

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
December 20, 2018**

CALL TO ORDER and ROLL CALL

AGENDA – Approval

MINUTES of November 27, 2018 Board Meeting

1. FINANCIAL – Kari Clouse/Kay Gross

- Financial Report
- Accounts Payable
- Fourth Quarter Compensation and Expenses
- Year End Payroll and Payables
- MN Campaign Finance Board – Supervisors Statement of Economic Interest
- Wells Fargo Securities – Pledge Receipt - \$134,000 and \$93,000

2. COMMITTEE REPORTS and ACTION ITEMS

RCRCA – Clark Lingbeek

GBERBA – Clark Lingbeek

2W2P – Clark Lingbeek, Tom Appel

SOUTHWEST PRAIRIE JPO – Tom Muller

- Southwest Prairie TSA Vouchers, Financial and Administrative Report
- Contract for Services (Administrator & Host District for Southwest Prairie TSA) and
- Contract for Services (Financial Coordinator/Administrative Assistant) with Murray SWCD

MASWCD – Clark Lingbeek

- MASWCD State Convention

COMMISSIONER REPORT – Tom Appel

3. ADMINISTRATIVE – Kay Clark

•Well Sealing Cost-Share Contract

Lyle F. Bennett Trust 2018-11 Lakeside 30 Well Sealing (2) Cost \$1,500.00 C-S \$750.00

- GBERBA – Administrative/Technical Coordinator Contract – 2019
- Recommendation from Personnel Committee
- Nonstructural Land Management Practices (NLMP) Implementation Request Form
- Erosion Control and Water Management Program Policy/State Cost-Share Policy
- SWCD Cell Phone
- SWCD and GBERBA BWSR Grant Reconciliations
- FY19 District Capacity and Buffer Initiative Grant
- 2016 and 2017 SWCD Audits
- BWSR – Internal Controls Evaluation Report
- December 24 – Holiday Declared by Federal Government – SWCD Office Will Be Closed
- Meetings

January	2	2W2P Steering Committee Meeting – St. James	Kay, Dave, Josh
January	3	SSTS Continuing Education – New Ulm	Dave
January	3	Area II/RCRCA Meeting – Marshall	Clark
January	4	State TSA Meeting – Waite Park (Meals & Lodging)	Kay
January	11	GBERBA Policy Meeting – Mankato	Clark, Staff
January	15	SSTS Talking Tour – Mankato	Becky
January	16	2W2P Policy Committee Meeting – St. James	Clark Kay Dave Josh Tom A.
January	18	Winter Farm Bill Assistance Workshop – Alexandria	Becky, Supervisor
January	22-25	I-90 Soil Health Workshops – Rochester, Albert Lea, Fairmont, Heron Lake	Staff
January	23	GBERBA Technical Meeting – Marshall	Kay, Dave, Josh, Alex
January	24	SWCD Board Meeting – Office	Supervisors, Staff
January	28	Watonwan 2W2P Kickoff Meeting – St. James	Clark Kay Dave Josh Tom A.
January	29	Snow Date for Watonwan Kickoff Meeting	

4. **DISTRICT CONSERVATIONIST – Kelly Pfarr**
5. **TECHNICIAN – Dave Bucklin – Written Report**
6. **FARM BILL ASSISTANT/PROGRAM TECHNICIAN – Becky Buchholz – Written Report**
7. **RESOURCE TECHNICIAN – Hannah Herzfeld – Written Report**
8. **WATONWAN WATERSHED TECHNICIAN – Josh Votruba – Written Report**
9. **AREA 6 CERTIFICATION SPECIALIST – Herman Bartsch – Written Report**
10. **AREA 5 CERTIFICATION SPECIALIST – Danielle Evers – Written Report**
11. **PLANNING and ZONING TECHNICIAN – Alex Schultz – Written Report**
12. **GIS Specialist – Marty Mollenhauer – Written Report**

Next Regular Meeting – Thursday, January 24 – 8:30 a.m. – Cottonwood SWCD Office

DECEMBER TRANSACTIONS

District Checking Account Balance 11-27-18 **\$263,932.57**

RECEIPTS: (since last board meeting)

