The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on May 23, 2019. The meeting was called to order by Chairman Clark Lingbeek at 8:47 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  
District Administrative Program Assistant – Kari Clouse  
NRCS Acting District Conservationist – Loren Clarke  
NRCS Soil Conservation Technician, Taylor LeTexier  
County Commissioner - Tom Appel

Absent:  
None

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

MINUTES: Motion by Muller, second by Duroe to approve the April 25, 2019 Board Meeting minutes.  
Affirmative: Lingbeek, Muller and Duroe  
Opposed: None.  
Motion carried.

Jeremy Nerem and Daryl Tasler arrived at 8:53 a.m.

FINANCIAL REPORT: Motion by Muller, second by Duroe to receive the May 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 May 2019 Financial Report totaling $40,415.50.  
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe  
Opposed: None.  
Motion carried.

RCRCA: Lingbeek  
Motion by Tasler, second by Jeremy to approve the signing of the Joint Powers Agreement Renewal, July 1, 2019 – June 30, 2021 by Representative Clark Lingbeek at the June RCRCA Meeting.  
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe  
Opposed: None.  
Motion carried.

GBERBA: Lingbeek, Bucklin, 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 May Vouchers, Monthly Financials for April and Administrative Report.  
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe  
Opposed: None.  
Motion carried.
Motion by Tasler, second by Duroe to approve the Memorandum of Agreement – NACD and Southwest Prairie TSA totaling $125,000.
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

MASWCD: Lingbeek
Review Resolutions from Yellow Medicine SWCD.

COTTONWOOD COUNTY COMMISSIONER: Commissioner Tom Appel
LEASE AGREEMENT WITH COTTONWOOD COUNTY (Previous Month’s Motion):
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.

Motion by Nerem, second by Tasler to approve the first installment of rent ($1,900.00) due one month prior to start of rental agreement (June 1, 2019).
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried

ADMINISTRATOR REPORT: Kay Gross
LOCAL WATER PLAN WELL SEALING COST-SHARE CONTRACT and PAYMENT APPROVAL
Mary Ann Keffer 2019-04 Great Bend 25 Well Sealing Cost $575.00 C-S $287.50
Charles Mau 2019-05 Great Bend 25 Well Sealing Cost $850.00 C-S $425.00

Motion by Tasler, second by Nerem to approve the Local Water Plan Well Sealing Cost-Share and Payment contracts for Keffer ($287.50) and Mau ($425.00).
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

BWSR PRAP and TRAINING ASSISTANCE GRANT AMENDMENT
Motion by Duroe, second by Tasler to approve the BWSR PRAP and Training Assistance Grant Amendment with the new ending date of December 31, 2019.
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

CREP OUTREACH and IMPLEMENTATION PROGRAM GRANT PROPOSAL
Motion by Tasler, second by Nerem to approve the CREP Outreach and Implementation Program Grant Proposal totaling $41,780 for submission to BWSR.
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

BWSR WORK ORDERS
Motion by Tasler, second by Duroe to approve the BWSR Work Orders as submitted by staff.
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

BUILDING PURCHASES
Motion by Tasler, second by Nerem to approve the purchase of coffee maker and canisters (2).
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.
PROFESSIONAL DEVELOPMENT TRAINING
Motion by Muller, second by Duroe to approve the training including Managing the Human Resource (2 attendees) registration $110/staff including meals and lodging (2 nights) and Conservation Planning Course (2 attendees) free registration including meals and lodging (4 nights).
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

TREE BARN UPGRADE
Motion by Muller, second by Duroe to approve the purchase of supplies to upgrade the insulation in the tree barn up to $900.00.
Affirmative: Lingbeek, Tasler, Nerem, Muller and Duroe
Opposed: None.
Motion carried.

SUPERVISOR MEETINGS
June 6 - Area II/RCRCA Meeting – Tyler; June 12 – Southwest Prairie TSA Meeting – Marshall; June 12 – HLWD Advisory Committee Meeting – Heron Lake; June 14 – GBERBA Executive Board Meeting – Mankato; June 19 – 1W1P Policy Committee Meeting – St. James; June 21 – Area V Meeting – Lake Benton; June 27 – SWCD Board Meeting – Office.

SWCD EMPLOYEE MEETINGS

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

NRCS ACTING DISTRICT CONSERVATIONIST – Loren Clarke – Oral Report
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 11:15 a.m.

Next Meeting will be on **THURSDAY, JUNE 27, 2019 at 8:30 a.m.** at the District Office.

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District Supervisor                  District Administrator