

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS
MINUTES
SEPTEMBER 24, 2020**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on September 24, 2020 through WebEx (video communications) . The meeting was called to order by Vice Chairman Tom Muller at 8:35 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 (WebEx)
 Vice Chairman, Tom Muller (In Office)
 Secretary, Jeremy Nerem (In Office)
 Treasurer, Cody Duroe (By WebEx)
 PR&I, Clark Lingbeek (In Office)

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

Absent: None

CALL TO ORDER and ROLL CALL

AGENDA: Motion by Lingbeek, second by Nerem to approve the agenda as presented with the addition of Tom Muller GBERBA C-S final payment, Wayne Deist well sealing contract and BWSR District Capacity and Buffer Law Grant Agreement FY21.

Roll Call Vote: Tasler – Yes Muller – Yes Nerem – Yes Duroe – Yes Lingbeek - Yes
Opposed: None.
Motion carried.

MINUTES: Motion by Nerem, second by Lingbeek to approve the August 27, 2020 Board Meeting minutes.

Roll Call Vote: Tasler – Yes Muller – Yes Nerem – Yes Duroe – Yes Lingbeek - Yes
Opposed: None.
Motion carried.

SEPTEMBER FINANCIAL REPORT: Motion by Duroe, second by Tasler to approve the September 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 Lingbeek to approve and pay September accounts payable totaling \$400,811.37.

Roll Call Vote: Tasler – Yes Muller – Yes Nerem – Yes Duroe – Yes Lingbeek – Yes
Opposed: None.
Motion carried.

THIRD QUARTER COMPENSATION AND EXPENSES: The following meetings and expenses were approved for payment:
July 2 – Area II/RCRCA Meeting – Marshall - \$75.00; July 10 - GBERBA Policy Board Meeting – WebEx (Office) - \$75.00;
July 23 – SWCD Board Meeting – WebEx(Office) - \$75.00.

August 6 – Area II/RCRCA Meeting – Virtual - \$75.00; August 26 – GBERBA Executive Meeting – WebEx(Office) - \$75.00;
August 26 – Watonwan 1W1P Policy Committee Meeting – Virtual(Office) - \$0.00; August 27 – SWCD Board Meeting – WebEx(Office) - \$75.00.

PAGE 2
SWCD BOARD MINUTES
SEPTEMBER 24, 2020

September 2 – Southwest Prairie TSA – Personnel Committee – WebEx(Office) - \$75.00; September 3 – RCRC Meeting/Area II Meeting – Zoom - \$75.00; September 9 – Southwest Prairie JPO Meeting – WebEx(Office) - \$75.00; September 11 – GBERBA Policy Board Meeting – WebEx(Office) - \$75.00; September 15 – Watonwan 1W1P Public Hearing – Windom - \$75.00; September 24 – SWCD Board Meeting – WebEx(Office) - \$75.00; September 29 – GBERBA JPA Meeting – Ann Goering – Virtual(Office) - \$75.00.

Motion by Lingbeek, second by Duroe to approve the third quarter supervisor compensation and expenses.

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

Opposed: None.

Motion carried.

AUDIT UPDATE 2018 and 2019

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 Duroe, second by Lingbeek to approve the Southwest Prairie September 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

Covid-19 Costs – Applying for CARES Grant – Finalized week of Sept 28 – funds out early to mid October

Rent – 2021 – No increase in rent – one year

Ditch – Ditch Hearing on Ditch 24 – between Brown and Cottonwood Counties

Nuisance Ordinance for Cottonwood County

ADMINISTRATOR REPORT: Kay Gross

LAWNS TO LEGUMES COST-SHARE CONTRACT FINAL PAYMENT

Motion by Lingbeek, second by Nerem to approve the Lawns to Legumes Cost-Share contract final payment for Kristi Hedman (L2L-FY20-Cottonwood-10) \$168.33.

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

Opposed: None.

Motion carried.

GBERBA COST-SHARE CONTRACT FINAL PAYMENT

Motion by Tasler, second by Lingbeek to approve the GBERBA Cost-Share contract final payment for Tom Muller (319-TMDL-16-17-11) \$2,778.75.

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

Opposed: None.

Abstained: Muller

Motion carried.

WELL SEALING COST-SHARE CONTRACT APPROVAL

Motion by Nerem, second by Duroe to approve the Well Sealing Cost-Share contract for Wayne Deist 2020-14 (\$525.00).

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

Opposed: None.

Motion carried.

BWSR PROFESSIONAL and TECHNICAL SERVICE WORK ORDER CONTRACT

Motion by Duroe, second by Tasler to approve the BWSR Professional and Technical Service Work Order Contract (17-20-W003) for Easements 17-03-20-14 and 17-04-20-14 totaling \$4,000.00.

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

Opposed: None.

Motion carried.

BWSR FY2021 SWCD LOCAL CAPACITY SERVICES and BUFFER LAW GRANT AGREEMENT

Motion by Nerem, second by Lingbeek to approve the BWSR FY2021 SWCD Local Capacity Services and Buffer Law Grant Agreement ending December 31, 2023 totaling \$160,758.00.

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

Opposed: None.

Motion carried.

COTTONWOOD COUNTY BUILDING LEASE

Motion by Lingbeek, second by Tasler to approve the Cottonwood County Building Lease for the period of January 1, 2021 to December 31, 2021 at \$1,900 per month.

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

Opposed: None.

Motion carried.

COTTONWOOD SWCD BUDGET

SEPTEMBER/OCTOBER MEETING DATES

SUPERVISOR MEETINGS – ALL MEETINGS SUBJECT TO CONFERENCE CALLING OR WEBEX

September 29 – GBERBA Joint Powers Agreement Meeting – WebEx(Office); October 1 – RCRCA/Area II Meeting – Zoom; October 7-8 – NRCS State Tech Advisory Committee Meeting – WebEx(Office); October 9 – GBERBA Executive Meeting – WebEx(Office); October 12or13 – Watonwan 1W1P Policy Committee Meeting – WebEx(Office); October 22 - Cottonwood SWCD Board – WebEx(Office).

SWCD EMPLOYEE MEETINGS

September 29 – TSA State Manager’s Meeting – WebEx; September 29 – GBERBA Joint Powers Agreement Meeting – WebEx(Office); October 7-8 – NRCS State Tech Advisory Committee Meeting – WebEx(Office); October 9 – 1W1P Watonwan Steering Team Meeting – WebEx; October 9 – GBERBA Executive Meeting – WebEx(Office); October 10-11 – MN Water Resource Conference – Virtual; October 12or13 – Watonwan 1W1P Policy Committee Meeting – WebEx(Office); October 19-23 – MCIT – Risk Management Workshops – Virtual; October 21/28 – GBERBA Technical Meeting – WebEx(Office); October 22 – Cottonwood SWCD Board Meeting – WebEx(Office); October 27-29 – BWSR Academy – Virtual; October 29-30 – Regional Land Use Conference – N. Mankato; November 18-19 – State Manager’s Meeting – Brainerd.

Motion by Duroe, second by Nerem to approve the Supervisor and Employee meetings and expenses for the month of September/October 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 9:38 a.m.

Next Meeting will be on THURSDAY, October 22, 2020 at 8:30 a.m. at the District Office (by WebEx).

District Supervisor

District Administrator