Bank of the West - October - Interest - Checking Account	\$3.03
BWSR - Southwest Prairie TSA - FY19 NPEA and Enhanced Services Grant Funds	\$370,000.00
BWSR - Forensic Audit Reimbursement	\$8,212.55
BWSR - FY18 District Capacity Match Grant Funds	\$22,750.00
Watonwan County - WCA Service - January - September 2018	\$2,379.21
BWSR - FY19 Buffer Initiative and District Capacity Grant Funds	\$130,000.00
Cottonwood County - FY18 Matching Funds	\$22,750.00
District Court - Restitution - October 2018	\$970.13
NACD - Southwest Prairie TSA - NACD Technical Assistance Grant	\$20,000.00
GBERBA - Coordinators, Watonwan Watershed Technician and Area 6 Certification Specialist - November	\$14,161.77
GBERBA - Reimbursement - Watonwan Watershed Technician - Grant 37 - Cover Crop Hours	\$6,834.76
TOTAL RECEIPTS	\$598,061.45

DISBURSEMENTS: (since last board meeting)

12/7/18 24036-042 Payroll - 11-25 to 12-08-18 plus PERA, MN Dept of Revenue and FICA/MC (EFT's)	\$15,952.36
12/6/18 24043 NCPERS - December	\$96.00
12/6/18 24044 Cottonwood County Auditor - December Insurance Reimbursement	\$3,648.22
12/6/18 24045 Staples Enterprise - November	\$201.69
12/6/18 24046 The Hartford - Long Term Disability	\$124.06
12/6/18 24047 Runnings - Marking Posts for Easements	\$70.42
12/6/18 24048 Hwy 71 Storage - December	\$45.00
TOTAL DISBURSEMENTS	\$20,137.75

BALANCE BEFORE BOARD MEETING **\$841,856.27**

ACCOUNTS PAYABLE

12/20/2018

(to be approved at this board meeting)

<u>Check#</u> <u>Payable</u>	<u>Amount</u>
24049 Delta Dental - Dental Insurance - January	\$160.10
24050 Minn-Kota Properties - Rent	\$2,491.85
24051 City of Windom - Internet Services	\$86.40
24052 Card Member Services - GBERBA Mtg Supplies; Notary Stamp; Postage, Late Fee	\$98.79
24053 Hy-Vee - Cover Crop and MAWQCP Meeting - Supplies	\$62.06
24054 Office Depot - Office Supplies	\$144.66
24055 Indoff Incorporated - Green Paper - Rainfall Monitors	\$15.58
24056 Jack Slades - Cover Crop and MAWQCP Meeting - Supplies	\$210.00
24057 Ratwik, Roszak and Maloney - Attorneys - Investigation of Financial Issues	\$5,311.29
24058 Laurie Kjelden - Court Reporter - Depositions	\$1,159.41
24059 JPJ, Inc. - Court Reporter - Depositions	\$810.56
24060 David Jungas - Title Insurance	\$3,422.00
24061 WDR #54 Deputy Registrar - Bobcat	\$66.00
24062 Herman Bartsch - Mileage and Cell Phone Expenses	\$320.58
24063 Rebecca Buchholz - Cell Phone Expense and Notary Registration	\$50.00
24064 David Bucklin - State Convention - Meal	\$25.73
24065 Kay Gross - Cell Phone, CrashPro & District Cell Phone	\$64.50
24066 Fidelity Security Life -Vision Insurance - January	\$22.75
24067 Sun Life Financial - Critical Illness Insurance - December	\$3.45
24068 Southwest Prairie TSA - BWSR FY19 NPEA and Enhanced Services Grants	\$370,000.00
24069 Southwest Prairie TSA - NACD Technical Assistance Grant (2 payments)	\$60,000.00
TOTAL ACCOUNTS PAYABLE	\$444,525.71

District Checking Account Balance 12-20-18 **\$397,330.56**

Balances as of 12-20-18:

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

FOURTH QUARTER MEETINGS

OCTOBER

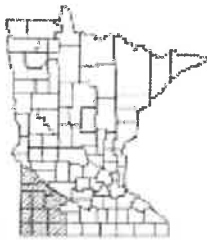
October 3	2W2P Selection Committee Meeting – St. James	- \$75.00
October 4	RCRCA/Area II Meeting – Redwood Falls	- \$75.00
October 10	2W2P Selection Committee Meeting – St. James	- \$75.00
October 12	GBERBA Executive Board Meeting – Mankato	- \$75.00
October 17	2W2P Policy Committee Meeting – St. James	- \$75.00
October 19	MN River Congress Meeting – Henderson	- \$75.00
October 25	SWCD Board Meeting – Office	- \$75.00

