

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
August 22, 2019**

**CALL TO ORDER and ROLL CALL**

**AGENDA – Approval**

**MINUTES of July 27, 2019 Board Meeting**

**1. FINANCIAL – Kay Gross**

- Financial Report
- Accounts Payable

**2. COMMITTEE REPORTS and ACTION ITEMS**

**RCRCA – Clark Lingbeek**

**GBERBA – Clark Lingbeek, Kay Gross, Dave Bucklin**

**SOUTHWEST PRAIRIE JPO – Tom Muller, Kay Gross**

- Southwest Prairie TSA Vouchers, Financial and Administrative Report
- Approval of Equipment Purchase – Trimble R10 Receiver – Used – 4 years old - \$12,995

**MASWCD – Clark Lingbeek**

**1W1P Watonwan – Lingbeek, Appel**

- Watonwan 1W1P Operational Agreement Meeting – Monday, September 30, St. James

**COMMISSIONER REPORT – Tom Appel**

- Budget
- Building – Additional Carpet Runners

**3. ADMINISTRATIVE – Kay Gross**

**•GBERBA Cost-Share Contract Approval**

Darby Harder 17-07 Lakeside 7 Cover Crops Cost \$4,000.00 C-S \$2,000.00

**•Well Sealing Cost-Share Contract Approval and Payment Authorization**

Kevin Johnson 2019-06 Mountain Lake 28 Well Sealing Cost \$895.00 C-S \$447.50

**•Promotional Giveaways – Fair, Pheasants, DU, Deer Hunters, Farm & Home Show (Wood Duck Boxes)**

**•Professional Development - Training**

MCIT - Risk Management Workshops – September 11 – Mankato – Registration \$65.00  
 Manager's Meeting – November 19 and 20 – Baxter, MN – Registration \$15.00, Lodging - \$94.00 & Meals  
 BWSR Academy Tuesday, October 29 – Thursday, October 31 (3 nights lodging)  
 6 SWCD, 1 County, 1 Cons Corp – Registration \$45/day and Lodging \$74.09/night (Monday – Wednesday)  
 Plus Meals

**•Meetings**

August	22	Wetland Restoration Training – Redwood Falls	Becky, Hannah
August	23	Meeting with Ed Lenz (BWSR – Office	Kay, Dave
August	26	Des Moines 1W1P Meeting – Windom	Kay, Dave
August	27-28	Cover Crop Workshop – Lambertton	Becky, Hannah, Josh, Lee
August	28	GBERBA Technical Committee Meeting – Mankato	Kay, Dave
August	28	GBERBA Executive Board Meeting – Mankato	Clark, Kay, Dave, Tom
August	28	1W1P Executive Committee Meeting – St. James	Clark, Kay, Dave, Tom
September	5	RCRCA/Area II Meeting – Marshall	Clark
September	11	Southwest Prairie TSA Meeting – Slayton	Tom, Kay
September	11	1W1P Advisory Committee Meeting – St. James	Dave, Josh, Lee
September	11	1W1P Steering Team Meeting – St. James	Dave, Josh, Lee
September	12-13	MASWCD Governance Training – Bloomington	Clark
September	13	GBERBA Policy Board Meeting – Mankato	Clark, Kay, Dave, Josh, Lee, Tom
September	14	Cottonwood Co. Pheasants Forever – Windom Banquet Tickets - \$50.00/Each	Staff
September	16	Watonwan SWCD Board Meeting – St. James	Josh
September	17	HLWD Advisory Meeting – Heron Lake	Clark, Kay
September	23-25	Environmental Fair – Lake Shetek	Staff
September	26	SWCD Board Meeting – Office (8:30 a.m.)	Supervisors, Staff
September	27	GBERBA Technical Meeting – Mankato	Kay, Dave, Josh, Lee
September	27	Watonwan 1W1P Steering Team Meeting – Mankato	Kay, Dave, Josh, Lee
September	30	Watonwan 1W1P Policy Committee Meeting–St. James	Clark, Kay, Dave, Josh, Lee, Tom

**(OVER)**

4. **DISTRICT CONSERVATIONIST – Karen Boysen and Loren Clarke**
5. **TECHNICIAN – Dave Bucklin – Written Report**
6. **FARM BILL ASSISTANT/PROGRAM TECHNICIAN – Becky Alexander – 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 MEMBER – Lee Tapper – Written Report**
12. **PLANNING and ZONING TECHNICIAN – Alex Schultz – Written Report**

**Next Regular Meeting, THURSDAY, SEPTEMBER 26, 2019 – 8:30 a.m. – Cottonwood SWCD Office**

## AUGUST TRANSACTIONS

District Checking Account Balance 7/23/2019 \$336,340.96

**RECEIPTS: (since last board meeting)**

Interest - July	\$3.23
Trees and Down Payments	\$1,159.72
State Of Minnesota - DNR Well Program	\$630.00
Cottonwood County - Reimburse 1/2 Coffee Maker	\$176.14
BWSR - FY19 Farm Bill Assistance Grant	\$3,729.00
District Court - Restitution June & July 2019	\$1,939.80
BWSR - FY20 Cons Del \$18,947.00 & FY20 State C-S \$14,091.00	\$33,038.00
Bank of the West - Misc Charges Returned	\$10.00
BWSR - FY20 NPEA Grant \$130,000.00 & FY20 Enhanced Shared Tech Serv \$240,000.00	\$370,000.00

