

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS
MINUTES
March 25, 2021**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on March 25, 2021 through WebEx (video communications) . The meeting was called to order by Chairman Tom Muller at 8:36 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, Tom Muller (In Office)
Vice Chairman, Jeremy Nerem (WebEx)
Treasurer, Clark Lingbeek (WebEx)
PR&I, Daryl Tasler (Office)

Others Present:

District Administrator, Kay Gross
District Technician, Dave Bucklin
Kari Clouse, Administrative Program Assistant
Dru Larson, MN/IA Conservation Corps Intern
Karen Boysen, NRCS CST Leader(WebEx)
Jonathan Matz, Assistant State Conservationist Field Operations(WebEx)
Troy Daniell, MN State Conservationist(WebEx)

Others Present by Media:

Tom Appel, Cottonwood County Commissioner (WebEx)

Absent:

Secretary, Cody Duroe

CALL TO ORDER and ROLL CALL

AGENDA: Motion by Nerem, second by Tasler to approve the agenda with additions.

Roll Call Vote: Muller – No Nerem – Yes Lingbeek – Yes Tasler - Yes

Opposed: None.

Motion carried.

MINUTES: Motion by Tasler, second by Nerem to approve the February 25, 2021 Board Meeting minutes.

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

Opposed: None.

Motion carried.

FEBRUARY FINANCIAL REPORT: Motion by Tasler, second by Lingbeek to approve the March Financial Report as presented and submit for audit.

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

Opposed: None.

Motion carried.

ACCOUNTS PAYABLE: Motion by Nerem, second by Tasler to approve and pay March accounts payable totaling \$40,054.04.

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

Opposed: None.

Motion carried.

FIRST QUARTER COMPENSATION and EXPENSES

January 7 – RCRCA/Area II Meeting – Virtual - \$75.00; January 13 – Southwest Prairie TSA Meeting – Virtual - \$75.00;
January 22 – GBERBA Policy Meeting – Virtual - \$75.00; January 28 – SWCD Board Meeting – Office/Virtual - \$75.00.
February 4 – Area II/RCRCA Meeting – Virtual - \$75.00; February 12 – GBERBA Executive Meeting – Virtual - \$75.00;
February 18 - Area V Meeting – Virtual - \$75.00; February 25 – Cottonwood SWCD Meeting – Office - \$75.00.
March 4 – RCRCA/Area II Meeting – Virtual - \$75.00; March 12 – GBERBA Policy Meeting – Mankato - \$75.00; March 18 –
MASWCD Legislative Briefing – Virtual - \$75.00; March 18 – Des Moines Watershed 1W1P Policy Meeting – Virtual - \$75.00;
March 25 - SWCD Board Meeting – Office - \$75.00; March 31 – Locally Lead Conservation – Local Work Group Training –
Virtual - \$75.00.

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SWCD BOARD MINUTES
MARCH 25, 2021

Motion by Tasler, second by Lingbeek to approve the First Quarter Supervisor Compensation and Expenses.
Roll Call Vote: Muller – Yes Nerem – Yes Lingbeek – Yes Tasler - Yes
Opposed: None.
Motion carried.

AUDIT UPDATE 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 Muller, second by Tasler to approve the Southwest Prairie February Monthly Financials, February/March vouchers and March Administrative Report.
Roll Call Vote: Muller – Yes Nerem – Yes Lingbeek – Yes Tasler - Yes
Opposed: None.
Motion carried.

MASWCD and AREA V: Lingbeek
COTTONWOOD COUNTY COMMISSIONER: Commissioner Tom Appel

NRCS – Troy Daniell, MN State Conservationist and **Jonathan Matz**, Assistant State Conservationist Field Operations
250 FTEs in Minnesota – highest in 5 years. Budget crunch at this time. Locally Lead Training on March 30.

ADMINISTRATOR REPORT: Kay Gross
GBERBA COST-SHARE CONTRACT CANCELLATION

Motion by Tasler, second by Nerem to approve the cancellation of GBERBA Cost-Share contract 319-TMDL-16-17-09 Ramont Schrock totaling \$3,875.00.
Roll Call Vote: Muller – Yes Nerem – Yes Lingbeek – Yes Tasler - Yes
Opposed: None.
Motion carried.

