

JULY TRANSACTIONS

District Checking Account Balance 6-28-18 \$281,377.41

RECEIPTS: (since last board meeting)

Bank of the West - June - Interest - Checking Account	\$2.72
MN DNR - Walk In Acces Program	\$1,250.00
Trees and Planting	\$11,342.59
RCRCA - WRAP Reimbursement	\$180.00
GBERBA - Coordinators, Area 6 Specialist, WW Technician	\$12,149.92
Southwest Prairie TSA - 2nd Quarter - Administration Contract and Financial Coordinator	\$9,023.00
MCIT - PC Auto Refund	\$395.00
Returned Funds - Bank Reconciliation (R.H.) EFT1007 and EFT0105	109.17
TOTAL RECEIPTS	\$34,452.40

DISBURSEMENTS: (since last board meeting)

23802-806 Supervisor Compensation, Expenses - 2nd Quarter - Including DCP, MN Dept Rev and FICA/MC (EFTs)	\$3,135.21
EFT Bank of the West - FICA, Medicare (Paid in twice - reconciliation in July)	\$2,237.64
23807-811 Payroll - 6-24-18 to 7-7-18 Including PERA, MN Dept of Revenue and FICA/MC (EFT's)	\$11,006.56
23812 Postmaster	\$50.00
23813 Mankato Armory - GBERBA July Policy-Technical Meeting Rent	\$60.00
23814 The Hartford - Long Term Disability	\$124.06
23815 Hwy 71 Storage - July Rent	\$45.00
23816 Cottonwood County - July Insurance	\$2,780.30
23817-822 Payroll - 7-8-18 to 7-21-18 Including PERA, MN Dept of Revenue and FICA/MC (EFT's)	\$10,886.33
TOTAL DISBURSEMENTS	\$30,325.10

BALANCE BEFORE BOARD MEETING \$285,504.71

ACCOUNTS PAYABLE

7/20/2018

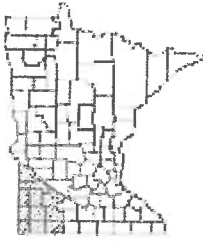
(to be approved at this board meeting)

<u>Check#</u>	<u>Payable</u>	<u>Amount</u>
23823	Delta Dental - Dental Insurance - April and August	\$320.20
23824	Minn-Kota Properties - Rent	\$2,491.85
23825	City of Windom - Internet	\$82.00
23826	Office Depot - Office Supplies	\$68.08
23827	Expressway Windom - Gas	\$276.41
23828	Citizen Publishing - Website Host	\$30.00
23829	Card Member Services - Norton Anti-Virus	\$79.98
23830	Higley Ford - Tires, Balance, Mount - Expedition; Lube, Oil and Filter - F150	\$920.25
23831	Petty Cash Custodian - Postage	\$30.00
23832	Murray SWCD - 2nd Quarter Southwest Prairie TSA Financial Coordinator	\$4,422.08
23833	Ratwik, Roszak and Maloney - Attorneys - Personnel Policy Review and Rewrite	\$1,137.50
23834	Ratwik, Roszak and Maloney - Attorneys - Investigation of Financial Issues	\$5,117.44
23835	Cottonwood County Ag Society - Fair Booth	\$100.00
23836	Schumacher's Nursery - Trees for Resale (First Instalment)	\$7,495.25
23837	Rebecca Alexander - Cell Phone Expense	\$30.00
23838	Herman Bartsch - Mileage, Meals and Cell Phone	\$455.08
23839	Kay Gross - Cell Phone, CrashPro, District Cell Phone, Mileage	\$64.43
23840	Hannah Herzfeld - SSTS Training, Meal & Lodging	\$374.58
23841	Bill Pankonin - State Cost-Share Contract 17-07 - Riparian Forest Buffer	\$4,300.00
23842	RMB Environmental Laboratories, Inc.- Targeted Township Testing	\$2,532.47
TOTAL ACCOUNTS PAYABLE		\$30,327.60

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

Balances as of 7-20-18:

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



SOUTHWEST PRAIRIE TECHNICAL SERVICE AREA

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

Windom, MN 56101
Fax: 507-831-2928

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

Update of the Southwest Prairie TSA Personnel and Operational Policies

A second meeting was conducted with Ann Goering, to review the draft document and answer question pertaining to several topics. We have received the updated draft and would like to set up a meeting with the Executive Committee to review the handbook and finalize for distribution to the staff and members.

NACD Grant – Technical Assistant Grant

Grant has been approved with the TSA receiving \$125,000 with \$25,000 of match. Control 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).

Technical Assistance Request

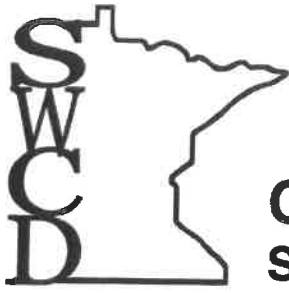
The Southwest TSA has agreed to provide technical assistance for the Yellow Medicine One Watershed One Plan Partnership (thru the Yellow Medicine River Watershed District).