**TOTAL RECEIPTS** **\$410,685.89**

**DISBURSEMENTS: (since last board meeting)**

24424	Cottonwood County Ag Society - Registration for Fair	\$85.00
24425	GrandStay of Morris - Hannah/Josh Soils Health Training	\$941.36
24426	Renville SWCD - Registration for Cover Crop Training - 4 Employees	\$80.00
EFT	Bank of the West - Misc Charges	\$10.00
Direct Deposit	Payroll 7/21/19 to 8/3/2019 plus PERA, MN Dept of Revenue & Bank of the West	\$14,596.27
24427	Hwy 71 Storage - Storage Unit Rent	\$45.00
24428	NCPERS - Life Insurance - August	\$112.00
24429	Sun Life Financial - STD Insurance - August	\$44.80
24430	Sun Life Financial - Critical Illness - July	\$2.35
24431	Fidelity Security Life - Vision Insurance - August	\$29.06
24432	Running's - Tree Supplies & T-Posts for Easements	\$33.58
24433	The Hartford - LTD - August	\$142.39
24434	Indoff, Inc - Balance due for Executive Chairs	\$427.00
Direct Deposit	Payroll 8/4/19 to 8/17/2019 plus PERA, MN Dept of Revenue & Bank of the West	\$14,563.35

**TOTAL DISBURSEMENTS** **\$31,112.16**

**BALANCE BEFORE BOARD MEETING** **\$715,914.69**

\*\*\*\*\*  
**ACCOUNTS PAYABLE**

8/22/2019

(to be approved at this board meeting)

<u>Check#</u>	<u>Payable</u>	<u>Amount</u>
24435	Delta Dental - September	\$190.30
24436	Fidelity Security Life - Vision Insurance September	\$29.06
24437	NCPERS Group Life Insurance - September	\$112.00
24438	Cottonwood County - September Insurance	\$5,055.83
24439	Cottonwood County - September Rent	\$1,900.00
24440	City of Windom - Internet Services	\$86.00
24441	Card Member Services - Training Expenses, Rain Gauges, Norton Security & Office Supplies	\$650.88
24442	Staples Enterprises - Gas - July	412.51
24443	Hy-Vee - Meeting Supplies for GBERBA Policy/Tech Meeting 7-19-19	64.38
24444	Citizen Publishing - Site Hosting (2) & Open House Ads, Ag Edition - MAWQCP & Ag Edition - CREP	2071.00
24445	Cottonwood County Recorder - Recording Fees - Peterson (1) & MN Supreme Feeders (3)	\$184.00
24446	Marco - Contract Base Charge, Overage & Freight	\$622.03
24447	Office Depot - District Office Supplies	\$132.70
24448	Country Pride Services - Supplies to Insulate Tree Barn	\$1,407.29
24449	Pipestone Publishing Company - MAWQCP Area V Ad 7/15/19	\$500.00
24450	Red Wing Business Systems - Turning Point & Payroll Customer Care Membership	\$999.00
24451	Indoff Incorporated - Bookshelf & Copy Paper	\$1,073.00
24452	Petty Cash Custodian - Supplies for Open House & Gas to Tree Planting	\$23.25
24453	KDOM - Open House Ad 7-31-19	\$120.00
24454	David Engen - Reimburse for Trees/Tax Returned	\$101.00
24455	MCIT - Registration for Risk Mgmt Workshop - K Clouse	\$65.00
24456	MACDE - Registration Managers Meeting - K Gross	\$15.00
24457	SHI International Corp - Work on SWCD Computers/Parts	\$273.00
24458	Kari Clouse - Mileage to Martin SWCD for GBERBA Audit	\$58.58
24459	Herman Bartsch - Mileage, Cell Phone & Supplies for Soil Health Meeting	\$504.48
24460	Rebecca Buchholz - Cell Phone	\$30.00
24461	Joshua Votruba - Mileage	\$31.90
24462	Kay Gross - Cell Phone, CrashPro, District Cell Phone & Supplies for Open House	\$135.03

**TOTAL ACCOUNTS PAYABLE** **\$16,847.22**

**District Checking Account Balance** **\$699,067.47**

**Balances as of 7-23-19**

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

# 2W2P

## Watowan Watershed Planning Project

Members: Blue Earth, Brown, Cottonwood, Jackson, Martin and Watowan Counties and SWCDs



### Policy Committee Meeting MCIT Operational Arrangements Presentation

Monday, September 30, 2019

Starting at 9:00 a.m. – Policy Committee Meeting

10:00 a.m. – MCIT Operational Arrangements Presentation

St. James American Legion Post 33

620 First Avenue South

St. James, MN 56081

Please Inform Your County Commissioners, SWCD Supervisors, County Coordinators,  
County Attorneys and Interested Staff on the MCIT Presentation  
*(One of these Arrangements will be voted on to move into the  
Implementation Phase of the Watowan 1W1P)*