NOVEMBER

November 1	RCRCA/Area II Meeting – Redwood Falls	- \$75.00
November 6	SWCD Personnel Committee Meeting – Office	- \$75.00
November 8	MN River Congress Meeting – New Ulm	- \$75.00
November 9	GBERBA Policy Meeting – Mankato	- \$75.00
November 14	2W2P Policy Committee – Meeting – St. James	- \$75.00
November 15	Area V Meeting – Marshall	- \$75.00
November 27	SWCD Board Meeting – Office	- \$75.00
November 30	Cover Crop/MAWQCP Meeting – Windom	- \$75.00

DECEMBER

December 6	RCRCA/Area II Meeting – Redwood Falls	- \$75.00
December 9-11	MASWCD State Convention – Bloomington	- \$75.00/day
December 13	Personnel Committee - Employee Reviews – Office	- \$75.00
December 19	GBERBA Executive Board Meeting – Mankato	- \$75.00
December 20	SWCD Board Meeting – Office	- \$75.00



SOUTHWEST PRAIRIE TECHNICAL SERVICE AREA

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

Windom, MN 56101
Fax: 507-831-2928

DATE: DECEMBER 20, 2018
TO: SOUTHWEST PRAIRIE TSA MEMBERS
FROM: KAY GROSS, ADMINSTRATIVE COORDINATOR
SUBJECT: COORDINATOR REPORT

Update of the Southwest Prairie TSA Personnel Policy

Final copy has been sent out to all offices with comments from our attorney concerning a few questions raised at the September Meeting.

NACD Grant – Technical Assistant Grant

Two installments have been sent to the TSA bring our total allotments received to \$90,000. Quarterly reports will be due by January 31, 2019.

NACD Grant – Collaboration

Dawn has been working with Districts to compile landowner contacts (9 Districts have been submitted with several signed by the DC). Our first landowner meeting took place in Cottonwood County on November 30, with a follow-up meeting being planned for January.

BWSR Nonpoint Engineering Assistance and Enhanced Shared Technical Services

BWSR will be sending out Grant Agreements for FY19 Nonpoint Engineering Assistance (\$130,000) and Enhanced Technical Assistance (\$240,000). Funds are being transferred to the TSA as of today (12-20-18).

Continual conversation with TSA Staff and Dawn Madison on procedures and practices throughout the area.

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

Use of Cash	Beginning Balance 11/1/2018	Receipts	Disbursements	Ending Balance 11/30/2018
Checking				
Select Business Svg	\$ 17,653.04	\$ 42,284.60	\$ 41,144.25	\$ 18,793.39
Interest Money	\$ 556,814.01		\$ 35,000.00	\$ 521,814.01
Investments	\$ 50,016.25	-	-	\$ 50,016.25
Petty Cash	\$ 25.00	-	-	\$ 25.00
Total	\$ 624,508.30	\$ 42,284.60	\$ 76,144.25	\$ 590,648.65

Program Summary

JPO Fund Balance	\$ 50,016.25	\$ -	\$ 1,974.00	\$ 50,016.25
FY18 NPEA Grant	\$ -	\$ 1,974.00	\$ -	\$ -
FY18 NPEA Local Share	\$ -	-	-	-
FY18 NPEA Admin	\$ -	-	-	-
FY17 NPEA Equipmer exp 06/30/2019	\$ 20,000.00	-	-	-
Technical Services	\$ 173,545.22	\$ 5,310.60	\$ 12,491.36	\$ 20,000.00
TSA Shared Technician	\$ 38,252.68		\$ 6,900.57	\$ 166,364.46
FY17 ESTS Pt.1-Lincoln exp-06/30/2019	\$ 32,444.81		\$ 6,865.06	\$ 31,352.11
FY17 ESTS Part 2(equipment)	\$ 42,145.13		\$ 9,455.26	\$ 25,579.75
FY17 ESTS Part 2-Local Share	\$ 8,017.96			\$ 32,689.87
FY17 ESTS Part 2- Admin	\$ 7,341.10			\$ 8,017.96
FY18 ESTS Local Share	\$ 23,991.00			\$ 7,341.10
FY18 ESTS (exp-06/30/2020)	\$ 169,600.00			\$ 23,991.00
FY18 ESTS Admin	\$ 10,838.16			\$ 169,600.00
FY18 ESTS Equipment	\$ 34,700.00			\$ 10,838.16
NRCS Collaboration Grant Admin	\$ 13,615.99			\$ 34,700.00
NACD Technical Assistance Grant	\$ -			\$ (3,458.00)
Total	\$ 624,508.30	\$ 7,284.60	\$ 41,144.25	\$ 590,648.65



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 December 20th, 2018.