Southwest Prairie Technical Service
Balance Sheet Detail
As of June 30, 2018

ASSETS
Current Assets
Checking/Savings
Checking Account

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Liability Check	06/01/2018	auto	Preferred One-Health Ins			✓			939,363.28
Liability Check	06/04/2018	Auto	Sun Life Insurance			✓	Health Insurance Prem Payable	-1,118.11	46,760.97
Liability Check	06/04/2018	auto	Sun Life Insurance			✓	Life Insurance Premium Payable	-31.03	46,729.94
Liability Check	06/13/2018		QuickBooks Payroll Service	Created by Payroll Service on 06/09/2018		✓	Life Insurance Premium Payable	-41.80	46,688.14
Psychcheck	06/14/2018	DD1045	Fenster, Thomas	Direct Deposit	ESTS 1- Lincoln Tech	✓	Direct Deposit Liabilities	-6,696.37	39,788.77
Psychcheck	06/14/2018	DD1046	Hoogenboom, Russell	Direct Deposit	NPEA	✓	-SPLIT-	0.00	39,788.77
Psychcheck	06/14/2018	DD1047	Mathys, Benjamin	Direct Deposit	Shared Tech	✓	-SPLIT-	0.00	39,788.77
Psychcheck	06/14/2018	DD1048	Skoglund, Michael	Direct Deposit	NPEA	✓	-SPLIT-	0.00	39,788.77
Liability Check	06/14/2018	auto	EFTPS	41-1811287		✓	-SPLIT-	0.00	39,788.77
Liability Check	06/14/2018	auto	MN Revenue			✓	-SPLIT-	-2,177.48	37,612.28
Liability Check	06/14/2018	auto	MSRS			✓	State Withholding Payable	-365.00	37,244.28
Liability Check	06/14/2018	auto	PERA			✓	HOSP-Def C	-200.00	37,044.28
Liability Check	06/14/2018	auto	MSRS			✓	-SPLIT-	-1,345.60	35,698.69
Liability Check	06/14/2018	auto	MSRS			✓	HOSP-Def C	-40.00	35,658.69
Bill Print-Check	06/18/2018	2789	Cardmember Service	gas, supplies		✓	Accounts Payable	-440.53	35,218.16
Bill Print-Check	06/18/2018	2790	Chandler Co-op	gas		✓	Accounts Payable	-570.48	34,647.68
Bill Print-Check	06/19/2018	2791	Ljohski	gas/pip, tax		✓	Accounts Payable	-7.25	34,640.43
Bill Print-Check	06/19/2018	2792	Gary's Service	oil changes		✓	Accounts Payable	-115.53	34,524.90
Bill Print-Check	06/20/2018	2793	Frontier Precision	pole ball socket		✓	Accounts Payable	-211.06	34,313.84
Bill Print-Check	06/20/2018	2794	Green Garden Place, LLC			✓	Accounts Payable	-1,756.61	32,557.23
Bill Print-Check	06/20/2018	2795	Verizon	oil		✓	Accounts Payable	-149.18	32,408.05
Liability Check	06/27/2018	DC	QuickBooks Payroll Service	Created by Payroll Service on 06/22/2018		✓	Direct Deposit Liabilities	-6,894.36	25,509.69
Check	06/27/2018		Applebee's	meals		✓	Training Expense	-35.04	25,474.65
Psychcheck	06/28/2018	DD1049	Fenster, Thomas	Direct Deposit	ESTS 1- Lincoln Tech	✓	-SPLIT-	0.00	25,474.65
Psychcheck	06/28/2018	DD1050	Hoogenboom, Russell	Direct Deposit	NPEA	✓	-SPLIT-	0.00	25,474.65
Psychcheck	06/28/2018	DD1051	Mathys, Benjamin	Direct Deposit	Shared Tech	✓	-SPLIT-	0.00	25,474.65
Psychcheck	06/28/2018	DD1052	Skoglund, Michael	Direct Deposit	NPEA	✓	-SPLIT-	0.00	25,474.65
Liability Check	06/29/2018	auto	EFTPS	41-1811287		✓	-SPLIT-	-2,177.50	23,297.15
Liability Check	06/29/2018	auto	MN Revenue			✓	State Withholding Payable	-398.00	22,929.15
Liability Check	06/29/2018	auto	MSRS			✓	HOSP-Def C	-200.00	22,729.15
Liability Check	06/29/2018	auto	PERA			✓	-SPLIT-	-1,345.60	21,383.55
Liability Check	06/29/2018	auto	MSRS			✓	HOSP-Def C	-40.00	21,343.55
Deposit	06/29/2018		Merry SWCD, Pipestone SWCD			✓	-SPLIT-	2,165.64	23,509.19
Deposit	06/29/2018		Interest			✓	-SPLIT-	-24,369.99	23,509.19
Deposit	06/29/2018		Interest			✓	Interest on Savings	971.80	47,210.50
Deposit	06/29/2018		Interest			✓	Interest on Savings	971.80	48,182.30
Deposit	06/29/2018		Interest			✓	Interest on Savings	668,647.96	668,647.96
Deposit	06/29/2018		Interest			✓	Interest on Savings	688,647.96	688,647.96
Deposit	06/29/2018		Interest			✓	Interest on Savings	740,338.45	740,338.45

Total Checking Account
Savings Interest Account
Total Savings Interest Account
Select Business Savings
Total Select Business Savings
Total Checking/Savings



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 July 20, 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 Memorandum of Agreement and the work plan have both been sent to the BWSR for review and once approved we can start the planning process.