- 1.) Call to Order and Roll Call / Introductions
- 2.) Approval of Agenda
- 3.) Approval of minutes from the June 19 (Policy). July 17 and August 28 (Executive)
- 4.) Bills to Pay *Heidi*
- 5.) Adjourn

**Operational Arrangements  
for Watowan River 1W1P**

Jennifer Wolf, MCIT  
Staff Counsel for Risk Control

# 2W2P

## Watowan Watershed Planning Project

Members: Blue Earth, Brown, Cottonwood, Jackson, Martin and Watowan Counties and SWCDs



**Date: August 13<sup>th</sup>, 2019**

**To: County Commissioners, SWCD Supervisors, County Coordinators, County Attorneys and Interested Staff**

**From: Watowan Watershed Planning Partnership**

**Subject: Operational Agreement for the Watowan Watershed One Watershed, One Plan (1W1P)**

Dear county officials and interested staff,

The Watowan Watershed Planning Partnership would like to invite you to attend an informational meeting regarding operational agreement options for the implementation phase of the Watowan Watershed One Watershed, One Plan.

This will give all participating county officials and staff an opportunity to become familiar with operational agreement formats, which may be used to implement the One Watershed, One Plan once approved and adopted.

The featured speaker will be Jennifer Wolf who is an attorney with Minnesota Counties Intergovernmental Trust (MCIT). She has previously advised several watershed groups in establishing operational agreements.

**Date: Monday, September 30<sup>th</sup>, 2019**

**Time Frame: 10:00am to Noon**

**Location:**

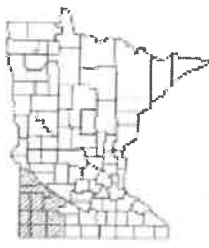
**St. James American Legion Post 33  
620 First Avenue South  
St. James, MN 56081**

If you have questions please contact your local Watowan Watershed 1W1P staff representative.

David Haler, Watowan County Land Management Director  
david.haler@co.watowan.mn.us  
Heidi Rudolph, Assistant Watowan County Land Management Director  
heidi.rudolph@co.watowan.mn.us

Watowan County Land Management  
108 8<sup>th</sup> Street South  
St. James, MN 56081  
Phone: 507-375-1225

Kay Gross, Cottonwood SWCD Administrator  
[kay.clark@windomnet.com](mailto:kay.clark@windomnet.com)  
Cottonwood SWCD  
339 9<sup>th</sup> Street, Windom, MN 56101  
Phone: 507-831-1153 Ext. 3



# SOUTHWEST PRAIRIE TECHNICAL SERVICE AREA

210 10th Street, Windom, MN 56101

Phone: 507-832-8287

---

**DATE:** AUGUST 22, 2019  
**TO:** SOUTHWEST PRAIRIE TSA MEMBERS  
**FROM:** KAY GROSS, ADMINSTRATIVE COORDINATOR  
**SUBJECT:** COORDINATOR REPORT

### **2018 NACD Grant – Technical Assistance Grant**

Final report will be complete this summer. As of June 30, 2019 we have \$2,304.73 remaining to expend with all match met (\$29,234.97).

### **2018 NRCS Grant – Collaboration**

Awaiting payment on our last claim.

### **2019 NACD – Technical Assistance Grant**

We have received notice that we have been awarded through the next grant round of \$125,000, and have completed the grant agreement. Our first payment came this week of \$31,250.00.

We have submitted our first quarterly report for this grant with all funds expened going toward our match.

We are requesting a contract amendment with Centrol Crop Consulting extending their end date to 12-31-2019; Obligation of funds will remain at \$60,000.

### **Southwest Prairie TSA Managers Meeting**

TSA Manager's Meeting was heldp on Monday, July 29 in Slayton with GREAT ATTENDANCE!!! Thank you so much for participating

Meeting objectives include Grant and Funding Updates, TSA Staff Update, Future Work Load, BWSR Report.

### **Soil Health/Training Contract Position**

Dawn Madison is back in full swing and working with local offices and grant obligations for NACD and NRCS. Several Soil Health/Cover Crop Workshops were held at the end of July.

