

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

CALL TO ORDER and ROLL CALL

AGENDA – Approval

CONSENT AGENDA – Approval

Board Positions, Committees, Mileage Rate, Copy Rate, Health and Life Insurance, Banking Institutions, Newspapers
Authority to pay all bills necessary to avoid finance charges (before Monthly Board Meeting)

MINUTES of December 20, 2018 Board Meeting

1. FINANCIAL – Kari Clouse/Kay Gross

- Financial Report
- Accounts Payable
- Wells Fargo Securities – Pledge Receipt - \$54,000
- MN Campaign Finance Board – Supervisors Statement of Economic Interest

2. COMMITTEE REPORTS and ACTION ITEMS

RCRCA – Clark Lingbeek

GBERBA – Clark Lingbeek

- Contract for Services (Administrative and Technical Coordinators)
- Introduction of Lee Tapper, Conservation Corp Member, MAWQCP Intern

2W2P – Clark Lingbeek, Tom Appel

SOUTHWEST PRAIRIE JPO – Tom Muller

- Southwest Prairie TSA Vouchers, Financial and Administrative Report
- Authorization for Southwest Prairie TSA Administrative Coordinator to sign all BWSR–Final Financial Reports for TSA

MASWCD – Clark Lingbeek

- Legislative Day at the Capitol – March 5-6, St. Paul, MN

COMMISSIONER REPORT – Tom Appel

3. ADMINISTRATIVE – Kay Gross

•**State Cost-Share Contract Approval**

| | | | | | |
|------------|--------------|----------|----------------|-------------------|-----------------|
| Paul Evers | SBuffer18-02 | Selma 17 | Grass Waterway | Cost \$ 23,200.00 | C-S \$17,376.67 |
|------------|--------------|----------|----------------|-------------------|-----------------|

•**Well Sealing Cost-Share Contract**

| | | | | | |
|------------------|--------|----------------|--------------|---------------|--------------|
| Alfred Eigenberg | 2019-1 | Springfield 30 | Well Sealing | Cost \$750.00 | C-S \$375.00 |
|------------------|--------|----------------|--------------|---------------|--------------|

•**Nonstructural Land Management Practices (NLMP) Implementation Request Form**

•**Erosion Control and Water Management Program Policy/State Cost-Share Policy**

•**DNR – Walk-In-Access Joint Powers Agreement - Approval**

•**SWCD and County – Contributions to Environmental Fair - \$750.00/\$500.00**

•**2016 and 2017 SWCD Audits**

•**BWSR – Internal Controls Evaluation Report – Response Letter**

•**Notice of Termination of Lease Agreement with MINN-KOTA Properties, Inc.**

•**Upcoming Trainings**

Conflict Management Skills for Women – March 4 – Worthington, MN \$99/person

MASWCD Public Administration Training Cohort for SWCD –

St. Cloud, MN - 7 days - \$2,150/person (includes tuition, lodging and group meals) – 3 staff

•**Meetings**

| | | | |
|----------|-------|---|---|
| January | 28 | Watowwan 2W2P Kickoff Meeting – St. James | Kay Dave Josh, Hannah, Alex, Lee, Supervisors/Commissioners |
| January | 28 | CliftonLarsonAllen – Office | Kay, Kari |
| February | 1 | Mediation – Civil Case – Minneapolis | Clark, Tom, Kay (?) |
| February | 5 | County – Conditional Use Permit Meeting – LEC | Alex, Kari |
| February | 5 | SSTS - Infiltration Training - | Becky, Hannah |
| February | 6 | 2W2P Steering Committee Meeting – St. James | Kay, Dave, Josh |
| February | 6 | 2W2P Advisory Committee Meeting – St. James | Kay, Dave, Josh |
| February | 7 | County – Conditional Use Permit Meeting – LEC | Alex, Kari |
| February | 7 | Area II/RCRCA Meeting – Redwood Falls | Clark |
| February | 8 | GBERBA Executive Meeting – Mankato | Clark, Staff |
| February | 16 | Des Moines Valley Deer Hunters Banquet – Windom | Staff |
| February | 19 | GBERBA Technical Meeting – Mankato | Kay, Dave, Josh, Alex |
| February | 20 | 2W2P Policy Committee Meeting – St. James | Clark Kay Dave Josh Tom A. |
| February | 21 | MASWCD - Area V Meeting – Marshall | Supervisors, Staff |
| February | 26-27 | SWCD Managers Meeting – St. Cloud | Kay |
| February | 28 | SWCD Board Meeting – Office | Supervisors, Staff |

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. **MN CONSERVATION CORP – MAWQCP INTERN – Lee Tapper - Introduction**
11. **PLANNING and ZONING TECHNICIAN – Alex Schultz – Written Report**
12. **GIS Specialist – Marty Mollenhauer – Written Report**

Next Regular Meeting – Thursday, February 28 – 8:30 a.m. – Cottonwood SWCD Office