

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS
MINUTES
October 24, 2019**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on October 24, 2019. The meeting was called to order by Chairman Clark Lingbeek at 8:36 a.m.

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

Others Present: District Administrator, Kay Gross
District Administrative Program Assistant – Kari Clouse
District Technician – Dave Bucklin
NRCS District Conservationist – Karen Boysen
County Commissioner - Tom Appel

Absent: Vice Chairman, Daryl Tasler

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

MINUTES: Motion by Muller, second by Nerem to approve the September 26, 2019 Board Meeting minutes.
Affirmative: Lingbeek, Muller, Nerem and Duroe
Opposed: None.
Motion carried.

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

ACCOUNTS PAYABLE: Motion by Nerem, second by Duroe to approve paying the accounts payable as written on the October 2019 Financial Report totaling \$35,590.47.
Affirmative: Lingbeek, Muller, Nerem and Duroe
Opposed: None.
Motion carried.

SAVINGS ACCOUNT – BANK MIDWEST
Motion by Duroe, second by Nerem to approve opening a saving account through Bank Midwest with a minimum account balance of \$50,000. Authorized account accessibility approved for SWCD Board Members Clark Lingbeek and Daryl Tasler, and staff members Kay Gross and Kari Clouse.
Affirmative: Lingbeek, Muller, Nerem and Duroe
Opposed: None.
Motion carried.

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

Motion by Duroe, second by Muller to approve the posting and advertising of an Engineering Technician position with an application deadline of Friday, November 1, 2019. Starting wage \$19-25 per hour (depending on qualifications).
Affirmative: Lingbeek, Muller, Nerem and Duroe
Opposed: None.
Motion carried.

MASWCD: Lingbeek
WATONWAN 1W1P: Lingbeek, Appel
COTTONWOOD COUNTY COMMISSIONER: Commissioner Tom Appel

ADMINISTRATOR REPORT: Kay Gross
STATE COST-SHARE CONTRACT APPROVAL

City of Mountain Lake	19-05	Midway 33	Tree Planting/ Water Quality Control	Cost \$2,000.00	C-S \$1,500.00
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Motion by Muller, second by Nerem to approve the State cost-share contract (19-05) for City of Mountain Lake totaling \$1,500.00.

Affirmative: Lingbeek, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

GBERBA COST-SHARE CONTRACT FINAL PAYMENT

Tom Muller	319-TMDL-16-17-05	Dale 14	Cover Crops	Cost \$2,444.80	C-S \$1,222.40
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Motion by Nerem, second by Duroe to approve the GBERBA cost-share contract final payment (319-TMDL) for Muller totaling \$1,222.40.

Affirmative: Lingbeek, Nerem and Duroe

Opposed: None.

Abstained: Muller

Motion carried.

WELL SEALING COST-SHARE CONTRACT APPROVAL and PAYMENT AUTHORIZATION

Rodney Junker	2019-09	Selma 31	Well Sealing	Cost \$605.00	C-S \$302.50
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Motion by Muller, second by Duroe to approve the well sealing cost-share contract (LWP) and payment authorization for Rodney Junker (\$302.50).

Affirmative: Lingbeek, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

PROGRAM TECHNICIAN POSITION

Motion by Muller, second by Duroe to approve the posting of a Program Technician position with a starting wage of \$17.48. Posting will be from November 11 – 22, 2019.

Affirmative: Lingbeek, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

EASEMENT CORRECTIVE ACTION PLAN

Motion by Nerem, second by Muller to approve the signing the Easement Corrective Action Plan for Richard Gisch.

Affirmative: Lingbeek, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

PROFESSIONAL DEVELOPMENT

Motion by Muller second by Nerem to approve the SSTS Continuing Education Class (\$295), 2020 MN Wetland Professionals Association (2 – Becky, Hannah \$30/person) and purchase of Intuit Quickbooks software (\$299.95).

Affirmative: Lingbeek, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

**SWCD BOARD MINUTES
OCTOBER 24, 2019**

SUPERVISOR MEETINGS

November 7 - Area II/RCRCA Legislative Gathering – Belview; November 8 – GBERBA Policy/Technical Meeting – Mankato; November 20 – Watonwan Science Based Meeting – St. James; November 21 - Area V Meeting - Marshall; November 26 – SWCD Board Meeting – Office; December 8-10 – MASWCD State Convention - Bloomington.

SWCD EMPLOYEE MEETINGS

October - 28-31 BWSR Academy – Breezy Point; November 4 - Des Moines River Watershed – 1W1P – Windom; November 4 - 1W1P Advisory Committee Meeting – St. James; November 4 - 1W1P Steering Team Meeting – St. James; November 4 - Ag Inspector Meeting – Redwood Falls; November 5 – Lawns and Legumes Workshop – Mankato; November 8 - GBERBA Policy/Technical Meeting – Mankato; November 13 - BWSR Financial Meeting – Office; November 20 - Watonwan 1W1P Steering Team Meeting – Mankato; November – 20 - Watonwan 1W1P Science Based Workshop –St. James; November – 21 - Area V Meeting – Marshall; November 26 - SWCD Board Meeting – Office (8:30 a.m.); December 8-10 - MASWCD State Convention – Bloomington.

Motion by Muller, second by Duroe to approve the Supervisor and Employee meetings and expenses for the month of September/October.

Affirmative: Lingbeek, Muller, Nerem and Tasler

Opposed: None.

Motion carried.

NRCS DISTRICT CONSERVATIONIST – Karen Boysen – 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

ADJOURNMENT: Meeting adjourned by the Chairman at 10:29 a.m.

Next Meeting will be on TUESDAY, NOVEMBER 26, 2019 at 8:30 a.m. at the District Office.

District Supervisor

District Administrator