# Southwest Prairie Technical Service Balance Sheet Detail As of July 31, 2019

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
<b>ASSETS</b>									
<b>Current Assets</b>									
<b>Checking/Savings</b>									
Checking Account									918,244.93
Liability Check	07/05/2019	auto	MIN UI Fund			X	-SPLIT-		781,765.61
Liability Check	07/05/2019	auto	Sun Life Insurance			X	-SPLIT-		781,348.72
Check	07/08/2019	2886	Deputy #80			X	Auto Expense	-108.00	62,432.01
Check	07/09/2019	2901	Hoogendoorn, Russell	Lic/Fees 2019... mileage		X	Auto Expense	-76.43	62,324.01
Check	07/09/2019	2902	Murray County	2-microsoft of... battery		X	Capital Outlay	-2,245.75	62,247.58
Check	07/09/2019	2903	Marthaler Ford of W...	oil change		X	Auto Expense	-157.76	60,001.83
Check	07/09/2019	2904	Gary's Services	meals, keybo...		X	Auto Expense	-225.00	59,844.07
Check	07/09/2019	2905	Cardmember Service	Created by P...		X	Auto Expense	-273.87	59,619.07
Liability Check	07/10/2019	2906	QuickBooks Payroll ...			X	-SPLIT-	-65.66	59,345.20
Liability Check	07/10/2019	2907	MN PEIP			X	Direct Deposit ...	-2,693.46	59,279.54
Check	07/10/2019	2907	Chandler Co-op	gas		X	Health Insuran...	-6,791.98	56,586.08
Paycheck	07/11/2019	DD1157	Koepke, Adam H			X	-SPLIT-	49,794.10	46,579.38
Paycheck	07/11/2019	DD1158	Matthys, Benjamin	Direct Deposit	FY18 ES...	X	-SPLIT-	0.00	46,119.38
Paycheck	07/11/2019	DD1159	Skoglund, Michael	Direct Deposit	NPEA	X	-SPLIT-	0.00	46,119.38
Paycheck	07/11/2019	DD1160	Wall, Christopher M	Direct Deposit	FY18 ES...	X	-SPLIT-	0.00	46,119.38
Liability Check	07/11/2019	DD1156	Hoogendoorn, Russell	Direct Deposit	NPEA	X	-SPLIT-	0.00	46,119.38
Liability Check	07/11/2019	auto	EFTPS	41-1811267		X	-SPLIT-	0.00	46,119.38
Liability Check	07/11/2019	auto	MN Revenue			X	-SPLIT-	0.00	46,119.38
Liability Check	07/11/2019	auto	MSRS			X	State Withholdi...	-2,227.20	43,892.18
Liability Check	07/11/2019	auto	PERA			X	HCSP-Def C	-392.00	43,500.18
Liability Check	07/11/2019	auto	MSRS			X	-SPLIT-	-225.00	43,275.18
Check	07/16/2019	2909	Koepke, Adam H			X	HCSP-Def C	-1,347.36	41,927.82
Liability Check	07/24/2019		QuickBooks Payroll ...			X	Auto Expense	-50.00	41,877.82
Deposit	07/24/2019			Created by P... Deposit		X	Auto Expense	-81.50	41,796.32
Paycheck	07/25/2019	DD1161	Hoogendoorn, Russell			X	Direct Deposit ...	-7,872.01	33,924.31
Paycheck	07/25/2019	DD1162	Koepke, Adam H			X	Undeposited F...	4,460.13	38,384.44
Paycheck	07/25/2019	DD1163	Matthys, Benjamin			X	-SPLIT-	0.00	38,384.44
Paycheck	07/25/2019	DD1164	Skoglund, Michael			X	-SPLIT-	0.00	38,384.44
Paycheck	07/25/2019	DD1165	Wall, Christopher M			X	-SPLIT-	0.00	38,384.44
Liability Check	07/25/2019	auto	EFTPS	41-1811267		X	-SPLIT-	0.00	38,384.44
Liability Check	07/25/2019	auto	MN Revenue			X	-SPLIT-	0.00	38,384.44
Liability Check	07/25/2019	auto	MSRS			X	State Withholdi...	-2,630.38	35,754.06
Liability Check	07/25/2019	auto	PERA			X	HCSP-Def C	-477.00	35,277.06
Liability Check	07/25/2019	auto	MSRS			X	-SPLIT-	-225.00	35,052.06
Check	07/25/2019	2910	Wall, Christopher M	VOID: gas G.L...		X	HCSP-Def C	-1,564.42	33,487.64
Check	07/25/2019	2911	Koepke, Adam H	gas		X	Auto Expense	-50.00	33,437.64
Deposit	07/25/2019	32	Wall, Christopher M	Deposit		X	Auto Expense	-85.50	33,437.64
General Journal	07/25/2019			For CHK 291...		X	Federal	31,250.00	64,602.14
Deposit	07/31/2019			Deposit		X	Auto Expense	-58.73	64,543.41
Deposit	07/31/2019			Undeposited F...		X	Undeposited F...	340.21	64,883.62
<b>Total Checking Account</b>									<b>64,883.62</b>
<b>Savings Interest Account</b>									<b>54,102.70</b>
<b>Total Savings Interest Account</b>									<b>54,102.70</b>
<b>Select Business Savings</b>									<b>664,814.01</b>
<b>Total Select Business Savings</b>									<b>664,814.01</b>
<b>Total Checking/Savings</b>									<b>783,800.33</b>
<b>Accounts Receivable</b>									<b>37,092.89</b>

<b>Total Checking Account</b>									<b>64,883.62</b>
<b>Savings Interest Account</b>									<b>54,102.70</b>
<b>Total Savings Interest Account</b>									<b>54,102.70</b>
<b>Select Business Savings</b>									<b>664,814.01</b>
<b>Total Select Business Savings</b>									<b>664,814.01</b>
<b>Total Checking/Savings</b>									<b>783,800.33</b>
<b>Accounts Receivable</b>									<b>37,092.89</b>