1) Minnesota Wetlands Conservation Act update.

There is ongoing work in Cottonwood and Watonwan Counties. The annual WCA reports for 2018 will need to be entered in E-link soon.

2) GBERBA

The Watonwan One Watershed One Plan process is moving at a fast pace. A consultant has been chosen with the public kick off meeting to be scheduled in February 2019. GBERBA was not selected for a 2018 Clean Water Fund grant for MDM or Accelerated Implementation. The GBERBA MAWQCP Conservation Corps Crew member Matt Remers has concluded his year. We have been awarded another crew member to start on January 22, 2019 his name is Lee Tapper.

3) Tree Program.

Several projects are in the planning stages. I have the early tree orders in to the tree nurseries for the 2019 season. There are 11 tree orders so far.

4) Watershed Restoration and Protection Strategies WRAPS

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 incl. with the Middle Minnesota, and the Cottonwood Watershed WRAPS process all at the same time. Part of the WRAPS work is establishing pollution/impairment reduction goals, which BMP's will work and how many of each practice will be needed, and then use this data to predict how long will it take to achieve the water quality goals.

5) State Cost Share

The SWCD has several waterway/basin project requests that have come in. So far several projects have been field checked and the estimates total over \$100,000 dollars for those projects.

6) MN Conservation Corps Crew

The Cottonwood SWCD has applied for a Corps crew grant to assist with the urban tree programs in Cottonwood County.

David Bucklin, Cottonwood SWCD



COTTONWOOD
SOIL AND WATER CONSERVATION DISTRICT

339 9th Street
Windom, MN 56101

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

Date: December 18, 2018

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

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

Past Events:

- November 15, 2018 – AgBMP Loan meeting in Redwood Falls, MN
- November 28, 2018 – Waterway webinar
- December 11-12, 2018 – SSTS Continuing Ed class in Mankato, MN

Upcoming Events:

- January 15, 2018 – SSTS talking tour, Mankato, MN
- January 18, 2018 – Farm Bill Assistant Partnership meeting in Alexandria, MN

Farm Bill Assistance:

- CREP & CRP likely will not open up until the end of the year/after the new year. A 2018 Farm Bill must be passed before new applications can be accepted.
- We have quite a few RIM violations that will be fixed this Fall after harvest due to crop encroachment. We were not able to get to all of these because we hadn't received contact back from landowners before winter, we will have to continue the remediation in Spring 2019.
- We currently have 10 active CREP applications in process, an additional one has been completed and paid out.

SSTS:

- Continuing to send out letters as septic disclosure forms come in and as property transfers occur.
- SSTS season is completed. I sent out tank letters to contractors, this lets the contractor know how many tanks they installed in our county because they are responsible for paying the tank fee to the State and the State asks for this information on the year-end report.

Buffers:

- Hannah sent out the final mailing to have and buffers for Public Waters and Public Ditches still under review for the County. We were able to turn quite a number of parcels compliant because landowners contacted us that it had been seeded, they just forgot to notify us. All parcels in BuffCAT (State compliance tracking system) are either compliant or non-compliant, parcels will no longer be "under review". The county was forwarded the non-compliant parcels on December 14, 2018. The final list is also being forwarded to BWSR per the requirements of the Statute.



COTTONWOOD
SOIL AND WATER CONSERVATION DISTRICT

339 9th Street
Windom, MN 56101

Phone: 507-831-1153
Fax: 507-831-2928

Date: December 20, 2018

Name: Hannah Herzfeld (Cottonwood Resource Technician)

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

Past Events:

- November 30th – Cover crop meeting in Windom
- Dec 10-11th – State Convention

Upcoming Events:

- January 25th – Cover crop workshop Heron Lake

Project Updates:

Landowners continue to call that buffers have been seeded, Public Waters compliance in Cottonwood county is approximately 90%. Administrative Penalty Order and Corrective Action Notices are being finalized for the Buffer Law to send to landowners with non-compliant buffers as of Dec 1st.

