

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS
MINUTES
OCTOBER 22, 2020**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on October 22, 2020 through WebEx (video communications) . The meeting was called to order by Chairman Daryl Tasler at 8:40 a.m.

Cottonwood County Attorney Nick Anderson as attorney/chief legal counsel for the board, I am determining that requiring all supervisors to participate in person at board meetings is not practical or prudent. I have made that determination based on the WHO's determination that the COVID 19 outbreak is a health pandemic.

Members Present in Office or
Media (WebEx): Chairman, Daryl Tasler (In Office)
 Vice Chairman, Tom Muller (In Office)
 Secretary, Jeremy Nerem (In Office)
 Treasurer, Cody Duroe (By WebEx)
 PR&I, Clark Lingbeek (WebEx)

Others Present: District Administrator, Kay Gross
 District Technician, Dave Bucklin
 Kari Clouse, Administrative Program Assistant
 MN Iowa Conservation Corp, Ashley Broussard

Others Present by Media: Tom Appel, Cottonwood County Commissioner (WebEx)

Absent: None

CALL TO ORDER and ROLL CALL

AGENDA: Motion by Nerem, second by Muller to approve the agenda as presented with the addition of John Anderson Well Sealing and purchase of new SWCD computer.

Roll Call Vote: Tasler – Yes Muller – Yes Nerem – Yes Duroe – Yes Lingbeek - Yes

Opposed: None.

Motion carried.

MINUTES: Motion by Muller, second by Nerem to approve the September 24, 2020 Board Meeting minutes.

Roll Call Vote: Tasler – Yes Muller – Yes Nerem – Yes Duroe – Yes Lingbeek - Yes

Opposed: None.

Motion carried.

OCTOBER FINANCIAL REPORT: Motion by Muller, second by Duroe to approve the October Financial Report as presented and submit for audit.

Roll Call Vote: Tasler – Yes Muller – Yes Nerem – Yes Duroe – Yes Lingbeek – Yes

Opposed: None.

Motion carried.

ACCOUNTS PAYABLE: Motion by Duroe, second by Muller to approve and pay October accounts payable totaling \$13,092.85.

Roll Call Vote: Tasler – Yes Muller – Yes Nerem – Yes Duroe – Yes Lingbeek – Yes

Opposed: None.

Motion carried.

AUDIT UPDATE 2018 and 2019

The Cottonwood SWCD requested that all payments to CliftonLarsonAllen cease until the 2018 and 2019 audits have been completed and received in the office.

RCRCA: Lingbeek

GBERBA: Lingbeek, Bucklin and Gross

WATONWAN 1W1P: Lingbeek, Appel, Bucklin and Gross

DES MOINES 1W1P: Bucklin and Gross

SOUTHWEST PRAIRIE TSA: Muller and Gross

SOUTHWEST PRAIRIE TSA VOUCHERS and FINANCIAL REPORT:

Motion by Muller, second by Lingbeek to approve the Southwest Prairie October Vouchers, Monthly Financials and Administrative Report.

Roll Call Vote: Tasler – Yes Muller – Yes Nerem – Yes Duroe - Yes Lingbeek – Yes

Opposed: None.

Motion carried.

MASWCD and AREA V: Lingbeek

COTTONWOOD COUNTY COMMISSIONER: Commissioner Tom Appel

ADMINISTRATOR REPORT: Kay Gross

WELL SEALING COST-SHARE CONTRACT APPROVAL

Motion by Muller, second by Nerem to approve the Well Sealing Cost-Share contract for Anita Winkel 2020-15 (\$500.00) and John Anderson 2020-16 (\$525.00).

Roll Call Vote: Tasler – Yes Muller – Yes Nerem – Yes Duroe – Yes Lingbeek - Yes

Opposed: None.

Motion carried.

TREE BARN MAINTENANCE

Motion by Nerem, second by Lingbeek to approve the Tree Barn Maintenance quote totaling \$1,349.00 by Bartsch Construction.

Roll Call Vote: Tasler – Yes Muller – Yes Nerem – Yes Duroe – Yes Lingbeek - Yes

Opposed: None.

Motion carried.

RESIGNING MEMORANDUM OF AGREEMENT BETWEEN NRCS and COTTONWOOD SWCD

Motion by Duroe, second by Muller to approve the resigning of the Memorandum of Agreement between the Natural Resources Conservation Service and the Cottonwood Soil and Water Conservation District.

Roll Call Vote: Tasler – Yes Muller – Yes Nerem – Yes Duroe – Yes Lingbeek - Yes

Opposed: None.

Motion carried.

NOVEMBER BOARD MEETING

Motion by Lingbeek, second by Muller to approve setting the November Cottonwood SWCD Board Meeting on Tuesday, November 24.

Roll Call Vote: Tasler – Yes Muller – Yes Nerem – Yes Duroe – Yes Lingbeek - Yes

Opposed: None.

Motion carried.

COTTONWOOD SWCD BUDGET

Motion by Nerem, second by Tasler to approve the 2021 Budget for the Cottonwood SWCD.

Roll Call Vote: Tasler – Yes Muller – Yes Nerem – Yes Duroe – Yes Lingbeek - Yes

Opposed: None.

Motion carried.

COMPUTER PURCHASE

Motion by Muller, second by Lingbeek to approve the purchase of a two new computer (\$2,000.00).

Roll Call Vote: Tasler – Yes Muller – Yes Nerem – Yes Duroe – Yes Lingbeek - Yes

Opposed: None.

Motion carried.

OCTOBER/NOVEMBER MEETING DATES

SUPERVISOR MEETINGS – ALL MEETINGS SUBJECT TO CONFERENCE CALLING OR WEBEX

November 12 – RCRC/CA/Area II Meeting – Zoom; November 19 – BWSR Southern Regional Meeting – Conference Call (Office); November 20 – GBERBA Policy Board Meeting – WebEx(Office); November 24 - Cottonwood SWCD Board – WebEx(Office).

SWCD EMPLOYEE MEETINGS

October 23 – 1W1P Watonwan Steering Team Meeting – Microsoft Teams; October 27-29 – BWSR Academy – WebEx; October 28 – GBERBA Technical Meeting - WebEx; November 19 – BWSR Southern Regional Meeting – Conference Call (Office); November 20 – GBERBA Technical Meeting – WebEx; November 20 – GBERBA Policy Board Meeting – WebEx; November 24 – Cottonwood SWCD Board Meeting – WebEx(Office).

Motion by Lingbeek, second by Muller to approve the Supervisor and Employee meetings and expenses for the month of October/November 2020.

Roll Call Vote: Tasler – Yes Muller – Yes Nerem – Yes Duroe – Yes Lingbeek - Yes

Opposed: None.

Motion carried.

NRCS DISTRICT CONSERVATIONIST – Karen Boysen
SENIOR TECHNICIAN – Dave Bucklin – Written Report
FARM BILL/PROGRAM TECHNICIAN – Becky Buchholz – Written Report
RESOURCE TECHNICIAN – Hannah Herzfeld – Written Report
AREA 6 CERTIFICATION SPECIALIST – Herman Bartsch – Written Report
AREA 5 CERTIFICATION SPECIALIST – Danielle Evers – Written Report
PROGRAM TECHNICIAN – Lee Tapper – Written Report
MN CONSERVATION CORP MEMBER – Ashley Broussard – Written Report
PLANNING and ZONING TECHNICIAN – Alex Schultz – Written Report

ADJOURNMENT: Meeting adjourned by the Chairman at 9:45 a.m.

Next Meeting will be on TUESDAY, November 24, 2020 at 8:30 a.m. at the District Office (by WebEx).

District Supervisor

District Administrator