**Monthly Treasurer's Report**  
**Southwest Prairie Technical Service Area**  
**July 2019**

Use of Cash	Beginning Balance 7/1/2019	Receipts	Disbursements	Ending Balance 7/31/2019
Checking	\$ 62,432.01			
Select Business Svg	\$ 664,814.01	\$ 36,050.34	\$ 33,598.73	\$ 64,883.62
Interest Money	\$ 54,102.70			\$ 664,814.01
Investments	-	-	-	\$ 54,102.70
Petty Cash	\$ 25.00	-	-	-
<b>Total</b>	<b>\$ 781,373.72</b>	<b>\$ 36,050.34</b>	<b>\$ 33,598.73</b>	<b>\$ 783,825.33</b>
<b>Program Summary</b>				
JPO Fund Balance	\$ 54,102.70			\$ 54,102.70
FY19 NPEA Grant	\$ 4,126.27			\$ 4,126.27
FY19 NPEA Local Share	\$ 13,002.00		\$ 3,445.54	\$ 9,556.46
FY19 NPEA Admin	\$ 7,466.51		\$ 13,002.00	\$ -
FY17 NPEA Equipmen exp 06/30/2019	-			-
Technical Services	\$ 194,264.29	\$ 4,800.34	\$ 17.27	\$ 7,466.51
TSA Shared Technician	-			-
Training	\$ 3,000.00			\$ 198,047.36
FY17 ESTS Pt.1-Lincoln exp-06/30/2019	-			-
FY17 ESTS Part 2(equipment)	\$ 308.38			\$ 3,000.00
FY17 ESTS Part 2-Local Share	\$ 15,219.92			-
FY17 ESTS Part 2- Admin	-		\$ 2,245.75	\$ 308.38
FY18 ESTS Local Share	\$ 23,991.00			\$ 12,974.17
FY18 ESTS (exp-06/30/2020)	\$ 153,782.02			-
FY18 ESTS Admin	\$ 12,462.90	\$ -	\$ 14,888.17	\$ 23,991.00
FY18 ESTS Equipment	\$ 34,700.00			\$ 138,893.85
FY19 ESTS Grant	\$ 210,750.00			\$ 12,462.90
FY19 ESTS Admin	\$ 29,250.00			\$ 34,700.00
FY19 ESTS Local Share	\$ 24,398.00			\$ 210,750.00
NRCS Collaboration Grant Admin	\$ (1,755.00)			\$ 29,250.00
FY20 NACD Grant	\$ 2,304.73	\$ 31,250.00		\$ 24,398.00
NACD Technical Assistance Grant	-			\$ (1,755.00)
<b>Total</b>	<b>\$ 781,373.72</b>	<b>\$ 36,050.34</b>	<b>\$ 33,598.73</b>	<b>\$ 783,825.33</b>



COUNTY/SWCD AGREEMENT 2020 BUDGET	SSTS PROGRAM	LOCAL WATER PLAN PROGRAM	FEEDLOTS	PLANNING and ZONING	Balance
Hours Per Program	750	800	630	200	
Calculated Hourly Rate	\$28,125.00	\$38,728.00	\$18,894.00	\$10,014.00	\$95,761.00
(Supplies, Postage, Dues, Professional Services, Vehicle Maintenance and Gas, Unemployment-Work Comp, Supervisor Expenses, Etc.)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Training	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Communications	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500.00
<b>Total</b>	<b>\$32,625.00</b>	<b>\$38,728.00</b>	<b>\$18,894.00</b>	<b>\$12,014.00</b>	<b>\$102,261.00</b>

**2020 Cottonwood SWCD Base Allocation**

- Base Allocation \$52,000.00
- MCIT Property/Casualty/WC \$10,056.00
- MCIT Dividend -\$1,762.00
- Employee Insurance (Estimate) \$92,694.37
- Employee Insurance (Paid Back to County - Estimate) -\$45,024.06
- Additional Capacity Funding for Match FY20 \$22,750.00

For Program Technician and Local Water Plan Technician \$130,714.31

**TOTAL REQUEST \$232,975.31**

**FY19 BWSR - Additional Capacity Funding - Remaining**  
 County Match \$12,031.73  
 District State \$11,582.08  
 For Program Technician and Local Water Plan Technician \$23,613.81

**FY2020 Natural Resources Block Grant**

	Base	Perf. Credit	Match	Levy/Cash	SWCD Allocation
Co. Local Water Plan WCA	\$14,844.00				\$5,000.00
DNR Shoreland SSTS (SSTS - FY17 Numbers)	\$3,778.00				
Feedlot (Feedlot - FY17-FY19)	\$2,772.00				
Feedlot (Feedlot - FY20)	\$18,600.00	\$5,677.00	\$53,870.34	\$0.00	
	\$44,449.00	\$1,100.00	\$18,442.00		
	\$26,604.00				
	\$111,047.00	\$5,677.00	\$72,312.34	\$0.00	\$5,000.00
	<b>\$116,724.00</b>		<b>\$72,312.34</b>		
Funding from State with County Match					<b>\$189,036.34</b>



**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 August 22, 2019.**

**1) Minnesota Wetlands Conservation Act update.**

There is ongoing work in Cottonwood and Watonwan Counties. There is a new WCA application for the City of Bingham Lake dealing with stormwater.