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



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
 December 19th, 2018

Workload:

- Working with producers and SWCDs to complete assessments and certifications
- Assisting producers with MDA Grant Applications
- Cover Crop Plans
- Program Promotion – Planning with SWCDs
- Practice Implementation – Alternative Tile Intakes, Diversion, Cover Crops

AREA 6	Applications	Assessments	Certifications
Blue Earth SWCD	13	12	7
Brown SWCD	9	6	3
Faribault SWCD	19	14	10
LeSueur SWCD	3	2	2
Martin SWCD	8	5	5
McLeod SWCD	8	6	4
Nicollet SWCD	0	0	0
Renville SWCD	7	7	5
Sibley SWCD	3	3	3
Waseca SWCD	9	9	2
Watonwan SWCD	10	6	5
Total	89	70	46

MAWQCP Numbers as of 12-17-18

- 689 producers certified
- 446,694 acres certified
- 1,327 new practices installed or planned to be installed
- Sediment delivery to surface waters reduced by 24,304 tons per year (48,607,240 lbs.)
- Soil loss reduced by 61,543 tons per year (122,086,933 lbs.)
- Phosphorus loss reduced by 28,521 lbs. of P per year

Herman Bartsch:
 Area 6 Certification Specialist
 422 Belgrade Ave, Suite 104
 North Mankato, MN 56003

Office: (507) 344-3210
 Cell: (507) 380-9134

E-MAIL:
hermanbartsch@outlook.com



Greater Blue Earth River Basin Alliance

www.GBERBA.org

DATE: December 20, 2018

NAME: Josh Votruba
Watowan Watershed Technician

Topics: Past Events, Upcoming Events, Working on

Past Events:

- Nov 30 – Cottonwood County Cover Crop/Soil Health Workshop, Windom, MN
- Dec 5 – Watowan 1W1P Steering Meeting, St. James, MN
- Dec 6 – Basic Hydrology Training, Mankato, MN
- Dec 17 – Watowan SWCD Board Meeting, St. James, MN
- Dec 19 – GBERBA Executive Meeting, Mankato, MN
- Dec 19 – GBERBA Technical Meeting, Mankato, MN

Upcoming Events:

- Dec 21 – Watowan 1W1P Steering Meeting, St. James, MN
- Jan 25 – Yields, Soils, and Cover Crops Winter Workshop, Heron Lake, MN
- Jan 28 – Watowan 1W1P Kickoff Meeting, St. James, MN

Working on:

- *Training:* I attended the Basic Hydrology Training Dec 5th at the BWSR office in Mankato. The meeting covered the basics of hydrology, using topographic maps and delineating watersheds, basics of using the EFH2 software which is a runoff and peak discharge calculator, and where to find precipitation data for counties.
- *GBERBA Cover Crop Cost-Share:* The Cottonwood County cover crop/soil health event that took place Nov 30th at the Historical Society went really well and was a positive experience. Landowners engaged with each other and discussed many topics in regards to soil health and cover crops. The meeting was a great opportunity to hear landowner's concerns, and for landowners to talk amongst themselves and hear each other others experiences in regards to cover crops and for them to ask each other questions. There are plans to have another meeting/workshop for landowners in Cottonwood County this winter.
- *Watowan River One Watershed One Plan:* The Kickoff meeting for the Watowan River One Watershed One Plan will take place January 28th and will be from 4-7 PM at the American Legion in St. James. In preparation for the meeting I have been working on a flyer for the meeting as well as getting addresses for potential advisory committee members for the Watowan 1W1P Advisory Committee. I have been mapping out the locations of these potential members on a map of the Watowan Watershed. The goal is to get the entire watershed represented or people from all regions of the watershed on the Watowan 1W1P Advisory Committee.



Greater Blue Earth River Basin

Dec 18, 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 Workload:

- Continuing to meet with producers for assessments, create maps, & upload documents for state verification
- Assisting producers in submitting MAWQCP Cost-Share Grant Applications
- Coordinating with Water Resource Specialist in Nobles, Lyon, Lincoln, Pipestone, Rock for program promotion and to reach more producers in the wellhead protection areas
- Attending/Participating in events to gain continuing education credits for CCA certification
- Homework for the Minnesota Rural Leadership Program
- Helped deliver goodie bags assisting in Cottonwood, Jackson, Murray, Nobles, Pipestone, and LQP counties – estimate at least **90%** of the almost **500** goodie bags have been delivered.
- Working on trying to have some Ag Water Quality Meetings in different counties & inviting producers

Events:

- **Nov 30th** –Cover Crop Workshop – Windom, MN
- **Dec 4th** – Agronomy Update – Pipestone, MN
- **Dec 12-14th** – MARL Seminar 2 – Marshall, MN
- **Jan 15-18th** – MARL Seminar 3 – St. Paul, MN

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 **689 farms**, including over **446,694 acres** with **1,327 new BMP's**
- Estimated benefits include: **24,304 tons** of TSS reduced per year, **61,543 tons** soil reduced per year, **28,521lbs** 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

