD Board Meeting Report

Current Projects:

- Zuercher Mapping GIS & IT support: Sheriff's Office
- FEMA flood damage web mapping, online reporting application, county website updates
- Alternative panic button software testing & trials
- SWCD emerald ash borer / county park map
- Updated Watonwan Watershed 1W1P Map for GBERBA
- Ongoing IT support: Real-ID transition for Recorder's office, Pictometry & Beacon software updates & support, general PC troubleshooting & assistance
- SWCD invasive species web map application (under construction)
- Enhanced Hwy Dept. Bridge Inventory web map application (under construction)
- County Public & Judicial Ditch web map application (added to county website 8/20/18)

Upcoming Projects:

- GIS data user agreement document updates
- GIS data inventory review & GIS future needs assessment for FY2020
- LYNDIA online training for IT essentials: Windows server, networking and security, web development
- Public land viewer web map application



Greater Blue Earth River Basin

August 21, 2018



DANIELLE EVERS

AREA 5 MAWQCP CERTIFICATION SPECIALIST

Serving the Counties of: Cottonwood, Jackson, Lac Qui Parle, Lincoln, Lyon, Murray, Nobles, Pipestone, Redwood, Rock, & Yellow Medicine

Projects and Events:

- Continuing to meet with producers for assessments, create maps, & upload documents for state verification
- Assisting producers in submitting MAWQCP Cost-Share Grant Applications
- Working on contacting producers for potential new applications
- Coordinating with some SWCD's to send out some interest letters
- **July 10th** – MN Summer Beef Expo Exhibit – Cottonwood Co.
- **July 12th** – ACS Summer Training Meeting – Zimmerman, MN
- **July 18th** – Soil Health Training – Rock Co.
- **July 30th** – Speaking Farmer training – Redwood Falls, MN
- **Aug 15th** – Manure Expo – Brookings, SD
- **Aug 23rd** – Kernza Field Day
- **Sept 11th** – Cover Crop Field Talk – Rock Co.

Program Updates and Information:

- Water quality inlets are still available for interested farmers pursuing certifications (2 free for each applicant)
- **\$6,000** of Additional funding is still available through GBERBA for districts to continue working on the MAWQCP
- MAWQCP has certified over **618 farms**, including over **387,449 acres** with **1,183 new BMP's**
- Estimated benefits include: **21,341 tons** of TSS reduced per year, **57,415 tons** soil reduced per year, **25,048 lbs** Phosphorous reduced per year
- Grant applications still available for up to **\$5,000 75%** cost-share through the MDA for producers

YEAR TO DATE NUMBERS

<u>Area 5</u>	<u>Applications</u>	<u>Assessments Completed</u>	<u>Actively Pursuing Cert.</u>	<u>Certifications</u>
Cottonwood SWCD	29	26	1	12
Jackson SWCD	30	26	7	13
Lac Qui Parle SWCD	5	5	0	3
Lincoln SWCD	16	16	0	5
Lyon SWCD	10	9	2	4
Murray SWCD	12	12	1	9
Nobles SWCD	13	13	1	8
Pipestone SWCD	31	28	0	16
Redwood SWCD	30	29	4	18
Rock SWCD	18	15	0	9
Yellow Medicine SWCD	21	19	1	9
Totals	215	198	17	106

DANIELLE EVERS:
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