**2) GBERBA and 1W1P Watonwan**

The new Clean Water Fund Grant application period is open. We expect to apply for a Multipurpose Drainage Management and a Well Head Protection grant. The Watonwan One Watershed One Plan process is moving at a fast pace, we are now completing the measurable goals, actions and programs section.

**3) Tree Program.**

We have started the tree barn insulation project; Lee is helping when time permits. I have submitted the 2020 early tree orders to two nurseries. There are a lot of tree issues that are impacting tree health this year. I have responded to many calls about tree health. **The DNR has requested use of the barn to store tree seeds for a direct seeding this fall.**

**4) Watershed Restoration and Protection Strategies WRAPS**

The completed WRAPS report is a jumping off place for the One Watershed One Plan Process. Staff is involved in the Des Moines, Little Cottonwood which is included in the Middle Minnesota watershed and the Cottonwood Watershed WRAPS process all at the same time.

**5) Possible Water Quality Park**

I am working with the City of Mountain Lake on a possible water quality park. I am also talking with the Lower Sioux Community on a indigenous peoples educational component to the park. I have met with the Lower Sioux staff and have now received some signage options. I will meet with the Mountain Lake city council to get further approval.

**David Bucklin     Cottonwood SWCD**



210 10<sup>th</sup> St  
Windom, MN 56101

Phone: 507-832-8287

## **COTTONWOOD** **SOIL AND WATER CONSERVATION DISTRICT**

**Date:** August 16, 2019

**Name:** Becky Buchholz (Farm Bill Assistant/Program Technician)

**Topics:** Past Events, Upcoming Events, Farm Bill Assistance, SSTS

### **Past Events:**

- June 25 – 26, 2019 – Public Administrator Cohort training in St. Cloud, MN
- June 27-28, 2019 – Field soils for conservation planner certification in Marshall, MN
- July 8, 2019 – Navigating Ag Conflict Training in Marshall, MN

### **Upcoming Events:**

- August 22, 2019 – Wetland Restoration Inspection Training in Redwood Falls, MN
- August 23, 2019 – CREP and CCRP closes
- August 27-28, 2019 – Cover Crop Logistics Training in Lamberton, MN
- September 9-13, 2019 – Wetland Delineator Training in Brainerd, MN

### **Farm Bill Assistance:**

- CREP and CCRP opened up June 3 and will be open until August 23<sup>rd</sup>. CREP will have three batching periods: June 28, July 26, and August 30. Our application from the June batching period was accepted for CREP. We have submitted one application for the July batching period and it was accepted for CREP. We have 7 more that will likely go in the August batching period.
- We have quite a few RIM violations that will be fixed this past Fall after harvest due to crop encroachment. We were not able to get to all of these because we hadn't received contact back from landowners before winter, we will have to continue the remediation in Spring 2019.
- There is still wetland restoration work to be done on a majority of these easements.
- I will be working with Hannah and Dave on getting more of our easements staked that are adjacent to cropland and staking new CREP easements this year.
- Hannah is working on RIM spotchecks again this year, she has found multiple violations that will be corrected this year.
- I am will doing the CRP plans for the County, we technically need to do them as an operating agreement between us and NRCS for the computer seat.

### **SSTS:**

- Continuing to send out letters as septic disclosure forms come in and as property transfers occur.
- Staff found a box of SSTS designs from 1997 through the 2000's. I have been going through those files and adding them to the electronic parcel file.



**COTTONWOOD**  
**SOIL AND WATER CONSERVATION DISTRICT**

210 10th Street  
Windom, MN 56101

Phone: 507-832-8287

**Date:** August 22, 2019

**Name:** Hannah Herzfeld (Cottonwood Resource Technician)

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

**Past Events:**

- July 30- Aug 2<sup>nd</sup> – Conservation Planning Course – Morris
- August 7<sup>th</sup> – Farm Fest
- August 14-17<sup>th</sup> County Fair

**Upcoming Events:**

- Wetland Restoration August 22<sup>nd</sup>- Redwood Falls
- Cover Crop logistics August 27-28<sup>th</sup> - Lamberton

**Project Updates:**

Public Waters compliance in Cottonwood county is approximately 90%. Administrative Penalty Order and Corrective Action Notices were sent to landowners. SWCD and the County are working congruently to assist landowners with bringing landowners into compliance with the Buffer Law and will be conducting site visits and inspections this summer and fall.

Staking RIM easements that were not previously staked, and working with the landowners to correct RIM violations.

**Working on:**

- Developing an alternative practices list, and making site visits to determine alternative practices for individual landowners.
- Tracking buffer compliance using the BWSR BuffCAT tool is a continual process.
- Continuing SSTS mentoring
- Continuing RIM site inspections and staking this summer.
- Moving forward with the Buffer Law and conducting site visits for landowners who received a APO (Administrative Penalty Order) and Corrective Action Notice, and working with landowners to come into compliance.
- Applying for CWF FY 2020 Projects and practices grant for Cottonwood River Watershed within Cottonwood County.