Area 5	Applications	Assessments Completed	Actively Pursuing Cert.	Certifications
Cottonwood SWCD	31	28	1	12
Jackson SWCD	30	26	7	13
Lac Qui Parle SWCD	5	5	0	3
Lincoln SWCD	16	16	0	5
Lyon SWCD	11	9	1	4
Murray SWCD	12	12	1	9
Nobles SWCD	13	13	1	8
Pipestone SWCD	31	30	0	16
Redwood SWCD	30	30	1	21
Rock SWCD	18	15	0	9
Yellow Medicine SWCD	22	20	2	9
Totals	219	204	14	109

DANIELLE EVERS:
Area 5 Certification Specialist
119 2nd St SW Suite 13
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Danielle.Evers@co.pipestone.mn.us



Minnesota Agricultural Water Quality Certification Program

Agriculture and Water Outreach Corpsmember
Conservation Corps of MN & IA
Matthew Remer



December 11th 2018

Workload:

- Assisting Herman and Danielle with mapping assessed fields in the MAWQCP mapping tool and assessment tool
- Entering producer fields into Web Soil Survey to check for sensitive soils
- Assisting Herman with filling in soil and nutrient management information for applicant's fields
- Reading through the MAWQCP binder and other information about the program
- Attended producer meetings with Herman and Danielle
- Assist Herman and Danielle with field verifications
- Attending workshops for soil health, cover crops and other environmental topics

Projects and Events:

- Assist Hannah with flagging Buffers on 11/15 and 11/21
- Assisted Herman with field visits in St. James and Madelia on 11/27
- Assisted Herman with field visits in St. Clair on 11/29
- Assisted Herman with field visits in Waseca on 11/30
- Completing final paperwork for the Conservation Corps

Upcoming Events:

- Last day of Term in Cottonwood on 12/11
- Conservation Corps End of Term Retreat on 12/12 - 12/13

Final Comment:

I would like to take this time to thank you all for the great experience here in South Central Minnesota. It has been such an amazing learning experience and I look forward to what my future in environmental conservation has to offer me. Thank you all for sharing your time and experiences with me throughout the last year.

Matthew Remer
Agriculture and Water Outreach Corpsmember
339 9th Street
Windom MN 56101

Cell:(612)998-6042

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Alex Schultz
Planning and Zoning Technician

339 9th Street
Windom, MN 56101

Phone: 507-831-1153 Ext. #3
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COTTONWOOD **SOIL AND WATER CONSERVATION DISTRICT**

Date: December 20, 2018

Name: Alex Schultz

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

Past Events:

- November 30th- Geronimo Meeting
- December 6th- Planning Commission Meeting

Upcoming Events:

- 2019

Planning and Zoning:

- **Planning Commission Meeting**
 - Approved CUP's Janzen and Bjerken
 - Feedlot expansion
 - Garage within shoreland
- **Board of Adjustments**
 - None
- **Permits**
 - Setback Permits, 4 Issued
 - CUP, 2 Issued
 - Variance, Issued 0

Feedlots

- 9 feedlots inspected



**COTTONWOOD
SOIL AND WATER
CONSERVATION
DISTRICT**



**Cottonwood
County
Information
Systems**

Date: December 19, 2018

Name: Marty Mollenhauer, GIS Specialist / IT Assistant

Subject: SWCD Board Meeting Report

Completed Projects:

- Recorder's Office new employee workstation setup and real ID hardware / software upgrades
- C.S.A.H. 2 mapping project
- Cottonwood A.C.E. laptop setup & support
- City of Windom zoning map revisions
- County rural zoning & land use interactive web map application

Current & Ongoing Projects:

- Sheriff's Office GIS & IT Support: Minnesota Next Gen 911 Data Standards Project
- Assessor's Office: print server, CAMA software, Apex Sketch software troubleshooting
- SWCD invasive species web map application (*under construction*)
- County website updates: jail roster, real ID announcements & information updates, campaign & election information updates
- Enhanced Highway Department bridge inventory web map application (*under construction*)
- County building / structure footprint mapping project (*under construction*)
- Hwy Dept. IT support: Phantom UAV Drone software installation and setup
- LYNDA online training for IT essentials
- ESRI online training for ArcGIS Pro software

Upcoming Projects:

- 2019-2020 GIS budget planning
- 2019-2020 GIS Information & Strategy Meeting with ESRI Account Manager, Nick Meyers, GISP
- South-Central MN GIS User Group meeting planning
- 10th Street office building GIS & IT technology planning