

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
April 25, 2019**

CALL TO ORDER and ROLL CALL

AGENDA – Approval

MINUTES of March 21, 2019 Board Meeting

1. FINANCIAL – Kari Clouse/Kay Gross

- Financial Report
- Accounts Payable
- Civil Rights Responsibilities for Partners – Cody Duroe and Tom Muller

2. COMMITTEE REPORTS and ACTION ITEMS

RCRCA – Clark Lingbeek

GBERBA – Clark Lingbeek

WATONWAN 1W1P – Clark Lingbeek, Tom Appel

SOUTHWEST PRAIRIE JPO – Tom Muller

- Southwest Prairie TSA Vouchers, Financial and Administrative Report
- Financial Reports – 2017 NPEA and Part 1 & 2 Enhanced Shared Technical Services

MASWCD – Clark Lingbeek

COMMISSIONER REPORT – Tom Appel

- Update on Building and Move
- Lease Agreement
- Request to Purchase Seed for Buffers

3. ADMINISTRATIVE – Kay Gross

•State Cost-Share Contract Approval

Shirley Matzke	19-03	Highwater 36	Grass Waterway	Cost \$11,560.80	C-S \$4,029.76
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•GBERBA Cost-Share Contract Approval

Tom Muller	17-05(319-TMDL)	Dale 14	Cover Crops	Cost \$4,000.00	C-S \$2,000.00
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•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

•Job Approval Authority

•Riverfest – June 8, Windom 6:00 p.m.

•Fair Book Ad - \$209.00

•Building Purchases

- Chairs – Staff (7) – \$388.00 - \$2,716.00
- File Cabinet (3) - \$763.00 - \$2,289.00
- Range – Smooth Top Electric – two bids - \$729.00 and \$649.98

•Civil Case Settlement

•Meetings

April	26	Tree Pick-Up – Office/DNR	Staff
April	26	MCPZA – Grandview	Alex
April 30 – May 2		Public Administrator Training – St. Cloud	Kay, Becky, Kari
May	2	Area II/RCRCA – Marshall	Clark
May	3	SWCD/County Environmental Office Closed ½ Day	
May	6	SWCD/County Environmental Office Closed - Moving	
May	6-10	Advanced SSTS Training – Alexandria	Becky
May	8-9	Nutrient Management Training – Le Center	Alex, Lee
May	10	GBERBA Policy Board Meeting – Mankato	Clark, Kay, Dave, Josh, Lee, Tom
May	15	1W1P Policy Board Meeting – St. James	Clark, Kay, Dave, Josh, Lee, Tom
May	15	1W1P Steering Team Meeting – St. James	Kay, Dave, Josh, Lee
May	17	CMM Conference Call – Office	Dave
May	22	Faribault Environmental Day – Blue Earth	Dave
May	23	SWCD Board Meeting – Office	Supervisors, Staff
May	23	AIS Workshop	Alex
May	29	GBERBA Technical Committee – Mankato	Kay, Dave, Josh, Lee

4. **ACTING DISTRICT CONSERVATIONIST – Loren Clarke**
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. **MN CONSERVATION CORP – MAWQCP INTERN – Lee Tapper – Written Report**
12. **PLANNING and ZONING TECHNICIAN – Alex Schultz – Written Report**
13. **GIS Specialist – Marty Mollenhauer – Written Report**

Next Regular Meeting – Thursday, May 23 – 8:30 a.m. – Cottonwood SWCD Office