# Minnesota Agricultural Water Quality Certification Program

South Central MAWQCP Certification Specialist  
Serving the Counties of: Blue Earth, Brown, Faribault, LeSueur, Martin, McLeod, Nicollet, Renville, Sibley, Waseca, Watonwan



Greater Blue Earth River Basin Alliance



Herman Bartsch  
AREA 6 MAWQCP CERTIFICATION SPECIALIST  
August 20th, 2019

### **Workload:**

- Working with producers and SWCDs to complete assessments and certifications
- Assisting producers with MDA Grant Applications
- Cover Crop Plans
- Program Promotion
- NRCS - RCPP Applications
- Field Verifications
- FarmFest - 8/8/19
- 4R Field Day - 8/14/19
- Soil Health Coalition Kickoff - 8/16/19
- Farm BMP Showcase and Certification Presentation - LeSueur County - 8/28/19

AREA 6	Applications	Assessments	Certifications
Blue Earth SWCD	13	12	7
Brown SWCD	9	6	3
Faribault SWCD	21	16	12
LeSueur SWCD	7	4	3
Martin SWCD	9	5	5
McLeod SWCD	9	7	4
Nicollet SWCD	1	1	1
Renville SWCD	8	7	6
Sibley SWCD	3	3	3
Waseca SWCD	9	9	2
Watonwan SWCD	10	6	5
<b>Total</b>	<b>99</b>	<b>76</b>	<b>51</b>

### MAWQCP Numbers as of 8-19-19

- 780 producers certified
- 522,432 acres certified
- 1,626 new practices installed or planned to be installed
- Sediment delivery to surface waters reduced by 34,967 tons per year
- Soil loss reduced by 91,429 tons per year
- Phosphorus loss reduced by 42,390 lbs. of P per year

Herman Bartsch:  
Area 6 Certification Specialist  
422 Belgrade Ave, Suite 104  
North Mankato, MN 56003

Office: (507) 344-3210  
Cell: (507) 380-9134

E-MAIL:  
hermanbartsch@outlook.com



# Greater Blue Earth River Basin

August 20, 2019



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 Workload:**

- Continuing to meet with producers for assessments, mapping, & uploading documents for state verification
- Assisting producers in submitting MAWQCP Cost-Share Grant Applications
- Working on Lincoln Pipestone Rural Water MAWQCP incentive applications/assessments.

**Events:**

- **Aug 1<sup>st</sup>** – Cover Crop/Soil Health Field Day – Luverne
- **Aug 6<sup>th</sup>** – SWMACDE Employees Meeting - Slayton
- **Aug 7<sup>th</sup>** – Farmfest helping Minnesota Soil Health Coalition (MNSHC)
- **Aug 16<sup>th</sup>**- Soil Health Kickoff – Redwood Falls
- **Aug 20<sup>th</sup>** – Cover Crop Field Day – Lamberton
- **Aug 27<sup>th</sup>** – Lincoln SWCD Cover Crop Field Day – Lincoln Co.

**Program Updates and Information:**

- MAWQCP has certified over **780 farms**, including over **522,432 acres** with **1,626 new BMP's**
- Estimated benefits include: **34,967 tons** of TSS reduced per year, **91,429 tons** soil reduced per year, **42,390 lbs** Phosphorous reduced per year
- Grant applications still available for up to **\$5,000 75%** cost-share through the MDA for producers
- The MAWQCP has signed a MOU with the MNSHC to provide support, promote, & work toward sustainable ag production.
- A Story Map has been launched on the MAWQCP website. You can view it here:

<https://mnag.maps.arcgis.com/apps/Shortlist/index.html?appid=f5f1c86e75cd48bf9a79b5eccb51d36e>

### YEAR TO DATE NUMBERS

<b><u>Area 5</u></b>	<b><u>Applications</u></b>	<b><u>Assessments Completed</u></b>	<b><u>Actively Pursuing Cert.</u></b>	<b><u>Certifications</u></b>
Cottonwood SWCD	32	30	1	13
Jackson SWCD	30	27	1	17
Lac Qui Parle SWCD	6	6	0	4
Lincoln SWCD	16	16	0	5
Lyon SWCD	14	12	2	7
Murray SWCD	13	13	1	9
Nobles SWCD	14	13	0	9
Pipestone SWCD	39	37	1	18
Redwood SWCD	33	33	0	22
Rock SWCD	18	15	0	10
Yellow Medicine SWCD	23	23	2	11
<b>Totals</b>	<b>238</b>	<b>225</b>	<b>8</b>	<b>125</b>

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

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

E-MAIL:  
[Danielle.Evers@co.pipestone.mn.us](mailto:Danielle.Evers@co.pipestone.mn.us)



# Greater Blue Earth River Basin Alliance

[www.GBERBA.org](http://www.GBERBA.org)