LAWNS TO LEGUMES COST-SHARE CONTACT APPROVAL

Motion by Muller, second by Lingbeek to approve the Lawns to Legumes Cost-Share Contract Cory Malakowsky L2L-FY20-Cottonwood-15 (\$450.00), Judy & Rory Lindvall L2L-FY20-Cottonwood-16 (\$450.00), Kathryn Nemitz L2L-FT20-Cottonwood-17 (\$450.00), Duerksen/Sellner L2L-CY20-Cottonwood-18 (\$450.00), David Koep L2L-FY20-Cottonwood-19 (\$450.00) and Carol Hartman L2L-FY20-Cottonwood-20 (\$450.00).
Roll Call Vote: Muller – Yes Nerem – Yes Lingbeek – Yes Tasler - Yes
Opposed: None.
Motion carried.

WELL SEALING COST-SHARE CONTRACT

Motion by Tasler, second by Nerem to approve the 2021-03 Well Sealing Cost-Share Contract for Cottonwood County and authorize final payment totaling \$400.00.00 for Deb and Mark Stevens.
Roll Call Vote: Muller – Yes Nerem – Yes Lingbeek – Yes Tasler - Yes
Opposed: None.
Motion carried.

LAWNS TO LEGUMES EDUCATION REQUEST

Motion by Nerem, second by Lingbeek to approve the use of the office credit card to purchase two gift cards (\$150 each) for L2L photo contest prizes. These purchases have been approved by the Board of Soil and Water Resources.
Roll Call Vote: Muller – Yes Nerem – Yes Lingbeek – Yes Tasler - Yes
Opposed: None.
Motion carried.

BWSR WORK ORDER CONTRACT APPROVAL

Motion by Lingbeek, second by Tasler to approve the BWSR Work Order Contract 17-19-W803 totaling \$500.00 and Work Order Contract 17-20-W007 totaling \$8,000.00.
Roll Call Vote: Muller – Yes Nerem – Yes Lingbeek – Yes Tasler - Yes
Opposed: None.
Motion carried.

DUCKS UNLIMITED

Motion by Tasler, second by Nerem to approve the attendance of two staff (\$40.00 each) to the April 10 DU banquet and provide a wood duck box.

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

Opposed: None.

Motion carried.

LOCALLY LED CONSERVATION TRAINING – SUPERVISORS – March 31, 2021

JANUARY MEETING DATES

SUPERVISOR MEETINGS – ALL MEETINGS SUBJECT TO CONFERENCE CALLING OR WEBEX

March 31 – Locally Lead Conservation - Supervisors – Virtual; April 1 - RCRCA/Area II Meeting – Zoom; April 7 – Southwest Prairie TSA Meeting – Virtual; April 22 – SWCD Board Meeting – Virtual; April 28 - GBERBA Executive Board Meeting – WebEx (Office).

SWCD EMPLOYEE MEETINGS

March 30 – BWSR Spring Training – Virtual; March 31 County Ditch Training – Virtual; March 31 – Locally Lead Conservation Training – Virtual; April 7 – Southwest Prairie TSA Meeting – Virtual; April 10 – DU Banquet – Windom; April 22 – SWCD Board Meeting – Virtual; April 23 – Drainage Training – Virtual; April 28 – GBERBA Technical Meeting – Virtual; April 28 – GBERBA Executive Board Meeting – Virtual.

Motion by Tasler, second by Muller to approve the Supervisor and Employee meetings and expenses for the month of March/April 2021.

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

Opposed: None.

Motion carried.

NRCS DISTRICT CONSERVATIONIST – Karen Boysen – Update

EQIP ranking 2021 applications – 46 – deadline March 26 – approval by March 30. CSP general sign-up ends March 26 – 47 pending applications – only signed by 2018 – None will screen high – may have nobody funded for 2021. New staff will be coming soon.

SENIOR TECHNICIAN – Dave Bucklin – Written Report

FARM BILL/PROGRAM TECHNICIAN – Becky Buchholz – 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 – Dru Larson – Written Report

PLANNING and ZONING TECHNICIAN – Alex Schultz – Written Report

ADJOURNMENT: Meeting adjourned by the Chairman at 10:20 a.m.

Next Meeting will be on THURSDAY, April 22, 2021 at 8:30 a.m. at the District Office (by WebEx).

District Supervisor

District Administrator