The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on April 25, 2019. The meeting was called to order by Chairman Clark Lingbeek at 8:40 a.m.

Members Present: Chairman, Clark Lingbeek
Vice Chairman, Daryl Tasler
Treasurer, Jeremy Nerem
Secretary, Tom Muller
PR&I, Cody Duroe

Others Present: District Administrator, Kay Gross
District Technician – Dave Bucklin
NRCS Acting District Conservationist – Loren Clarke
County Commissioner - Tom Appel

Absent: None

AGENDA: Motion by Muller, second by Nerem to approve the agenda as presented.
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

MINUTES: Motion by Duroe, second by Muller to approve the March 21, 2019 Board Meeting minutes.
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

FINANCIAL REPORT: Motion by Muller, second by Duroe to receive the April 2019 Financial Report and subject to audit.
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

ACCOUNTS PAYABLE: Motion by Duroe, second by Tasler to approve paying the accounts payable as written on the April 2019 Financial Report totaling $20,918.13.
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

RCRCA: Lingbeek
GBERBA: Lingbeek, Gross
WATONWAN 1W1P – Lingbeek, Appel

SOUTHWEST PRAIRIE TSA: Muller and Gross
SOUTHWEST PRAIRIE TSA VOUCHERS and FINANCIAL REPORT:
Motion by Duroe, second by Nerem, to approve the Southwest Prairie Vouchers and Monthly Financials for April and Administrative Report.
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

Motion by Duroe, second by Nerem to approve the BWSR Final Financial Reports for 2017 NPEA and Part 1 & 2 Enhanced Shared Technical Service Grants for the Southwest Prairie TSA.
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.
SWCD BOARD MINUTES
APRIL 25, 2019

MASWCD: Lingbeek
COTTONWOOD COUNTY COMMISSIONER: Commissioner Tom Appel

LEASE AGREEMENT WITH COTTONWOOD COUNTY:
Motion by Tasler, second by Duroe to approve the building lease with Cottonwood County at $14.00 per sq. ft. for 1,468 work space and $2.00 per sq. ft. for 264 for storage plus internet and phone. Two year agreement June 1, 2019 and December 31, 2020. Total amount of lease $1,900 per month until December 31, 2020 pending Cottonwood County Board approval.
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

BUFFER SEED: Discussion.

ADMINISTRATOR REPORT: Kay Gross

STATE COST-SHARE CONTRACT APPROVAL
Shirley Matzke 19-03 Highwater 36 Grass Waterway Cost $11,560.80 C-S $4,029.76
Motion by Nerem, second by Tasler to approve the State Cost-Share contract for Matzke ($4,029.76).
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

GBERBA COST-SHARE CONTRACT APPROVAL
Tom Muller 17-05(319-TMDL) Dale 14 Cover Crops Cost $4,000.00 C-S $2,000.00
Motion by Duroe, second by Nerem to approve the GBERBA Cost-Share contact for Muller ($2,000.00).
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Abstained: Muller
Motion carried.

GBERBA MAWQCP TECHNICAL ASSISTANCE and INCENTIVE
Cottonwood SWCD TS-17-5-02 Additional Technical Assistance Incentive $6,000.00
Thomas Hansen 17-5-22 Worksheet Completed Incentive $100.00
Motion by Tasler, second by Duroe to approve the GBERBA MAWQCP Technical Assistance grant for the Cottonwood SWCD ($6,000.00) and Incentive contract for Hansen ($100.00).
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

JOB APPROVAL AUTHORITY – ENGINEERING PRACTICES
Motion by Duroe, second by Nerem to approve recommending Job Approval Authority for David Bucklin and submit to the Natural Resource Conservation Service for authorization.
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

RIVERFEST PARADE
Motion by Tasler, second Duroe by to approve the entry fee for the Cottonwood SWCD and County Environmental Office for the Windom Riverfest Parade ($10.00).
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

FAIR BOOK AD
Motion by Duroe, second by Muller to approve the Fair Book ad for 2019 totaling $209.00.
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.
BUILDING PURCHASES
Motion by Tasler, second by Nerem to approve the purchase of staff chairs, file cabinets and range for the building move.
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

CIVIL SETTLEMENT

SUPERVISOR MEETINGS
May 2 - Area II/RCRCA Meeting – Marshall; May 10 – GBERBA Policy Board Meeting – Mankato; May 15 – 1W1P Policy Committee Meeting – St. James; May 23 – SWCD Board Meeting – Office.

SWCD EMPLOYEE MEETINGS
April 26 – Tree Handout – Office/DNR; April 30 – May 2 – Public Administrator Training – St. Cloud; May 3 & 6 – Office Move – Windom; May 6-10 – SSTS Advanced Training – Alexandria; May 8-9 – Nutrient Mgmt. Training – Le Center; May 10 GBERBA Policy Meeting – Mankato; May 15 - 1W1P Board and Steering Committee Meetings – St. James; May 17 – CMM Conference Call – Office; May 22 – Faribault Environmental Day – Blue Earth; May 23 – SWCD Board Meeting – Office; May 23 – AIS Workshop; May 29 - GBERBA Technical Committee Meeting – Mankato.

Motion by Duroe, second by Tasler to approve the Supervisor and Employee meetings and expenses for the month of April/May.
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

NRCS ACTING DISTRICT CONSERVATIONIST – Loren Clarke
SENIOR TECHNICIAN – Dave Bucklin – Written Report
FARM BILL/PROGRAM TECHNICIAN – Becky Buchholz – Written Report
RESOURCE TECHNICIAN – Hannah Herzfeld – Written Report
WATONWAN WATERSHED TECHNICIAN – Joshua Votruba – Written Report
AREA 6 CERTIFICATION SPECIALIST – Herman Bartsch – Written Report
AREA 5 CERTIFICATION SPECIALIST – Danielle Evers – Written Report
MN CONSERVATION CORP MEMBER – Lee Tapper – Written Report
PLANNING and ZONING TECHNICIAN – Alex Schultz – Written Report
GIS SPECIALIST – Marty Mollenhauer – Written Report

ADJOURNMENT: Meeting adjourned by the Chairman at 10:45 a.m.

Next Meeting will be on THURSDAY, MAY 23, 2019 at 8:30 a.m. at the District Office.

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District Supervisor                                  District Administrator