**DATE:** August 22, 2019

**NAME:** Josh Votruba  
Watonwan Watershed Resource Specialist

**Topics:** Past Events, Upcoming Events, Working on

## Past Events:

July 30 to Aug 2 – Basic Conservation Planning Training, Morris, MN  
Aug 7 – Watonwan One Watershed, One Plan Advisory Committee Meeting, St. James, MN  
Aug 7 – Watonwan One Watershed, One Plan Steering Team Meeting, St. James, MN  
Aug 19 – Watonwan SWCD Board Meeting, St. James, MN  
Aug 21 - Watonwan One Watershed, One Plan Steering Team Meeting, St. James, MN

## Upcoming Events:

Aug 27 to Aug 28 – Cover Crop Logistics Training, Lamberton, MN  
Aug 28 – GBERBA Tech Meeting, Mankato, MN  
Aug 28 – GBERBA Executive Meeting, Mankato, MN  
Sept 11 – Watonwan 1W1P Advisory Committee Meeting, St. James, MN  
Sept 11 – Watonwan 1W1P Steering Team Meeting, St. James, MN

## Working on:

- *Training:* I recently attended the NRCS Conservation Planning Training in Morris July 30 to August 2. This 4-day training covered the conservation planning process in great detail. August 27 to August 28 I will be attending a Cover Crop Logistics Training in Lamberton.
- *GBERBA Cover Crop Cost Share:* A Semi-Annual report for the GBERBA Cover Crop Grant was completed and submitted to the MPCA at the end of July. With the Conservation Drainage Grant 33 expiring August 31 a Final Report will need to be put together and sent to the MPCA in the coming months.
- *GBERBA Grant Applications:* I have been working with Dave Bucklin on a Drinking Water Protection Grant Application for GBERBA. The overall purpose of the grant would be to protect and improve drinking water within the Greater Blue Earth River Basin. The application is targeting Drinking Water Supply Management Areas (DWSMAs) and Source Water Protection Areas completely within the Greater Blue Earth River Basin. Groundwater contaminants will be reduced/prevented by placing recommended BMPs outlined in Groundwater Restoration and Protection Strategies, County Local Water Management Plans, and Wellhead Protection Plans for each DWSMA. These BMPs include cover crops, tillage practices, nutrient management, conservation cover, and urban storm water management projects. In addition, GBERBA plans to apply for another CWF Multipurpose Drainage Management Grant.
- *Watonwan River One Watershed, One Plan:* The Watonwan One Watershed One Plan Advisory Committee held a meeting August 7<sup>th</sup>. The meeting covered the topics of habitat and recreation/wetlands. During this meeting the Advisory Committee discussed the measurable goals, actions, and programs in regards to these resource concerns. The next Advisory Committee meeting is scheduled for September 11<sup>th</sup> and will include the topics of groundwater and surface water (run off and flooding).



# Minnesota Agricultural Water Quality Certification Program

Agriculture and Water Outreach Corpsmember  
Conservation Corps of MN & IA  
Lee Tapper



Greater Blue Earth River Basin Alliance



---

August 22, 2019

## Workload:

- Assisting Herman Bartsch and Danielle Evers 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 Bartsch and Danielle Evers with filling in soil and nutrient management information for applicant's fields
- Attended producer meetings with Herman Bartsch and Danielle Evers
- Assisted Herman Bartsch and Danielle Evers with field verifications
- Assisted David Bucklin plant trees in Cottonwood County
- Assisted Hannah Herzfeld check RIM Easements in Cottonwood County
- Assisted Herman Bartsch design a seed mix for a waterway

## Projects and Events:

- Cottonwood SWCD Open House in Windom on 7/29
- Attended Cover Crop "How To" Event in Luverne on 8/1
- Farm Fest in Redwood Falls on 8/7
- Assisted Taylor Letexier NRCS and Hannah Herzfeld with Rainfall Simulator at the Cottonwood County Fair 8/14-8/17
- Continue to input maps and other data into the mapping and assessment tool

## Upcoming Events:

- 1W1P Steering Team in St. James on 8/21
- Cover Crop Logistics Training at the U of MN Lamberton Research Center on 8/27-8/28
- Conservation Corps Fall Retreat at Whitewater State Park on 9/9-9/11
- 1W1P Advisory Meeting in St. James on 9/11
- GBERBA Policy Meeting in Mankato on 9/13

Lee Tapper  
Agriculture and Water Outreach Corpsmember  
210 10th Street  
Windom MN 56101

Cell:(712)551-6574

Email: leettapper@outlook.com





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: August 22, 2019**

**Name: Alex Schultz**

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

**Past Events:**

- August 8<sup>th</sup> – Minnfarm Buffalo
- August 16<sup>th</sup> – MACPZA Meeting

**Upcoming Events:**

- August 23<sup>rd</sup> – Planning Commission Meeting
- September 14<sup>th</sup> - Pheasants Forever Banquet

**Planning and Zoning:**

- **Planning Commission Meeting**
  - Keith Engen Feedlot Expansion
- **Board of Adjustments**
  - None
- **Permits**
  - Setback Permits, 5 Issued
  - CUP, 0 Issued
  - Variance, Issued 0

**Feedlots**

- None