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.

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. He has requested a letter of support for the application.

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 (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 how long it will take to achieve the goals.

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: July 20, 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:

- June 6, 2018 – Cultural Resources training, Redwood, MN
- June 28, 2018 – CREP teleconference call
- July 11, 2018 – Area V Buffer Meeting, Marshall, MN

Upcoming Events:

Farm Bill Assistance:

- CRP opened up on June 4, 2018. It will remain open for offers until August 17, 2018.
 - Working on CRP eligibility with FSA.
- Submitted four applications for CREP for July ranking.
- CREP application from June ranking was accepted.

SSTS:

- Continuing to send out letters as septic disclosure forms come in and as property transfers occur.

Buffers:

- Hannah is mainly working with landowners for site evaluations and compliance checks. We sent out letters to everyone with a Waiver B (July 1, 2018 extension) to remind them of their due date. One letter has gone out to landowners with Public Ditches. I work with landowners as time allows.
- We will be working with landowners as the weather cooperates and work with them on deadlines as well.
- We are working with the last of the landowners that have not filled out a waiver or told us they have seeded anything. We turned a few compliant after site visits.
- We have received our first complaint, we will be completing an on site visit to determine compliance.



COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT

Date: July 20, 2018

Name: Hannah Herzfeld (Cottonwood Resource Technician)

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

Past Events:

- Buffer Meeting Marshall

Upcoming Events:

- July 30th – Soil Health Workshop

Project Updates:

A final list of Buffers was made to send to the county for enforcement. Another Buffer letter will be sent out to landowners who have signed waiver A as a reminder that the deadline is November 1st 2018 and that there is some cost-share available. Bee Boxes have been set up and inspections have begun. The RIM spot-checks have begun.

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



Alex Schultz
Planning and Zoning Technician

339 9th Street
Windom, MN 56101

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

COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT

Date: July 19, 2018

Name: Alex Schultz

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

Past Events:

- July 10- 11th- MinnFarm Training
- July 18th- AMC Land Use Meeting
- July 19th- Planning Commission

Upcoming Events:

- July 25th- Mid Year Feedlot Review

Planning and Zoning:

- **Planning Commission Meeting**
 - Glen Anderson, Scott Hesse, and Dane Nielson all received recommendation of approval from the Planning Commission
 - Knife River was approved
- **Board of Adjustments**
 - None
- **Permits**
 - Setback Permits, 11 Issued
 - CUP, 1 Issued
 - Variance, Issued 0

Feedlots

Permitted Construction of Jeff Pankonin through the MPCA



Greater Blue Earth River Basin

July 11, 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
- **June 26th** - Present at Des Moines River Watershed Event - Fulda, MN
- **June 28th** - Attend Keeping Rural and Urban together meeting - Granite Falls, MN
- **July 10th** - MN Summer Beef Expo Exhibit - Cottonwood Co.
- **July 12th** - ACS Summer Training Meeting - Zimmerman, MN
- **July 30th** - Speaking Farmer training - Redwood Falls, 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 **595 farms**, including over **374,648 acres** with **1,091 new BMP's**
- Estimated benefits include: **17,501 tons** of TSS reduced per year, **36,585 tons** soil reduced per year, **20,525 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	7	6	0	4
Murray SWCD	12	12	0	9
Nobles SWCD	13	13	1	8
Pipestone SWCD	30	27	2	14
Redwood SWCD	29	29	3	19
Rock SWCD	18	15	3	6
Yellow Medicine SWCD	20	18	1	9
Totals	208	193	17	102

DANIELLE EVERS:
 Area 5 Certification Specialist
 119 2nd St SW Suite 13
 Pipestone, MN 56164

PHONE: (507) 825-1199
 CELL: (507) 221-0304

E-MAIL:
Danielle.Evers@co.pipestone.mn.us



Minnesota Agricultural Water Quality Certification Program

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



Greater Blue Earth River Basin Alliance



July 19th 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

Projects and Events:

- Assisted Hannah with RIM Easement checks on 6/26
- Attended the Summer Cattlemen's Tour on 7/10
- Attended MAWQCP Training in Zimmerman, MN on 7/12
- Attended GBERBA Joint Policy/Technical Meeting on 7/13

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

Cell:(612)998-6042

Email: mremer58@gmail.com